



Warrumbungle Shire Council

Council meeting

Thursday, 11 March 2010

to be held at the Council Chambers, Coolah

commencing at 11.00 am

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

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THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 11 MARCH 2010 COMMENCING
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Date: 8 March 2010

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 meeting to be held on 11 March 2010. 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 18 February 2010

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 25 February 2010

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Council Occupational Health & Safety Committee meeting held on 16 February 2010

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Tourism and Economic Development Advisory Committee meeting held on 24 February 2010

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11.00am

Forum AND Presentation

- Merryyn Spencer RADO Orana Arts - Presentation on Orana Arts 2009-2010 program

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R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLA SHIRE COUNCIL

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GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 NOTICE OF MOTION

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

That owners of cattle grids on rural roads be formally notified of their responsibilities as to the upkeep of these structures.

Councillor Lewis offers the following comment:

Complaints by constituents about condition of ramp on Wingabutta Road.

RECOMMENDATION

For Council's consideration.

1.2 STREET SEATING – JOHN STREET

At Council's February meeting a deputation on behalf of the Coonabarabran Senior Citizens was made by Mrs Joan Barrington. Deep concern was expressed that there are no seats in John Street or in Dalgarno Street.

Council has been asked to bring back adequate seating in both Dalgarno and John Streets. The adequacy relates to available public street seating for the towns disabled citizens and older residents.

In the presentation a petition was tabled. The basis of the petition was that all the signatory shop owners agreed to the need for seating and their willingness to have the seating located outside their premises. The list of signatories is comprehensive – the petition contained 51 signatories with 9 expressing a desire for consultation before locating seating.

It was suggested that the seating should be a similar style to that that has been put in front of the Coonabarabran Town Hall.

To progress this matter and ensure inclusion in the 2010/2011 Budget, I recommend that the following actions be taken by Council:

- i) Determine whether Council wishes to place seats in both John Street and Dalgarno Streets.
- ii) The number of seats to be provided.
- iii) Get a costing for the provision of each seat.
- iv) Finally consult with the shop owners on an agreed location in front of or adjacent to their shop
- v) This determination then be brought back to the 2010/2011 Budget determinations.

RECOMMENDATION

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For Councils consideration.

1.3 NOTICE OF MOTION – Number 1 Break Road and the Newell Highway

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

That the Warrumbungle Shire Council, through the Traffic Committee, makes representations to the RTA to have “Baradine” turn-off warning signs erected on the Newell Highway in both directions, prior to the intersection with the No 1 Break Road.

RATIONALE

At present the only prior indicator for the turn-off is a standard yellow and black T-intersection sign, which does not discriminate between the Baradine turn-off and other side roads along the highway.

Because of the increasing use of the No 1 break Road as a commercial and tourist road, and the fact that the turn is located on a 100k/h stretch of the highway, there is more of a need, as far as safety is concerned, for these town-specific prior warning signs before the intersection.

RECOMMENDATION

For Council’ consideration.

1.4 NOTICE OF MOTION

A further Notice of Motion has been received from Councillor Todd.

That the Warrumbungle Shire Traffic Committee investigate with the Roads and Traffic Authority about upgrading the intersection of the No1 Break Road and the Newell Highway north of Coonabarabran.

RATIONALE

The traffic travelling from Narrabri along the highway turning right onto the No1 Break Road is in great danger of having an accident.

There is a need for a turning lane or better signage back from the turnoff so following traffic know there is a road turning to the right. Trucks are tailgating cars and drivers are not game to turn off.

Something needs to be done before a serious accident occurs.

General Manager’s Note: The number 1 Break Road is not a Council road. It is a Forestry and National Parks Road. The Newell Highway is a National Road. As such Council could at least request the RTA to undertake the works. The Local Traffic Committee, in light of the above, may have no role in determining this issue.

RECOMMENDATION

For Council’s consideration.

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1.5 COONABARABRAN 150 YEAR CELEBRATIONS

Council in its budget for 2009/2010 provided an amount of \$3,000 towards the celebration, organisation and execution of the 150 Year Commemoration at Coonabarabran.

I have now received a further request for \$2,500 as the costs of providing support services such as PA systems at several venues rather than one have escalated the costs.

The matter is submitted for Council's consideration and the letter outlining the need will be circulated to Councillors prior to the meeting.

RECOMMENDATION

That Council determine if it wishes to support the request by contributing \$2,500 and determine where the funds will be provided from.

1.6 INTERGRATED PLANNING AND REPORTING

Council at its February meeting considered a report from the General Manager on the legislation requirements of Integrated Planning and Reporting. This followed on from an earlier report to the December Council meeting.

At the February meeting it was determined to provide funding for two days of workshops to inform staff and Councillors of the issues to be confronted and the potential benefits. These workshops were held over two days (4th and 5th March 2010).

It should be noted that Council has sought and has given approval to be in Group 3 of Councils for this process – that is the process be completed by 1st July 2012. On more practical terms Council must have its Community Strategic Plan in place in time to be used in developing the 2012/2013 budget.

The Community Strategic Plan is a gathering together of the shire wide communities desires and outcomes for the shire for the next 10 years. This vision could be titled "Warrumbungle Shire 2020 and Beyond". Also the process of developing the plan is an excellent opportunity to further develop a cohesive and united shire.

The next step is to set a direction and provide funding to achieve the timetable. A suggested timeframe would be:

STAGE ONE

- i) The development of the Community engagement strategy

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- ii) Develop a program of staff development to initiate this strategy – this exercise would be one of the critical aspects in empowering staff and that will have benefits well into the future
- iii) Publicize the program
- iv) Undertake the Community consultation forum

This would be finalized in the first financial year.

STAGE TWO

- v) Draw the result together
- vi) Gain Community acceptance of the draft strategic plan
- vii) Finalise the Community Strategic Plan

This would be completed by December 2011 and be ready in time for the development of the 2012/13 budget.

