



Warrumbungle Shire Council

Council meeting

Thursday, 15 May 2014

**to be held at the Council Chambers,
59 Binnia Street, Coolah**

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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 15 May 2014 at the Council Chambers, 59 Binnia Street, Coolah commencing at 10.00am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Presentations and 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

Item 1C Notice of Motion - Relief from Charges

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 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 request for relief from charges and is classified CONFIDENTIAL under Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer

FURTHER that Council resolve:

- (a) that Council go into closed committee to consider business relating to relief from charges
- (b) that pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of Section 10A(2)(b) 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.

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

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WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Minutes of Ordinary Council Meeting – 17 April 2014

Division:	Executive Services
Management Area:	Governance
Author:	Corporate Services Administration Officer – Erin Player
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Ensure that communities of the shire have opportunities to be informed about and involved in Council's activities and decision making

PRESENT: Cr Coe (Chairman), Cr Andrews, Cr Capel, Cr Clancy, 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 Director Development Services (Leeanne Ryan).

In attendance: Corporate Services Admin Officer (Erin Player) and Manager Administration & Customer Service (Sally Morris) (minutes)

APOLOGIES: Cr Peter Shinton

301/1314 RESOLVED that the apologies of Cr Peter Shinton be accepted.

Todd / C Sullivan
The motion was carried

Declarations of Pecuniary Interest and Non Pecuniary Interest

Nil.

Forum

10.02am

Vincent Morrissey discussed the recent road works on Morrisseys Road. Letter sent to Council 25th March 2014 regarding the matter. The road is built on sand and is being widened causing vegetation to be removed.

10.10am

Rosemary Vass from the Coonabarabran Residents Against Coal Seam Gas (CRAG) discussed the issues of concern relating to the coal seam gas.

10.21am

Bob Harper discussed the Men's Shed licence agreement and the concerns with accesses from Essex Street.

10.27am

Brenda Young from CWA discussed the issues concerning the coal seam gas.

REPORTS

Item 1 Minutes of Ordinary Council Meeting – 20 March 2014

302/1314 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 20 March 2014 be endorsed.

Clancy / Capel
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

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

303/1314 RESOLVED that Council notes the Minutes from the Consultative Advisory Committee meeting held on 5 March 2014 at Coonabarabran.

Clancy / Todd
The motion was carried

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

304/1314 RESOLVED that the minutes of the Baradine Memorial Hall Advisory Committee held on 15 October 2013 be accepted.

Todd / Capel
The motion was carried

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

305/1314 RESOLVED that Council accepts the Minutes of the Robertson Oval Advisory Committee meeting held on 19 February 2014.

C Sullivan / Capel
The motion was carried

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

306/1314 RESOLVED Council accept the minutes from the Work Health & Safety Committee meeting held on 4 March 2014 at Coolah.

Schmidt / Clancy
The motion was carried

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

307/1314 RESOLVED that :

1. 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 Manager's 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.

Clancy / Schmidt
The motion was carried

Item 7 Minutes of Warrumbungle Liquor Accord Incorporated Meeting – 13 March 2014

308/1314 RESOLVED that Council notes the Minutes of the Warrumbungle Liquor Accord Incorporated Meeting held on 13 March 2014 at Coonabarabran.

R Sullivan / Schmidt
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

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

309/1314 RESOLVED that Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 13 March 2014 at Dunedoo.

C Sullivan / Capel
The motion was carried

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

310/1314 RESOLVED that Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 20 March 2014 at Dunedoo.

C Sullivan / Capel
The motion was carried

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

311/1314 RESOLVED that Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 27 March 2014 at Dunedoo.

C Sullivan / Capel
The motion was carried

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

312/1314 RESOLVED Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 3 April 2014 at Dunedoo.

C Sullivan / Capel
The motion was carried

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

313/1314 RESOLVED that Council accept the minutes from the Warrumbungle Cobbora Transition Fund Committee Meeting held on 10 April 2014 at Dunedoo.

C Sullivan / Capel
The motion was carried

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

314/1314 RESOLVED that:

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'.

WARRUMBUNGLE SHIRE COUNCIL

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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.

Schmidt / C Sullivan
The motion was carried

Item 14 Minutes Bushfire Appeal Advisory Panel – 28 March 2014

315/1314 RESOLVED that:

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

Schmidt / R Sullivan
The motion was carried

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

316/1314 RESOLVED that:

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.

Schmidt / C Sullivan
The motion was carried

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

317/1314 RESOLVED that:

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.

WARRUMBUNGLE SHIRE COUNCIL

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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).

Todd / Andrews

The motion was carried

11.22am

Cr Todd left the room.

Item 17 Delegations of Authority to the General Manager

318/1314 RESOLVED 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.

Schmidt / R Sullivan

The motion was carried

Item 18 Warrumbungle Cobbora Transition Fund Committee

319/1314 RESOLVED 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.

C Sullivan / R Sullivan

The motion was carried

Item 19 Orana Arts

320/1314 RESOLVED that Council notes the meeting of Orana Arts Board from Councillor Capel.

Capel / C Sullivan

The motion was carried

11.26am

Cr Todd returned to the meeting.

11.27am

321/1314 RESOLVED that standing orders be suspended to break for morning tea.

Capel / C Sullivan

The motion was carried

11.47am

322/1314 RESOLVED that standing orders be resumed.

Capel / C Sullivan

The motion was carried

Item 20 Coonabarabran Council Chambers Heritage Items

323/1314 RESOLVED that Council allocates \$11,000 from the Council Administration Building budget to the McWhirters Corner and Leadlight Glass Projects **FURTHERMORE**

1. Council approves the installation of signage on the corner of the new Council building to acknowledge 'McWhirters Corner'.

WARRUMBUNGLE SHIRE COUNCIL

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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.

Capel / Andrews
The motion was carried

Item 21 Brick Bats and Bouquets

Received.

Item 22 Council Resolutions Report April 2014

Received.

Item 23 Report from Human Resources – April 2014

Received.

Item 24 Macquarie Regional Library Service Agreement 2014-2018

Received.

Item 25 Bank Reconciliation for month ending 31 March 2014

324/1314 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 March 2014.

Schmidt / Capel
The motion was carried

Item 26 Investments and Term Deposits

325/1314 RESOLVED that Council accept the Investments Report for the month ending 31 March 2014.

Schmidt / R Sullivan
The motion was carried

Item 27 Rates Report for Month Ending 31 March 2014

Received.

Item 28 Support Sought for Solar Power Plants in Inland NSW

326/1314 RESOLVED that Council provides in principle support for the Solar Energy eXchange Initiative (SEXI) and the development of a solar industry in the region.

Schmidt / R Sullivan
The motion was carried

Item 29 Australian Rural Roads Group - Infrastructure Australia

327/1314 RESOLVED 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.

R Sullivan / Andrews
The motion was carried

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

Received.

Item 31 Baradine Heritage Main Street Study

328/1314 RESOLVED that:

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

R Sullivan / Todd
The motion was carried

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

Received.

Item 33 Boundary Signs

329/1314 RESOLVED 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

Schmidt / Clancy

The motion was carried

12.14pm

Cr Shinton joined the meeting.

Item 34 Request to Purchase Council Road in Ulamambri

330/1314 RESOLVED 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.

Todd / R Sullivan

The motion was carried

Item 35 Drought Financial Support Officer

331/1314 RESOLVED that:

1. 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.

Schmidt / R Sullivan

The motion was carried

Item 36 Weed Management Review

Received.

Item 37 RV Friendly Towns and Dump Points

332/1314 RESOLVED that Council proceed with the sourcing of funding for installation of Dump Points at Coolah and Dunedoo.

Todd / Capel

The motion was carried

Item 38 Court Proceedings

Received.

Item 39 Development Applications

333/1314 RESOLVED that Council note the Applications Approved, during March 2014, under Delegated Authority.

Schmidt / Capel

The motion was carried

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QUESTIONS AND MATTERS OF CONCERN

Councillor R Sullivan

- Graincorp silos – investigate the cost of dismantling the silos so we know the exact cost in case Council get left with the cost. General Manager advised that a report will be brought back to Council.

Councillor Schmidt

- Liquid trade waste meeting. Is Council inspecting own depots? Will the results be available to members of the public? Will Council notify community about Council's facilities? Chamber of Commerce has concerns. Director Technical Services advised that Council will be assessed in the same manner.
- Chamber of Commerce would like to request a meeting with the General Manager and Mayor regarding purchasing locally. General Manager advised that he was happy to meet with Chamber.

Councillor Clancy

- Grants available for the rugby league – are they aware they can apply for grants? Director Corporate Services advised that Staff notify groups.
- Lack of activity from Ordinance Officer – calls not being returned – discussed at the community meeting. Director Development Services will follow up.
- Funding has been withdrawn from RMS for mobility access. How much has been withdrawn and why? Director Technical Services advised that during 2012/13 financial year Road Safety Officer was given the option to access \$15,000. PAMP to be created. Work done on developing, not completed within timeframes. Funding withdrawn.

Councillor C Sullivan

- Last week Dunedoo celebrated national youth week. Really good with the support of the Warrumbungle Shire Council and agencies.

Councillor Andrews

- Bullinda Street. Road drains, need work. When it rains puddles form – between Watt Street and Napier Street in Binnaway.

Councillor Capel

- 6th May Governor of New South Wales is coming to open the Octagon.
- Rock'n at the Racecourse took place. All went successfully.
- Cr Chris Sullivan and Cr Capel attended Mendooran meeting Monday night. Complaints regarding the water pressure and water access charge – could a statement be put together to give them.
- Wild dog in Neilrex area.

Councillor Todd

- Raised concerns about the debris from a burnt out house located in a water course on the corner of Namoi Street and Queen Street, Baradine

General Manager

- Update on VPA Cobbora Coal. Cr Sullivan met with Treasurer in Mudgee. PAC hands down recommendations and will meet with Warrumbungle Shire Council regarding VPA structure and quantum.

12.47pm

334/1314 RESOLVED that:

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

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- (b) 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) 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.

C Sullivan / Todd

The motion was carried

1.03pm

335/1314 RESOLVED that Council move out of closed Committee.

C Sullivan / Capel

The motion was carried

The General Manager announced the following resolutions to the general meeting.

Item 1C HR Industrial Matter

336/1314 RESOLVED Council endorse the General Manager's actions in relation to a claim of unfair dismissal from an employee who lost their driver's licence.

Schmidt / Shinton

The motion was carried

Item 2C Castlereagh Macquarie County Council

337/1314 RESOLVED that Council advertise for 28 days that Council propose to make a resolution to provide Castlereagh Macquarie County Council with an interest free loan of \$50,000 for a period of three (3) years.

Schmidt / C Sullivan

The motion was carried

There being no further business the meeting closed at 1.03pm.

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CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 17 April 2014 be endorsed.

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Item 2 Minutes of Traffic Advisory Committee Meeting – 24 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:	P13 – Road networks throughout the shire need to be safe, well-maintained and adequately funded.

PRESENT: Cr Peter Shinton (Chair), Ms Jackie Barry (RMS), Mr Kevin Tighe (Director Technical Services), Acting Sergeant Jason Conolly (NSW Police Force) and Mr Ken Smith (Road Safety Officer).

APOLOGIES: Mr Bikram Joshi (Manager Asset & Design) and Mr Colin Harper.

CONFIRMATION OF MINUTES:

40/1314 RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on Thursday, 27 March 2014 be confirmed.

Barry/Shinton

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.
- National Sorry Day Memorial Walk across Mary Jane Cain Bridge.
- Installation of ‘School Bus’ and ‘Concealed Driveway’ on Golden Highway at ‘Talbragar Park’.

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AGENDA ITEMS

a) Proposal to Prevent Trucks Parking in Car Park Opposite Coonabarabran Bowling Club
The Committee received information about damage to the bitumen surface of the Bowling Club carpark. Apparently the damage is being caused by trucks parking overnight in the carpark.

41/1314 RECOMMENDED that the carpark at the Bowling Club be monitored over the next twelve months with particular attention being paid to truck movements into and out of the carpark and length of stay by trucks.

Conolly/Shinton

b) Mendooran CWA – Proposal to Install Pedestrian Crossing and Signage to Slow Down Traffic in Bandulla Street, Mendooran

The concerns of the Mendooran CWA were noted, however a pedestrian crossing will not meet the threshold for volumes of pedestrian and vehicular traffic movements. It was noted speed information is available and will be provided to NSW Police Force for their consideration of more enforcement.

42/1314 RECOMMENDED that the following measures be taken in Bandulla Street, Mendooran, the aim of which is to reduce the frequency of speeding traffic:

- Council to arrange for installation of edge lines in Bandulla Street, Mendooran.
- Council to prepare a proposal for adjusting the location of speed zone on the eastern approach to Mendooran, including investigation of an 80 kph speed zone. The proposal to be submitted to RMS.
- The Pedestrian Access Mobility Plan for Mendooran is completed with the aim of identifying access points on Bandulla Street.

Barry/Conolly

c) RMS – Delegation of Powers for Road Managers under the Heavy Vehicle National Law (HVNL)

A letter from the RMS about Council authorisation of Over Size / Over Mass vehicles was discussed and noted.

