



Warrumbungle Shire Council

Council meeting

Thursday, 20 August 2009

to be held at the Fire Control Centre, Coonabarabran

commencing at 1.00 pm

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Kerry Campbell

Councillor Tilak Dissanayake

Councillor Ray Lewis

Councillor Mark Powell

Councillor Victor Schmidt

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Robert Geraghty (General Manager)

Carolyn Upston (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Acting Director Environmental Services)

Rebecca Ryan (Director Community Services)

WARRUMBUNGLE SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT THE FIRE CONTROL CENTRE, COONABARABRAN ON THURSDAY, 20 AUGUST 2009 COMMENCING AT 1.00PM

Date: 14 August 2009

Cr Peter Shinton
Mayor
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Cr Shinton

AGENDA

I submit the following report for Council's consideration at its August meeting. I further attach relevant reports from the Directors to me for the consideration of Council.

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 16 July 2009

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 30 July 2009

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Aerodromes Advisory Committee meeting held on 10 August 2009

ADOPTION OF THE RECOMMENDATIONS of the Yuluwirri Kids Advisory Committee meeting held on 6 August 2009

ADOPTION OF THE RECOMMENDATIONS of the Yuluwirri Kids Advisory Committee meeting held on 4 June 2009

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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

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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 the extension of council chambers and is classified CONFIDENTIAL under Section 10A(2)(c) and (a) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

AND

- (a) personnel matters concerning particular individuals (other than councillors)

.....
R J GERAGHTY
GENERAL MANAGER

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GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 NOTICE OF MOTION – POWER GENERATION

The following Notice of Motion has been received from Councillor Schmidt.

That the Warrumbungle Shire Council move towards seeking funding assistance from the State and Federal Governments, and investors, for the building of a solar and gas fired power station with desalination capacities, for the benefits of our shire and its communities.

Councillor Schmidt offers the following information:

Background

As an active and community minded council, I believe that we are constantly looking to improve the facilities, lifestyle and the quality of our community's lives. Our immediate environment and the health of our communities are always forefront in our discussions and considerations. We also look for economic growth with the foresight of sustainable employment and a vision of jobs for our children.

With a number of economic changes occurring currently in our localities, with mining operations in the Dunedoo area, and Santos gas exploration and production, we are presented with an opportunity to build on these events to the immediate benefit of our environment, economy and our communities.

Solar Power is clean, self sustaining and recognised world wide as the future of our power consumption requirements. Steam generators are still the forefront of electrical production and current gas fired power stations are now technologically advanced to produce zero carbon emissions.

The combination of these technologies within our shire will ensure self sustainability, cheap power, economic growth and a guaranteed clean water supply for decades to come.

Current government funding is available for major infrastructure projects just like this and with the current carbon trading legislations, it becomes attractive to investors everywhere.

Santos has held community discussions and met with councillors regarding their mining requirements and what occurs with their bi-product of contaminated water. We would have an opportunity to clean this by product through the proposed power plant and then utilise the water resource where ever required.

An information sheet has been put together by our Tourism and Economic Development officer, Aileen Bell, outlining the project. This was sent to all councillors weeks ago for your consideration. With no adverse comments being voiced, I would like to put the following motion.

RECOMMENDATION

For Council's consideration.

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1.2 NOTICE OF MOTION – STREET STALL / RAFFLES

The following Notice of Motion has been received from Councillor Powell.

That the wording of Warrumbungle Shire Council Policy 1.9 be changed from the wording”The number of street stalls or street raffles to be conducted by or on behalf of an individual organization is restricted to six[6] per year.” Be changed to read “...be restricted to.twelve [12] per year

Councillor Powell offers the following information:

As only a handful of street stalls are conducted on a regular basis in Coolah, two organizations in particular would prefer more availability of running stalls. Other affected parties would also be happy with this arrangement in Coolah. Whether other towns wish to follow suit is up to their representatives.

RECOMMENDATION

For Council’s consideration.

1.3 NOTICE OF MOTION – SECURITY CAMERAS

The following Notice of Motion has been received from Councillor Powell.

That Council investigate the feasibility and cost of installing security cameras outside the public toilets at the rear of The Bruce Rindfleish Centre.

Councillor Powell offers the following information:

As everyone is aware, a spate of severe vandalism has forced these toilets to be closed for extensive repairs. Because of this, Pandora Gallery and Haynes I.G.A. Supermarket have been inundated with travellers wishing to use their facilities. It would be a disaster for the town if the aforementioned toilets were permanently closed.

Conversations with Walgett Council indicate that security cameras would be effective, relatively cheap and pre-empt attacks. The cost the upgraded security could be part funded by the town community if necessary.

RECOMMENDATION

For Council’s consideration.

1.4 NOTICE OF MOTION – BINNAWAY CEMETERY

The following Notice of Motion has been received from Cr Lewis:

“That a formal agreement be made with the Binnaway Lions Club re the Columbarium wall at the Cemetery”.

Councillor Lewis offers the following information in support of this Notice of Motion:

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This facility was built by Lions at no cost to Council. The previous Council had discussed a payment of \$40.00 per usage to enable Lions to recuperate their material cost.

This was never formalized. Management of the facility needs improving. (Record Keeping etc)

General Manager's Note:

This matter is listed as item number 4.1 in the Director of Environmental Services report and it is appropriate for it to be considered at that time.

RECOMMENDATION

For Council's consideration.

1.5 BARADINE SES VOLUNTEER LOCAL CONTROLLER

Council has received correspondence from the Region Controller for the SES advising that he has undertaken a review of the position of SES Acting Local Controller. Mr George Muller was appointed to this position in March 2009.

As a result of the review the Region Controller has advised that Mr George Muller has been unable to fulfill this role due to his work and other personal commitments. The Controller has held discussions with Mr Robert Cosgrove and the members of the Baradine Unit and is recommending that Mr Cosgrove take over this role until the Director General makes a formal appointment. The appointment of all controllers is by review each odd numbered year and is done with a common date of the 1st of August.

Council should now consider the temporary appointment of Mr Robert Cosgrove and advise the Region Controller, David Monk of its determination.

RECOMMENDATION

That Council endorse the appointment of Robert Cosgrove as temporary Local SES Controller for Baradine SES.

1.6 DELEGATIONS TO THE MAYOR

The Mayor and Deputy Mayor have been acting under the delegations of the previous Coonabarabran Shire Council, Resolution Number 262 of the 6th April 2004 meeting and it is now prudent for Council to consider these delegations and to endorse them for the Warrumbungle Shire Council.

Councillors should review the delegations to determine their adequacy for Warrumbungle Shire Council.

The following is the formal instrument of delegation that Council must adopt.

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Delegations to Mayor

That subject to the requirements of the Local Government Act, 1993, regulations thereunder, any expressed policies of Council or requirements of any Public Authority and pursuant to Section 377 of the Local Government Act, 1993, the Mayor, Peter John Laurence Shinton, be authorized to exercise or perform on behalf of the Warrumbungle Shire Council the functions, powers, authorities and duties set out in the schedule hereunder.

- To carry out any function conferred on and duty imposed on the Mayor under any act or regulation.
- To carry out the general supervision, control and direction of the General Manager.
- To affix the Common Seal of Council in conjunction with the General Manager or Deputy Mayor to any necessary document pursuant to or consequent upon any decision of Council.
- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.
- Approve attendance by Elected Members at Conferences and Seminars etc, within New South Wales and the ACT to a maximum of three (3) days and within budget provisions.
- Authorise urgent works up to an amount of \$20,000 where budget funds are available and report that approval to the next Council meeting.
- Issue References under Council letterhead.
- Promote the area of Council through representations, functions and personal approaches.
- Provide Civic Receptions as deemed appropriate by the Mayor.

Delegations to Deputy Mayor

Subject to the requirements of the Local Government Act 1993, and regulations thereunder and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the Deputy Mayor, Murray Coe, be authorized to exercise on behalf of Warrumbungle Shire Council the following powers, authorities, duties and functions:

- To carry out the statutory functions of the Mayor and exercise the delegations conferred upon the Mayor whenever the Mayor is absent from the Council area or is otherwise unable to carry out his/her duties.
- To affix the Common Seal of Council in conjunction with the Mayor or General Manager to any necessary document pursuant to or consequent upon any decision of Council.
- To issue References under Council letterhead.

RECOMMENDATION

That Council endorse the above delegations.

1.7 MENDOORAN & DISTRICT DEVELOPMENT GROUP INC

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Council has received a request from the Mendooran & District Development Group for the waiving of the Development Application Fee for the Changeable Sign in Mendooran Park as follows:

In June the Mendooran and District Development Group Inc submitted a development application to council pertaining to the erection of a changeable information sign in the park in Bandulla Street Mendooran.

The Development Group included payment of \$505.00.

Our Group was unaware that we would need a development application and therefore had not budgeted for the payment of the same.

We therefore request that council waive this fee and return the money to us.

Council does not waive charges but does consider giving a donation. There is an amount of \$3,000 in the "Donations Other" budget.

RECOMMENDATION

For Council's consideration and if approved where the money will come from.

1.8 RELAY FOR LIFE

Council has received a request from the Relay for Life Committee for the donation of services for the use of the No.1 Oval at Coonabarabran.

Their letter says,

Coonabarabran will be again holding the Cancer Council's premier fundraising event, the Relay for Life on 7th and 8th November this year. We are seeking sponsorship from Warrumbungle Shire Council in the form of donation of services. This includes No. 1 oval, its facilities including the canteen and lights and electricity costs and anything else you believe can make this community event.

Relay for Life was held in Coonabarabran in 2007 and was a massive success and by changing venues (previous venue being the Showground) and with experience to add, we are looking at hosting a breathtaking and most worthwhile community event.

Through your sponsorship you will receive ongoing advertising throughout our Relay marketing and media, prominent signage on event day and other benefits

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which can be outlined by our Sponsorship booklet enclosed, Thank you for taking the time to consider this request and I look forward to hearing from you soon.

Warrumbungle Shire Council currently only offers the use of the ovals to the Schools free of charge for all activities unless interregional competition, and unless approved by Council. The use of the night playing lights are charged on an hourly basis.

The estimated cost of using the lights for 10 hours is \$165.00.

RECOMMENDATION

That Council consider this matter and if they agree to it that they determine where the funds are to be provided from.

1.9 ABORIGINAL FLAG

Council at its ordinary July meeting considered a request from the Coonabarabran Local Aboriginal Lands Council for the Shire Council to fly the Aboriginal Flag on a permanent basis.

Council consequently resolved,

"That Council retain Resolution 426 of 18 June 2009 and that Council further consider the request by the Coonabarabran Local Aboriginal Land Council that the Aboriginal flag be flown on a permanent basis above the WSC Coonabarabran office when the new building has been finalised".

Following the July meeting the Coonabarabran Aboriginal Lands Council met with the Director of Community Services and expressed their disappointment at the resolution of Council. A later telephone discussion between the General Manager and the Chairman of the Aboriginal Lands Council established that the request sought to have the Aboriginal Flag flown at all time the Australian Flag is flown.

This matter is now resubmitted for further consideration as the report to the July meeting did not adequately convey the request of the Lands Council.

Council's current Policy on the flying of Flags states,

- i) *The Australian flag will be flown on Anzac Day; Armistice Day and Australia Day.*
- ii) *The Aboriginal flag will only be flown in company with the Australian flag and that it be flown for the working days in Reconciliation Week and NAIDOC Week and **FURTHER** that the flags be flown for additional working days in the period from 26 May to 8 June which includes the milestones for Indigenous people of the 1992 Mabo Decision and 1967 referendum and Myal Creek Massacre.*

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It is now appropriate for Council to review the request from the Aboriginal Lands Council for the Aboriginal Flag to be flown on all the days the Australian Flag is flown.

RECOMMENDATION

For Council's further consideration.

1.10 ORGANISATION STRUCTURE

One year after the council election Council must have reviewed its organisation structure and endorsed a new structure. Since the election in September 2008 Council has endorsed a number of adjustments to particular parts of its organisation structure.

In reviewing the organisation structure where changes have been required there is a rigorous process to be followed. Before any proposals are submitted to Council that proposal needs to have been;

- i) reviewed and endorsed by the Quality Control Group "QCG" and
- ii) accepted by the General Manager for submission to Council.

The Quality Control Group consists of the General Manager, all Directors and the Team Leader Human Resources. This Group's role is to critically look at the proposals, constructively assess the answers against the needs of the position (not person) and to look at the form 19 answers. This Group has served a very valuable and constructive role in the past and will continue into the future.

The development of the organisation structure required a very close review of the services provided by Council, where they are to be provided from across the shire and how they could be best delivered. From this deliberation the structure shown on page one of the organisation structure forwarded to Council was developed. A general explanation of the structure is as set out below:

- a) Executive Services – General Manager, Tourism and Economic Development and Human Resources.
- b) Technical Services
- c) Environmental Services
- d) Community Services
- e) Corporate Services

A detailed overview of these areas can be found in Councils Annual Reports for 2005/6, 2006/7, 2007/8 on Councils website.

The Executive Services and outcome is as follows:

Councillor Objective:

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Civic activities Civic functions, Australia Day functions and donations to organisations

Councillor activities Councillors fees and travelling, membership of the Shires Association and Councillor training costs.

General Manager Objective:

Organisation Structure activities Staff training, organisation change, resource sharing and implementing changes to the Act.

Public Relations Activities Preparation of annual report, promotional activities

Economic Promotions Management Activities To promote and foster at every opportunity the unique advantages of the Warrumbungle Shire to potential developers

To ensure that all council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.

Tourism & Economic Development Objective:

Tourism activities To provide a program to promote the shire as a place to visit, holiday and site see. Where all features and attractions are fully represented.

Economic Development Activities To develop a program to attract interested developers to the shire and to build capacity of local business to expand.

All opportunities are sought.

Facilitate Community Involvement To ensure that all interested community members and businesses are afforded the opportunity to be involved in Promoting the shire and its unique attractions and opportunities.

Human Resources Objective:

Organisation Structure activities Staff training, organisation change, resource sharing and implementing changes to the Act.

Once the organisation structure was developed all the positions had to be aligned against the Form 19 Questionnaire. This is a document that is used by many Councils to assess

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the relative worth of each position in the organisation. The QCG also set a level of expected responses for each answer for each category of staff positions. This was a very deliberate process to ensure that there were no questions about the relative worth (and thus salary) of any one position as it related to others across the whole organisation.

The internal rules to guide the process are included in the “Warrumbungle Shire, Competency Based Salary System, Foundation Rules” this document was most recently endorsed by Council at the July 2008 meeting.

In view of the forgoing and the changes made it is now necessary for Council to adopt the organisation structure as distributed.

A copy of the most recently adopted structure has been forwarded to Councillors under separate cover.

RECOMMENDATION

That Council adopt the following organisation structure for Warrumbungle Shire Council.

1.11 WARRUMBUNGLE SHIRE COUNCIL - VOLUNTARY AMALGAMATION – MAINTENANCE OF STAFF NUMBERS IN RURAL CENTRES (218CA Local Government Act)

The voluntary amalgamation of the Coolah and Coonabarabran Shires to become the Warrumbungle Shire was proclaimed on the 25th August 2004 with the notice appearing in the Government Gazette of the same date. The amalgamation has been referred to as a voluntary amalgamation because in the end the two Councils put together their own proposal to join rather than accept what was being suggested by the reviews.

During the lead up to the amalgamation there were a number of meetings between the Mayors and General Managers of the Councils discussing the possibility of joining together. These discussions in the early stages included Gilgandra Shire as well. In the end there was a meeting of all elected Councillors from Coolah and Coonabarabran held at Binnaway to finalise a proposal. A facilitator was used to assist the discussions. As part of the meeting senior staff were excluded from the meeting to allow more forthright discussion of staffing issues. The report from that joint meeting of the “Coolah and Coonabarabran Local Government Areas on Voluntary Amalgamation” which was held on 22nd July 2004 agreed to the following list of desirable conditions for the new Council:

- Seeking to maintain the relevant disposition of staff between the Council areas
- Pursuing specialization between main centres in terms of Council service delivery
- Attempting to retain equity in expenditure on small plant, equipment and supplies across the council areas
- Rotation of Council meetings between the main centres
- Internally restricted reserves to be quarantined for the purposes for which established for the first term of the new Council

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- To be wards

A summary description of the proposal highlighted other factors in the submission including the following:

- The town Coonabarabran would be the administrative headquarters of the new Council
- Coolah would be a service centre and the base for delivery of various infrastructure services
- Baradine, Binnaway and Dunedoo would continue to be depot sites and Mendooran would also operate as a base
- Alternative names of Warrumbungle Shire Council or Castlereagh Shire Council were nominated
- For initial purposes, the charter applying to each Council under Section 8(1) of the Local Government Act 1993 was nominated.

The final proclamation was made as per the Government Gazette of the 25th August 2004. This is referred to as the final proclamation because an earlier proclamation dealt with Coolah Shires future by it being included in the Mid Western Regional Council area.

One of the substantial issues that was dealt with in these discussions and the proclamation was the retention and location of staff. The proclamation made the following provisions in this respect.

“15 Transfer and maintenance of other staff

(1) It is intended that the making of any determinations as to the transfer of staff (other than senior staff) by virtue of the constitution of the new Areas made in this proclamation is to be in accordance with this clause:

- a) Each member of staff of the former Coolah Shire Council (a transferred staff member) is transferred to the Council of the Area of Warrumbungle Shire.*
- b) Each member of staff of the former Coonabarabran Shire Council (a transferred staff member) is transferred to the council of the Area of Warrumbungle Shire.*
- c) Each member of staff of the former Mid-Western County Council (a transferred staff member) is transferred to the Council of the Area of Mid-Western Regional or the Council of the Area of Warrumbungle Shire or the Castlereagh-Macquarie County Council as determined by agreement between the Councils of the Areas of Mid-Western regional and Warrumbungle Shire and the Castlereagh-Macquarie County Council.*

Additionally there were two changes to the legislation (Local Government Act) that related to the disposition of staff from an amalgamation. The sections are:

(2) Section 218CA (maintenance of staff numbers in rural centres) and Part 6 of Chapter 11 of the Act (employment protection) applies to the employment of a transferred staff member.

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A provision in the Local Government Act makes special mention to rural centres and the maintenance of staff. Under Section 254 a “**rural centre**” means a centre of population of 5,000 people or fewer, and includes a geographical area that is prescribed, or is of a kind prescribed, by regulations in force for the purposes of this definition as being a rural centre.

The provision itself states:

Maintenance of staff numbers in rural centres

- (1) *This section applies to a council (the **transferee council**):*
 - (a) *that is constituted as a result of the amalgamation of two or more areas, where the council of one of those areas (the **previous council**) employed regular staff at a rural centre in the area of the transferee council immediately before the amalgamation took effect, or*
 - (b) *whose geographical area is increased as a result of the alteration of the boundaries of two or more areas, where a council (the **previous council**) whose geographical area is reduced as a result of the alteration employed regular staff at a rural centre in the area of the transferee council immediately before the alteration took effect.*
- (2) *The transferee council must ensure that the number of **regular staff** of the council employed at the rural centre is, **as far as is reasonably practicable**, maintained at not less than the same level of **regular staff** as were employed by the previous council at the centre immediately before the amalgamation or alteration of boundaries took effect.*
- (3) *Subsection (2) does not have effect, or ceases to have effect, in such circumstances (if any) as are prescribed by the regulations.*
- (4) *In this section:*

Regular staff of a council means:

 - (a) *staff appointed to a position within the organizational structure of the council, otherwise than on a temporary basis, and*
 - (b) *casual staff who are engaged by the council on a regular and systematic basis for a sequence of periods of employment during a period of at least 6 months and who have a reasonable expectation of continuing employment with the council, but does not include senior staff.*

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Additionally:

Part 6, Chapter 11

354F No forced redundancy of non-senior staff members for 3 years after transfer

If a staff transfer occurs, the employment of:

- (a) a transferred staff member, and*
- (b) in the case of a boundary alteration:*
 - i) a remaining staff member of the transferor council, and*
 - ii) an existing staff member of the transferee council,*

other than a senior staff member, must not be terminated, without the staff member's agreement, within 3 years after the transfer day on the ground of redundancy arising from the staff transfer.

Section 354F has run its course with the 3 year period concluding on 25th August 2007.

Section 218C has no time set for exhaustion and would continue to apply for ever – it is colloquially known as the *for ever and ever* requirement. There is a part of the section that says “**as far as is reasonably practicable**” so there is some discretionary latitude about numbers retained in its various “rural centres” for Council. There is a need to understand that the retention of numbers relates to the rural centre and it does not apply to activity areas in that rural centre. So, indoor staff positions could be replaced by outdoor staff positions and vice versa as well any new positions being used in the calculation to meet the requirement. These offsets would mean that there is some allowance to readjust the delivery of services to each rural centre and there is no compromise to the compliance requirement.

The continuing application of section 218C for ever has some constraints on how Council is able to deal with the dynamics in the shire in the future. As an example the resource explorations currently being pursued could dramatically change how the shire will look in 10 years and the needs for service delivery would change. There is the coal mining proposal for the Dunedoo area, the wind farm proposal (up to 500 turbines) in the Coolah Valley, the coal seam gas explorations around Binnaway and Coonabarabran as well as solar generation in the western part of the shire may alter the nature of the shire. The constraints of section 218C of the Local Government Act have the real potential to make a ready response very difficult. Over the last five years, since the amalgamation, the staff dynamics of the shire have changed significantly as seen from the following tables.

The tables outline the staff numbers employed by Council at the time of the amalgamation and what they are today. The staff numbers are effective full time positions which make allowance for part time and seasonal positions.

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Staff numbers at the amalgamation in each rural centre

	2004			
	Full time	Part time	Seasonal	total
Coolah	40.5	2.1		42.6
Dunedoo	17	1.3	0.5	18.8
Mendooran	2	0	0.5	2.5
Coona	83	3.2	0.75	86.95
Binnaway	4	0.6	0	4.6
Baradine	4	0	0.75	4.75
				160.2

Table A

Staff numbers as of today in each rural centre

	2009			
	Full time	Part time	Seasonal	total
Coolah	49	1.8	0	50.8
Dunedoo	19	1.5	0.5	21
Mendooran	2	0.2	0.5	2.7
Coona	99	9.25	0.5	108.75
Binnaway	4	0.6	0	4.6
Baradine	4	0.25	0.5	4.75
				192.6

Table B

While table A and table B show significant increase there will be major challenges to how we deliver services within the constraints of expected growth in income.

Council should look at requesting the Department of Local Government to be allowed to set aside the requirements of section 218C. This will give Council added flexibility for the future. The expressions of concern at the 22nd July 2004 meeting will not be compromised by those stated desires. Indeed it will give added strength to those aims and ambitions.

RECOMMENDATION

That Council apply to the Department of Local Government to have the requirements of section 218C of the Local Government Act set aside in the future management of its staff resources.

1.12 CRANE STREET BUILDING

At the 18th June 2009 Council meeting consideration of a building design that was two storeys and aligned with the rear of the current Council building was considered. An estimate of the costing was also considered at that meeting.

A direction to review this proposal was covered in the following resolution from the July 2009 meeting:

Chamber Extension

WARRUMBUNGL SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL TO BE HELD AT
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A copy of Discussion Plan 4e was presented at the meeting. This plan was prepared as a single story building utilizing the full block to allow maximum floor space that does not include a library or cultural/arts centre with foundations capable of allowing a further storey to be added to the building in the future.

03 RESOLVED that Council endorse Discussion Plan 4e for the purpose of obtaining costings for the construction of the building **AND FURTHER** that a report be submitted to the August meeting outlining all options and costings.

*Sullivan/Powell
The motion was carried*

After the meeting the "Building Committee" met, although due to unavailability of Directors they did not attend. From that meeting the following decisions were made:

- i) To readjust the single storey proposal to a two storey proposal
- ii) To include provision on the ground floor for a future library and,
- iii) To obtain a valuation on the amended proposal.

A draft plan was prepared and is now included below. The draft plan was distributed to each Director who agreed to the proposed layout. That plan was then forwarded to Councillors for comment (distributed on 29th July 2009) with no comments being received.

A valuation has been received and will be included as part of the confidential business paper.

Council now needs to determine:

- a) Does it wish to wait on the outcome of the grant application for a library/cultural centre
- b) Does it wish to also look at submitting this proposal in the second round of RLCIP major projects and await that outcome
- c) Determine its further direction in respect of the building on the Crane Building site.

