



Warrumbungle Shire Council

Council meeting

Thursday, 17 April 2014

**to be held at the Council Chambers,
14-22 John Street, Coonabarabran**

commencing at 10.00 am

Mayor

Councillor Peter Shinton

Deputy Mayor

Councillor Murray Coe

COUNCILLORS

Councillor Gary Andrews

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Victor Schmidt

Councillor Chris Sullivan

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

Rebecca Ryan (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Leeanne Ryan (Director Development Services)

Warrumbungle Shire Council

Vision

Excellence in Local Government

Mission

We will provide:

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

We Value

Honesty

Frank and open discussion, taking responsibility for our actions

Integrity

Behaving in accordance with our values

Fairness

Consideration of the facts and a commitment to two way communication

Compassion

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

Respect

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

Transparency

Open and honest interactions with each other and our community

Passion

Achievement of activities with energy, enthusiasm and pride

Trust

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

Opportunity

To be an enviable workplace creating pathways for staff development

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 17 April 2014 at the Council Chambers, John Street, Coonabarabran commencing at 10.00am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Forum

Apologies

Disclosure of Interest
 Pecuniary Interest
 Non Pecuniary Conflict of Interest

Reports

Questions and Matters of Concern

Reports to be considered in Closed Council

1C HR Industrial Issue
2C Castlereagh Macquarie County Council

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Matter to be dealt with “in committee”

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

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

- (a) personnel matters concerning particular individuals (other than councillors)
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

FURTHER that Council resolve:

- (a) that Council go into closed committee to consider business relating to commercial information and personnel matters
- (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)(a) and (c) as outlined above
- (c) that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

INDEX

Item 1 Minutes of Ordinary Council Meeting – 20 March 2014.....	6
RECOMMENDATION	12
Item 2 Minutes of Consultative Advisory Committee Meeting – 5 March 2014	13
RECOMMENDATION	17
Item 3 Minutes of the Baradine Memorial Hall Advisory Committee Meeting	18
RECOMMENDATION	19
Item 4 Minutes of Robertson Oval Advisory Committee Meeting – 19 February 2014	20
RECOMMENDATION	21
Item 5 Minutes of Work Health & Safety Meeting – 4 March 2014	22
RECOMMENDATION	24
Item 6 Economic Development and Tourism Advisory Committee Meeting Minutes	25
RECOMMENDATION	28
Item 7 Minutes of Warrumbungle Liquor Accord Incorporated Meeting – 13 March 2014...	29
RECOMMENDATION	30
Item 8 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting	31
RECOMMENDATION	32
Item 9 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting	33
RECOMMENDATION	35
Item 10 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting	36
RECOMMENDATION	37
Item 11 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting	38
RECOMMENDATION	40
Item 12 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting	41
RECOMMENDATION	42
Item 13 Minutes of the Audit and Risk Management Committee Meeting	43
RECOMMENDATION	45
Item 14 Minutes Bushfire Appeal Advisory Panel – 28 March 2014.....	46
RECOMMENDATION	48
Item 15 Minutes of Traffic Advisory Committee Meeting held on 27 March 2014	49
RECOMMENDATION	51
Item 16 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting	52
RECOMMENDATION	54
Item 17 Delegations of Authority to the General Manager	55
RECOMMENDATION	55
Item 18 Warrumbungle Cobbora Transition Fund Committee	59
RECOMMENDATION	61
Item 19 Orana Arts.....	62
RECOMMENDATION	62
Item 20 Coonabarabran Council Chambers Heritage Items.....	63
RECOMMENDATION	65
Item 21 Brick Bats and Bouquets	66
RECOMMENDATION	66
Item 22 Council Resolutions Report April 2014	70
RECOMMENDATION	70
Item 23 Report from Human Resources – April 2014	71
RECOMMENDATION	74
Item 24 Macquarie Regional Library Service Agreement 2014-2018.....	75
RECOMMENDATION	76

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 25 Bank Reconciliation for month ending 31 March 2014	77
RECOMMENDATION	81
Item 26 Investments and Term Deposits.....	82
RECOMMENDATION	85
Item 27 Rates Report for Month Ending 31 March 2014	86
RECOMMENDATION	89
Item 28 Support Sought for Solar Power Plants in Inland NSW	90
RECOMMENDATION	91
Item 29 Australian Rural Roads Group - Infrastructure Australia	92
RECOMMENDATION	93
Item 30 2013/14 Technical Services Works Program.....	94
RECOMMENDATION	94
Item 31 Baradine Heritage Main Street Study.....	99
RECOMMENDATION	100
Item 32 Crown Land Amendment (Multiple Land Use) Act 2013	101
RECOMMENDATION	102
Item 33 Boundary Signs	103
RECOMMENDATION	105
Item 34 Request to Purchase Council Road in Ulamambri	106
RECOMMENDATION	107
Item 35 Drought Financial Support Officer.....	108
RECOMMENDATION	109
Item 36 Weed Management Review	110
RECOMMENDATION	111
Item 37 RV Friendly Towns and Dump Points	112
RECOMMENDATION	113
Item 38 Court Proceedings	114
RECOMMENDATION	115
Item 39 Development Applications	116
RECOMMENDATION	117

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 1 Minutes of Ordinary Council Meeting – 20 March 2014

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration & Customer Service – Sally Morris
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

PRESENT: Cr Peter Shinton (Chairman), Cr Andrews, Cr Capel, Cr Clancy, Cr Coe, Cr Schmidt, Cr C Sullivan, Cr R Sullivan, Cr Todd, General Manager (Steve Loane), Director Corporate Services (Rebecca Ryan), Director Technical Services (Kevin Tighe) and Acting Director Environmental & Community Services (Fiona Luckhurst), Director Development Services (Leeanne Ryan)

In attendance: Manager Administration & Customer Service (S Morris) (minutes)

APOLOGIES: Nil

The Mayor welcomed members of the public to the meeting and introduced the new Director Development Services – Leeanne Ryan.

Forum

10.14am

Lisa de Costa addressed the meeting concerning proposed installation of toilet at Nandi Park and suggested that the funds should be spent on tourism promotion across the shire. Toilets in Nandi Park would not promote visitation to town and free camping and vandalism are concerns.

Ms de Costa asked that council use the money to encourage travellers to spend money in town instead of building toilets.

10.09am

Mr Kevin Carberry addressed the meeting regarding Coolah footpaths and local roads. Concerns regarding footpaths and edge of road being suitable for use of mobile scooters and wheelchairs. Mobile scooters and wheelchairs are on the road because they cannot ride on footpaths to the hospital. Accessibility for senior citizens to use mobility scooters around town due to lack of footpaths causes difficulties and concerns. Mr Carberry suggested that perhaps council could identify and mark the sides of roads for use of scooters.

10.13am

Graham Perry – Inland NSW addressed the meeting. Number one objective is to double overnight visitation and expenditure to inland area by 2020. Inland NSW is to champion destinations within the region. Consumer focused. Undertook consumer research to understand what consumers thought about Inland NSW. Consumers No. 1 experience are looking for country and history and heritage experiences.

10.38am

The Mayor welcomed school students from Sacred Heart School, Coolah.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Declarations of Pecuniary Interest and Non Pecuniary Interest

Councillor Schmidt declared a non pecuniary interest in Item 24 - Scores on Doors Program.

REPORTS

Item 1 Minutes of Ordinary Council Meeting – 20 February 2014

275/1314 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 20 February 2014 be endorsed.

Schmidt/Capel
The motion was carried

Item 2 Minutes of Special Council Meeting – 10 March 2014

276/1314 RESOLVED that the resolutions contained in the Minutes of the Special Council meeting held on 10 March 2014 be endorsed.

Coe/Todd
The motion was carried

Item 3 Minutes of Traffic Advisory Committee Meeting held on 26 February 2014

277/1314 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held on 26 February 2014.
2. That request by St Michael's School to close Merrygoen Street between Yarrow Street and Tucklan Street and, Yarrow Street between Merrygoen Street and Tallawang Street on 18 May 2014 from 11.00 am to 2.30 pm for the Annual Billy Cart Bash be approved subject to compliance with Council's Road Closure Policy.
3. That Council seek further information from Coonabarabran LALC on the National Sorry Day Memorial Walk to be held on 26 May 2014 and that this matter be brought back to the next Traffic Committee meeting.
4. That Council refuse application by Mendooran Development Group to extend 50 kph speed limit on Forest Road to Manus Drive due to non compliance with RMS conditions and that Council seek clarification on reason for request **FURTHER** that should the reason for extension be in relation to a bus pick up / drop off area then Council investigate proposed options.
5. That request by North West Equestrian Expo to close Reservoir Street on 31 May 2014 and 1 June 2014 from 9.00 am to 2.30 pm for the Cross Country Event be approved subject to compliance with Council's Road Closure Policy.
6. That request by Coonabarabran RSL to close John Street at the Intersection of Dalgarno Street and John Street on 25 April 2014 from 5.57 am to 6.20 am for the ANZAC Dawn Service be approved subject to compliance with RMS Guidelines and Council's Road Closure Policy.
7. That request by Baradine Junior Sports Club to close Darling Street between Masman Street and Walker Street on 10 May 2014, 14 June 2014, 12 July 2014 and 2 August 2014 for the 2014 JRL&NC Competition be approved subject to compliance with Council's Road Closure Policy.
8. That request by Warrumbungle Wheelers to conduct the Tour de Warrumbungles Bike Ride Event in Coonabarabran on 29-30 March 2014 be approved subject to concurrence with RMS Guidelines **FURTHER** that application be forwarded to RMS Traffic Operations Manager for consideration and approval, and that NSW Police Force approval be forwarded to Council and RMS for information.

Schmidt/Capel
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 4 Minutes of Consultative Advisory Committee Special Meeting – 14 February 2014

278/1314 RESOLVED that Council notes the Minutes from the Consultative Advisory Committee Special meeting held on 14 February 2014 at Coonabarabran.

Schmidt/Capel
The motion was carried

Item 5 Minutes of Local Emergency Management Committee Meeting

– 14 February 2014

279/1314 RESOLVED that Council notes the minutes from the Local Emergency Management Committee held on 14 February 2014 at Coonabarabran.

Schmidt/Clancy
The motion was carried

Item 6 Association of Mining Related Councils Inc – Draft Coal Seam Gas Policy

Received.

Item 7 Rescission Motion

280/1314 A motion was moved by Councillor Schmidt seconded by Councillor Shinton that:

Motion 263/1314 regarding proposal to install toilets at Nandi Park, Timor Rock Park and Hickeys Falls be rescinded and replaced with the following:

- 1. That the funding offer from the Minister for Tourism, Major Events, Hospitality and Racing, Minister for Arts, is used to replace the toilet at Timor Rock Park and for construction of a new toilet at Nandi Park.*
- 2. A Development Application is lodged for construction of a toilet at Timor Rock Park and for construction of a toilet at Nandi Park.*
- 3. The cleaning of the toilet blocks is restricted to 3 days per week, Monday, Wednesday and Friday so that the cost of upkeep is not excessive.*

The motion was put and carried

11.15am

281/1314 RESOLVED that standing orders be suspended to break for morning tea.

Coe/Capel
The motion was carried

11.41am

282/1314 RESOLVED that standing orders be resumed.

R Sullivan/Capel
The motion was carried

Cr Todd declared an interest in Item 8 and abstained from voting.

Item 8 Inland Rail Symposium - Reimbursement of Expenses for Cr Todd

283/1314 RESOLVED that Council reimburse Cr Todd the amount of \$368.63 and further that the budget for Councillor attendance at conferences be increased for the 2014/2015 year to \$30,000.

Coe/Capel
The motion was carried

Item 9 Inland Rail Symposium – Report from Cr Denis Todd

284/1314 RESOLVED that Councillor Todd's report be received.

Andrews /Clancy
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 10 Legal Assistance Canterbury City Council

285/1314 RESOLVED that Council contribute \$294.43 to Local Government NSW to support Canterbury City Council towards the legal costs incurred in an appeal to the Supreme Court of NSW for easement over community land and **FURTHER** that a supplementary vote of \$294.43 be provided.

**Schmidt/C Sullivan
The motion was carried**

Item 11 Local Government Review

286/1314 RESOLVED that Council endorse the findings of the workshop conducted 20 March 2014 and compile the report for submission.

**R Sullivan/Schmidt
The motion was carried**

Item 12 Brick Bats and Bouquets

Received.

Item 13 Report from Human Resources – March 2014

Received.

Item 14 Council Resolutions Report March 2014

Received.

Item 15 Progress Report Delivery Program 2013-2017

287/1314 RESOLVED that Council accepts the 2013-2017 Delivery Program six (6) month Progress Report to 31 December 2013.

**R Sullivan/Capel
The motion was carried**

Item 16 Bank Reconciliation for month ending 28 February 2014

288/1314 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 28 February 2014.

**Schmidt/Capel
The motion was carried**

Item 17 Investments and Term Deposits

289/1314 RESOLVED that Council accept the Investments Report for the month ending 28 February 2014.

**Schmidt/Clancy
The motion was carried**

Item 18 Rates Report for Month Ending 28 February 2014

Received.

Item 19 Sale of Council Property - Ulamambri

290/1314 RESOLVED that Council approves the General Manager and Mayor to affix Councils seal and sign Transfer Deed for the finalisation of the sale of Lot 2 Section 1 DP759016.

**Capel/Clancy
The motion was carried**

Item 20 Coonabarabran Regional Netball Courts Facility Upgrade

291/1314 RESOLVED:

1. That survey investigation and design is undertaken on the existing netball / basketball hard court area at the Coonabarabran sporting complex including investigation of underground cavities, furthermore a supplementary vote of \$7,000 is made for this investigation.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

2. That application for \$25,000 funding is made to the NSW Office of Communities Sport & Recreation for upgrading the netball / basketball area of the Coonabarabran sporting complex.
3. That the project to upgrade the two existing netball / basketball hard courts at the Coonabarabran sporting complex is referred to budget considerations for allocation in the 2014/2015 budget.
4. That Council submit an application for funding under the ClubGRANTS Category 3 program, which is being managed by the NSW Office of Liquor, Gaming and Racing for the proposed netball / basketball hard courts.
5. Consultation be undertaken with all stakeholders including netball and junior rugby league users.

Schmidt/R Sullivan
The motion was carried

Item 21 Request for town water connection on Baradine Goorianawa Road

292/1314 RESOLVED that the application by the owner of Lot 140 DP750246 to have a connection to the town water supply is approved subject to the following conditions:

- Acceptance by the applicant that the water service is outside the area serviced by fire fighting hydrants.
- A quotation for the cost of installation is prepared by Council and accepted by the applicant prior to works being undertaken.

Todd/Clancy
The motion was carried

Item 22 2013/14 Technical Services Works Program – Road Operations, Urban Services & Water Services Received.

Item 23 Salinity and Water Quality Alliance

293/1314 RESOLVED that Council accepts the Terms of Reference, and renews its membership with the Central West Councils Salinity and Water Quality Alliance.

Schmidt/Capel
The motion was carried

Councillor Schmidt declared a non pecuniary interest in the next item for consideration and took no part in the discussion of determination.

Item 24 Scores on Doors Program

294/1314 RESOLVED that Council rejects the adoption of the Scores on Doors program.

Coe/R Sullivan
The motion was carried

Item 25 Development Applications

295/1314 RESOLVED that Council note the Applications Approved, during February 2014, under Delegated Authority.

Schmidt/R Sullivan
The motion was carried

12.13pm

296/1314 RESOLVED that:

- (a) that Council go into closed committee to consider business relating to commercial and personnel information

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

- (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)(a) and (c) as outlined above
- (c) that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

Todd/Capel
The motion was carried

12.54pm

297/1314 RESOLVED that Council move out of closed Committee.

Schmidt/Capel
The motion was carried

The General Manager announced the following resolutions to the meeting.

Item 1C Proposal to Extend the Operating Life of Warrumbungle Quarry

298/1314 RESOLVED that the General Manager is authorised to continue investigations and negotiations and prepare a detailed financial and risk analysis on a proposal to extend the life of current operations at Warrumbungle Quarry and report back to Council **FURTHERMORE** funding is made available for the investigations and proving of the resource to the value of \$50,000.

Schmidt/R Sullivan
The motion was carried

Item 2C Castlereagh Macquarie County Council

299/1314 RESOLVED that Warrumbungle Shire Council approve in principle the request from Castlereagh Macquarie County Council for an interest free loan of \$50,000 over three years subject to investigations and report brought back to Council detailing financial and operational impacts. **FURTHER** that the General Manager Castlereagh Macquarie County Council address Council.

Schmidt/Coe
The motion was carried

Item 3C Department of Human Services Agency

300/1314 RESOLVED that Council provide advice to the Department of Human Services that it will not be renewing the contract for the Department of Human Services Agency in Coonabarabran, and further, that Council provide information to Department of Human Services on alternative local businesses or community services that may be interested in bidding for a contract with the Department of Human Services for Agency services.

Schmidt/Andrews
The motion was carried

QUESTIONS AND MATTERS OF CONCERN

Councillor Schmidt

- Traffic committee – road closures for public events – detour of traffic expense – Council look at mechanical signs to reduce expense of employees manning detours DTS to obtain costings and refer for budget consideration

Councillor Capel

- How has Liquid trade waste response been – DTS and Councillor Schmidt provided information on responses
- Requirements for Council's compliance - DTS responded regarding impact on council's town hall and depots
- Cobbora Transition Fund – GM advised complaint regarding communication has been logged and dates for submissions relating to \$1,000,000 extended

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

- Notification to meeting for information of Petroleum application licence from Coolah to Binnaway and one around Dunedoo
- Invitation to visit Caravan Park at Coolah to look at what is being done

Councillor Coe

- Do we need special meeting to decide the Cobbora Transition Fund – GM provided response

Councillor Clancy

- Saltwater creek – GM advised mediation set down for April 2014
- Mow creek – design or activity planned – DTS advised some initial work done but no further work done at this stage – on list for further work
- Water restrictions in Coonabarabran – DTS informed meeting that dam has increased and have not looked at restrictions in last week or so. Review to be undertaken.
- Biomass proposal – what is happening – GM advised been unable to speak with proponent
- Neilson Park watering – DTS advised that the Park is on town water supply however the park is watered using river water
- Oxley Constructions – lifestyle buildings – Reservoir Street subdivision – request to inspect all documents in relation to this DA – GM informed that DA still active
- Report on appointment of GM – Mayor advised email to be sent to Councillors this afternoon

Councillor R Sullivan

- Bomera cemetery – request for fencing be submitted for budget GM advised crown land and matter is being discussed with Crown Trust.
- Graincorp – silos being sold – concerns regarding structures

Councillor Todd

- Toilet at Baradine shut and locked – DTS advised toilet being locked at night time but due to vandalism the toilet block has been locked.
- Water connection to central school – DTS advised Council has not received a submission
- Question time be held prior to confidential items at each meeting.

Councillor Andrews

- Toilets – problems at Baradine would suggest that same problems will occur at Nandi Park

Councillor C Sullivan

- Setting up hall at Dunedoo – need some plan for funding for external upgrade
- Children's playground looks good
- Robertson oval – looks good
- Grain silos – inspection coming up with Graincorp for local site.

There being no further business the meeting closed at 1.20pm.

.....
CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 20 March 2014 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 2 Minutes of Consultative Advisory Committee Meeting – 5 March 2014

Division:	Corporate Services
Management Area:	Human Resources
Authors:	PA to Director Technical Services – Tracy Cain
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk

PRESENT: Brad Condon (Chairperson), Tracy Cain, Noel Gilbert, Ron Howard, Ben Smith and Jim O'Malley.

IN ATTENDANCE: Val Kearnes (Manager HR) and Martin Wynne (USU NW Organiser).

APOLOGIES: David Smith, Rachel Carlyle and Steve Loane (General Manager).

CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Consultative Committee Special meeting held on Friday, 14 February 2014 be confirmed.

Cain/Smith

BUSINESS ARISING

Minutes of Meeting – 23 January 2014

Staff Recruitment Policy

Amendments in relation to Section 3 - 'Advertise the Job Internally' of the Staff Recruitment Policy presented to Manex and approved. Manager HR to provide copy of amended version to Secretary for confirmation.

Consultative Committee Constitution – Section 8.3 Vice Chairperson

Jim O'Malley was nominated and accepted the position of Vice Chairperson for the Consultative Committee.

Availability of Transport to Attend Meetings

Concerns were raised in relation to Council having difficulty in providing a vehicle for a member to attend meetings. Manager HR to discuss matter with Manager Fleet Services.

Review of New and Changed Positions

Manager HR confirmed that cover sheet reports, which include the review of position descriptions, grade changes and revised competencies had been developed and referred to Manex for consideration.

Manager Property and Risk

Manager HR confirmed that relevant qualification and experience for Manager Property and Risk position had been added to the essential criteria of the PD. Manager HR to provide copy of amended version to Secretary for confirmation.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Distribution of Consultative Committee Information

Secretary confirmed that committee members' private email addresses had been removed from Council's mailing list. Noted that Consultative Committee documentation for Jim O'Malley was to be forwarded to Dunedoo Store via email for printing.

Consultative Committee Meetings via Videoconference

The committee discussed alternating meetings between Coonabarabran and Coolah in conjunction with WHS meetings. Concerns were raised regarding safety of the Coolah Council Chambers ie fire emergency exits. Chairperson to confirm safety matter with Manager Regulatory Services.

RECOMMENDED that the Secretary investigate proposal to conduct Consultative Committee meetings via videoconference and that matter be brought back to the next Consultative Committee meeting.

Consensus

Minutes of Special Meeting – 14 February 2014

Compliance Officer

RECOMMENDED that preferred formal qualification of a TAFE Certificate III for the Compliance Officer position be placed in Step 1 of the Competency Document and also in the desirable criteria of the Position Description.

Consensus

Senior Compliance Officer

Manager HR confirmed that the Senior Compliance Officer position had been advertised internally with a closing date of 7 March 2014. Amendments had also been made to the Competency Document.

Review of Salary System

RECOMMENDED that review of Council's Salary System by a private entity be referred to the General Manager for action and information brought back to the next Consultative Committee meeting.

Consensus

AGENDA ITEMS

Review of Consultative Committee Constitution

RECOMMENDED that the Consultative Committee Constitution be accepted subject to the following amendments **FURTHER** that appointment of a Minute Taker be referred to the General Manager for consideration and outcome brought back to the next Consultative Committee meeting.

- a) Section 8.6 – Council's Human Resources Department
Removal of paragraph pertaining to the Human Resources Department being responsible for the preparation and distribution of all agenda items to Consultative Committee members.

It was determined that the Manager HR would email agenda items and supporting documentation to the Chairperson within the specified timeframe of ten (10) working days prior to the meeting.