Discussion took place on the OSOM Route in Coonabarabran, where the Director Technical Services advised that in his opinion the long term use of Namoi Street and Edwards Street as a detour route for OSOM vehicles is not sustainable. Currently vehicles wider than 3 m are prevented from travelling in John Street. However, the road pavement in Edwards Street and Namoi Street and in particular the weir was not designed for the heavy loads that often go with an oversize vehicle.

d) RMS - Road Access for Multi Articulated Agricultural Combinations

The RMS through a letter advise that multi articulated agricultural combination vehicles up to 6.0 m wide and 25 m long in the NSW Western Zone, and combinations up to a maximum 5.0 m wide and 25 m long in the NSW Eastern Zone and NSW Urban Zone no longer require an Access Permit.

e) RSO Monthly Report – March 2014

RSO Monthly Report for March 2014 was received and noted.

GENERAL BUSINESS

Intersection of Manus Drive and Forest Road

Discussion took place regarding the intersection of Manus Drive and Forest Road and the concerns by some Mendooran residents that high speed on Forest Road is creating an unsafe situation.

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43/1314 RECOMMENDED that investigations be undertaken at the intersection of Manusu Drive and Forest Road to determine if more or better warning signs are required.

Barry/Conolly

Review of Road Closure Associated with Coonabarabran Bunny Bazaar

44/1314 RECOMMENDED that a review of street closure associated with the Coonabarabran Easter Bunny Bazaar event be held prior to the next meeting of the Traffic Committee, with invitation to attend sent to the Chamber of Commerce.

Shinton/Barry

Request for 'No Through Road' Sign on Turee Vale Road

45/1314 RECOMMENDED that Council arrange installation of a 'No Through Road' sign on Turee Vale Road.

Barry/Conolly

The following matters were raised without Resolution:

- An apparent sub standard curve on the Oxley Highway east of the Goolhi Road intersection. The RSO will provide further advice to the RMS.
- Concern that the 10 kph share zone in Little Timor Street has not been approved. A search of records to be conducted.

There being no further business the meeting closed at 11.33 am.

The next meeting is to be held on Thursday, 29 May 2014 in the Gallery Meeting Room, Coonabarabran commencing 9.00 am.

.....
CHAIRMAN

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held on 24 April 2014 at Coonabarabran.
2. That the carpark at the Bowling Club be monitored over the next twelve months with particular attention being paid to truck movements into and out of the carpark and length of stay by trucks.
3. That the following measures be taken in Bandulla Street, Mendooran, the aim of which is to reduce the frequency of speeding traffic:
 - Council to arrange for installation of edge lines in Bandulla Street, Mendooran.
 - Council to prepare a proposal for adjusting the location of speed zone on the eastern approach to Mendooran, including investigation of an 80 kph speed zone. The proposal to be submitted to RMS.
 - The Pedestrian Access Mobility Plan for Mendooran is completed with the aim of identifying access points on Bandulla Street.

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4. That investigations be undertaken at the intersection of Manus Drive and Forest Road to determine if more or better warning signs are required.
5. That a review of street closure associated with the Coonabarabran Easter Bunny Bazaar event be held prior to the next meeting of the Traffic Committee, with invitation to attend sent to the Chamber of Commerce.
6. That Council arrange installation of a 'No Through Road' sign on Turee Vale Road.

WARRUMBUNGLE SHIRE COUNCIL

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Item 3 Minutes of the Finance and Projects Committee Meeting – 1 May 2014

Division:	Corporate Services
Management Area:	Financial Services
Author:	Manager Finance – Paul Baker
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF8 Council undertakes periodic performance reviews to ensure the effective and efficient management of its assets, finances and workforce and modifies its actions to deliver better outcomes for the community

PRESENT: Clr Peter Shinton(Mayor), Clr Murray Coe, Clr Denis Todd, Clr Anne Louise Capel, Clr Gary Andrews, Clr Chris Sullivan, Clr Fred Clancy, Clr Ron Sullivan, Clr Victor Schmidt, Steve Loane (General Manager), Kevin Tighe (Director Technical Services), Leeanne Ryan (Director of Development Services), Rebecca Ryan (Director Corporate Services), and Stefan Murru (Chief Financial Officer).

APOLOGIES: Nil

ATTENDING: Rebekah Elliott (Graduate Accountant)

1. MINUTES

RECOMMENDATION

That the minutes of the Finance and Projects Committee meeting held on 6 February 2014 be accepted.

**Coe/Capel
Carried**

2. BUSINESS ARISING

Nil

3. QBRs – 31 MARCH 2014

Chief Financial Officer presented third quarter (31 March 2014) QBRs. Including; Income Statement, KPI's, Statement of Cash Flows, Balance Sheet, Revenue, Operational Expenditure and Capital Budget Reviews. Noting some of the following issues;

- An inquiry was made about the impact of not receiving the prepayment of the first two quarters of the 2014/15 year FAG's grants. It was noted by the CFO that there will be no long run impact on the cash flow as the grant will still be received after the end of financial year. However, because the accounting standards require the recognition of such grants on a cash basis, the deficit in the income statement will be increased by the amount not received;
- An inquiry was made about the current deficit for Yuluwirri Kids and whether it was related to the outstanding receivables. It was noted this was not the case, as revenue is recognized on an accrual basis. There will only be an impact on the Yuluwirri Kids P&L result at year end if the receivable is recognized as a bad or doubtful debt. It was further discussed that the reduction in enrolments (approximately 87%) relates to cyclical factors such as a reduction in birth rates over the past few years in combination with the

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transition of children from childcare to primary school. There was also an increase in fees of \$5 per day;

- Salt Water Creek Bridge was discussed. \$250k will be allocated from restricted assets to cover the increase costs of this project;
- The Quarry was discussed. Currently 15,000 tons has been sold with a tender for 15,000 tons submitted. Council has forecast that the business will break-even at an annual sales volume of approximately 25,000 tons;
- A report will be prepared to review the useful life of roads, structures and reseals. This has been delayed to the next financial year due to the availability of more accurate data at this time. By extending the useful life of certain assets it would result in a reduction in depreciation which in turn would improve Council's overall position on an accrual basis.
- The CFO outlined the required supplementary votes for the third quarter. These included: \$504,570 increase in revenue, \$563,941 increase in re-current expenditure, \$74,630 increase in capital expenditure and \$250,000 movement in restricted assets.

RECOMMENDATION

That Council accepts the QBRS for the third quarter as correct and the supplementary vote of \$115,999 (decrease) be approved.

**Schmidt/R Sullivan
Carried**

4. BUDGET 2014-2015 AND DELIVERY PROGRAM

Chief Financial Officer presented the 2014/15 Delivery Program outlining the figures for the 2014/15, 2015/16, 2016/17 and 2017/18 financial year. Some of the following items were noted:

- 2014/15 year has been revised for the changes adopted by Council during their previous meeting. Some of these items were:
 - Baradine Tennis Court - \$10k;
 - Binnaway Sewer Investigation - \$50k;
 - Baradine Bins – \$2K;
 - Mullaley Recreation Ground - \$12k; and
 - Cassilis Street/Neate Street Footpath Coonabarabran - \$25k.
- The total deficit for the 4 years is expected to be \$811k without any changes. The CFO provided an overview of the items in the capital program which could be altered to provide a surplus budget;
- Two late community submissions were presented to Council: Bowen Oval canteen facility, and a request for a 1KW transmitter.

Moved by Clr R Sullivan and seconded by Clr Capel that the Bowen Oval Committee request for \$10,290 for a canteen facility be included in the 2014/15 budget.

Lost

Moved by Clr C Sullivan and seconded by Clr Capel that the 3 Rivers Radio request for \$9,600 for a 1KW transmitter be included in the 2014/15 budget.

Carried

RECOMMENDATION

That the Draft 2014-2015 Operational Plan be accepted with a deficit budget of \$92,491.

**Schmidt/R Sullivan
Carried**

RECOMMENDATION

That the 2014-2018 Draft Delivery Program adjustments be accepted resulting in a \$916k saving of capital expenditure over the outer 3 years with an additional saving of \$150k for the removal of

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Dunedoo Hall refurbishment from the capital program for the 2017/18 financial year, resulting in a total surplus of \$345k over the four years of the Delivery Program.

**Schmidt/Clancy
Carried**

5. REVENUE POLICY AND DONATIONS POLICY

The Revenue and Donation Policy was presented. Some of the main items addressed include:

- The water access charge has increased by 1% while the water usage charge has increased by 5.8%. This will ensure the Warrumbungle Water Business Arm of Council is full cost recovery and consequently is no longer subsidised by general fund. This will also ensure that Council complies with Water and Sewer Best Practice Guidelines which require that 50% of water revenue should be derived from usage charges;
- There was a discussion regarding the age of cemetery fees for children/infants;
- Director of Corporate Services is to investigate whether the Leadville Hall and Ulamambri Hall are eligible for a donations for waste collection;
- The Coolah Men's Shed do not own the building however have received \$1k donation to assist with the payment of rates. Investigation will need to be undertaken to determine whether they require any donation.
- Plant Hire for Breast Screen Van and Healthy Harold needs to be added to the Donation Policy.

Moved Clr Schmidt and seconded by Clr Clancy that the age of cemetery interment for child/infant be changed from 3 years old to 12 years old.

Carried

RECOMMENDATION

That the Draft Statement of Revenue Policy 2014/15 with amendments as noted be accepted.

**Schmidt/Clancy
Carried**

RECOMMENDATION

That the Draft Donation Policy 2014/15 with amendments as noted be accepted.

**Coe/Sullivan
Carried**

6. GENERAL BUSINESS

Some general items discussed include:

- Road categories and conditions were discussed. Councilors would like a copy of Council's road network by category with a detailed description of what each category entails;
- Document for Councils Service levels was presented for Councilors to read over before the May Council meeting.

Meeting closed 1.36pm

NEXT MEETING: Wednesday 6 August 2014 Coonabarabran Council Chambers

MEETING CLOSED:

.....
CHAIRPERSON

WARRUMBUNGLE SHIRE COUNCIL

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RECOMMENDATION

1. That Council accepts the Minutes of the Finance and Projects Committee Meeting held on 1 May 2014 at Coolah.
2. That Council accepts the QBRs for the third quarter as correct and the supplementary vote of \$115,999 (decrease) be approved.
3. That the 3 Rivers Radio request for \$9,600 for a 1KW transmitter be included in the 2014/15 budget.
4. That the Draft 2014-2015 Operational Plan be accepted with a deficit budget of \$92,491.
5. That the 2014-2018 Draft Delivery Program adjustments be accepted resulting in a \$916k saving of capital expenditure over the outer 3 years with an additional saving of \$150k for the removal of Dunedoo Hall refurbishment from the capital program for the 2017/18 financial year, resulting in a total surplus of \$345k over the four years of the Delivery Program.
6. That the age of cemetery interment for child/infant be changed from 3 years old to 12 years old.
7. That the Draft Statement of Revenue Policy 2014/15 with amendments as noted be accepted.
8. That the Draft Donation Policy 2014/15 with amendments as noted be accepted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

Item 4 Minutes of Robertson Oval Advisory Committee Meeting - 16 April 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), Mrs Monica Foran, Mr Mark Yeo, Mr Dale Hogden and Mr Kevin Tighe (Director Technical Services).

APOLOGIES: Mr Harold Sutton (Manager Urban Services), Mr Matthew Guan and Cr Murray Coe.

CONFIRMATION OF MINUTES

08/1314 RECOMMENDED that the minutes of the meeting held on Wednesday, 19 February 2014 be accepted.

Hogden/Yeo

BUSINESS ARISING FROM THE MINUTES

Mrs Foran expressed doubt about Robertson Oval being used by St Michael's School for their Annual Sports Carnival and indicated that arrangements may have been made to hold the event in Coolah. However, if Robertson Oval is to be used on the 20 June 2014, the following events will need to be marked out; long jump, shot-put, discus, 400 metre track and 100 metre track.

AGENDA ITEMS

a) Review of Updated Plan for Robertson Oval

The Committee was presented with an updated concept plan of the Robertson Oval complex showing the following features:

- Property boundary;
- Proposed fence;
- Location of proposed second playing field;
- Location of proposed netball courts;
- Car parking and bus parking areas.

The Committee expressed a strong desire to persevere with locating the proposed netball hard courts between the mound and the existing netball courts. Discussion took place around a proposal to modify the size of the mound. Furthermore, it was agreed that there is no need for a roadway between the oval and the netball courts. That is, to accommodate the netball courts, the existing roadway could be removed.

It was agreed that the plan could be modified and these modifications will be considered at the next meeting.

GENERAL BUSINESS

Nil

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There being no further business the meeting closed around 6.00 pm.

The next meeting is to be held on Wednesday, 18 June 2014 commencing 5.00 pm.

.....
CHAIRMAN

RECOMMENDATION

That Council accepts the Minutes of the Robertson Oval Advisory Committee Meeting held on 16 April 2014.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

Item 5 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 Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

29 April 2014

To Whom It May Concern

We wish to commend you on the presentation of your public amenities in Dunedoo during the Easter weekend. We travelled through Dunedoo to Gilgandra and, on the outgoing and return trip, stopped for a meal and to use your facilities. We found the public toilets to be well maintained, clean and supplied with both paper and soap! Sadly, we have found this to be all too rare in our travels.