RECOMMENDATION

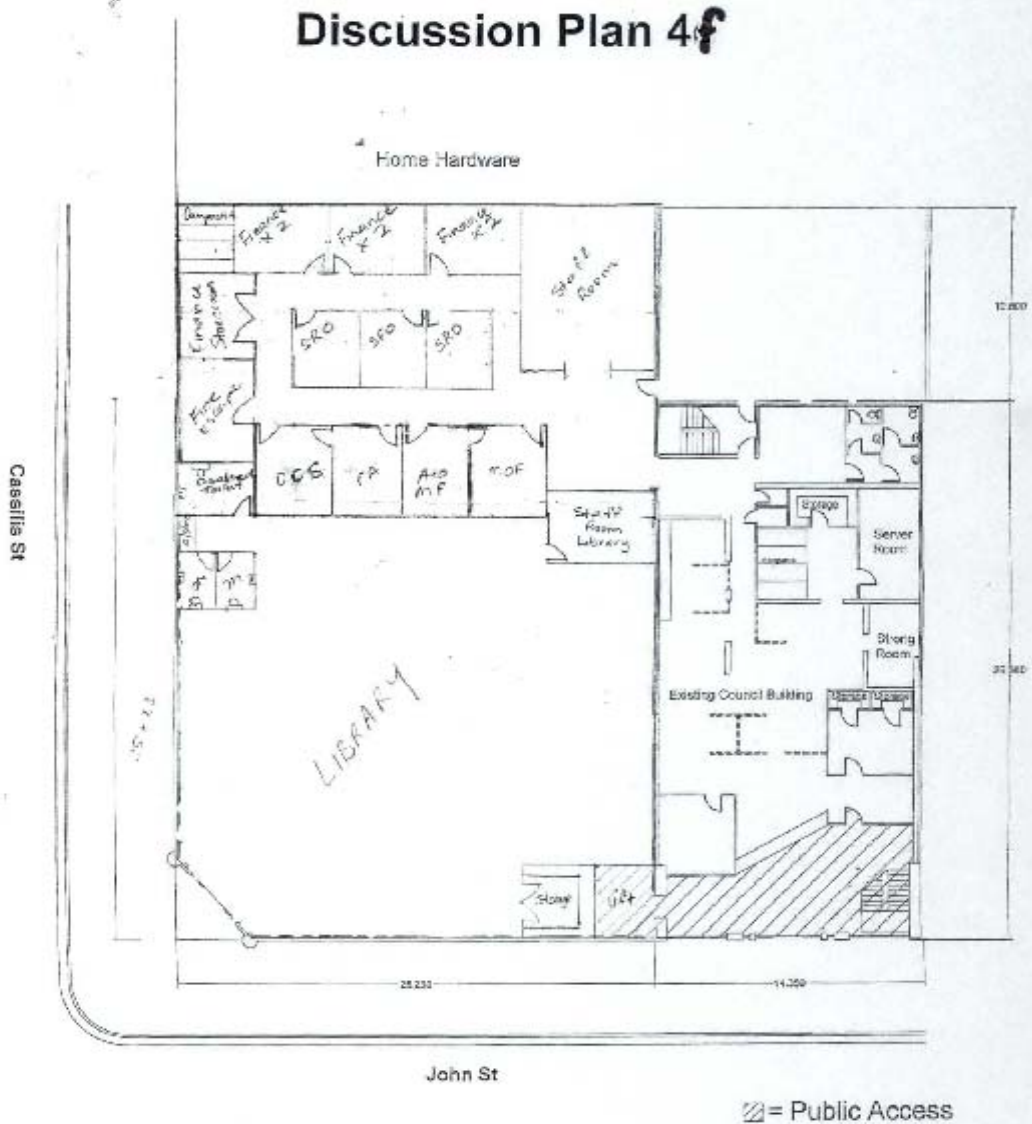
For Council's consideration.

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Warrumbungle Shire Council John St Coonabarabran

Discussion Plan 4f



Ground Floor
Scale 1:200

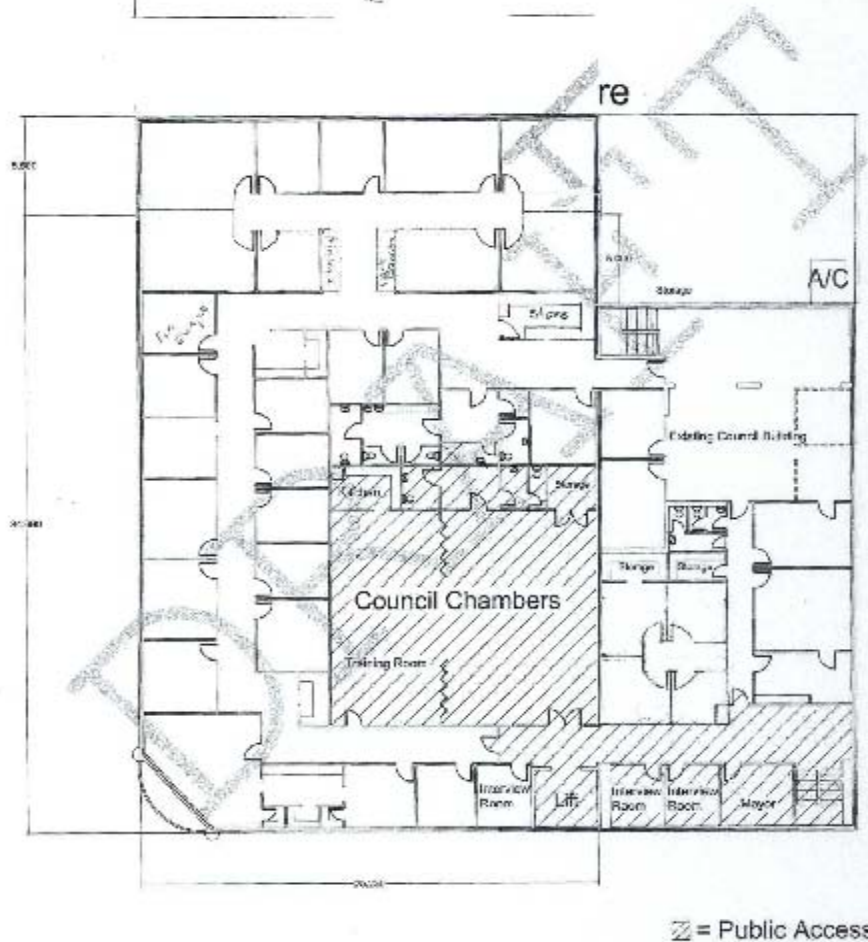
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Warrumbungle Shire Council

John St Coonabarabran

Discussion Plan 4f



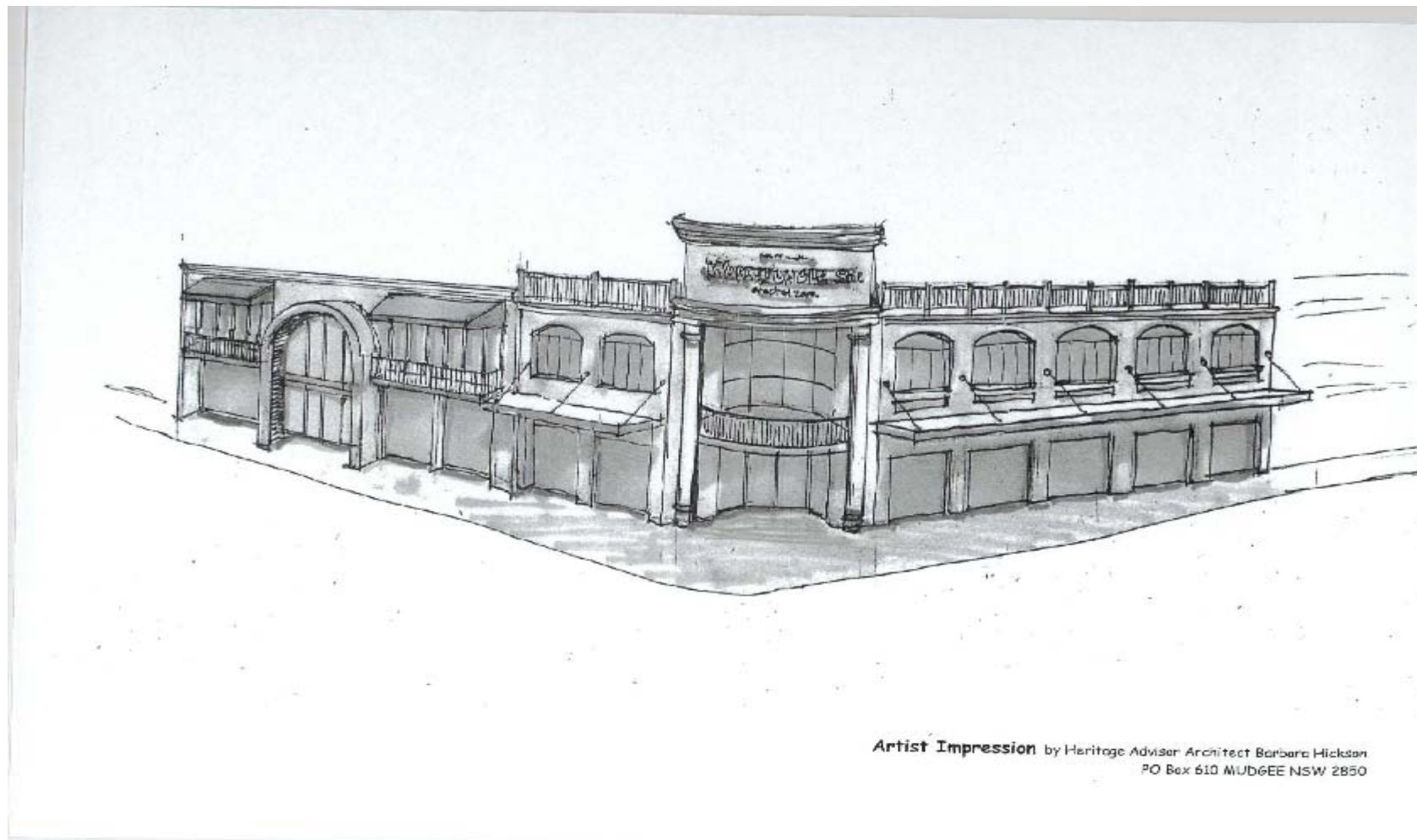
First Floor

Scale 1:200

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Artist Impression by Heritage Adviser Architect Barbara Hickson
PO Box 610 MUDGEE NSW 2850

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1.13 NOTICE OF MOTION – MENDOORAN PARK WATER SUPPLY

The following Notice of Motion has been received from Councillor Todd.

“That the work on the Mendooran Park Water Scheme be suspended until the new Mendooran Town Water Supply has been commissioned.”

RATIONALE

The Warrumbungle Shire Council has sunk a bore in the Mendooran Park that cannot supply the amount of water required to water the park as it is devoid of water, before the current new water scheme, costing \$4million, has been commissioned and water supply requirements have been ascertained.

This decision to sink a bore without waiting to see whether the new water supply would be adequate to provide water for the park as well as the town has been very short sighted.

- *Until the new bore is brought into action there is no way of knowing what the water requirements are needed for Mendooran.*
- *The cost of buying treated water at 400 kilolitres is estimated to only cost \$500-\$600 per annum for the Park, whereas the cost of the new bore and maintenance costs of the old pump could cost thousands per annum. The park will also be responsible for access water charges of \$700.00 and will most likely be metered.*
- *If the new supply cannot meet the requirements needed for Mendooran as it stands at present then it could not be expected to support a boost in housing that may be expected within the next ten years with the close proximity to the new coal mine in Dunedoo and Dubbo.*
- *With a projected increase in population the Government could force the Council to provide a district sewerage scheme which would also necessitate the need for an increased adequate water scheme.*

I repeat the objection I made at the June Council meeting regards this matter but could not get a seconder to the motion. It appears that the most economical option for the Council would be to supply the park watering system from the new water supply when it is commissioned and the council address the fact that a considerable sum of money has already been spent on a defunct bore that would have financed the park water supply from the town water for a considerable amount of time”.

General Manager’s Note

The matter of supplying water to the Mendooran Park was dealt with at the 21st May 2009 Council meeting when the third quarter review was being discussed. The extract from the Minutes of that meeting shows:

MARCH BUDGET REVIEW 2009

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A motion was moved by Councillor Todd that a report be prepared on the utilization of the existing pump on the river at Mendooran to provide water to the Mendooran Park

The motion was withdrawn.

This followed on from a decision at the 16th April meeting to allocate \$30,000 towards the development of an inground irrigation system at the Mendooran Park (resolution 314).

Since then a test bore was sunk. This was done after extensive research on the delivery of bores in the immediate area and advice from Water Conservation. The test bore proved to be totally inadequate and cannot be a source of untreated water for the park. The cost of the drilling was \$1,800.

An alternative is being explored to acquire water from the current water source which will be disconnected from the scheme once the Mendooran Town Supply is commissioned. This option still needs much research as to cost and maintenance. Nevertheless it would address the following issues:

- a) a back bone main for untreated water in place
- b) available water for the swimming pool grounds
- c) available water for the street garden
- d) available water for the Mendooran Park.

Also this arrangement would not be affected by the requirements of water restriction hours.

It is difficult to estimate the water usage of the park after an inground water system is in place – but the Dunedoo Milling Park may be of some assistance in estimating the use – they use 2,500 kilolitres approximately where as Mendooran currently uses 1,000 kilolitres. That would mean a minimum increase of 1,500 kilolitres per annum, or a cost of \$2070 for the extra water. With the impact of past water restrictions this estimate may be well under estimated.

RECOMMENDATION

For Council's consideration.

1.14 MANAGEMENT PLAN QUARTERLY REVIEW – June 2009

Attached is a report on the management plan for the final quarter of the 2008/2009 period ending June. You should be able, through the page numbers, to reference this report against the undertakings in the Management Plan.

The information in this report covers the final quarter but also highlights any particular issues that developed through the year to affect the overall outcomes. Further these words will relate to the financial reports submitted in the Director of Corporate Services section of the business paper.

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RECOMMENDATION

That Council note and receive the report.

.....
R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Governance
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Council

<i>COST CENTRE OBJECTIVE:</i>	To be aware of the challenges confronting Local Government locally and on a regional basis. To be consistent, efficient and equitable in decision making, to operate with uncompromising integrity and to encourage the citizens of Warrumbungle Shire to participate in the governance of the community.		
<i>EXECUTIVE - COUNCIL</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
39	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	Councillors continue to attend Local Government conferences and information sessions. The Mayor and General Manager attended a Newell Highway meeting in Parkes to look at the issues of upgrading the Highway. All Councils along the Newell were present. The half yearly meeting with the Police Local Area Command was attended by the Mayor and General Manager.
	Consultancies	To provide assistance to Council in senior staff appointments	Employment Solutions will continue to assist Council with the General Manager's and Director Reviews. These will be completed for 2009 in September.
	Subscriptions	To be an active and supportive member of the Shires Association	Subscriptions paid at the beginning of the financial year. Advice continues to be given to and received from the LGSA on a regular basis. There has been a need to get Industrial Relations advice during the last quarter.
40	Donations	To provide support for community organisations in accordance with set policy	Donations continue to be paid as per the Management Plan. Additional financial requests are listed for the ordinary Council meetings. Council has two outstanding donations that will need to be carried forward into 2009/10. These are for the Coolah Radio Station and the Field Cemetery.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Councillors	To provide Councillors with the level of remuneration as statutorily required and to allow Councillors to participate fully in the decision making process.	Councillors fees, travel and computer allowances are paid as claimed and in accordance with Council's Policy. These payments are made at the end of each month. Councillors continue to receive daily/weekly emails from the General Manager in relation to decisions needed.
	Other	To meet the overhead charges attributed to the governance section.	The overhead costs are applied on a quarterly basis. The attribution of overheads continues to ensure that all parts of the organisation and their works programmes reflect a full and fair proportion of the administration and general operating costs. This aspect of Councils operations will need to have a very close future scrutiny to better reflect actual costs incurred.
	Civic Functions	To ensure that all civic functions are professionally presented and Councils relationships provide a positive image of Council.	Naturalisation ceremonies are conducted as and when requested. There has been a ceremony conducted in Leadville at the Community Hall with many community members in attendance. This was a good opportunity to look at some local building issues and roads.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Executive
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Organisation Structure

<i>COST CENTRE OBJECTIVE:</i>		To ensure the internal staffing structure is one that is able to meet the challenges of change and community expectations. A dynamic organisation that is efficient, effective and equitable.	
<i>EXECUTIVE – ORGANISATION STRUCTURE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
41	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	Adjustments to the organisational structure continue with consultation with Directors as and when needed. A full Warrumbungle Shire organisation review will be undertaken by the Local Government Employment Solution in the last mid part of the year.
		To progressively improve the quality and range of services provided.	Services monitored regularly and improvements made in consultation with Directors. The need to have “agreed brief” for services delivered internally will be a priority for 2009/10. Public meetings were held in Coolah, Dunedoo, Baradine, Binnaway and Mendooran to discuss the 2009/10 budget along with the amount of rates raised in each town compared to the services provided. These meetings were well attended with some strong debate taking place.
	Corporate Affairs	To provide transparent and accountable local government exercising community leadership. Promote communication and consultative processes that encourage effective participation by the community and Council’s decision makers.	The Mayor continues to do a regular newspaper column that is used by all newspapers in the Shire.

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			<p>The General Manager does a monthly half hour radio session in Coonabarabran on 2WCRFM on matters of interest from Council for the northern area of the Shire. A similar one hour broadcast is done live on Three Rivers on matters related to Dunedoo and Coolah. Following the monthly Council meeting a "roundup" is done with the ABC Radio in Dubbo which is also broadcast to Tamworth. Regular media releases are made on a weekly basis. Members of the public are given the opportunity to speak to Council in the forum before the ordinary meetings. PDF versions of business papers and minutes are available on Council web site and at the 6 libraries.</p> <p>Council's website is being progressively updated to make more information available online.</p>

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PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Public Relations

<i>COST CENTRE OBJECTIVE:</i>		To effectively advise the community of Council's plans, objectives and goals and to foster community involvement and a common sense of purpose.	
<i>EXECUTIVE – PUBLIC RELATIONS</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
42	Public Relations	To keep community informed of Council activities through all available avenues	As well as the monthly radio sessions with the General Manager regular media releases are done with Mayor and General Manager meeting with members of the public as needed. The Mayor or General Manager do a meeting roundup with the Dubbo ABC after each Council meeting and these are used in news items over the following weeks. Public meetings were held throughout the quarter related to the introduction of "user pay sewerage" These meeting were disappointing with the numbers that attended – although Dunedoo was well attended. The changes with the introduction of a fully complying user pay scheme will mean major changes to the relationships between businesses and residences.

PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager

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OBJECTIVE GROUP: Economic Promotion (022)

<i>COST CENTRE OBJECTIVE:</i>	To promote and foster at every opportunity the unique advantages of Warrumbungle Shire to potential developers. To encourage existing business to expand to service the Shire and adjoining region.		
<i>EXECUTIVE – ECONOMIC PROMOTION</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
43	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	Meetings with developers are held regularly as required. Support given to the Team Leader Tourism and Economic Development to promote the whole Shire. The Mayor and General Manager attend expos as and when required. Director of Community continues to seek the availability of Government grants for any possible infrastructure upgrades. There has been a jump in interest in industrial land over the last two months. The issues surrounding the fact that the land is not classified and operational has now developed into a major concern. This will be taken up with the Minister for Planning.

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PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Management and Leadership (023)

<i>COST CENTRE OBJECTIVE:</i>	To ensure that the available resources are used to efficiently and effectively implement Council's aims, objectives and policies. To develop an organisation that is enthusiastic and willing to accept the challenges of external contestability while providing a total quality service to the community.		
<i>EXECUTIVE – MANAGEMENT AND LEADERSHIP</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
44	General Manager - Management and Leadership	To ensure that all Council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.	The GM remains a member of the Board of Statewide as well as providing support to various OROC projects including the introduction of an Executive Officer and a Code of Conduct Review Panel. Refinements continue with the new General Ledger format ensuring that all staff down to supervisor level are immediately aware of their budget situation. Ongoing discussions have been held with Coonamble and Gilgandra Shires about the delivery of Water and Sewerage Services across the Castlereagh area. The outcome awaits the DEC reviewing all submissions.

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Human Resource Services
OBJECTIVE GROUP: Human Resource Management

<i>COST CENTRE OBJECTIVE:</i>	<p>To provide a cost-effective, professional people management service such that:</p> <ul style="list-style-type: none"> • Council people reach their full potential as efficient and effective contributors to Council and Warrumbungle Shire; • Council people are treated fairly and with respect in a culture of safety, equality and merit; • Employment conditions are both motivational and in accordance with appropriate awards, agreements, contracts and legislation; • People-related risks are identified assessed and controlled to the extent possible; and • The Council workforce structure, competencies, policies and procedures facilitate the achievement of Council objectives, values and operating requirements both now and into the future.
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EXECUTIVE SERVICES – HUMAN RESOURCE SERVICES

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
46	Human Resources Management	Provide comprehensive and best practice Human Resource services to enable staff and managers to achieve their corporate objectives through research, networking and attendance at specialist training sessions.	HR work with all directors to ensure resources were provided and long term staff welfare considered.
	Payroll Services	Provide an efficient payroll service to the Organisation.	All payrolls completed on time and staffs requests processed
47	Training	To prepare and implement an ongoing training plan that best ensures that councillors and staff have a suitable skill level to fulfil and improve the delivery of all Council services.	Various training including RTA Yellow Card, Chemical Certificate, Handling Sharps.
	O H & S / Risk Management	Provide an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	State Cover Safety Audit completed and returned on time. On site safety inspections undertaken with staff advised of any breaches.

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	Staff Recruitment Services	Provide a cost effective, timely and professional recruitment, selection and induction procedure, advice and support services to enhance stability and continuity in staffing establishment.	In the fourth quarter Council filled three permanent positions, filled six long term temporary positions and had a current staff member change their position. Three long term vacancies still remain unfilled due to skills shortages in those areas.
47	Salary System Management	Provide comprehensive, easily administrated, fair and equitable appraisal processes to ensure that all staff are assessed at least annually and that employees are remunerated, rewarded and developed in accordance with all relevant Awards, Agreements, legislation and Best Practice principles.	All staff received new Warrumbungle competency documents in line with the updated standards and principles. Manager's competencies are yet to be finalised and the previous documents will be used for the August appraisal.
48	Organisational Development	Provide advice and support and contribute to the improvement of organisational structure, systems, procedures and processes to ensure an effective and efficient organisational structure.	Several changes to staff including creation of position of Project Officer, Indigenous Child Carer, HR Trainee and casual bus driver. Changes to the hours of the social service co-ordinator was also approved.
48	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	HR provided advice pertaining to industrial matters and interpretation of the award.

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Economic Development and Tourism Services
OBJECTIVE GROUP: Economic Development

<i>COST CENTRE OBJECTIVE:</i>	To actively promote and provide an efficient and cost effective economic development and marketing program, to facilitate and encourage economic development within the Shire.
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ECONOMIC DEVELOPMENT OBJECTIVE

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
50	Developmental Services Management	An accessible, customer focused Economic Development and Information Service.	<p>Met with several potential business operators and developers. Attended Business Breakfast & Dinner with Local Members. Successful contract won for Greyhound to establish office & freight depot in Coonabarabran. Assisting with acquisition of property for bus depot with view to further expansion. Successful recruitment of a local manager.</p> <p>Assisted Show Committee with FRRR funding and submission for State Yard Dog Trials in 2010. Team Leader continues to work with CDO's and schools and Chamber of Commerce for the advancement of projects and businesses. Regional meetings attended: Mudgee BEC - discussion on Central Ranges Gasline & local business assistance requirements;</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Mudgee Eco Dev Officer on reinstating airtservices; CRS Officer re return to work programs; assistance with the Galaxy Business Awards. DSRD seminars. Orana Risk on Events Management Santos re gas. NSW Grants Network re hosting Grants EXPO in Coona. TAFE GUMO workshop day. NPWS Plan of Management for WNP. MotoX developer; Prepared submissions for: LISF for Kurrajong Road – unsuccessful in first round. SRD Funding for eCommerce Workshop – successful, good participation from across shire.</p>
	<p>Economic Development Industrial Subdivision</p> <p>Economic Promotion</p>	<p>Facilitate and co-ordinate the shire’s business growth and development</p> <p>Implement an effective economic promotions campaign</p>	<p>Several enquiries for purchase and development in industrial area. TED Meeting recommended re-classification to operational use; requires ministers consent.</p> <p>Maintaining regular liaison with DSRD, Orana ACC and Mudgee BEC on availability of funding, projects and activities; Participation in Film Central; Advertising - GO WEST; Advertising at Dubbo Airport and at Country Week Expo.</p>

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Economic Development and Tourism Services
OBJECTIVE GROUP: Economic Development

<i>COST CENTRE OBJECTIVE:</i>	To support the Community Economic Development officers in Binnaway, Baradine, Mendooran, Dunedoo and Coolah. To source and promote Community Funding opportunities for local community groups and organisations.
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ECONOMIC DEVELOPMENT

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
51	Economic Development	<p>An accessible and customer focused Community Economic Development service.</p> <p>Encouraging a collaborative and collective action by the community towards building active and sustainable communities.</p> <p>Establish needs, opportunities and facilitate funding sources for local Economic Development projects.;</p>	<p>Info Boards for Coolah, Dunedoo and Mendooran ready for installation</p> <p>Provision of information for development groups for grants and funding; assistance with funding applications; letters of support for initiatives</p> <p>Ongoing work on Skills Audit - with DSRD and surrounding shires</p>

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Economic Development and Tourism Services
OBJECTIVE GROUP: Visitor Information Services

<i>COST CENTRE OBJECTIVE:</i>		To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre.	
<i>TOURISM INFORMATION OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
52	Visitor Information Centre	An accredited and customer focused Visitor Information Service	<p>Staffing: Tourism Admin and Tourism Promotions Officers undertaking Cert 3 in Tourism through TAFE/Traineeship. Team Leader at Cert 4. TAO completed first aid.</p> <p>AVIC re-accreditation for Coona' VIC completed; need to review the operations of D/doo Level 3 VIC for compliance; met with Coolah VC to discuss requirements of accreditation. Volunteers and staff participated in 2 famills.</p> <p>Datatrax unit in VIC updated</p> <p>What's On Calendar for Warrumbungle Shire updated & distributed.</p> <p>VIC staff and volunteers continue to support tourism related operators.</p>
	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research	<p>Continue to promote the shire through a variety of media –</p> <p>Websites continue to be maintained regularly; new brochure is progressing – advertisers contributing \$56,000;</p> <p>Co-operative marketing with Coonamble, Gilgandra and Narrabri Shires on Cluster funding from T NSW; attended Newell Promotions at consumer shows – Melb, Adelaide a& Brisbane. publication of Pilliga</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Drive brochure – Baradine through to Narrabri; new Coonabarabran attractions brochure designed and printed in house; attendance at consumer shows in Sydney & Maitland – supported by volunteers.</p> <p>Reviewing Signage; new info boards for southern towns to be installed; met with Coolah Hive re signage for Gallery- clarified TASAC signage requirements.</p> <p>Advertising has been purchased in several publications, preparing material for television campaign</p> <p>Meetings: TIC Tourism Managers Exchange; Central Tourism Marketing Task Force Meetings; hosted Cluster Meeting; attendance & assistance to Warrumbungle Tourist Association meetings.</p> <p>Assisted Classic Car Rally co-ordinators with planning and promotions.</p>

WARRUMBUNGLE SHIRE COUNCIL

**ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
THE FIRE CONTROL CENTRE, COONABARABRAN ON THURSDAY, 20 AUGUST 2009
COMMENCING AT 1.00PM**

PAGE 35

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Technical Services
OBJECTIVE GROUP: Technical Services Management

<i>COST CENTRE</i>		To provide leadership and technical management expertise for the effective maintenance and sustained improvement of the community's infrastructure assets.	
<i>OBJECTIVE:</i>			
<i>TECHNICAL SERVICES – TECHNICAL SERVICES MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
69	Management Services	To provide managerial control and support to the division	<p>Managerial support provided across all areas of Technical Services.</p> <p>The positions of Design Manager and Manager Water and Sewerage are still vacant and this means that many projects are delayed. In particular many water and sewerage capital projects have not progressed. A Project Officer was engaged towards the end of the quarter and this will allow many of the reporting requirements by the various State and Federal Government agencies to be met.</p> <p>A significant staff grievance occurred and was dealt with during the period.</p>
	Technical Services	To provide technical advice to the division, the organisation and the Council.	<p>Significant activities during the quarter included; budget preparation, bridge construction activities at Saltwater Ck No 1, Ulindah Bridge and Yearinan Brige, ongoing meetings with RTA regarding contract and works now underway on SH18, changes to design and reports to Australian Government regarding the rail bridge project, ongoing consultation regarding Mendooran WTP project, consultation with Dunedoo Garden Group regarding RLCIP project, Connemara rail level crossing project and preparation of tender documents for upcoming sealing programme.</p>

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Capital Works (Recurrent)

<i>COST CENTRE</i>		To implement Council's capital works program to Council's standard	
<i>OBJECTIVE:</i>		in a cost effective and environmentally conscious manner within budget allocation.	
<i>TECHNICAL SERVICES – CAPITAL WORKS (RECURRENT)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
60	Rural Local Roads (Const)	Reconstruct sealed local roads to Council's standards within budget allocation utilising industry best practice.	65 % of budget expended. Munns Rd completed. Avonside Rd completed. Design issues with Coolah Neilrex Rd, Teridgerie Creek not yet resolved. Piambra Rd seal completed and Wyuna widening undertaken. Coolah Creek Road completed. Pandora Pass completed. Final seals on Goolhi and Napier Lane. Boomley Road completed.
	Town Streets (Const)	Undertake Council's street construction program in accordance with Council's standards within budget giving due consideration to aesthetic and environmental issues.	62% of budget expended. Works in Tucklan, Digilah and Merrygoen Streets Completed. Design issues with Binnia Street project, Binnia Street drainage project, Renshaw Street drainage project. Walker Street drainage project has had culverts ordered. John Street Coonabarabran completed during period. Cobra Street drainage project completed. Street bins installed in all towns.
	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council's policy and budget.	Macquarie Street footpath project completed.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Bridge approaches completed at Talbragar, Bomera and Ulamambri. Culvert extensions completed on MR55 (Black Stump Way) and widening complete.
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Major widening project on SH18 underway with work scheduled for completion September 2009.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Dapper Road completed. Flags Rockedgiel and Milchomi Creek causeways completed.

PROGRAM: **Technical Services**
PRINCIPAL ACTIVITY: **Road Operations**
OBJECTIVE GROUP: **Road Operations Management**

<i>COST CENTRE OBJECTIVE:</i>	To provide leadership and technical input across all road operations objectives while monitoring performance of work crews against Council standards and budget allocations.
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TECHNICAL SERVICES – ROAD OPERATIONS MANAGEMENT

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
61	Road Operations Management	Complete relevant Council programs to standard and within budget allocation with a strong customer focus and in co-operation with other regulatory bodies.	Recurrent expenditure in this area in accordance with budget expectations – 8% over expended due mainly to salary calculation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Rural Roads M & R

<i>COST CENTRE</i>		Maintain Shire road network to ensure a safe and trafficable surface.	
<i>OBJECTIVE:</i>			
<i>TECHNICAL SERVICES – RURAL ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
62	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	Works undertaken on Coona Cooney Bridge and Tongy Bridge with further work scheduled for Tongy in 2010.
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Budget 75% expended. Patching generally able to address all potholes Shire wide in a timely manner. Drainage maintenance also completed. Rain late in year had the patching truck struggling to maintain entire network.
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Maintenance budget 119% expended with work completed in accordance with council's maintenance programme. Gravel resheeting program completed apart from minor resheet on Dandry Road. Program 88% expended.
	Flood damage local roads	Complete programme in accordance with agreed budgets	Repairs to local roads almost complete. Significant repairs on rock outfall structures on Coolah Creek Road completed. Work on gravel realignment and causeway repair completed across the Shire.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Regional & State Roads M & R

<i>COST CENTRE</i>		Maintain and improve regional road network within budget supplied with RTA block grants and maintain State roads in accordance with single invitation contract.	
<i>OBJECTIVE:</i>			
<i>TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
63	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Linemarking and signs requested by Traffic Committee completed. Marking of John Street median islands completed.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	General routine maintenance activities completed. Budget is 89% expended with significant shoulder work completed on MR55 and MR329.
	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	A major culvert inspection programme completed. This required two staff members for about three (3) months. All other State Road maintenance completed as requested.
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	Two major repair projects – Hannahs Bridge and Binnia Creek Bridge nearing completion.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Maintenance works completed as required.
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	Construction of Bomera Creek bridge and Talbragar River bridge and Ulamambri projects complete. Yearinan, Saltwater and Ulindah bridges all scheduled for completion late August / early September.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Town Streets

<i>COST CENTRE OBJECTIVE:</i>	Maintain and improve kerb, gutter and drainage structures.		
<i>TECHNICAL SERVICES – STORMWATER DRAINAGE (234)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
64	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	Generally, maintenance expenditure on town streets within budget expectations. The overall expenditure level in each town is as follows; Baradine 97%, Binnaway 95%, Coonabarabran 115%, Coolah 77%, Dunedoo 87%, Mendooran 70%, Merrygoen 130%, Cobbora 16%, Leadville 86%, Other Villages 224%.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	Refer to comments in 'Road Maintenance'
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	Refer to comments in 'Road maintenance'
	Street Lighting	Provide for street lighting charges made by Country Energy	Budget allocation is included within budget allocation for individual towns.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Private Works – Road Operations (237)

<i>COST CENTRE OBJECTIVE:</i>		To maximise the use of Council owned plant and labour and provide a profit to Council while servicing the community.	
<i>TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
65	Private works	<i>Provide competitive hire rates within Council Policy. Return a profit of private works to Council.</i>	Profit of \$35,000 returned o works with budgeted income up from estimate of \$191,000 to an actual income of \$211,000. Represents a profit margin of around 18%. Overall budget shortfall of \$37,000 in expended “profit”.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Car Parking

<i>COST CENTRE OBJECTIVE:</i>		Maintain well organised and convenient parking areas that are easily accessible for both able bodied and disabled patrons.	
<i>TECHNICAL SERVICES – CAR PARKING</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
66	Carparking	Undertake maintenance as required.	Budget allocation, \$3,000 fully expended.

WARRUMBUNGL E SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Contract Services Management

<i>COST CENTRE</i>		Effective management of major road and bridge contracts and provision of safe and environmental sustainable quarry operations.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
79	Management	Provision of contract services to Technical Services division	Contracts in place for bitumen sealing and aggregate supply for 2008/2009.
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	Gravel pit operations satisfactory. New management structure required by DPI by end of August 2008 is in place. 10000T of sandstone blasted and crushed at Duce's Pit for use on Wongoni to Ukebung construction. There are issues to be resolved related to apparent theft of gravel. A risk assessment for each gravel pit is now planned for 09/10 financial year. Agreements with land owners require review. <i>Resources need to be made available for these activities.</i>

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: State Roads

<i>COST CENTRE</i>		Maximise return to Warrumbungle Shire through the RTA contract.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
80	RTA Single Invitation Contract	Maximise financial return to council from RTA contract	Under the new RMCC contract Council cannot make a profit on routine maintenance activities. Amount spent on routine maintenance activities - \$606,521(including an allowance for spending on first ¼ SIMC Contract). Total RTA funds available \$610,000
	RTA Works Orders	Maximise financial return to Council from RTA contract	15 works orders issued this year. Two works orders will carry over into 2009/2010. Amount claimed for this financial year is \$1803983. Costs approx. \$1,391,000. Some additional overhead costs may be applicable. Accrual of payments back to 08/09 will be less than full claim.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Regional Roads

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
81	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for "regional roads" ie main roads under Council's control has been developed. Resealing program is complete <i>On time On budget</i>

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Local Roads

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
82	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for local roads has been developed. Resealing program is complete. <i>On time On budget</i>

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Town Streets

<i>COST CENTRE</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
83	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for town streets has been developed. Resealing program is complete. <i>On time On budget.</i>

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water - Baradine

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
85	Water Mains - Baradine	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required. The program of hydrant maintenance has been completed.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters repaired or replaced as required.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Pump station providing service as required. Estimate being sought on new bore.
	Water Reservoirs - Baradine	Maintain water reservoirs	No progress made on determine cost of removing 1.5m of sludge in the reservoir.
	Water Telemetry Sys - Baradine	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
85	Water Treatment Plant – Baradine	Provide water in accordance with Australian Drinking Water guidelines	OHS issues not yet addressed. General building upgrade not yet completed. Revote of \$53,978 sought to undertake the works.
	Water Other Baradine	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management Baradine	Completion of projects in accordance with budget constraints	Actual income is 114% of annual budget. Recurrent expenditure is 113% of annual budget. Overall outcome in accordance with budget expectations. Report outstanding on proposed water main extension Aerodrome Road.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Binnaway

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
87	Water Mains - Binnaway	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required. The number of main breakages is higher than expected – most likely due to the deteriorated condition of AC mains. The mains replacement program not undertaken as expected due to resource constraints. Revote not sought as funds already available in 2009/10 budget.
	Water Meters - Binnaway	Maintain water meters in accordance with policies and standards.	Meters repaired and replaced as required.
	Water Pumping Station - Binnaway	Maintain pumping stations in serviceable condition.	Pumping station providing service as required.
	Water Reservoirs - Binnaway	Maintain water reservoirs	Reservoir providing service as required Reservoir inspected during the period – awaiting final report.
	Water Telemetry Sys - Binnaway	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
87	Water Treatment Plant - Binnaway	Provide water in accordance with Australian Drinking Water guidelines	Treatment process in accordance with standards.
	Water – Other – Binnaway	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management - Binnaway	Completion of projects in accordance with budget restraints.	Actual income received is 112% of annual allocation. Recurrent expenditure is 130% of annual allocation. Unexpected expenditure of \$10,000 for replacement pump and higher than expected expenditure on mains repair.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water - Coonabarabran

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Many new water meters were installed throughout the year in response to information from user pay sewage modelling. Cost associated with these installations incorrectly allocated to recurrent budget rather than capital budget.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping station provide service as required.
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing service as required. Projects associated with Timor Dam not completed due to resource constraints and revotes sought.
	Water Telemetry Sys – Coonabarabran	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily
	Water Treatment Plant Coonabarabran	Provide water in accordance with Australian Drinking Water guidelines	Water treated in accordance with guidelines. Council staff continue to operate water treatment facility at Siding Spring.
	Water Plumbers Shed – Coonabarabran	Depot and storage shed adequately meets the needs of the water services section.	Depot meeting current needs.
	Water Management – Coonabarabran	Completion of projects in accordance with budget constraints	Actual income received is 104% of annual budget. Recurrent expenditure is 107% of budget allocation.
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	Water quality monitored by Environmental Services Division in accordance with standards.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Coolah

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
89	Water Mains - Coolah	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Main breaks repaired as required.
	Water Meters – Coolah	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Coolah	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service. Reservoir roof not yet replaced – revote required.
	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	Actual income is 126% of annual budget. Recurrent expenditure is 82% of budget allocation. Despite repeated advertising, the position of plumber and Supervisor have not been filled.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Dunedoo

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Water Mains - Dunedoo	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Water main repairs undertaken as required. Bolaro Street project not undertaken do to resource constraints. A revote is not sought as project already included in 2009/10 budget.
	Water Meters – Dunedoo	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Dunedoo	Maintain pumping stations in serviceable condition	Pump station providing service as required. Licence obtained to undertake exploration for another bore, however, no physical works completed – re vote required.
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service. Installation of telemetry is urgently required and is still under investigation.
	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	Actual income is 100% of annual budget. Recurrent expenditure is 105% of annual budget allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Mendooran

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
91	Water Mains - Mendooran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	No significant works undertaken. Main breaks repaired as required. Constant complaints received about colour and odour of water. Flushing programme in place, but limited success. Cost centre fully expended, however, may be incorrect job allocation with treatment plant. – under investigation.
	Water Meters – Mendooran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Mendooran	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Mendooran	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Mendooran	Disinfection of water in accordance with Australian Drinking Water guidelines	New works progressing satisfactorily. Tender for reservoir roof readvertised. Quotation sought for relining inside of reservoir. Also, quotation sought for duplication of section of main to Coolabah reservoirs.
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	Actual income is 103% of annual budget. Recurrent expenditure is 96% of annual budget.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Villages

<i>COST CENTRE</i>		To provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
92	Water – Bugaldie	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report.
	Water – Kenebri	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report. No action yet on installation of water meters to each serviced property.
	Water – Merrygoen	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report. The project to install a new reservoir and pipeline easement has slowed due to resource constraints.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water – Baradine

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
93	Sewerage Mains Baradine	Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow.	No significant issues to report. Reports received from Contractor of an increase in the frequency of component failure in the sewer 'pots'.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing satisfactory performance. Unexpected repairs in July 08 has resulted in overexpenditure. Capital project to upgrade pump station is still under review. Revote sought, however funds may be used to replace components in 'sewer pots'.
	Sewerage Treatment Works Baradine	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Sewage treated as required.
	Sewerage Management Baradine	Sewerage projects completed in accordance with budget constraints	Actual income is 100% of annual budget. Overall maintenance expenditure is 127% of annual budget. No budget allocation for loan repayment.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Coonabarabran

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
94	Sewerage Mains Coonabarabran	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	The frequency of sewer blockages is increasing and a works programme is being developed for ongoing inspections and cleaning. Sewer line upgrade project behind schedule due to resource constraints.
	Sewerage Pumping Station Coonabarabran	No overflows from pump station. Pump station operating at optimum performance.	Pump station operating satisfactorily. Pump station upgrade project behind schedule. Revotes sought for uncompleted works.
	Sewerage Treatment Works – Coonabarabran	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Treatment plant providing service as required. However, breakdowns throughout the year to monitoring equipment and to the effluent arm on the trickling filter resulted in non compliance with licence requirements. As a result there is an increase in the load based licence fee for the year.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	Actual income is 100% of annual budget. Recurrent expenditure is 122% of annual budget. Substantial work undertaken on user pay sewage models.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Coolah

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95	Sewerage Mains Coolah	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	Maintenance of mains within budget. Frequency of blockages within expectations. However, routine maintenance of manholes is not occurring due to resource constraints. Capital works in Henderson Street and Yule Street behind schedule due to resource constraints. Revote sought for these projects
	Sewerage Pumping Station Coolah	No overflows from pump station. Pump station operating at optimum performance.	No significant issues
	Sewerage Treatment Works – Coolah	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Increased level of monitoring and testing is contributing to over expenditure in this area. A review of EPA license conditions is being sought.
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	Actual income is 99% of annual budget. Recurrent expenditure is 77% of annual budget. Substantial work undertaken on user pay models.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Dunedoo

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
96	Sewerage Mains Dunedoo	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	Mains providing service as required. Sewer extension to Robertson Oval is finished.
	Sewerage Pumping Station Dunedoo	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing service as required. Telemetry at Nott Street pump station installed and working satisfactorily.
	Sewerage Treatment Works – Dunedoo	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	The project to remove sludge from the lagoon is ongoing.
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	Actual income is 101% of annual budget allocation. Recurrent expenditure is 106% of annual budget allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Horticulture

<i>COST CENTRE</i>		To provide and maintain parks and reserves for the general public.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks and toilets being maintained. Park in disrepair. Soft fall in need of repair. Toilets over expended.
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park and toilets being maintained at expected standard.
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy and mown as regular as budget allows.
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area tidy, heavy grass growth has required extra mowing
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area tidy, heavy grass growth has required extra mowing
	Parks – Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area tidy, heavy grass growth has required extra mowing
	Parks – Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area tidy, heavy grass growth has required extra mowing
89	Parks – Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area requires watering. Burrs now a problem.
	Parks – Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Heavy use over holidays required maintenance
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mowing program within budget
	Parks – David Bell	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	No volunteer mowing now means bigger demands on staff involvement – budget overspent

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Parks – Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mowing has been frequent as heavy cover
	Trees – Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Park kept tidy on program
	Trees – Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Trees monitored and maintained as required

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Horticulture

<i>COST CENTRE</i>		To provide and maintain parks and reserves for the general public.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Keep monitored and maintained as required
	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Mowing occurring as per program. When staff available
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Mowing occurring as per program. When staff available
	Streets - Grass cutting - C’bran	Grass to be kept in tidy state within allocated budget.	Mowing occurring as per program. When staff available. Budget allocation exceeded, however over expenditure is offset by under expenditures in other parks and reserves.
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Some maintenance work done. Work now being undertaken.
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	High demand.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	High demand.
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Mowing done as per budget allowed.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Landcare – Street Cleaning

<i>COST CENTRE</i>		To supply cleaning service to town streets.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
91	Street cleaning – Baradine	Ensure streets and gutters are kept in clean state and parking areas	Main area cleaned weekly
	Street cleaning – Binnaway	Ensure streets and gutters are kept in clean state and parking areas	Main area cleaned weekly
	Street cleaning – Coonabarabran	Ensure streets and gutters are kept in clean state and parking areas	CBD swept daily. Rest of town on rotation program
	Be Tidy Bins M & R	Ensure streets and gutters are kept in clean state and parking areas	Budget spent. Vandalism contributes to expenditure

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Toilets

<i>COST CENTRE</i>			
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
92	Toilets – David Bell Park	Toilets to be cleaned daily.	Budget overspent Repairs required on three occasions from vandalism
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Heavy usage in holidays
	Coolah – McMaster Park	Cleaning three times weekly	Heavy usage in holidays
	Black Stump Road side rest area.	Cleaning three times weekly	Kept clean
	Dunedoo – Milling Park	Cleaned daily	Heavy usage requires extra cleaning
	Mendooran Lions Park	Cleaning three times a week.	

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management - Baradine

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
94	Garbage Tips - Baradine	Ensure tip kept in tidy state	People still do not comply. Time spent cleaning up
	Waste Services - Domestic Baradine	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic Baradine	Ensure commercial rubbish is collected weekly.	Waste collected weekly

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Kerbside Recycling – Baradine	Ensure recycling collected on a weekly basis	Recycling collected weekly. Participation spasmodic.
	Commercial Recycling – Baradine	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Binnaway

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Area generally tidy.
	Waste Services - Domestic Binnaway	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic Binnaway	Ensure commercial rubbish is collected weekly.	Waste collected weekly
	Kerbside Recycling – Binnaway	Ensure recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic.
	Commercial Recycling – Binnaway	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Coonabarabran

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
96	Garbage Tips – Coonabarabran	Ensure tip kept in tidy state	Area kept tidy. Rubbish covered daily
	Waste Services - Domestic – Coonabarabran	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Waste collected weekly
	Kerbside recycling – Coonabarabran	Ensure recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic.
	Commercial recycling – Coonabarabran	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management - Other

<i>COST CENTRE</i>			
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
97	Waste Services – Domestic Kenebri	Ensure private rubbish is collected weekly	Waste collected weekly
	Waste Services – Recycling Kenebri	Ensure recycling is collected weekly	Recycling collected weekly
	Waste Services - Domestic Bugaldie	Ensure private rubbish is collected weekly	Waste collected weekly
	Waste Services – Recycling Bugaldie	Ensure recycling is collected weekly	Recycling collected weekly
	Waste Services - Domestic Ulamambri	Ensure private rubbish is collected weekly	Waste collected weekly
	Waste Services – Recycling Ulamambri	Ensure recycling is collected weekly	Recycling collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management

<i>COST CENTRE</i>		Provide clean and tidy landfill site and recycling centre.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
99	Waste services – Collection runs: Timor Road Purlewaugh Road Baradine Road River Road Bungabah Rural Oxley Highway	Ensure private rubbish is collected on a weekly basis. Ensure Recycling is collected on a weekly basis.	Waste collected weekly Recycling collected on a weekly basis. Participation rate not high.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Coolah

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
100	Garbage Tips – Coolah	Ensure tip kept in tidy state	Area still needs cleaning up weekly. Local participation improving.
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Waste collected weekly
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

PROGRAM: Technical Services

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PRINCIPAL ACTIVITY: **Urban Services**
OBJECTIVE GROUP: **Waste Management – Dunedoo**

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
101	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Area still needs cleaning up weekly
	Waste Services - Domestic – Dunedoo	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Waste collected weekly
	Kerbside recycling – Dunedoo	Ensure recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic
	Commercial recycling – Dunedoo	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

PROGRAM: **Technical Services**
PRINCIPAL ACTIVITY: **Urban Services**
OBJECTIVE GROUP: **Waste Management – Mendooran and Coolabah Estate**

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
102	Garbage Tips - Mendooran	Ensure tip kept in tidy state	Area still needs cleaning up weekly
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Waste collected weekly
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Waste collected weekly
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Recycling collected weekly. Participation spasmodic
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Other

<i>COST CENTRE</i>		Provide weekly collection services on designated runs	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
103	Waste Services – Domestic Neilrex	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Recycling Neilrex	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Waste Services - Domestic Merrygoen	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Recycling Merrygoen	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Waste Services - Domestic Leadville	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Recycling Leadville	Ensure recycling collected on a weekly basis.	Recycling collected weekly
104	Waste Services – Domestic Coolah rural	Ensure private rubbish is collected weekly.	N/A
	Waste Services- Recycling - Coolah rural	Ensure Recycling collected on a weekly basis.	N/A
	Waste Services – domestic Uarbry	Ensure private rubbish is collected weekly.	N/A

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Waste Services – Recycling Uarbry	Ensure Recycling collected on a weekly basis.	N/A
	Waste Services – Domestic Cobbora	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Recycling Cobbora	Ensure Recycling collected on a weekly basis.	Recycling collected weekly
	Other Waste – South		Rubbish collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset and Design Services Management

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the Branch and provide cost effective technical support to the organisation	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
117	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	The positions of Manager and GIS officer remains vacant. However, a project officer appointed in the water and sewer area will have some responsibility for updating the GIS. Progress on some projects slowed due to the complicated nature of the projects. The overall budget allocation for recurrent expenditure is 91% expended.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset & Design Services
OBJECTIVE GROUP: Traffic Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that adequate facilities are in place for the safe movement of vehicular and pedestrian traffic.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
118	Traffic Management	Design and implementation of traffic control measures to improve road safety	Many recommendations from Traffic Committee not implemented in a timely manner due to resource constraints.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Design Projects
OBJECTIVE GROUP: Survey Investigation and Design (223)

<i>COST CENTRE OBJECTIVE:</i>		The Survey, Investigation and Design Section of Roads Administration and Management provide finished plans developed from concept ideas through the investigation, survey and design phases to enable construction or rehabilitation works and major new works.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
119	Survey Investigation and Design	Provision of accurate and comprehensive civil Engineering plans in accordance with budget constraints.	Good progress made on design programme and staff involved in set out several road and bridge construction projects. Design works undertaken during the quarter include; Bingie Grumble Rd, Sand Ck causeway, 'rail bridge site' on Baradine Rd, Merryula Road causeway, truck accident site on the Coonamble Road.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset Management

<i>COST CENTRE OBJECTIVE:</i>		To maintain a current listing of community infrastructure assets and report annually on their condition.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
120	Asset Management	To develop and update asset registers and report on asset condition in accordance with statutory requirements.	No progress made during the quarter on updating road asset registers. That huge task of collecting data to determine a financial value of roads has not yet commenced.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Fleet Services Management

<i>COST CENTRE</i>		To provide modern plant to suit Council's requirements	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
112	Management	Provision of plant and equipment that meets operational requirements of the organisation and is in accordance with budget constraints.	All plant and equipment are meeting operational requirements and operating expenditure is up \$196,982.00 (10.60%) on budget forecast and income is up \$359,078.00 or 9.389%.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Depots

<i>COST CENTRE</i>		Provision of safe, secure and effective depots.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
113	Depot – Baradine	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements
	Depot – Coolah	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements. Lease has been signed by Country Energy. Awaiting hard stand and fencing to be carried out.