- b) Section 10a – Date, Time and Place of Meetings
Inclusion of the following:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Meetings will be held in either Coonabarabran or Coolah to align, where possible, with WHS meetings.

Consultative Committee members have the option of attending meetings via videoconference and/or teleconference.

Consensus

Appointment of Minute Taker

Concerns were raised in relation to Council not providing a Minute Taker for Consultative Committee meetings. Both members and Manager HR felt that they would be unable to fully participate in the meeting should they be required to take minutes.

As per Section 7.13 of Council's Code of Conduct, Council is required to provide members reasonable access to Council resources for the purposes of carrying out their industrial responsibilities, including but not limited to, functions associated with the role of the local consultative committee.

It was noted that 'Support Services', as per Section 8.1 of the USU Industrial Relations Resource, may include provision by Council of a level of secretariat support.

It was determined that Manager HR refer matter to the General Manager for consideration.

Draft Alcohol and Other Drugs Policy and Procedure

USU Delegate, Tracy Cain advised that USU Northern Manager, Steve Hughes had provided a response following the review of Council's Draft Alcohol and Other Drugs Policy and Procedure.

USU Northern Manager advised that under Section 4 – Random Testing List of the Policy document, that testing shall only be carried out during working hours and not at any time. In the Procedure document reference to Section 10 – Disciplinary Measures, it should be understood that termination or demotion should only be considered for multiple offences.

RECOMMENDED that the Draft Alcohol and Other Drugs Policy and Procedure be accepted subject to inclusion of the above amendments in Section 4 – Random Testing List of the Policy document and Section 10 – Disciplinary Measures in the Procedure document.

Consensus

Draft Motor Vehicle Leaseback Policy

RECOMMENDED that the Draft Motor Vehicle Leaseback Policy and Agreement be accepted subject to the following amendments:

Motor Vehicle Leaseback Agreement

- 1) Private Use and Fees – Section 2.2
'Private use shall be restricted to 1,000 km in direct line from the Warrumbungle Shire Council boundary. Deletion of 'distance arc from Coonabarabran.' (*last sentence of paragraph*).
- 2) Fuel – Section 3.1
'Council's preferred source of receiving fuel is to be its Depots located at Coonabarabran, Coolah and Dunedoo where possible'.
- 3) Breakdown and Emergencies – Section 5.1
Change 'both workshop' to 'either workshop'.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

- 4) Breakdown and Emergencies – Section 5.3
Deletion of 'endeavour to' (*last sentence*) ie 'Council will provide another vehicle, including a rental vehicle, to the employee'.
- 5) Disqualification or Conviction – Section 16.1
Request for Council to review Section 16.1. Disqualification or Conviction should comply with Council's Loss of Licence Policy.
- 6) Annexure 1.0
Level 3 to be changed from 'Managers' to 'Others'.
- 7) Annexure 3.0
Map to change to include Council's boundary.

Consensus

Concerns were also raised in relation to:

Private Use and Fees – Section 2.1

'Private use for a maximum period of 5 weeks'. Why is there a limitation of 5 weeks? Why wouldn't Council want to receive contributions for 52 weeks of the year?

Care and Security of Vehicle – Section 6.3

'Regular cleaning of vehicle and termination of agreement by GM without notice'. In reference to termination of agreement due to breach of care, how do you define regular ie once a week, once a month etc.

Loss of Licence Policy

Manager HR advised that Council was in the process of developing a Draft Loss of Licence Policy, which was currently unavailable for consideration by the Consultative Committee.

Concerns were raised that Letters of Offer for new employees and staff affected by the new Organisational Structure include the following statement:

'Any loss of licence will result in termination of employment, as you would no longer be able to perform the duties of the position.'

It was noted that in 2006, Letters of Offer did not contain a Loss of Licence clause, and in 2010 a clause was included, however the loss of licence may result in termination.

Staff were concerned that should they not agree to the above and not sign their Letter of Offer, they would no longer have a job. Also, Council may be challenged for unfair dismissal in respect of staff not being able to perform the duties of the position due to loss of licence.

It is believed that this statement is too harsh and requires clarification on loss of licence.

Outdoor staff are of the understanding that termination of employment through loss of licence is only effective due to alcohol or drug related charges. Concerns were raised that staff may temporarily lose their licence or be suspended from driving due to a medical condition, loss of points or an accident, and would therefore be terminated.

A policy is required in order to be fair, equitable and that each case be based on merit.

RECOMMENDED that the statement relating to Loss of Licence and termination of employment in Council's Letters of Offer be changed to read the following:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

'Any loss of licence may result in termination of employment, as you would no longer be able to perform the duties of the position.'

FURTHER that a Loss of Licence Policy be brought back to the next Consultative Committee meeting for review.

Consensus

GENERAL BUSINESS

Appointment of Management Representative to Consultative Committee

The Secretary posed a question as to whether the Consultative Committee was an Advisory Committee of Council, and if so, why the appointment of the General Manager as the management representative on the committee was not considered and determined by Council, as per the Constitution. Matter to be referred to the General Manager for confirmation.

There being no further business the meeting closed at 4.10 pm.

The next Meeting is to be held in the Gallery / Training Room of the Coonabarabran Council Chambers on Thursday, 24 April 2014 commencing 2.00 pm.

.....
CHAIRPERSON

RECOMMENDATION

That Council notes the Minutes from the Consultative Advisory Committee meeting held on 5 March 2014 at Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 3 Minutes of the Baradine Memorial Hall Advisory Committee Meeting 15 October 2013

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager Property and Risk - Jennifer Parker
CSP Key Focus Area:	Community and Culture
Priority:	CC3 - Our shire is home to vibrant arts and cultural life of the shire is promoted and supported as an essential aspect of community well-being.

PRESENT: Councillor Denis Todd, John Farrell, Nea Worrell, Matthew Bunner, Ted Hayman, Narelle Wood, Jennifer Parker (Mgr. Property & Risk Warrumbungle Shire Council)

APOLOGIES: Liz Cutts, Lorretta Masman; Rebecca Ryan, Aaron Parker

Acceptance of the Minutes from last meeting

1. Acceptance of Minutes from last meeting
RECOMMENDED Farrell/Worrell

2. Grant Updates –
 - a) Electrical rewiring – work completed and Community Building Partnerships grant acquitted.
 - b) Roof repairs – have asked Baradine builder Mark Rogers for a quote for this and guttering, as well as Bulla Matthews.
 - c) Replacement of floor in front hall – two quotes attached; only received them Friday last. Will commence lodgement of GrainCorp grant for new flooring and sanding and polishing of same.
 - d) RDAF Grants – RDAF grants are on hold all processed Grant to be filled but any submitted an unprocessed with potentially need to be resubmitted.

3. R & M Projects - Major
 - a) Toilet Refurbishment – The Advisory committee agreed that the option to move the stage area forward and put toilets in the space of where the stage is currently and remove existing toilet facilities completely
RECOMMENDED Hayman/Worrell
 - b) Disabled Access – Confirmed that all civic building should have their disabled access brought up to the current requirements by 2017. This will have to be done as part of any major renovations to the Hall and will have to be costed and either funded by grants or Council. Jennifer will invite Aaron Parker to next meeting with draft plans for both the access and the stage/toilet moving.

4. R & M Projects – Minor
 - a) Folding Tables – Nea is to forward council a copy of the invoice for tables that the CWA recently brought for their facilities.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

- b) Table Trolley – Nea will get a photo of the table trolley at the Coonamble Bowling Club. The committee agreed that this is an item that should be held over until types of new tables are decided on.
 - c) Door Locks – Council to get the carpenter to see if the exiting locks can be fixed.
 - d) Window Openers – Council is waiting of quote to get winders attached to existing window.
 - e) Painting – The committee will investigate getting quotes for repainting the front of the building in readiness for the 2015 Anniversary.
5. Memorial Boards – Coonabarabran Men’s Shed offered to repair the crack in the 1914/18 memorial board, however, upon inspection Kim Meyers advised that it would be difficult to remove the board without possible damage to it. Local builder Bulla Matthews has looked at the board. Ted is going to get Patrick Leaver to look at the board and assess what will need to be done.
6. Moorambilla – Council is unable to assist the Moorambilla group not paying for use of the hall. The Baradine Hall Committee is to contact the Moorambilla organisers and inform them about cost for hire and pre booking the hall for use in the next year.
7. Standard Fees - Current Standard fees are;
- | | | |
|------------------|------------------|-------|
| Night time hire: | Small hall | \$50 |
| | Large hall | \$100 |
| | Both Halls | \$150 |
| | Kitchen | \$50 |
| Day time hire: | Small hall | \$25 |
| | Large hall | \$50 |
| | Both Halls | \$75 |
| | Kitchen | \$25 |
- The fees are organised by the Baradine Hall Committee and are not set by council.
8. Upcoming Events - the 2013 NYE ball has been cancelled due to a previous booking. A mid-year ball has been suggested instead. Bookings for fundraising events need to be made well in advance.
9. General Business -
Ground Work – Urban Services to be asked to do some work to the grounds around the hall – weeds are becoming an issue
Front Steps – the paint work on the steps need to be touched up – Committee will look into this as part of getting a quote to paint the building.
10. Next Meeting – 12 February 2014 at 2:30- RTC Baradine
RECOMMENDED Todd/Wood
11. Meeting Closed – 3.38pm

.....
CHAIRPERSON

RECOMMENDATION

That the minutes of the Baradine Advisory Committee held on 15 October 2013 be accepted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 4 Minutes of Robertson Oval Advisory Committee Meeting – 19 February 2014

Division:	Technical Services
Management Area:	Ovals
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 – Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

PRESENT: Cr Chris Sullivan (Chair), Cr Murray Coe, Mr Matthew Guan, Mr Mark Yeo, Mr Dale Hogden, Mr Kevin Tighe (Director Technical Services).

APOLOGIES: Mrs Monica Foran and Mr Harold Sutton (Manager Urban Services).

CONFIRMATION OF MINUTES:

07/1314 RECOMMENDED that the minutes of the meeting held on Wednesday, 19 February 2014 be accepted

Hogden/Guan

BUSINESS ARISING FROM THE MINUTES

It was noted that there are no matters currently outstanding.

AGENDA ITEMS

a) Survey Plan for Robertson Oval

The Committee was presented with an updated plan of the Robertson Oval complex showing the property boundary as identified by a registered surveyor. The plan shows the property boundary closer to the railway line than originally expected. Hence, there is a no requirement to consult with the owner of the railway line regarding encroachment of proposed activities on railway land.

The Committee noted that modifications are still required to the current plan so that the following features are shown; second oval, parking areas for cars and buses, five netball courts (three grass courts, two hard courts).

GENERAL BUSINESS

The following matters were discussed:

- Update on proposed projects to be funded from the Cobbora Transition Fund, which includes \$130,000.00 for netball hard courts at Robertson Oval.
- Significant concern expressed about current condition of the playing surface of the main oval. The oval is littered with rocks of various sizes following installation of underground irrigation system. Various methods for removal of the rocks were discussed.
- Concern raised about the capacity of the sewage pump out well to meet demand during big events.
- It was noted that St Michael's School is intending to utilise the complex for athletics competition in May.

There being no further business the meeting closed around 6.15 pm.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

The next meeting is to be held on Wednesday, 16 April 2014 commencing 5.00 pm.

.....
CHAIRMAN

RECOMMENDATION

That Council accepts the Minutes of the Robertson Oval Advisory Committee meeting held on 19 February 2014.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 5 Minutes of Work Health & Safety Meeting – 4 March 2014

Division:	Executive Services
Management Area:	Human Resources
Authors:	Workplace Health & Safety Officer – Frances Perry
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk

Present: Frances Perry, Alira Carlyle, David Smith (Acting Chairperson), Jim O'Malley, Ron Howard, Chris Staniforth, Sam Johnston

Apologies: Steve Loane, Rebecca Ryan, Ben Smith, Val Kearnes, Terry Hadfield

Confirmation of Minutes of Previous Meeting

69/11 Recommended that the minutes of the Work Health & Safety Committee Meeting held 4th December 2013 be confirmed

Carlyle/Staniforth

Resignation and Election of Secretary

Alira Carlyle resigned from position as secretary.

Samara Johnston nominated as secretary by R Howard 2nd J O'Malley

Accepted

Matters arising from previous Minutes

- **Revision of Constitution** – Name changed from Work Health and Safety Committee to Health and Safety Committee
- **Quorum to be changed** – to three employees and one employer

70/11 Recommended that name change of constitution to Health & Safety Committee and quorum to three employees and one employer be changed.

D Smith/O'Malley

- **Risk Assessment – Mendooran:**
 - Lack of amenities for outdoor staff
 - Eye stations not working

Action: Cornelia to report to next meeting

- **Caravans**
 - Fleet Manager invited to next meeting to report on purchase of vans for work crews
 - R Howard to report at next meeting on needs of caravans in northern end
- **Ice Machines**
 - Committee members to provide alternative quotes from other sources to present at next meeting
 - 3 machines to be purchased Coonabarabran/Coolah/Dunedoo subject to budgetary considerations.
 - Plumbing expenses if any will need to be addressed
 - Maintenance of machines – J O'Malley to research and report at next meeting
 - Brad Condon report on plumbing of tank water– carried to next meeting

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

- **Working in Inclement Weather Procedure**

71/11 **Recommended** that the Working in Inclement Weather procedure be adopted:

Consensus

Agenda Items

- **WHS Communication and Consultation Procedure**

72/11 **Recommended** that the Communication and Consultation procedure be adopted

Consensus

- **Smoke Free Workplace Policy**

73/11 **Recommended** that the Smoke Free Workplace Policy be adopted

Consensus

Workplace inspections to be carried out on whether “No Smoking” signs are displayed in depots and offices.

Chris Staniforth	Coonabarabran depot
Dave Smith	Dunedoo/Mendooran/Coolah depot
Ron Howard	Baradine/Binnaway depot
Alira Carlyle	Coolah office
Sam Johnston	Remote offices
Sam Robinson	Coona office
Ben Smith	Water treatment plants

- **First Aid officers**

- Dunedoo depot First aid officer duties investigation as to whether duties can be carried out by Urban Services Dunedoo & Concrete Crew. Further discussion took place.

Action: Frances Perry to provide updated list next meeting

- Research to be carried out to see if staff are trained in First aid are they entitled to the First aid payment

Action: Jim O’Malley to research award requirements

- **Coonabarabran Pound Workplace Inspection** – Carried to next meeting

Action Plan

- **Bushfires:** Report on what WSC Staff who worked at Rockyglenn and Belmore fires and the hours claimed by Staff

Action: S Loane to report at next meeting

74/11 **Recommendation** that Workers skills to be listed on Fire Attendance Register to enable full utilisation of skills

Consensus

75/11 **Recommendation** that all Council Plant must not be used/operated by unauthorised persons

Consensus

Incident Register - Discussed

Incident Table – Discussed

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Recommendations Table – Discussed

- **WSC Clothing Policy to be enforced by Management**

Consensus

General Business

- Pre-start checklist (Agenda Item) to be discussed at next meeting

Next meeting to be held on Thursday 24 April 2014 at a time and place to be decided.

Meeting closed at 11.40am

.....
Chairperson

RECOMMENDATION

That Council accept the minutes from the Work Health & Safety Committee meeting held on 4 March 2014 at Coolah.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 6 Economic Development and Tourism Advisory Committee Meeting Minutes – 8 March 2014

Division:	Development Services
Management Area:	Development and Tourism
Author:	Manager Economic Development and Tourism – Aileen Bell
CSP Key Focus Area:	Local Economy
Priority / Strategy:	LE3 New tourism opportunities and initiatives across the shire need to be identified, developed and well-coordinated.

Present: Cr Schmidt (chairperson), Cr Fred Clancy, Aileen Bell, Liz Cutts, Sal Edwards, Juleen Young, Nanice Kaloumaira

Apologies: Kathryn Olsen, Maria Rickert, Cr Andrews, Cr Ron Sullivan, Cr Shinton, Jenny Lloyd

Attending: Cr Anne-Louise Capel

12 RECOMMENDATION: that the apologies be accepted

Young/Edwards

Declaration of Pecuniary Interests: NIL

13 RECOMMENDATION: that Nanice Kaloumaira be recognised as the Binnaway Progress Association and Marie Hensley be recognised as the Dunedoo District Development Group representatives to the EDT Advisory Committee.

Bell/Young

Minutes of Previous Meeting (July): circulated

14 RECOMMENDATION: that minutes of the previous meeting be accepted.

Young/Edwards

Business Arising: see Manager's Report.

Manager's Report:

Dump Points: installed and CMCA notified of completion; map provided for distribution; awaiting signage installation.

Boundary Signs: included in discussion was Traditional Lands indicators on each sign. Agreement to proceed with the Danthonia quote of \$5927.00 for production; agreed that three signs be purchased for installation; bal of allocation for Council staff to install.

15 RECOMMENDATION: that Council accepts the quote for Danthonia Signs for the production of three shire boundary signs with the inclusion of the Traditional Lands sign (noting that Danthonia is on the LG Procurement list for QC for signs for LG) and FURTHERMORE proceeds, within the budget allocation, with the installation of the first three signs to be placed at the following points:

- Newell Highway – at Gilgandra/Warrumbungle Shires boundary
- Newell Highway – at Narrabri/Warrumbungle Shires boundary
- Oxley Highway – at Gunnedah/Warrumbungle Shires boundary

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Quote is attached to this report.

Clancy/Young

16 RECOMMENDATION: that Council allocates a further \$20,000 to progress the installation of a further 3 signs; giving a total of 6 Shire boundary signs in year one of the project.

Clancy/Young

Street Banner Policy

17 RECOMMENDATION: that Council adopts the Street Banner Policy

Young/Cutts

Tourism Calendar of Events Policy

18 RECOMMENDATION: that Council adopts the Tourism Calendar of Events Policy

Kaloumaira/Edwards

Economic Modelling Program: EM Programs expensive and not budgeted for across the organisation.

19 RECOMMENDATION: that the investigation of an Economic Modelling kit for Warrumbungle Shire Council be no longer pursued.

Young/Edwards

Star Wall: letter received proposing a Star Wall at the VIC. Questions about how the “stars” would be nominated and selected, retrospective nominations, whole shire. Agreed that process would be unwieldy; no further space at the VIC, quality and costs of the physical stars. Agreed that Australia Day cairns and individual agencies acknowledge the achievements of “stars”

20 RECOMMENDATION: that the concept of a Star Wall at the Coonabarabran Visitor Information Centre not be pursued.

Edwards/Cutts

2.40pm At this point in the meeting, Vicky Seccombe, Regional Manager for the NSW Business Chamber addressed the meeting

2.55pm Meeting presumed

Small Biz Programs: Small Biz Bus:

- 2 April 9.30-3pm – COONABARABRAN,
- 3 April 9-12 noon – DUNEDOO,
- 3 April 1pm-4pm – COOLAH

Small Biz Rebate Programs: WorkCover, Sheep and beef cattle farming, and Small Biz Rebate Programs information provided.

Grants Programs: info distributed to CDC's including Regional Relocation Grants.

Rural Financial Counsellor Services: acknowledged that Council has requested appointment of a resident service provider.

NBN Briefing: report available.

Newell Highway Promotions: active program with Travel Oz; Wall Street Journal Route 66 article; App & Website Launch at Parliament House 4.3.14; NZ journalist – Pilliga Pottery was highlight of trip.

Consumer Shows: survey at Penrith C & C Show; given the response it was agreed to promote at Maitland and Penrith C & C Shows in 2014; caution around the seasonal change and target periods – will be monitored.

Events: noted extensive list of activities pursued and planned across the Shire; On Line Calendar of Events is not capturing all that is on offer. CDC's to follow up with community presenters and need to stress importance of tourism potential of events.

Television series filming at SSO, Rotary Mental Health Conference – 2.5 days in September.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Brochure Influence Research: indicates even though planning is undertaken using digital technology, visitors still like to have hard copy, meet a person with knowledge about product and can be influenced to change travel plans. This research will direct new brochure.

Destination NSW & Inland Tourism: Destination Management Plan (DMP) completed for region – WSC is part of Dubbo and Surrounds; promotions will highlight Coonabarabran and WS as a destination, not a day trip; full audit of accommodation undertaken; Dubbo has been funded for a major advertising campaign, measurable, Warrumbungle Shire invited to be a part of this campaign – tourism product is linked to national parks in Western Region. Buy-in is \$1,200 – committee agreed to subsidize up to 2 accommodation providers to \$600 each leaving operator to contribute \$600. Destination NSW offering a free promotional space in the latest Events publication – identifying 10 events in each region.

EDA Conference: in place of I & I conference 27-28 March ..Cost to register is \$160 per person; agreed to fund Mger EDT and 2 CDC's to attend this conference.

GENERAL BUSINESS:

Cr Clancy reported on Federal Budget priorities and that Moree By Pass was scheduled for completion moving Coonabarabran By Pass up the list. Manager reported discussion with Dr Bruno Parolan who had done By Pass Studies and Impact Studies on other by passed towns; offering to do some baseline data research for Coonabarabran – awaiting information; will require broad community input and action.

At this point Cr Clancy left the meeting (3.30pm)

BUDGET REPORT:

Current Expenditure Reports for Tourism and Economic Promotions are excessive at this point: TOURISM at 31.1.14 \$30,181 of \$35,075 expended:

- Website \$5,795 – unplanned - purchase of new package to make the Calendar of Events LIVE
- Festival of the Stars \$2,733 – unplanned – but to provide a Shire wide event
- Freight \$816 – unplanned - storage and distribution of new brochure
- Furniture \$332 – to be journalled into TSM
- Co-Op Partnerships \$2,119 – memberships unplanned – also journal to be completed

ECONOMIC PROMOTIONS at 31.1.14 \$45,699 of \$15,000 expended:

- EP Contracts \$30,354 – \$31,955 for M & R of solar system signs – R/A of \$14184 will reduce excess to \$17,771.
- EP SSD signs \$12,615 – insurance claim excess for replacement of 3 signs.

21 RECOMMENDATION that the financial report as presented with explanations be accepted.

Cutts/Edwards

At this point Nanice Kaloumaira left the meeting (4.00pm)

Discussion on 2014-15 Budget .. draft budget agenda'ed for 28 April meeting.

GENERAL BUSINESS continued:

NSW Farmers reported sheep losses and the confirmed sighting of a dingo at Gwabegar. Also raised the question about roadside litter.

Website www.coonabarabran.com is being transferred to www.warrumbungleregion.com.au site .. for redirection to accurate information. Costs involved.

There being no further business the meeting concluded at 4.20pm with the next meeting to be held Monday 28 April .. 2pm.

ATTACHMENTS:

Danthonia quote for Shire Boundary signs

Manager's report on Boundary Signs

Policy statements for Street Banners and Tourism Website Calendar of Events

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Budget report

Chairperson: _____

RECOMMENDATION

1. That Council accepts the Minutes of the Economic Development & Tourism Advisory Meeting held on 8 March 2014 at Coonabarabran
2. That Nanice Kaloumaira be recognised as the Binnaway Progress Association and Marie Hensley be recognised as the Dunedoo District Development Group representatives to the EDT Advisory Committee.
3. That Council accepts the quote for Danthonia Signs for the production of three shire boundary signs with the inclusion of the Traditional Lands sign (noting that Danthonia is on the LG Procurement list for QC for signs for LG) and **FURTHERMORE** proceeds, within the budget allocation, with the installation of the first three signs to be placed at the following points:
 - Newell Highway – at Gilgandra/Warrumbungle Shires boundary
 - Newell Highway – at Narrabri/Warrumbungle Shires boundary
 - Oxley Highway – at Gunnedah/Warrumbungle Shires boundary
4. That Council allocates a further \$20,000 to progress the installation of a further 3 signs; giving a total of 6 Shire boundary signs in year one of the project.
General Managers comment: subject to budget considerations.
5. That the investigation of an Economic Modelling kit for Warrumbungle Shire Council be no longer pursued.
6. That the concept of a Star Wall at the Coonabarabran Visitor Information Centre not be pursued.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Executive to draft a Terms document ready for next ordinary meeting 13 May.

New Agenda Items

1. .Discussed inviting other businesses and residents affected by alcohol industry but considered unnecessary.

Correspondence

- 1.

Finance report

1. As at 13 March 2014 \$1287.69c Credit.
2. Two signatures required on a cheque, Treasurer has electronic viewing and printing rights to account.
Confirmed; Moved: Stuart Gelder. Seconded: John Sullivan.

Police Matters

1. Sgt Cheyne Gasson introduced himself and gave an overview of the current situation regarding licensing.

OLGR matters

1. .

Council Report

1. No new issues since last meeting.

General Business *Any additional items may be raised in General business*

1. RSA and RSG training available at Coonabarabran Golf Club on Thu 15 and Fri 16 May 2014. For more details phone 6842 1292 or email coonagolf@bigpond.com
2. Executive meeting to review constitution before next ordinary meeting.

Attachments

1. Nil

Confirmation of next meeting and close of meeting

1. Next meeting Tuesday 13 May 2014, location Black Stump Inn at Coolah at 12:30 for 1pm start.
2. Meeting Close 2:30pm.

Ken Smith
Secretary, Warrumbungle Liquor Accord Inc.

Contact details ken.smith@warrumbungle.nsw.gov.au phone 6849 2145 or mobile 0427 452 476

RECOMMENDATION

That Council notes the Minutes of the Warrumbungle Liquor Accord Incorporated Meeting held on 13 March 2014 at Coonabarabran

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 8 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting – 13 March 2014

Division: Executive Services

Management Area: Governance

Author: Manager Communications & IT – Chris White

CSP Key Focus Area: Local Governance and Finance

Priority: GF5 Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

PRESENT: T Fergusson, S Dent, A Stuart, Cr M Coe (chair), Cr C Sullivan, A Kensit, S Russell

APOLOGIES: S Loane, P Campbell, C. White

Sullivan/Russell

IN ATTENDANCE: A Parker (Project Officer)

GUESTS: Melanie Trethowan, Liz Cutts

MINUTES OF PREVIOUS MEETING:

Minutes from previous meeting moved to be accepted.

Dent/Fergusson

BUSINESS ARISING:

1. Chris Sullivan and Sally Grant met with Troy Grant whom was very interested in the rail trails proposal. Sally also spoke to Grain Corp that are willing to sell the silos and surrounding land at Dunedoo siding. Grain Corp have price of \$50,000. Grain Corp noted that the site will never to be opened again. Pressure from council to tidy up the site may help expediate the sale.
2. 3 April Treasurer to come to Dunedoo, this is yet to be confirmed.
3. Costas could access other funding for relocation to a new site
4. APA did put in an EOI for \$6.8m for the installation of the gas line and distribution to properties This was double the original price given to Murray Coe at first meetings

AGENDA ITEMS:

1. Dunedoo District Infrastructure Revitalisation – Liz Cutts and Mel Trethowan

Currently Liz Cutts has produced

- a) Brief outline of project
- b) Brief outline of the business case
- c) Meeting with council Monday for costing and financial forecasting.
- d) Letters of Community support and support from business, especially from main street business to show collaboration form all

Ron Cosgrove, Marie Hensley to receive letters outlining requests for information on their parts of the submission. Requested if possible two quotes per item being priced.

Dunedoo community groups, eg. Lions, and RV association letters of support to be obtained
Any correspondence to scanned and sent to Liz.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Contributions as per WSC column are not part of the \$1m previous contribution to council

Recap of the motion of the allocation of funds

- a) \$100,000 be allocated for construction of the toilet block to be located at the west end of Milling Park, to be in addition to Council's existing budget of \$50,000.
- b) \$50,000 be allocated for installation of street poles and banners for the Main Street.
- c) \$50,000 be allocated and an enquiry be undertaken to improve the heavy vehicle access, encompassing the silo site.
- d) \$20,000 be allocated to playground upgrades in Milling Park.
- e) \$130,000 be allocated for construction of two all-weather surface netball courts at Robertson Oval
- f) \$50,000 be allocated to upgrades to the Dunedoo Pool
- g) \$100,000 be allocated for engaging consultant(s) for preparation of EOI
- h) The remaining \$500,000 be held in contingency for rehabilitation of the Dunedoo Old Hospital site if required following the EOI process.

RECOMMENDATION

That Mel Trethowan assist Liz Cutts with the full submission.

Sullivan/Fergusson
Unanimous

2. Three Rivers Retirement Community Project Update – Debbie McCowan (via telephone)

Debbie asked if any news or information on what to do from a Gov. point of view as has yet been no direction released from Infrastructure NSW. Requested that if any be forth coming that she can receive a copy as soon as possible.

Debbie would like talk with the age care committee to clarify the scope and make sure they are aware of the current requirements / legislation of an age care facility.

School need to clarify their part of EOI. To see what they want to achieve and cost out the proposal.

Debbie to contact Julie from the Age Care Committee and Murray Coe to arrange meeting.

GENERAL BUSINESS:

Committee members to give thought to the \$500k set aside to turn the old hospital site into a greenfield site if it's not required, can other areas or community groups do with some assistance.

NEXT MEETING: 5.00pm Thursday 20th March at Dunedoo MPS

MEETING CLOSED: 5.55pm

Murray Coe
CHAIRPERSON

RECOMMENDATION

That Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 13 March 2014 at Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 9 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting – 20 March 2014

Division:	Executive Services
Management Area:	Governance
Author:	Manager Communications & IT – Chris White
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF5 Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

PRESENT: T Fergusson, S Dent, Cr M Coe (chair), Cr C Sullivan, S Russell, S Loane, P Campbell, G Bowman, A Stuart.

APOLOGIES: A Kensit,

Sullivan/ Campbell

IN ATTENDANCE: A Parker (Project Officer), C White (Manager Communications & IT)

GUESTS: Melanie Trethowan, Liz Cutts, B Evans, M Warren, Cr A Capel

MINUTES OF PREVIOUS MEETING:

Moved to be accepted.

Dent/ Sullivan

BUSINESS ARISING:

1. Steve Loane addressed the meeting on the apologies received from Infrastructure NSW for the absence of notice for the briefing held on March 13 in Dubbo for short listed proponents. Infrastructure NSW has extended the submission deadline to April 28. The guidelines have been also changed to that previously verbally stated so that consultants/investigations cannot be funded by the \$1m allocated to each Council. Steve also discussed the tentative \$500k allocation within the \$1million for acquisition of the Old Hospital Site to be moved to the Full submission, with a review of the \$1 million allocation to be undertaken by Council by the new deadline of April 28. Steve will follow up with the lack of response so far in relation to correspondence for acquisition of the old hospital site.
2. Barry Evans reiterated that his discussions also state that acquisition of the old hospital site will be more stream lined than previous information provided in 2009.

AGENDA ITEMS:

1. **Extension of Submission Deadline** – Extended to April 28 as per email correspondence received by Council on 20 March 2014.
2. **DDIR** – overlap of projects in the December Council Resolution for the \$1m allocation with those included in the DDIR requires a review of the \$1m allocation. Discussion followed where items from the Resolution were changed to:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

To be removed from \$1m:

\$100,000 toilets

\$50,000 Silos acquisition

\$20,000 Milling Park playground equipment upgrade

\$130,000 netball courts and lights

\$50,000 Dunedoo pool upgrades

\$100,000 engaging consultants for EOI submissions

To remain in the \$1m:

\$50,000 street poles/banners.

T Fergusson recommended the street poles be included in the DDIR street beautification project.

RECOMMENDATION

That due to information provided by the Director of NSW Infrastructure, Jenny Davis, on clarification of the guidelines that there be no duplication in funding of the projects across the WSC \$1million and EOI shortlisted projects, a review of the allocation of \$1million nominated to Warrumbungle Shire Council from the Cobbora Transition Fund will be required.

Fergusson/Sullivan

- a. Toilet location - A Parker presented overview of toilet location with a prepared map
- b. Street beautification – to include the street flag poles along the main street. Estimate 15 poles at \$5000ea (\$75,000). Borowa, Quirindi, Barraba and Gloucester Councils main streets beautification plans to be sourced as a model for the Dunedoo proposal, in particular blisters, trees and paving. Discussion on engaging urban landscape specialist and utilising Council staff for urban landscape design of main street. Include replacement of sidewalk with pavers and painting of verandah posts.
- c. Long vehicle parking and weigh bridge removal – GrainCorp onsite inspection Wednesday 2 April 9.30am. A Parker to attend. Estimate \$509k to rejuvenate the existing section and upgrade the new section of the long vehicle parking.
- d. Sporting clubs responses – Quotes being sort for components of Dunedoo Bowling Club building improvements \$100k, Dunedoo Showground Trust pavilion/trotting track upgrades \$120k, Dunedoo Sports Club Ltd. building improvements \$75k, Dunedoo Sports Club Ltd. Outdoor Exercise Stations \$90k.

M Trethowan and L Cutts left the meeting 6.20pm

3. Three Rivers Retirement Community Project Update

D McCowan to visit onsite 27 March and wishes to pursue the learning centre part of the TRRRC project. Peter Campbell and Sally Dent to attend on behalf of the Learning Centre, along with the full committee of the Dunedoo Mendooran Aged Care Committee.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

GENERAL BUSINESS:

1. DDIR – Phase 3 to detail future action plans for the DDIR.
2. Feedback forms on CTF short listed projects to be promoted across the community for return to INSW by 22 April.
3. Correspondence received from Dunedoo Polocrosse Club and Dunedoo Tennis Club. Cr Coe to respond on behalf of the committee.
4. T Fergusson revisited the discussion on the value of engaging a specialist urban landscape designer for the street beautification. S Loane responded.
5. M Coe proposed a storm water reuse for improving drainage for the back streets of Dunedoo with underwater storage as part of the \$1million allocation.

NEXT MEETING 4.00pm Thursday 27 March at Dunedoo MPS

Meeting Closed Meeting closed 7.20pm.

Murray Coe
CHAIRPERSON

RECOMMENDATION

That Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 20 March 2014 at Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 10 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting – 27 March 2014

Division:	Executive Services
Management Area:	Governance
Author:	Manager Communications & IT – Chris White
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF5 Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

PRESENT: S Loane, T Fergusson, G Bowman, Cr C Sullivan (chair), S Dent, P Campbell, M Hensley

APOLOGIES: S Russell, Cr M Coe, A Stuart

Loane/Fergusson

IN ATTENDANCE: A Parker (Project Officer), C White (Manager Communications & IT)

GUESTS: N Stanford, M Warren, B Evans, Cr A Capel

MINUTES OF PREVIOUS MEETING:

Moved to be accepted.

Fergusson/Bowman

BUSINESS ARISING:

1. G Bowman sort clarification on B Double access at the proposed long vehicle parking where the weigh bridge is currently located. A Parker confirmed that the proposed plans will enable B Double access.

AGENDA ITEMS:

1. DDIR –

- a. C White briefed meeting on behalf of L Cutts. Requiring community/sporting groups to provide accurate quotes from licensed tradespeople together with a letter of intent to support the project and provide a co-contribution to cover additional costings to that submitted in the budget of the EOI application.
- b. A Parker presented email correspondence from RMS indicating support for development of the long vehicle parking facility and opportunity for submission for future funding of HVSP Round 4.
- c. Plans of proposed long vehicle parking area, Dunedoo swimming pool improvements for shade and changing rooms, and Robertson Oval upgrades were circulated.
- d. Meeting with Graincorp representative confirmed for Wednesday 2 April at 9.30am to access the silo site. Discussion on the merits of accessing the silo.

2. **TRRRC and Learning Centre** - Summary presented by Cr Sullivan of today's meeting with consultant Debbie McCowan, Dunedoo Mendooran Aged Care Committee, WCTF Committee members and Aaron Parker. Clarification that WSC will be the project manager only during the construction phase of the project. Confirmation of land tenure of the old hospital site also required, in particular how the ownership will be defined. Communications to continue with

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Crown Lands and NSW Health by members of the WCTF Committee and Barry Evans on behalf of the Dunedoo Mendooran Aged Care Committee. The Learning Centre component of the project was also clarified further with educational sector representatives P Campbell, S Dent and M Hensley. M Warren noted Debbie McCowan had strongly recommended a WSC representative will need to be on the Dunedoo Mendooran Aged Care Committee as a permanent arrangement.

M Coe entered the meeting at 4.50pm.

3. \$1 million allocation -

- a. S Loane presented on behalf of Mayor Peter Shinton to undertake improvements to Jubilee Hall, and to consider upgrading of netball courts Shire-wide. A Parker to prepare a proposal for upgrades to Jubilee Hall at next week's meeting.
- b. Cr Coe commented on concerns on the uncertainty of allocating the \$1 million without knowing which projects may be successful from the CTF submissions.
- c. S Loane will commit that recommendations from the WCTF committee to be received following the 10 April meeting to include in the April Council meeting business paper published to Councillors on 11 April.
- d. G Bowman proposed components of the Cultural Business Hub project.
- e. Discussions on a Mens Shed facility within Dunedoo, including the current SES shed, the Railway Station building and inclusion in the TRRRC and Learning Centre project.

4. GENERAL BUSINESS

1. Town plans from Borowa were circulated
2. WSC has committed to provide support to the Mendooran Showground Trust and Three Rivers Recreation Ground Trust for assistance in preparation of their economic analysis and/or engaging consultants where required.

Next Meeting 3 April 2014 4pm

Meeting Closed 5.30pm

Murray Coe
CHAIRPERSON

RECOMMENDATION

That Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 27 March 2014 at Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 11 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting – 3 April 2014

Division:	Executive Services
Management Area:	Governance
Author:	Manager Communications & IT – Chris White
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF5 Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

PRESENT: T Fergusson, Cr M Coe (chair), S Russell, G Bowman, A Stuart, P Campbell, M Hensley, A Kensit.

APOLOGIES: Cr C Sullivan, S Dent, S Loane

Russell/ Bowman

IN ATTENDANCE: A Parker (Project Officer), C White (Manager Communications & IT)

GUESTS: B Evans, N Stanford

MINUTES OF PREVIOUS MEETING:

Moved to be accepted.

Fergusson/ Bowman

BUSINESS ARISING:

AGENDA ITEMS:

1. DDIR –
 - a. A Parker briefed meeting on onsite visit to the Graincorp silos with a Graincorp representative. Presented letter of intent of sale by Graincorp for \$50,000 and map of land parcel encompassing the proposed long vehicle parking area. Discussion on potential liability related to aging infrastructure of the grain silos.
 - b. A serviceable sewer line is located at the western end of Milling Park which supports the proposed location of the western end amenities block.
 - c. Letters of Support received to date from CWA, Youth Express, Milling Stuart PL, United Hospitals Auxillaries
 - d. T Fergusson requested an overview of the components of the DDIR. A summary of the three community groups projects (Dunedoo Bowling Club, Showground Trust and Sports Club) supplied by consultant Liz Cutts was circulated to the committee. S Russell spoke on the Fitness Trail, and also on the Sports Club Infrastructure Improvements, which is being driven by Warren Hogden as president of the Dunedoo Sports Club. N Stanford spoke on behalf of the

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Dunedoo Bowling Club. S Russell will liaise with Dunedoo Showground Trust to finalise costings/quotes by early next week. A Parker waiting on Owen Johns (consultant to WSC) for further information on the main street upgrade. The Town Masterplan (main street and recreational facilities) is to be undertaken in-kind by WSC in conjunction with the DDDG Co-ordinator.

- e. WSC is intending to be the project manager and undertake the administration functions of the project if successful.

2. TRRRC and Learning Centre

- a. B Evans spoke to a contact in Crowns Land for feedback on acquisition of the old hospital site, who responded that WSC needs to initiate this process. WSC staff have previously been in discussions with Crown Lands on this, and a formal application from WSC for acquisition is pending the outcome of the CTF submission.
- b. C White spoke on some of the identified risks associated with the project identified by consultant Debbie McGowan. One being the need for appropriate governance and financial skills of the Dunedoo Mendooran Aged Care Committee for operation of the TRRRC business once the facility is constructed, and a second being the transfer of land title from Crown Lands to a Trustee to hold on behalf of the community. Minutes of the Dunedoo Mendooran Aged Care Committee from Thursday 27 March was circulated.
- c. P Campbell spoke on the Learning Centre component of the project
- d. WSC is intending to be the project manager and undertake the administration functions of the construction phase of the project if successful.

3. Allocation of \$1 million:

- a. Cr Coe suggested a residential subdivision development of around 20 lots along a proposed extension of Bolinda Street. Discussion on acquiring the crown land and development costs, including road, water and sewer infrastructure. A Parker to present costings of the proposal to the committee by next Thursday.
- b. A Parker spoke on proposed upgrades to Jubilee Hall with sound proofing, blinds, window glazing, fire doors for emergency egress, commercial kitchen upgrade including roller door shutters, upgrade of toilets to meet regulatory requirements including disabled facilities, and car parking. Total improvements estimated at \$847,000. Sound system and other technology would be additional.
- c. A Stuart suggested upgrading the tennis courts to complement the Sports Club upgrades.
- d. A Stuart also suggested purchase of the West End Service Station site, and building a new service station. Discussion on issues associated with use of public funding on private/commercial entities.
- e. S Dent had emailed through a request to consider components of The Hub project. A Parker estimated \$500,000 to extend the library and meet Heritage Listing regulations, plus \$80,000 to modify the current entrance to enable a separate entrance for the Westpac bank agency and the library.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

GENERAL BUSINESS:

1. Communication on community feedback to be promoted across the Dunedoo community.

NEXT MEETING 4.00pm Thursday 10 April at Dunedoo MPS

Meeting Closed Meeting closed 6.20pm

Murray Coe
CHAIRPERSON

RECOMMENDATION

That Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 3 April 2014 at Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 12 Minutes of Warrumbungle Cobbora Transition Fund Committee Meeting – 10 April 2014

Division: Executive Services

Management Area: Governance

Author: Manager Communications & IT – Chris White

CSP Key Focus Area: Local Governance and Finance

Priority: GF5 Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

PRESENT: G Bowman, M Hensley, S Dent, S Russell, P Campbell, Cr C Sullivan, Cr M Coe (chair), A Kensit, T Fergusson, S Loane

APOLOGIES: A Stuart

LOANE/SULLIVAN

IN ATTENDANCE: A Parker (Project Officer) C White (Manager Communications & IT)

GUESTS: B Evans, N Stanford, M Warren

MINUTES OF PREVIOUS MEETING:

Moved to be accepted.

RUSSELL/FERGUSSON

BUSINESS ARISING:

Nil

AGENDA ITEMS:

1. DDIR - Project Workplan circulated as provided by Liz Cutts via email. All quotes and costings have been received by the Community Groups. Waiting for confirmation on costings of the Streetscape component of the project. Discussion on funding allocation for town signage.
2. TRRC and Learning Centre - Update provided on discussions with the Dunedoo Mendooran Aged Care Committee and consultant Debbie McGowan over clarification of the probity and governance of the project once in operation, and the continued involvement of their committee into the future. Debbie reported on communication from NSW Infrastructure that clarifies the project's asset ownership and management. The TRRRC project is regarded by the state government as a proposal for community infrastructure under public ownership, and as WSC is the project applicant to the CTF, this requires WSC to retain ownership of the assets and also be the holders of the land title on behalf of the community. Debbie recommended establishment of a 355 Committee under the Local Government Act 1993 to enable appropriate probity and governance, as well as providing input from the community, and to ensure continued community involvement into the project. Steve Loane briefed the meeting on the role of a 355 Committee in the provision of services by local government for the community, and welcomed involvement from the Dunedoo Mendooran Aged Care Committee in the future. M Warren, N Stanford and B Evans, as representatives of the Dunedoo Mendooran Aged Care Committee, all expressed their support. The Dunedoo Mendooran Aged Care Committee will be forwarding a letter confirming their financial commitment as per the EOI budget submission of \$250,000.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

3. Allocation of \$1million:

a. Land subdivision of crown land along Bolinda Street. Council staff contacted Crown Lands to ascertain if Native Title claims were applicable. Confirmation of a claim of Native Title was received, which imposes a significant risk that the land in question can not be acquired within a timeframe enabling proposed subdivision works to be completed by June 2015 as per the CTF guidelines.

b. Cr Sullivan tabled a request from the Mendooran Tennis Club to consider a \$50,000 allocation for upgrades to the tennis courts, and from the Dunedoo Tennis Club of \$126,378 for upgrades to tennis courts and club house.

c. Discussion on what is required to improve the appearance of both the Jubilee Hall and the Old Bank Building to improve the attractiveness of the facilities and increase usage by community, government agencies and private enterprise. Improvements to both buildings was considered to contribute positively to the overall Main Street appearance, and will minimise ongoing maintenance expenses.

A Stuart entered the meeting at 5.10pm

MOTION:

That the \$1 million be allocated as:

- a. \$50,000 to the Mendooran Tennis Club
- b. \$100,000 to the Dunedoo Tennis Club
- c. \$850,000 towards refurbishment and upgrades to Jubilee Hall and the Old Bank MPS Building.