There are other aspects to the Integrating Planning and Reporting process but the development of a Community Strategic Plan is pivotal to a robust and far reaching strategy.

Council should now determine,

- a) Whether they wish to proceed
- b) What resources and strategy they need to have to complete the requirements
- c) Who will assist Council in the process – to get the greatest long term advantage I believe Council should NOT engage a person to do the Plan for them, rather engage to partner with Council.

RECOMMENDATION

That Council determine to undertake a process for the development of a Community Strategic Plan and **FURTHER** advertise for proposals to assist in the development of a Plan in sufficient time to provide a clear indication of costs for the 2010/2011 budget.

1.7 CENTRAL WEST CATCHMENT MANAGEMENT AUTHORITY

The Central West Catchment Management Authority has established a Local Government Reference Group. They are seeking a Councillor representative to the reference Group. The CMA advises,

The Central West Catchment Management Authority (CMA) is seeking confirmation of Councillor representation on the Local Government Reference Group Forum. The objective of the Group is to establish format and constructive relationships between the Councils and the Central West CMA to enhance and promote strategic and sustainable natural resource management across the Central West Catchment.

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This in part fulfils the principles of the State-wide Memorandum of Understanding between the Local Government and Shires Association and the Catchment Management Authorities. Please find enclosed the Local Government Forum Terms of Reference which gives further background information.

The key responsibilities of the Groups membership are to promote natural resource management within Council and support the work of the Salinity and Water Quality Alliance (the Alliance).

Over the past three years the Alliance, with the support of the Central West Management Authority (CMA), has become a leading force in natural resource management, implementing significant on-ground outcomes as well as increasing capacity within its member councils, preparing policy and joining national research programs in support of integrated water cycle management and improved development. These significant activities by the Alliance have been recognized by the Local Government and Shires Association and the NSW Stormwater Industry Association with awards for Excellence in the Environment and Stormwater Education.

Commitment to the Reference Group involves attending Councillor seminars which are organised two to three times a year, and encouraging others to attend; attendance at the more formal Local Government Reference Group Forums – potentially once or twice a year.

RECOMMENDATION

That Council determine a Councillor representative to the Central West Catchment Management Authority.

1.8 RESTRICTED ASSETS – OTHER FUNDS

Council over the last several months has been dealing with the General Fund Restrictions with a finalisation of that aspect of restricted assets at the February meeting.

In addition to these restrictions there are some that relate to Water and Sewerage funds. These restrictions are a lot more difficult to align with the restrictions shown in ‘note 6c’ of the Annual Statements in that they only form part of the restriction. All the remaining funds are restricted including cash at bank.

However the restrictions are submitted to Councils monthly meetings and they are:

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Baradine Sewerage

Sinking funds to pay off loan	\$132,320
Sewer Mains Maintenance	70,000
Pump station future repairs	120,000
Interest free community loan	<u>10,000</u>
	<u>\$332,320</u>

Over the last 6 months these restrictions have often not been fully backed by cash.

Coonabarabran Sewerage

Mains maintenance	\$ 51,150
Future Treatment Plant	685, 253
Connections	6,850
Unknown	<u>93,257</u>
	<u>\$836,510</u>

Coonabarabran Water Supply

Treatment Works Upgrade	\$ 14,150
Timor Dam upgrade	<u>165,080</u>
	<u>\$179,230</u>

Coolah Sewerage Scheme

Reuse Provision Coolah	\$428,800
Unknown	<u>134,370</u>
	<u>\$563,170</u>

The issues arising from the above are:

- i) Baradine Sewerage**
 - a) the first concern is that the amount of restriction has over the last years meant that there is not enough cash on hand to back the restriction.
 - b) The sinking fund to clear the loan when it is due for renewal on 29th September 2010 needs \$146,083. The difference will need to be budgeted for in the 2010/2011 budget. The annual repayments to date have been \$27,516.

- ii) Coonabarabran Sewerage**
 - a) There is a significant amount of \$93,257 which does not have a known purpose – this needs to be either de restricted or have a new defined reason for the restriction.
 - b) The majority of the restrictions relate to the possible future need to upgrade the Sewerage Treatments Works. Council will need to develop a position and strategy on this aspect. Indeed Council could commit another \$950,000 to that restriction if a) above is de restricted.

- iii) Coonabarabran Water Supply**

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- a) There has been a desire to upgrade Timor Dam and if this is a position of Council and one that it wished to pursue there is an opportunity to increase this restriction by \$900,000.

- iv) **Coolah Sewerage Fund** – this is a combination of Coolah and Dunedoo sewerage schemes.
 - a) The total restriction is \$563,170 and consists of an amount of \$428,800 for the Coolah Scheme Reuse program.
 - b) There is an amount of \$134,376 which appears to be restricted for no purpose.
 - c) The Bank Account has \$1,269,438 and could have a restriction of \$1,000,000.

RECOMMENDATION

That Council review these restrictions with a view to consolidating the restrictions and better defining the provisions.

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R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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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 28 FEBRUARY, 2010

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 10,043,216.03		\$ 8,174,700.03
Future Capital Upgrading		\$ 371,270.13	
Employees Leave Liability		\$ 767,414.00	
External Grants for Specific Projects		\$ 418,832.87	
Development Sec 94/64 Contributions		\$ 310,999.00	
TOTALS	\$ 10,043,216.03	\$ 1,868,516.00	\$ 8,174,700.03
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 592,577.98		\$ 592,577.98
Binnaway Water Bank	\$ 485,020.29	\$ -	\$ 485,020.29
Coonabarabran Water Bank	\$ 1,164,722.63	\$ 179,230.45	\$ 985,492.18
Coolah Water	\$ 284,618.37		\$ 284,618.37
TOTALS	\$ 2,526,939.27	\$ 179,230.45	\$ 2,347,708.82
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,569,113.52	\$ 836,510.08	\$ 1,732,603.44
Baradine Sewerage	\$ 337,125.38	\$ 332,320.00	\$ 4,805.38
Coolah Sewerage	\$ 1,324,264.25	\$ 563,170.00	\$ 761,094.25
TOTALS	\$ 4,230,503.15	\$ 1,732,000.08	\$ 2,498,503.07
TRUST FUND			
Trust Fund	\$ 138,776.48	\$ 138,776.48	\$ -
	\$ 138,776.48	\$ 138,776.48	\$ -
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 10,043,216.03	\$ 1,868,516.00	\$ 8,174,700.03
Water Fund	\$ 2,526,939.27	\$ 179,230.45	\$ 2,347,708.82
Sewerage Fund	\$ 4,230,503.15	\$ 1,732,000.08	\$ 2,498,503.07
Trust Fund	\$ 138,776.48	\$ 138,776.48	\$ -
TOTALS	\$ 16,939,434.93	\$ 3,918,523.01	\$ 13,020,911.92

RECOMMENDATION
For Council's Information

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2.2 INVESTMENTS HELD AS AT 28 FEBRUARY 2010

Warrumbungle Shire Council										
Local Government Financial Management Regulations (Clause 16)										
Investments Held As At 28 February 2010.										
ON CALL										
	Investment	S & P Fitch Rating	Final Maturity Date	Current Interest Rate	Interest Frequency	Next Interest Date/Reset	Amount Invested Face Value (\$)	Market Value at End Of Month (\$)	% of Total Funds (Face Value)	Accrued Interest to End of Month \$
	Suncorp Metway	A – 1+	On Call	4.00%	Monthly	End of Month	1,700,000.00	1,700,000.00	0.108	Daily
OTHER INVESTMENTS										
1	Three Pillars – FRN-AA-	CCC-	4/06/2010	4.74%	Quarterly	4/03/2010	500,000.00	487,000.00	0.032	0
2	RIM Securities BOND ST CUSTODIAN- TITANIUM AAA	AA	14/12/2010	4.96%	Quarterly	14/03/2010	2,000,000.00	1,941,194	0.127	11,946
3	CBA Range Accrual	AA-	14/12/2010	Outside Range Note 1	No Coupon	14/03/2010	1,000,000.00	967,600.00	0.0637	No Coupon
4	CBA Range Accrual	AA-	16/12/2010	Outside Range Note 1	No Coupon	16/03/2010	1,000,000.00	967,600.00	0.0637	No Coupon

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	Investment	S & P Fitch Rating	Final Maturity Date	Current Interest Rate	Interest Frequency	Next Interest Date/Reset	Amount Invested Face Value (\$)	Market Value at End Of Month (\$)	% of Total Funds (Face Value)	Accured Interest to End of Month \$
5	ROYAL BANK CANADA Range Accrual	AA-	16/03/2011	Outside Range Note 2	No Coupon	16/03/2010	1,000,000.00	977,300.00	0.0637	No Coupon
6	ANZ CREDIT SAIL-ANZ INVESTMENT BANK CDO- A	B	30/12/2011	0.00% Note 3	No Coupon	30/03/2010	500,000.00	372,000.00	0.032	No Coupon
7	BENDIGO BANK FRN	BBB	21/09/2012	5.22%	Quarterly	21/03/2010	500,000.00	469,495.00	0.032	5,150
8	ANZ ASPIRT 1- CPPI/FRN-Aap	AA	11/08/2012	0.00% Note 3	No Coupon	11/02/2010	500,000.00	452,150.00	0.032	No Coupon
9	WBC DANDELION-FRN-	AA	21/12/2012	0.00% Note 3	No Coupon	21/03/2010	1,000,000.00	857,000.00	0.0637	No Coupon
10	ANZ ASPRIT 11- CPPI/FRN-Aap	AA	30/03/2013	0.00% Note 3	No Coupon	30/03/2010	800,000.00	705,680.00	0.05	No Coupon

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	Investment	S & P Fitch Rating	Final Maturity Date	Current Interest Rate	Interest Frequency	Next Interest Date/Reset	Amount Invested Face Value (\$)	Market Value at End Of Month (\$)	% of Total Funds (Face Value)	Accured Interest to End of Month \$
11	DEUTSCHE BANK AG LONDON DAISY	AA-	31/05/2011	0.00% Note 3	No Coupon	28/02/2010	1,500,000.00	1,399,800.00	0.10	No Coupon
12	ANZ ALL SEASONS- KEOLIS AAA	AA+	16/06/2013	0.00% Note 3	No Coupon	16/03/2010	1,500,000.00	1,157,550.00	0.10	No Coupon
13	ANZ AVERON BOND- SEALINK P/L- CPPI/FRN-AAA	AA+	20/06/2013	0.00% Note 3	No Coupon	30/03/2010	700,000.00	561,750.00	0.045	No Coupon
14	DRESDNER BANK OCTAGON PLC- EMU NOTE	AA+	30/10/2015	0.00% Note 3	No Coupon	30/01/2010	1,500,000.00	1,141,200.00	0.10	No Coupon
							15,700,000.00	14,157,319.00	Interest Received	110,244.43

In accordance with Regulation No.264, Clause 19(3)(b) I certify that the investments have been made in accordance with the Act, the Regulations and the Council's Investment policies.

Responsible Accounting Officer

WARRUMBUNGLE SHIRE COUNCIL

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Notes to Investment Report

- 1 The Range Accrual Interest Payment for the CBA is dependant on the BBSW(Bank Bill Swap Rate December 4.28%) being between 4.5% and 6.5%
When the BBSW is within that range it pays 7.5% and outside it pays nothing.
The RBA is expected to have several interest rate increases this year which will see this start paying again.
- 2 The Range Accrual Interest Payment for the Royal Bank Of Canada is dependant on the BBSW(Bank Bill Swap Rate-December 4.28%)
being between 4.75% and 6.75%. When the BBSW is within that range it will pay 7.7% and outside it will pay nothing
The valuation on this investment is almost \$ for \$ at the end of December.
The RBA is expected to have several interest rate increases this year which will see this start paying again.
- 3 With the other investments where no coupon is indicated – they are in principal protection mode. When the basket of securities
reaches \$ for \$ again they will start paying coupons again based on the quarterly BBSW plus margin

General

Note Valuations based on data received at end and are for the capital value only.(do not include accrued interest)

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2.3 RECONCILIATION OF GENERAL FUND BANK ACCOUNT – AS AT 28 FEBRUARY 2010

	General Managed Fund	Trust Fund	Investment Fund
Cashbook as at 28th Febraury, 2010			
Opening Balance	772,016.04	165,062.12	14,475,000.00
Plus Deposits	4,553,017.00	5,443.75	1,225,000.00
Less Payments	-4,224,374.60	-31,729.38	
Adjusted Cashbook Balance	1,100,658.44	138,776.49	15,700,000.00
Bank Statement as at 28th February, 2010			
	978,991.35	139,421.86	
Plus Outstanding Deposits	135,346.05	120.03	
Less Outstanding Payments	-13,678.96	-765.40	
Adjusted Statement Balance	1,100,658.44	138,776.49	0.00
Ledger Cash Book			
Closing Balance	1,100,658.44	138,776.49	15,700,000.00
Total Ledger	1,100,658.44	138,776.49	15,700,000.00
<i>Difference</i>	0.00	0.00	0.00

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2.4 RATES AND CHARGES COLLECTION REPORT UP TO and INCLUDING JANUARY 2010

GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECT- ION % 2008/2009
	CBN RES/ RURAL RES	107,434	977,432	69,375	8,616	1,006,876	575,434	431,442	296,918	57.15%	42.56%
	BARADINE	42,846	135,622	16,781	0	161,688	87,701	73,987	65,926	54.24%	53.69%
	BINNAWAY	18,724	65,873	10,669	0	73,929	38,599	35,329	27,372	52.21%	51.91%
	VILLAGES	8,033	27,838	2,299	0	33,572	16,914	16,658	12,393	50.38%	48.19%
	FARMLAND	193,869	3,931,879	19,225	141,320	3,965,203	2,096,703	1,868,500	1,096,874	52.88%	70.22%
	COOLAH	16,446	194,288	14,315	0	196,419	108,445	87,974	50,625	55.21%	72.88%
	DUNEDOO	14,882	208,879	15,239	0	208,522	117,817	90,706	53,486	56.50%	69.71%
	MENDOORAN	8,991	66,241	7,014	1	68,216	32,948	35,268	22,283	48.30%	67.30%
	LEADVILLE	2,970	10,433	1,437	0	11,966	8,687	3,278	4,175	72.60%	55.15%
	MERRYGOEN	465	4,242	794	0	3,912	2,123	1,790	1,359	54.26%	56.84%
	NEILREX	336	2,372	151	0	2,557	1,554	1,003	984	60.76%	72.32%
	UARBRY	0	3,628	85	7	3,536	2,612	924	190	73.86%	66.73%
	COOLABAH ESTATE	2,567	15,056	1,654	0	15,969	8,179	7,790	5165	51.22%	56.45%

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GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECT- ION % 2008/2009
	RUR/RES COBBORA	572	3,040	229	0	3,383	2,110	1,273	1457	62.37%	68.11%
	GENERAL RESD/BUS- STH	12,536	161,382	9,811	1	164,107	99,756	64,351	32,990	60.79%	73.58%
	BUSINESS- CBN-RURAL	21,086	379,673	250	0	400,510	265,290	135,219	106,254	66.24%	72.31%
WATER						0		0			
	COONABARA- BRAN	32,524	361,865	27,010	1,834	365,544	213,278	152,266	95,564	58.35%	69.25%
	BARADINE	36,273	107,574	9,958	1	133,887	76,912	56,976	50,927	57.45%	49.69%
	BINNAWAY	30,832	113,027	8,451	0	135,408	72,706	62,702	40,054	53.69%	49.12%
	VILLAGES	18,872	11,040	875	0	29,037	4,465	24,572	20,511	15.38%	22.44%
	FARMLAND - NTH & STH	3.72	1,120.00	0.00	0.00	1,124	335	789	253	29.83%	85.41%
	COOLAH	20,604	210,564	11,472	0	219,696	115,177	104,519	64,353	52.43%	69.65%
	DUNEDOO	10,276	144,540	9,152	0	145,664	82,156	63,507	34,631	56.40%	68.70%
	MENDOORAN	14,837	140,985	4,813	9	151,001	71,768	79,233	37,708	47.53%	64.51%
	MERRYGOEN	1,857	10,580	963	0	11,474	5,328	6,146	5,185	46.44%	53.86%

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		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECT- ION % 2008/2009
SEWERAGE						0		0			
	COONABARA- BRAN	46,222	588,547	26,832	2,290	605,647	338,727	266,920	184,085	55.93%	70.92%
	BARADINE	47,624	155,124	8,383	0	194,364	114,112	80,252	73,651	58.71%	54.02%
	COOLAH	15,882	201,003	9,022	0	207,863	119,234	88,629	47,438	57.36%	71.22%
	DUNEDOO	11,126	173,230	8,889	0	175,467	102,043	73,423	39,057	58.16%	69.98%
		738,688	8,407,079	295,147	154,080	8,696,540	4,781,113	3,915,427	2,471,868	54.98%	65.45%
GARBAGE- North		73,509	700,458	55,624	550	717,792	419,631	298,161	197,409	58.46%	69.04%
GARBAGE - South		35,783	434,305	38,648	1	431,438	234,634	196,804	115,921	54.38%	68.34%
FARMLAND - NTH - STH		1,491	35,381	563	11	36,298	19,577	16,721	14,028	53.93%	53.46%
LEGAL FEES		218,349	77,871	0	266	295,954	77,871	218,083	178,410	26.31%	38.72%
								0			
INTEREST		191,238	59,971	0	0	251,209	0	251,209	83,758	0.00%	45.47%
	TOTALS	1,259,057	9,715,064	389,982	154,909	10,429,230	5,532,825	4,896,405	3,061,394	53.05%	67.92%

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

RECOMMENDATION

For Council's information.

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2.5 REQUEST FOR PERMISSION TO WAIVE INTEREST ON WATER USAGE CHARGES ON ASSESSMENT NO: 02137-0

The owner of this property has written to Council prior to the levying of water usage charges notifying Council that they had identified a leak on their property and requesting an arrangement to pay if their water charges were excessive.

A copy of the letter is included as an attachment for Councillors' information.

In view of the proactive approach taken by the ratepayer; the fact that their usage charge was in fact, approximately four times what it normally is, together with the fact that with recent wet weather a leak may not have been obvious and that they are not querying that they have to pay the charges for the water, the following recommendation is made.

RECOMMENDATION

That an arrangement be made with the owner of the property (Assessment No: 01237-0) for payment of water usage and that interest not be charged as long as the account is settled within the terms of the arrangement.

2.6 REQUEST TO ENGAGE AN IT REVIEW SPECIALIST CONTRACTOR Background

Council has traditionally used an outsource company to manage our IT Network. Additionally we have an IT Officer located in the Coonabarabran office to provide user support and monitor the network. Up until recently all work on the network was referred to our outsource company – Knet.

As has been foreshadowed in recent months, it is now overdue for Council to consider replacing much of our IT Hardware and upgrade some of the software. The hardware is now owned by Council and is out of warranty. Council has extended the warranty over recent years but the equipment has now reached an age where we cannot obtain further warranties.

We are starting to have quite a few failures, some of which have been caused by the absence of an Uninterrupted Power Supply. This is causing lost productivity in the workplace.

It is critical, to prevent further productivity losses, that we move as quickly as possible to upgrade our network and this is a pertinent time to be also investigating advances in technology which may improve connectivity and communication throughout the wide spread of our organisation.

It is also important that we have some idea of the kind of expenditure we should anticipate for budget deliberations.

Report

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Council has been able to source a skilled and competent contractor. There is an opportunity to utilise the monies remaining in this year's operational budget to engage a contractor for up to six weeks. This money is available because an allowance was made for lease payments during this financial year and the lease was completed early in the year leaving surplus funds.

The matters to be addressed would be:

- Assess our current IT equipment and make recommendations of what technology could be used to improve productivity and connectivity
- Make recommendations on how council should proceed with the replacement of current IT hardware and prepare the tender documents for replacement
- Assess the technical support capabilities needed to manage the system on a day by day basis.
- Commence work on an IT Strategic Plan as time permits within the contract period.

Anticipated Outcomes:

- Council will be prepared to go to tender and upgrade its hardware (and software) and have an indicative figure in mind of what it should cost in the next financial year
- Further, Council will have a clearer idea of exactly what IT capabilities and support competencies are required
- Council will have a completed IT Strategic Plan (one of the Auditor's recommendations and also one from the LGSA report).

Costs:

- This contractor is very well qualified and has a high level of expertise which doesn't come cheaply however I believe that he can do the above in a 4-6 week timeframe for a lot cheaper than we could achieve the same outcomes through an outsourced resource.

Wages (which include all on costs)	\$ 3,430/week
Accommodation	\$ 490/week
Total 4 weeks	\$13,720
Total 6 weeks	\$21,560

Verbal quotes for just completing an audit and preparing tender documents from an outsourced IT Company are around the \$30 - 35,000 mark.

We are getting a lot more than that for less than two thirds of that amount and as previously mentioned, there is sufficient money in this years IT operational budget to cover this.

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Summary

This is an opportunity to complete something which *has* to be done utilising money from our current budget to prepare for the future.

RECOMMENDATION

That the General Manager be authorised to engage the services of the contractor for a period of 4-6 weeks within the notified costs, to complete the required audit of Council's IT network and systems, prepare tender documents and at least commence work on a 5-10 years Information Technology Strategic Plan.

.....
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 BARADINE FLOODPLAIN MANAGEMENT PLAN – PROCUREMENT OF CONSULTANT

Background

Council will be aware that the process of developing a floodplain management plan for Baradine has commenced. An advisory committee has been formed and one meeting has been held. Also, a technical brief for development of the plan has been prepared.

Council has previously been advised that a consultant will be required to assist Council with preparation of the floodplain management plan.

Council is now required to formally determine the method of procuring the services of a consultant.

Also an advertisement calling for expressions of interest in the Baradine floodplain management plan project has already been placed in a Sydney paper by the Director Technical Services and endorsement of these actions is sought.

Issues

According to The Division of Local Government, Council is required to use the tendering process set out in Section 55 of the Local Government Act 1993 under a number of circumstances including the following;

- Where there is a risk that 'would be' tenders could claim that Council has 'preferential' arrangements with a single supplier
- Where there is a risk that 'would be' tenders could claim that they would have tendered for the work if a public tendering process had been undertaken.

Should Council determine to use a tendering process for the procurement of a consultant, Council must then determine whether to use an open or selective tendering process. Open tendering is undertaken through public advertisements inviting interested persons to submit a tender. There are two types of selective tendering and the relevant one for this project is firstly advertising an expression of interest and then inviting tenders from suitable respondents.

Options

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For this project, the selective tendering process is considered to be the best method as it is expected that a more detailed and considered proposal will be received from those consultants invited to tender.

The criteria proposed for assessment of the EOI are as follows;

- Demonstrated understanding of what is required to produce a quality outcome.
- Record of performance on similar works.
- The quality of the consultant's team in terms of demonstrated experience in the field.
- Methodology that will be used to achieve project outcomes.
- The consultant's current capacity and resources.

Financial Considerations

Council has previously been advised that the cost of preparing a flood study is expected to be around \$60,000 and then the cost of preparing a floodplain management plan is also around \$60,000. These two processes have now been combined and a consultant is being sought for the whole project and hence some savings are expected. Funding is available from the State Government for this project on a 2 to 1 basis; State Government to Council.

RECOMMENDATION

1. That Council enters into a tendering process using the selective tendering method for engagement of a consultant for the Baradine Floodplain Management Plan project. The purpose of using the selective tendering method is that a more detailed and competitive submission is expected.
2. Evaluation of the Expressions of Interest received for the proposed consultancy is undertaken by a panel comprising the Director Technical Services, Director Environmental Services, the relevant officer from the Department of Environment, Climate Change and Water, Councillor Kerry Campbell and Councillor Denis Todd. Furthermore, evaluation of the Expressions of Interest is undertaken in accordance with the following criteria;
 - Demonstrated understanding of what is required to produce a quality outcome.
 - Record of performance on similar works.
 - The quality of the consultant's team in terms of demonstrated experience in the field.
 - Methodology that will be used to achieve project outcomes.
 - The consultant's current capacity and resources.

.....
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 DEVELOPMENT APPLICATION APPROVAL TIMES

The best practice review guide from the division of Local Government requires Council to be informed of turn around times for development applications at regular intervals. The first report consisting of statistics to date for the 2009/2010 financial year for Development Applications (DA) and Complying Development Applications (CDC) approved is below.

	DA	CDC
No. of applications determined	45	31
Total days	1338	593
GROSS AVERAGE TURN AROUND TIME	29.7	19.1
NET AVERAGE TURN AROUND TIME	29.1	19.1

It is proposed that the performance of Council in processing its development applications will be reported on a six monthly basis as part of the quarterly review.

Development application processes are constantly being reviewed to improve the processing times listed above however, many processes that slow down processing are prescribed by legislation such as mandatory referral to government agencies such as the RFS.

RECOMMENDATION

That Council note the information on development application processing times.

4.2 CRITERIA FOR REPORTING DEVELOPMENT APPLICATIONS TO COUNCIL

The Division of Local Government Best Practice Guideline requires Council to determine criteria for when Development Applications will be reported to Council. In most instances applications are determined under delegated authority and reported to Council in the monthly statistics. There are occasions when Council should be the determining

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authority and this report seeks to clarify those occasions and guide staff in the determination process.

To enable applications to be determined as efficiently as possible it is appropriate to ensure as many applications as possible are determined without the need to be referred to Council.

Occasions when Council would be the most appropriate determination body include the following:

1. The development application is recommended for refusal.
2. The application has been notified to the public and a public submission is received with regard to the development application.
3. A Section 96 modification is received where the development application was originally approved by Council.
4. A request for a review on a development application assessed by Council Staff is received.

RECOMMENDATION

That Council adopt the following instances as its criteria for determining when development applications are to be referred to Council for determination:

1. The development application is recommended for refusal.
2. The application has been notified to the public and a public submission is received with regard to the development application.
3. A Section 96 modification is received where the development application was originally approved by Council.
4. A request for a review on a development application assessed by Council Staff is received.

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4.3 APPLICATIONS RECEIVED FOR MONTH OF FEBRUARY 2010

APPLICATIONS RECEIVED FOR MONTH OF FEBRUARY 2010

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Received	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
CDC 88/0910	04/02/2010	Tracy Wood	Newell Highway	Coonabarabran	In ground Pool	Approved
DA 89/0910	10/02/2010	Country Energy	Adelyne Street	Dunedoo	Transformer Storage Building	Pending
DA 90/0910	15/02/2010	Noel Woo	Chapel Avenue	Coonabarabran	Two Transportable Cabins For Caravan Park	Pending
DA 91/0910	17/02/2010	Telstra Corporation	Boomley Road	Cobbora	Telecommunications Tower	Pending
DA 92/0910	17/02/2010	Catholic Church	Church Street	Coolah	Subdivision Consolidation	Pending
DA 93/0910	22/02/2010	Brendan Jones	Gardener Street	Coonabarabran	Industrial Shed	Pending
DA 94/0910	17/02/2010	Feliks Slacek	Cunningham Street	Coolah	Additional Powered Sights	Pending
CDC 95/0910	23/02/2010	Robert Fenwick	John Renshaw Parkway	Coonabarabran	Patio Cover	Pending
DA 96/0910	23/02/2010	Peter Leaske	Napier Street	Mendooran	Garage & Shed	Pending
DA 97/0910	25/02/2010	Snt Lawrence's School	Dalgarno Street	Coonabarabran	Demolition & Revovations	Pending
DA 98/0910	19/02/2010	Coonabarabran Soccer Club	Chappel Avenue	Coonabarabran	Storage Container	Pending

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WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE END JNAUARY 2010

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
DA 138/0809	12/06/02009	Jason Newton	Crane Street	Coonabarabran	Addition to Shed	Clock Stopped Waiting Further information
DA 46/0910	09/10/2009	Matthew Leeson	Tucklan Street	Dunedoo	Change Shed to School Bus Depot	Clock Stopped Waiting Further information
DA 59/0910	5/11/2009	RJ Crooks & Associates	Rotherwood Road	Coolah	Subdivision	Clock Stopped Waiting Further information
DA 62/0910	11/11/2009	Graham Taylor	Caigan Street	Dunedoo	Urban Subdivision	Clock Stopped Waiting Further information
DA 84/0910	19/01/2010	Yuri Vander Walt	"Umtali" Maroo Road	Purlewaugh	Subdivision, 9 new lots	Pending
CDC 86/0910	28/01/2010	Gary Wilson	18 Bandulla Street	Coonabarabran	New Shed, Gargage & Workshop	Pending
DA 87/0910	29/01/2010	Peter Starr	"Tenby" Timor Road	Coonabarabran	Tourist Sky Watch Facility	Pending

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TONY MEPPM
ACTING DIRECTOR ENVIRONMENTAL 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 COMMUNITY SERVICES ANNEXURE 5

5.1 STATE EMERGENCY SERVICES (SES) FUNDING 2009-2010

Council received a report in July 2009 in regards to the new funding arrangements for Local Government to pay for the services of the NSW Fire Brigade, Rural Fire Service (RFS) and SES. Council resolved to *'accept Emergency Management NSW invoice and facilitate payment of 2009-2010 first quarterly account'* and *'pursue the matter of this inequity of this calculation which is not related to the number of SES units with the NSW Minister for Emergency Services'* (Resolution No 25)

Council has made representation to the Minister for Emergency Services, the reply attached for Councillors information under separate cover.

As indicated by the Minister Emergency Services, *'the new financial arrangements for the SES were not designed to replace the direct and in-kind support that individual councils provide to their local SES units'*. This expectation by the NSW Government for the financial support provided to a Council's local SES units is not legislated. And is contrary to the initial advice received in March 2009; that SES funding *'would be brought under the same contributory funding system as the NSW Rural Fire Service (RFS) and NSW Fire Brigades (NSWFB).'*

Local Government is bound by the State Emergency Service Act (1989) to provide for contributions to fund the operations of the State Emergency Service. Section 17 (5) Local Controller (State Emergency Service Act (1989)) states *'The council of a local government area must, within 3 months of the appointment of a local controller for the area, provide (free of charge) suitable training facilities and storage and office accommodation to enable the local controller to exercise his or her functions.'*

Warrumbungle Shire Council has historically funded local unit costs include vehicle insurance, registration, M&R for both depots, and electricity for Dunedoo SES. Telephone accounts have been transferred to Dubbo SES operations. Baradine SES is housed at RFS shed. Dunedoo SES is stand alone on Council Depot, however planning is underway for joint SES/RFS building in future.

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The Assessment total, budget and expenditure to date is summarised with current status of Budget, estimated supplementary vote values as follows;

	Assessment Total	Original Budget 2009-2010	Adjusted Budget 2009-2010	Expenditure to date	Possible SuppVote Request	With Credit Adjustment **
Corporate Services						
Rural Fire Service	258,539	210,700	263,950	182,270	-5,411	-24,833
Community Services						
NSW Fire Brigades	38,494	38,029	38,029	29,004	465	465
SES						
Local Unit Costs		0	0	1,183	5,000	5,000
Contribution	30,610	12,250	12,250	22,958	18,360	18,360
TOTAL	327,643	260,979	314,229	235,414	18,414	-1,008

** An RFS adjustment of \$19,422 is being pursued by Corporate Services for errors in the bid and a capital item not being acquired this year. This could mean that the RFS budget could be adjusted to \$239,117, providing a surplus of \$24,833 that will offset the expected deficit to Community Services. However, any adjustment will not be realised until the 2010-2011 RFS Fire Fighting Fund Allocation.

Failing this adjustment from RFS being approved and processed this financial year, the budget implication will be a supplementary vote request for \$18,414.

Other Councils

An indication from surrounding councils (Warren, Mudgee) with respect to next years budget are planning for the status quo. Whilst agreeing funding arrangement was messy both would continue to fund SES local units as well as pay the new SES Emergency Management contribution. Wellington Council however, has resolved to withdraw their 'local' financial support to SES units.

RECOMMENDATION

That Council accept Emergency Management NSW Assessment Notice (2009-2010) and facilitate payment of final quarterly instalment and **FURTHER** that a report be bought back to the May 2010 Council Quarterly Review meeting for actual budget adjustments with any supplementary vote request for RFS, NSWFB and SES.

5.2 CASTLEREAGH MACQUARIE COUNTY COUNCIL (CMCC) - FRUIT FLY CONTROL

Council has received a letter from CMCC dated 12.01.10, advising of a determination by the County Council to levy each associated Council an additional \$3,000 for Fruit Fly

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control. It states that *'the County has for many years carried out Fruit Fly control free of charge for its constituent Councils'* and *'this year more than 500 dac pots have been distributed as well as 7 bait sprays.'*

Council has written to CMCC advising that this expenditure has not been included in the Warrumbungle Shire Council Management Plan and there is no provision made for ad hoc other charges during the year; requesting that additional information be provided on;

- i. The need for the service in Warrumbungle Shire
- ii. What control program was undertaken and
- iii. When the baiting was done.

Councillors will be forwarded this information as it comes to hand under separate cover.

The levied contribution to CMCC from Warrumbungle Shire Council for 2009-2010 was \$80,548, which has been paid.

There is no legislated requirement for Council to pay this new charge. Should Council determine to pay this account, a supplementary vote of \$3,000 would be required.

CMCC has advised that the 2010-2011 budget letter requests will include the individual Council annual contribution with a 2.6% increase (\$82,642) plus the 'new' Fruit Fly contribution of \$3,000 per member Council.

RECOMMENDATION

That Council acknowledges the CMCC request for payment for 2009-2010 Fruit Fly control in Warrumbungle Shire however refuse on the basis that no provision is made for additional expenses during the year.

5.3 LOCAL GOVERNMENT ROAD SAFETY PROGRAM – DEED OF VARIATION

The Roads and Traffic Authority (RTA) through the NSW Centre for Road Safety has advised that the existing Local Government Road Safety Program will continue in its current form for two years from 1 July 2010. This means that the Centre for Road Safety will provide funding for Council Road Safety Officer (RSO) positions until 30 June 2012.

The existing Program Funding Agreements which are due to expire on 30 June 2010 will be extended to 30 June 2012, and this can be achieved by both agencies signing a Deed of Variation.

Warrumbungle Shire Council has participated in the RTA Road Safety Program since July 2006, and has employed a part time RSO 4 days per week. The completion of the Warrumbungle Shire Road Safety Strategic Plan 2010 is a major achievement which has identified the areas of driver behaviour from which targeted educational campaigns are developed and implemented.

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Funding for this extended period to June 2012 is the same as for the second and subsequent years of the Funding Agreement; whereby RTA funds 50% of Employment and Associated Direct Program Costs (includes RSO salary plus oncosts, vehicle lease/hire charge and mobile phone and training) and 100% of Ancillary Costs (includes cost of attendance at regional and statewide RTA convened RSO meetings and conference).

Attached for Council information is a summary of projects implemented and ongoing by the RSO.

RECOMMENDATION

That Council authorise the General Manager to sign the Deed of Variation for the RTA/Council Road Safety Officer Program Funding Agreement to extend the term of the Original Agreement to 30 June 2012.

5.4 SMOKE FREE OUTDOOR AREAS – SPORTING FIELDS AND PLAYGROUNDS

Greater Western Area Health Service (GWAHS) and Cancer Council NSW Western Region are offering support to Councils in western NSW to adopt and implement a smoke free outdoor policy in the focus area of Children's Playgrounds and Sporting Fields. Funding may be used for signage, promotional resources, advertising, community engagement and education.

Applications close on 12th March 2010, and the application must be able to demonstrate intent to adopt a Smoke Free policy by providing a copy of a report, resolution and policy to be considered at an upcoming Council meeting.

Council has previously considered two reports in relation to smoke free areas. In September 2007 following a request for a smoking ban at sports grounds; whereby Council resolved '*that Council take no action in relation to this matter*' (Resolution No 86). And in September 2009, Council considered a report specific to Swimming Pools and resolved '*that Council adopt specific designated smoke-free areas at the public swimming pools to ensure a safe and healthy environment at our swimming pool facilities and that smoking areas be specifically designated away from the main pool areas at each facility. And that Council create appropriate facilities located in a small area of each of the pool grounds for smokers as shown on the 6 site maps. This will ensure that supervising parents do not leave their children unattended within the pool grounds while they exit to smoke.*' (Resolution No 88).

In Council Policy *Staff 4.13 Smoke Free Workplace Policy*; Council prohibits smoking on Council premises by all employees and members of the general public as this is deemed to be an occupational health risk. The areas noted include; offices and enclosed public spaces, garage, workshops, all Council buildings, vehicles and plant.

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Aside from the health risks associated with children inhaling second hand smoke in outdoor areas; there is also evidence that smoking bans support smokers who are trying to quit the habit. In addition there are a myriad of environmental issues related to cigarette butt litter. The focus areas of Children's Playgrounds and Sporting Fields are supported by many parents, sporting groups and general public as important places to implement smoke free areas.

A draft Outdoor Area Smoke Free Policy is attached for Council consideration. The areas include within ten (10) metres of all Council children's playgrounds, childcare centres, youth centre facilities and within the immediate areas of all sporting / playing fields. Smoking remains permitted 10m from children's playgrounds and outside the immediate sporting / playing fields areas ie. car parks and grandstands. It is noted that the proposal relies on persuasion and self-policing rather than public enforcement.

Attached for Councillor information are a couple of Fact Sheets 1: 'Why are outdoor smoke-free areas important for your Council?' and 4: 'Frequently asked questions.'

RECOMMENDATION

That Council adopt the Outdoor Smoke-free Areas Policy which includes banning smoking of in the following areas of Council land;

1. Within ten (10) metres of all children's playground equipment, youth centre facilities and children's services/childcare centres
2. Within the immediate areas of all sporting and playing fields

5.5 HAIL DAMAGE 2008 - RSL BUILDING COONABARABRAN

As a result of the hailstorm in Coonabarabran on 26 November 2008, water built up on the trim deck roof channels that in turn overflowed into the ceiling cavity of the RSL Rooms, which adjoin the Coonabarabran Youth Club. Significant damage was incurred to many of the ceiling panels, creating water stains on walls and carpet.

The Coonabarabran RSL Sub Branch has liaised with Council staff and sought a number of quotes, then and updated; and provided many photos to assist with the lodgement and claim to Council's insurers. As an aside, they received a Veterans Affairs Grant in 2009 to refurbish the kitchen and toilets, and install an office. This project has been completed and all is ready for the work required to replace new ceiling panels, lay new carpet and paint the walls. The RSL Sub Branch has been most patient; however the urgency at the moment is Anzac Day being Sunday 25 April 2010.

The insurance claim for this matter plus a number of other Council properties that suffered damage on this storm date was lodged on 13 January 2010. Council's insurers are having their own organisational issues and whilst they have accepted the claim, they are unable to give a commitment of when the claim will be processed. In fact recent communications with them advised that a claims officer has been appointed but will not commence work until 22 March 2010.

WARRUMBUNGL E SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT
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The quote received for supply and fitting of ceiling tiles, replacement of carpet and repaint walls is \$8,499 inc GST.

RECOMMENDATION

That Council approves a supplementary vote of \$7,728 to undertake the 2008 storm damage repairs to the Coonabarabran RSL Sub Branch rooms and **FURTHER** a report be brought back to the March Quarterly Review as to expected claim monies received to offset this expense.

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES