

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM** **PAGE 1**

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

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

APOLOGIES: Nil

The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest – No Declarations

Forum

Peter Small addressed the meeting representing Friends of Siding Spring and Coonabarabran Residents Against CSG. Mr Small spoke of the threats to astronomy at Siding Spring due to coal mining and gas extraction in the north west of New South Wales indicating threats from light, dust and chemical pollution.

Mr Small also spoke of the Gas field free declarations and community responses to surveys regarding gas field free areas.

10.05am

Steve Magee and students addressed the meeting regarding the CASP Artwork Project undertaken at school and the artwork currently displayed in the Chamber. Mr Magee informed the meeting of the Indigenous Mentoring Arts Program which was held over 4 weeks. The Artwork will be presented to Elders within Coonabarabran.

10.11am

REPORTS

108/1415 RESOLVED that consideration of Item 14 (Council Senior Staff Reviews) and Item 28 (Dwelling Permissibility – Timor Road, Coonabarabran) be deferred for consideration “in Committee”.

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

Item 1 Minutes of Special Council Meeting – 18 September 2014

109/1415 RESOLVED that the resolutions contained in the Minutes of the Special Council meeting held on 18 September 2014 be endorsed.

**Clancy/Schmidt
The motion was carried**

Item 2 Minutes of Ordinary Council Meeting – 18 September 2014

110/1415 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 18 September 2014 be endorsed.

**Schmidt/Coe
The motion was carried**

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 2

Item 3 Minutes of Traffic Advisory Committee Meeting – 25 September 2014

111/1415 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Meeting held on 25 September 2014 at Coonabarabran
2. That request by the Warrumbungle Eventing Club to close Reservoir Street from 9.00 am to 3.00 pm on Sunday, 12 October 2014 for the Annual One Day Event be approved subject to compliance with Council's Road Closure Policy.
3. That further information be sought from the Coonabarabran District Girl Guides on their request for the erection of a 'Guide Hall' Directional Sign at the intersection of John Street and Edward Street.
4. That request by the Coolah Lions Club to close Binnia Street from 4.00 pm to 9.00 pm on Saturday, 13 December 2014 for the Annual Christmas Parade be approved subject to compliance with Council's Road Closure Policy.
5. That request by Coolah Medical Centre to erect two additional blue 'Doctor' Directional Signs at the intersections of Cole & Martin Streets and Cole & Booyamurra Streets be approved.
6. That an unbroken edge line be installed in front of Mendooran School for the purpose of accentuating the new bus parking bay.
7. That request by Coonabarabran RSL Sub Branch to close John Street and Dalgarno Street from approximately 10.57 am to 11.15 am to conduct the Annual Remembrance Day Commemorative Service be approved subject to Council's Road Closure Policy.

**Schmidt/Coe
The motion was carried**

Item 4 Minutes of Local Emergency Management Committee Meeting – 18 August 2014

112/1415 RESOLVED that Council notes the minutes from the Local Emergency Management Committee held on 18 August 2014 at Coonabarabran.

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

Item 5 Minutes Bushfire Appeal Advisory Panel 26 September 2014

113/1415 RESOLVED

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 26 September 2014
2. That the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.
3. That House Re-establishment Grant of \$5,000 be approved for Assessment No 03053.
4. That Council explore options, costs and number of properties not insured and provide report back to Committee at the next meeting to be held end of November

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM** **PAGE 3**

5. That Mayors Appeal support Rural Support Program to the amount of \$10,000 adding two (2) workshops.
6. That Coonabarabran Artspace Project be approved the amount \$5,000 to be used as a positive rejuvenation story both in terms of landscape and environment.
7. That support 2WCRFM funds from Restart NSW, due to valuable contribution to fire \$5,000.

**Schmidt/Capel
The motion was carried**

Item 6 Minutes of Special Consultative Advisory Committee Meeting – 26 September 2014

114/1415 RESOLVED that Council notes the Minutes from the Special Consultative Advisory Committee meeting held on 26 September 2014 at Coonabarabran.

**Coe/Schmidt
The motion was carried**

Item 7 Report from Human Resources – October 2014

Received.

Item 8 Warrumbungle Cobbora Transition Fund Committee

115/1415 RESOLVED that:

Council endorse the revised Terms of Reference for the Warrumbungle Cobbora Transition Committee, and Council to determine the membership of this committee (section 3.A) for:

- Councillor representatives
- Staff Representatives – Steve Loane, General Manager
- Number of Community Representatives – the nominees as at 9 October are Sally Dent, Todd Fergusson, Marie Hensley, Wendy Hill, Kylie Rose, Scott Russell, Sue Stoddart, Gus Stuart, Mary Warren and Ken Westerman.

Attachment 1

Revised Terms of Reference

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:

- RNSW333 Recreational Sporting and Cultural Facilities Improvement Project, Dunedoo Region
- 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

WARRUMBUNGLA SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 4

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:

- 3 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 5 members.

This Committee meets as required for the purposes of the Cobbora 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.

WARRUMBUNGLA SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 5

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- 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.
 - 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.
- Items may only be raised under General Business if the permission of the Chairperson is obtained before the meeting starts, and each such item is to have a recommendation;
- 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.

WARRUMBUNGLE SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM PAGE 6

- 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 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. Working Groups

Working Groups operate in an advisory role to the 355 committee for specific components of each RNSW project. Nominations were publicly advertised for the following Working Groups:

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 7

- 9.1 Jubilee Hall/Dunedoo MPS
- 9.2 Bolaro St/Milling Park/Heavy Vehicle and RV Parking
- 9.3 TRRRC and Learning Centre

Working Groups were established with the committees of the incorporated community groups for:

- 9.4 Dunedoo Bowling Club
- 9.5 Dunedoo Sports Club
- 9.6 Mendooran Showground Trust
- 9.7 Coolah Showground and Recreation Reserve Trust

10. Dissolution

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

Adopted:

Modified:

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

Date:

Chairperson:

-

Councillor Representatives:

- Cr Coe
- Cr C Sullivan
- Cr Capel

Staff Representative

- General Manager, Steve Loane

Community Members:

- Sally Dent
- Todd Fergusson
- Marie Hensley
- Wendy Hill
- Kylie Rose
- Mary Warren
- Scott Russell
- Sue Stoddart
- Gus Stuart
- Ken Westerman

External Organisation Representatives:

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

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 8

Item 9 Notice of Motion – Swimming Pools

Key System for Swimming Pools

116/1415 A motion was moved by Cr Todd seconded by Cr R Sullivan that a report be brought back to Council that the Warrumbungle Shire Council consider implementing a key system for users of all local swimming pools for locals to access the pools at any time within stipulated hours as per the Council recommendations.

The motion was put and carried

Item 10 Notice of Motion – Heritage Funding

117/1415 A motion was moved by Cr Coe seconded by Cr R Sullivan that Warrumbungle Shire Council support public heritage listed projects in preference to those situated on private property. Furthermore, that Council notify its heritage advisor Mr Ray Christison of its decision before he next makes a recommendation to Council. Further that a meeting be held with the Heritage Advisor.

The motion was put and carried

Item 11 Pecuniary Interest Returns

118/1415 RESOLVED that Council note the tabling of the Register of Disclosures.

Schmidt/R Sullivan

The motion was carried

Item 12 Council Resolutions Report October 2014

Received

Item 13 Resignation Director Corporate Services Rebecca Ryan

Received.

In accordance with Council's resolution 108/1415, consideration of the next item was deferred.

Item 14 Council Senior Staff Reviews

During discussions, Cr Clancy raised the issue of him being the subject of a code of conduct review to which the General Manager cautioned Cr Clancy on raising this matter.

Cr Clancy went on to discuss the current Cr Todd code of conduct matter.

The General Manager again cautioned Cr Clancy that he had given advice immediately prior to the commencement of the meeting that a question on a matter that is subject to confidentiality, would be out of order.

Item 15 Fit for the Future Program

119/1415 RESOLVED that Council conduct a workshop as soon as practicable to discuss options and plan the direction for Warrumbungle Shire Council's submission to the NSW Government Local Government Reform - FFF Program.

Schmidt/Capel

The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 9

Item 16 Fit for the Future – Joint Organisations

120/1415 RESOLVED that Council endorse the Mayor and General Managers decision to provide support from Warrumbungle Shire Council to the OROC Expression of Interest to the Office of Local Government for a pilot Orana Joint Organisation.

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

Item 17 Council Meeting Public Forum Policy

Final draft Policy with amendments to be brought back to November Council meeting.

Item 18 Details of 2014-15 Financial Assistance Grant Calculations

121/1415 RESOLVED that Council accept the NSW Local Government Grants Commission details of the 2014-2015 Financial Assistance Grants Calculations.

**Capel/Todd
The motion was carried**

Item 19 Request for Council Support – Murray-Darling Medical School

122/1415 RESOLVED that Council provide their support for a Letter of Support, with emphasis for Dubbo campus, to be signed by the Mayor, be written to the Hon. Peter Dutton (MP), Minister for Health, regarding the establishment of the Murray-Darling Medical School at Charles Sturt University.

**Clancy/Todd
The motion was carried**

123/1415 RESOLVED that Council write to the Hon Troy Grant to congratulate him on his appointment as Leader of the NSW Nationals and Deputy Premier of NSW.

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

Item 20 Bank Reconciliation for the month ending 30 September 2014

124/1415 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 30 September 2014.

**Schmidt/Clancy
The motion was carried**

Item 21 Investments and Term Deposits for Month ending 30 September 2014

125/1415 RESOLVED that Council accept the Investments Report for the month ending 30 September 2014.

**Capel/Schmidt
The motion was carried**

Item 22 Rates Report for Month Ending 30 September 2014

Received

Item 23 Yuluwirri Kids Preschool and Long Day Care Centre 2013-2014 Review

126/1415 RESOLVED that Council accepts the submitted information regarding the operation of Yuluwirri Kids, Coonabarabran Preschool and Long Day Care Centre, in

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**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 10

relation to the 2013-2014 Financial Statements and current challenges facing the Children's Services sector.

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

11.20am

127/1415 RESOLVED that standing orders be suspended to break for morning tea.

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

11.40am

128/1415 RESOLVED that standing orders be resumed.

**Todd/Capel
The motion was carried**

Item 24 Wallaroo Street Project and Stormwater Drainage in Bullinda Street Dunedoo
129/1415 RESOLVED that property owners in Bullinda Street between Wallaroo Street and Wargundy Street, and property owners in Wallaroo Street between Mogimil Street and Bullinda Street, are invited to a meeting to discuss the proposed Wallaroo Street / Bullinda Street drainage project.

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

Item 25 Roads to Recovery Program 1 July 2014 to 30 June 2019

130/1415 RESOLVED that annual allocations under the Roads to Recovery Program for the period 1 July 2014 to 30 June 2019 is noted by Council.

**Todd/Capel
The motion was carried**

Item 26 2014/15 Technical Services Works Program – Road Operations, Urban Services & Water Services

131/1415 RESOLVED that 2014/15 works program presented in attachment 1.0 and attachment 2.0 in the business paper is noted for information only.

**Schmidt/Capel
The motion was carried**

Item 27 10/50 Vegetation Clearing Entitlement Code of Practice Amendments
Received

In accordance with Council's resolution 108/1415 consideration of the next item was deferred.

Item 28 Dwelling Permissibility – Timor Road, Coonabarabran

Item 29 Coolah Sanitary Depot Reserve Trust

132/1415 RESOLVED that Council approves the Warrumbungle Shire Council Reserve Trust Committee registering an expression of interest to become the Reserve Trustee of the Sanitary Depot Crown Reserve (part R754966) Lot 123 DP 44929 for the continued use of operational purposes by Council.

**Schmidt/Andrews
The motion was carried**

WARRUMBUNGLE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 11

Item 30 Development Applications

133/1415 RESOLVED that Council notes the Applications Approved, during September 2014, under Delegated Authority.

**Schmidt/Todd
The motion was carried**

Matters of Concern

Cr R Sullivan

Footpaths in Coonabarabran – question regarding mobility situation in respect of state of footpaths and did Council receive RMS funding for PAMP. Cr Clancy responded that PAMP Committee considered needs to be done now, bike track/plan and future needs to extend footpaths. Need to pursue funding for further mobility improvements.

Director Technical Services responded regarding PAMP to be finalised by December 2014; identifying priority routes and applications for funding to be made. Need a plan before Council can obtain funding.

Cr Schmidt

Solar thermal project. Request that Council communicate with CSIRO regarding their plans to install solar thermal project – seek information on location.

Cr Clancy

Quarry – request for operational report on Quarry operations.
Compactor for landfill site – questions regarding success in obtaining a compactor.
Director Technical Services responded no success yet – had quotes on second hand machinery but not appropriate equipment. Options still being reviewed.

Cr Coe

Request for a report back to next meeting providing update on grazing leases.
General Manager advised that Queensborough Park lease is 3 month by 3 month and is rolled over. A report will be brought back.

Cr C Sullivan

Robertson Park Advisory Committee – advising that the committee meet every 2 months and thanks to Director Technical Services for time spent in relation to the committee.
Director Corporat Services (Rebecca Ryan) congratulated on appointment and wished all the very best for future.

Cr Andrews

Mollyan Road opposite Bourke and Halls Road – the sign directing to Leaders Road but no sign to say what the road is actually called.
Director Technical Services taken as issue on notice
Crew in Binnaway to be congratulated for work done in Binnaway. Excellent job

Cr Capel

Question regarding tree pruning to cater for oversize trucks. Director Technical Services advised would check on program and update
Funding for regions – has Council given any thought on that funding. Mayor responded that paperwork has only just been received. Need to review guidelines for this funding.
Sport & Recreation funding - is Council reapplying for netball courts?
Council to pursue funding under alternate funding source

WARRUMBUNGLE SHIRE COUNCIL

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AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM** **PAGE 12**

Nielrex to Coolah Road - big subsidence in the road and sharp left hand bend

Coolah - Caravans are using private dump site at Caravan Park. Need to look at Public Dump Site

Cobbora road – condition of road raised in emails and phone calls.
General Manager advised Report will come back to November meeting.

Cr Todd

Sewerage pump in Baradine.

Director Technical Services advised staff have trialled several options. Reports being monitored about odour and looking at options.

Aerodrome bridge – when will this project commence?

Director Technical Services advised that Council will build itself – difficult job. Cannot advise when construction will commence. Limited budget and design being prepared.

Binnaway sewerage plan – Director Technical Services advised no progress

Baradine Showground and Racecourse Reserve Trust – Cr Todd not reappointed – Mayor advised that the Minister has now requested that Cr Todd be appointed to Baradine Showground and Racecourse Trust as Warrumbungle Shire Council representative if Council approves.

General Manager to investigate possible appointment of Council representative to Coonabarabran Showground Trust.

134/1415 RESOLVED that Cr Todd be appointed to Baradine Showground and Racecourse Reserve Trust as Warrumbungle Shire Council representative.

**R Sullivan/Andrews
The motion was put and carried.**

12.31pm

135/1415 RESOLVED:

- (a) that Council go into closed committee to consider business relating to commercial information – Mow Creek Bridge Tender and two further items moved from general business (Item 14 and Item 28)
- (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)(c) as outlined above
- (c) that correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

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

1.20am

136/1415 RESOLVED that Council move out of closed Committee.

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

WARRUMBUNGL E SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 16 OCTOBER 2014
COMMENCING AT 10.00AM**

PAGE 13

The following resolutions of Council while the meeting was closed to the public were reported to the meeting by the General Manager.

Item 1C Mow Creek Bridge Tender

137/1415 RESOLVED that the tender for the design and construction of Mow Creek Bridge is awarded to Waeger Constructions Pty Ltd for a price of \$429,000 (incl GST).

**Clancy/Andrews
The motion was carried**

Item 14 Council Senior Staff Reviews

138/1415 RESOLVED:

That Council maintain the current General Manager's Performance Review Panel comprising of Mayor Peter Shinton, Deputy Mayor Murray Coe, Councillor Ron Sullivan and Councillor Victor Schmidt, delegated with the role and function as follows;

- conducting the Performance Reviews of the General Manager
- reporting the findings and recommendations of these reviews to Council and
- development of the new Performance Agreements for the following period.
- All Councillors be invited to participate in the Panel's Performance Review discussions held with the LGMS facilitator, however when the General Manager is present, these non Panel members are excluded from the meeting

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

Item 28 Dwelling Permissibility – Timor Road, Coonabarabran

Received

There being no further business the meeting closed at 1.23pm.

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CHAIRMAN