BOWMAN/DENT
Motion Carried

GENERAL BUSINESS:

3. Steve Loane circulated itemised costings accrued to date on support provided by WSC to the WSCTF committee and the Coolah and Mendooran short listed community projects. Estimated at around \$65,000, the balance includes WSC staff time and consultants engaged on the four EOI project submissions and the two short listed full submissions (TRRRC and DDIR).
4. Discussion on promotion of the need for community feedback to be forwarded to Infrastructure NSW on the shortlisted projects from Dunedoo residents by 22 April.
5. Cr Sullivan reported on his meeting with NSW Treasurer Mike Baird and Member for Dubbo, Troy Grant, last week. Comments by Cr Sullivan on expressing appreciation for the opportunity to be part of the CTF were well received by Troy Grant, and discussions focussed on the Voluntary Planning Agreement that WSC is currently negotiating. Advice received indicated WSC will be able to discuss the matter with the Department of Planning and Infrastructure.

Meeting Closed 6.50pm

Next Meeting - to be deferred until after the announcement of successful CTF projects.

RECOMMENDATION

That Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 10 April 2014 at Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 13 Minutes of the Audit and Risk Management Committee Meeting – 19 March 2014

Division:	Corporate Services
Management Area:	Corporate Management
Author:	Director Corporate Services – Rebecca Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Ensure that Council's governance, practices, policies and procedures respond effectively to the long-term goals of the Community Strategic plan.

PRESENT: Andrew Fletcher (Chair), David Honner and Peter Shinton (Mayor)

ATTENDING: Steve Loane (General Manager), Stefan Murru (Chief Financial Officer), Rebecca Ryan (Director Corporate Services), Rebekah Elliott (Graduate Accountant), Jeff Shanks (Luka Group) and Lisa Mannion (Luka Group).

The Chair welcomed everyone to the ARMC meeting

MINUTES

RESOLVED that the minutes of the ARMC meeting held on Thursday 5 September 2013 be adopted.

P Shinton/D Honner

ACTION LIST UPDATE

RESOLVED that:

1. The action list be noted.
2. Items reviewed by the Committee be updated with completion dates and completed items be removed.

P Shinton/D Honner

REVIEW OF ARMC Charter

The ARMC Charter was reviewed and discussed among committee members.

1. The Committee will have three meetings annually. However, the Charter allows for members to call an additional meeting if required.
2. Currently, business papers are to be provided to Committee members 10 days before the meeting. It was agreed this will be reduced to 5 business days. Instead of sending hard copies to the chairperson, it was decided that an electronic copy would be emailed and WSC will pay for the printing;
3. A copy of the audited financial statements are to be presented to the ARMC Committee before going to Council;
4. Council to provide a minute taker who is not the host Council;
5. For consistency dot points 5 & 7 of Paragraph 7.3a should be considered for removal by Council.
Once the charter has been altered for the aforementioned changes, a copy of the revised Charter should be send to the Chairperson.

RESOLVED:

That the following amendments be accepted by Council to the Warrumbungle Shire Council Audit & Risk Management Committee Charter;

1. 5.1 be amended to read 'The committee will meet at least three times annually'

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

2. 5.12 be amended to read 'Business Papers will be prepared and distributed at least 5 days prior to the scheduled meeting'
3. 7.3 (a) dot point 3 be amended to read 'Review the Audited annual financial statements prior to being presented to Council and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles'.
4. 5.10 be amended to read 'Council will provide its own minute taker to record the proceedings of all meetings'.

P Shinton/D Honner

AUDIT PLAN REVIEW

Succession planning of Audit and Risk Alliance was discussed and it was agreed a meeting would be called with the General Managers. The CFO provided updated reports and Action List.

ACTION:

- o The creditors report noted and an updated report be prepared for the subsequent meeting. An additional column should be added to the table for creditors to distinguish whether the creditor is under contract or not.
- o The Orders Report noted and should be updated for values and departments.

RESOLVED

That the next Internal Audit will review the T-Corp Report and update accordingly.

P Shinton/D Honner

FINANCIAL STATEMENTS

The CFO presented the results of the 2012-2013 Financial Statements and Audit Report.

RESOLVED

That the verbal report of the Chief Financial Officer be noted.

D Honner /P Shinton

INTERNAL AUDIT MANAGEMENT LETTER JANUARY 2014

Presented to ARMC for discussion.

RESOLVED

1. That the Internal Audit Report conducted in January 2014 and Management Responses be noted.
2. The action items be included in the action list with completion dates.

P Shinton/D Honner

General Business

General items discussed throughout the meeting include:

- WSC is currently revising the charge out rate for heavy plant hired by the RFS. This will be hired as a package rather than as individual plant;
- WSC Purchased Leave Scheme
- Local Government Review Report

Next Meeting: 20th- 25th August 2014 and 27th -31st October (date to be confirmed)

Meeting Closed: 5.10pm

Chairperson

.....

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

RECOMMENDATION

1. That Council accepts the Minutes of the Audit and Risk Management Committee meeting held on 19 March 2014.
2. That:
 1. The action list be noted.
 2. Items reviewed by the Committee be updated with completion dates and completed items be removed.
3. That the following amendments be accepted by Council to the Warrumbungle Shire Council Audit & Risk Management Committee Charter;
 - a. 5.1 be amended to read 'The committee will meet at least three times annually'
 - b. 5.12 be amended to read 'Business Papers will be prepared and distributed at least 5 days prior to the scheduled meeting'
 - c. 7.3 (a) dot point 3 be amended to read 'Review the Audited annual financial statements prior to being presented to Council and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles'.
 - d. 5.10 be amended to read 'Council will provide its own minute taker to record the proceedings of all meetings'.
4. That the next Internal Audit will review the T-Corp Report and update accordingly.
5. That the verbal report of the Chief Financial Officer be noted.
6. That the Internal Audit Report conducted in January 2014 and Management Responses be noted.
7. The action items be included in the action list with completion dates.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 14 Minutes Bushfire Appeal Advisory Panel – 28 March 2014

Division:	Executive Services
Management Area:	Governance
Author:	Director Corporate Services – Rebecca Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

PRESENT: Peter Shinton (Mayor), Steve Loane (General Manager), Lois Sutton (St Vincent De Paul) and Vicky Poyser (ADRA).

APOLOGIES: John Sawyer (Rotary), Hugh Raadgever (Rotary) and Cheryl Pope (DPI)

ATTENDING: Rebecca Ryan (Director Corporate Services) and Glennis Mangan (Disaster Recovery Manager)

RECOMMENDED that the apologies be accepted.

V Poyser /S Loane

CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 17 January 2014 be accepted.

V Poyser / S Loane

UPDATE ON FUND STATUS

The fund has raised \$820,967 as at 28 March 2014

Funds Description:

Phase 1	\$ 160,000
Phase 2	\$ 370,000
Phase 3	\$ 130,000
Tied Donations	\$ 75,981
Phase 4	\$ 37,000
Phase 5	\$ 8,508
<u>Unallocated Funds</u>	<u>\$ 39,478</u>
TOTAL	\$ 820,967

Allocated Funds Not Expended **\$ 299,623**

SUMMARY OF ALLOCATIONS

Council provided a break down Mayors Appeal Assistance Payments and agency allocations detailing funds allocated and expended.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Agency Assistance Program	Total Allocation	Amount Expended	Funds Remaining
Home Dislocation	\$30,000	\$30,000	-
Roadside and Internal Fencing	\$140,000	\$127,425	\$12,575
Home Re-establishment	\$210,000	\$30,000	\$180,000
Shed Rebuild	\$20,000	\$13,000	\$7,000
ADRA	\$26,000	\$26,000	-
Barnados	\$26,000	\$26,000	-
Centacare	\$26,000	\$26,000	-
St Vincent de Paul	\$26,000	\$26,000	-
DPI Fodder	\$12,482	\$12,482	-
Potable Water	\$20,000	\$20,000	-
BlazeAid Project - Camp	\$101,641	\$101,641	-
BlazeAid - Plant Hire & Materials	\$18,116	\$18,116	-
Bird Boxes	\$250	\$250	-
Community Renewal	\$55,000	\$10,000	\$45,000
Restart NSW Gov	\$70,000	\$14,952	\$55,048
Total	\$781,489	\$472,316	\$299,623

Committee moved to closed meeting as per section 10A (2) of the Local Government Act 1993 to discuss a request from an applicant in regards to the criteria of the House Reestablishment Grant of \$5,000 to cover House Purchase in Coonabarabran.

S Loane/L Sutton

Meeting closed to the public 10:10am

Meeting reopened to the public 10:20 am

RECOMMENDED that the criteria of the \$5,000 Home Reestablishment Grant remain as a contribution towards rebuilding a family home or rental property that was destroyed or damaged beyond repair, during the Wambelong Fire (12-28 January 2013) and does not include purchase of an existing Home else where.

S Loane/L Sutton

RECOMMENDED that the criteria for the Shed Rebuild and Home Reestablishment Grant Allocation be amended to further clarify that allocated funds are attached to the property

S Loane/L Sutton

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

EMERGING ISSUES

Awareness of Assistance – Community Renewal applications

- Community Newsletter
- Advertising
- Press Release

Action: Council to promote Home Reestablishment and Shed Rebuild Grants and Community Renewal Programs.

Wambelong Fire Enquiry Submission questioning criteria of Bushfire Appeal Trust Fund.

Restart NSW Grant Business promotion activity support. Project has funded the main street banner poles and first two sets of Banners. Options for projects discussed as follows;

- New Banners Double Sided
- Brochure Reprinting
- Welcome to Coonabarabran Town Entrance Signs
- Signage Refurbishment Sign on Nyinama
- Easter Bunny Bazaar

ACTION: General Manager to speak to Chamber of Commerce

NEXT MEETING: May 2014

MEETING CLOSED: 10.55am

.....
CHAIRPERSON

RECOMMENDATION

1. That Council accepts the Minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 28 March 2014.
2. That the criteria of the \$5,000 Home Reestablishment Grant remain as a contribution towards rebuilding a family home or rental property that was destroyed or damaged beyond repair, during the Wambelong Fire (12-28 January 2013) and does not include purchase of an existing Home else where.
3. That the criteria for the Shed Rebuild and Home Reestablishment Grant Allocation be amended to further clarify that allocated funds are attached to the property

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 15 Minutes of Traffic Advisory Committee Meeting held on 27 March 2014

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P13 Road networks throughout the shire need to be safe, well-maintained and adequately funded.

PRESENT: Cr Peter Shinton (Chair), Ms Jackie Barry (RMS) by teleconference, Mr Kevin Tighe (Director Technical Services), Mr Bikram Joshi (Manager Asset & Design), Mr Ken Smith (Road Safety Officer) and Mr Colin Harper.

APOLOGIES: Acting Sergeant Jason Conolly (NSW Police Force).

CONFIRMATION OF MINUTES:

36/1314 RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on Thursday, 26 February 2014 be confirmed.

Barry/Tighe

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Modification of Over Dimension Route in Coonabarabran to prevent over dimension parking in Edwards Street. Installation of broken centre line between John Street and Namoi Street.
- School Bus Parking at Mendooran Central School – Council and RMS to consult on preparing a design for the school bus parking area in front of the school.
- Old Coolah Saleyards – Placement of 2 unbroken lines in the carpark at the entrance to property, Lot 3, DP787413.
- Wool Road intersection signs on the Oxley Highway to be referred to RMS. Black and white sign more appropriate.
- Investigations to be undertaken to install appropriate warning signs on Hawkins Road.
- Advance warning sign required for Goolhi Road – Coonabarabran end.
- ‘Truck Turning’ sign to be installed on Black Stump Way on approaches to the entrance of the Coolah Showground. Sign to be a temporary hinge type, T2-25 (black on yellow) and installed in accordance with guidelines.
- Proposal to Extend Centre Median in Binnia Street - Further investigations and site visit to be undertaken in relation to issue with northbound vehicles making a U turn at Campbell Street intersection. Plan to be prepared prior to site visit.
- Northbound on Newell Highway – 70 kph reminder sign to be installed 300 metres north of the initial 70 kph sign.
- Further investigations and site visit to be undertaken of sight distance concerns at the intersection of Digilah Street and Wallaroo Street.
- Investigate changing Give Way signs in Namoi Street.

AGENDA ITEMS

a) Warrumbungle Shire Road Closure Policy

Council’s current policy was presented for review and discussion by the committee. The committee generally agreed with the content and suggested the following be included in

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Section 2, '...that volunteers are not to direct traffic unless they hold the necessary traffic control qualifications.'

- b) Request for installation of 'School Bus' and 'Concealed Driveway' signs at Lewis Lane and 'Talbragar Park', Golden Highway, Dunedoo.

37/1314 RECOMMENDED that request by the owners of 'Talbragar Park' for 'Concealed Driveway' signs is referred to Roads & Maritime Services **FURTHER** that Council undertakes an assessment of the proposal for a bus stop at Lewis Lane on the Golden Highway.

Harper/Shinton

- c) RSO Monthly Report – February 2014

RSO Monthly Report for February 2014 was received and noted. Discussion took place on the use of electric motorised wheelchairs on roads and streets within the Shire.

GENERAL BUSINESS

Gunnedah Cycling & Triathlon Club – Request for Approval to Conduct the Sundowner Cycle Race from Coonabarabran to Gunnedah on 21 June 2014

38/1314 RECOMMENDED that request by the Gunnedah Cycling and Triathlon Club to conduct the Annual Sundowner Bicycle Race between Coonabarabran and Gunnedah on the 21 June 2014 be approved subject to approval being obtained from NSW Police Force and Roads & Maritime Services.

Harper/Barry

National Sorry Day Memorial Walk across Mary Jane Cain Bridge

39/1314 RECOMMENDED that Council provide in principle support, including supply of traffic management, for a proposal by the Coonabarabran Local Aboriginal Land Council to close the Mary Jane Cain Bridge, between the Tennis Club and Essex Street, on Monday, 26 May 2014 between 10.30 am and 10.40 am for the purpose of conducting a walk in recognition of National Sorry Day, subject to approval from Roads & Maritime Services and NSW Police Force **FURTHER** that the proposed walk from the Bridge to the Town Hall is conducted on the footpath.

Barry/Harper

The following matters were raised without Resolution:

- Rough road conditions at the level crossing on Castlereagh Highway east of Mendooran.

There being no further business the meeting closed at 11.00 am.

The next meeting is to be held on Thursday, 24 April 2014 in the Gallery Meeting Room, Coonabarabran commencing 10.00 am.

.....
CHAIRMAN

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held on 27 March 2014.
2. That request by the owners of 'Talbragar Park' for 'Concealed Driveway' signs is referred to Roads & Maritime Services **FURTHER** that Council undertakes an assessment of the proposal for a bus stop at Lewis Lane on the Golden Highway.
3. That request by the Gunnedah Cycling and Triathlon Club to conduct the Annual Sundowner Bicycle Race between Coonabarabran and Gunnedah on the 21 June 2014 be approved subject to approval being obtained from NSW Police Force and Roads & Maritime Services.
4. That Council provide in principle support, including supply of traffic management, for a proposal by the Coonabarabran Local Aboriginal Land Council to close the Mary Jane Cain Bridge, between the Tennis Club and Essex Street, on Monday, 26 May 2014 between 10.30 am and 10.40 am for the purpose of conducting a walk in recognition of National Sorry Day, subject to approval from Roads & Maritime Services and NSW Police Force **FURTHER** that the proposed walk from the Bridge to the Town Hall is conducted on the footpath.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 16 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 2 April 2014

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI1 Public transport alternatives including bus and rail services connect local towns and villages and provide links with other regional centres.

PRESENT: Cr Denis Todd (Chair), Cr Gary Andrews, Mr John Farrell (Baradine), Mr John Gill (Coolah), Mr Gary Connolly (Coolah), Mr Colin Tink (Coonabarabran), Mr Kevin Barrington (Coonabarabran), Mr Kevin Tighe (Director Technical Services) and Mr Shane Weatherall (Acting Manager Road Operations).

IN ATTENDANCE: Mr Col Mercer (President Coonabarabran Aero Club), Mr Geoff Gazier and Mr Gary Wilson (Rural Fire Service).

APOLOGIES: Mr Darren Worrell (Baradine) and Mr Corey Phillips (RFS).

CONFIRMATION OF MINUTES:

20/1314 RECOMMENDED that the minutes of the meeting held on Thursday, 6 February 2014 be confirmed.

Farrell/Gill

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Master Plan for development at Aerodromes in Baradine, Coolah and Coonabarabran.
- Cost estimate for bitumen resealing of threshold areas on the runway strip at Coolah Aerodrome and painting of white landing markers.
- Advise RFS of damaged cattle grids on David Knight Drive.
- Investigation of taxiway lights at Baradine.
- Investigation of water harvesting scheme at Coonabarabran Aerodrome to supply RFS air operations.
- Mr Mercer advised that he is not receiving minutes from the meetings.

The following matters from the minutes were discussed;

- John Farrell reported that the windsock at Baradine has been repaired.
- Gravel under the windsock in Coolah is completed, however sealing is yet to be completed.
- Windsock at Coolah has been replaced.
- The floor in the toilet at Coolah has been repaired and painted.
- The runway at Coolah has been graded and the grass slashed.
- Plane tie down ropes have been installed at Coolah.
- The runway at Baradine has been slashed and roundup applied.
- Extension of town water to Baradine Aerodrome to supply RFS air operations.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Use of Aerodromes by BAE and Landing Fees;

Following discussion about the merits of pursuing BAE Systems for landing fee contribution and landing fees in general the following resolution was made:

21/1314 RECOMMENDED that Council take no further action in relation to collection of landing fees from BAE systems.

Tink/Connelly

Repairs and Maintenance to Ramps and Road Surface on Approach to Coonabarabran Aerodrome

The Committee was advised that a design for replacement of the steel grid section has been prepared and that a quotation from a local fabricator is being sought for supply and installation. The Committee also discussed a proposal to replace each of the three ramps with a 4 metre wide precast / prefabricated structure.

22/1314 RECOMMENDED that in relation to the three cattle grids on David Knight Drive, quotations and cost estimates are prepared for two projects; supply and installation of steel grid only, and complete removal of existing grid and replacement with a 4 metre wide prefabricated structure.

Gill/Andrews

AGENDA ITEMS

a) Commissioning of Lighting System at Coolah Aerodrome

23/1314 RECOMMENDED that advice is sought from Air Ambulance and Rural Flying Doctor Service about their requirements for night time use of the Coolah Aerodrome.

Barrington/Farrell

b) Commissioning of Lighting System at Coolah Aerodrome

24/1314 RECOMMENDED that repair of landing lights at Coolah Aerodrome are undertaken subject to determination of repair cost.

Todd/Gill

c) CASA Surveillance Report for Coonabarabran Aerodrome

The Committee was advised that an inspector from the Civil Aviation Safety Authority (CASA) undertook a Surveillance Audit at Coonabarabran and Coolah on the 5-7 February 2014. As a result of the audit two (2) Non Compliance Notices and five (5) Observations were identified. Both NCNs relate to deficiencies at Coonabarabran; parking of helicopters too close to taxiway strip; lack of CASA agreement to obstacle light monitoring program. It was noted that consultation with the Rural Fire Service is required if an Aircraft Parking and Movement Plan is required for the Coonabarabran Aerodrome.

25/1314 RECOMMENDED that clarification on the request for a Management Plan for parking of aircraft at the Coonabarabran Aerodrome is sought from the Civil Aviation Safety Authority (CASA).

Farrell/Gill

GENERAL BUSINESS

The following matters were raised without Resolution:

- Concern raised about the cracks in the surface of the grass runway at Coonabarabran.
- Clarification sought on the number of participants of the Aerodrome Advisory Committee.
- Estimated cost of bitumen sealing the Baradine runway.
- Minimum length of runway required for use by air ambulance.
- Use of the Coonabarabran Aerodrome by the local astronomy group on the 15 April 2014.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

There being no further business the meeting closed at 11.00 am.

The next meeting is to be held on Tuesday, 24 June 2014 on site at the Baradine Aerodrome commencing 9.00 am and then at the Baradine Rural Transaction Centre.

.....
CHAIRMAN

RECOMMENDATION

1. That Council accepts the Minutes of the Warrumbungle Aerodromes Advisory Committee Meeting held on 2 April 2014.
2. That Council take no further action in relation to collection of landing fees from BAE systems.
3. That in relation to the three cattle grids on David Knight Drive, quotations and cost estimates are prepared for two projects; supply and installation of steel grid only, and complete removal of existing grid and replacement with a 4 metre wide prefabricated structure.
4. That advice is sought from Air Ambulance and Rural Flying Doctor Service about their requirements for night time use of the Coolah Aerodrome.
5. That repair of landing lights at Coolah Aerodrome are undertaken subject to determination of repair cost.
6. That clarification on the request for a Management Plan for parking of aircraft at the Coonabarabran Aerodrome is sought from the Civil Aviation Safety Authority (CASA).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 17 Delegations of Authority to the General Manager

Division:	Executive Services
Management Area:	Executive Services
Author:	Executive Assistant – Melissa Bennett
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council's governance practices and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan.

Reason for Report

To update the alignment for the General Manager's delegations with the requirements of legislation as detailed below.

Background

In pursuance of Section 335 of the Local Government Act, 1993, the General Manager is generally responsible for the efficient and effective operation of the Council's organisation and for ensuring the implementation, without undue delay, of decisions of the Council.

Issues

Council maintains a subscription to a delegations database that advises Council of changes to acts and regulations.

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

That Council delegate to the General Manager the acts and regulations as prescribed in this report **FURTHERMORE** that any amendments to legislation is automatically bestowed to the General Manager however any new legislation is to be endorsed by Council.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

ACTS AND REGULATIONS REPEALED

Food Regulations 2004
Freedom of Information Act 1989
Mines Inspections Act 1901
Occupational Health & Safety Act 2002
Public Health (Skin Penetration) Regulations 2000
Public Health (Swimming Pools & Spa) Regulations 2000
Public Health (Disposal of Bodies) Regulations 2002

GENERAL MANAGERS LIST OF ACTS AND REGULATIONS

Boarding House Act 2012
Building Professional Act 2005
Child (Protection & Parental Responsibility) Act 1997
Commons Management Act 1989
Community Land Development Act 1989
Community Land Management Act 1997
Companion Animals Act 1998
Conversion of Cemeteries Act 1974
Conveyancing Act 1919
Crimes Act 1900
Crown Lands Act 1989
Dams Safety Act 1978
Dividing Fences Act 1991
Electricity Supply Act 1995
Environmental Planning & Assessment Act 1979
Environmental Planning & Assessment Regulations 2000
Environmentally Hazardous Chemicals Act 1985
Fines Act 1996
Fire Brigades Act 1989
Fisheries Management Act 1994
Fluoridation of Public Water Supplies Act 1957
Food Act 2003
Food Regulation 2010
Fringe Benefits Tax Assessment Act 1986 (Cth)
Game & Feral Animal Control Act 2002
Gas Supply Act 1996
Geographical Names Act 1966
Government Advertising Act 2011
Government Information (Public Access) Act 2009
Graffiti Control Act 1996
Growth Centres (Development Corporations) Act 1974
Heritage Act 1977
Holiday Parks(Long-term casual occupation)Act 2002

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Home & Community Care Act 1985 (Cth)
Housing Act 2001
Impounding Act 1993
Inclosed Land Protection Act 2001
Independent Commission Against Corruption Act 1988
Independent Pricing & Regulatory Tribunal Act 2002
Land & Environment Court Act 1979
Land Acquisition (Just Terms Compensation) Act 1991
Library Act 1939
Library Regulation 2010
Liquor Act 2007 and Liquor Regulation 2005
Local Government (Financial Assistance) Act 1995 (Cth)
Local Government (General) Regulation 2005
Local Government (Manufactured Home Estates, Caravan Parks, Camping Ground and movable dwellings) Regulation 2005
Local Government Act 1993
Local Government and Other Authorities (Superannuation) Act 1927
Local Land Services Act 2013
Major Events Act 2009
Mine Health & Safety Act 2004
Native Vegetation Act 2003
Noxious Weeds Act 1993
Ombudsman Act 1974
Pesticides Act 1999
Pipelines Act 1967
Protection of the Environment Operations (Clean Air) Regulations 2010
Privacy & Personal Informations Protection Act 1998
Protection of the Environment Operations Act 1997
Public Health Act 2010
Public Health Regulations 2012
Public Interest Disclosures Act 1994
Public Works Act 1912
Recreational Vehicles Act 1983
Restricted Premises Act 1943
Road Transport (General Act) 2005
Road Transport (Safety and Traffic Management) Act 1999
Road Transport (Vehicle and Driver Management) Act 2005
Road Transport Act 2013
Roads Act 1993
Rural Fire Acts 1997
Rural Fires Regulation 2013
Service NSW (one-stop Access to Government Services) Act 2013
State Emergency & Rescue Management Act 1989
State Emergency Service Act 1989

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

State Records Act 1998
Strata Schemes (Freehold Development) Act 1993
Strata Schemes (Freehold Development) Regulation 2012
Strata Schemes (Leasehold Development) Act 1996
Strata Schemes (Leasehold Development) Regulation 2012
Strata Schemes Management Act 1996
Surveying and Spatial Information Act 2002
Swimming Pool Act 1992
Swimming Pools Regulation 2008
Tattoo Parlours Act 2012
Threatened Species Conservation Act 1995
Transport Administration Act 1988
Trees (Dispute between Neighbours) Act 2006
Valuation of Land Act 1996
Water Management Act 2000
Wilderness Act 1987
Work Health & Safety Act 2011

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 18 Warrumbungle Cobbora Transition Fund Committee

Division:	Executive Services
Management Area:	Governance
Author:	Manager Communications & IT – Chris White
CSP Key Focus Area:	Local Economy
Priority:	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional centres.

Reason for Report

To provide recommendations to Council from the Warrumbungle Cobbora Transition Fund Committee.

Background

On 7 March 2014 Infrastructure NSW announced eighteen shortlisted projects totalling up to \$50 million contending for the \$16 million available in the Restart NSW Cobbora Transition Fund (CTF). Two projects from WSC were shortlisted, being the Three Rivers Regional Retirement Community and Learning Centre (TRRRC) for \$4.5 million, and the Dunedoo District Infrastructure Revitalisation (DDIR) project for \$2.05 million.

An additional \$1 million has been nominated to Warrumbungle Shire Council for allocation to infrastructure projects within the shire.

The submission deadline for all CTF applications has been extended to 28 April 2014.

Issues

1. \$1 million Allocation:

Council will need to determine allocation of the \$1 million and forward a submission to Infrastructure NSW to obtain the allocated monies by 28 April 2014.

In December 2013 Council resolved to allocate the \$1 million to projects that corresponded with components of the DDIR submission (**Resolution 199/1314**).

Following the short listing of the DDIR project on 7 March 2014, Infrastructure NSW has advised that Council needs to reconsider the \$1 million allocation to projects that do not correspond with components of the TRRRC or the DDIR submissions.

Subsequently, the Warrumbungle Cobbora Transition Fund Committee has made the following recommendations that the \$1 million be allocated as:

- a. \$50,000 to the Mendooran Tennis Club
- b. \$100,000 to the Dunedoo Tennis Club
- c. \$850,000 towards refurbishment and upgrades to Jubilee Hall and the Old Bank MPS Building.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

2. Consultants:

In relation to engagement of consultants to prepare project submissions to the CTF, Council resolved in December 2013 to modify **Resolution 143/1314** to state \$100,000 of funds be assigned from the \$1 million allocated to Council for a Coordinator or Consultant to be engaged for preparation of project applications to the EOI (**Resolution 206/1314**).

Subsequent clarification from NSW Infrastructure on the guidelines for allocation of the \$1 million now specifies that funds cannot be allocated to consultants, but only towards public infrastructure for on ground works. It is estimated that around \$50,000 will be expended on consultants engaged for preparation of proposals for both the Expression of Interests (four applications), and the two short listed full submissions. However, it is anticipated this expenditure will be recoverable through the construction phase of successful CTF project(s).

3. TRRC and probity:

If funding for the TRRRC project is successful, Council needs to determine how to proceed with a structure to demonstrate appropriate stewardship and accountability of the publicly owned community asset. The establishment of a 355 Committee under the NSW Local Government Act 1993 is a recommended model that would demonstrate the required probity, and ensure continued community input into the TRRRC project. The Dunedoo Mendooran Aged Care Committee have provided a letter of support for this model, and a continued financial commitment of \$250,000 towards the project if successful.

Options

To not proceed with the shortlisted submissions to the CTF closing on 28 April 2014.

To not apply for the \$1 million nominated to WSC.

Financial Considerations

Revenue of \$1 million available in the current budget year to Council for determination on project expenditure as per the guidelines communicated by NSW Infrastructure.

Revenue in the 2014/15 financial year budget of up to \$6.56 million for the TRRRC and DDIR projects. WSC has the opportunity of project managing successful project(s) and undertaking components of the on ground infrastructure works. WSC will also be required to undertake the administration role of the funds to meet the probity requirements of Infrastructure NSW.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

RECOMMENDATION

That Council endorse the following recommendations:

1. To rescind **Resolution 206/1314** for \$100,000 of funds be assigned from the \$1 million allocated to Council for a Coordinator or Consultant be engaged for preparation of project applications to the EOI.
2. To rescind **Resolution 199/1314** for allocation of the \$1 million nominated to WSC.
3. Warrumbungle Shire Council to be the Project Manager and administration body for the TRRRC and DDIR projects if successful.
4. WSC to establish a 355 Committee under the Local Government Act 1993 for management of the TRRRC project if successful.
5. To submit to Infrastructure NSW allocation of the \$1 million nominated to WSC to the following projects:
 - a. \$50,000 to the Mendooran Tennis Club
 - b. \$100,000 to the Dunedoo Tennis Club
 - c. \$850,000 towards refurbishment and upgrades to Jubilee Hall and the Old Bank MPS Building.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 19 Orana Arts

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Anne-Louise Capel
CSP Key Focus Area:	Community & Culture
Priority:	CC3 Our Shire is home to vibrant arts and cultural life of the Shire is promoted and supported as an essential aspect of community well-being

Meeting Attended

Orana Arts Inc. Meeting 14th April 2014 held at Fairview Artspace Mudgee.

Summary of Meeting Outcomes

AGM

Chair: Cr Les Lambert (Narromine) re elected

Deputy Chair: Jen Shearing (Dubbo)

Public Officer: Elizabeth Smith (Gilgandra)

Co-opted members: Nathan Shooter and Michelle O'Brien.

Third position remains open seeking person with legal &/or insurance skills.

Constitution is under review.

Motion moved to remove references to proxy voting.

Section 10.4-Current constitution needs to reflect previous changes passed at AGMs.

Section 26.5- revised to include use of Skype. Only 1 user per meeting permitted.

Permission from the chair must be obtained prior to meeting.

General Meeting

- Orana Arts has been operating 10 years.
- Working Sub-Committees: Finance/management/WHS; HR/Risk; Governance; Marketing & Communications formed to update all policies, procedures, constitution to be brought to board meetings according to annual timetable.
- New relationship established with Dubbo Regional Theatre and Convention Centre and bringing on board capacity building for local writers, directors and actors through "Local Stages" running out of Bathurst Memorial Entertainment Centre.
- Business call Art has been relaunched which focuses on sustainable capacity building and professional development.
- Awareness survey to bench mark awareness of Orana Arts in region, only 55 returned, will resurvey in 12 months.
- Dubbo City Council will be attending Regional Arts Australia conference in Kalgoorlie, OA investigated costs to have some board members and staff also attend.

RECOMMENDATION

That council notes the meeting of Orana Arts Board from Councillor Capel.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 20 Coonabarabran Council Chambers Heritage Items

Division:	Executive Services
Management Area:	Governance
Author:	Director Corporate Services – Rebecca Ryan
CSP Key Focus Area:	Community & Culture
Priority:	CC3 The vibrant arts and cultural life of the shire needs to be promoted and supported as an essential aspect of community well-being.

Reason for Report

There remains two Heritage items of community interest that requires Council consideration. The first is to inform Council of the discussion and planning with a proposal for the re-use of the stained glass retrieved from the Crane Building fire and seek Council's approval in principal for this project. The second is seeking Councils preference for the naming of McWhirter's Corner.

Background

The direct association with the building to the McWhirter family and the original decorative Leadlighting are mentioned in the NSW State Heritage Inventory undertaken in 2006.

McWhirter' Corner

In September 2011, Council considered request from Mrs June McWhirter to incorporate the McWhirter name into the new building given the history of the former garage building as a family owned and operated business since the 1930's. Council agreed to this request, resolving to recognise the McWhirter name in some way in the vicinity of the new Council building on the corner of John and Cassilis Streets. (Resolution No 106/1112).

It is now timely that Council provide some direction to staff in the preferred concept, design options and costing of the official recognition of McWhirter's corner.

Leadlight

Furthermore, there was an amount of Leadlight Glass that was removed and stored by Council which Council determined would be placed in the new building in some form as endorsed by Council in September 2012 (Resolution No 85/1213).

A small group of interested people from the local arts and history community have been meeting since August 2013 to discuss ways in which this material could now be used most effectively. This group has representation from Coonabarabran Arts Council, Warrumbungle Arts and Crafts, the Coonabarabran Family History Group and several independent artists and interested community members. The group has inspected the leadlight and there are several panels which appear to be as close to intact as removed from the building following the fire with a large amount of smaller damaged pieces. The larger panels would require re-leadlighting to stabilise the images.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

The proposal is to re-use the Leadlight in two (2) stages.

Stage 1 would involve the replacement of the balustrade in the Council Administration Office foyer with a floor to ceiling glass panel with a balustrade incorporated into the design as follows;

- the glass panel be of 3 or 4 panels of lead lighted glass reflective of the style and proportions as presented in the original building.
- this panel be anchored to the floor and ceiling to replace the current structure (stainless steel balustrade) in powder coated steel with the hand rail incorporated into the design.
- this panel to be encased in 6mm safety glass.
- an interpretative plaque be placed on the opposite wall explaining the significance of the glass screen.

The group has been working with a local leadlight artist and steel fabricator to determine how Stage 1 should progress. A draft concept was prepared and has been discussed.

Stage 2 includes production of a mosaic artwork for installation in the foyer of the building utilising the smaller pieces of glass excess to the Stage 1 project and may be undertaken in conjunction with local art workshops.

Issues

McWhirter's Corner

Whilst there was some discussion at the Council meeting about the options of a raised garden bed with seating next to the Flag Poles or a plaque on the corner wall, there is currently no design or concept plan for what Council or the community would like to have installed.

Leadlight

Cleaning and rebuilding of the glass will be undertaken by a mixture of voluntary and paid labour. The construction of the glass display has been quoted by a local fabricator. A Development Application is not required for this project. Research and wording for an interpretative plaque would be undertaken by the Family History Group. An engineers certification would be required to address safety and insurance issues. In addition it is important that structure that showcased the leadlight was of a standard and design that met Councils and community expectations.

Options

McWhirter's Corner

Council has committed to acknowledging the McWhirter family history with the former garage. The scale and size of this project is to be determined so that a design and costing may be brought back to Council for approval.

Leadlight

Council has given support to the installation of the leadlight in some way or other in the new building.

Financial Considerations

There remains projected savings in the Council Administration Building which could be allocated for both of these projects.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

McWhirter's Corner

Depending on Council's plans the cost of McWhirter's Corner the cost of this project could range anywhere in between \$500 for a plaque / signage to \$15-25K for a raised garden bed or installation of pots with seating and rails. The latter of which would require ongoing maintenance.

Whilst Council has committed to acknowledging the McWhirter family history with the former garage. The scale and size of this project is to be determined so that a design and costing may be brought back to Council for approval.

Leadlight

The proposed project costs for Stage 1 is approximately \$10,000 and includes volunteer labour, paid local contractors and artists, DA and Engineer certification. This would be confirmed once drawings are completed and lodged for quotes. Stage 2 could be funded through a local arts based activity.

RECOMMENDATION

That Council allocates \$11,000 from the Council Administration Building budget to the McWhirter's Corner and Leadlight Glass Projects FURTHERMORE

1. Council approves the installation of signage on the corner of the new Council building to acknowledge 'McWhirter's Corner'.
2. Council approves the Leadlight Stage 1 project and installation of a glass decorative display in the Council administration office foyer.
3. That a design and costs be brought back to Council for approval for both projects.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 21 Brick Bats and Bouquets

Division:	Executive Services
Management Area:	Executive Services
Author:	Executive Assistant – Melissa Bennett
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	Ensure the long-term provision and retention of high quality services for our community

Reason for Report

To notify Council of any letters received from community members expressing their appreciation of dissatisfaction.

Background

Nil

Issues

Nil

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

For Councils information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Warrumbungle

Dear ~~Coolah~~ Shire Council,

Thank you for inviting us to the Council for a tour and to sit in a Council Meeting. We found it very interesting. Thanks also for providing us with a lovely morning tea. This will assist us in future studies on government and council.

Many thanks,

Year 4/5/6

Sacred Heart School

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014



BY: _____

BY: _____

Binnaway Rail Heritage & Preservation Group Inc.

ABN: 25 784 930 201



March 28th 2014

Mr Steve ~~Sleane~~ Loane
General Manager
Warrumbungle Shire Council
PO Box 191
Coonabarabran
NSW 2357

Dear Steve

On behalf of the members of the Binnaway Rail Heritage & Preservation Group Inc. I wish to offer our sincere thanks for the grant of \$500.00 that we received from Council.

This money will be of valuable assistance in the purchase and installation of the BBQ area at the Binnaway Railway Barracks.

Thanking you.

Yours faithfully

Pat Kroehnert
Secretary

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014



2014 Dunedoo Bush Poetry Festival
"Pine Hill" 299 Forans Lane
NEILREX NSW 2831
Phone: (02) 6886 3592
Fax: (02) 6886 3592
pine.hill.2831@bigpond.com
ABN 92 622 378 809

The General Manager,
Mr Steve Loane
Warrumbungle Shire Council
P O Box 190
COONABARABRAN NSW 2357

RECEIVED
21 MAR 2014

BY:.....

9th March 2014

Dear Steve,

On behalf of the Dunedoo Bush Poetry Festival committee, I wish to sincerely thank the Warrumbungle Shire Council for their support and help to make the 2014 Dunedoo Bush Poetry Festival the success that it was. The use of the Jubilee Hall helped the "Meet and Greet" session on the Thursday evening to be a great success. Again on the Sunday morning, in the wet conditions, the hall was used successfully for the "Breakfast with the Poets" where 18 poets had only one minute to recite a self-composed item, that they only received the title during the week-end.

We very much appreciate the condition that the hall was in, when we arrived on Thursday evening. The local Council workers did a marvelous job in the time to bring it into a tidy and usable condition.

The Dunedoo township appearance was also to be commended with the grass and gardens looking beautiful and the very tidy curb and gutters, well done. The general dry conditions in the past months would have made this an extremely difficult task. Would you please pass on our thanks to the personnel involved in doing this work?

I would also like to thank you for the very appropriate welcome speech that you gave to the guests on Saturday evening. I appreciate the time that was given to the preparation for such a fitting welcome. I also sincerely hope that you and Lisa enjoyed the evening.

As you would realize, that events held in Dunedoo help the local economy and annual events such as the Bush Poetry Festival assist business in the local region.

We thank you for your support of the 2014 DBPF and look forward to your continued support in the future years.

Yours sincerely,

Eric Beer

2014 Co-ordinator

Proudly sponsored by

Personal Wealth Management Pty Ltd

Corporate Authorised Rep No. 253412
ABN 24 104 412 400

 **PWM**
PERSONAL WEALTH
MANAGEMENT

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 22 Council Resolutions Report April 2014

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer, Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

The Council Resolution Report includes Council resolutions from March 2013 to March 2014. This report is attached under separate cover. Items completed are noted then deleted from the report in the following month.

Background

The General Manager is responsible for providing the management oversight in relation to all information progressing from appropriate staff to Council via the Business Paper and monthly Council meetings.

Similarly the role of the General Manager is to ensure appropriate information in relation to Council resolutions and deliberations is provided to Directors and relevant staff. After each Council meeting, each Council resolution is allocated to a directorate for responsibility in actioning the particular Council instruction. Directors and Managers then provide feedback to the General Manager as to the progress of these resolutions on a monthly basis.

Resolutions that remain 'In Progress' for a 12 month period will be reported to Council as a separate agenda item with a new Recommendation. This will provide Council staff the opportunity to detail history and issues in the review of outstanding items before Council reconsider the matter.

Issues

This feedback is provided to Council for information purposes.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's Information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 23 Report from Human Resources – April 2014

Division:	Corporate Services
Management Area:	Human Resources
Author:	Manager Human Resources – Val Kearnes
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk

Reason for Report

This report is to inform Council of activities undertaken by the Human Resources Department and provide an update on the status of Staff Recruitment, Training and Workplace Health and Safety (WHS) matters.

Background

Human Resources are responsible for Recruitment, Learning and Development, Workplace Health and Safety. Since the last Council Meeting in March 2014 thirteen positions have been advertised either internally or externally:

- Relief Plant Operator – Coonabarabran – External
- Senior Compliance Officer - External
- Trainee Plant Operator – Dunedoo - Internal
- Manager Children and Community Services - External
- Temporary Mechanic – Coonabarabran – Interviews scheduled
- Indigenous Transport (casual) – Interviews scheduled
- Project Manager – Internal
- Environmental and Health Officer – Internal
- Manager Road Operations - External
- Pre School Teacher – External
- Sewer Operator – Coolah
- Plumber – Coolah & Dunedoo - External

To date the following positions have been filled.

- Water & Wastewater Supervisor
- Relief Plant Operator – Coonabarabran
- Environmental and Health Officer
- Temporary Mechanic

Interviews for other advertised positions have been scheduled over the coming weeks.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Resignations

Two resignations received this month, one from Community Services and one from Development Services.

Issues

Interviews were held for the position of Manager Road Operations, however no appointment was made. This position will now be recruited through an external contractor, Local Government Employment Solutions, as an alternative approach to attracting the most suitable applicant for this position.

As identified in Council's Workforce Management Strategy, the organisation has ongoing challenges attracting and retaining suitably qualified staff for professional positions while conforming to the Warrumbungle Shire Council Salary System. The approval of two recent Staff Policies; Purchased Leave and Salary Deferred Leave Schemes are initiatives which have been introduced in order to address the recruitment and retention of specialist and technical positions.

Options

An option which is currently considered an incentive when positions are difficult to fill is to offer a market value premium to the evaluated grade. Council may also offer other incentives to attract staff from other councils both from the metropolitan area or surrounding regional areas. These incentives may include training and development, career opportunities to staff who are identified as future leaders within the organisation and subsidised housing.

Learning and Development

Council's career planning and professional development opportunities remain an important focus of the WMS. The Warrumbungle Shire Council will host training for Airways Training Services in Coonabarabran for the first time. The Aerodrome Reporting and Works Safety Officer Course will be held on 8 - 9 April in Coonabarabran. Attendance will be officers from surrounding Councils as well as Warrumbungle Shire.

LGNSW will be providing training for Council over the next two months with a broad cross section of staff to be included in the training. The courses being held include:

- Charing Effective Meetings
- Minute Taking Skills
- Selection Skills for Local Government Managers/Effective Selection Panel Convenor
- Customer Care Professionalism

The Customer Care Professionalism Course is an advanced course for frontline staff and staff who have any type of dealings with customers. The course is designed to give the participants better skills in customer care and a greater understanding of the need for the best possible service.

The content of the course includes but is not limited to; Dealing with complaints and difficult customers, a seven step plan for dealing with difficult situations and what is "value added" service.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Plant Operator training is also scheduled for April for those staff who are plant operators or who work in an area where they are required to work on the plant. The plant training includes; forklift, skid steer, front end loader and backhoe.

The Learning and Development Coordinator attended a Train the Trainer Course in Dubbo presented by State Cover and directed at the Work Health and Safety Responsibilities of Supervisors. The workshop was to familiarise Trainers with the content of the Supervisor WHS Courses and to discuss the best ways to make the training effective.

The three courses covered in the training included; Supervisor's WHS Responsibilities, Risk Management and Incident Investigation.

Workplace Health and Safety

The Warrumbungle Shire Council WHS Committee meeting was held on 4 March 2014, with the following topics:

- New Council policies
 - Working in Inclement Weather
 - WHS Communication and Consultation Procedure
 - Smoke Free Workplace Policy
- Discussions took place on
 - Council Staff Working in Bushfires
 - Staff Amenities
 - First Aid Officer requirements
 - Action plan

Council's Workplace Safety Officer and Payroll Officer attended State Cover training on Advanced Return to Work. This was an extremely well run and informative training session and provided invaluable assistance in dealing with the return to work of injured workers.

Council has organised the 'Lung Bus', a service provided by the Workers Compensation Dust Diseases Board to visit the Dunedoo Depot in May, to conduct respiratory health screening for workers deemed at a high risk. Health Monitoring is a requirement of the WHS Act 2011 and this initiative will enable 62 workers to participate. In addition, employees from Gilgandra Shire Council will be accessing this service.

The following documents have been reviewed and will be presented to MANEX be presented for approval.

- Testing and Tagging Policy
- WHS Hazard Issue Resolution Policy
- Council Staff Fire Personnel Management Procedure
- Injury Management Policy
- Working in inclement weather procedure
- WHS Communication and Consultation
- Smoke Free Workplace

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Workers Compensation and Incidents

Directorate	Near Misses	Incidents	New Claims
Corporate Services		3	
Executive Services			
Development Services			
Technical Services		2	1

Investigations were conducted for all near miss/incidents.