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	Depot is providing safe workplace and meets all of user requirements. Extension of the internal road network has been completed.
	Depot – Dunedoo	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe workplace and meets all of user requirements; extension to storage bunkers has been completed.
	Depot – Mendooran	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements

PROGRAM:

Technical Services

PRINCIPAL ACTIVITY:

Fleet Services

OBJECTIVE GROUP:

Plant & Equipment

<i>COST CENTRE OBJECTIVE:</i>		Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
114	Plant and Equipment M & R	Maintenance and repair of equipment completed in a timely manner.	All maintenance and repairs of plant and equipment have been completed in a timely manner.
	Radio Network	To maintain an effective communication system for Council's vehicles, offices.	Radio network is maintaining effective communications between Council's offices and vehicles.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Workshops

<i>COST CENTRE</i>		Provision of efficient and effective workshop in Coolah and Coonabarabran	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
115	Workshop Operations – Coolah	To provide modern workshop facilities to enable efficient repair of Council's plant and equipment.	The facilities at Coolah workshop are providing modern workshop operations thus enabling efficient repairs with little downtime.
	Workshop Operations – Coonabarabran	To provide modern workshop facilities to enable efficient repair of Council's plant and equipment.	The facilities at Coolah workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. Skillion extension has been completed.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Environmental Services Management

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, promote and encourage an efficient and cost effective, caring and understanding Environmental Services Division which is attuned to the communities needs for the natural and built environment. To maintain an accessible and customer focused community information service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
118	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	Customer service targets being achieved demonstrated by minimal complaints. Action plan monitoring is producing positive results and increasing department motivation. Some difficulties being experienced with staff shortages in planning area.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Strategic Planning

<i>COST CENTRE OBJECTIVE:</i>		To effectively maintain Council's principal planning instruments in keeping with Council's adopted vision for the future development.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
119	Strategic Planning	Provision of an accessible, comprehensive and easily understood group of strategic planning instruments	Progress on the comprehensive LEP still slow with further analysis work by consultants recently completed and being reviewed. No further funding being drawn by consultants until strategy document is adopted by Council and the Department. Department of Planning now looking to freeze some projects statewide. Development Control Plan and Section 94A plan works progressing behind LEP project and up-coming State Government standardised Complying Development standards which will impact council's DCP project. Consultant advised to commence work on draft section 94A plan ASAP

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services
OBJECTIVE GROUP: State of the Environment

<i>COST CENTRE OBJECTIVE:</i>		To encourage proper management and conservation of the natural and built environment through accurate State of the Environment reporting. Key components are: ongoing education, waste minimisation and recycling, sewerage effluent treatment (and reuse) and the disposal and proper use of public land.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
120	State of Environment	Document accurately reflects the current State of the Environment based on available information	Legislative changes have simplified Council's reporting obligations. Warrumbungle Shire will be reporting as part of the Central West Reporting Group. This year is a comprehensive reporting year and research is underway. Budget expenditure on target.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Major Projects

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, and complete environmental rehabilitation and restoration projects on public lands in accordance with changing demands on usage.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
121	Major Projects	Efficient re-use of public land in an environmentally sustainable manner	<p>Land register project approximately 35% completed with public land in the three major towns in the southern half of the Shire and rural areas completed and budget expenditure proportional to project status. Little progress since director left due to time constraints and focus on Re-classification LEP</p> <p>The Alcohol Free Zone project was complete within the budget allocation. Inspections in June revealed significant vandalism to the signs erected in November. The remaining balance from this project will need to be revoted to repair and restore these signs.</p>

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PROGRAM: **Environmental Services**
PRINCIPAL ACTIVITY: **Environmental Services Management**
OBJECTIVE GROUP: **Environmental Management Policy Development**

<i>COST CENTRE OBJECTIVE:</i>	To develop applicable community standards by reviewing and regularly updating all division policies in keeping with Council's vision for the provision of its environmental services function.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
122	Environmental Management Services Policy Development	Provision of a current policy for each major functional area	Planning policies continue to be developed with existing department policies reviewed as required.

PROGRAM: **Environmental Services**
PRINCIPAL ACTIVITY: **Town Planning**
OBJECTIVE GROUP: **Development Assessment**

<i>COST CENTRE OBJECTIVE:</i>	To assess planning applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
124	Town Planning	Council's planning Instruments and Policies administered via consistent and high quality approvals.	Existing LEPs (Coonabarabran and Coolah) with Contributions Plan and DCPs utilised for development control purposes. They are reviewed as part of the merit based assessment process. Streamlining of routine approvals occurs where possible and more complex applications are processed within acceptable time frames. Problems constantly experienced with the quality of plans lodged not being satisfactory.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Subdivision Approvals

<i>COST CENTRE OBJECTIVE:</i>		To assess subdivision applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
125	Subdivision Approvals	Council's planning Instruments and Policies administered via consistent and high quality approvals.	One (1) subdivision application has been processed in the final quarter. Consents have been issued utilising checklists and standard conditions of consent (based on Department Planning Guidelines) for consistency. Anticipated development has decreased due to economic conditions.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: 149 (Zoning) Certificates

<i>COST CENTRE OBJECTIVE:</i>		To provide accurate, comprehensive certificates in response to data provided in the relevant application, addressing all statutory requirements.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
126	149 (Zoning Certificates)	To deliver accurate and comprehensive zoning certificates reflective of Council's planning Instruments and Policies.	One hundred and fifty nine (159) applications have been processed this quarter for a total this financial year of five hundred and thirty nine (539), compared with four hundred and thirty one (431) for the same 2007/2008.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Heritage Conservation

<i>COST CENTRE OBJECTIVE:</i>		To identify items of potential heritage significance across the Shire. To assess relevant planning applications with appropriate sensitivity to their heritage significance.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
127	Heritage Conservation	Council's planning Instruments and Policies reflect appropriate heritage conservation strategies to be administered via consistent and high quality approvals.	Expenditure in this area has been on target. Council's heritage consultant continues to provide high quality referral advice.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Public Land Register & Leasing

<i>COST CENTRE OBJECTIVE:</i>		To assess leasing applications for adherence to Council's adopted policy and grant limited term leases that permit private/public usage in an ecologically sustainable manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
128	Vacant Land – Community/ Operational	All vacant land accurately identified and leased where possible/relevant. Maintained in accordance with budget. All applications for consent and enquiries dealt with professionally.	Budget expenditure is on target with numerous projects undertaken this year. The signage project in this area is complete. Investigations required as to whether rating of this land is correct.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: REP (Lighting) Control

<i>COST CENTRE OBJECTIVE:</i>		To assess planning applications for adherence to the Orana Regional Environmental Plan. Ensuring that development across the Shire occurs in an ecologically sustainable manner and minimises disruption to the astronomy activities carried out at Siding Spring Observatory.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	REP (Lighting) Control	Council's planning Instruments and Policies administered via consistent and high quality approvals which demonstrate adherence to the Orana Regional Environmental Plan.	Continued and ongoing staff involvement in regular REP meetings has ensured progress is being achieved. The REP will eventually be replaced by standard LEP template clauses. Looking to amend DCP on lighting to make it more user friendly and also develop handout which people can understand.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Public Cemetery Management

<i>COST CENTRE OBJECTIVE:</i>	To provide well maintained and accessible cemetery facilities.		
<i>PAGE NO.</i>			
<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>	
130	Public Cemetery Management	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable and consistent standard.	<p>The capital projects at the cemeteries are complete, with the exception of the new bay at Native Grove which has approximately \$9000 left to be spent on a road around the new bay.</p> <p>Community expectations of the cemetery maintenance area are high. Despite increased budget allocations this year, complaints are increasing. Coonabarabran Old Cemetery erosion project will be completed this year.</p> <p>Increased numbers of burials this year (with corresponding increases in income) have compromised both the grave-digging and maintenance budgets at Native Grove, Coonabarabran Old and Dunedoo Cemeteries.</p> <p>The Uarbry Cemetery budget has not had any further expenditure following the major clean-up in the first quarter.</p>

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services
OBJECTIVE GROUP: Environmental Health Services Administration

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with environmental health statutory requirements across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
132	Environmental Health Services Administration	An accessible, customer focused community Environmental Health Information service.	Complaints are being investigated as they arise. Income targets have been compromised through an educative rather than punitive approach to food shop inspections. Expenditure slightly higher than expected due to staff promotion.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services
OBJECTIVE GROUP: NSW Food Regulation Partnership

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for premises involved in food preparation activities through a partnership with the NSW Food Authority.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
133	NSW Food Regulation Partnership	Increased public awareness of food safety issues across the shire. Provision of an efficient inspection and disposal of contaminated foods service.	Complaints responded to within statutory timeframes. Routine food shop inspections complete for 2008/9. The Public Education Program on food and hygiene awareness was an outstanding success. Results of public education are being demonstrated through an increase in requests for fit-out advice. A firmer approach to food safety will now be adopted by Council staff for 2009/10. Which will result in fines if premises are not compliant.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services
OBJECTIVE GROUP: Public Health Control

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with public health statutory requirements across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
134	Public Health Control	An accessible, customer focused public and Environmental Health Control information service.	Complaints are investigated and orders sent as required. Regular town water supply sampling taking place with appropriate notification and reporting. Mendooran remains on permanent boil alert until the completion of the new water treatment plant.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services
OBJECTIVE GROUP: Environmental Pollution Control

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for the protection of the natural environment across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
135	Environmental Pollution Control	An accessible, customer focused information service about environmental hazards such as pollutants, illegal dumping and littering.	River water monitoring is taking place as part of Council's regional State of the Environment project. Further expansion of this area is desirable with targeted public education programs and new Council policies and inspections of industrial businesses. Authorisation under the Protection of the Environment & Operations Act is required for adequate performance in this area.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services
OBJECTIVE GROUP: Public Swimming Pools

<i>COST CENTRE OBJECTIVE:</i>	To ensure Council's six (6) swimming pools are operated and maintained to a high standard, and are compliant with any relevant legislation. To ensure a safe and attractive facility that meets community needs.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
136	Public Pools - Baradine Binnaway Coolah Coonabarabran Dunedoo Mendooran	Gradual improvement of each facility, including the variety of services provided. Increased patronage of the pool in accordance with the allocated budget.	Final capital works were undertaken in this quarter. Only one small project remains incomplete due to staff injury. The Binnaway First Aid Room project is outstanding. Materials were ordered but invoicing did not take place in 2008/9 year. \$500 will need to be revoted to 2009/10 for the completion of this important safety project. Baradine Pool has been the focus of this year's winter works program (April – June). Significant maintenance and repairs are necessary for the amenities and kiosk area. As reported in the June meeting - the pool leaks are significant - \$12,000 of water was consumed this season. \$12,000 would fix the baby pool leaks saving an average of 4000litres per day. (according to specialist inspection report) However the main pool is in need of significant investment. \$30,000 would sufficiently slow the water leaks to a manageable level if the two existing pool staff were used for the labour.

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			<p>The \$12,000 water bill for Baradine was only entered into the expenditures on the 30th June 2009.</p> <p>All pools were on target for income and expenditure except Baradine Pool.</p> <p>Expenditure of budget:</p> <p>Baradine 116% (\$12,000 water)</p> <p>Binnaway 105%</p> <p>Coonabarabran 102%</p> <p>Coolah 101%</p> <p>Dunedoo 105%</p> <p>Mendooran 102%</p> <p>Income Estimate:</p> <p>Baradine Pool 84%</p> <p>Binnaway 116%</p> <p>Coonabarabran 98%</p> <p>Coolah 109%</p> <p>Dunedoo 101%</p> <p>Mendooran 109%</p> <p>A review of the previous season has taken place, with reports to monthly Council meetings as required.</p>

PROGRAM: **Environmental Services**
PRINCIPAL ACTIVITY: **Environmental Health Services**
OBJECTIVE GROUP: **Clean Up Australia Day**

<i>COST CENTRE OBJECTIVE:</i>	To ensure Council's participation in the annual nationwide environmental clean up.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
137	Clean Up Australia Day	Increased community awareness about the aesthetic and health merits of cleaning up their environment.	The budget allocation for this project has been discontinued.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health Services Management
OBJECTIVE GROUP: Environmental Health Services Policy Development

<i>COST CENTRE OBJECTIVE:</i>		To develop applicable community standards by reviewing and regularly updating division policies in keeping with Council's vision for the provision of its environmental health services function.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
138	Environmental Health Services Policy Development	Provision of a current and comprehensive policy for each major function in the Environmental Health Services area.	Policies reviewed as required. A Draft Food Regulation policy is underway.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Building Control Services Administration

<i>COST CENTRE OBJECTIVE:</i>		To ensure compliance with statutory building control standards across the Shire. Maintain a safe built environment in accordance with community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
140	Building Control Services Administration	To create an accessible, customer focused building control information and inspection service. To create increased awareness of the need for Building Control Services within the community.	Increased awareness by customers for the need to make appointments with relevant staff as well as the need for adequate notice when inspections are required has resulted in more effective customer service. Budget expenditure on target. Higher income than anticipated due to reallocation of construction certificates to building control.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Sewerage Scheme Property Connections

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for plumbing and drainage standards across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
141	Sewerage Scheme Property Connections	To ensure that all connections to any of the four (4) sewerage schemes across the Shire, are correctly undertaken. To provide timely and accurate technical advice as required.	Procedures in place to ensure all new connections are covered by approvals and only by licensed tradesmen.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Onsite Sewerage Management Systems

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for onsite disposal of human effluent within un-sewered areas of the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
142	Onsite Sewerage Management Systems	To ensure that all installations of onsite sewage management systems occur correctly and their operation is compliant with all relevant standards	Routine inspections lagging due to staffing constraints. A Strategic Project is required to create a Shire-wide septic register based on risk and linked to property assessment numbers for 2009-10.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Places of Public Entertainment

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements Places of Public Entertainment across the Shire.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
143	Places of Public Entertainment	To ensure the safety of large gatherings associated with public entertainment in accordance with community standards and expectations.	Legislation change. All applications now processed as Development Applications. An information session on these changes for businesses was held recently as part of a Liquor Accord Meeting in Coonabarabran.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Fire Safety Essential Services

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of fire safety compliance in the built environment across the Shire, using adopted fire safety standards.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
144	Fire Safety Essential Services	An accessible, customer focused community Building and Environment Information Service. Maintain a safe environment in accordance with community standards and expectations.	A register of public buildings (eg, hotels) requiring annual certification is required to ensure routine annual inspections. Advice and assistance provided where requested.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Building Control Policy Development

<i>COST CENTRE OBJECTIVE:</i>		To develop applicable community standards by reviewing and regularly updating division policies in keeping with Council's vision for the provision of its building control services function.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
145	Building Control Policy Development	Provision of a current and comprehensive policy for each major function in the Building Control Services area.	Review of adopted policies is ongoing for inclusion in the DCP project.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Stock Straying Control

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service for straying stock in line with relevant animal control standards and community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
147	Stock Straying	Promote community awareness regarding the hazards of straying stock. Provide a responsive impounding service and patrol for straying stock. Enforce relevant statutory requirements in a professional manner	This area has improved through increased patrols. Orders for fencing improvement have been successful. Compliance has been sought rather than income from fines and impounding fees, and so the income is fractionally lower than predicted.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Stock Pound

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality enclosure compliant with statutory requirements regarding the keeping of animals	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
148	Stock Pound	Provide a suitable stock pound or alternative impounding arrangement where possible. Enforce relevant statutory requirements in a professional manner	All impounded stock are now delivered to the Coonabarabran Pound. Expenditure is complete for this financial year.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Companion Animal Control

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service to ensure compliance with companion animal keeping standards including the health and safety of the community generally	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
149	Companion Animal Control	Provide a responsive impounding service for nuisance, surrendered and/or straying dogs and cats. Provide an appropriate level of assistance with feral, dumped and dangerous animals. Enforce relevant statutory requirements in a professional manner	Routine complaint investigations taking place as requested. Income is 30% lower than anticipated as monies are pending from infringements and registration commissions.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Companion Animal Pounds

<i>COST CENTRE OBJECTIVE:</i>		To provide two high quality enclosures compliant with statutory requirements regarding the keeping of companion animals necessary to service the Shire area	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
150	Companion Animal Pounds	Provide two suitable Companion Animal pounds to service the Shire area, compliant with all Department of Primary Industry requirements and of efficient design. Enforce relevant statutory requirements in a professional manner	A significant break-in occurred at the Coonabarabran Pound this quarter. The repairs are to be undertaken by the Northern ranger. A relationship with Dubbo RSPCA has been established to re-house suitable animals.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Environmental Services Enforcement Support

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and inspection field service to assist relevant managers ensure compliance with other environmental services regulatory responsibilities	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
151	Environmental Services Enforcement Support	To provide an efficient and responsive support service for Environmental Services Regulation duties. Enforce relevant statutory requirements in a professional manner	In particular results are being achieved with burnt out houses and overgrown allotments. The participation of the compliance officers in the rural addressing scheme has been successful in bringing the completion date forward and a better allocation of department resources. This area of the compliance function will continue to develop to cover other functions of the environmental services needing field assistance. Budget expenditure within prediction.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Compliance Services
OBJECTIVE GROUP: Contract Services

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality support or control services to other departments/divisions on request.	
<hr/>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
152	Contract Services	Provide a quality outsourcing support service to other departments internal to Council.	Water supply monitoring occurs on a weekly basis for the technical services department. Removal of animals from RTA roads takes place as required. Budget expenditure within prediction.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Community Services Management

<i>COST CENTRE OBJECTIVE:</i>		To engage the community and target groups to facilitate and implement Council's Community Services obligations and responsibilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
154	Management Services	<p>To provide management and direction to staff and volunteers, community groups and stakeholders, supporting the whole division</p> <p>To review strategies for implementation of Warrumbungle Shire Social Plan</p> <p>Provide advice and direction towards delivery of each of community services divisions within the shire creating viable and sustainable services that meet the needs and expectations of the community.</p> <p>Provide an accessible and customer focused Community Services Division</p>	<p>RLCIP funding received, 11 projects allocated to respective Directors. Reporting and financial system organised in preparation for project commencement. Reports submitted as per timetable of Funding Agreement, signs ordered.</p> <p>Yuluwirri Kids operating well and is receiving good community support. Utilisation Rates: Preschool February 2009 - 57% and June 2009 - 98%. Long Day Care - 72% to 86%. Advisory Committee meeting bimonthly and feedback positive. A number of staff changes and hours of work rearrangements implemented as operations and systems progress. Bus issue remains unresolved, Ministry of Transport approval for route changes sought. Funding Agreements for programs received and signed in accordance with Council resolution. Former Preschool Management Committee in last stages of ceasing incorporation status and finalising audit and accounts. Operational deficit \$52,495 for first 6 months to be carried forward into next financial year. With accounts O/S, CCB owed \$35,890; and operational funding this deficit will clear in 2009-2010.</p>

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
			<p>Dunedoo Preschool MOU remains outstanding, pending agreement by Preschool Committee. Coolah Preschool MOU required.</p> <p>Orana Arts meetings attended by Director. CASP funding to Mendooran (Singers), Dunedoo (Woodland Learning), Coolah (CoolArt) and Baradine (Step Back in Time) \$ 5,818.</p> <p>Director attended final meeting of Orana ACC held to wind up operations and transfer to Orana RDA – new combined State and Federal organisation.</p> <p>Support provided to Community Working Party and attendance at meetings. Assistance provided to National Reconciliation week program.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Emergency Services Coordination

<i>COST CENTRE OBJECTIVE:</i>		To coordinate the Shires responses to any emergency. To produce and maintain the Warrumbungle Shire Disaster Plan and Emergency Risk Management Plan in partnership with the Local Emergency Management Committee (LEMC). To encourage volunteer emergency services personnel and organisations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
155	Emergency Services Coordination	Maintain the DISPLAN including contact details Coordinate LEMC activities including exercises	Contact lists maintained. Electronic DISPLAN available for LEMC. Preparation of Emergency Plan project for Timor Dam; a statutory requirement from the Department of Water and Energy (DWE). Department of Lands, Emergency Information Coordination Unit MOU with Council exchanged for sharing of emergency mapping information. Coordinator attended a 2 day training session for new Dept of Lands mapping system (SIMS). Updated cadastre information on Councils rates software system (Practical). Coordinator maintains the structure in which Local Emergency Management Committee (LEMC) works together managing problems that arise following emergency incidents.
		Provide effective assistance to all volunteer organisations (including VRA, SES and RFS)	Neilrex Fire Shed Land acquisition completed. VRA shed RLCIP project commenced. Footings and landscape work completed by VRA members in preparation for concrete slab.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Management of Emergency Risk Management Project	Emergency Risk Management Project was completed in 2007. Remains a permanent agenda item at all LEMC meetings. A review of the plan undertaken at LEMC meetings.
		Applying for grants applicable to volunteers and Emergency groups Promote community awareness of DISPLAN and emergency procedures	Bushfire Risk Information Management System (BRIMS) an internet database utilised for management of hazard reduction burns conducted on Council land. Training course BRIMS attended. Emergency Services Information section uploaded onto Councils Web Page.

PROGRAM: **Community Services**
PRINCIPAL ACTIVITY: **Community Services**
OBJECTIVE GROUP: **Road Safety Officer Program**

<i>COST CENTRE OBJECTIVE:</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
156	Council Road Safety Strategic and Action Plan	Develop and implement Warrumbungle Shire Council Road Safety Strategic and Action Plan Develop and implement road safety behavioural educational program to address local road safety issues by changing road user behaviour Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety programs.	Position vacant February and March due to resignation of officer. Recruitment process implemented for replacement; commenced in casual capacity in June. Youth Gala Day in Baradine supported by casual RSO and RTA – Bike Safety program. Reports and acquittals finalised for 08/09 financial year. Action plan submitted and approved for 09/10 Financial Year.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Aerodromes Management

<i>COST CENTRE OBJECTIVE:</i>		Maintain aerodromes to civil Aviation Safety Authority (CASA) regulations to ensure safe and trafficable aerodromes.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
157	Coonabarabran	Conduct regular and statutory maintenance program.	Operational budget 8% over estimate – PALC unit damaged again by electrical strike. CASR inspections and aerodrome maintenance undertaken according to statutory requirements. Feral Pig control essential.
	Coolah	Conduct regular and statutory maintenance program.	Operational budget 9% over estimate. CASR inspections and aerodrome maintenance undertaken according to statutory requirements. Capital revote request \$ 3,138.
	Baradine	Conduct regular and statutory maintenance program.	Operational budget 54%. RASP Round 3 submitted for fencing upgrade and installation toilet/tank. Final instalment RASP Project Round 2 received. Lights and PALC unit rewired and reinstalled. Remaining lights on order. Runway sprayed, sealing of end completed; roll and final hot seal to finish project when weather warms.

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PROGRAM: **Community Services**
PRINCIPAL ACTIVITY: **Community Services**
OBJECTIVE GROUP: **Libraries**

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain through membership to Macquarie Regional Library (MRL) an effective and community oriented, easily accessible library service that meets the educational, recreational and cultural needs and expectations of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
158	Coonabarabran Baradine Binnaway Mendooran Dunedoo Coolah	As a member council and stakeholder of MRL with Narromine, Wellington, Dubbo; the MRL Strategic Management Plan will be basis from where performance targets are determined. NSW Library Council benchmarks will provide long term objectives for the delivery and provision of services.	Review of Mendooran and Binnaway Service Points as presented to Council May meeting caused significant community concern. Reassurance given to each that Council committed to provision of Library Services be that a suitable alternative, and prior to no alternative arrangements being agreed to, Council to be presented with outcomes of consultation. A number of issues being identified and MRL with Director working through suggestions to improve utilisation. All branches included in MRL service delivery, and involvement in regional activities such as Youth Week, Law Week and book clubs. Yourtutor online program in roll out stages, literacy programs, younger readers and talking books being focus for period. New book votes expended and distributed to branches. Saving in budget expenditure corresponds to reduced per capita NSW SL subsidy. Councillor representative attended MRL quarterly meeting - April.

PROGRAM: **Community Services**

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PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Community Banking

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain the Westpac banking operations at Dunedoo Agency.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
159	Westpac Banking Agency Dunedoo	Service responsive to Westpac management directions and operations, providing a service that meets the needs and expectations of the community. Customer service delivered to a high standard providing Council front counter support role.	100% targets achieved. Service meeting needs of community and supporting Council office functions.

PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Ovals and Sport and Recreation

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
160	Baradine Oval Binnaway Oval Coonabarabran Oval/Netball, Basketball / Tennis courts complex	Sporting facilities maintained in a safe and attractive condition. Optimum use of facilities by a multitude of sporting bodies Sporting and recreational activities encouraged and co-operative partnerships developed to increase usage.	Ovals and recreational facilities maintained within budget. NSW Sport and Recreation applications submitted for Baradine and Binnaway Canteens unsuccessful. MOU for Tennis Courts sent to all Clubs. Coursing Club RLCIP project making some progress; slab down and materials ordered in readiness for construction and fitout of new amenities block.

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	<p>Bowen Oval Coolah and sporting complex</p> <p>Robertson Oval Dunedoo</p> <p>Mendooran Sports Ground and Tennis Courts</p>		<p>Good patronage for range of activities – football, touch football, training, athletics and recreation.</p> <p>Bowen Oval Grandstand Project planning and works program completed. Engineering specifications received for restoration work.</p> <p>Robertson Oval toilets connection to sewerage completed.</p> <p>Mendooran Recreation and Sports Trust unsuccessful NSW Sport and Recreation Grant submission.</p>
161	<p>Coonabarabran Racecourse</p> <p>Showground Binnaway</p> <p>Caravan Parks</p>	<p>Recreational facilities maintained in a safe and attractive condition.</p> <p>Optimum use of facilities</p> <p>Management committees established to manage day to day operations and maintenance of facility.</p>	<p>All facilities utilised by community for various events and maintained in safe and attractive condition.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Halls

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council owned or entrusted public halls are maintained to an acceptable standard to service the needs of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
162	Baradine Hall Binnaway Hall Coonabarabran Town Hall Community Services Building Coonabarabran Shire Hall Coolah	Buildings maintained in a sound, clean and safe condition and available for use as required. Buildings to be licensed as Places of Public Entertainment. Local management of each hall facilitated to ensure community input and hall use meeting the needs and expectations of each community. Hall plans and long term objectives developed in partnership with community and stakeholders to expand community infrastructure asset usage.	Baradine Hall Local Schools Working Together Project (Federal) unsuccessful. Amenities remain substandard and maintenance issue for Hall. Good usage and community management group received small grant facilitated by Development Coordinator for kitchen. Binnaway Hall and Coonabarabran Town Hall projects submitted to NSW Hall Renewal Fund unsuccessful Round 1. Coonabarabran Town Hall closed mid June to enable RLCIP project works; refurbishing toilets and installation of disabled amenities. Emergency lighting installation completed. Community Services building now office for Community Care.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	<p>Dunedoo Jubilee Hall</p> <p>Mendooran Mechanics Institute</p> <p>Goolhi Hall and Reserve Trust</p> <p>Purlewaugh Hall</p>		<p>All Halls licenced PPE.</p> <p>Dunedoo Hall continued use by Youth Club.</p> <p>Mendooran refurbishment project planning completed for funding applications.</p> <p>Goolhi Hall tennis courts project remains uncompleted, contractor availability. Scheduled for July/August.</p> <p>Purlewaugh Hall refurbishment Stage 2 funded from Sureway and works continued.</p>
163	<p>Youth Centre-Coonabarabran</p>	<p>Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre.</p> <p>Central booking system maintained at Council with cooperation from Youth Club Committee.</p> <p>Capital works projects are developed and grant applications facilitated.</p>	<p>Youth Club RLCIP project underway with installation of shutters, doors being fabricated TAFE. Second toilets refurbishment, Council and NSW Sport and Rec funds works commenced.</p> <p>Sports Coordinator role identified as need for Youth Club facility. Concept and funding support being investigated.</p> <p>Youth Club Committee addressing some issues of cleaning and user groups concerns. Facility used for basketball, indoor netball, indoor soccer competition, boxing, gym, karate, squash, youth club and school sports.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Development
OBJECTIVE GROUP: Community Development Officer/Centrelink/ Youth Activities / Community Development Coordinators

<i>COST CENTRE OBJECTIVE:</i>		Engage and assist individuals, community groups, Council and stakeholders to implement Community Development initiatives	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
164	Community Development Officer – Coonabarabran	<p>Assist and encourage a collaborative, collective action to be taken by the community to enhance the long-term social, economic, and environmental conditions of their area so as to achieve an improved lifestyle.</p> <p>Projects are identified and opportunities for funding facilitated by sourcing and promotion of funding information</p> <p>Maintenance of Shire Community Services Directory.</p> <p>Facilitate implementation of Social Plan initiatives.</p> <p>Plan develop and support new and existing services to meet community needs.</p>	<p>Temporary Work Visa Extension application referral to Department of Immigration for local employment.</p> <p>Following the withdrawal by the NSW Grants Network from the event, 2009 Grants Expo will be coordinated locally Officer on a smaller scale.</p> <p>Funding Opportunities researched and promoted regularly in local newspaper. Included; NSW Government's Stimulus funding package.</p> <p>Funding sourced and/or ABS information provided to TAFE, Men's Sheds, Coonabarabran Show Ground Trust and Show Society (kitchen facility) and Aboriginal cadetships (Police, NSW Fire Brigades and the RFS) projects.</p> <p>Community Services Directory in progress. Secured Interagency network involvement.</p>
		Engage individuals, community organisations and stakeholders in whole of government approach to Community Development issues	Support for Men's Sheds within the Shire continued. Regular meetings attended Men's Shed Coonabarabran which has commenced at the Wool Pavilion at the Coonabarabran Showground.

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165	Youth Activities	<p>Youth week activities implemented by development of community partnerships.</p> <p>Youth participation into sporting, cultural and community activities encouraged and fostered.</p>	<p>Youth Week 2009 was coordinated and promoted. 27 different events conducted by Community Organisations involving 709 young people from across the Shire.</p> <p>Support provided to Coonabarabran Youth Club – DVD 2828.</p>
165	Community Development Coordinators	<p>Part time community Development Coordinators are employed in Baradine, Binnaway, Mendooran, Dunedoo and Coolah</p> <p>Liaison and support network provided by Council to enable local models implemented across Shire</p> <p>Funding opportunities and cooperative partnerships developed for local community projects.</p>	<p>Development Coordinators continue to provide support to many local organisations seeking grant funding; Over 60 applications facilitated and submitted throughout the year. \$338,000 successful external grants (excludes any Council funding and RLCIP projects). Of note this reporting period includes \$14,000 from Dept Veterans Affairs (Fed and State) for the restoration of the Mendooran-Merrygoen Memorial Club Honour Wall. Coordination and point of contact for many Shire activities; including Town Committee Meetings, Youth Week, Seniors Week. A new Coordinator appointed in Coolah and resignation of Binnaway Coordinator.</p>
	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	<p>1589 Client enquiries Average 25 per day for period. Accumulated loss cleared at end of year from transfer restricted asset \$8,481. 2009-2010 Centrelink Contract signed as per Council resolution.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Social Services
OBJECTIVE GROUP: Warrumbungle Community Care - Meals
 Service/Social Support/Respite
 Maintenance/Community
 Care/Home
 Transport

<i>COST CENTRE OBJECTIVE:</i>		To co-ordinate, promote and provide social service activities to the frail aged, disabled and/or disadvantaged members of the community so they can live safely and appropriately in the community and in their own homes thus avoiding premature or inappropriate admission to long term residential care.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
167	Social Services Management	<p>All requirements of Funding Agreements from funding sources are met for all programs.</p> <p>Ensure the Home and Community Care Service Standards and Objectives are implemented.</p> <p>All legislations, acts and obligations relating to providing service to the aged and disabled are abided by and implemented.</p>	<p>All MDS Statistical data submitted to Funding Bodies. DADHC Funding agreement for 2009-2012 completed and signed. NSW MoT 09/10 Budget submitted. GWAHS Funding Agreement for Health Related Transport funding completed and signed. Actions to be completed for the Integrated Monitoring Framework Report submitted.</p> <p>Northern and Southern Advisory Committee, Social Services Advisory Committee meetings.</p> <p>Coonabarabran and Coolah offices have successfully relocated to new premises in each respective town. National Volunteers Week was celebrated in Coonabarabran, Coolah and Dunedoo.</p> <p>Volunteer Meeting and Training was held for Community Transport Drivers on safe working procedures for various aspects of their volunteer role.</p> <p>Seniors Week activities coordinated and program promoted throughout Shire. DADHC funded Magic on Wheels Tour events well attended as well as individual school, clubs and library sessions.</p>

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			<p>Annual Planning Days completed in Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran. Clients, Volunteers, members of the community, Community Service Providers and Councillors in attendance. New partnerships gained and lots of interest and feedback given.</p> <p>New People Mover has arrived. Position for a Casual Driver has been advertised. Schedule for People Mover is being prepared that will firstly fill gaps in service around the Shire. The People Mover is also available for hire to approved groups.</p> <p>Transport numbers for Northern service area well over target. Lobbying of Ministry of Transport and Department of Ageing Disability and Home Care is required to increase funding to meet demand.</p>
168		<p>To ensure the community is appropriately informed and consulted with to encourage community participation in social services planning and development to meet the needs of the community.</p> <p>Seek appropriate funding opportunities to enhance existing programs and where an unmet need is identified, lobby for funding to be established.</p>	<p><u>Meals Service - North:</u> Meal numbers are remaining steady and just under target with room for emergency short term meals. Total meals delivered for 4th quarter is 1637 meals. Quarterly target 1750 meals.</p> <p><u>Meals Service - South:</u> Meal numbers have just gone over target in the South with 1292 meals delivered. Quarterly target 900 meals.</p> <p><u>Home Maintenance - North:</u> Total hours = 145 hours. Lawn mowing has quietened down but Handyman tasks have increased a little. Quarterly target 299 hours. Still room for improvement.</p> <p><u>Home Maintenance - South</u> 94 hours of service was given and the South also has a target of 299 hours. Frosts and cold weather is behind this downturn.</p> <p><u>Social Support - North</u> Total hours = 620 hours. Winter has had an impact. Quarterly target 1,343 hours.</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p><u>Social Support - South</u> Total hours = 537 hours. Up due to an increase in telephone monitoring clients. Quarterly target 428 hours.</p> <p><u>Respite - Shire Wide Total = 100</u> hours. This is an increase on last quarter which is very positive. Quarterly target 389 hours.</p> <p><u>Community Transport - North</u> This program is HACC funding only which is for the frail aged and people with disabilities. The operation of two funded vehicles and the brokering of a small bus to Dubbo in the Northern end = 901 trips for this quarter. Quarterly target 818 trips. Kilometres travelled 60,855.</p> <p><u>Community Transport - South</u> Southern service has 3 sources of funding which provides for variation of target group. The operation of three funded vehicles and one brokered bus to Dubbo = 470 trips. This has improved since last quarter. Quarterly target is 818 trips. Kilometres travelled 23,043.</p> <p><u>Volunteer Membership</u> 96 volunteers – Southern 172 volunteers – Northern</p> <p><u>Clients Receiving Services</u> 175 clients - Southern 405 clients – Northern</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Family Day Care

<i>COST CENTRE</i>		To provide a quality home based Childcare Service that is flexible in meeting the ever changing needs of the families and provides children with an environment that is inclusive, stimulating, safe, flexible and nurturing.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
170	Family Day Care	<p>Provide support, guidance, assistance and monitor each of the carers who are registered with the scheme.</p> <p>Ensure the service is accessible and services the requirements of families and children and they have access to appropriate and quality care.</p> <p>Register carers and their premises in accordance with regulations and the scheme's policies and procedures.</p> <p>Provision of programs appropriate to the needs and development of the individual child.</p> <p>Service meets the accreditation and validation requirements by National Childcare Accreditation Council.</p> <p>Service meets the current legislation and regulatory licence requirements of Department of Community Services.</p> <p>Objectives and requirements of Funding Agreement met.</p>	<p>Coordinator attended Out of School Hours (OOSH) and Family Day Care Conference. Planning for establishment of OOSH/Vacation Care service. Relocation of office in last week June. Final pay period to carers late due to internet reconnection delays – now resolved.</p> <p>Coordinator resigned 30/06. Office being supported by Temporary Coordinator and casual Administration Officers whilst restructure implemented.</p> <p>Currently 17 FDC Carers. 1 new Carer in Dunedoo and 1 undergoing registration process in Coolah. NCAC self study report planning and policies reviewed to meet Accreditation and Regulatory requirements.</p> <p>For 2008-2009 Reporting Year No. of Children enrolled: 266 No of Families: 163 Total Earnings: \$461,172 Fee Relief: \$325,233 Admin Levy: \$55,454</p> <p>Numbers reaching sustainable levels, Coordination unit duly recognised by DEEWR Family Day Care section for growth of service this year. Annual Financial Statement for 2007-2008 reporting period remains only outstanding item to DEEWR; who provide Network Support and CCB to Families using Family Day Care service.</p>
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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Connect 5

<i>COST CENTRE OBJECTIVE:</i>		Connect 5 is a Mobile Children's Service operating in the Shires of Coonamble, Gilgandra and Warrumbungle to assist children 0-5 years to reach their full potential by providing support to them and their families.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
173	Connect Five Management	To effectively manage the service within the Funding Guidelines Targeting groups of children who: <ul style="list-style-type: none"> • Are isolated geographically and culturally • Are of low socio economic background • Do not currently access (or have limited access to) appropriate services in the community 	Interim Long Day Care Service acquitted and Auditors Report completed. DDEWR approval sought to retain operating surplus to Yuluwirri Kids LDC. Planning for and management of tradespeople undertaking refurbishment of former Preschool building. Relocation of office in last week June.
174	Play Sessions	To provide enriched opportunities through play to support children's learning and development To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development. To support Families on behalf of children to access specialist services through referral support	New CDO started 28 April. 2008 survey results distributed to parents. Vehicle incident occurred in Plant 8052 on the Binnaway Rd, 13 May. Incident report submitted and risk assessment completed. Insurance assessment and repairs completed. One session cancelled due to damages sustained to vehicle
	Toy Library	To provide resources to communities in the area of child development	Parents reported new interest in borrowing from library is ongoing.

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Skills Development	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Play sessions held in Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo, Gulargambone, Hollywood Lane, Mendooran, Tooraweenah. Total no. of Sessions = 38 No. of children = 147 No. of families = 96
	Partnerships in Service Delivery	To provide resources to communities in the area of child development	Centa Care provided a 4 week Parenting course in Baradine and Binnaway attended by a number of C5 parents. Visit to Baradine Central school to support transition to school. Visit to Coonabarabran library.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Corporate Services Management

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the divisional responsibilities of Corporate Services. To promote public awareness of Corporate Services as a responsible, effective and efficient part of Council's operations. To provide strategic forward planning for global services such as EDP systems, Award Restructuring, Internal Audits (Financial and Technical), Management Accounting Systems, Landlord Services and Risk Management.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
177	Corporate Services Strategic Management	Ensure that an industry standard, user friendly Management Plan document that provides both qualified inputs and outputs is on exhibition by the end of May.	Target met, 2009/2010 Management Plan adopted at the Ordinary Meeting of Council in June 2009.
178		Provide comprehensive specialist advice to Manex and Council on key areas such as Finance, Human Resources, IT, Risk Management, Insurance, Supply and Local Government Legislation that ensures that senior staff and Council make informed decisions and achieve corporate objectives.	Appropriate advice given when required.
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	The finance department has not been able to meet the required outcomes. One of the main contributing factors has been lack of human resources and those resources that we do have, do not have the necessary skill levels. This is being addressed with a complete skills audit and training plan but the problem will not be solved overnight. It should be noted that this problem is common to many rural councils all over Australia and further that there is well documented evidence of a world wide shortage of skilled finance professionals.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Risk Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that all reasonable identifiable risks are assessed and appropriate actions taken to protect the Corporation's interests.	
<i>CORPORATE SERVICES – RISK MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
179	Insurances Risk Management	No significant loss due to inadequate insurance cover.	None

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Property Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that Council's commercial properties perform to a level equal to industry standards and positively contribute to Council's non-rate income.	
<i>CORPORATE SERVICES – PROPERTY MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
180	Medical Centre Coonabarabran	Minor maintenance to be completed in accordance with quarterly inspection programme and determined priorities.	Minor maintenance carried out on time. Reroofing completed on time and under budget.
	Council Chambers Coonabarabran	Council Offices cleaned in accordance with contract specifications.	This has improved – with better communication established with new area manager of contract firm. A review of cleaning services is underway with a recommendation expected to come to the September 2009 meeting of Council.
		Security of the building maintained.	Done
		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Done although there are still some repairs required to air-conditioning units from hail damage.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: I T Strategic Management Services

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an Information Technology service that meets the defined needs of the organisation.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
181	IT Strategic Management	Develop Information Technology Strategy that provides an achievable plan for the resourcing of Council's IT needs for the next three (3) years.	No capital improvements planned for 2009/10 due to budget constraints.

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Financial Services
OBJECTIVE GROUP: Financial Services Management

<i>COST CENTRE OBJECTIVE:</i>		Provide financial management, support and expertise to all Council business units and establish management accounting policies, procedures and operating systems, to facilitate budget preparation, financial, planning and performance analysis to assist the Council to effectively and efficiently record and manage its human, physical and financial resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
183	Finance Services Management	Produce a Financial Report detailing status of all key financial control indicators for: cash/investments/receipting /debtor, rates, assets, budget control. To provide leadership and direction to the Financial Services team.	Reports are presented Monthly for rates,debtors,receipting, investments and cash as part of the Director of Corporate Services Report. Council also utilises Bpay and Billpost payment facilities and there has been a large takeup of this option by ratepayers

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
184		Training plan for Financial Services.	A training plan for Financial Services has been developed with Rates Training to take place throughout the 2009/10 year. A trainer was unavailable in 2008/2009.
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	KPI's have been looked at and have been updated
184	Finance Services – Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	Quarterly reviews have been completed and submitted to Council by November, February, May and the June review is going to the August Meeting
		Significant budget variations reported to Council quarterly as per Regulation.	Variations to budget have been shown and supplementary votes and revotes submitted to Council for consideration and endorsement
185		Provide technical support to managers in monitoring/developing budget bids.	Support has been provided to managers in the development of their budgets.
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	Financial Services budget has been monitored and adjustments made via supplementary vote requests
		Develop an action plan for the coordination and collation of budget bids for Council's consideration for the Management Plan 2008/2009.	The Action plan for the 2009/10 Budget has been developed and the process was completed in May and placed on exhibition for public comment

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
186	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	There has been continual work with the accounting package and Mondelio are currently writing the linking of the budget items – this will be in place for the next annual budget
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	As outlined above this is currently being completed by Mondelio to link to the Practical Ledger
		Coordinate and collate budget bids from Divisions for the 2008/2009. Management Plan.	The collection and collation of the budget bids from all Divisions for the 2009/10 but has occurred and the process was finalised in Mid May
		Review Accounting Standard and periodic changes.	Draft Standard 17 is currently being reviewed
187	Finance Services – Financial Accounting	Council’s General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for both the former Coonabarabran and Coolah Shires.	Council’s consolidated reports are being completed in accordance with the required standards
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	The Annual Reports have not yet been lodged. The reports for the funding bodies have been lodged. A number of issues have contributed to the delay but Statements for 2007/2008 are expected to be completed and submitted to the DLG by the end of August. Preparations for Statements for 2008/2009 are progressing and are expected to be lodged on time.
		Constantly review adequacy of Council’s assets registers and ensure compliance with AAS27 and accounting manual.	The assets register is constantly being updated to comply with changes to the accounting requirements

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Financial Services
OBJECTIVE GROUP: Financial Services

<i>COST CENTRE OBJECTIVE:</i>	To plan, provide and maintain financial systems to optimise the capacity of managers to monitor budgets and manage resources within their control and accountability as well as providing reliable and meaningful information to Council and to meet Australian Accounting Standards for Local Government in external reporting.		
<i>CORPORATE SERVICES – FINANCIAL SERVICES</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
188	Finance Services Debtors/Private Works	Provide ongoing internal control systems to monitor and audit private works carried out by Council. Corporate Services.	Internal controls are in place to monitor private works that has been carried out by Council. These are reviewed and adjusted when required
189	Finance Services – Rating	Levy and collect rates in accordance with policy and procedure.	Rates and Charges have been levied in July 2008 for the 2008/09 year in accordance with policy and the management plan and for the all necessary preparations for 2009/2010 rating levy have been completed.
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March 2009.	Debt collection is being carried out in accordance with Council's Policy The review of the rating and charging structure has been completed for inclusion in the Management Plan for 2009/10
190	Finance Services -Rating Water & Sewer	Monitor user pays water	A review of user pay water has been completed for the Management Plan and recommendations made to Council for the 2009/10 year. Introduction of user pay sewer – Technical Services provided the methodology for user pay sewer which was reviewed and implemented for the management plan. Recommendations made to council for the 2009/2010 rating year.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Finance Services –Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	Due to the types of investments and the current worldwide economic conditions Councils investments are not delivering projected interest income, accordingly projected income for the 2009/2010 year has been adjusted.
	Finance Services-Cash Management	Continue to monitor options for better management of Council's Investment Portfolio.	Currently, the only investments being made are with the bank on an 11 am call basis. Following the recent adoption of a revised Investment Policy, all investments are made on the authority of the General Manager.
	Finance Services -Accounts Payable	Streamline systems for payment of Council's Accounts Receivables by the use of new technology.	Currently approximately 95% of all creditors are paid by Direct Deposit.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Administration Services
OBJECTIVE GROUP: Administration Services Management

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an efficient and cost effective customer focused administration service, meeting the needs of the organisation and services to the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
192	Administration Services Management	To manage and provide leadership and support to the Administration Services staff, to ensure delivery of efficient and effective services to the organisation and the community.	Income in the Administration Services budget increased during the year due to correct allocation of fees on applications processed through Administration area. Staff absences during the final quarter due to annual leave, sick leave and carers leave impacted on allocation of correspondence with distribution delayed by up to four days. Management Budget 75% expended following transfer of Coolah office expenses to Corporate services budget.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Administration Services
OBJECTIVE GROUP: Administration Services Management

<i>COST CENTRE</i>		To develop and maintain cost effective and operationally efficient secretarial, secretariat and records management services to meet the defined needs of the organisation and ensuring quality customer service.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
193	Administration - Records	Correspondence registered and allocated within two working days of receipt.	Correspondence scanned and allocated generally within two days of receipt however staff absences impacts on this target. Backlog of filing due to rating period and staff absences.
194	Administration - Records	Files and records accurately maintained.	File titles amended as required. The summary description prepared for scanned records also checked for accuracy to ensure search capabilities. Records budget 82% expended.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
194	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Administration support provided during quarter to staff and management within the organisation including preparation of draft Management Plan. Assistance provided to clients/customers as needed. Support budget 90% expended.
		Cashiering services	Receipting and counter services dealt with promptly.
195		Business papers prepared and distributed.	Electronic copies of the business papers for April, May and June were prepared and forwarded to Councillors by Friday prior to meeting. Hard copies of Agenda and attachments delivered on Mondays prior to meeting. Business papers placed on website and distributed to various media.
		Committee meeting agendas prepared and distributed.	Agendas prepared by Administration staff and issued as needed.
		Minutes prepared and distributed.	Meeting minutes prepared and distributed electronically within one week of meeting. Hard copies of minutes posted to Councillors. Minutes and meeting agendas placed on web site.
		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Preparation of 2007-2008 Annual Report continues however report not completed awaiting information / reports from various staff.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	The Summary of Affairs prepared and submitted for inclusion in the June Government Gazette.
		Statement of Affairs prepared	Statement of Affairs prepared in October 2008 and updated. Copy to be attached to annual report.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Supply Services
OBJECTIVE GROUP: Supply Services

<i>COST CENTRE OBJECTIVE:</i>		To provide a cost effective operationally efficient supply service to the corporation for the procurement, storage, distribution, disposal/recycling of goods and services. Supply/tender contract administration and development services and monitoring of policies and procedures.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
197	Supply Services	Goods and services purchased at best possible prices in accordance with Council policy and legislative requirements.	This was reviewed in second quarter and now we have a list of preferred suppliers and this is being adhered to by all stores personnel.
		Review scope of supply operations and stock diversity	This is under constant review.
	Stores Warehousing and Inventory Service	Provide operationally efficient stores warehouses based at Coonabarabran, Coolah and Dunedoo and inventory control system to industry standards.	All operating well but under review.
198	Stores Warehousing and Inventory Service	Stores facilities including office and storage areas kept in clean, tidy and well maintained condition. That all workplace safety issues relating to stores facility are assessed and managed in accordance with delegations and budget.	This is all going well.
		Ensure high standard of accountability in the control of Council's stores inventory, with biannual stock takes conducted.	Stock take without warning was undertaken in March/April. However due to the extended absence due to illness of the staff member responsible for completion and lack of replacement staff, adjustments have still to be presented to Council. Expected date September meeting of Council.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: I T Support Services
OBJECTIVE GROUP: I T Support Management

<i>COST CENTRE OBJECTIVE:</i>	<p>To provide assistance to Council in the strategic and tactical development and direction of Council's IT Infrastructure and services.</p> <p>To provide professional advice services to staff on IT and related matters.</p> <p>To represent Council's interests in interactions with others (internally and externally).</p> <p>To provide systems and services aimed at maintaining Council's legislative compliance involving IT security and its administration and management.</p> <p>To provide custodial and protection services in regards to IT assets, data and information.</p>		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	B. <u>PROGRESS UPON REVIEW</u>
200	IT Support Management	Oversee enhancements or developments of IT Infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	<p>Due to budgetary restraints there will be no capital improvements to IT infrastructure in 2009/10 – just regular maintenance.</p> <p>Council experiences regular problems with power outages and due to the lack of an Uninterrupted Power Supply (UPS) has resulted in lost productivity and expensive repairs to servers and other infrastructure. Due to the fact that we are now maintaining equipment which is over three years old (which in IT terms is generally considered obsolete) I expect there will be further instances of lost productivity and expensive repairs without the UPS. Despite vigorous lobbying for provision of a UPS during budget considerations funding was not provided in the 2009/2010 budget so interruptions can be expected to continue and possibly even increase.</p>

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: I T Support Services
OBJECTIVE GROUP: I T Support Services

<i>COST CENTRE OBJECTIVE:</i>	To provide and maintain Information Technology operations and services that meet the agreed and defined needs of the organisation. To provide and maintain customer focused services that meet the agreed and defined needs of the organisation. <i>(A customer is defined as any person(s) internal or external to the organisation who utilises or relies on Council's Information Technology services.)</i>		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
201	IT Support – Telecommunication Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Telephone system working satisfactorily although we have had a lot of problems with mobile phones. Many of our mobile phones have been replaced at considerable expense. It is an indication of our growing reliance on mobile technology.
	IT Support – Records Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Achieved but investigating other available products to potentially upgrade in 2010/11.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
202	IT Support – Financial Accounting	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	<p>Extra training for users has resulted in increased staff confidence in using the software. Issues impacting on preparation of annual statements are constantly being reviewed and upgraded.</p> <p>The recent purchase of the company which provides our Financial software means that it is probable that within the next two years we may need to consider purchasing another product. Research is currently being undertaken to see what is available in the marketplace.</p>
	IT Support - Other Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	All working well.
	IT Support - Clients	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	No problems in this area.
	IT Support - Peripheral Devices	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	All working well – no significant problems.
	IT Support – User Support Services	Maintain or develop systems and services as defined and agreed within budgetary legislative and other constraints.	User support requests are usually responded to within the defined service time.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Bushfire
OBJECTIVE GROUP: Bushfire

<i>COST CENTRE OBJECTIVE:</i>		To provide assistance to the Fire Control Officer in administering the Warrumbungle Bush Fire Service and to provide effective, safe and operationally efficient equipment.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
204	Bushfire Management	To provide the community with the level of service they require and expect to minimise damage by fire related incidents.	Achieved

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Bushfire
OBJECTIVE GROUP: Fire Control/Suppression

<i>COST CENTRE OBJECTIVE:</i>		To ensure that resources are provided for volunteer fire fighters to control and suppress fires.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
205	Bushfires Running Expenses	Increase the number of trained personnel to provide better service to the community and reduce firefighter injuries.	Training is ongoing and regular.
	Fire Control/Suppression	Implement hazard reduction programme to mitigate bush fires and reduce property and stock losses due to fire. Provide effective safe and operationally efficient equipment to assist firefighters. Assist fire suppression strategies with heavy earthmoving equipment.	Hazard reduction has just commenced and will continue through the winter months.
	Fire control Centres	To improve overall command and control at all emergency incidents within the Warrumbungle Shire.	Constantly under review.

