

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 AUGUST 2014
COMMENCING AT 10.00AM** **PAGE 1**

PRESENT: Cr Peter Shinton (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: Acting Manager Administration & Customer Service (M Bennett) (minutes)

Forum

10.02am

Ms Linda Rowe – Coal Seam Gas and the reported effects on people's health.

APOLOGIES: Cr Coe

34/1415 RESOLVED that in accordance with Resolution 07/1415 granting leave of absence, that the apologies of Cr Coe be accepted.

**Capel / Andrews
The motion was carried**

10.09am

At this time the Mayor called for Declaration of Interest (to declare pecuniary or non-pecuniary interest) from Councillors and senior staff in any matter listed in the Agenda for consideration at the meeting.

Councillor Capel declared a pecuniary and non pecuniary interest for Item 28.

Councillor Schmidt declared a pecuniary interest in Item 22.

REPORTS

Item 1 Minutes of Ordinary Council Meeting – 17 July 2014

35/1415 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 17 July 2014 be endorsed.

**Todd / Capel
The motion was carried**

Item 2 Minutes of Traffic Advisory Committee Meeting held on 24 July 2014

36/1415 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held on 24 July 2014.

2. That request by Road2Recovery to conduct an Educational Bike Ride on State Roads within the Warrumbungle Shire on 10-24 October 2014 be referred to RMS for consideration and approval.

**Capel / Schmidt
The motion was carried**

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Item 3 Minutes of Warrumbungle Liquor Accord Incorporated Meeting – 15 July 2014
37/1415 RESOLVED that Council notes the Minutes of the Warrumbungle Liquor Accord Incorporated Meeting held on 15 July 2014 at Dunedoo.

Schmidt / C Sullivan
The motion was carried

Item 4 Minutes of Special Consultative Advisory Committee Meeting – 6 August 2014
38/1415 RESOLVED that Council notes the Minutes from the Special Consultative Advisory Committee meeting held on 6 August 2014 at Coonabarabran.

Todd / Schmidt
The motion was carried

Item 5 Warrumbungle Shire Council Reserve Trust Committee Meeting Minutes
39/1415 RESOLVED that Warrumbungle Shire Reserve Trust Minutes be received.

Capel/ Schmidt
The motion was carried

Item 6 Request for Leave of Absence – Councillor Anne-Louise Capel
40/1415 RESOLVED that Council accepts the notification from Councillor Capel and grants a Leave of Absence from the Ordinary November 2014 Council meeting.

Todd / Schmidt
The motion was carried

Item 7 Notice of Motion – Anti Coal Seam Gas

A motion was moved by Councillor Schmidt and seconded by Councillor Capel

That Warrumbungle Shire Council reinforce its current position on coal seam gas mining in the Warrumbungle Shire, by adding 'We (The Warrumbungle Shire Council) will not accept donations, gifts or sponsorship in any form from any coal seam gas company.'

The motion was put and lost

Item 8 Audit and Risk Management Committee

41/1415 RESOLVED that Council extends the membership and structure of the Internal Audit function of Warrumbungle Shire Council for another 12 months to 30 June 2015 and appoint to the Audit and Risk Management Committee;

1. Mr Andrew Fletcher as independent Chair
2. Mr David Honner as the second independent
3. The Mayor as Councillor representative

FURTHERMORE that Luka Group be appointed Internal Auditor to 30 June 2015.

Capel / C Sullivan
The motion was carried

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Item 9 Warrumbungle Cobbora Transition Fund Committee

42/1415 RESOLVED that Council acquits the current committee members of the Warrumbungle Cobbora Transition Fund Committee, and the new Warrumbungle Cobbora Transition Fund Committee be formed with a revised Terms of Reference as amended.

Capel / C Sullivan
The motion was carried

Terms of Reference Warrumbungle Cobbora Transition Fund Committee

The Warrumbungle Cobbora Transition Fund Committee is an Advisory Committee of Council that has been established under the NSW Local Government Act (1993).

1. Title

The Committee shall be known as the Warrumbungle Cobbora Transition Fund Committee (hereinafter called the Committee).

2. Role and Objectives

This is an Advisory Committee, to provide a forum for discussion and make recommendations to Warrumbungle Shire Council to oversee the four (4) successful projects from the Cobbora Transition Fund:

- RNSW295 Dunedoo District Infrastructure Revitalisation
- RNSW290 Three Rivers Regional Retirement Community and Learning Centre
- RNSW300 Mendooran Multipurpose Centre
- RNSW324 Three Rivers Recreation Grounds Upgrade Project

The role of this Committee is purely advisory and may not commit Council resources. The Committee is to work within the framework of the Community Strategic Plan and does not deal with day to day operational matters. It should be noted that employees of the Council are not subject to the direction of the Advisory Committee or any of its members.

3. Management

A. Membership of Committee

The Committee shall consist of:

- X Councillor representatives (and the Mayor ex officio)
- One Staff Representative
- X Community representatives from the Warrumbungle Shire Council local government area. The Community members shall serve on the Committee in a voluntary capacity.

Membership of the Committee shall be reviewed after each quadrennial election.

The quorum for the Committee is 6 members.

WARRUMBUNGLA SHIRE COUNCIL

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This Committee meets as required for the purposes of the Cobbara Transition Fund time frame at Dunedoo.

B. Absence from Meetings

A Committee member absent from three (3) consecutive Committee meetings without approval of the Committee shall forfeit his/her place on the Committee.

C. Resignation from the Committee

Any member of the Committee may, by notice in writing addressed to the Committee, resign his/her office as a member.

D. Notification of Vacancies

The Committee shall notify the General Manager promptly of any vacancy occurring in its membership, whether it is through death, absence or resignation from the Committee. The Committee shall submit to the General Manager within 28 days the name of a person considered by the Committee to be suitable for appointment. The General Manager will decide whether to accept that appointment, or to call for public Expressions of Interest. All newly appointed members must participate in a committee induction process as soon as possible following their appointment to the Committee so that they can comply with the proper conduct of meetings.

4. Duties of Officers

A. Chairperson

The duties of the Chairperson are to:

- Direct meetings according to the Committee Terms of Reference, and Council's Code of Conduct.
- Facilitate the discussion of items on the agenda in a timely manner, and the consideration and approval of recommendations to Council.
- Ensure all committee members have the opportunity to participate in the meetings.
- Not attempt to direct Council staff, including not directing staff as to the content of any advice or recommendation.

B. Secretariat and Staff Officer

The duties of the Secretariat and Staff Officer are to:

- Call all meetings of the Committee, and where possible hold meetings to enable minutes to be presented at the Council meeting on the third Thursday of the month.
 - Develop and send out the agenda and reports for the meetings.
 - Advise the Committee without fear or favour.
 - Comply with Council's Guide to Ethical Behaviour: Staff.
 - Record the minutes in the meeting, prepare all minutes and distribute them as described below.
 - Keep a record of attendance for every member of the committee.
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- Attend to such housekeeping matters as booking meeting rooms and arranging refreshments in accordance with standard protocols.
 - The Council Staff will not be members of the Committee, nor have voting rights, nor preside at meetings, apart from when it is necessary to organise the election of a chairperson to preside at the meeting.

C. Members

The duties of the members are to:

- Attend and participate in meetings (as well as induction, planning sessions and relevant training).
- Work co-operatively with other members in achieving the objectives of the Committee.
- Contribute advice, ideas and suggestions relating to items on the agenda.
- Show respect for their peers, councillors, staff and others during Committee meetings.
- Understand that employees of the Council are not subject to the direction of Councillors, Committees or their members.

5. Meetings

- A QUORUM shall comprise a majority of members on the Committee. A scheduled meeting must be adjourned if a quorum is not present within half an hour after the time designated for the holding of the meeting, or at any time during the meeting. In either case, the meeting must be adjourned to a time, date and place fixed by the Chairperson, or, in his or her absence, by the majority of the members present.
- This is an Advisory Committee, and it is unlikely that there will be a need for voting, however, should that eventuality arise, each member of the Committee shall have one vote and decisions of the Committee shall be by simple majority. In the event of the votes and the members being equal the Chairperson of the meeting shall have a casting vote in addition to his/her deliberative vote.
- Council Secretariat and staff will attend meetings but have no voting rights, and provide administrative support and professional advice, as determined by the General Manager.
- The first item on the agenda for all committee meetings (after apologies and requests for leave of absence) shall be the declaring by members present of pecuniary and non-pecuniary interests and these shall be recorded in the minutes.
- Any committee member who has a pecuniary interest in any matter on the agenda for a committee meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.
- Conflicts of interest may also arise due to a strong relationship or affiliation the member may have with a matter being discussed by the committee. These are referred to as non-pecuniary interests. A non-pecuniary interest would be

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considered significant where the relationship or affiliation is such as it would prevent the member from impartially and objectively considering all the relevant information as a result of this conflict of interest.

- A Councillor committee member who has a non-pecuniary interest in any matter on the agenda for a meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and, in the case of a “significant” non-pecuniary interest must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

A community member of a committee who is also a member or representative of a community group that could be affected by any matter on the agenda, or that arises during a meeting at which they are present, (irrespective of whether or not the person has a pecuniary or a non-pecuniary interest), must state the name of the community group of which the person is a member or representative, and the matter shall be recorded in the minutes.

6. Minutes, Communications and Reporting

- The agendas and minutes of the Committee shall be stored as a permanent record of Council, as determined by the General Manager.
- Once the draft minutes have been approved they will be referred to the Chair of the Committee for confirmation. The draft minutes will then be circulated to Committee members. Any questions by members regarding the minutes are to be referred immediately to the Staff Officer and if any error in the minutes is confirmed, the Staff Officer shall arrange to make the appropriate changes.
- Minutes will be completed within 2 weeks of the Committee meeting and then reported to the next available Council Meeting.
- Members of the Committee are not permitted to speak to the media as representatives of the Committee unless approved by Council.

7. Insurance

- Council shall effect personal accident insurance on Committee members together with legal liability cover.

Note: Legal liability cover will only be provided to members of the Committee whilst they are acting within the scope of their duties for and on behalf of Council.

8. Statutory Requirements

- The Committee shall ensure that the Local Government Act 1993 and related Regulations, all other statutory provisions and all Council's Codes and Policies relating to its activities are at all time strictly observed.

9. Dissolution

All committees are automatically dissolved from the date of the quadrennial election.

Adopted:

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Modified:

Addendum: Nominated members of the Warrumbungle Cobbora Transition Fund Committee:

Date:

Chairperson:

•

Councillor Representatives:

•

Staff Representative

- General Manager, Steve Loane

Community Members:

•

External Organisation Representatives:

•

Item 10 Warrumbungle Cobbora Transition Funding Agreement

43/1415 RESOLVED that Council approves the General Manager and Mayor to affix Council's Seal, sign and execute the Restart NSW Funding Deeds for:

1. RNSW295 Dunedoo District Infrastructure Revitalisation \$1,846,500
2. RNSW290 Three Rivers Regional Retirement Community and Learning Centre \$4,500,000
3. RNSW300 Mendooran Multipurpose Centre \$133,445
4. RNSW324 Three Rivers Recreation Grounds Upgrade Project \$287,500

Capel / Andrews

The motion was carried

Item 11 Progress Report Delivery Program 2013-2017

44/1415 RESOLVED that Council adopts the 2013-2017 Delivery Program six (6) month Progress Report to 30 June 2014.

R Sullivan / Todd

The motion was carried

Item 12 Financial Assistance Requests 2014-2015 (Round One)

45/1415 RESOLVED that Council approves those applications received that have been determined under the High Priority category including items 31 and 32 totalling \$8,028.

C Sullivan / R Sullivan

The motion was carried

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Round One (1) Financial Assistance Grants

Applicant	Amount Granted	Description of Project
Mendooran Polocrosse	\$500	Sponsorship of the Mendooran Polocrosse Carnival August 2014
Warrumbungle Food Festival	\$68	Hall Hire for 2015 Warrumbungle Food Festival
Coonabarabran Garden Club Inc.	\$68	Hall Hire for 2015 40 th Anniversary Bulb and Camellia Spring Flower Show
Dunedoo PAH & I Association	\$500	Request for contribution towards Water account totalling \$1,397.82
Premer Central School	\$70	Donation towards Trivia Night
Coonabarabran Rifle Club	\$500	Development of Club Facilities – Kitchen for October Shoot meet
Mendooran Merrygoen Amateur Swimming Club	\$500	To assist with membership, pool hire, affiliation fees, trophies and other ongoing costs
Baradine Central School	\$422	To cover costs incurred for the Baradine Central School Horse Sports held October 2013 – Cost of Council Slashing
Coonabarabran High School P&C Association	\$500	To assist with funding for a multicultural event – Coonabarabran High School P & C International Feast
Mendooran Archers Inc.	\$500	Improvement of Club facilities (Toilets, Target Faces and Target Butts)
Coonabarabran Fringe Rural Fire Service (RFS))	\$400	To assist with cost incurred in landscaping of the premises before the official opening in September 2014
Binnaway Small Bore Rifle Club	\$500	Purchase battery power personal computer and printer to be used for licencing and membership renewals on site
Coonabarabran Junior Rugby League and Netball Club	\$500	To assist with cost for Volunteers to attend Coaching, First Aid and Refereeing courses including equipment for refereeing duties
Mendooran Preschool	\$500	To assist with purchase of Learning Resources
Dunedoo Rugby League Football Club	\$500	Purchase electrical Cooking Equipment to use in canteen and BBQ at Robertson Oval
Dunedoo Touch Football Club	\$500	To assist with purchasing of new equipment for the Junior and Senior Touch Football Club
Dunedoo Amateur Swimming Club	\$500	Purchase of a Family Season Ticket to raffle and remainder to purchase training equipment
Coolah Volunteer Rescue Association (VRA)	\$500	To assist VRA with costs of upgrading the training area and equipment.

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Applicant	Amount Granted	Description of Project
Coolah and District Historical Society Inc.	\$500	Construction of a roof over Christina McCubbin's grave in the Coolah Cemetery and lopping of a nearby tree.
TOTAL	\$8,028	

Item 13 Council Resolutions Report August 2014

Received

Item 14 Third Quarterly Staff Achievement Award

46/1415 RESOLVED that Council endorse MANEX's nomination of Amanda Sulter as the winner of the Third Quarterly Staff Achievement Award 2013/2014.

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

Item 15 Brick Bats and Bouquets

Received.

Item 16 Report from Human Resources – August 2014

Received.

Item 17 Water Access Charges Coolabah Estate 2014/2015

47/1415 RESOLVED that Council reissue the revised 58 Rates Levy for Coolabah Estate to incorporate the \$816 Mendooran Water Access Charge and write to affected ratepayers informing them of the error. **FURTHERMORE**, that Council forfeits any interest accrued up until the second instalment falls due.

**Clancy / Schmidt
The motion was carried**

Item 18 Revote Request Capex 2013/14

48/1415 RESOLVED that Council approve the 2013-2014 CAPEX revote request totalling \$3.087m, but ensure that the 2014/15 budget is not pushed into deficit by this decision by either removing an unfunded project, or delaying a project of equal or greater value from the 2014/15 capital program.

**Schmidt / Capel
The motion was carried**

Item 19 2013/14 Financial Statements

49/1415 RESOLVED that in regards to the Federal Governments decision to freeze the indexation of FAGS grants, the Mayor write to the Federal Treasurer the Hon Mr Joe Hockey, MP voicing Councils concerns of the real cash cost and impact that this will have

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on Council's budget and jeopardising of delivery of services to the community.

R Sullivan / Clancy
The motion was carried

50/1415 RESOLVED:

1. That the statement in accordance with Section 413(2)(c) of the Local Government Act 1993, and Clause 215 of the Local Government (General) Regulation 2005, for the General Purpose Financial Statements for the year ending 30 June 2014 be made;
2. That the statement in accordance with the requirements of the Code of Accounting Practice in relation to the Special Purpose Financial Statements for the year ending 30 June 2014 be made;
3. That the statements be signed by the Mayor, Clr Ron Sullivan, the General Manager and the Responsible Accounting Officer;
4. That the General Purpose Financial Statements and Special Purpose Financial Statements be referred to audit per the requirements of Section 413(1) of the Local Government Act 1993;
5. That Council approve the write off tools in use to the 10 year accumulated value of \$99,332 identified as a management issue by Council's auditors in the 2012/13 financial year.

Capel / C Sullivan
The motion was carried

11.30am

Presentation of Staff Award to Amanda Sulter.

11.35am

Break for morning tea.

11.55am

Meeting resumed from morning tea.

Item 20 Bank Reconciliation for the month ending 31 July 2014

51/1415 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 July 2014.

Capel / C Sullivan
The motion was carried

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Item 21 Investments and Term Deposits for Month ending 31 July 2014

52/1415 RESOLVED that Council accept the Investments Report for the month ending 31 July 2014.

**Schmidt / Capel
The motion was carried**

11.57am

Councillor Schmidt declared an interest in the next item to be discussed and left the room.

Item 22 Implementation of Liquid Trade Waste Policy

53/1415 RESOLVED;

1. That next stage of implementation of the Liquid Trade Waste Policy is undertaken, which involves sending letters to identified dischargers and requesting from them a completed application form to discharge.
2. That options for a loan system administered by Council for installation of grease arrestors in commercial properties be investigated and reported back to Council.

**Capel / Andrews
The motion was carried**

12.09pm

Councillor Schmidt returned to the meeting.

12.17pm

Councillor Todd left the room.

Item 23 Review of Bridge Construction Priority – Kenebri Bridge

54/1415 RESOLVED that Council delay the following bridge projects:

- Replacement of Coonagoony timber bridge on Elah Road;
- Replacement of Black Gully timber bridge on Leaders Road;
- Replacement of timber bridge at Warkton on Warkton Road.

FURTHERMORE that subject to the NSW Office of Local Government approval the following bridge projects and budget allocations in the scope of LIRS Round 2 include:

- Replacement of timber bridge over Baradine Creek in the town of Baradine; \$1,500,000
- Replacement of timber bridge over Baradine Creek on Wangman's Road (Kenebri Bridge); \$600,000
- Replacement of timber bridge over Worrigal Creek in the town of Baradine; \$250,000
- Replacement of Ross Crossing Bridge over Talbragar River; \$450,000
- Construction of a bridge over Coolaburragundy River on Orana Road. \$450,000

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

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**Item 24 Request by Baradine Central School to Access Water from Backup Bore
55/1415 RESOLVED:**

1. That request by Baradine Central School for Council to install a water main to connect proposed school irrigation to the Baradine water supply backup bore be refused for the following reasons:
 - Council is expected to meet the full cost of installation and ongoing operation of the main and connection.
 - Direct access to the backup bore by anyone but Council staff is not permissible.
 - Any irrigation system will rely on Council staff operating the backup bore and associated connections.
 - Council cannot guarantee the quality of the water given high iron and manganese content and the effect it will have on irrigation equipment.

2. That installation of a water meter for existing connections to the Baradine Oval and netball courts and St John's School be investigated and if practically feasible a meter is installed and consumption charges applied in accordance with Council's fees and charges.

**Clancy / Schmidt
The motion was carried**

**Item 25 Use of the Councils Seal on Lease 61 Cassilis Street, Coonabarabran
56/1415 RESOLVED** that Council approves the General Manager and Mayor to affix Councils seal, sign and execute the lease agreement with Specialist Diagnostic Services Pty Ltd for part of the property at 61 Cassilis Street, Coonabarabran.

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

Item 26 10/50 Vegetation Clearing Entitlement
Received.

**Item 27 Pump House Camping Ground Binnaway
57/1415 RESOLVED:**

1. That Council agree to continue to operate the Binnaway Pump House Camp Ground as a Primitive Camping Ground subject to a new DA being approved for this use.
2. The current Licence agreement for the Binnaway Pump House Camp Ground be reviewed.
3. That the Binnaway Pump House Camp Ground land be acquired and determined as operational land.

**Schmidt / Clancy
The motion was carried**

12.36pm

Councillor Capel declared an interest in the next item to be discussed and left the room.

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Item 28 Consultant for Independent Wind Farm Environmental Assessment

58/1415 RESOLVED that Council engage a consultant to prepare an independent Environmental Assessment of the Liverpool Range Wind Farm. **FURTHERMORE**, that Council request that Epuron cover the costs for the consultant fees and seek to recoup the cost of the engaging a consultant from the proponent.

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

12.40pm

Councillor Capel returned to the meeting.

Item 29 Coolah Rezoning Planning Proposal - John Gill

59/1415 RESOLVED:

1. That Council invite preparation of a detailed Planning Proposal by Brett Yeo for the rezoning of Part Lot 90 DP 750774 Dunedoo; and invite preparation of a detailed Planning Proposal by John Gill for the rezoning of Part Lot 3 DP 1151751 Coolah in accordance with his amended plan.
2. That each Planning Proposal adequately addresses the matters as raised by the Department of Planning and by Council.

**Clancy / Capel
The motion was carried**

Item 30 Public Reserve Management Fund Program Grants 2014 - Round One

The Director Development Services advised Council at the meeting of the revised figure which is reflected in the resolution as follows;

60/1415 RESOLVED that Council approves the Warrumbungle Shire Council Reserve Trust Committee accepting the Public Reserve Management Fund Program grants of \$58,457 to deposit into Councils Trust account, being for:

- \$25,957 for repair and upgrade of the kitchen and toilets of the Binnaway Showground,
- \$22,500 for the control of noxious weeds at Coonabarabran Rifle Reserve and
- \$10,000 for the control of noxious weeds at Dunedoo Riverside Reserve.

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

Item 31 Development Control Plan

61/1415 RESOLVED that Council prepare a Draft Development Control Plan for Development Controls within the Warrumbungle Shire Council Local Government Area.

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

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Item 32 Development Applications

62/1415 RESOLVED that Council receive the Applications Approved, during July 2014, under Delegated Authority.

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

12.46am

63/1415 RESOLVED that:

- (a) Council go into closed committee to consider business relating to commercial information
- (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)(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 / Capel
The motion was carried**

64/1415 RESOLVED that the order of consideration of items in closed committee be as follows:

- Item 1C Request for Hardship Rate Relief - Assessment No 10061604
- Item 2C Water Charge Request for Write Off Assessment No 01784
- Item 3C Water Charge Request for Write Off Assessment No 01546

12.51pm

65/1415 RESOLVED that Council move out of closed Committee.

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

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

Item 1C Request for Hardship Rate Relief - Assessment No 10061604

66/1415 RESOLVED that Council accept the request for hardship and extend the equivalent to the Pensioner concession to the ratepayer in question, Assessment Number 10061604.

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

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Item 2C Water Charge Request for Write Off Assessment No 01784

67/1415 RESOLVED that Council approve the write off of \$166.94 plus accrued interest of \$5.56, to the Water Charge Assessment No 01784.

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

12.49pm

Councillor Todd returned to the meeting.

Item 3C Water Charge Request for Write Off Assessment No 01546

68/1415 RESOLVED that Council not approve the write off of \$331.50 plus accrued interest \$11.04, to the Water Charge Assessment No 01546 and pay off in four instalments.

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

There being no further business the meeting closed at 12.51pm.

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CHAIRMAN