RECOMMENDATION

For Council's information

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 24 Macquarie Regional Library Service Agreement 2014-2018

Division:	Corporate Services
Management Area:	Children's and Community Services
Author:	Director Corporate Services – Rebecca Ryan
CSP Key Focus Area:	Community and Culture
Priority:	CC3 Our shire is home to vibrant arts and cultural life of the shire is promoted and supported as an essential aspect of the community well-being.

Reason for Report

The draft 2014-2018 Macquarie Regional Library (MRL) Service Agreement will be tabled at the Ordinary meeting of the MRL Committee to be held on Tuesday 15 April 2014 for consideration by the Committee. The draft Agreement will then be circulated to each Council for final review before being circulated for execution by the Mayor and General Manager of each Council.

This document has been provided to Councillors under separate cover and this report summarises the changes being proposed for Council consideration.

Background

As you would be aware, the current MRL agreement between the four (4) participating Councils terminates on 31 August 2014. To align with the financial year contributions, the term of the new Agreement will be from 1 July 2014 to 30 June 2018. The funding scenarios are based on the higher contributions being payable from 1 July 2014 onwards.

MRL is a regional library service for the member councils of Dubbo City, Wellington, Warrumbungle and Narromine Shire Councils. Dubbo City Council is the Administering Council.

Issues

It is recommended that the following changes be made to the Service Agreement.

1. That the number of Council representatives be reduced from two (2) per Council to one (1)

This would alleviate the issues associated with attaining a quorum and provide options for Councillor availability enabling one (1) to have a reserve as back up.

2. The number of meetings from four (4) to two (2) per year and for both meetings to be held in Dubbo.

The meetings consume a lot of staff and Councillor time travelling from Wellington, Narromine to Warrumbungle and in between and involve driving late at night for a minimum two (2) hours. These meetings are generally strategic in nature as all budget and management issues are resolved by the General Manager of Dubbo City Council, as Administering Council. Two (2) meetings per year will enable Councillor input and direction, and provide cost savings. Furthermore, Dubbo is the most central location.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Options

Council's current levels of six (6) library outlets does contribute to the additional expense incurred to operate the libraries compared to the likes of Narromine and Wellington with only two (2) or one (1) respectively. However Libraries are important and well recognised valuable community services in Warrumbungle Shire Council area, and there is no political appetite to reducing or rationalising the current structure.

Agreement has been reached between the four (4) General Managers of the Councils that comprise the MRL as to the levels of the annual contributions for the term of the new Agreement, in readiness for submission to the MRL Committee.

The Draft 2014-2018 Strategic Plan and Draft 2014-2018 Delivery Plan, 2014/2015 Annual Operational Plan, 2014/2015 Budget and 2014/2015 Revenue (Fees and Charges) Policy will be presented to the Macquarie Regional Library Special (Budget) meeting to be held on Tuesday 15 April 2014 for consideration.

The Draft documents will then be provided to each Council for consideration and subsequent public exhibition for a period of twenty-eight (28) days before final adoption by each Participating Council.

Financial Considerations

Following initial discussions it was agreed that a funding scenario, to base the proposed budget on a more even percentage increase spread over the ten year financial period, would be developed. In addition, it was agreed that a scenario be developed for the budget to reflect the required increased contribution for Warrumbungle Shire Council to then be in line with the other Participating Councils' contributions.

The funding provisions for the four (4) year term of the new Agreement are based upon delivering a balanced budget with a 9% increase each year for the four (4) years commencing 2014/2015 for each council with an additional 2.5% increase in each of the four (4) years for Warrumbungle Shire Council.

RECOMMENDATION

For Council Information

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 25 Bank Reconciliation for month ending 31 March 2014

Division:	Corporate Services
Management Area:	Financial Services
Author:	Senior Finance Officer – Lisa Grammer
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

The following report provided to Council is a summary of Council's monthly bank reconciliation.

Background

Reconciliations are being completed monthly and balanced, payments and receipts reconcile to monthly bank statement. They are completed by the Senior Finance Officer and signed off by the Chief Financial Officer then referred to Director Corporate Services for final review as part of Council's Monthly checklist procedures.

Issues

Outstanding deposits refers to cash amounts recorded in the Council's General Ledger that have not yet been deposited at the bank. eg. Direct debit authority receipted in cashbook but not deposited in the physical bank account until the next day.

Unpresented cheques refers to cheques that have still not been cashed by the cheque recipient but are recorded as being paid in Council's General Ledger.

Options

Nil

Financial Considerations

Nil

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Summary

Balance per General Ledger – 31 March 2014

Bank	Account Number	Balance
General Fund	5410-3000-0001	133,885
Trust Fund	9000-3000-0000	212,728
WSC Mayor's Bushfire Appeal	9200-3000-0000	371,160
Investments - General	5220-3001-3001	4,696,826
Investments - General	5220-3001-5001	2,520,000
Investments Movement - General	5220-3003-0000	(480,869)
Investments - Water Fund	7085-3001-0001	4,270,894
Investments Sewerage Fund	8085-3001-0001	641,102
Total per General Ledger		12,365,726

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Balance as per Bank Account – 31 March 2014

Bank	Balance
<u>General</u>	
Commonwealth	236,729
Westpac	21,357
NAB	95,483
Total - General	353,569
<u>Trust</u>	
Commonwealth	214,370
Total - Trust	214,370
<u>WSC Mayors Bush Fire Appeal Trust</u>	
Commonwealth	97,338
Commonwealth	285,638
Total - WSC Mayors Bush Fire Appeal Trust	382,976
<u>Investments</u>	
Securities	3,000,000
IBD	8,647,952
Total Investments	11,647,952
Total All Bank Accounts	12,598,867
<i>Add:</i>	
Outstanding Deposits - General	35,480
Outstanding Deposits - Trust	250
Outstanding Deposits – WSC Mayors Bushfire Appeal	-
<i>Less:</i>	
Unpresented cheques - General	255,163
Unpresented cheques - Trust	1,892
Unpresented cheques- WSC Mayors Bushfire Appeal	11,816
Balance adjusted for outstanding deposits & Unpresented cheques (Final Bank Balance)	12,365,726
Variance between Final Bank Balance and General Ledger	-

WARRUMBUNGLE SHIRE COUNCIL

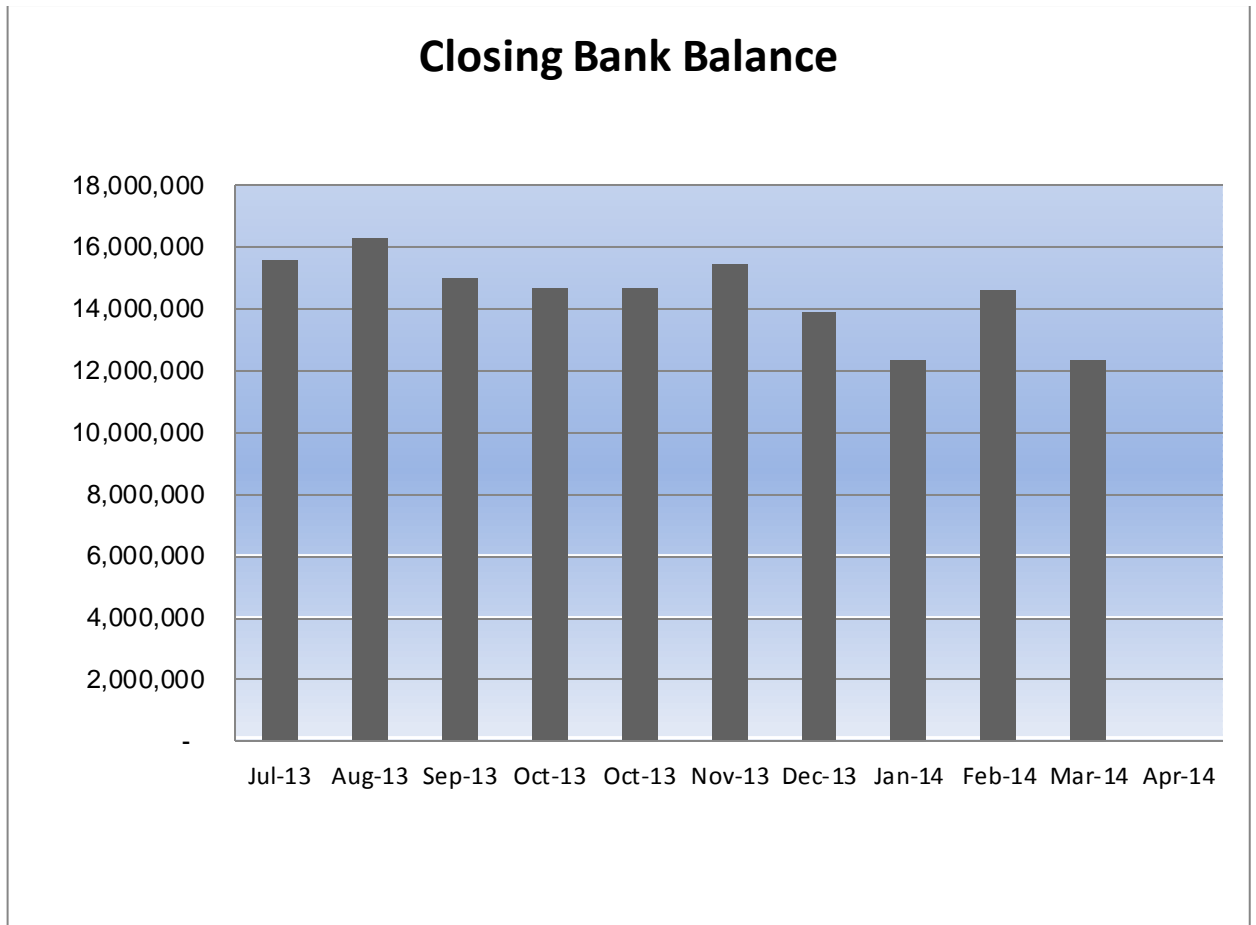
Ordinary Meeting – 17 April 2014

Balance as per Bank Account History as at 31 March 2014

Month	Funds Held in General Account	Funds Held in Trust Account	Mayors Bushfire Appeal Trust Account	Investment	TOTAL	Net of Outstanding Deposits and Unpresented Cheques	End of Month Closing Bank Balance
Jul-13	1,354,197	269,335	368,794	13,552,995	15,545,321	37,033	15,582,354
Aug-13	1,237,351	272,549	372,478	14,270,308	16,152,686	175,034	16,327,720
Sep-13	723,046	264,460	402,268	13,640,443	15,030,217	(39,768)	14,990,449
Oct-13	913,911	180,908	365,708	13,175,102	14,635,629	29,276	14,664,905
Nov-13	470,130	185,440	373,591	14,333,986	15,363,147	76,096	15,439,243
Dec-13	686,405	186,047	382,657	12,655,004	13,910,113	4,886	13,914,999
Jan-14	365,652	173,606	380,438	11,389,151	12,308,847	40,380	12,349,227
Feb-14	746,029	179,684	382,447	13,138,471	14,446,631	150,243	14,596,874
Mar- 14	353,569	214,370	382,976	11,647,952	12,598,867	(233,141)	12,365,726

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014



RECOMMENDATION

That Council accept the Bank Reconciliation Report for the month ending 31 March 2014.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 26 Investments and Term Deposits

Division:	Corporate Services
Management Area:	Financial Services
Author:	Senior Finance Officer – Lisa Grammer
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

As required by Clause 212 of the Local Government (General) Regulation 2005, the details of all monies invested by Council under Section 625 of the Local Government Act 1993 must be reported to Council at each monthly ordinary meeting.

Background

Council currently benchmarks its investment performance against the three (3) month Bank Bill Swap Reference Rate (BBSW) as per Council's Investment Policy. The March BBSW 3 month rate was 2.66%. Council's term deposits returned an average rate of 3.63% for the month of March, outperforming Council's benchmark.

During the month of March one of Council's Term Deposits of \$1m held with ANZ fell due earning a total of \$5,860.27, this was reinvested with ANZ for a further 92 days at a rate of 3.65%.

A further \$1m was invested with Bank of Queensland for 96 days at a rate of 3.60%.

All of Council's investment securities are currently not paying coupons although all of the remaining two (2) investments are expected to be redeemed at higher than original purchase price. Council's investment securities underperformed against Council's benchmark

Issues

Reconciliations are being completed monthly and balanced, payments and receipts reconcile to monthly investment statements and investment interest is recorded. This is completed by Senior Finance Officer and signed off by Chief Financial Officer for referral to Director Corporate Services for final review as part of Council's monthly checklist procedures.

Options

Nil

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Financial Considerations

As Council no longer receives monthly reports on the performance and analysis of each of the long term investment funds from investment advisors, Amicus Advisory Pty Ltd (formerly Structured Credit Research and Advisory Pty Ltd), the latest analysis of Council's two outstanding investments dates back to 30 June 2013. This information is provided below.

FIIG All Seasons CPPI

Council is essentially holding a Swedish Export Bond rated AA+. Will pay \$4 above par at maturity. Bid price well short of fair value.

Octagon Ltd Linked

Backed by International Bank for Reconstruction & Development rated AA. Few concerns if any. Bid well below fair value. Low risk.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Summary

Investment Securities: Council currently holds the following investment securities:

Bank	Purchase Price	Indicative Bid	Valuation based on indicative bid as at 31 March 2014	ISIN Number	Lodgement date	Maturity Date	Rating	Coupon Payments
FIIG All Seasons CPPI Note	1,500,000	95.00%	1,425,000	AU300SEKA021	29.08.2008	29.08.2014	AA+	0%
Octagon Ltd Linked	1,500,000	89.00%	1,335,000	XS023170158	25.10.2005	25.10.2015	AA	0%
Total:	3,000,000		2,760,000					0%

Term Deposits: Council currently holds the following Term Deposits:

Bank	Current Investment	Opening Balance	Buy/(Sell)	March Interest Earned/ Accrued	Closing Balance	Lodgement date	Maturity Date	Rating	Current Yield
NAB Cash Maximiser	333,172	901,565	(570,200)	1,807	333,172	At Call	At Call	AA-	3.04%
ANZ At Call	2,314,781	4,236,906	(1,933,140)	11,014	2,314,781	At Call	At Call	AA-	3.50%
ANZ Term Deposit	-	1,004,901	(1,005,860)	959	-	7/01/2014	10/03/2014	AA-	3.45%
Bank Of Qld	1,500,000	1,523,517	-	4,828	1,528,345	30/09/2013	1/04/2014	BBB+	3.80%
NAB Term Deposit	1,500,000	1,507,928	-	4,726	1,512,654	7/01/2014	6/05/2014	AA-	3.72%
ANZ Term Deposit	1,000,000	-	1,000,000	2,094	1,002,094	10/03/2014	10/06/2014	AA-	3.65%
Bank Of Qld	1,000,000	-	1,000,000	1,869	1,001,869	12/03/2014	16/06/2014	BBB+	3.60%
NAB Term Deposit	1,000,000	1,001,844	-	3,176	1,005,020	10/02/2014	11/08/2014	AA-	3.75%
Total:	8,647,953	10,176,661	(1,509,200)	30,474	8,697,935				3.63%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Certification of Responsible Accounting Officer

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

Responsible Accounting Officer

RECOMMENDATION

That Council accept the Investments Report for the month ending 31 March 2014.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 27 Rates Report for Month Ending 31 March 2014

Division:	Corporate Services
Management Area:	Financial Services
Author:	Water Debtor Officer – Rachael Carlyle
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To report on Council's monthly rates and annual charges collection performance.

Background

Council levies rates and annual charges on an annual basis commencing in the month of July. Council closely monitors the repayment of these rates and annual charges and measures its debt recovery performance for rates and annual charges through the use of the Rates and Annual Charges Outstanding Ratio.

The Division of Local Government (DLG) recommends (via their accepted benchmark) a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils. Council's outstanding ratio as at 30 June 2013 was 13.3% which is above the DLG recommended benchmark.

Some factors that affect this indicator should be considered when assessing Warrumbungle Shire Council's performance against this indicator such as the socioeconomic characteristics of the area, and previous changes to Council's Rating Policy.

Council held an Auction on 7 February 2014 for land to be sold for unpaid rates. 5 properties were auctioned at the sale and currently one property it still to settle. A full report on the sale will be provided to Council for the May Council meeting.

Issues

The outstanding rates and annual charges ratio as at 31 March 2014, is 13.32%. This figure is higher than the 10% benchmark proposed by the DLG. Although Council's Rates Outstanding ratio is still trending under the previous year balance for the same period, Council expects that there may be some impact on the ratio later this financial year due to drought conditions facing rural landholders in the region.

Options

Nil

Financial Considerations

A high arrears balance affects Council's cash flow, and represents monies outstanding that Council could be gaining a return on if invested in a term deposit.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

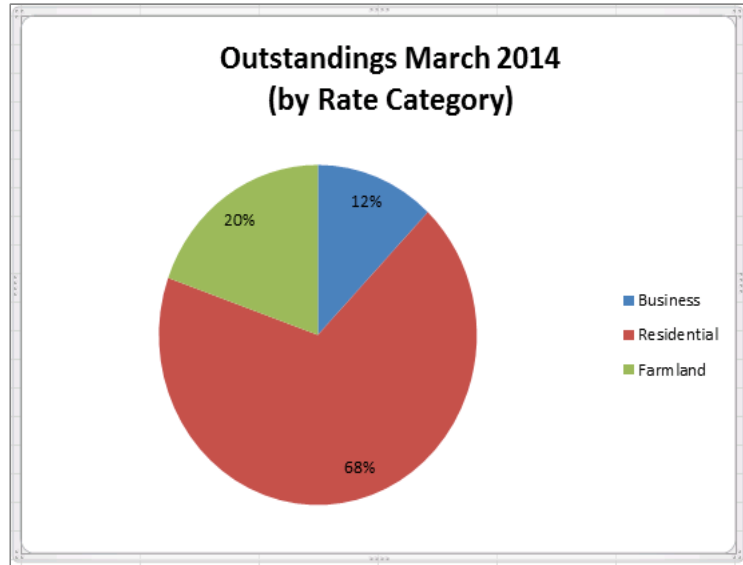
RATE/CHARGE TYPE	RATE ARREARS 2012/13	2013/2014 LEVY	PENSIONER WRITE OFF	ABANDONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2013/2014	COLLECTION % 2013/2014	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	675,157	7,156,517	183,408	7,344	7,640,921	5,738,367	1,902,554	75%	603,519	8%
Water	191,749	1,315,066	73,464	1,514	1,431,837	1,035,545	396,292	72%	199,557	15%
Sewerage	444,871	1,222,928	56,210	3,351	1,608,238	848,431	759,807	53%	182,308	15%
Garbage	176,185	1,803,758	90,603	1,223	1,888,118	1,395,997	492,121	74%	201,816	11%
TOTAL RATES AND ANNUAL CHARGES	1,487,961	11,498,269	403,684	13,432	12,569,114	9,018,339	3,550,774	72%	1,187,200	10%
Water Consumption	608,369	1,224,000	-	472	1,831,897	1,022,957	808,940	56%	302,174	25%
Sewer Consumption	78,637	120,000	-	1	198,636	102,913	95,723	52%	22,749	19%
TOTAL WATER SUPPLY SERVICES	687,006	1,344,000	-	473	2,030,533	1,125,870	904,663	55%	324,923	24%
LEGAL FEES	124,995	222,294	-	2,028	345,261	116,012	229,250	34%	242,633	-
INTEREST	269,421	109,520	-	-	378,941	-	378,941	0%	-	-
GRAND TOTAL	2,569,383	13,174,083	403,684	15,933	15,323,849	10,260,221	5,063,628	67%	1,754,755	13.32%

- Interest charges in the 'Total Arrears' column are classified under the relevant charge type above, as opposed to being recorded separately per the 'Total Outstanding' column.
- The outstanding figures for sewer consumption, water consumption and sewerage rates and charges need to be viewed in total as Council's finance systems is currently grouping a majority of the arrears amounts for these items under sewer consumption. Total arrears at End of Month, include interest in arrears under the relevant Rate/Charge Type and is not separately disclosed as interest.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Analysis by Council staff has indicated that a majority of the rates and annual charges outstanding amount 68% relates to residential properties, while 20% relates to farmland and 12% to business. See graph to the right, and table of outstanding balances by rate group and rate/charge type below for further details.



Of the amount outstanding, Council currently has a total of 371 assessments with a total of \$488,888 outstanding under an arrangement to pay the outstanding rates and annual charges on a weekly, fortnightly or monthly basis.

Rates Type	Rates levy			Water levy			Legal	Grand Total
	General	Domestic Waste	Water Access	Sewer Access	Water Usage	Sewer Usage		
Business	58,950	26,380	18,641	26,722	46,930	22,749	13,120	213,491
Residential	265,647	163,490	180,916	155,587	255,244	-	177,224	1,198,108
Farmland	278,921	11,946	-	-	-	-	52,289	343,156
Total	603,519	201,816	199,557	182,308	302,174	22,749	242,633	1,754,755

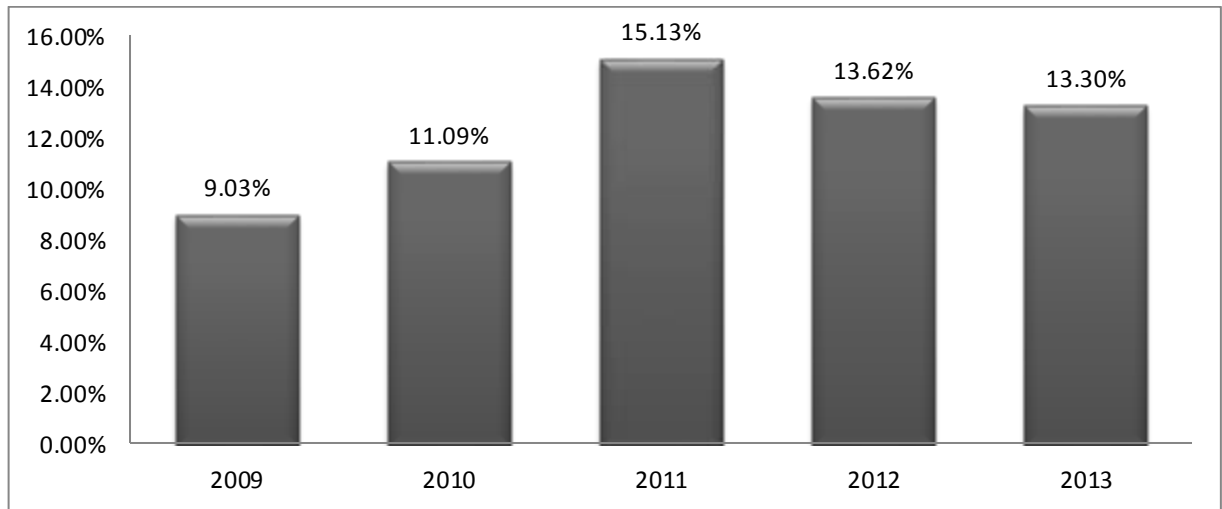
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact Council requesting an arrangement.

Council's historical debt recovery performance as measured by the rates and charges outstanding ratio is detailed in the graph below.

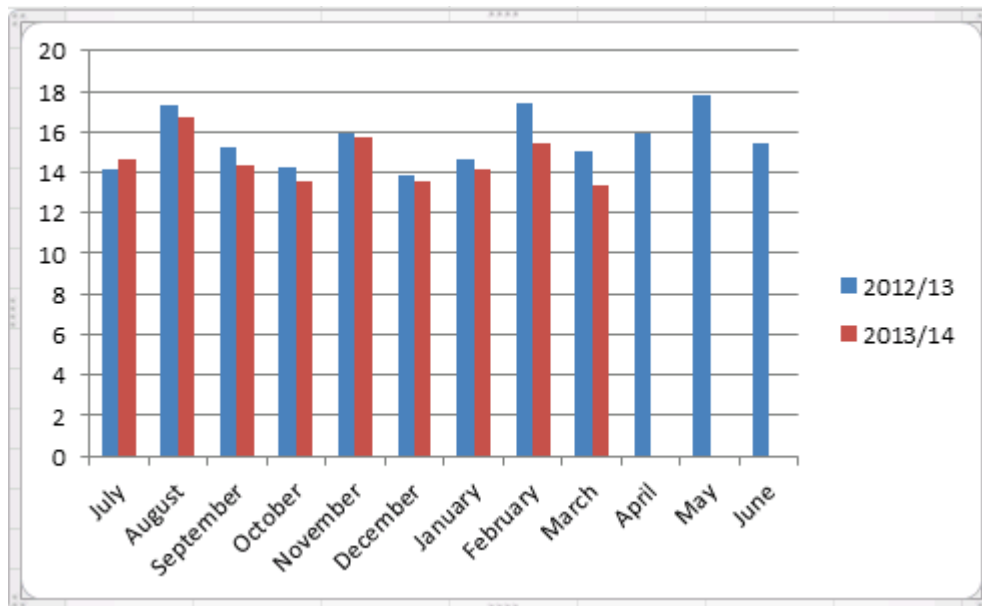
WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 28 Support Sought for Solar Power Plants in Inland NSW

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – K Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 Communities across the shire are supported by the secure, long term supply of energy and clean water.

Reason for Report

To inform Council of the Solar Energy eXchange Initiative (SEXI) and to obtain in principle support for development of a solar energy industry in the region.

Background

SEXI is a marketing acronym for the Solar Energy eXchange Initiative. The SEXI proposal in brief is set out as follows;

- Installation of photovoltaic (PV) panels in selected Council areas
- Installation of five(5) medium scale concentrating solar power units, of a size suitable to provide electricity to run a typical country town.
- A group of Councils covering much of inland NSW would own, operate and run the solar power supplies.

To date 19 Councils and the unincorporated area have provided in principle support for the proposal. The convener / organiser of the SEXI proposal is seeking support from 31 Councils in NSW. A copy of a proposed agreement to form and operate the alliance of Councils has been forwarded to Councillors under separate cover.

Issues

The proposed agreement for establishment and operation of the SEXI alliance is very general in nature and provides no detail on whether or not the Council's have the legal authority to establish the alliance. It appears that the proposal is relying on each Council being a voluntary member of the proposed alliance, rather than some form of binding commitment. The proposed agreement appears to suggest that if the proposed projects receive funding then member Councils will then determine the structure and legal commitments of the agreement.

There is no detail provided on proposed locations of either the PV panels or any of the five solar concentration plants.

Options

Council has discretion in this matter. Apparently, in principle support has been provided by the Orana Regional Organisation of Councils.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Financial Considerations

It appears that should all 31 Councils provide in principle support for the SEXI proposal, an application for funding will be lodged with the Australian Renewable Energy Agency (ARENA). Advice received to date indicates that Council will not be required to commit funding to the proposal, however in kind support will be required such as attendance at meetings and provision of data. It is expected that the grant application will indicate that benefits of the proposed solar power plants will include reduced electricity prices for consumers in the region.

RECOMMENDATION

That Council provides in principle support for the Solar Energy eXchange Initiative (SEXI) and the development of a solar industry in the region.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 29 Australian Rural Roads Group - Infrastructure Australia

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – K Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI3 Roads throughout the shire are safe, well-maintained and appropriately funded

Reason for Report

To obtain Council's financial support to lodge a funding submission to Infrastructure Australia.

Background

The Australian Rural Roads Group (ARRG) is proposing to lodge a funding submission on behalf of participating Councils to Infrastructure Australia. The funding submission aims to identify road upgrade projects that will improve the efficiency of freight movements across a large region of north west NSW and south west Queensland.

"The priorities for the project will include;

- *Higher-efficiency road freight*
- *Road freight efficiency projects which promote supporting rail development*
- *Safety and amenity network upgrades of demonstrably high value*
- *Demonstrably more cost-effective road building and maintenance solutions*
- *Projects which contain a productive private investment element."* (extract from Juturna Consulting letter to ARRG)

It is expected that the funding submission will focus heavily on freight linkages to the proposed inland rail project currently being investigated by the Australian Government

Issues

Preparation of a credible large scale funding bid to Infrastructure Australia requires the assistance of consultant conversant with Australian Government policies. The ARRG has previously used the services of Juturna Consulting to make submissions to the National Road Asset Report.

Following a meeting in Warialda on the 25 March 2014, a number of Councils have expressed interest in engaging the services of Juturna Consulting to prepare a submission including; Gwydir, Moree, Goondawindi, Narrabri, Tenterfield, Gunnedah, Walgett and Warrumbungle.

Council will need to assess the merits of participating in the ARRG submission project. Furthermore, Council will need to assess the likelihood that road upgrades will contribute to increased freight efficiency within and through the Shire and whether or not the proposed inland rail line will be more efficient if roads are upgraded.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Options

Council has discretion in this matter.

Financial Considerations

The funding submission project will aim to identify road upgrade projects of at least \$100 million dollars in value.

The ARRG estimates that the cost of engaging a consultant to prepare a submission to Infrastructure Australia may cost up to \$70,000. Therefore, the cost to Council may be around \$9,000 if all Councils commit to the project. There is no budget allocation for this project and a supplementary allocation will be required.

RECOMMENDATION

That Council participate in the large scale funding bid by Australian Rural Roads Group to Infrastructure Australia and that a supplementary vote of \$9,000 is made to support Council's participation.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 30 2013/14 Technical Services Works Program – Road Operations, Urban Services & Water Services

Division:	Technical Services
Management Area:	Road Operations & Urban Services
Author:	Director Technical Services – K Tighe
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	P13 Road networks throughout the Shire need to be safe, well maintained and adequately funded.

Reason for Report

The works program for the technical services division of Council for period ending 28 March 2014 is presented for information

Background

The 2013/14 works program for all projects in Technical Services is presented in attachment 1.0. The report includes projects included in the 2013/14 budget and projects carried over from 2012/13.

Issues

The works program presented in attachment 1.0 contains draft finish dates for each project.

Options

Council has discretion in relation to the capital works program and the works program in general. However, any changes must include consideration of funding sources, time requirements for pre construction activities, and impact on staff resources.

Financial Considerations

The works program in attachment 1.0 contains budget allocations and year to date expenditure for all projects.

RECOMMENDATION

That 2013/14 works program presented in attachment 1.0 is noted for information only

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Attachment 1.0 – Technical Services Works Program Report for Period Ending 28 March 2014

Task Name	Forecast Finish	Budget (\$)	Year to Date Exp (\$)	% Work Complete
Technical Services	Wed 7/01/15	14,458,432	9,378,972	52%
Asset Design Services	Wed 10/07/13	40,900	10,737	47%
Survey Equipment	Wed 2/04/14	12,000	454	10%
Software Upgrades	Wed 2/04/14	18,000	3,963	30%
Road Safety Program	Wed 7/01/15	10,900	6,320	47%
Keep our kids safe	Thu 9/10/14	3,000	955	30%
Justslow down	Fri 23/05/14	4,000	3,365	75%
Watch out people about	Fri 25/10/13	1,200	514	40%
Free Cupp for the driver	Wed 7/01/15	1,500	1,059	60%
Wkshps Sup of L Drivers	Thu 21/08/14	1,200	427	35%
Fleet Services	Wed 24/07/13	3,346,257	2,728,495	90%
Minor Plant Purchases	Wed 2/04/14	30,000	19,832	80%
Plant Purchases	Wed 2/04/14	3,316,257	2,708,663	90%
Road Contracts	Fri 23/05/14	3,054,500	3,152,794	41%
RMS Work Orders	Fri 23/05/14	2,025,000	2,098,868	95%
Rehabilitation	Fri 23/05/14	2,025,000	2,098,868	95%
Reseals	Mon 18/11/13	1,029,500	1,053,926	97%
Baradine reseals	Wed 6/11/13	17,200	19,294	100%
Binnaway reseals	Thu 14/11/13	15,400	16,555	100%
Coolah reseals	Fri 15/11/13	25,600	34,571	100%
Coonabarabran reseals	Mon 4/11/13	82,000	86,428	100%
Dunedoo reseals	Tue 5/11/13	23,100	39,522	100%
Mendooran reseals	Mon 18/11/13	15,400	14,311	100%
Local roads reseals	Fri 8/11/13	420,300	402,405	85%
Regional Rd reseals	Tue 12/11/13	430,500	440,840	100%
Road Operations	Mon 30/06/14	5,469,514	2,496,768	64%
Local Roads	Mon 30/06/14	3,141,469	1,043,975	60%
Bridge - Grandchester	Thu 31/10/13	200,000	106,690	50%
Bridge - Tongy	Fri 16/08/13	116,689	297,084	100%
Bridge - Bugaldie Ck	Fri 11/10/13	116,689	174,294	100%
Bridge-BabyCreek	Fri 30/08/13	20,000	29,204	100%
Garrawilla Ck (fld damage)	Fri 16/08/13	164,791	222,722	90%
Premier Estate Cwy	Fri 16/05/14	38,300	34,239	100%
Bridge - Barad/Aero Rd	Mon 30/06/14	250,000	12,000	5%
Bridge- Baradine Creek	Mon 30/06/14	1,500,000	0	0%
Borambitty Rd Crest	Fri 6/09/13	25,000	16,306	90%
Coolah Ck Rd Rehab	Fri 21/02/14	110,000	134,910	100%
Bridge - Kenebri	Mon 30/06/14	600,000	16,526	0%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Task Name	Forecast Finish	Budget (\$)	Year to Date Exp (\$)	% Work Complete
Gravel Road Resheeting	Fri 13/06/14	765,000	665,931	100%
Tothills Rd	Mon 4/11/13	45,000	33,048	100%
Salacks Rd	Mon 2/06/14	45,000	25,935	100%
Narrawa Rd	Mon 9/09/13	45,000	33,594	100%
Borambitty Rd	Mon 3/03/14	100,000	70,233	100%
Guinema Rd	Fri 27/12/13	180,000	183,027	100%
Keerrawah Rd	Fri 13/12/13	50,000	40,918	100%
Goolma Rd	Mon 19/05/14	45,000	50,996	100%
Gollan Rd	Fri 11/04/14	45,000	38,089	100%
Flags Rockedgial Rd	Fri 20/12/13	75,000	74,181	100%
Collier Rd	Fri 13/06/14	25,000	25,058	100%
Box Ridge Rd	Fri 18/04/14	110,000	90,852	100%
Wyuna Rd	Fri 9/05/14	147,862	24,101	15%
Regional Roads	Fri 25/04/14	1,563,045	786,862	60%
Bridge - Saltwater Crk No 2	Mon 3/02/14	594,045	461,059	75%
MR55 Pavement Rehab	Fri 7/02/14	800,000	218,628	30%
MR129 Pavement Rehab	Fri 28/02/14	169,000	107,175	100%
Urban Services	Fri 30/05/14	1,389,977	581,420	44%
Horticulture	Mon 31/03/14	160,000	91,888	50%
BinnawayProgress Ass'n	Mon 31/03/14	5,000	5,000	100%
Milling Park Playground	Fri 13/12/13	70,000	70,067	100%
Mendooran Park Toilets	Fri 13/12/13	35,000	2,231	0%
Milling Park Toilet	Mon 27/01/14	50,000	0	0%
Neilson Park - Fitness Equipment	Fri 27/06/14	14,590	0	0%
Ovals	Fri 30/05/14	166,148	101,000	76%
Robertson Oval, irrigation	Fri 27/09/13	56,595	57,360	100%
Bowen - Turf Wicket	Fri 24/01/14	8,000	1,854	100%
Baradine Grandstand	Fri 14/03/14	27,000	12,600	60%
BinnawayGrandstand	Fri 28/03/14	37,000	15,830	66%
Bowen Oval - construct	Fri 30/05/14	37,553	13,356	20%
Swimming Pools	Fri 27/12/13	92,000	68,138	97%
Coona Concrete repairs	Fri 27/09/13	40,000	40,000	100%
Coolah pool cover	Mon 23/12/13	12,000	17,275	100%
Baradine leak prevent	Fri 27/12/13	40,000	10,863	20%
Town Streets Baradine	Wed 21/05/14	160,352	43,687	31%
Street light - Lachlan Street	Fri 26/07/13	5,052	5,052	100%
Flood Levee Invest	Fri 18/04/14	120,000	38,635	30%
Baradine Foot Rehab	Wed 21/05/14	5,300	0	0%
Walker street k&g	Fri 28/03/14	30,000	0	0%

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Task Name	Forecast Finish	Budget (\$)	Year to Date Exp (\$)	% Work Complete
Town Streets Binnaway	Fri 25/04/14	60,000	4,250	0%
David street k&g	Fri 25/04/14	60,000	4,250	0%
Town Streets Coolah	Fri 30/05/14	240,100	36,823	60%
Coolah cycleway	Fri 30/08/13	10,814	10,478	100%
Binnia St. kerb blisters	Fri 9/05/14	90,286	13,770	25%
Booyamurra St. rehab	Fri 30/05/14	101,000	0	0%
Campbell /Cunningham	Fri 28/03/14	18,000	3,751	60%
Coolah Foot Rehab	Fri 15/11/13	20,000	8,824	10%
Town Streets Coona	Fri 9/05/14	304,058	184,237	80%
Edwards street footpath (baths)	Fri 27/06/14	12,000	0	0%
Culvert Ext Dalgarno St	Wed 9/10/13	51,713	49,936	95%
Cassilis St footpath	Fri 2/08/13	5,345	5,342	100%
Dalgarno Foot Rehab	Mon 28/10/13	45,000	4,686	0%
John St kerb rehab	Fri 29/11/13	70,000	3,384	5%
Cycleway Newell Hwy	Fri 13/09/13	120,000	120,889	100%
Town Streets Dunedoo	Fri 21/02/14	185,349	29,428	40%
Wallaroo St construction	Fri 20/12/13	150,000	2,318	5%
Dish drain const	Fri 21/02/14	17,776	17,776	100%
Dunedoo Foot Rehab	Fri 20/12/13	17,573	9,334	50%
Town Sts Mendooran	Fri 18/10/13	21,970	21,969	100%
Mendooran Foot Rehab	Fri 18/10/13	21,970	21,969	100%
Water	Fri 22/01/16	894,284	336,219	30%
Baradine	Wed 11/03/15	205,000	19,378	5%
Meter replacements	Wed 30/04/14	5,000	0	0%
WTP building renovations	Wed 18/02/15	50,000	1,850	10%
WTP clarifier rehab	Wed 11/03/15	95,000	1,171	10%
Binnaway	Thu 21/08/14	55,000	16,357	93%
Meter replacements	Thu 8/05/14	5,000	0	100%
Yeulba Street - new main	Fri 14/03/14	16,357	16,357	100%
Main Replac. Napier St	Thu 21/08/14	33,643	0	20%
Coolah	Fri 22/01/16	55,000	10,302	2%
Meter replacements	Wed 2/07/14	5,000	199	0%
Main extension - rem dead end	Fri 22/01/16	50,000	10,103	0%
Cooanbarabran	Thu 24/07/14	240,000	75,069	45%
Meter replacements	Wed 30/04/14	10,000	1,988	50%
Main replacement	Thu 24/07/14	70,000	30,910	10%
Main extension, Robertson/John	Wed 28/05/14	60,000	42,171	75%
Main extension, Queenie Street	Wed 25/06/14	100,000	0	0%
Dunedoo	Mon 30/03/15	304,284	207,799	0%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Task Name	Forecast Finish	Budget (\$)	Year to Date Exp (\$)	% Work Complete
Meter replacements	Mon 30/03/15	5,000	0	0%
Main. Bolaro (Tallawang-Merrygoen)	Fri 14/03/14	60,000	1,636	0%
Main. Ext (Evans street)	Fri 2/05/14	50,000	0	0%
New Bore	Sat 28/12/13	128,284	205,926	90%
Reservoir rehab.	Fri 10/01/14	61,000	237	0%
Mendooran	Fri 25/12/15	35,000	7,314	0%
Meter replacements	Fri 25/12/15	5,000	0	0%
water pressure project	Fri 11/10/13	30,000	7,314	0%
Sewerage	Thu 24/07/14	263,000	72,539	1%
Baradine	Thu 24/07/14	10,000	0	0%
Replac. vacuum components	Thu 24/07/14	10,000	0	0%
Coonabarabran	Sat 28/06/14	133,000	6,795	5%
Mains relining	Fri 21/03/14	130,000	0	0%
Replace steel rods	Sat 28/06/14	3,000	6,795	100%
Coolah	Fri 6/06/14	105,000	65,080	5%
STP upgrade	Fri 6/06/14	10,000	3,967	5%
Water jet cleaner	Fri 28/03/14	95,000	61,113	100%
Dunedoo	Fri 27/06/14	15,000	664	5%
STP upgrade	Fri 27/06/14	15,000	664	5%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 31 Baradine Heritage Main Street Study

Division:	Development Services
Management Area:	Regulatory Services
Author:	PA to Director Development Services – Kelly Dewar
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU4.1 – Work with local communities to develop and implement improvement plans for out streetscapes, main streets and town entrances.

Reason for Report

The Town of Baradine will celebrate its sesquicentenary in 2015. As part of the preparation for these celebrations the Baradine Progress Association is encouraging owners of buildings in the Wellington Street business district to improve the presentation of area.

Background

Baradine Progress Association is currently preparing for the sesquicentenary of the Town of Baradine in 2015. The Association has requested Council's Heritage Advisor to assist in preparing the centre of Baradine for these celebrations. Accordingly a Heritage Main Street Study of the section of Wellington Street located between Narren and Darling Streets has been prepared. This study was prepared in accordance with Heritage Branch, Office of Environment & Heritage guidelines and includes the following:

- A brief history of the precinct,
- A description of the character of the precinct,
- Basic guidelines for infill development,
- Urban design guidelines,
- Recommended treatments for existing buildings,
- Sample colour schemes for old buildings,
- Guidelines for heritage interpretation,
- Separate inventory sheets for each building, including recommendations for conservation & improvement,
- Tips for painting heritage buildings,
- Guidelines for management of historic signage.

A copy of the Baradine Heritage Main Street Study is enclosed.

Issues

The amount of funding available under the Local Heritage Fund for the rest of the Warrumbungle Shire, will be halved for the 2014-2015 year.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Options

1. Adopt the Baradine Heritage Main Street Study and commit 50% of the Local Heritage Fund to suitable projects in accordance with the strategy, being \$9,250.
2. Adopt the Baradine Heritage Main Street Study without any commitment to guarantee funding.

Financial Considerations

There is an established budget of \$18,500 for the Local Heritage Fund. This fund receives financial support for the Heritage Branch, Office of Environment and Heritage. Allocation of up to 50% of the fund to Baradine would involve a commitment of up to \$9,250 from the existing budget.

RECOMMENDATION

1. That Council adopt the Baradine Heritage Main Street Study
2. That 50% of the 2014-2015 Warrumbungle Shire Local Heritage Fund budget is allocated to projects in accordance with the Baradine Heritage Main Street Study.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 32 Crown Land Amendment (Multiple Land Use) Act 2013

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager Property and Risk – Jennifer Parker
CSP Key Focus Area:	Natural Environment
Priority:	NE 5.1 - Work with appropriate agencies and land holders to ensure that the proliferation of weeds and pest animals is monitored and minimised

Reason for Report

Warrumbungle Shire Council Reserve Trust Committee has received correspondence from the NSW Department of Trade and Investment, Crown Lands regarding the Crown Lands (Multiple Land Use) Act 2013 with a fact sheet on the recent amendments. This will directly impact on how the Warrumbungle Shire Councils Reserve Trust Committee will deal with issues where a secondary use is requested on a Crown Reserve.

Background

The Crown Lands Amendment (Multiple Land Use) Act 2013 amends the Crown Lands Act 1989 (the CL Act) to protect the multiple use principle and ensure the legal validity of interests such as leases, licenses and permits which have been granted over reserved Crown land under s.34 and s.102 of the CL Act.

The Crown Land (Multiple Land Use) Act 2013 is the NSW Government's response to a recent court case known as 'Goomallee' as discussed in the business paper of November 2013.

The Court found that if the secondary interest on a Crown reserve:

- has not been granted for the very same purpose as the reserve; or,
- has not been granted for a purpose that is "ancillary to, or in furtherance of or incidental to" that of the reserve, then it will not have been legally granted and will therefore be invalid.

There are many examples across the shire where Crown reserves are being used and managed in a way that, up until the Goomallee decision, had been considered valid as either ancillary or complementary to the underlying reserve purpose.

Warrumbungle Shire Council has in the past granted Licences for Licensees to Graze on land that is dedicated to being a public reserve and considered the grazing as part of weed management for up to three years. On those sites the licensee would also assist in maintaining fences and any other structures on the reserve. This was considered consistent with the objectives of the Act, and subsequently appropriate multiple uses of Crown reserves has been encouraged over many years.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Issues

The legislative changes affect the issue of tenures under s.34 and s.102 of the CL Act, by providing:

- a retrospective validation of existing tenures issued by both the Minister and reserve trusts, but not so as to affect an aboriginal land claim made prior to 9 November 2012.
- the ability for both the Department and reserve trusts to issue a 'secondary interest' where it is in the public interest and will not result in material harm to the underlying reserve purpose.
- the requirement for the Minister to be served notice before legal proceedings can occur to dispute the validity of a tenure issued over a Crown reserve.

With secondary interests it is pertinent that the Reserve Trust ensure that the type of occupation, to be considered valid, must be in the public interest and not likely to materially harm the underlying reserve purpose.

Before a lease or licence (other than a temporary licence) is signed, the trust must obtain the Minister's written consent through application for consent made to Crown Lands Department. It is important that Crown Lands are contacted when first considering leasing or licensing of reserve assets, particularly if the reserve has not previously been used for the proposed purpose before.

The Department of Trade and Investment, Crown Lands section is currently developing further guidance on material harm and secondary interest. In the interim, reserve trusts will continue to undertake the care, control and management functions including seeking Minister's consent under s.102 when required. At this stage the additional considerations for consent are not expected to be particularly onerous and will essentially be a justification on the benefits of a particular activity for the community and the reserve.

Warrumbungle Shire Council Reserve Trust Committee will only issue a temporary licence in cases where secondary use is proposed until further clarification and guidance is forthcoming from the Department of Trade and Investment, Crown Lands Division. The trust will apply similar consideration on deciding whether or not to grant a licence. Temporary Licences are for a period less than a year. Depending on the individual Reserve and the requested secondary use a temporary license may be granted for a week or more but no more than twelve months.

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

For Councils information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 33 Boundary Signs

Division:	Development Services
Management Area:	Economic Development & Tourism
Author:	Manager Economic Development & Tourism (EDT) - Aileen Bell
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU4 – Our towns and villages are characterised by their attractiveness, appearance, safety and amenity.

Reason for Report

Council has allocated \$20,000 in this current budget for the installation of signs at the boundaries to Warrumbungle Shire. There is also a commitment to ongoing funding to complete the project over three years.

The proposed signs would replace the current black and white signs that were put in place following the amalgamation of Coonabarabran and Coolah Shires.

The Economic Development & Tourism (EDT) Advisory Committee has researched the project and obtained designs and quotes and is now providing a recommendation for action.

Background

At the time of amalgamation of Coolah and Coonabarabran Shires it was agreed signs that indicated the boundaries of the newly amalgamated Warrumbungle Shire should be erected. A total of 19 basic black and white signs were installed.

The EDT Advisory Committee has sought information from neighbouring shires on their procedures and installations; Narrabri Shire chose to place signs on main roads into the shire only because like Warrumbungle Shire, they have many boundary entrances.

EDT used the criteria of identifying the high volume/high vision sites/highest number of vehicle movements to determine the allocation of signs and a program of implementation.

Quotes were requested from AZTEC Signs in Dubbo and Danthonia Signs in Inverell noting that Danthonia is on the Procurement List for signs for Local Government.

A more recent letter was received by Council from the Coonabarabran Local Aboriginal Lands Council (CLALC) wherein they have requested that consideration be given to signage which indicates the boundaries of Aboriginal Lands; many other shires have this indicator on the town entrance signs.

Issues

Given that there are 19 entrance roads into Warrumbungle Shire, the budget allocation does not adequately cover the costs of the installation of new signs.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

To address budgetary restraints, the EDT Advisory Committee has recommended a staged installation of signs and also recommends that not all boundary signs be replaced; instead opting for installation on boundaries where there is major traffic flows.

Warrumbungle Shire is part of the tribal lands of both the Kamilaroi and the Wirradjuri people and signage would need to indicate the specific lands the traveller is now traversing.

A meeting with the CLALC has determined the accepted design and they are undertaking consultation with Elders on the correct spelling of “Kamilaroi” this region refers to Gomeri, Gamiliraay and Gamilaroi; it would seem that the K is used in the northern part of the area. The project can proceed with the production of a corrected Traditional Lands sign included following confirmation of details.

Options

The budget allocation of \$20,000 would cover the cost of purchase and installation of 3 signs only if using the Danthonia quote or 2 signs only of using the AZTEC quote.

Council can proceed with the installation of the shire boundary signs as per the following schedule or to determine another program of installation; this table identifies a program which addresses new signage on those entrances to the shire with the highest vehicle movements.

Sign Number	Financial Year	Boundary
1	2013-14	Newell Highway – south @ Gilgandra Shire
2	2013-14	Newell Highway – north @ Narrabri Shire
3	2013-14	Oxley Highway – north @ Gunnedah Shire
4	2014-15	Castlereagh or Golden Highway – south east @ Mudgee/Mid Western Shire
5	2014-15	Vinegaroy Road – southern shire
6	2014-15	WNP boundary – west on Timor Rd
7	2015-16	Purlewaugh Rd – eastern boundary
8	2015-16	Forest Road, boundary of Dubbo and Warrumbungle Shires

In addition a recommendation was moved at the EDT meeting requesting an allocation of additional funds to proceed with the next stage of implementation, but that the location of the next three (3) signs be the subject of further discussion.

Financial Considerations

Quotes and design have been provided under separate cover for Councillor consideration.

In addition the costs of a Council sign team completing the installation needs to be considered in the overall costs.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

RECOMMENDATION

That Council accepts the quote for Danthonia Signs for the production of three shire boundary signs with the inclusion of the Traditional Lands sign and **FURTHERMORE** proceeds, within the budget allocation, with the installation of the first three (3) signs to be placed at the following points:

- Newell Highway – at Gilgandra/Warrumbungle Shires boundary
- Newell Highway – at Narrabri/Warrumbungle Shires boundary
- Oxley Highway – at Gunnedah/Warrumbungle Shires boundary

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 34 Request to Purchase Council Road in Ulamambri

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager of Property and Risk – Jennifer Parker
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU2 - The availability of a range of housing options across the shire, including aged and affordable housing, needs to be expanded.

Reason for Report

Council has received correspondence from a resident of Ulamambri requesting the option to purchase part of Barwon Street that borders their property.

Background

The requested part of Barwon Street, Ulamambri borders two properties and the road joins a lane that follows the rear of the properties on Ulamambri Street.

This part of the road is not sealed or formed. It is an opened and managed vegetative space. The land space is approximately 1390m².



WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Issues

The part of the road requested is not sealed and is an access to the rear lane and properties behind. The applicant claims to have been maintaining the road space. The aerial photography shows that the road is used as one to the access points to get to the land behind the residences in Ulamambri Street. The road is within the village zone of Ulamambri.

To close any Council Road, Council is required to comply with the Roads Act 1993. Any road closure can not be merged with the neighbouring property but must be sold separately.

In the past Council has only given up roads for private sale if the road was within or between properties owned by same person and the road or lane was definitely not used for access to another road, lane or property.

Options

Council has the option of leaving the road as part of Councils local road network.

Council may apply to close the road and apply to Land and Property Information Department to have the road changed to a rateable property. The property would have to be valued. Council has discretion in this matter; however, it seems impractical to engage the services of a valuer if the property has little value. Council may wish to consider land value as established by the Valuer General and reflected in Council's rating system as Council has done in the past.

Under the Roads Act 1993 a closed road can only be purchase by the neighbouring properties. This would mean that the property would have to go to private invited auction to give both neighbours the opportunity to buy the property.

Financial Considerations

This parcel of road is not rateable. For transparency purposes, the sale of the property would be recommended to be via private auction.

If the road is sold it will then have financial value. A property of a similar size in the same street in Ulamambri sold by Council at auction made \$1,800 (February 2014).

RECOMMENDATION

That Council not accede to the request to close and sell part of the road known as Barwon Street, Ulamambri, thus ensuring that access is retained to the rear lane and properties behind the properties on Ulamambri Street.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 35 Drought Financial Support Officer

Division:	Development Services
Management Area:	Development and Tourism
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Local Economy
Priority:	LE 1 – Agricultural activities continue to be recognised and supported as a foundation of our local economy.

Reason for Report

To provide Council with a report on the resources available to address the request for a Drought Financial Support Officer for the Shire.

Background

In February 2014 it was resolved *That Council apply for a Drought Financial Support Officer to be based in Warrumbungle Shire*. This report provides an update on this resolution, and outlines support and assistance currently available for drought support purposes.

Issues

Contact has been made with the Department of Primary Industries (DPI) seeking the services of a Drought Financial Support Worker to be based within the Warrumbungle Shire. Information received to date advises that Drought Financial Support Officer positions no longer exist, and have been replaced by Rural Support Workers. These positions are closely supplemented by Rural Financial Counsellors. The below information outlines the two positions, the roles associated with each and their availability to the Warrumbungle Shire area –

1. Rural Support Workers – These officers are employed by DPI and are available to provide immediate personal support and referral to other appropriate services. The Rural Support Program is being refocused on helping farm families and rural communities better prepare for climatic shocks such as droughts and other climatic events. There is currently a Rural Support Worker based in Coonabarabran and is available for residents and farmers within Warrumbungle Shire. Other Rural Support Workers are available within Albury, Broken Hill, Dubbo, Grafton, Goulburn, Hay, Orange and Tamworth. Typically the tenure of these positions is for 12 months, and it is advised that the current tenure runs out June 2014. Discussions with DPI have commenced regarding possible extensions, but no firm advice is available at this stage.
2. Rural Financial Counsellors – These officers have been around for many years and strongly focus on financial matters for rural clients, however can assist with business options, identifying risks, providing referrals to other agencies, agricultural advisers and professionals, providing family support and personal (social and emotional) counselling as required and assisting with succession

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

planning. There are many Rural Financial Counsellors located across NSW and an office is based in Coonabarabran. Two counsellors service this area, and are available by appointment. Advice received indicates these positions are funded until 30 June 2015.

Both the support worker and financial counsellor work closely together and refer clients to each other as needed. Contact details have been provided for Councillors as attachment A.

Options

Due to the currently short tenure of the Rural Support Worker position, Council could lobby the State Government and request the tenure be funded past June 2014 for a further 12 months.

Financial Considerations

Both positions are funded by State and Federal Government and there is no impact on Council's budget as a result of this report.

RECOMMENDATION

1. That Council acknowledge the availability of a Rural Support Worker and a Rural Financial Counsellor for the Warrumbungle Shire area and that these two positions replace Drought Financial Support Officers.
2. That there is no requirement to apply for a Drought Financial Support Officer as this support is already available.
3. That Council invite our local Rural Support Worker and Rural Financial Counsellor to address Council at a future meeting to advise current drought support services available to local residents and farmers.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 36 Weed Management Review

Division:	Development Services
Management Area:	Regulatory Services
Author:	Environmental Health Officer – Brad Condon
CSP Key Focus Area:	Natural Environment
Priority:	NE 5.1 – Work with appropriate agencies and land holders to ensure that the proliferation of weeds and pest animals is monitored and minimised.

Reason for Report

To provide Council with an overview of the Natural Resources Commission's draft report into the review of weed management in NSW. This report highlights main issues that were raised at recent information session held by the NRC in Dubbo, which Council staff attended.

Background

In February 2014 the Natural Resources Commission (NRC) released a draft report entitling findings and recommendations for a review of weed management in NSW. The draft report gives recommendations on how weed management in NSW can be improved, and provides opportunity for interested stakeholders to put forward submissions regarding the NRC's report. On 21 March 2014 Council Officers attended a briefing session in Dubbo run by the NRC regarding this draft report. Also present at the session was the General Manager and Deputy Mayor.

Issues

From the review it was advised that Local Control Authorities (LCA), being Council and the Castlereagh Macquarie County Council, will remain in charge of day-to-day weed management under the recommendations of the draft report. A summary of the recommendations presented by the NRC is attached for Councillors information. Emphasis was placed upon the newly formed Local Land Services (LLS) in regards to development of regional strategic weed management plans, and proceeding with more significant enforcement action such as prosecutions. However significant responsibility will remain with the Local Control Authority. For instance LCAs will be required to inspect properties and implement a weed status certification scheme on all properties within the Council area greater than 1 hectare. This certification will be required upon sale of properties, but inspections should be done routinely on each property over 1 hectare at least once every 5 years. This will pose significant pressure on the resources of both Council and the County Council.

Regional Weed Committees (RWC) will also be established, as a sub committee to each individual LLS area. The model of the Regional Weed Committees will be based on the already established Bushfire Management Committee. RWCs will be responsible for the development of regional weed management plans, which will establish priorities relating to surveillance and weed species specific to a region.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Discussion was also had in regards to new biosecurity legislation, and the placement of a biosecurity obligation on all land holders. This obligation would cover the requirement to manage weeds by property owners, and to take certain levels of responsibility regarding environmental issues.

The draft report also presented a recommendation regarding the licencing of nurseries and fodder suppliers. In the recommended model nurseries, as a lead contributor to the spread of weeds, will be required to be licenced and their activities more stringently monitored. Fodder suppliers will also need to be licenced and obtain a weed clearance certificate before product is transported off farm such as hay.

The Salinity & Water Quality Alliance put forward a submission on the review; Council is a member of the Alliance. The submission made by the Alliance mentions issues regarding resources for local government, and whether Council's could meet an increase in weed management obligations. The Alliance presented concerns regarding compulsory membership to County Councils, and that such a model would not benefit all regions. Some Council's within the Alliance act individually as LCAs and are able to effectively manage individual weed control programs, and have specialised staff that are able to encompass other land management actions into their roles, such as vertebrate pest management. The draft report, and the submission by the Alliance, also draws attention to the need for a reliable and effective state wide mapping model for weed management. A copy of the submission made by the Alliance to the draft report is also attached for Councillors information.

Other issues raised include the current management techniques and the production of herbicide resistant weed species. The draft report gave mention to greater monitoring of weed spraying by Local Control Authorities.

Options

At this stage the draft report and recommendations are still being considered and at the time of writing this report submissions were being received up until 6 April 2014. At this point in time, Council should give consideration to the possible obligations and additional workload that the draft review and recommendations will create for Council staff if introduced by the State Government.

Financial Considerations

It is expected that additional costs will be borne by Council for implementation of the recommendations (if introduced) however are likely to be offset to some extent by funding provided through Local Land Services.

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 37 RV Friendly Towns and Dump Points

Division:	Development Services
Management Area:	Development & Tourism
Author:	Manager Economic Development & Tourism (EDT) Aileen Bell
CSP Key Focus Area:	Local Economy
Priority:	LE3 – New tourism opportunities and initiatives across the shire need to be identified, developed and well coordinated.

Reason for Report

To provide an update on the installation of Dump Points for Caravanners and Camper Vans across the shire as per Council Resolution (April 2013 320/1213) requesting a report to be prepared and submitted concerning the installation of Dump Sites in each of the towns.

Background

The Campervan and Motorhome Club of Australia Ltd (CMCA) has provided grants to shires for the installation of additional dump points throughout NSW; the grant funding has been made available by NSW Department of Roads and Maritime Services (RMS)

These units were identified as a vital piece of recreational vehicle infrastructure that can give a reason for a RV consumer to “stop and shop” in communities. Self-contained vehicles inclusive of coaches and buses are required to empty black water cassettes regularly (every 3-5 days), larger units are most likely requiring use of a facility every (7-10 days).

Warrumbungle Shire Council was successful in obtaining funding for two (2) Dump-Ezy units on the understanding that Council would then fund a further two (2). The funding was to cover the cost of purchase and installation of Dump-Ezy’s, an allocation of \$3,000 per unit.

Council had also allocated \$2,500 in the current budget for the installation of Dump-Ezy at Coonabarabran and Baradine which were the first sites to be finalised and funded by the CMCA grant with Coolah and Dunedoo to be funded by Council.

The installation of the Dump-Ezy at Coonabarabran and Baradine has been completed. The Coonabarabran Dump is located along the eastern end of Essex Street and in Baradine on the southern end of Lions Park in the lane at the back of Wellington Street. Both units are plumbed into the existing sewer line.

These sites and services are provided at no cost to the user and operate 24 hours a day.

RV Friendly Town signs and directional signs to the sites are also included in the purchase, which has been delivered and is yet to be installed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

The Council resolved to purchase two (2) additional Dump-Ezy's for installation in Coolah and Dunedoo in the financial year 2013-2014.

Issues

Currently the sites for the Coolah and Dunedoo units have not been finalised although Community Consultations have provided Council with a short list of preferred sites within each community.

Coolah preferred site being either adjacent to the Council Depot in Booyamurra Street or within the sporting complex at Bowen Oval.

Dunedoo the shortlisted sites being Dunedoo Jubilee Hall, Dunedoo Showground, adjacent to the Council Depot, or Milling Park Truck Bay Rest Area.

Technical advice is now required to finalise a decision.

There is no further funding available in the current budget to complete the purchases and installations for the townships of Coolah and Dunedoo.

Options

To proceed with purchase and installation of the Dump-Ezy's in Dunedoo and Coolah once a final decision on sites have been confirmed.

An alternative would be to allocate funding in the next budget for purchase and installation.

Financial Considerations

The installation cost of the Coonabarabran and Baradine Dump-Ezy's was \$6,986.

• 2 Dump-Ezy's @ \$1,800 each	\$3,600
• Installation x 2 @ \$3,000.	\$6,000
• Sign kits x 2 @ \$285	\$ 570
TOTAL COST	\$10,170

The purchase and installation of 2 further Dump Points and associated signage requires an allocation of \$10,170.

RECOMMENDATION

That Council proceed with the sourcing of funding for installation of Dump Points at Coolah and Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 38 Court Proceedings

Division:	Development Services
Management Area:	Regulatory Services
Author:	Environmental Health Officer – Brad Condon
CSP Key Focus Area:	Natural Environment
Priority:	NE 5.2 – Conduct regular community education programs and ensure that information is available regarding responsible domestic animal ownership and management

Reason for Report

The reason for this report is to illustrate to Council the process involved with three Dangerous Dog Declarations that were challenged by the person whom owns the dogs. This report details the outcomes of this challenge.

Background

In July of 2013 an attack by 3 dogs in Baradine was reported to Councils Compliance Officer. This attack involved 3 dogs attacking a man walking his dog on a public road in Wellington Street of Baradine. As a result of investigations carried out by Council Officers dangerous dog declarations were issued for all 3 dogs, and three penalty infringement notices of \$550 each were also issued for 'own dog which attacked person or animal – not Dangerous'.

The owner of the three dogs challenged both the declarations and PINs in Local Court. As a result of these proceedings the PINs were revoked and a number of court orders were put in place controlling the behaviour of the dogs. These controls included most of the control orders that form part of a Dangerous Dog Declaration. The issuing of these court orders allowed for an agreement to be reached outside of court and avoiding a lengthy hearing and the calling of witnesses.

Issues

The main issue raised throughout the process was the amendments made to the Companion Animals Act after the declarations had been issued. Under the Amended Companion Animals Act the event that took place would have most likely resulted in 'Menacing Dog' declarations being issued. A menacing dog declaration has no option to be challenged and the decision to issue is final. If the attack had occurred prior to the amendments to the Act there challenge would not have occurred.

The incident highlighted the issue of public safety in regards to companion animals within the Warrumbungle region. The court orders imposed are seen as a positive result for Council. Achieving this result after the challenge from the owner is reflection on Councils strong stance against companion animals that impact on public safety, and emphasises the requirement within the community for responsible animal ownership.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Options

NIL

Financial Considerations

It was required for Council to pay \$1,800 to defend the revocation of the Penalty Infringement Notice.

RECOMMENDATION

For Councils information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Item 39 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Development Services Administration Officer – Kobie Francis

CSP Key Focus Area: Rural and Urban Development

Priority / Strategy: RU4 The attractiveness appearance and amenity of our towns and villages need to be improved

Development Applications

(i) Approved – March 2014

Complying Development (Set Criteria) Development Application (Specialised Conditions)	Date Approved	Applicant's Name	Location	Town	Type Of Development
DA 40/1314	27/03/2014	Brett Harvey Designs	29 John Ward Place	Coonabarabran	New dwelling
DA 42/1314	27/03/2014	Meinhardt	2-6 John Street	Coonabarabran	Replace underground tanks, fuel system, access and signage
DA 46/1314	24/03/2014	Taylor Made Buildings	100 Bullinda Street	Dunedoo	Installation of a manufactured home
DA 51/1314	27/03/2014	George Yeo	69-71 Bullinda Street	Dunedoo	New shed
DA 53/1314	31/03/2014	Robert Cosgrove SES	15 Darling Street	Baradine	Erect skillion roof with concrete floor

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 17 April 2014

Development Applications

(ii) Bushfire – as of March 2014

Development Application (Specialised Conditions)	Date Received	Applicant's Name	Location	Town	Type Of Development	Status
DA 69/1213	4/04/2013	Taylor Made Buildings	74 Tibuc Road	Coonabarabran	New house	Complete
DA 70/1213	8/4/2013	Wayne and Elizabeth Taylor	1675 Timor Road	Coonabarabran	Install manufactured house	Complete
DA 75/1213	8/05/2013	David French	803 Timor Road	Coonabarabran	Replacement shed	Complete
DA 76/1213	9/05/2013	Arnold and Annette Sims	2210 Timor Road	Coonabarabran	Install manufactured home	Approval to install issued
DA 81/1213	5/06/2013	Peter and Jan Miller	44 Guinema Road	Bugaldie	Install manufactured home	Approval to install issued
DA 86/1213	27/06/2013	Melanie Harris	881 Timor Road	Coonabarabran	New shed and alterations	Complete
DA 88/1213	28/06/2013	John and Jan Shobbrook	"Springbrook" Timor Road	Coonabarabran	New shed	CC issued
DA 4/1314	29/07/2013	Michael and Jan Kanonczuk	102 Tibuc Road	Coonabarabran	Steel shed	Complete
DA 12/1314	19/08/2013	Paul Wilson	1788 Timor Road	Coonabarabran	Studio	CC issued
DA 15/1314	27/08/2013	Lee Poulton	1244 Timor Road	Coonabarabran	Shed	Complete
DA 17/1314	28/08/2013	Catherine Hutton	941 Timor Road	Coonabarabran	Replacement shed	CC issued
DA 21/1314	5/09/2013	Taylor Made Buildings	502 Guinema Road	Bugaldie	Install manufactured home	Complete
DA 22/1314	5/09/2013	Taylor Made Building	10 Blackburn Road	Coonabarabran	Install manufactured home	Approval to install issued
DA 27/1314	3/10/2013	Dak-Wal Constructions	1311 Timor Road	Coonabarabran	Replace dwelling and shed	CC issued
DA 28/1314	9/10/2013	Chris Walton	823 Timor Road	Coonabarabran	Replace shed/garage	CC issued
DA 30/1314	14/10/2013	Rawson Homes	2112 Timor Road	Coonabarabran	Replace dwelling	CC issued
DA 32/1314	16/10/2013	Elaine Gardiner	74 Tibuc Road	Coonabarabran	Replace gallery/café	Approved

RECOMMENDATION

That Council note the Applications Approved, during March 2014, under Delegated Authority.