We were so impressed that we will stop at Dunedoo on future trips. Knowing the propensity for people to complain, we thought you deserved some accolades for doing something well and making visitors to your shire so welcome!

We also wish to draw your attention to one of your employees ... John Smith. On our first visit we were both so impressed with his service that we determined to write to the Shire Council and say so!

He was extremely well-presented and very affable and articulate, welcoming us to the area and answering our questions politely. Not only were we impressed with the service that you (and he) provided, but we were impressed with HOW he provided it ... in such an engaging and personable way. We discovered that he had fully provisioned the toilets in the morning but took it upon himself to check the facilities around lunchtime (when we arrived) and was astonished, as we were, to discover that all the paper hand towels and toilet paper had already been used (Good Friday was an exceptionally busy day)! He was busy replenishing them when we spoke with him.

We truly felt quite welcomed to Dunedoo in the most unexpected of places. We asked John for his name without telling him what we had in mind. We would appreciate it if you could convey to him our appreciation for the service that he provided so well.

Thank you for devoting your time and attention to this matter.

Yours sincerely,



Graeme and Gai Henderson

WARRUMBUNGLE SHIRE COUNCIL

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RETURNED AND  SERVICES LEAGUE

PRESIDENT Kevin Barrington
HON. TRES. Phil Wainwright
HON. SEC. Bruce Breckenridge

OF AUSTRALIA
NEW SOUTH WALES BRANCH INCORPORATED
"The Price of Liberty is Eternal Vigilance"

Coonabarabran SUB BRANCH
NSW 2357
27 Apr 2014

The General Manager,
Warrumbungle Shire Council,
John St.,
Coonabarabran,
NSW2357

Attention: Mr. K. Tighe.

ANZAC DAY 2014.

Dear Kevin ,

On behalf of the Sub Branch I would like to express our appreciation for the support and help in the erection of road closure/detour works on Anzac Day

We thank you for your support on this day and trust that you will be able to continue to support the "Commemoration of Anzac Day" long into the future. Would you kindly pass onto council members involved helping to close the roads our sincere thanks and appreciation for their help.

Yours faithfully,



Bruce Breckenridge.

WARRUMBUNGLE SHIRE COUNCIL

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RECEIVED
15 APR 2014

11-04-2014

BY:.....

TO THE CEO OF THE WURRUMBUNGLE SHIRE.

DEAR SIR OR MADAM,

I AM A PERMANENT CARAVAN TRAVELLER
AND WISH TO DRAW YOUR ATTENTION TO THE TOWN OF
BINNAWAY.

THE COMMUNITY THERE HAVE COMBINED
TO PROVIDE A CARAVAN REST RETREAT LIKE NO OTHER.

THEY ARE A CREDIT TO YOUR SHIRE
AND I FEEL THAT AS A COUNCIL IF YOU COULD DO
SOMETHING FOR THAT TOWN AND COMMUNITY,
THEY NOT ONLY WOULD BE GRATEFUL, BUT IN MY
OPINION WELL DESERVING FOR THEIR EFFORT
AND COMMUNITY SPIRIT.

YOURS SINCERELY

"POSTAL ADDRESS" JOHN AND INESIA BERGH

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

Item 6 Report from Human Resources – May 2014

Division:	Corporate Services
Management Area:	Human Resources
Authors:	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 April 2014 positions have been advertised either internally or externally:

- Senior Compliance Officer - External
- Trainee Plant Operator – Dunedoo - Internal
- Manager Children and Community Services – Interviews scheduled
- Environmental and Health Officer - Internal
- Manager Road Operations - External
- Pre School Teacher – Interviews scheduled
- Sewer Operator – Coolah - External
- Plumber – Coolah & Dunedoo – External
- Community Services Supervisors – Coolah & Coonabarabran – Internal
- Service Co-ordinators – Coolah and Coonabarabran – Internal
- Manager Regulatory Services - Internal

To date the following positions have been filled.

- Senior Compliance Officer
- Environmental and Health Officer
- Community Services Supervisors – Coolah & Coonabarabran

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

Resignations

No resignations this month

Issues

The external advertising for the position of Project Manager has been delayed and referred to the United Services Union, which have now been resolved.

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Payroll is currently transitioning into the new software package due to be implemented in July 2014. Inputting of information in the new system by payroll staff will continue until full conversion in early July.

Provision of a suitable duties register for injured workers has progressed which will have positive impact on Workers Compensation premium costs and involve input from Directors, Managers and Supervisors.

Several staff policies approved this month: Electrical Testing & Tagging Policy, Alcohol and Other Drugs, Employees Drivers Licence Policy, Motor Vehicle Leaseback Agreement and Procedure.

Options

Council considers a variety of options to minimise staff turnover and incentives to attract professional staff to fill vacant positions. Opportunities for career development and succession planning strategies have been developed in partnership with Managers and Directors within their divisions. Analysis of comparative wages in other Councils in the Orana and Central West area is in progress. Sourcing of alternative government funding for high cost training courses such as Diploma and Certificate IV is being investigated.

Workplace Health and Safety

Manager Human Resources and Workplace Safety Officer met with StateCover representatives for a WHS Compensation Insurance claim review. Council currently has 12 open claims dating back to 2005. Five (5) of these claims have lasted longer than three (3) years so do not impact on Council's premium. Two (2) claims will be closed by 30 June 2014 and it is anticipated that three (3) more claims will be closed early in the financial year after Whole Person Impairment Claims have been paid. Two (2) claims remain in dispute and State Cover is seeking a decision in the next few months from Workplace Law. The remaining cases will be managed according to Workers Compensation legislation. Suitable duties have been provided for the current active cases and injured workers and this has a positive impact on Council's premium.

Whole Person Impairment (WPI) regarding workers Compensation is a lump sum payment dependant upon an Independent Medical Examiner's estimation of the injury and its ongoing effects on the worker. After a WPI has been paid the case will be closed.

Wage reimbursements have been forwarded to StateCover for workers compensation claims and monies have been received. Workers Compensation is currently being reconciled. Investigations were conducted for all near miss/incidents.

StateCover congratulated Council on the reduction in workers compensation claims compared to previous years. This is an indication the safety systems put in place are reducing claims.

Workers Compensation and Incidents:

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

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Investigations were conducted for all near miss/incidents.

RECOMMENDATION

For Council's information

WARRUMBUNGLE SHIRE COUNCIL

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Item 7 Quarterly Staff Achievement Award – third quarter

Division:	Corporate Services
Management Area:	Human Resources
Authors:	Manager Human Resources – Val Kearnes
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF8 Council undertakes its organisational, workforce and risk management responsibilities with efficiency and effectiveness.

Reason for Report

This report is to inform Council of 2013/2014 Quarterly Staff Achievement Award for the third quarter.

Background

Each quarter all staff is asked to nominate a staff member who they believe go above and beyond the normal requirements for their position and show excellence in their profession. The annual award winner will be chosen from one of the four (4) quarterly award winners.

Applications for the 2013/14 Second Quarterly Warrumbungle Shire Employee Excellence in Achievement Award closed on March 31, 2014. Previous recipient of the First Quarterly Award was Kirk Pettet – Technical Services.

Issues

MANEX considered the following staff, nominated by their fellow employees for their excellence and dedication in their individual positions.

Darryl Watton Jnr – Plant Operator
Amanda Sulter – Family Support Services
Urban Services Team of Dunedoo – Technical Services

Options

Consideration of decision by MANEX to award the Quarterly Award to Darryl Watton.

A Team Achievement Award category is being considered by Managers and MANEX.

Financial Considerations

One of the four (4) quarterly award winners will be selected in December to receive the yearly award. This staff member will be awarded an extra one week's annual leave as their prize.

RECOMMENDATION

That Council approve MANEX's nomination of Darryl Watton Jnr for the winner of the Second Quarterly Staff Achievement Award.

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Item 8 Adoption of 2014 Agency Information Guide

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration and Customer Service – Sally Morris
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

Council's Agency Information Guide must be reviewed annually.

Background

At Council's ordinary meeting held on 18 July 2013, Council resolved to endorse and adopt the 2013 Agency Information Guide (Resolution 16/1314).

Issues

Under the Government Information (Public Access) Act, Council must review its Agency Information Guide and adopt a new guide at intervals of not more than twelve (12) months.

Options

Under the Act, the Agency Information Guides are to be reviewed each year by 31 July.

Financial Considerations

Nil

Summary

The draft 2014 Agency Information Guide is accordingly submitted for Council's endorsement and adoption. A copy will be submitted to the Office of the Information Commissioner once endorsed and the amended document placed on Council's website.

A copy of the Draft Agency Information Guide has been forwarded to Councillors under separate cover. Updates have been made to the previous Guide and relate to the change in personnel, function areas, organisation structure and population and have been highlighted by yellow background.

RECOMMENDATION

That Council endorse and adopt the 2014 Agency Information Guide.

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Ordinary Meeting – 15 May 2014

Item 9 Council Resolutions Report May 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 April 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 – 15 May 2014

Item 10 Customer Service Charter Project – Warrumbungle Shire Council

Division:	Executive Services
Management Area:	Leadership and Management
Author:	Director Corporate Services – Rebecca Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

Reason for Report

Council has articulated their request to develop and implement a Warrumbungle Shire Council Customer Service Charter. The project delivery has been allocated to the Director Corporate Services; given the directorate's carriage and responsibility for Administration and Customer Services and other organisational support units of Council.

Some research has been undertaken over the past six (6) months about this project, and Council endorsement and support for a proposed in house program is sought.

If approved, the Warrumbungle Shire Customer Service Charter will be drafted and project completed by end of August 2014.

Background

There are three (3) stages to this project;

1. Determining what is the current Customer Service Position;
2. Gaining commitment and consultation with the whole organisation; and
3. Developing the Customer Service Charter Content and Preparing for Publication.

Council must first understand what are Council's current Customer Service Standards and Commitments and how do they compare to other Councils and more importantly to our customers' requirements and expectations.

Organisations with a balanced approach to customer service benefit from both customers and employee perspectives. Poor customer service results in escalating costs, diminished productivity and lack of effectiveness.

To maintain customer service excellence, an organisation requires an alignment between being enthusiastic and putting in place systems to support the process. Whilst a local government entity has to lean more towards a more systems approach due to budget and legislative constraints, this does not mean that staff cannot be given individual authority to make effective and good customer service decisions at their level in responding to the public.

In addition it is critical that Councillors, MANEX, Managers and staff alike all share the same customer service focus, backing each other up and facilitating the final result of Customer Service Excellence.

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Outstanding customer service cannot be a stand-alone approach: it must be reflected in the overall business goals in order to maintain balance.

Issues

A Customer Service Charter is not simply an A3 poster that is placed on the main entrance to the building or a bright heading on Council's website. It is also not the sole responsibility of the front counter or telephone reception staff. A Customer Service Charter has to have ownership by the whole organisation, both indoor and outdoor staff, Councillors and Management alike.

To ensure that the whole organisation understands how the Customer Service Charter reflects Council's Vision/Mission and Goals and that there is commitment to developing the Customer Service Charter the following activities and timeframe will be undertaken.

Outcome	Timeframe
Communications Strategy Developed	Early May
Customer Care Staff Training for front counter staff in both Coolah and Coonabarabran Offices.	Late May
Research and Benchmarking - Council will invite focus groups of maximum 10 people in each community for information gathering and feedback about WSC Customer Service.	June
Preparation of Customer Service Charter - an initial Workshop in the latter half of July, to identify Council's service charter involving Councillors, MANEX, Managers, Supervisors and all office Customer Service Staff.	Late July
Developing the Customer Services Charter - a second Workshop to develop the Customer Service Standards/Goals and Measurement Levels.	August

The workshops will take approximately 2 hours, and will require to be undertaken in groups of 20-30 over a two day period in both Coonabarabran and Coolah Offices.

The workshop process will involve completing various Customer Journey Maps depending on specific staff and jobs and the answer the following questions;

- What service standards will be included in the Customer Service Charter?
- What service guarantees can be set where appropriate?
- Decide whether more than one charter needs to be developed to cater for different discrete business functions.
- Decide how performance against the service charter standards and commitments will be measured and monitored.

Options

Council will need to ensure that the Customer Service Charter takes into account the specific requirements as stated by Council's customers and addresses how staff will treat its customers.

- Is it clear to customers that the charter covers all of Council's overall operations or only certain activities?

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- Does the charter cover all of the requirements of a charter including: Relationship, Accessibility, Privacy, Responsiveness, Compensation and Complaint Handling?
- Are the standards within the service charter measurable (i.e. quantitative) or qualitative?
- Are the service standards set to encourage improvement in Councils performance?
- Does the Customer Service Charter set out customers' rights and responsibilities?
- Does the Customer Service Charter state Council's complaints handling procedures and encourage customer feedback?
- Do we have established and accessible complaints handling procedures?
- Does the Customer Service Charter provide contact details for external dispute handling mechanisms such as the Ombudsman

The Customer Service Charter will be published internally only for a period of 3 -6 months to measure Council's ability to meet charter commitments before publishing the document externally.

When the Customer Service Charter is published internally and externally will require promotion and a Communications Strategy.

Financial Considerations

This is an in house project to be undertaken by Director Corporate Services, Manager Communications and IT and Councils Learning and Development Officer. A small catering budget will be required from Training and Civic Events for workshops.

A quote for this project to be facilitated by an external provider ranged from \$80k to \$15k, the latter of which was for two (2) days of workshops only.

RECOMMENDATION

That Council approves the General Manager's proposal to undertake Community Consultation meetings followed by Staff/Councillor Workshops to develop the Warrumbungle Shire Council Customer Service Charter.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

Item 11 Bank Reconciliation for month ending 30 April 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 Councils General Ledger.

Options

N/A

Financial Considerations

N/A

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 May 2014

Summary

Balance per General Ledger – 30 April 2014

Bank	Account Number	Balance
General Fund	5410-3000-0001	590,701
Trust Fund	9000-3000-0000	212,565
WSC Mayor's Bushfire Appeal	9200-3000-0000	371,746
Investments - General	5220-3001-3001	3,361,908
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		11,488,047

Balance as per Bank Account – 30 April 2014

Bank	Balance
<u>General</u>	
Commonwealth	338,905
Westpac	72,860
NAB	78,983
Total - General	490,748
<u>Trust</u>	
Commonwealth	217,152
Total - Trust	217,152
<u>WSC Mayors Bush Fire Appeal Trust</u>	
Commonwealth	97,342
Commonwealth	286,220
Total - WSC Mayors Bush Fire Appeal Trust	383,562
<u>Investments</u>	
Securities	3,000,000
IBD	7,313,035
Total Investments	10,313,035
Total All Bank Accounts	11,404,497

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<i>Add:</i>	
Outstanding Deposits - General	105,794
Outstanding Deposits - Trust	774
Outstanding Deposits – WSC Mayors Bushfire Appeal	-
<i>Less:</i>	
Unpresented cheques - General	5,842
Unpresented cheques - Trust	5,360
Unpresented cheques- WSC Mayors Bushfire Appeal	11,816
Balance adjusted for outstanding deposits & Unpresented cheques (Final Bank Balance)	11,488,047
Variance between Final Bank Balance and General Ledger	-

WARRUMBUNGLE SHIRE COUNCIL

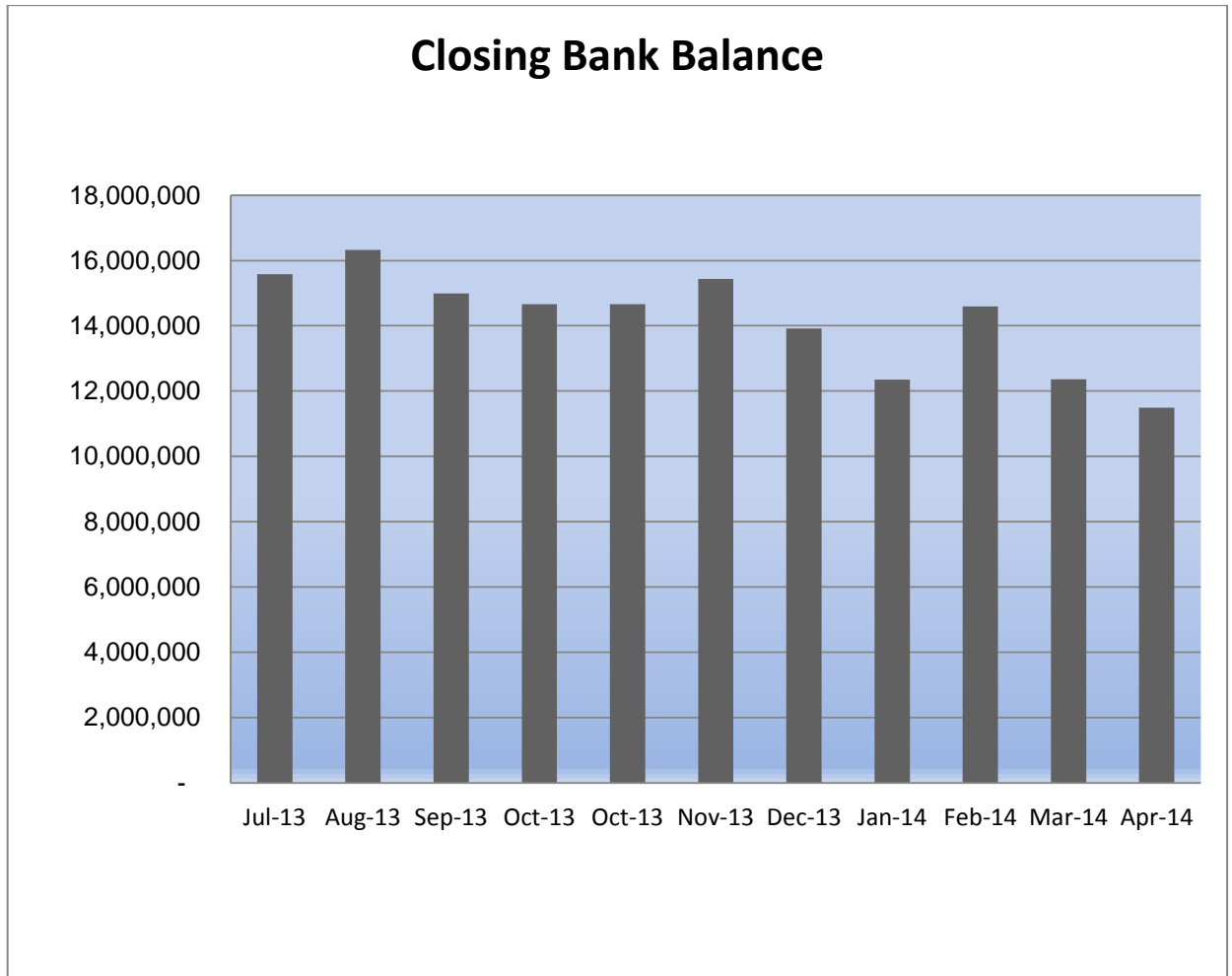
Ordinary Meeting – 15 May 2014

Balance as per Bank Account History as at 30 April 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
Apr-14	490,748	217,152	383,562	10,313,035	11,404,497	83,550	11,488,047

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RECOMMENDATION

That Council accept the Bank Reconciliation Report for the month ending 30 April 2014.

WARRUMBUNGLE SHIRE COUNCIL

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Item 12 Investments and Term Deposits for Month ending 30 April 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

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 April BBSW 3 month rate was 2.68%. Council's term deposits returned an average rate of 3.45% for the month of April, outperforming Council's benchmark.

During the month of April one of Council's Term Deposits of \$1.5m held with Bank of Queensland fell due earning total interest of \$28,578.

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

Council adheres to the DLG Investment Guidelines and Ministerial Investment Order 2011 and Councils Investment Policy is consistent with this order and any guidelines issued.

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

WARRUMBUNGLA SHIRE COUNCIL

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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.

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Summary

Investment Securities: Council currently holds the following investment securities:

Bank	Purchase Price	Indicative Bid	Valuation based on indicative bid as at 30 April 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)	April Interest Earned/Accrued	Closing Balance	Lodgement date	Maturity Date	Rating	Current Yield
NAB Cash Maximiser #	792,011	333,172	457,000	1,839	792,011	At Call	At Call	AA-	3.04%
ANZ At Call	2,021,025	2,314,781	(300,000)	6,244	2,021,025	At Call	At Call	AA-	3.10%
Bank Of Queensland	-	1,528,345	(1,528,578)	233	-	30/09/2013	1/04/2014	BBB+	3.80%
NAB Term Deposit	1,500,000	1,512,654	-	4,574	1,517,228	7/01/2014	6/05/2014	AA-	3.72%
ANZ Term Deposit	1,000,000	1,002,094	-	2,992	1,005,086	10/03/2014	10/06/2014	AA-	3.65%
Bank Of Queensland	1,000,000	1,001,869	-	2,951	1,004,820	12/03/2014	16/06/2014	BBB+	3.60%
NAB Term Deposit	1,000,000	1,005,020	-	3,074	1,008,094	10/02/2014	11/08/2014	AA-	3.75%
Total:	7,313,035	8,697,935	(1,371,578)	21,906	7,348,263				3.45%

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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 30 April 2014.

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Item 13 Rates Report for Month Ending 30 April 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.

Issues

The outstanding rates and annual charges ratio as at 30 April 2014, is 13.86%. 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

N/A For Council Information

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.

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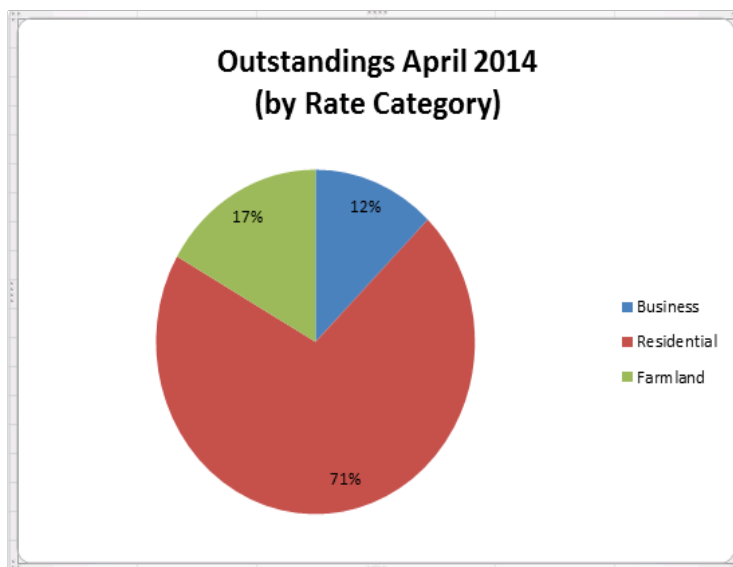
RATE/CHARGE TYPE	RATE ARREARS 2012/13	2013/2014 LEVY	PENSIONER WRITE OFF	ABANDONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2013/2014	COLLECTION % 2013/2014	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	675,157	7,156,517	183,889	8,022	7,639,762	5,952,056	1,687,706	78%	536,000	7%
Water	191,749	1,315,066	73,641	1,514	1,431,660	1,084,266	347,393	76%	180,496	14%
Sewerage	444,871	1,222,928	56,210	3,354	1,608,235	1,059,401	548,834	66%	241,765	20%
Garbage	176,185	1,803,758	90,825	2,378	1,886,741	1,455,998	430,743	77%	178,714	10%
TOTAL RATES AND ANNUAL CHARGES	1,487,962	11,498,269	404,565	15,268	12,566,398	9,551,721	3,014,676	76%	1,136,975	10%
Water Consumption	608,369	1,224,000	-	473	1,831,896	1,390,954	440,942	76%	426,416	35%
Sewer Consumption	78,637	120,000	-	2	198,635	129,374	69,261	65%	25,831	22%
TOTAL WATER SUPPLY SERVICES	687,006	1,344,000	-	475	2,030,531	1,520,328	510,203	75%	452,247	34%
LEGAL FEES	124,995	225,081	-	3,271	346,805	124,053	222,752	36%	238,024	-
INTEREST	269,420	113,521	-	-	382,942	-	382,942	0%	-	-
GRAND TOTAL	2,569,383	13,180,871	404,565	19,014	15,326,676	11,196,102	4,130,573	73%	1,827,245	13.86%

- 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.

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Analysis by Council staff has indicated that a majority of the rates and annual charges outstanding amount 71% relates to residential properties, while 17% 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 376 assessments with a total of \$483,804 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	52,645	22,809	16,693	36,064	62,171	25,831	11,199	227,412
Residential	240,152	145,410	163,803	205,701	364,245	-	174,589	1,293,900
Farmland	243,203	10,495	-	-	-	-	52,236	305,933
Total	536,000	178,714	180,496	241,765	426,416	25,831	238,024	1,827,245

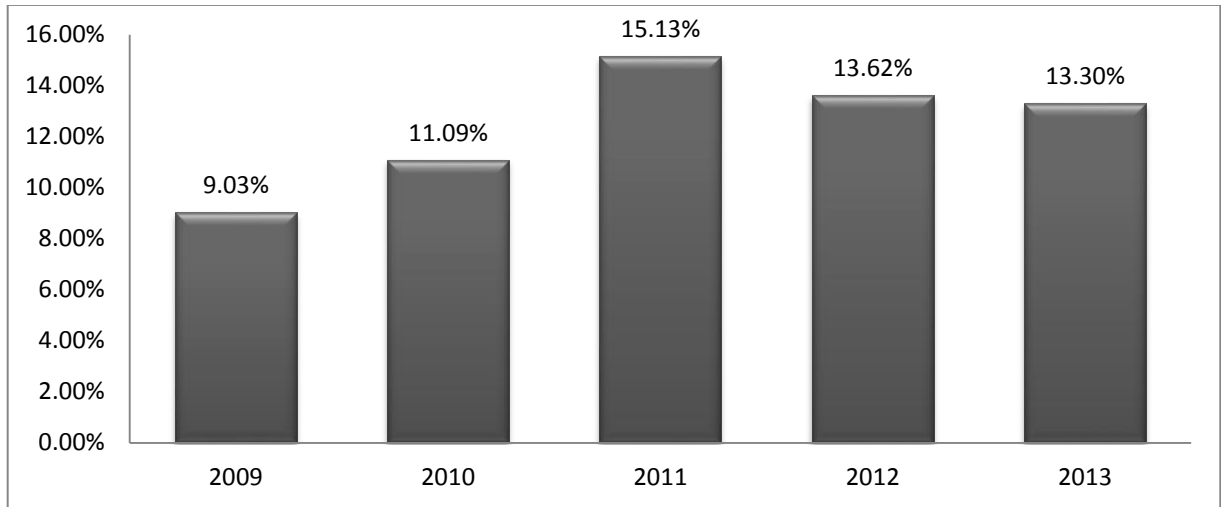
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

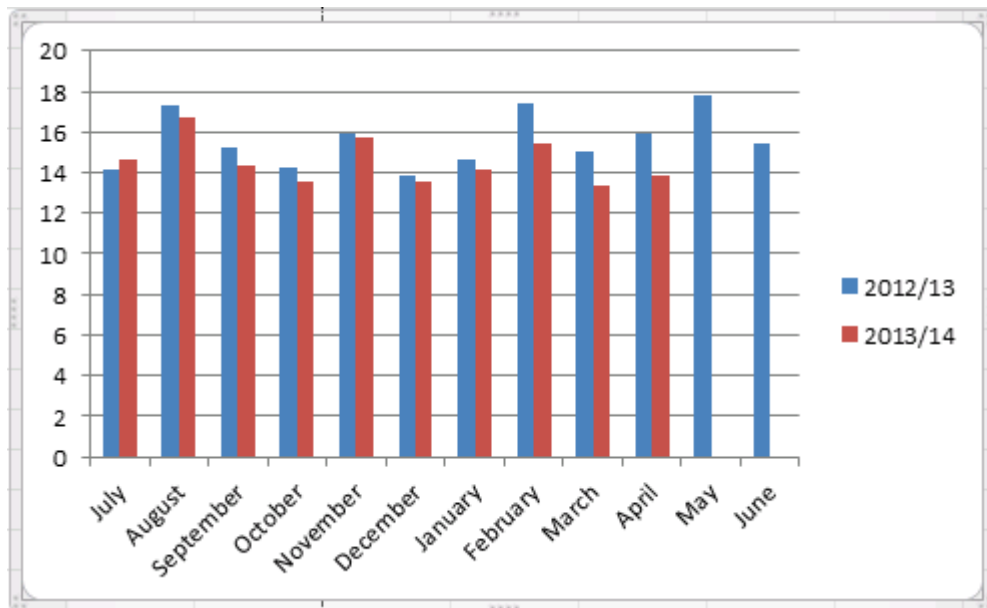
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Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

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Item 14 Stocktake April 2014

Division:	Corporate Services
Management Area:	Financial Services
Author:	Finance Manager – Paul Baker
CSP Key Focus Area:	Local Governance and Finance
Priority:	G4 Ensure that Council's governance, practices, policies and procedures respond effectively to the long term goals of the CSP.

Reason for Report

The report has been prepared to inform Council of the result of the stocktake undertaken in April 2014 for the Coonabarabran, Coolah and Dunedoo stores.

Background

During the month of April Financial Services undertook its first stocktake for the year. The stocktake included all three (3) stores; being Coolah, Coonabarabran and Dunedoo. Council conducts stocktakes in order to reconcile the physical stock in its stores with what is recorded in Council's accounting system (Practical). Stocktakes are an important internal control that ensures the accuracy of Council's stock records and also acts as a process for detecting and preventing fraud.

Issues

The overall stocktake result was a Write Off of \$435.30 as detailed below:

Store	Result	Amount
Dunedoo	Write off	(\$192.28)
Coolah	Write off	(\$174.53)
Coonabarabran	Write off	(\$68.49)
Total Write Off		(\$435.30)

Options

A disparity between Council's stock records in its financial systems and Council's stocktake results will mean that there has been a failure of either the system for physically controlling the stock or in the operations for recording the stock. Stock may be lost or misplaced for a number of reasons. It may be stolen, wrongly located in the racks, left in gangways or delivered in error. Stocktakes ensure that any disparities are identified and can then be rectified.

Financial Considerations

An amount of \$435.30 will need to be written off as a result of the stocktake.

RECOMMENDATION

That Council note the results of the April 2014 Stores Stocktake and approve a stock write-off of \$435.30.

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Item 15 Sale of Land for Unpaid Rates

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

Reason for Report

Council held an Auction for the Sale of Land for Unpaid Rates and Charges in accordance with Section 713 of the Local Government Act on Friday 7 February 2014, where four (4) out of five (5) listed properties were sold. Whilst the properties were sold there are Rates and Charges still owing on each property and these amounts will need to be written off up to the date of settlement,

Background

Council advertised a total of 11 properties to be sold by Auction for Sale of Land for Unpaid Rates and Charges. Two (2) properties were sold before the date of the auction and four (4) properties were removed from the auction due to a transfer issue with the Department of Lands. A total of five (5) properties were auctioned at the Coonabarabran Town Hall on Friday 7 February 2014 with one (1) property being passed in, this being a closed road.

Council received one expression of interest from local Real Estate Agencies and Pipers Real Estate of Coolah was contracted to conduct the auction.

Issues

Whilst four (4) properties were sold at auction, the purchase amount was less than the amount of rates and charges owing. All rates and charges owing prior to the settlement date will need to be written off, leaving the 4th Instalment amount payable by the purchaser.

Council was approached after the auction regarding the property that was passed in. Adjoining landowners are now in the process of transferring this property into their name as this was a parcel that was created by the Department of Lands and put in the original owner's name.

Options

N/A

Financial Considerations

The total cost of conducting the Auction for Sale of Land for Unpaid Rates totalled \$2,786.29. \$1,686.29 being for advertising and the remainder of \$1,100.00 being for the Real Estate Agent. These costs were added to the amounts outstanding on each property sold. All legal costs involved with the sale were payable by the purchaser.

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Summary

Owners	Property Address	Amount of Rates & Charges Overdue for more than 5 years	Amount of Rates & Charges Overdue for 5 years	Amount of Rates & Charges Currently Overdue	Total Amount Outstanding as at 15 May 2014	Sale price at Auction	4 th Instalment Payable by the Purchaser	Amount to be Written Off
Reginald John Worland	Lot 2 DP598201 (Closed Road) Baradine 2831	-	-	\$4,635.56	\$4,635.56	-		\$4,635.58
Nicola Rose Anderson	20 Worrigal Street, Baradine 2831	-	-	\$9,763.31	\$9,763.31	(\$6,500.00)	(\$191.00)	\$3,072.31
Robert Wallace Anderson	16 Worrigal Street, Baradine 2831			\$9,371.84	\$9,371.84	(\$6,500.00)	(\$191.00)	\$2,680.84
Robert Wallace Anderson	14 Worrigal Street, Baradine 2831			\$9,609.29	\$9,609.29	(\$6,500.00)	(\$191.00)	\$2,918.29
Michael Khalil	Lot 4 Bandulla Street, Mendooran 2842	\$3,258.34	\$11,447.73	\$5,974.49	\$20,680.56	(\$3,000.00)	(\$313.00)	\$17,367.56
TOTAL		\$3,258.34	\$11,447.73	\$39,354.49	\$54,060.56	(\$22,500.00)	(\$886.00)	\$30,674.58

RECOMMENDATION

That Council write off all Rates and Charges as per the schedule presented, including any interest accrued in the amount of \$30,674.58.

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Item 16 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 was tabled at the Ordinary meeting of the MRL Committee held on Tuesday 15 April 2014 for consideration by the Committee.

The Committee resolved as follows;

- 1. That the draft MRL Agreement 2014-2018 be adopted except in relation to Clauses 5.3, 5.10 and 5.17, with the Committee determining that the Committee shall continue to consist of two (2) Councillors appointed by each of the participating councils, that the Committee shall continue to hold four (4) ordinary meetings in each year, hosted in rotation by each participating council and that the quorum for meeting remain at five (5) members.*
- 2. That the term of the new Agreement be from 1 July 2014 to 30 June 2018*
- 3. That the adopted draft MRL Agreement (2014-2018) be distributed to the MRL member councils for determination before being circulated for execution by the Mayor and General Manager of each council.*

The draft MRL Agreement is attached under separate cover with changes marked in red and notated.

This report summarises the changes being proposed for Council consideration.

Background

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.

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Issues

In relation to the funding provisions of the MRL Service, the Committee endorsed the four (4) year term of the new Agreement, being 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% in each of the four (4) years for Warrumbungle Shire Council.

The new Agreement brings the outcomes inline with the IP&R guidelines and requirements.

The Committee also adopted the 2014-2018 Draft Strategic Plan and 2014-2018 Draft Delivery Program, including the Annual Operating Plan, Budget and Revenue (fees and charges) Policy. The Fees and Charges Policy have been incorporated into Council's Draft Operational Plan and Revenue Policy.

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.

The Draft MRL 2014-2018 Draft Strategic Plan and 2014-2018 Draft Delivery Program, including the Annual Operating Plan, Budget and Revenue (fees and charges) Policy documents have been 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.

RECOMMENDATION

That Council authorise the Mayor and General Manager to sign the Macquarie Regional Library Agreement 2014-2018 **FURTHERMORE** that Council approves the Draft MRL 2014-2018 Draft Strategic Plan and 2014-2018 Draft Delivery Program, including the Annual Operating Plan, Budget and Revenue (fees and charges) Policy and place on public exhibition for a period of twenty-eight (28) days.

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Item 17 Quarterly Budget Review Statement for the Quarter Ending 31 March 2014

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

Reason for Report

To present a summary of Council's financial position as at the end of the March 2014 quarter.

Background

The Quarterly Budget Review Statement (QBRs) presents a summary of Council's financial position at the end of each quarter. It is the mechanism whereby Councillors and the community are informed of progress against the management plan.

In December 2010 the NSW Division of Local Government developed a set of minimum requirements for reporting the financial position of Council, to facilitate explanations and major variations and recommend changes to the budget for Council approval. The reports also enable the Responsible Accounting Officer (RAO) to indicate if Council will be in a satisfactory financial position at the end of the financial year.

The minimum requirements for the QBRs are included in the Code of Accounting Practice and Financial Reporting and form part of the legislative framework in accordance with clause 203 (3) of the Regulations.

The new reporting format came into effect on 1 July 2011. The QBRs is composed of, but not limited to, the following budget review (BR) components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the QBRs (**QBRs: Part 2**);
- Budget Review Income and Expenses Statement in one of the following formats (**QBRs: Parts 3, 5 & 6**):
 - consolidated
 - by fund (e.g. General Fund; Water Fund; Sewer Fund)
 - by function, activity, program etc to align with the management plan / operational plan;
- Budget Review Capital Budget (**QBRs: Parts 7 & 8**);
- Budget Review Cash and Investments position (**QBRs: Part 10**);
- Budget Review Key Performance Indicators (**QBRs: Part 12**);
- Budget Review Contracts and Other Expenses (**QBRs: Part 13**);

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The following important financial information has also been provided in addition to the information required as part of the QBRs reporting framework:

- Balance Sheet as at 31 March 2014 (**QBRs: Part 9**);
- A Summary of Results that links the function view of Council's activities back to Council's income statement and cashflow statement (**QBRs: Part 4**);
- A Loan Movement Schedule (**QBRs: Part 11**).

A copy of Council's first quarter QBRs for the quarter ending 31 March is provided under separate cover as an Appendix to the May 2014 business paper.

Issues

Significant points to note from Council's March quarter QBRs include:

- Council's YTD surplus/ (deficit) from Council's income statement is a deficit of (\$2.539m);
- Council is currently forecasting an accrual deficit (per Council's income statement) of (\$2.896m) at the end of the financial year which represents a \$10k decrease relative to the original budget;
- Council has currently spent \$7.404m of its proposed \$13.828m (54%) capital program;
- Council's cash and investments balance is currently forecast to increase from \$12.129m as at 31 March 2014 to \$13.608m at 30 June 2014;
- Council's unrestricted cash and investments balance is \$1.604m as at 31 March 2014;
- Council's cash surplus/(deficit) which includes capital expenditure and loan movements, but excludes other balance sheet movements and depreciation is forecast to be (\$3.615m) at year end. This figure includes supplementary votes submitted for approval discussed below as well as revotes of \$3.247m that are to be funded from restricted assets.
- As revotes and some supplementary votes are funded from restricted assets, Council's real forecast cash surplus/(deficit) is a surplus of \$104k.

Some issues to note as at 31 March include:

- Although Council is currently tracking well against budget at 31 March, issues with the seasonality of expenditure and lower than prior year capital expenditure (resulting in salaries being expensed against recurrent jobs) could mean a worse P&L result at year end compared to 2012/13 (forecast result of \$2.896m deficit versus 929k deficit in 2012/13), and the possibility of some expenditure line items trending slightly over budget;
- Quarry revenue is still currently trending slightly under budget, although it is hoped that this will be addressed following the appointment of Quarry Superintendent.
- The QBRs is Council's opportunity to explain major variations and recommend changes to Council's original budget for Council approval. Explanations for major variations are reported within the QBRs, and Council has also included in the QBRs supplementary votes for approval (total \$134k increase in cash outflows, of which \$250k is to be funded by restricted assets, resulting in a \$116k decrease in Council's deficit);
- Suggested recurrent expenditure increases of \$564k;

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- Suggested capital expenditure increases of \$75k (\$250k funded from restricted assets);
- An increase in revenue of \$504k.

Options

The suggested supplementary votes for the March quarter results in a \$116k improvement in Council's unrestricted cash position. Council has two options in regard to the supplementary votes suggested in the March QBRS:

1. Approve the supplementary votes per the recommendations of the Finance and Projects Committee;
2. Approve the suggested supplementary votes but either postpone selected current year capital projects to 2014/15 or reduce recurrent expenditure budgets to reduce Council's forecast deficit.

Financial Considerations

Council's original cash deficit for the 2013/14 financial year per Council's Operational Plan was \$206k. Council subsequently revoked \$3.247m worth of capital expenditure budgeted for in the 2012/13 financial year (funded from restricted assets) into the 2013/14 financial year leaving the current year forecast surplus/ (deficit) unchanged.

In the September QBRS Council approved supplementary votes of \$206k, reducing the surplus to \$1k. In December Council approved further supplementary votes of \$27k (\$14k funded from restricted assets) resulting in a forecast cash deficit of \$12k. The March Quarter QBRS includes total supplementary votes of \$116k which if approved will result in a forecast cash surplus of \$104k.

Statement by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter ended 31 March 2014 indicates that Council's projected financial position as at 30 June 2014 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

RECOMMENDATION

That Council accept the Quarterly Budget Review Statement for the quarter ending 31 March 2014, and approve the requested supplementary votes for a total value of \$116k.

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Item 18 Operational Plan and Delivery Program 2014/2015 to 2017/2018

Division:	Corporate Services
Management Area:	Finance
Author:	Chief Financial Officer – Stefan Murru
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 seek Council endorsement of the draft Warrumbungle Shire Council Delivery Program 2014/15 -2017/18 and Operational Plan 2014/15 and to seek Council approval to place these documents on public exhibition for at least 28 days, to be presented with feedback and community comment at the June 2014 meeting.

Background

In the 2011/12 Financial Year Council was for the first time required to operate under the DLG's new reporting framework for NSW local government known as the Integrated Planning and Reporting (IP&R) Framework. This new reporting framework replaced the former Management Plan and Social Plan with an integrated framework that includes a Community Strategic Plan, a Delivery Program, an Operational Plan and a Resourcing Strategy.

The Delivery Program under the IP&R Framework is the document where the community's strategic goals are systematically translated into actions. The Delivery Program details the principal activities to be undertaken by the Council to implement the strategies established by the Community Strategic Plan within the resources available under the Resourcing Strategy.

The Delivery Program is a statement of commitment to the community from each newly elected council. In preparing the Delivery Program, Council is accounting for its stewardship of the community's long-term goals, outlining what it intends to do towards achieving these goals during its term of office and what its priorities will be. It is designed as the single point of reference for all principal activities undertaken by Council during its term of office and details all projects and deliverables to be achieved over the following four years (2014/15 – 2017/18). The Delivery Program also provides detailed service levels that Council is to meet in this four year time frame.

Supporting the Delivery Program is an annual Operational Plan which details projects and deliverables to be undertaken in the following year to achieve the commitments made in the Delivery Program. The Operational Plan is in effect Council's budget for the following year (2014/15) and also includes Council's Statement of Fees and Charges for the 2014/15 financial year.

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Issues

Both Council's Long Term Financial Plan and the 2012/13 TCorp Financial Assessment, presents Warrumbungle Shire Council as having a weak financial position, with the TCorp Report deeming Council's financial sustainability rating to be "weak" and outlook to be "negative".

Although Council has made considerable progress in addressing its long term financial position in the 2013/14 budget and performance in the previous financial year, the fact remains that there are external influences outside Council's control that impact on Council's financial position. These include:

- The fact that Warrumbungle Shire Council is a sparsely populated rural local government area (LGA) with a large transport infrastructure network and no corresponding economies of scale;
- An ageing and declining population;
- Cost shifting by other levels of government;
- Difficulties recruiting and retaining staff in a competitive market;
- Revenue constraints such as rate pegging; and
- Council's reliance on grant funding.

Options

Council can either:

1. Per the recommendations of the Finance and Projects Committee accept and place on public exhibition for at least 28 days the Warrumbungle Shire Council Delivery Program 2014/15 -2017/18 and Operational Plan 2014/15 as is with a \$92k deficit in 2014/15 and \$345k surplus over four years; or
2. Make adjustments to the Warrumbungle Shire Council Delivery Program 2014/15 -2017/18 and Operational Plan 2014/15 to achieve a balanced budget in 2014/15.

Then accept and place on public exhibition for at least 28 days the revised Warrumbungle Shire Council Delivery Program 2014/15 -2017/18 and Operational Plan 2014/15.

Financial Considerations

The 2014/15 Draft Operational Plan Budget as it currently stands results in a deficit of \$92k. Council has the option to adjust this deficit by either delaying capital projects or reducing recurrent expenditure to achieve a balanced budget. Council's Delivery Program is forecast to result in a surplus of \$345k over the four years of the program.

In the Finance and Projects Committee meeting it was recommended that Council accept a deficit of \$92k for the 2014/15 financial year. Although this deficit only represents 0.2% of total revenue for the 2014/15 year and the four year Delivery Program results in a surplus of \$345k, best practice financial management would be to push for a slight surplus in 2014/15 or at least a balanced budget.

RECOMMENDATION

That Council make adjustments to the Warrumbungle Shire Council Delivery Program 2014/15 - 2017/18 and Operational Plan 2014/15 to achieve a balanced budget in 2014/15 and then accept and place on public exhibition for at least 28 days the revised Warrumbungle Shire Council Delivery Program 2014/15 -2017/18 and Operational Plan 2014/15.

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Item 19 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 – Kevin 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 30 April 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. Also, this report now includes 2014/15 projects where survey and design and investigation has commenced.

Attachment 2.0 contains a list of unsealed roads that have been maintenance graded since 1 July 2013. The attachment also include roads that schedule for maintenance grading over the next two months.

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 and attachment 2.0 is noted for information only

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Attachment 1.0 – Technical Services Works Program Report for Period Ending 30 April 2014

Task Name	Finish Date	Budget (\$)	Year to Date Exp(\$)	% Work Complete
Technical Services		12,007,434	9,667,745	75%
Asset Design Services	Fri 28/11/14	40,900	24,443	41%
Survey Equipment	Fri 27/06/14	12,000	12,000	100%
Software Upgrades	Fri 30/05/14	18,000	2,660	50%
Binnia St Median Ext.	Fri 1/08/14	0	0	0%
Bridge design - Orana Rd	Fri 1/08/14	0	0	0%
Dalgarno St, Median	Fri 28/11/14	0	0	0%
Road Safety Program	Fri 27/06/14	10,900	9,783	100%
Keep our kids safe	Thu 9/10/14	3,000	2,404	100%
Just slow down	Fri 23/05/14	4,000	3,975	100%
Watch out people about	Fri 25/10/13	1,200	1,010	100%
Free Cupp for the driver	Fri 27/06/14	1,500	1,498	100%
Wkshps Sup of L Drivers	Thu 21/08/14	1,200	896	100%
Fleet Services	Fri 27/06/14	3,337,767	3,112,747	90%
Minor Plant Purchases	Fri 30/05/14	21,510	16,781	90%
Plant Purchases	Wed 30/07/14	3,316,257	3,095,966	90%
Road Contracts	Fri 27/06/14	2,684,478	2,710,007	90%
RMS Work Orders	Fri 27/06/14	1,654,978	1,654,978	90%
Reseals	Mon 18/11/13	1,029,500	1,055,029	100%
Baradine reseals	Thu 14/11/13	17,200	22,488	100%
Binnaway reseals	Wed 6/11/13	15,400	18,701	100%
Coolah reseals	Fri 15/11/13	25,600	34,571	100%
Coonabarabran reseals	Mon 4/11/13	82,000	53,596	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	434,208	100%
Regional Rd reseals	Tue 12/11/13	430,500	437,632	100%
Road Operations	Fri 5/06/15	5,559,514	2,757,352	55%
Local Roads	Fri 5/06/15	3,141,469	1,096,913	75%
Bridge - Grandchester	Thu 31/10/13	200,000	107,548	85%
Bridge - Tongy	Fri 16/08/13	116,689	297,439	100%
Bridge - Bugaldie Ck	Fri 11/10/13	116,689	174,294	100%
Bridge-Baby Creek	Fri 30/08/13	20,000	29,204	100%
Garrawilla Ck (fld damage)	Fri 16/08/13	164,791	222,722	90%
Premer Estate Cwy	Fri 16/05/14	38,300	34,239	100%
Bridge - Barad/Aero Rd	Fri 26/09/14	250,000	12,685	5%
Bridge- Baradine Creek	Fri 5/06/15	1,500,000	65,000	5%
Borambitty Rd Crest	Fri 6/09/13	25,000	16,148	100%
Coolah Ck Rd Rehab	Fri 21/02/14	110,000	134,910	100%

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Task Name	Finish Date	Budget (\$)	Year to Date Exp(\$)	% Work Complete
Bridge - Kenebri	Fri 2/01/15	600,000	2,724	0%
Gravel Road Resheeting	Fri 13/06/14	855,000	719,165	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	38,613	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 Road	Fri 30/05/14	90,000	52,710	75%
Regional Roads	Fri 26/06/15	1,563,045	941,274	50%
Bridge - Saltwater Crk No 2	Tue 30/12/14	594,045	542,864	65%
MR55 Pavement Rehab	Fri 7/02/14	800,000	275,909	35%
MR129 Pavement Rehab	Fri 25/04/14	169,000	122,501	100%
Mow Creek	Fri 26/06/15	0	0	0%
Mow Creek design	Fri 26/09/14	0	0	0%
Mow Crk, Construct.	Fri 26/06/15	0	0	0%
Urban Services	Fri 26/06/15	1,508,828	683,842	15%
Horticulture	Fri 26/06/15	244,590	77,158	13%
Binnaway Progress 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	Wed 19/11/14	35,000	2,091	3%
Milling Park Toilet	Fri 26/06/15	50,000	0	0%
Neilson Park - Fitness Equip	Fri 27/06/14	14,590	0	0%
Timor Park Toilet	Fri 26/09/14	25,000	0	0%
Nandi Park Toilet	Fri 26/09/14	45,000	0	0%
Ovals	Fri 27/06/14	196,148	92,852	36%
Robertson Oval, irrigation	Fri 27/09/13	56,595	47,950	95%
Bowen - Turf Wicket	Fri 24/01/14	8,000	1,854	100%
Baradine Grandstand	Fri 14/03/14	40,000	12,600	60%
Binnaway Grandstand	Fri 28/03/14	47,000	15,830	66%
Bowen Oval - construct	Fri 27/06/14	37,553	14,618	65%
Coona. Netball crts	Fri 30/05/14	0	0	0%
Site plan	Thu 24/04/14	0	0	0%
geotechnical invest	Fri 30/05/14	7,000	0	0%
Swimming Pools	Fri 27/12/13	72,000	68,138	100%

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Task Name	Finish Date	Budget (\$)	Year to Date Exp(\$)	% Work Complete
Coona Concrete repairs	Fri 27/09/13	20,000	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	100%
Town Streets Baradine	Fri 27/06/14	159,932	43,687	30%
Street light - Lachlan Street	Fri 26/07/13	4,632	5,052	100%
Flood Levee Invest	Fri 27/06/14	120,000	38,635	33%
Baradine Foot Rehab	Fri 27/06/14	5,300	0	0%
Walker street k&g	Fri 28/03/14	30,000	0	3%
Walker desing	Tue 18/02/14	0	0	75%
Walker construct	Fri 27/06/14	0	0	0%
Town Streets Binnaway	Fri 27/06/14	60,000	4,250	30%
David street k&g	Fri 25/04/14	60,000	4,250	1%
David design	Fri 27/06/14	0	0	60%
David construction	Fri 27/06/14	0	0	0%
Town Streets Coolah	Fri 26/06/15	249,100	67,609	20%
Coolah cycleway	Fri 30/08/13	10,814	10,478	100%
Binnia St. kerb blisters	Fri 9/05/14	90,286	28,687	35%
Binnia design	Thu 28/11/13	0	0	100%
Binnia construction	Fri 30/05/14	0	0	7%
Booyamurra St. rehab	Fri 30/05/14	110,000	0	2%
Booyamurra design	Fri 27/06/14	0	0	8%
Booyamurra const	Fri 26/06/15	0	0	0%
Coolah Foot Rehab	Fri 10/10/14	20,000	8,824	1%
Campbell St. Traffic Calming	Fri 30/05/14	18,000	19,620	75%
Town Streets Coona	Fri 27/06/14	320,058	270,512	42%
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%
Robertson St, rain garden	Fri 30/05/14	16,000	0	0%
Dalgarno Foot Rehab	Mon 28/10/13	45,000	0	3%
Dalgarno Foot design	Fri 28/02/14	0	0	75%
Dalgarno Foot construct	Fri 27/06/14	0	0	0%
John St kerb rehab	Fri 29/11/13	70,000	4,170	31%
John St Kerb desing	Fri 15/11/13	0	0	100%
John St kerb constr	Fri 30/05/14	0	0	8%
Cycleway Newell Hwy	Fri 13/09/13	120,000	121,453	95%
Cycleway desing	Fri 2/08/13	0	0	100%
Coona cycleway constr	Fri 27/09/13	0	89,611	100%
Cycleway under bridge - design		0	0	0%
Town Streets Dunedoo	Fri 26/06/15	192,000	37,667	30%

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Task Name	Finish Date	Budget (\$)	Year to Date Exp(\$)	% Work Complete
Wallaroo St construction	Fri 20/12/13	150,000	2,318	2%
Wallaroo design	Fri 30/08/13	0	0	75%
Wallaroo constr	Fri 26/06/15	0	0	0%
Dish drain const	Fri 21/02/14	22,000	17,776	100%
Dunedoo Foot Rehab	Fri 27/06/14	20,000	17,573	3%
Town Sts Mendooran	Fri 18/10/13	15,000	21,969	100%
Mendooran Foot Rehab	Fri 18/10/13	15,000	21,969	100%
Water	Tue 22/12/15	670,146	306,815	65%
Baradine	Tue 22/12/15	70,325	2,888	50%
WTP building renovations-Invest.	Wed 18/02/15	2,000	1,850	100%
WTP clarifier rehab	Tue 22/12/15	1,038	1,038	10%
Namoi Street-Water main extension	Fri 27/06/14	67,287	0	0%
Binnaway	Wed 17/12/14	66,079	29,052	50%
Main Replac. Napier St	Wed 17/12/14	50,357	13,330	20%
Mains extension - Yeulba St	Thu 1/05/14	12,643	12,643	100%
Bitumen sealing treatment plant road	Fri 2/05/14	3,079	3,079	100%
Coolah	Fri 18/10/13	23,958	11,173	10%
Wentworth St - Reservoir relining	Fri 18/10/13	12,785	0	0%
Main exten. Gilmore Street	Thu 1/08/13	11,173	11,173	100%
Coonanbarabran	Tue 25/11/14	180,500	54,995	73%
Meter replacements	Wed 30/04/14	500	203	100%
Main replacement, Cassilis St.	Tue 25/11/14	70,000	7,269	10%
Main extension, Robertson/John	Wed 28/05/14	60,000	39,096	100%
Main extension, Queenie Street	Thu 30/10/14	50,000	8,427	10%
Dunedoo	Tue 29/04/14	299,284	201,276	45%
Meter replacements	Thu 1/08/13	5,000	0	0%
Main. Bolaro (Tallawang-Merrygoen)	Fri 14/03/14	5,000	2,394	100%
New Bore	Fri 27/06/14	228,284	198,645	90%
Reservoir rehab.	Thu 30/10/14	61,000	237	0%
Mendooran	Fri 11/10/13	30,000	7,431	20%
water pressure project	Fri 25/07/14	30,000	7,431	20%
Sewerage	Thu 3/12/15	155,408	72,539	1%
Baradine	Tue 18/03/14	10,000	0	0%
Replac. vacuum components	Fri 26/09/14	10,000	0	0%
Coonabarabran	Thu 26/11/15	59,295	6,795	1%
Mains relining	Thu 26/11/15	50,000	0	0%
Replace steel rods	Sat 28/06/14	6,795	6,795	100%
Sewer dump point, incl Baradine	Fri 30/05/14	2,500	0	100%
Coolah	Thu 3/12/15	71,113	65,080	1%
STP upgrade	Thu 3/12/15	10,000	3,967	1%

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Task Name	Finish Date	Budget (\$)	Year to Date Exp(\$)	% Work Complete
Water jet cleaner	Fri 28/03/14	61,113	61,113	100%
Dunedoo	Fri 27/06/14	15,000	664	5%
STP upgrade	Fri 27/06/14	15,000	664	5%

Attachment 2.0 – Maintenance grading on unsealed local rural roads

Road Name	Category	Length Graded (km)
Flags Rockedgiel Rd	1	13.2
Coolah - Neilrex Rd	1	9.8
Piambra Rd	1	2.5
State Forest Rd	1	11.1
Gundare Rd	1	7.8
Dennykymine Rd	1	27.1
Evans Rd	1	4.3
Piambra Rd	1	1.3
Neilrex Rd	1	9.8
Beni Crossing Rd	1	8.2
Wyuna Rd	1	34.1
Mt Nombi Rd	1	7.0
Indians Lane	1	1.7
Ropers Rd	1	17.6
Round Mountain Rd	1	11.0
Tannabah Rd	1	2.1
Goolhi Rd	1	13.3
Yarragrinn Rd	1	13.1
Gentle Annie Rd	1	4.6
Dennykymine Rd	1	13.0
Dennykymine Rd	1	14.1
Morrisseys Rd	1	5.0
Carmel Lane	1	5.0
Dinby Lane	1	4.2
Box Ridge Rd	1	28.1
Brooks Rd	1	3.0
Brooks	1	23.0
Brooklyn Rd	1	5.8
Cobborah Rd	1	14.8
Digilah West Rd	1	12.0
Digilah East Rd	1	5.8
Boomley Rd	1	3.5
Yarrow Rd	1	3.8
Avonside Rd	1	10.7
All Weather Rd	1	2.5

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Road Name	Category	Length Graded (km)
Fairfield Rd	1	5.1
River Rd	1	4.9
Sleightholmes Rd	2	4.6
Premer Estate Rd	2	4.2
Gamble Creek Rd	2	18.2
Orana Rd	2	8.9
Moorefield Rd	2	8.0
Forans Lane	2	8.5
Doganabuganaram Rd	2	7.3
Mooren Rd	2	6.8
Kilchurn Rd	2	7.4
Yuggel Rd	2	10.9
Wangmans Rd	2	4.5
Leaders Rd	2	18.8
Wingabutta Rd	2	10.2
Wattle Springs Rd	2	5.3
TV Rd	2	6.9
Angus Rd	2	10.1
Borah Creek	2	11.9
Ameys Rd	2	4.4
Keeches Rd	2	8.3
Bellings Rd	2	3.8
Schumacks Rd	2	3.5
McEvoys Rd	2	4.3
Yaminbah Rd	2	14.5
Monks Rd	2	1.1
Bingie Grumble Rd	2	5.0
Merryula Rd	2	10.0
Toorawandi Rd	2	3.2
Mow Rock Rd	2	5.1
Yearinan Station Rd	2	7.9
Yuggel Rd	2	10.9
Willicombes Rd	2	3.9
Uphills Lane	2	5.2
Mia Mia Rd	2	6.0
Mia Mia Rd	2	5.2
Sandy Creek Rd	2	27.3
Lambing Hill Rd	2	4.1
Wongoni Rd	2	5.6
Sandy Creek Rd	2	6.0
Lockerbie Rd	2	9.8
Nullawa Rd	3	2.9

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Road Name	Category	Length Graded (km)
Pandora Rd	3	4.2
Tibuc Rd	3	2.0
Reddens Rd	3	2.8
Sherbrookes Rd	3	1.5
Minnedah Rd	3	1.1
Burma Rd	3	6.4
Boori Rd	3	2.1
Jerrys Lane	3	0.6
Bakers Lane	3	4.2
Ulungra Springs Rd	3	1.5
Railway Rd	3	1.8
Stoney Pt Road	3	2.3
Old Common Rd	3	1.6
Eshmans Rd	3	1.0
Bungabah Rd	3	2.3
Carmichaels Rd	3	0.7
Hawkers Rd	3	1.7
Eastburns Rd	3	2.9
Merebene Rd	3	2.2
Heads Rd	3	1.5
Deihm Rd	3	1.8
Mt Bangalore Rd	3	7.1
Bullinda Rd	3	7.3
Narangarie Rd	3	5.3
Melrose Rd	3	1.9
Banoon Rd	3	6.2

Roads Scheduled for Maintenance next 2 months

	Category
Ropers Rd	1
Wyuna Rd	1
Mt. Nombi Rd	1
Goolhi Rd	1
Newbank Lane	1
Sansons Lane	1
Mitchell Springs Rd	1
Lawson Park Rd	1
North Pine Ridge Rd	1
Berowra Rd	1
Kanoona Rd	1
Boltons Creek Rd	2
Coybil Rd	2

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Roads Scheduled for Maintenance next 2 months

	Category
Gamble Creek Rd	2
Mancers Lane	2
Eckroyds Rd	3
Masmans Rd	3
Murrays Rd	3
Rowbotham Rd	3
Dungeon Rd	3
Homestead Rd	3

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Item 20 Waste Levy

Division:	Development Services
Management Area:	Warrumbungle Waste
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P18.1 Options are explored and identified for the improvement of local waste and recycling services.

Reason for Report

Council has received correspondence from the NSW EPA advising consultation is commencing on the expansion of the waste levy across the State. This report provides Council with information on the levy and available options. A copy of the Options has been forwarded to Councillors under separate cover.

Background

Under the Protection of the Environment Operations Act 1997 (POEO Act) occupiers of certain scheduled waste facilities in NSW are required to pay the waste levy. It is generally added to the disposal charges set by landfills. The original aim of the levy was to reduce the amount of waste being disposed of and promote recycling and resource recovery.

Currently, there are 80 local government areas across NSW to which the waste levy does not apply. These areas are typically rural and regional areas with populations ranging from just over 1,000 people to up to 60,000 people. These Councils are referred to as non-regulated and are outside the regulated or levy paying area. Warrumbungle Shire Council is located in the non-regulated area and is not required to pay the waste levy. The regulated area comprises of three areas in NSW, these are known as the Sydney Metropolitan Area, the Extended Regulated Area (being Illawarra & Hunter Regions), and the Regional Extended Area (being North Coast LGA's).

In 2012 the Minister for the Environment commissioned the consultancy firm KPMG to undertake an independent review of the waste levy. As part of the review KPMG recommended extending the waste levy across the whole of NSW, exempting small regional landfills receiving less than 5,000 tonnes per annum from the requirement to pay the levy. In response the NSW Government did not support the KPMG recommendation to extend the levy across the State and instructed the EPA to undertake an extensive consultation process with potentially affected Councils.

Issues

Consultation is currently underway as to the preferred option of Councils as to whether the levy should extend to the non-regulated areas or not. It is necessary for this Council to advise their preferred option. If the levy is enforced across all NSW LGA's without exemptions, Warrumbungle Shire Council will be required to increase waste charges and fees to cover the costs. This would impose further costs onto Council's ratepayers, local businesses and communities.

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Options

As part of the consultation, the EPA has devised 4 options for Councils to consider, these options are;

1. Not expanding the levy
2. Extending the levy across NSW
3. Extending the levy across the state, whilst exempting regional landfills that receive <5,000 tonnes per annum (the KPMG recommendation)
4. Implementing an opt in levy system where councils currently located outside the levy area can choose to implement a waste levy at set or chosen rates.

The options are straight forward. At present Warrumbungle Shire does not landfill greater than 5,000 tonne per annum, therefore Option 3 if implemented would not apply in the short term, but may in future when landfills need to be replaced. Option 2 would apply across the state to all LGA's (including Warrumbungle Shire Council). The NSW EPA has stated Council's that indicate a preference for Option 1 are also requested to indicate their preferred option should a waste levy be expanded to the non-levied area (Options 2 to 4).

Financial Considerations

The levy amount per tonne for rural and regional councils (non-regulated) has not yet been advised, however for the purpose of the consultation paper, the levy rate in the current non-regulated area is estimated to be \$10 per tonne. Councils in the regulated area are currently paying the following rates for 2013/14:

- Sydney Metropolitan Area and Illawarra & Hunter Regions - \$107.90 per tonne
- North Coast LGA's - \$53.70 per tonne.

The additional costs per tonne would be required to be costed back to the user without cross subsidisation by Council, regardless how much the levy is. The levy is passed onto the NSW Government and can be directed towards the funding of waste and resource recovery infrastructure grants and programs. Levied councils have the opportunity to apply for funding, whereas at this stage non-levied (non-regulated) councils are not eligible too. It should be noted the less waste that goes to landfill, the less levy that is paid – the aim of the levy is to increase recycling (the levy does not apply to recyclables that are not landfilled).

RECOMMENDATION

That Council advise the NSW EPA that no expansion of the levy (Option 1) is Council preferred option **FURTHERMORE** that in the event that a waste levy is expanded into the non-regulated area, that Council advise the NSW EPA it prefers that the opt in levy system (Option 4) whereby Councils currently outside the levy area can choose to implement a waste levy at set or chosen rates is our preferred option.

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Item 21 Crown Land Management Review White Paper

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager Property and Risk – Jennifer Parker
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU 4 – Our towns and villages are characterised by their attractiveness, appearance, safety and amenity.

Reason for Report

The Crown Lands Management Review commenced in June 2012. The aims were to improve the management of Crown land and increase the benefits and returns from Crown land to the community. The White Paper is the final step in the process to putting new legislation relating to the management of Crown Land in NSW.

The NSW Government has encouraged the public to read the White Paper and have a say on the legislative proposals. The input from local communities and key stakeholders, together with all submissions will be considered when developing the new Crown lands legislation.

Background

The NSW Crown estate covers 42 per cent of NSW, contributing to the social, environmental and economic fabric of the state. The legislation has not had a major review for more than 25 years.

Over 3 million hectares are Crown Land in NSW.

MANAGEMENT TYPE	TRUST MANAGEMENT TYPE	RESERVES	HECTARES
No trust (i.e. managed by Crown Lands Division)		17993	2,382,721.5
Reserve trust	Nil (Crown Lands Division)	123	2,796.5
	Administrator	36	18,261.1
	Corporation*	885	70,318.4
	Council	5555	83,701.9
	Community trust	671	21,788.2
	Subtotal	7270	196,866.1
Livestock Health and Pest Authority (now Local Land Services)		6485	542,975.1
Devolved to Councils		2135	14,359.2
Management unknown		800	52,987.5
Trusts over Commons		118	54,504.8
Vested in Councils		46	351.5
School of Arts trust		25	4.2
Managed by other New South Wales department		23	991.5
Total		34,987	3,245,761.5

Delegation of management on Crown reserves, by number of reserves and hectares (taken from Crown Lands Management Review)

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The review terms of reference were to identify and recommend:

- key public benefits (social, environmental and economic) derived from Crown land,
- the New South Wales Government's future role in the management and stewardship of Crown land,
- the basis of an appropriate return on the Crown estate, including opportunities to enhance revenue,
- business, financial and governance structures that enable achievement of desired outcomes within financial and resource constraints,
- opportunities for efficiency improvement and cost reduction, consistent with red tape reduction objectives and accountability,
- introduction by NSW Government of incentives to enable the Crown Lands Division to manage and develop the Crown estate in line with NSW Government objectives, and
- a contemporary legislative framework.

Only Crown land administered by the Crown Lands Division is considered in this Review. National parks, state forests and community lands owned by Councils are out of scope on the basis that they are special categories of public land managed for specific purposes by other entities.

In summary, the recommendations address issues around:

- the ownership of the Crown estate, depending on the balance of local and state uses and benefits,
- the governance of Crown land and the level of community involvement,
- the ownership of travelling stock reserves,
- administrative arrangements for managing Western Lands leases,
- the adequacy and transparency of Crown Lands Division's accounting systems,
- the amount of red tape and the need for multiple approvals for activities,
- overlaps in legislation and the need to rationalise the number and coverage of Acts that affect Crown land management, and
- the operation of Crown Lands Division and the shift needed for it to meet community expectations and adopt modernised business procedures.

With the exception of removing the option to dedicate Crown land in the future all recommendations were supported or supported in principle by the NSW Government.

The release of the White Paper for consultation on the proposed legislative changes was requested for Crown Lands Division to undertake. Submission of comments will be accepted up to 5pm on 20 June 2014.

Issues

Public comment is invited on all the recommendations and proposals in the White Paper. In particular, views are sought on any or all of the following questions.

Proposed legislation

1. *How would developing one new piece of legislation to manage the Crown land estate benefit the community?*

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2. *Are the objects and provisions proposed for the new legislation appropriate to support Crown land management in the 21st Century?*

The current legislation is administrated under three core Acts;

- *Crown Lands Act 1989* (Crown Lands Act)
- *Crown Lands (Continued Tenures) Act 1989* (Continued Tenures Act)
- *Western Lands Act 1901* (Western Lands Act)

There are another four Acts that also relate to the management of Crown Land.

- *Public Reserves Management Fund Act 1987* (PRMF Act)
- *Commons Management Act 1989* (Commons Act)
- *Trustees of Schools of Arts Enabling Act 1902* (Schools of Arts Act)
- *Wentworth Irrigation Act 1890 and the Hay Irrigation Act 1902* (Irrigation Acts).

Currently Reserve Trusts are guided by the Reserve Trust Handbook in managing their Reserve Trust. The Hand book takes into account all the above Acts however much of the legislation is duplicated in these multiple acts.

Developing new legislation to manage Crown land estates would make management more streamlined and focused. The objects and provisions in the new legislation will make it simpler to administer the estates and make the process far more transparent. The Minister will still retain power to deal with and do work on land, enter into commercial contracts, grant leases and licences, create easements, and grant any interest over a Crown reserve provided that this is in the public interest.

The granting of leases and licences for commercial interest will be more comparable to the private sector.

Crown reserves will continue to provide for the reservation and dedication of land and the management of reserves. It will clearly define the method of appointment for Crown reserve managers, and their role, powers and governance arrangements.

Improved management arrangements for Crown reserves

1. *Do you have any comments on the proposal to allow local Councils to manage Crown land under local government legislation rather than under the Crown Lands Act?*
2. *What are your views about the proposed new management structure for Crown reserves?*
3. *Do you have any further suggestions to improve the governance standards for Crown reserves?*

The current management arrangements for Crown reserves are complicated and restrictive.

The new legislation will:

- remove duplication and red tape by allowing Councils to manage Crown reserves under the local government legislation
- simplify the management structure for reserves by replacing reserve trusts and reserve trust managers with reserve managers

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- allow governance standards to be set for reserve managers
- reduce the number of approvals and reporting requirements.

There is advantage for Council in managing some public reserves under one piece of legislation and not having to reconcile to the differences between to Local Government Act and Crown Land Acts.

The proposed new management structure for Crown Reserves will simplify the process. The new structure will bring New South Wales into line with other States and Territories who mostly have only Crown reserves and reserve managers.

Other streamlining measures

1. *Are there any additional activities that should be considered as 'low impact' activities in order to streamline landowner's consent?*
2. *Are there any other ways to streamline arrangements between the State and local governments?*
3. *In addition to the suggestions provided, are there any other ways to ensure that the public is notified of the proposed use or disposal of Crown land - and their views taken into account – that would be appropriate to include in the new legislation?*

Many provisions in the existing legislation can be streamlined to reduce unnecessary red tape. Other provisions can be removed entirely because they are no longer needed. Historical arrangements will be transitioned into the new legislation to avoid disruption.

Streamlining measures include:

- simplifying land ownership options to reduce the number of ways in which Crown land can be held
- removing the existing land assessment requirements
- streamlining requirements for landowner's consent to enable a development application to be made under the planning legislation
- providing more transparent, simple and accessible processes to notify the community about proposals for the use or disposal of Crown land
- abolishing land districts.

The review proposed that land ownership will be simplified for Crown land. Currently there are various levels of ownership from Vested in Her Majesty, with the State of New South Wales recorded on the land title to Cemeteries that are devolved to Council. Both are still considered Crown land. The review proposed that Devolved land of local interest to Council to meet local needs.

The land used for parks, gardens, local sports fields and recreation centres, community centres, swimming pools, tennis courts, tourist information centres and libraries would, in most cases, be considered to be local land. Crown land deemed to be local land would be transfer to Council. It is proposed that the ownership would be fee simple giving Councils the flexibility to change the use of the land or to dispose of it in accordance with asset management strategy, taking into account the needs of the communities. Native Title Claim outstanding on the estate would need to be addressed prior to transfer.

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The streamlining of the landowners consent will enable Council to do minor works like putting in a rainwater tank at those sites that are crown land i.e. Robertson Park. It could also be used where detailed assessments of a proposal are already carried out by Councils or other government agencies as part of the consent process.

Better provisions for tenures and rents

1. *Do you support the concept of a consistent, market based approach to rents, with rebates and waivers for hardship and public benefits for certain uses of Crown land applied where appropriate?*
2. *Is five years a reasonable amount of time to give tenure holders who currently pay below the statutory minimum rent to move to paying the minimum level of rent as required under the new legislation?*
3. *To avoid rent arrears issues for incoming tenure-holders, should the new legislation automatically transfer any rental debt to a new tenure-holder on settlement, or require any outstanding arrears to be paid prior to transfer or settlement?*
4. *What kinds of lease conditions should be considered 'essential', for the purposes of providing for civil penalties?*
5. *Should Crown land be able to be used for all forms of carbon sequestration activities?*

The existing Acts and regulations contain various provisions for different types of tenures (i.e. leases and licences), rent requirements and other aspects including forfeiture and surrender of tenures. These provisions are not consistent across the different pieces of legislation.

Proposals in relation to tenures and rents include:

- having consistent provisions for tenures, except where specific provisions are required for certain types of tenure
- treating large-scale commercial tenures like equivalent tenures in the private sector, in relation to lease conditions, market rent and appeal provisions
- adopting market rent as the default position and applying rebates and waivers where appropriate
- allowing the Minister to issue licences where Crown land is being used without permission
- addressing rent arrears and breach of tenure conditions
- providing for the sale of Crown land to lessees
- converting all permissive occupancies under the Continued Tenures Act to licences
- allowing the Minister the right to grant or approve broad carbon rights.

Greater flexibility for Western Lands leases

1. *What additional activities do you think should be permitted on Western Lands leases without the need for approval?*
2. *Bearing in mind the fragile nature of much land in the Western Division, in what situations do you think it would be appropriate to allow Western Lands leases to be converted to freehold?*

The Western Division is mainly property held under Western Lands leases issued under the Western Lands Act, together with a small amount of freehold land.

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Most of the Western Division is classified as a semi-arid rangeland that is mainly suitable for livestock grazing, although some areas have more resilient land that is suitable for cultivation and other intensive agricultural activities.

Rangelands are particularly sensitive to disturbance (including drought and overgrazing) and are slow to recover. It is important to continue to protect this fragile environment.

There is an opportunity to introduce greater flexibility into land management in the semi-arid parts of the Western Division, without weakening the protections provided by the leasehold system.

Crown land in the Western Division makes up around 88 per cent of the total Crown estate. The changes to the legislation will not affect this Shire as we do not hold any Reserves under this legislation.

Stronger enforcement provisions

1. *What are your views about the proposal to strengthen the compliance framework for Crown lands?*
2. *Do you have any suggestions or comments about proposals for the following:*
 - *Auditing*
 - *Officer powers*
 - *Offences and penalties*
 - *Other provisions*

An effective compliance framework is an important part of all legislation. It is needed to ensure that the Government's intentions are carried out.

It is generally more effective to encourage voluntary compliance with legislative requirements, but there will always be the need for strong penalties in cases of wilful non-compliance.

Consideration should also be given to whether compliance functions on Crown land can be shared with other New South Wales Government agencies or other bodies.

The new legislation will include:

- an auditing framework
- appropriate powers for departmental officers
- clearly-expressed offences and penalty levels that will act as a deterrent
- a realistic limitation period in which to bring proceedings
- the introduction of civil penalties
- powers to order remediation and removal and to issue stop-work orders.

Minor legislation

1. *Do you support the repeal of the minor legislation listed?*
2. *Do you see any disadvantages that would need to be addressed?*

There are a number of minor Acts that are no longer required and should be repealed. The required provisions can be continued in the new legislation through transitional provisions.

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Some affected land could be converted to Crown land, in which case the general provisions of the new legislation will apply to it.

Some land used for Schools of Arts could be transferred to Councils and managed under local government legislation. Other Schools of Arts land might stay in private ownership.

Some Acts might simply no longer be required, in which case they can be repealed without any further action.

Proposals for each of the minor Acts are:

- repeal the Commons Act and convert commons to Crown land
- transitional arrangements will be developed for the Schools of Arts Act
- repeal the Irrigation Acts and include provisions in the new legislation to continue the tenures under those Acts until such time as they are converted to freehold
- repeal the Wagga Wagga and Hawkesbury Racecourse Acts because they have fulfilled their purpose
- repeal the Orange Show Ground Act and administer the showground under the new legislation
- repeal the two Acts that provide for rent reductions and occupiers relief in irrigation areas because similar arrangements are provided elsewhere in the legislation.

Commons could be deemed local land and may fall under the care of Local Councils if the full review recommendations are put forward successfully. The other minor legislation will have not direct effect on Warrumbungle Shire Council.

Options

Council has the option to comment on the aspects on the Crown Lands Review White Paper that effect how Crown Land will be managed in our Shire.

Financial Considerations

The devolving of Crown land into Councils on fee simple terms will increase Councils asset base but also our management costs. The proposed transfer of assets will give Council the power under the Local Government Act to manage the properties to best give Council revenue either through rental or sale.

RECOMMENDATION

That Council formulate a response to all questions raised by the white paper that are relevant to Warrumbungle Shire Council.

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Item 22 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 – April 2014

Complying Development (Set Criteria) Development Application (Specialised Conditions)	Date Approved	Applicant's Name	Location	Town	Type Of Development
DA 50/1314	7/04/2014	Michael Pickering	14 Regan Street	Coolah	New shed
DA 54/1314	8/04/2014	Sandra Binns & Colin Jenkins	Lawnside Drive	Mendooran	Installation of a manufactured home
DA 56/1314	3/04/2014	Barry Williams	Forest Road	Mendooran	New farm shed
DA 57/1314	11/04/2014	Helen Stevens	56 Tibuc Road	Coonabarabran	New shed
DA 58/1314	7/04/2014	Charles Spicer	23 Martin Street	Coolah	Erect colour bond garage
DA 60/1314	15/04/2014	Ian Kubowicz	74 Bullinda Street	Dunedoo	New dwelling

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Development Applications

(ii) Bushfire – as of April 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	CC issued

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RECOMMENDATION

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