WARRUMBUNGLE SHIRE COUNCIL

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COMMENCING AT 1.00PM PAGE 127

Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

DIRECTOR OF CORPORATE SERVICES

ANNEXURE 2

2.1 BANK ACCOUNTS AND INVESTMENTS AS AT 31 JULY, 2009

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 11,248,629.87	\$ 1,408,000.00	\$ 5,360,629.87
Future Capital Upgrading		\$ 2,520,000.00	
Employees Leave Liability		\$ 770,000.00	
External Grants for Specific Projects		\$ 980,000.00	
Development Sec 94 & 64 Contb'ns		\$ 210,000.00	
TOTALS	\$ 11,248,629.87	\$ 5,888,000.00	\$ 5,360,629.87
WATER FUNDS			
	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 515,156.47		\$ 515,156.47
Binnaway Water Bank	-\$ 2,500,050.14	\$ -	-\$ 2,500,050.14
Coonabarabran Water Bank	\$ 4,118,115.88	\$ 179,230.45	\$ 3,938,885.43
Coolah Water	\$ 11,289.48		\$ 11,289.48
TOTALS	\$ 2,144,511.69	\$ 179,230.45	\$ 1,965,281.24

Note: That for Baradine, Binnaway, Coonabarabran Water Supplies, there is an issue related to inter-funding between these three funds which will be addressed and corrected prior to the next council meeting.

SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,464,343.18	\$ 836,510.08	\$ 1,627,833.10
Baradine Sewerage	\$ 290,788.13	\$ 332,320.00	-\$ 41,531.87
Coolah Sewerage	\$ 1,167,564.19	\$ 563,170.00	\$ 604,394.19
TOTALS	\$ 3,922,695.50	\$ 1,732,000.08	\$ 2,190,695.42

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Bank Accounts and Investments

Total \$ 17,315,837.06

TUST FUND

Trust Fund	\$ 103,605.08	\$ 103,605.08	\$ -
	\$ 103,605.08	\$ 103,605.08	\$ -

SUMMARY

	BANK	RESTRICTED	BALANCE
General Fund	\$ 11,248,629.87	\$ 5,888,000.00	\$ 5,360,629.87
Water Fund	\$ 2,144,511.69	\$ 179,230.45	\$ 1,965,281.24
Sewerage Fund	\$ 3,922,695.50	\$ 1,732,000.08	\$ 2,190,695.42
Trust Fund	\$ 103,605.08	\$ 103,605.08	\$ -
TOTALS	\$ 17,419,442.14	\$ 7,799,230.53	\$ 9,516,606.53

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT THE FIRE CONTROL CENTRE, COONABARABRAN ON
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2.2 INVESTMENTS HELD AS AT 31 July 2009

Warrumbungle Shire Council Local Government Financial Management Regulations (Clause 16) Investments Held As At 31st July 2009										
	Invested With	Amount	Current Valuation	As At	Initial Interest Rate	Taken	Maturity	Interest Rec'd	Date Rec'd	Current Interest Rate
On Call	Suncorp Metway	1,330,895.10	1,330,895.10	31.07.2009	4.75%	Daily	Daily			4.48%
1	ANZ Three Pillars - FRN-AA-	500,000.00	260,749.75 315,645.48 345,000.00	31.05.2009 30.06.2009 31.07.2009	BBSW+120	24/03/2005	4/06/2010		Accrued	5.1933% to 6 Apr then 4.3133% to 6 July
2	RIM Securities BOND ST CUSTODIAN-TITANIUM AAA	2,000,000.00	1,892,080 1,898,774	30.06.2009 31.07.2009	7.27%	17/05/2005	14/12/2010		Accrued	3.83%
3	CBA Range Accrual	1,000,000.00	848,300.00	31.05.2009	7.50%	14/12/2005	14/12/2010			

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	Invested With	Amount	Current Valuation	As At	Initial Interest Rate	Taken	Maturity	Interest Rec'd	Date Rec'd	Current Interest Rate
4	CBA Range Accrual	1,000,000.00	848,300.00 848,300.00	31.05.2009	7.50%	16/12/2005	16/12/2010			
5	ROYAL BANK CANADA Range Accrual	1,000,000.00	948,300.00 950,600.00	31.05.2009 31.07.2009	7.70%	16/03/2006	16/03/2011			
6	PIMCO PRINCIPAL PROTECTED	500,000.00	479,143.50 489,610.00	30.06.2009 31.07.2009	50% CG	22/02/2007	28/02/2011			
7	TRIDENT-CREDIT SUISSE SYDNEY BRANCH PPN-AA-	500,000.00	481,483.50 494,633.00	30.06.2009 31.07.2009	50% CG	30/05/2007	30/05/2011			
8	ANZ CREDIT SAIL-ANZ INVESTMENT BANK CDO- A	500,000.00	180,000.00 185,650.00 251,500.00	31.05.2009 30.06.2009 31.07.2009	BBSW+150	14/11/2005	30/12/2011			

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	Invested With	Amount	Current Valuation	As At	Initial Interest Rate	Taken	Maturity	Interest Rec'd	Date Rec'd	Current Interest Rate
9	BENDIGO BANK FRN	500,000.00	429,975.00 431,260.00	30.06.2009 31.07.2009	BBSW +120	21/09/2007	21/09/2012	2,745.00	Accrued 31/07/2009	5.4467% to 23/3/09
10	ANZ ASPIRT 1-CPPI/FRN-Aap	500,000.00	446,528.00 439,720.00 438,305.00	31.05.2009 30.06.2009 31.07.2009	50% CG	15/11/2006	11/08/2012			
11	WBC DANDELION-FRN-	1,000,000.00	826,000.00 824,000.00	30.06.2009 31.07.2009	BBSW + 12BP	20/12/2007	21/12/2012			
12	ANZ ASPRIT 11-CPPI/FRN-Aap	800,000.00	699,718.40 687,376.00 682,672.00	31.05.2009 30.06.2009 31.07.2009	50% CG	30/03/2007	30/03/2013			
13	DEUTSCHE BANK AG LONDON DAISY	1,500,000.00	1,389,150.00 1,377,015.00	30.06.2009 31.07.2009	6% + CG	31/05/2006	31/05/2011			

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	Invested With	Amount	Current Valuation	As At	Initial Interest Rate	Taken	Maturity	Interest Rec'd	Date Rec'd	Current Interest Rate
14	ANZ ALL SEASONS-KEOLIS AAA	1,500,000.00	972,600.00 952,950.00	31.05.2009 30.06.2009	8.00%	16/06/2006	16/06/2013			
15	ANZ AVERON BOND-SEALINK P/L-CPPI/FRN-AAA	700,000.00	405,860.00 439,880.00 439,880.00	31.05.2009 30.06.2009 31.07.2009	BBSW+1.50	4/10/2006	20/06/2013			
16	DRESDNER BANK OCTAGON PLC-EMU NOTE	1,500,000.00	1,163,850 1,162,800.00 1,161,450.00 1,147,500.00	30.04.2009 31.05.2009 30.06.2009 31.07.2009	7.00%	25/10/2005	30/10/2015			
		16,330,895.10	13,751,194.10							

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.3 RECONCILIATION OF GENERAL FUND BANK ACCOUNT – AS AT 31 JULY 2009

	General Managed Fund	Trust Fund	Investment Fund
Bank Statement as at 31st July, 2009	1,181,375.57	81,085.36	16,330,895.10
Plus Outstanding Deposits	18,652.09	1,319.60	
Less Outstanding Payments	-6,527.42	-2,992.00	
Auditor Adjustment (1)	-20,808.37	20,808.37	
Adjusted Statement Balance	1,172,691.87	100,221.33	16,330,895.10
Ledger Cash Book			
Closing Balance (2)	1,626,852.52	103,605.08	16,434,043.85
Less Adjustments (3)	-454,171.97	-3,446.15	-103,148.47
Total Ledger	1,172,680.55	100,158.93	16,330,895.38
Difference (4)	-11.32	-62.40	0.28
Explanation			

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- (1) Adjustment Required by Auditors in 06-07 year yet to be applied
- (2) Cashbook has been reconstructed, In future it will show a opening balance, total receipt, total payments and closing balance
- (3) Combination of adjustments needed in 06-07, 07-08 and 08-09 years yet to be applied
- (4) Trust Fund - Since found \$40.00 now difference \$22.40

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.4 RATES AND CHARGES COLLECTION – UP TO and INCLUDING END JULY 2009

GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENT S TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECTION % 2009/2010	COLLECTION % 2008/2009
	CBN RES/RURAL RES	107,434	979,693	67,569	1,799	1,017,760	67,164	950,596	927,323	6.60%	2.10%
	BARADINE	42,846	135,858	16,700	0	162,004	5,677	156,327	134,293	3.50%	1.80%
	BINNAWAY	18,724	65,167	10,278	0	73,613	5,810	67,803	68,758	7.89%	2.37%
	VILLAGES	8,033	27,889	2,093	0	33,829	3,285	30,544	25,600	9.71%	5.00%
	FARMLAND	193,869	3,938,890	18,004	141,245	3,973,510	74,659	3,898,851	2,190,250	1.88%	3.25%
	COOLAH	16,446	194,630	1,423	0	209,653	10,230	199,423	174,757	4.88%	2.47%
	DUNEDOO	14,882	208,868	15,001	0	208,749	9,175	199,574	184,744	4.40%	2.17%
	MENDOORAN	8,991	66,241	6,835	0	68,396	1,574	66,822	63,648	2.30%	1.78%
	LEADVILLE	2,970	10,318	1,437	0	11,850	518	11,332	10,386	4.37%	1.14%
	MERRYGOEN	465	4,242	759	0	3,948	327	3,621	3,419	8.29%	0.07%
	NEILREX	336	2,372	151	0	2,557	253	2,304	2,270	9.88%	2.51%

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GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENT S TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECTION % 2009/2010	COLLECTION % 2008/2009
	UARBRY	0	3,628	85	0	3,544	362	3,181	3,079	10.23%	3.89%
	COOLABAH ESTATE	2,567	15,056	1,451	0	16,172	335	15,837	14465	2.07%	0.00%
	RUR/RES COBBORA	572	3,040	229	0	3,383	262	3,121	4064	7.74%	0.00%
	GENERAL RESD/BUS- STH	12,536	161,795	9,745	0	164,587	8,849	155,738	125,726	5.38%	2.00%
	BUSINESS- CBN-RURAL	21,086	378,845	250	0	399,682	16,116	383,566	368,739	4.03%	6.18%
WATER						0		0			
	COONABARA BRAN	32,524	362,999	26,410	1,823	367,290	17,983	349,307	288,540	4.90%	2.81%
	BARADINE	36,273	107,670	9,975	0	133,968	4,638	129,330	101,705	3.46%	1.71%
	BINNAWAY	30,832	112,975	8,159	0	135,648	9,789	125,858	92,644	7.22%	2.56%
	VILLAGES	18,872	11,500	875	0	29,497	1,057	28,440	23,679	3.58%	4.67%
	FARMLAND - NTH & STH	3.72	1,120.00	0.00	0.00	1,124	0	1,124	694.00	0.00%	0.00%
	COOLAH	20,604	210,894	11,201	0	220,297	9,014	211,283	135,990	4.09%	2.06%

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WATER		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENT S TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECTION % 2009/2010	COLLECTION % 2008/2009
	DUNEDOO	10,276	144,540	9,013	0	145,803	5,471	140,332	111,130	3.75%	1.60%
	MENDOORAN	14,837	140,985	4,638	0	151,185	2,357	148,828	57,495	1.56%	1.42%
	MERRYGOEN	1,857	10,580	875	0	11,562	950	10,611	11,624	8.22%	1.28%
SEWERAGE						0		0			
	COONABARA BRAN	46,222	599,949	26,252	2,274	617,645	33,189	584,457	617,504	5.37%	2.78%
	BARADINE	47,624	157,033	8,400	0	196,257	10,405	185,852	177,537	5.30%	2.37%
	COOLAH	15,882	206,585	8,969	0	213,498	8,779	204,718	151,159	4.11%	2.21%
	DUNEDOO	11,126	180,050	8,750	0	182,425	7,298	175,127	134,223	4.00%	1.73%
		738,688	8,443,412	275,525	147,141	8,759,435	315,526	8,443,908	6,205,445	3.60%	2.86%
GARBAGE- North		73,509	702,671	54,370	0	721,810	39,982	681,828	550,320	5.54%	7.29%
GARBAGE - South		35,703	438,943	36,686	0	437,960	30,355	407,605	338,560	6.93%	2.08%
FARMLAND - NTH - STH		1,491	35,863	563	0	36,791	1,271	35,520	21,042	3.45%	0.00%
LEGAL FEES		218,349	16,358	0	22	234,684	16,358	218,327	73,977	6.97%	2.71%

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		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENT S TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECTION % 2009/2010	COLLECTION % 2008/2009
								0			
INTEREST		191,238	0	0	0	191,238	9,446	181,792	148,999	4.94%	2.44%
	TOTALS	1,258,977	9,637,246	367,143	147,163	10,381,917	403,492	9,968,979	7,338,343	3.89%	3.16%

Note: These do not include Legal / Interest / Waste Outstanding Amounts as they are not broken up into these localities

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.5 BUDGET REVIEW – FOURTH QUARTER TO JUNE 2009

A fourth quarter budget review is not required under legislation and in fact at this stage it is not a totally accurate representation of Council's performance because final end of year adjustments required for the Annual Financial Statements are incomplete.

However this report is generally made to Warrumbungle Shire Council so that they have a basis for making decisions on requests for revotes to be carried into the current year.

The report presented shows a total of \$2,555,000 as revotes, with \$2,456,292 of that amount coming from the Technical Services area. In reviewing the individual requests line by line it would appear that the majority of this request is either unexpended grant money or for capital projects which have commenced but are not complete. So in actuality most of this is unexpended grant income and "carryovers" not revotes and would not normally require a Council resolution.

It should be considered though that if the Technical Services workforce has been fully employed for the year and scheduled works have not been completed then perhaps the works programme is "over-ambitious" and an adjustment be made to the proposed works programme for 2009/2010 to accommodate the uncompleted works from 2008/2009.

A complete breakdown of everything shown as a Revote Request will be provided to Councillors prior to the meeting.

The bottom line for the whole of General fund shows our actual performance as being a surplus of \$424,391 against an adjusted budget of \$3,208,298. You should not be confident that this is a true reflection of actuality. As mentioned before EOY adjustments need to be made in preparing the annual statements. The true performance will be reflected in those.

RECOMMENDATION

For Council's consideration.

.....
CAROLYN UPSTON
DIRECTOR OF CORPORATE SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF TECHNICAL SERVICES

ANNEXURE 3

3.1 REQUEST FOR BUS SHELTER AT MOLLYAN SCHOOL BUS STOP

Background

Two school bus owners are requesting installation of a bus shelter at New Mollyan. The two owners operate separate bus runs along the Mendooran Coonabarabran Road and New Mollyan is a transfer point for students travelling between Mendooran and Coonabarabran. A copy of the letter from each of the bus owners has been forwarded to Councillors under separate cover.

Council does not have a programme for installation of school bus shelters and there are no funds allocated in 2009/2010 for school bus shelters. Hence, Council consideration is required based on the merits of this request.

Issues

Both operators submit that children are required to wait for up to 30 minute each morning and afternoon for a bus transfer. As such, the children are exposed to the weather conditions.

The proposed site at New Mollyan, near the solar system sign, is a suitable site for a bus shelter and has the approval of the local traffic committee.

Options

Council has discretion in this matter; however a determination on the merits of this application will need to be made. No doubt there are many locations throughout the Shire where bus shelters are required because children for one reason or another are required to wait for up to 30 minutes.

Financial Considerations

There is no allocation in Council's 2009/2010 budget for construction of bus shelters. Further, there were no submissions received regarding bus shelters when Council consulted with the public during preparation of the 2009/2010 budget.

The cost of constructing a rudimentary bus shelter at New Mollyan is estimated to be \$3,500.

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RECOMMENDATION

That construction of a bus shelter at New Mollyan is referred for consideration by Council during preparation of the 2010/2011 budget.

3.2 APPLICATION TO CLOSE PUBLIC ROAD OFF RIVER ROAD IN COONABARABARAN

Background

An application has been received from the owner of Lot 272 DP753378 River Road Coonabarabran to acquire a section of road reserve that adjoins their property. The road reserve is an irregular shape with an area of approximately 3,110 m². The road is not formed and it is not used for access. The area of land sought is outlined in attachment 1.0.

Council will recall giving consideration to a similar application from a nearby owner on the 21 May 2009. In this case the owner wanted to use the land as buffer for a potential orchard. Council refused to agree to close the road and suggested that the property owner lease the area.

However, the owner of Lot 272 wants to acquire the road reserve to enable a greater storage area for his developing business.

Issues

Council is generally very reluctant to close public roads or even be party to closure of Crown roads because of uncertainty about future requirements of the road for access to both adjoining properties and those further away. However, Council is also mindful that some sections of road may never be used as road because of the terrain and simply there is no foreseeable need for the road.

The acquisition of public roads can only be done by adjoining property owners, subject to the necessary approvals from Council and the Department of Lands. Through documentation provided by the owner of Lot 272, it appears that his intention is to eventually acquire the remaining irregular shaped road reserve adjoining lot 2. If this situation eventuates, it is foreseeable that a second access to lot 272 will develop along the road that services lot 2 DP 582594 and lot 14 DP753378. This road is currently unformed and will need upgrading if more traffic uses the road.

Options

Council has previously applied the following criteria when approving road closure applications and may wish to do so with this application:

1. There is no current or foreseeable use for the road section either by Council or adjoining property owners

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2. Where the terrain makes it impractical to construct a road there is an agreement in place to create a right of way for practical access to adjoining properties.
3. There is evidence that all adjoining property owners have been consulted and there are no objections to the proposed road closure.
4. That closure of the road does not prevent legal and practical access to adjoining properties.

The owner of Lot 272 has acquired the consent of the owner of lot 15 DP 753378, however, consent from other owners has not been obtained.

The applicant appears to want to construct infrastructure on the land and as such the option of a lease does not appear to be feasible.

Financial Considerations

It is expected that all costs associated with the road closure would be met by the applicant. A further consideration in relation to public roads, however, is the sale price of the road reserve land.

RECOMMENDATION

That the application by the owners of Lot 272 DP753378 to close the adjoining public road is refused on the basis that the following;

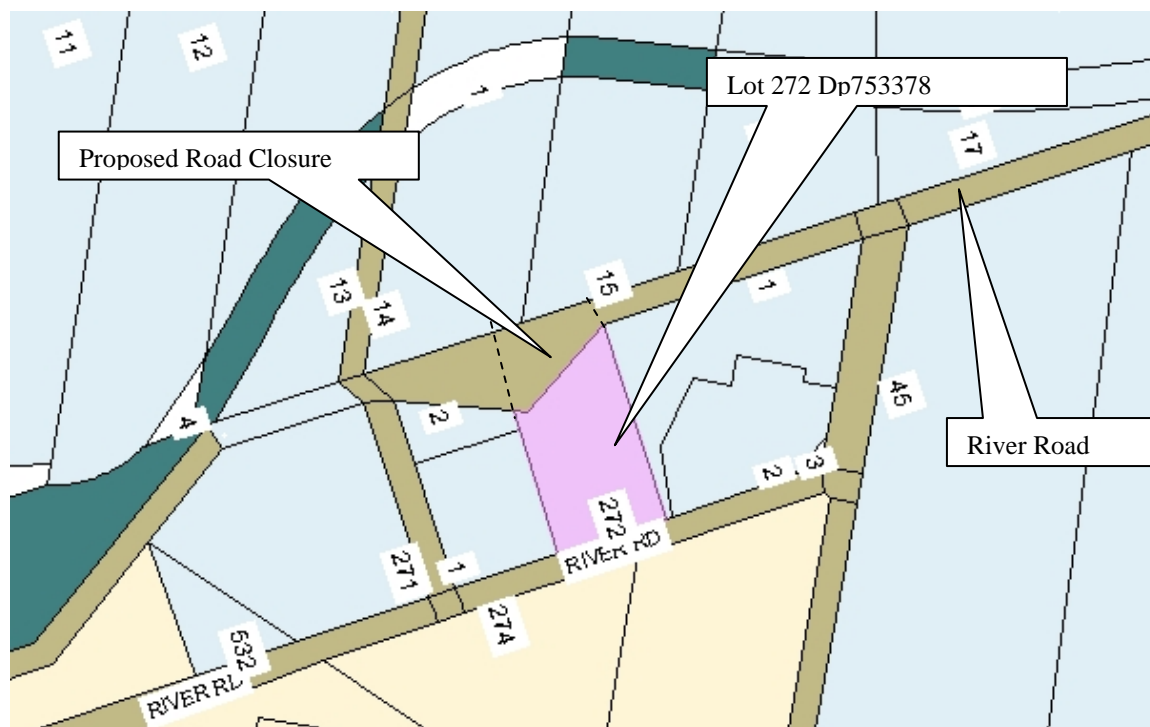
- Use of the public road for access sometime in the future is foreseeable.
- Adjoining property owners have not consented to the road closure.
- Potential financial burden to Council associated with upgrading adjoining roads.

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Attachment 1.0 – Proposed Road Closure Adjoining Lot 272 DP753378



3.3 RENAMING OF JOHN RENSHAW PARKWAY TO TIMOR ROAD

Background

Council has previously resolved to change the name of John Renshaw Parkway to Timor Road. The proposal is to name the road Timor Road between Hagan Avenue in Coonabarabran and the entrance to the Warrumbungle National Park. The proposal has now been advertised and various agencies have been notified in accordance with guidelines from the Geographical Names Board.

An extensive petition supporting the name Timor Road with 127 signatures has been received from people who are directly affected. However, the Department of Lands has written to object to the proposal. As such, Council is now required to consider the objection.

Issues

The basis of the objection by the Department of Lands is that the name Timor Road is not unique to the local government area as there is a Timor Street in Coonabarabran. The guidelines from the GNB say that duplication of names or roads with similar names within a LGA should be avoided.

This criterion exists so that confusion about directions and location of properties is avoided, particularly by those agencies responding to an emergency situation. Council has received responses from the following agencies and none have raised an objection to

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the proposed road name; Rural Fire Service, NSW Police, NSW Fire Brigades and the VRA. Also, responses have been received from Australia Post and the RTA and neither of these agencies objects to the proposed name. No response has been received from the Ambulance Service of NSW and the SES and as such it is assumed that they have no objections.

Options

Clearly there is strong community support for the proposed name change, however for it to occur Council will need to appeal to the Geographical Names Board setting out reasons for the proposed name change.

Financial Considerations

The costs associated with pursuing Council's resolution are administrative in nature and can be accommodated within existing budget allocations.

RECOMMENDATION

That Council pursues its resolution in relation to changing the name of John Renshaw Parkway to Timor Road and appeal to the Geographical Names Board in relation to the objection raised by the Department of Lands.

3.4 REQUEST BY THE OWNER OF 'BLYTHWOOD' TO ACQUIRE PUBLIC ROAD – SALE PRICE

Background

Council will recall consideration of an application by the owner of 'Blythwood' to acquire public road that bisects their property. The resolution on the 21 May 2009 is as follows;

That Council agree in principle to the closure of an unused public road that runs through the property 'Blythwood' subject to the following conditions;

- 1. There is no cost to Council associated with the closure of the road.*
- 2. That a sale price is agreed upon by Council.*

The owner is now concerned about the sale price and is seeking clarification.

Issues

The owner argues that determining market value of the land is not possible and is an unrealistic concept. Further, the owner argues that as vendor, Council is required to present the land for sale; yet Council is also requiring the owner to pay legal and administrative fees associated with the transfer.

Council has previously used land valuation from the Council's rating system as a guide to determining the sale price. In this regard, Council will recall the resolution surrounding a land transfer adjoining the village of Cobborah.

Options

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Council has discretion in this matter; however, it does seem impractical to engage the services of a valuer. Council may wish to consider land value as established by the Valuer General and reflected in Council's rating system.

Financial Considerations

As previously reported, any costs associated with closure and sale of the road is expected to be met by the applicant and hence there is not expected to be any adverse impact on the budget.

The value of land of the adjoining owner is \$464.32 per hectare. However, this rate does vary between \$46.29 per hectare for an adjoining property immediately west to \$688.09 / hectare for an adjoining property immediately south. It appears that a rate of \$464.32 / hectare is close to the average value of surrounding properties.

The area of land proposed to be transfer is around 17.4 hectares. Hence at a rate of \$464.32 / hectare, the sale price is \$8,079.

RECOMMENDATION

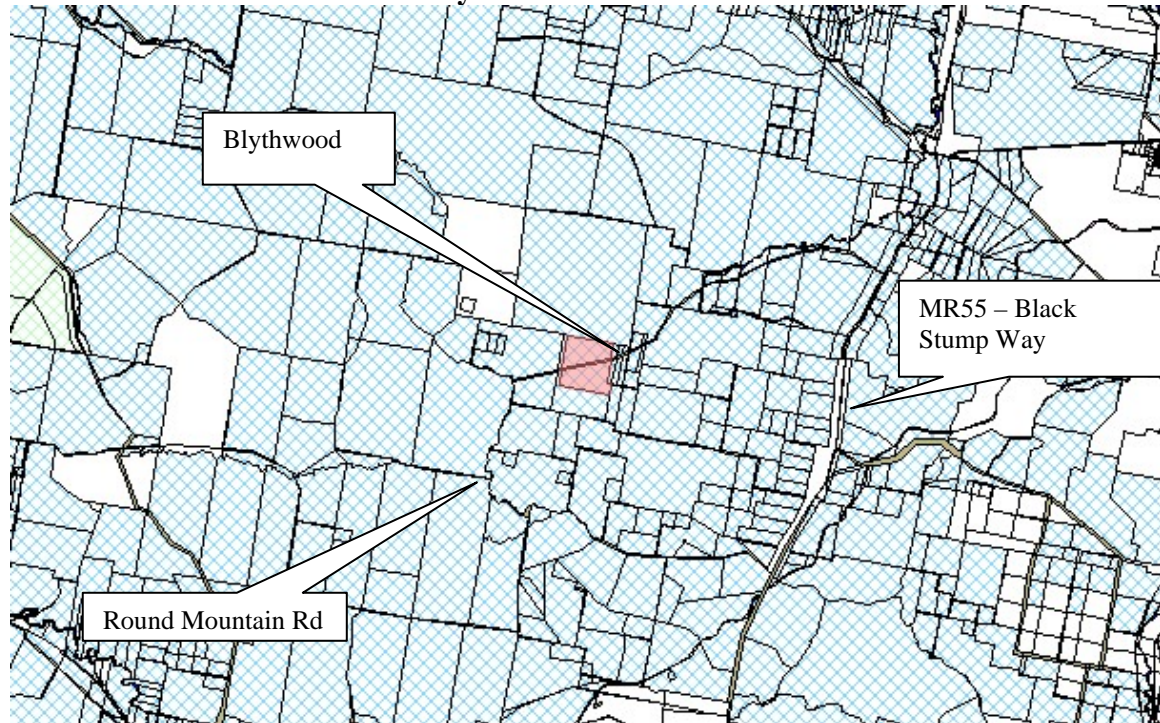
That the owner of 'Blythwood' be advised that the sale price of the adjoining unused road will be based on a rate of \$464.32 per hectare.

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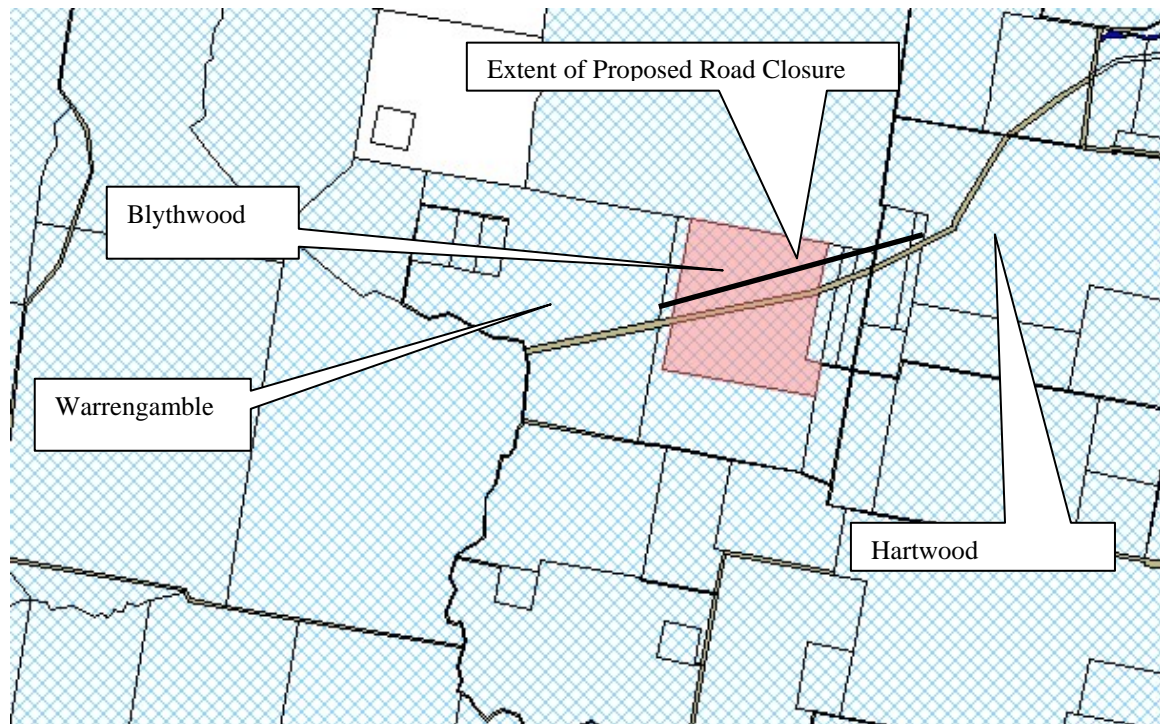
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Attachment 1.0 – Location of ‘Blythwood’



Map 1.0 – General location of ‘Blythwood’

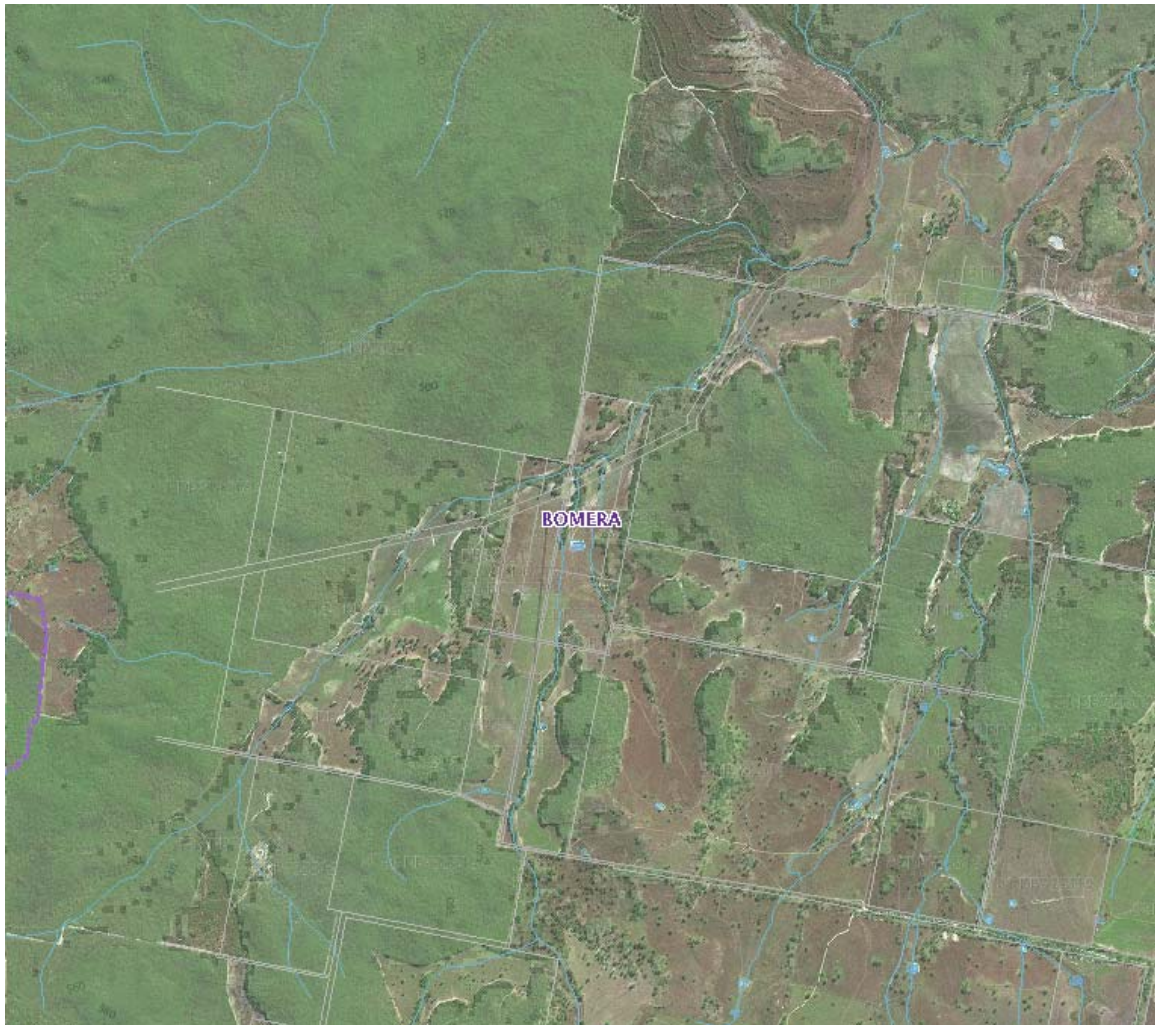


Map 2.0 – Extent of Proposed Road Closure

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Map 3.0. Aerial View with Cadastre (source; Dept of Lands – SIX)

3.5 LAND ACQUISITION ON JOHN RENSHAW PARKWAY (TIMOR ROAD) TO CORRECT HISTORIC ANOMALY

Background

The owner of Lot 5 DP43526 requests Council to correct an anomaly regarding an apparent land acquisition associated with road widening. It appears that a very small parcel of land was surveyed and registered for the purpose of road widening, however the title was not transferred to Council. The land is just 43.75 square metres in area and exists on John Renshaw Parkway (Timor Road) just west of Timor Rock as shown in attachment 1.0. A copy of the letter from the owner has been forwarded to Councillors under separate cover.

Council has authority under section 177 of the Roads Act 1993 to acquire land for the purpose of dedicating it as road. The procedure for acquiring the land must be in

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accordance with the 'Land Acquisition (Just Terms Compensation) Act 1991'. To initiate proposed land acquisition Council must formally resolve to do so.

Issues

It appears that the owner of Lot 5 DP43526 only became aware of the existence of the lot when he sold his last remaining property in the Warrumbungle Shire area. Lot 41 DP 1116586 adjoins Lot 5 and has had two owners since the owner of lot 5 first sold it. During these two changes in ownership the owner of lot 5 was never made aware that he owned Lot 5 until he was sent a separate rate notice.

It appears that lot 5 was created sometime in the 1980's or even earlier and before the current owner purchased the adjoining property. The apparent purpose of creating Lot 5 was to accommodate road widening that occurred in the 1980's.

The owner of Lot 5 DP43526 clearly has no interest in retaining ownership of the land and would like to be rid of it. Further, the owner is being sent a rate notice for the land.

The area of land is not marked or fenced on the ground so it is not clear the precise location relative to the constructed land. Hence it is not possible to determine if the land is still required for the road purposes unless a registered surveyor is engaged to identify the land.

Options

It seems to be reasonable for Council to take steps to acquire the land as originally intended. The owner of Lot 5 DP43526 does have the option of trying to sell the parcel to the adjoining owner, however without knowing exactly where the land is relative to the constructed road, Council may be disadvantaged by such an action. Further, the owner of Lot 5 would not want the expense associated with selling such a small area of land .

Financial Considerations

There are legal and administrative fees associated with acquisition of the land and these are estimated to be around \$1,200. Such an expense can be accommodated within existing budget allocations.

RECOMMENDATION

1. That the council proceed to acquire land described Lot 5 DP43526 by compulsory acquisition under section 177 of the Roads Act 1993 for the purposes of dedicating it as public road. The procedure for acquiring the land must be in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.
2. That authority be granted for an application to be made for the approval of the Minister pursuant to Section 178(2) of the Roads Act 1993
3. That the land be acquired for an improved alignment of John Renshaw Parkway.
4. That the Council confirm that all minerals are to be excluded from the compulsory acquisition.
5. That the land when acquired be classified as Public Road.

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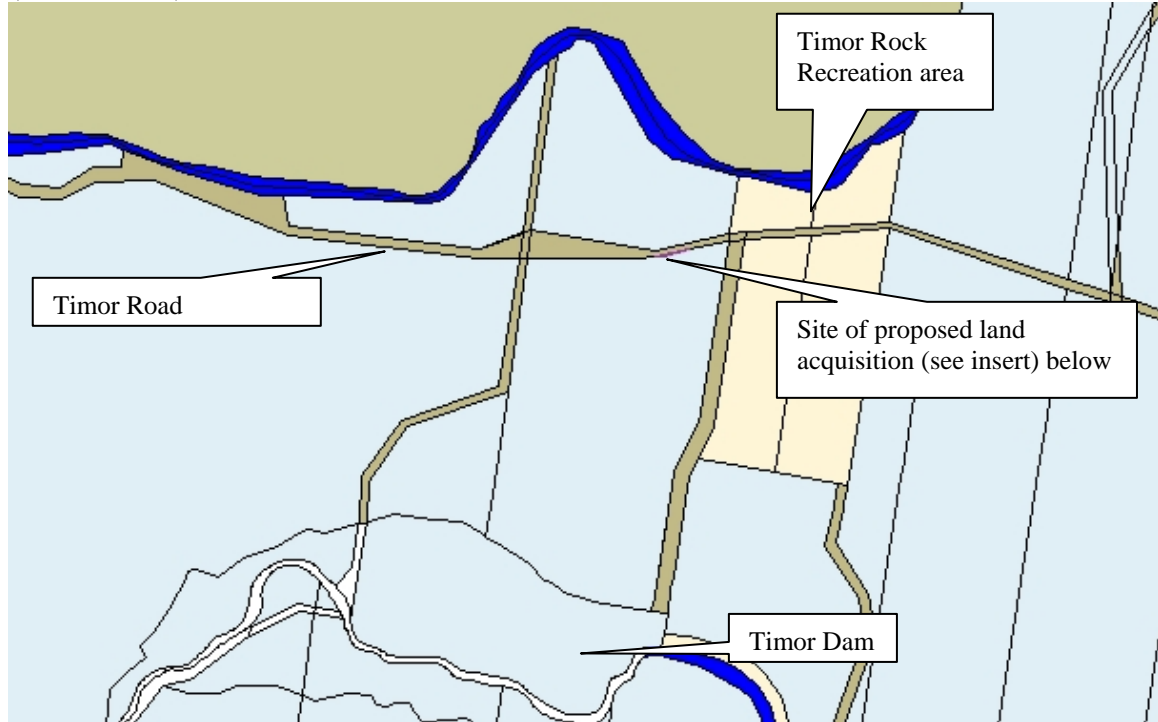
6. The Mayor and General Manager be authorised to sign and attach the council seal to any documents as required by this transaction.
7. That acquisition process only proceed if agreement with the owner of Lot 5 DP43526 is obtained and that the owner does not seek compensation for the acquired land.
8. The owner of Lot 5 DP43526 is not required to meet any of the costs associated with acquisition of the land.

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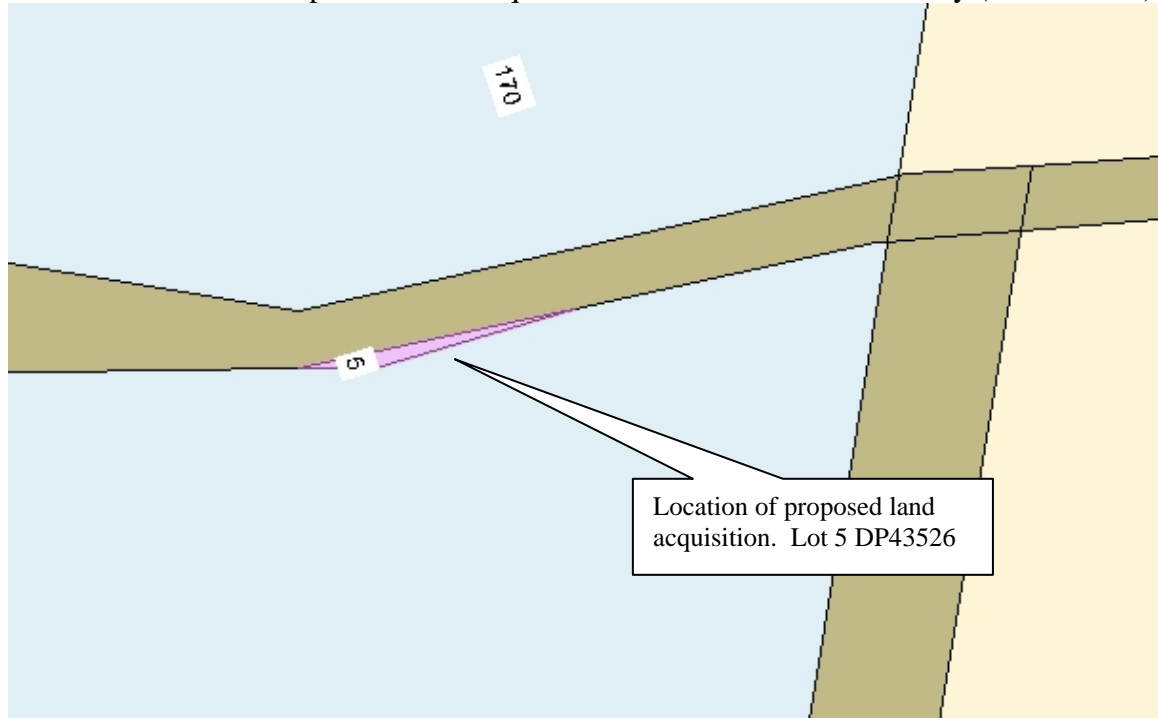
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Attachment 1.0 – Location of Proposed Land Acquisition on John Renshaw Parkway (Timor Road)



Insert - Location of Proposed Land Acquisition on John Renshaw Parkway (Timor Road)



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3.6 TENDER FOR THE SUPPLY OF BITUMEN AND SEALING AGGREGATE 2009/2010

Background

Tenders closed on the 6 August 2009 for contracts to supply and spray bitumen and to supply sealing aggregate for 2009/10. The materials will be used to resurface existing bitumen sealed roads and for initial seal projects. A resolution is required from Council as the contract sum exceeds \$150,000.

Issues

Council undertakes a bitumen road-resurfacing program each year on local roads and regional roads. As well Council undertakes resurfacing of State Roads under contract to the RTA. Initial seals are completed on various local roads each year and on roads that have been rehabilitated such as MR55.

The quality assurance requirements for resurfacing of State Roads is generally more demanding than that required on local roads and regional roads. As a consequence the specifications are different for State Roads and resurfacing rates are generally higher.

Council has used the services of Boral and Pioneer in recent years for bitumen supply and spray and has been generally satisfied with their performance. In relation to aggregate, Council has used Cemex (formerly Readymix) and Boral and have been generally satisfied with their product. However, Contract documents for supply and delivery of aggregate have been prepared to allow Council flexibility in choice of supplier depending on location of the job throughout the Shire.

Options

As well as price other relevant factors in making a decision include work quality, availability and past experience. Council will note that a tender has been received from a company called Kerway and investigations indicate that this company may not be large enough to undertake the volume of work sought in the bitumen supply and delivery contract.

Financial Considerations

The contract documents are prepared on a schedule of rates basis and as such quantity of work undertaken will be in accordance with budget allocations. For comparison purposes, however, the total tender amount for supply and spraying of bitumen and aggregate is as follows:

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Supply, Deliver and Spray Bitumen

Project Cost Items	Tender Prices (Excl GST)				
	SRS Roads	Boral	Pioneer	Kerway	Downer EDI
State Roads	\$456,850.85	\$389,002.71	\$384,397.50	\$351,285.71	\$412,256.30
Council Roads	\$1,104,944.70	\$922,808.52	\$917,580.60	\$864,760.26	\$897,764.23
Establishment Char	\$45,000.00	\$22,100.00	\$30,800.00	\$10,000.00	\$105,650.00
Total Price	\$1,606,795.55	\$1,333,911.23	\$1,332,778.10	\$1,226,045.97	\$1,415,670.53

** Establishment charge calculation is based on 2 days < 10,000 litres, 2 days between 10,000litres and 20,000 litres, 25 days between 20,000 litres and 30,000 litres.

Supply and Deliver Precoated Aggregate

Aggregate Size	Tender Prices (excl GST)**	
	Boral	Cemex
7mm	\$68,377.76	\$76,637.73
10mm	\$118,499.83	\$140,896.17
14mm	\$73,902.03	\$82,655.69
Totals	\$260,779.62	\$300,189.59

** Note: Prices do not include delivery to stockpile site 334.310.
Cemex price for delivery to stockpile site 334.310 is \$15,288.00

Supply and Deliver Precoated Aggregate

Aggregate Size	Lowest Price (excl GST)	
	Boral	Cemex
7mm	\$58,217.51	\$13,050.59
10mm	\$103,509.03	\$25,939.57
14mm	\$72,096.03	\$1,588.86
Totals	\$233,822.57	\$40,579.02

Supply and Deliver Crusher Dust

Crusher Dust	Tender Prices (excl GST)	
	Boral	Cemex
Coolah	\$7,650.00	\$13,735.00
Dunedoo	\$9,525.00	\$10,440.00
Totals	\$17,175.00	\$24,175.00

RECOMMENDATION

1. That the 2009/2010 contract for supply and delivery of Precoated aggregate and crusher fines be awarded in two(2) contracts as follows:
 - a. Boral Resources for supply and delivery of precoated aggregate and crusher fines for an amount of \$250,997.57 (excl GST).

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- b. Cemex for supply and delivery of precast aggregate for an amount of \$40,579.02 (excl GST)
 2. The 2009/2010 contract for supply and spray of bitumen be awarded to Pioneer Road Services Pty Ltd for an amount of \$1,332,778.10 (excl GST.)

.....
KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 COLUMBARIUM WALL AT BINNAWAY CEMETERY

Background

Council has received a letter (copy annexure 1) from the Binnaway Lions Club requesting Council to donate \$40 per plaque installed in the wall and to recognize the club's involvement in building the wall on behalf of the community. The Lions club is of the opinion that Council had previously agreed to donate the money to the club from a motion by Councillor Lewis in 2006.

A check of Council's meeting minutes reveals that Cr Lewis did raise the issue of a donation to the Binnaway Lions Club for the erection of a memorial wall at the Binnaway Cemetery in the general business section of the meeting and that the matter be considered in the 2006/2007 budget deliberations. The matter was considered in the budget considerations as proposed and failed to be included in the budget.

There doesn't appear to be any evidence in Council's records of any agreement to donate \$40 per plaque installed in the wall to the Lions club and to date eleven (11) plaques have been installed with Council receiving fees totaling \$1040.

Council's current management plan contains a fee of \$150 per plaque installed to cover Council's costs in administering the placing of plaques and maintenance of the wall and its surrounds. In previous years there has been a lesser fee and in the first years no fee was charged.

Commentary

Community organizations such as the Binnaway Lions Club perform valuable services to their community through projects such as the construction of facilities such as the Columbarium Wall which Council's are sometimes unable to fit into their limited resources. It appears from Council's records that the Lions Club chose to go ahead and build the wall without financial assistance from Council.

The payment of a fee to service clubs based on installation of plaques is administratively a cumbersome means of supporting such endeavours and should not be supported.

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Council had an opportunity to support the project with donations in 2006 and decided to not become involved in a financial capacity at that time.

While a financial contribution based on a value per plaque would be inappropriate the efforts of the Lions Club in building the wall should be recognized by Council through a suitable public information sign.

RECOMMENDATION

That Council advise the Binnaway Lions Club that it will not be donating \$40 per plaque installed in the Binnaway cemetery columbarium wall, however, Council will erect a suitable sign at the cemetery advising of the contribution of the Binnaway Lions Club.

4.2 THE DUNEDOO POOL PARTNERSHIP

Introduction

In April, Ms Sue Stoddart of the Dunedoo Development Group co-ordinated a meeting of Council's Manager of Environmental Health Services and Dunedoo Pool Superintendent with representatives from Dunedoo TAFE, Dubbo Outreach and the Western branch of OEC. The purpose of this meeting was to see if a partnership project could be arranged that combined the needs of the various organisations to produce outcomes for each.

A subsequent meeting was held on the 28th July that confirmed a suitable teacher had been recruited and that the commencement of the Partnership would begin 12th August 2009 in order to ensure completion of the works by the start of swimming season.

The Needs of Each Organisation

Warrumbungle Shire Council

- Refurbishment of Kiosk
- Building of disabled ramp at front entrance and pool concourse to assist with equal access objectives for Dunedoo residents.
- General refurbishment and maintenance of amenities buildings
- Landscaping of grounds
- Funding to assist with these projects

Dunedoo TAFE/Dubbo Outreach

- The establishment of a basic training course to meet local needs for employment opportunity.
- Suggested Cert II in basic handyman type skills
- More participants willing to undertake the training to achieve the minimum class size
- Funding to assist with this course

Western OEC

- A training opportunity to assist unemployed people actively seeking re-training and employment to re-enter the workforce

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-
- Suitable training based within the Warrumbungle Shire to assist these clients to participate
 - Government-owned locations where suitable work experience could take place

The Project

- Complete fit-out and refurbishment of the Dunedoo Kiosk as per the Food Safety Standards and Australian Standard 4674 Construction & Fit-out of Premises.
- Disabled access ramps provided at the front entrance of the pool and from the entrance to the pool concourse.
- General maintenance as the budget permits.

Community Implications

- Work will take place between ordinary business hours Monday to Friday to limit any disruption to neighbouring residents.
- Better access for disabled members of the community. There is a school child currently forced to enter the premises through the rear gate, and unable to access the amenities block without being lifted.
- This project will present a unique opportunity for any Dunedoo residents wishing to enrol in vocational training of this nature, normally offered only in Dubbo and Mudgee.
- The materials for the project will be sourced through local suppliers to ensure that the project money further supports the town of Dunedoo.

Financial Implications

Council's original capital works budget of \$2,000 for the upgrade of Dunedoo Kiosk could be reasonably provided for the materials needed for the project, as could a further \$3,000 from the contracts (maintenance) area of the operational budget. Thus the kiosk component of the project would not have any additional financial burden upon Council.

The disabled ramp materials will require a further \$1,000 that cannot be funded through the existing operational or capital budget for the Dunedoo Pool, however the employment of one casual lifeguard at the Baradine and Binnaway Pools should allow a reduction in training costs of \$500 each from the allocated budget.

Council's Insurance Implications

Council's Workplace Safety Officer attended the recent Partnership meeting to confirm Council's workplace safety and insurance requirements and role within the partnership. Council's Workplace Safety Officer will be attending the site and the activity inductions run by the TAFE. All appropriate risk assessments will be undertaken prior to any activities taken place and reviewed by the Workplace Safety Officer. The Dunedoo Pool Superintendent will be present at the pool at all times while the students are onsite as well as providing the site induction. It was established that the liability for the students and teachers lies with TAFE and appropriate insurance documents will be furnished to Council prior to the commencement of any activities.

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RECOMMENDATION

1. That a supplementary vote transferring \$3,000 of the \$5000 budget allocated in the contracts area of the Dunedoo operational budget for maintenance be made available for the project.
2. That supplementary votes of \$500 each be made from the training budgets for the Baradine and Binnaway Pools towards the capital costs of constructing a disabled ramp at the Dunedoo Pool

4.3 POOL OPENING HOURS FOR THE 2009/2010 SEASON

Background

Each year Council has difficulty obtaining casuals to staff the public swimming pools. At the June meeting Council requested a pool attendance analysis to be tabled for the next available meeting with the budget impact of opening all pools 7 days a week for the entire season. Normally public pool opening hours are the base hours based on consistent regular usage. Following public exhibition of the pool opening hours, a number of Baradine residents including the Central School and GWAS have submitted requests for an extension of these hours. Revised opening hours for the pools with consideration to staffing, training and the allocated budget have been compiled.

Staffing

Northern Pools

Significant problems of under-staffing have occurred in all previous seasons during the school term period in the northern end of the Shire. It was for this reason the closure of Binnaway and Baradine pools for 2 days a week during this time was proposed. Casual staff tend to be secured over the school holiday period when the university students return for their break.

If the Baradine and Binnaway pools are to be opened 7 days a week for the entire season then a new approach to staffing will have to be adopted. Existing pool superintendents should not be allocated significantly increased weekly hours above the 38 hour award due to the nature and responsibility of the position. Casuals are unable to be secured for the full length of season, particularly in Baradine and Binnaway, and are generally able to perform lifeguard duties only. To ensure that all northern pools can reliably and effectively be staffed for the entire season, the trial employment of a full time seasonal "Northern Pool Superintendent" would be essential. This position would cover 2 days per week in Binnaway, 2 days per week in Baradine and 1 day per week in Coonabarabran using the pool vehicle. A casual for the additional day per week at the Coonabarabran pool should be achievable. The seasonal full time position would potentially attract more qualified and committed candidates than the casual positions. A potential lifeguard applicant with additional tertiary qualifications in education, sports science and personal training has expressed an interest. This method has been employed successfully in the Mid-Western Shire for the Mudgee and Gulgong pools.

The addition of the trial position "Northern Pool Superintendent" would have a total cost of \$29000 (wages, super leave, loadings etc) + vehicle costs. This cost will utilise more

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effectively the existing overtime (\$8,500) and casual wages with 25% loading and travel allowances (\$26,500) budgets from the three northern pools. Ideally this person would be based out of Coonabarabran for ease of access to all three facilities and the following benefits would be achieved:

- Reduced overtime at all three Northern Pools to contribute to fund the position: \$3,500 Coonabarabran, \$1,500 Binnaway (some overtime to remain for winter work travel), \$3,500 Baradine.
- Reduced casual costs that attract travel, 25% loading and contributions to the use of their own vehicles: \$7,500 Coonabarabran, \$9,500 Binnaway, \$9,500 Baradine.
- Reduced delivery costs and lag time with use of the Council pool ute for centralised orders and materials in line with weekly shifts.
- Coonabarabran will still require a casual staff budget of \$10,500 for one day per week over the season, already included. A suitable casual is available.
- Reduced training costs annually using a permanent employee with more skills rather than training and updating numerous casual attendants each year.
- More co-ordination and fostering of a team approach between the northern pool operations through the common qualified pool superintendent.
- An overall higher level of community service and more value on investment through the consistent use of pool superintendent staff.

Opening Hours vs Daily Attendance for Each Pool 2008/9

The data from attendance record sheets at each pool over the 2008/2009 season have been attached to this report. This data should be used to determine the hours of opening for each pool. The failure of some superintendents to ensure the sign in books were accurately signed has resulted in some data gaps having to be estimated, however the general trends are still evident. The attendance data tables demonstrate the varied attendance throughout the season, and the difference in attendance numbers generally between the pools. It will be important to observe the attendance patterns for the early and later months at the Coonabarabran Pool this year, with the addition of a new and significantly better quality solar heating system to assist in measuring the benefit to the public of the installation.

The pool opening hours can be extended during particularly hot weather dependent upon swimming club usage and the number of users present at the facility. In such cases the "heat week" is advertised by a notice at the pool entry and notice sent to the schools. Each town is unique as far as weather patterns and community usage and so any variations to the standard operating hours would be determined on an "as needed" basis and with approval from the Manager of Environmental Health Services. In Coonabarabran and Coolah the extension of weekday hours until 7pm is not possible due to the number of swimming club members training between the hours of 6 - 7pm. Pool opening hours can only be extended during daylight hours to ensure the safety of swimmers.

Overview of 2008/2009 Swimming Season Budget for Each Pool

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Public Swimming Pool	Budgeted Expenditure	Expenditure Actual	Expenditure of budget (%)	Income Estimate	Income Actual	Percentage of Budget (%)
Baradine	83,136	96,454	116%	11,000	9,231	84%
Binnaway	92,090	96,678	105%	8,000	9,292	116%
Coonabarabran	101,440	104,260	102%	28,000	27,343	98%
Coolah	106,775	105,305	99%	14,800	16,105	109%
Dunedoo	85,240	89,861	105%	16,000	16,236	101%
Mendooran	73,945	75,903	102%	5,500	5,982	109%
SUMMARY	542,626	568,461	105%	83,300	84,189	101%

Overview of 2009/2010 Swimming Season Budget for Each Pool

Public Swimming Pool	Budgeted Expenditure	Budget Increase	Income Estimate	Budget Increase
Baradine	92,316	11%	9,500	-14%
Binnaway	98,624	7%	9,500	19%
Coonabarabran	122,604	21%	28,000	0%
Coolah	129,722	21%	17,000	15%
Dunedoo	96,232	13%	16,000	0%
Mendooran	86,643	17%	6,000	9%
SUMMARY	626,141	15%	86,000	3%

The budgeted income for each year is based on the actuals of the previous. The estimated incomes roughly reflect the changes in patronage from year to year.

Increases in expenditure this year appear high however Council rates, water rates and a 20% rise in electricity in addition to maintenance costs are all key contributors to this increase with little maintenance being budgeted over many years resulting in run down facilities in general.

Costs of Opening seven (7) days at Baradine and Binnaway Pools

The original budget for these pools for wages included normal salary + 39% on costs, Overtime at double time after the first two hours at time and a half with on cost only on the normal time, and Casual labour at normal rate +25% + 15.6% on cost. These wage figures also included components for winter maintenance work by the full time pool superintendant at various pools. The Baradine and Binnaway Pools were proposed to be opened for just five (5) days per week during the school terms (15 weeks) and for seven (7) days during the holiday's (7 weeks).

The proposed hours in this report have been altered from the original proposal (on the assumption qualified staff are available as proposed) to open seven (7) days per week with some reduction in hours per day. Early morning swimming is proposed for only Tuesdays and Thursdays in the new hours. In effect the new hours have been designed to allow both pool managers to work their allocated 38 hour week on four midweek days with one weekend day to follow or precede the weekend day off to give two consecutive

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days off. Rostered day's off will be accrued and taken in winter time or paid out. The new temporary pool superintendant will work the Friday and Saturday at one pool followed by the Sunday and Monday at the other pool with one extra day at Coonabarabran pool to make up the 38 hour week. The pool opening hours do not match the exact rostered hours as cleaning and maintenance needs to be performed. A summary of the Baradine and Binnaway school term hours is provided in the table below.

Pool Hours Baradine and Binnaway

Session	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sunday
Lap	Nil	Nil	6.30am-8.00am	Nil	6.30am-8.00am	Nil	Nil
Morning	Nil	11.00am-1.00pm	11.00am-1.00pm	11.00am-1.00pm	11.00am-1.00pm	11.00am-1.00pm	Nil
Evening	1.00pm-5.00pm	1.30pm-6.00pm	1.30pm-6.00pm	1.30pm-6.00pm	1.30pm-6.00pm	1.30pm-6.00pm	1.00pm-5.00pm
Hours	4	6.5	8	6.5	8	6.5	4

The following table attempts to more clearly indicate the approximate costs of the draft pool hours from April to the new hours proposed as part of this report for the period of the **school terms only**. The general difference between the costs relates to hiring a person for two days per week at Baradine and Binnaway during the fifteen weeks of school term and nil extra cost for Coonabarabran.

Additional Cost

Town	Baradine Pool	Binnaway Pool	Total Cost
Cost for 7 days opening	\$26536	\$25833	\$52369
Cost for 5 days opening	\$20203	\$20203	\$40406
Additional Funding	\$6333	\$5630	\$11963

Note: Difference relates to additional penalty rates for Sunday

RECOMMENDATION

1. That the position of "Northern Pool Superintendent" be offered in the 2009/2010 pool season on a temporary trial basis for a period of 26 weeks to provide additional labour for the Baradine, Binnaway and Coonabarabran Pools.
2. That Council adopt the proposed pool opening hours listed in the schedule attached to this report and that the following supplementary votes be made to

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allow the opening of the Baradine and Binnaway Pools for seven days per week during school terms:

Baradine increased staff cost of \$6333

Binnaway increased staff cost of \$5630

3. That Council note that pools may need to be closed unexpectedly due to staff unavailability.

Pool Hours Schedule

BARADINE POOL

School Term

Monday - Friday

6.30am – 8.am Lap swimming *

11.00am – 1.00pm Morning Session

1.30pm – 6.00pm Afternoon Session

* Lap swimming Tuesdays & Thursdays only

School Holidays

Monday - Friday

6.30am – 8.am Lap swimming*

11.30am – 1.00pm Morning Session

2.00pm – 6.00pm Afternoon Session

Saturday & Sunday

1.00pm – 5.00pm Afternoon Session

Saturday & Sunday

11.30am – 1.00pm Morning session

1.30pm – 6.00pm Afternoon Session

- Intensive swimming program can be accommodated separately
- Schools within opening hours
- Swimming club to supervise own activities after hours Thursdays
- Approx staff requirements: Baradine pool superintendent 38 hrs/wk
Northern pool superintendent 14hrs/wk

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BINNAWAY POOL

School Term

Monday - Friday

6.30am – 8.am Lap swimming*

11.00am – 1.00pm Morning Session

1.30pm – 6.00pm Afternoon Session

* Lap swimming Tuesdays & Thursdays only

School Holidays

Monday - Friday

6.30am – 8.am Lap swimming*

11.30am – 1.00pm Morning Session

2.00pm – 6.00pm Afternoon Session

Saturday & Sunday

1.00pm – 5.00pm Afternoon Session

Saturday & Sunday

11.30am – 1.00pm Morning session

1.30pm – 6.00pm Afternoon Session

- Intensive swimming may can be accommodated within staff roster and schools within opening hours
- Swimming club may or may not train this year. Did not use facility in 2008/9 season
- Approx Staff requirements: Binnaway pool superintendent 38 hrs/wk
Northern pool superintendent 14hrs/wk

COOLAH POOL

School Term

Monday - Friday

6.30am – 8.am Lap swimming

9.30am – 1.00pm Morning Session

2.00pm – 6.00pm Afternoon Session

School Holidays

Monday - Friday

6.30am – 8.am Lap swimming

11.30am – 1.00pm Morning Session

2.00pm – 6.00pm Afternoon Session

Saturday & Sunday

1.00pm – 5.00pm Afternoon Session

Saturday & Sunday

1.00pm – 6.00pm Afternoon Session

- Intensive swimming and schools within opening hours
- Swimming club to supervise own activities after hours
- Staff requirements: Coolah pool superintendent 38 hrs/wk
Casual pool attendant 24 hrs/wk

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COONABARABRAN POOL

School Term

Monday - Friday

6.30am – 8.am

Lap swimming

9.30am – 1.00pm

Morning Session

2.00pm – 6.00pm

Afternoon Session

Saturday & Sunday

11.30am – 1.00pm

Morning session

2.00pm – 5.00pm

Afternoon Session

School Holidays

Monday - Friday

6.30am – 8.am

Lap swimming

11.30am – 1.00pm

Morning Session

2.00pm – 6.00pm

Afternoon Session

Saturday & Sunday

11.30am – 1.00pm

Morning session

2.00pm – 6.00pm

Afternoon Session

- Intensive swimming and schools within opening hours
- Swimming club to supervise own activities after hours
- Approx Staff requirements: Coonabarabran pool superintendent 38hrs/wk
Casual pool attendant 16hrs/wk
Northern pool superintendent 10 hrs/wk

DUNEDOO POOL

School Term

Monday - Friday

6.30am – 8.am

Lap swimming

1.00pm – 6.00pm

Afternoon Session

Saturday & Sunday

1.00pm – 5.00pm

Afternoon Session

School Holidays

Monday - Friday

6.30am – 8.am

Lap swimming

11.30am – 1.00pm

Morning Session

2.00pm – 6.00pm

Afternoon Session

Saturday & Sunday

11.30am – 1.00pm

Morning session

2.00pm – 6.00pm

Afternoon Session

- Intensive swimming program requires additional casual hours for 2 weeks.
- Swimming club requires Thurs evening supervision
- Approx Staff requirements: Dunedoo pool superintendent 38 hrs/wk
Casual pool attendant 20hrs/wk

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MENDOORAN POOL

School Term

Monday - Friday

6.30am – 8.am

Lap swimming*

11.00am – 1.00pm

Morning Session**

2.00pm – 6.00pm

Afternoon Session

* Lap swimming Wednesday, Thursday, Friday only

**Morning sessions Tuesdays & Thursdays only

School Holidays

Monday - Friday

6.30am – 8.am

Lap swimming*

2.00pm – 6.00pm

Afternoon Session

Saturday & Sunday

1.00pm – 5.00pm

Afternoon Session

Saturday & Sunday

1.00pm – 6.00pm

Afternoon Session

- Intensive swimming and schools accommodated within ordinary opening hours
- Swimming club requires Friday evening supervision
- Staff requirements: Mendooran pool superintendent 38 hrs/wk
Casual pool attendant 10hrs/wk

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4.4 WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS RECEIVED FOR THE MONTH OF JULY 2009

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Received	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
DA 001/0910	02.07.2009	Darren Devenish	Cowper Street	Coonabarabran	Commercial Premises	Pending
DA 002/0910	02.07.2009	Carly Newbold	Dalgarno Street	Coonabarabran	Change of Use	Approved
CDC 003/0910	03.07.2009	John Kubowiicz /Trethowan	Sullivan Street	Dunedoo	Steel Awning Addition to House	Approved
CDC 004/0010	10.07.2009	Andrew Orman	Keeches Road	Mullaley	In ground Swimming Pool	Pending
DA 005/0910	14.07.2009	Michael & Colleen O'Brien	Cypress Street	Binnaway	3 Bedroom Transportable Home	Approved
DA 006/0910	14.07.2009	Dian Smit	Hawkins Road	Coonabarabran	3 Bedroom Transportable Home	Pending
DA 007/0910	21.07.2009	Gloria Green	Timor Road	Coonabarabran	1 Bedroom Kit Home	Pending
CDC 008/0910	22.07.2009	Picton Bros / John Piper	Stotts Lane	Uarbry	Patio Cover	Approved
CDC 009/0910	01.07.2009	Evelyn Watson	Whiteley Street	Dunedoo	Shed Addition	Pending
DA 010/0910	28.07.2009	WSC / Harold Sutton	Dalgarno Street	Coonabarabran	Car Park Toilet Block	Pending
DA 011/0910	29.07.2009	Peter Redden	Merebene Street	Coonabarabran	Re locate Dwelling	Pending

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WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE MONTH END JUNE 2009

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
DA 105/0809	02.04.09	Sue Harvey-Walker	Tibuc Road	Coonabarabran	2 Lot Rural Subdivision	Clock Stopped Waiting Further information
CDC 116/0809	16.04.09	Garry Wilson	Bandulla Street	Coonabarabran	Single Story Dwelling	Clock Stopped Waiting Further information
DA 121/0809	28.04.09	Johann Swarz	Newell Highway	Coonabarabran	Shed Alteration	Clock Stopped Waiting Further information
DA 126/0809	08.05.09	Caltex Petroleum P/L	Oxley Highway	Coonabarabran	Diesel Stop Service Station	Clock Stopped Waiting Further information
DA 127/0809	11.05.09	David Baker	Morriseys Road	Coonabarabran	Change of Use	Clock Stopped Waiting Further information
DA 138/0809	12.06.09	Jason Newton	Crane Street	Coonabarabran	Addition to Shed	Clock Stopped Waiting Further information
DA 145/0809	25.06.09	Jeffrey Matthews	Young Street	Coonabarabran	3 Bedroom Home	Clock Stopped Waiting Further information

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TONY MEPPM
ACTING DIRECTOR ENVIRONMENTAL SERVICES

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF COMMUNITY SERVICES ANNEXURE 5

5.1 COOLAH PRESCHOOL – LICENCE AGREEMENT

There is a current lease agreement between Council and Coolah Preschool Inc. for the premises at the Coolah School of Arts Building at 91 Binnia Street Coolah. In August 2008, the first 5 years expired in a 4 x 5 option 20 year lease program and has not been formally extended.

After discussing this matter with Coolah Preschool Management Committee, the opportunity now exists to renew this right to occupancy arrangement with a formal Licence Agreement. This Licence document is still binding and is a formal agreement, however removes the need for any registration of title that is incurred for a Lease Agreement. Lease Agreements have been determined as not appropriate in the case of these community groups who occupy and operate their not for profit services to the community in Council owned and rent free premises.

The proposed Licence Agreement for Coolah Preschool, which is the same as for Dunedoo and Binnaway Preschools, is attached for Council information under separate cover. In summary, Council has agreed to allocate funding for rates, connection charges and building insurance costs and the 'Licencee' (the Preschool) will fund the operating services expenditure, such as contents insurance, public liability, water use, sewerage, garbage, electricity, telephone and any other general R&M that is required as a result of day to day use. Any major capital expenditure required to the building, not related to service provision regulations are discussed and funding solutions sought together with consultation and negotiation.

RECOMMENDATION

That Council authorise the General Manager to sign the Licence Agreement for Coolah Preschool Inc. being for 91 Binnia Street Coolah.

5.2 REMOTE AERODROME SAFETY PROGRAM – ROUND 3 - BARADINE

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Council approved an application to be submitted to 2009-2010 Remote Aerodrome Safety Program (Round 3) to renovate parts of fence alongside southern boundary and install a septic toilet and water tank at Baradine Aerodrome in March 2009 (Resolution No 4 Aerodrome Advisory Committee Minutes 09/03/09).

This funding submission has been successful, and Council has received a Letter of Offer for \$7,500 in Round 3 of the Australian Government's Remote Aerodrome Safety Program (RASP) for the Baradine Aerodrome.

This project funding will see the completion of the upgrade completed to date at the Baradine Aerodrome which has included the forming and sealing of one end of the runway and the upgrading of the PAL emergency lighting.

In order for Council to accept this offer from the Australian Government's Remote Aerodrome Safety Program a supplementary vote for the amount of \$7,500 is needed to provide for the total project cost of \$15,000.

RECOMMENDATION that Council approves a supplementary vote of \$7,500 to match the funding from the Australian Government's Remote Aerodrome Safety Program of \$7,500; **FURTHERMORE** that Council authorise the General Manager and the Mayor to sign the Remote Aerodrome Safety Program Funding Agreement (Round 3 2009-10) on behalf of Council, for the Baradine Aerodrome Boundary fence upgrade.

5.3 AERODROME DRUG AND ALCOHOL MANAGEMENT PLAN

New regulations governing the use of alcohol and other drugs in aviation came into effect on 23 September 2008 and now form Part 99 of the Civil Aviation Safety Regulations (CASR) 1999. Under these regulations, certain organisations and individuals within the aviation industry are to develop and implement a drug and alcohol management plan (DAMP) to address drug and alcohol issues in relation to their potential effect on aviation safety.

A six month transition period during which CASR implemented a training, education and awareness program to assist the industry meet their obligations under Part 99. All organisations covered by Part 99 were to have developed and implemented DAMP's by 23 March 2009.

Council is responsible for developing and implementing a Drug and Alcohol Management Plan (DAMP) as operator of two Registered Aerodromes, Coolah and Coonabarabran. Contact was made with Civil Aviation Safety Authority (CASA) advising of progress and demonstrated progress status to develop and implement DAMP.

Manager Road Operations has undertaken online DAMP Supervisor training; and material has been received to implement specific DAMP training for staff who are authorised to enter aerodromes to perform a Safety Sensitive Aviation Activity (SSAA).

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Like any OH&S regulation responsibility is given to both the organisation and staff to educate, be aware and implement DAMP policies and procedures.

As Council would be aware, the Aerodrome Advisory Committee reviewed the draft DAMP template (March 2009) and referred to Councils Consultative Committee (June 2009) meeting; and endorsed. Feedback has also been received from CASR Drug and Alcohol auditor to ensure DAMP would meet CASR standards. The DAMP draft is attached for Councillors information under separate cover.

Councils staff Drug and Alcohol policy is not specific enough for aviation operations and special notation is made of Councils staff Drug and Alcohol Policy whereby the Aerodrome DAMP takes precedence for staff involved with a SSAA.

The accredited Medical Officer would be appointed as required.

There has been no cost to implement the DAMP. Training materials have been provided by CASA. Any drug testing or disciplinary process are obviously cost to the Aerodrome staff budget as are normal OH&S procedures or regulatory procedures an organisation is required to implement.

CASA may conduct audits and make onsite visits to ensure compliance to Council's DAMP. The policy does not extend to Aeroclub, private pilots, air service operators or Emergency Services Personnel that may be on the Aerodrome at any particular time; since these organisations have their own Drug and Alcohol management responsibilities.

As an aside the United Services Union (USU) will be addressing both the Consultative and OH&S Committee in regards to a Drug and Alcohol in the Workplace program. The Committees will evaluate and consider whether to request Council to implement this program to all staff in the future.

RECOMMENDATION

That Council adopts the Warrumbungle Shire Aerodromes Drug and Alcohol Management Plan.

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES