



Warrumbungle Shire Council

Council meeting
Thursday, 20 May 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)

WARRUMBUNGL E SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT
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ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

Ethical decision making

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

Conflict of interest

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – regulated by the *Local Government Act* and Department of Local Government
- Non-pecuniary – regulated by Codes of Conduct policy. ICAC, Ombudsman, Department of Local Government (advice only).

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of 'corruption' – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

Identifying problems

- 1st Do I have private interests affected by a matter I am officially involved in?
- 2nd Is my official role one of influence or perceived influence over the matter?
- 3rd Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

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11.00AM**

Date: 14th May 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 20 May 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 15 April 2010

CONFIRMATION OF MINUTES of the special committee meeting of Warrumbungle
Shire Council held on 22 March 2010

ADOPTION OF THE RECOMMENDATIONS of the Finance and Works Committee meeting
held on 7 May 2010

ADOPTION OF THE RECOMMENDATIONS of the Finance and Works Committee meeting
held on 8 April 2010

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting
held on 22 April 2010

ACCEPTANCE of the minutes of the Binnaway Town Committee meeting held on
19 April 2010

ACCEPTANCE of the minutes of the Baradine Town Committee meeting held on
19 April 2010

ACCEPTANCE of the minutes of the Mendooran/Merrygoen Town Committee meeting held on
20 April 2010

ACCEPTANCE of the minutes of the Dunedoo Town Committee meeting held on
20 April 2010

ACCEPTANCE of the minutes of the Coolah Town Committee meeting held on
20 April 2010

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ENVIRONMENTAL SERVICES REPORT	ANNEXURE 4	PAGE 164
COMMUNITY SERVICES REPORT	ANNEXURE 5	PAGE 183

QUESTIONS WITHOUT NOTICE

.....
R J GERAGHTY
GENERAL MANAGER

11.00am

RFS Zone Manager, Mr Garry Wilson

Forum

Bob Harper – re: Men's Sheds

Coolah District Development Group Representative – re Coolah Public Art Plan and POD
project

Presentation

12.30 pm Brett Peterkin - Cobbora Management Company

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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 Council investigate the possibility of commencing an annual kerbside clean up day for items too large or bulky for normal kerbside collection.

General Managers Note

This item was submitted in the budget papers for consideration and no funds were provided towards this proposal.

RECOMMENDATION

For Council's consideration.

1.2 NOTICE OF MOTION

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

That Council transfer the sum of \$918.00 plus GST (Total of \$1009.80) from the Coolah Town Improvement Fund (a restricted asset) to the account of the Coolah District Development Group account to be used by the Coolah Historical Arts and Tourism Sub-committee for the purposes of advertising, including promotion of the POD (Photographic Outback Development Initiative).

General Managers Note

The Restricted Assets for Coolah Town Improvements amounts to \$26,754 and is designated as being for Photographic Outback Development Initiative.

RECOMMENDATION

For Council's consideration.

1.3 YULUWIRRI KIDS CENTRE POLICIES

At Council's April meeting, the minutes of the Yuluwirri Kids Advisory Committee meeting held on 11 March 2010 were adopted.

Contained in those minutes under recommendation 18 was a list of policies for the Centre.

A copy of those policies has been distributed under separate cover to Councillors and the policies are now submitted for Council's consideration and endorsement.

RECOMMENDATION

For Council's consideration.

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1.4 RFS SHED

At the April 2010 meeting, Council considered the following report regarding the erection of purpose built sheds to store RFS appliances.

RFS SHEDS

The NSW Rural Fire Service is moving to house all their brigade appliances in properly constructed purpose built sheds. Currently many landowners store these appliances in their privately owned sheds.

It is expected over the next decade that at least 19 stations will be constructed. All these sheds will be Council's as indeed is the equipment and appliances.

In the past "postage stamp" subdivisions have been done. This is time consuming in the first instant and does not accommodate the flexibility needed as brigade areas and personnel change. It has been suggested that the erection of sheds on private property under licence will accommodate the shortcomings that currently exist.

The licence agreement would:

- (i) be a formal document*
- (ii) define the access rights*
- (iii) address the solution of disputes as they arise*
- (iv) define the period and*
- (v) define the cost of the presence.*

With this in place the shed, for a relatively small cost, could be dismantled and moved to another more convenient site in the future if needed.

Council's solicitor has been consulted and a draft licence agreement created that will cover any future contingencies. In future, once Council has accepted the licence agreement it would simply be a matter of Council approving the location under the standard licence agreement conditions.

A copy of the licence agreement has been forwarded to Councillors under separate cover.

Council may wish to have each proposal referred to Council or may wish to delegate that responsibility to the Mayor and General Manager.

RECOMMENDATION

That Council endorse the draft licence agreement dated 10 March 2010 for the erection of Rural Fire Services sheds on private property.

Council determined at that meeting:

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335 RESOLVED that Council seek further information regarding the erection of Rural Fire Service sheds on private property and invite the Zone Manager, Mr Garry Wilson, to address Council at the May 2010 meeting on this issue.

Sullivan/Coe

The motion was carried

The matter is now resubmitted for Council's further consideration.

General Managers Note

The Zone Manager will be available to discuss this issue when he attends the meeting at 11am

RECOMMENDATION

For Council's consideration.

1.5 RURAL FIRE SERVICE HEADS OF AGREEMENT – WARRUMBUNGLE AND GILGANDRA SHIRE COUNCILS

Over the last two years discussions have taken place between Warrumbungle Shire and Gilgandra Shire about the management of accounts within the Castlereagh Zone.

It has been proposed that Warrumbungle Shire would eventually:

1. Submit a combined application for funding each year for the zone.
2. Pay the Accounts that relate to that application along with the zone operating costs (pay the bills).
3. Pay all estimate costs and seek immediate contributions from Gilgandra Shire.
4. Issue quarterly accounts to Gilgandra Shire for their contributions to the zone operating costs.

Essentially there are two parts to the arrangement firstly those relating to the day to day costs of the zone offices and secondly costs relating to bids for capital equipment.

To formalize this arrangement a Draft Heads of Agreement between the Warrumbungle Shire Council and the Gilgandra Shire Council has been developed. The Agreement will remain in force for three years from the 1st January 2010 and is concurrent with the Castlereagh Zone Service Level Agreement.

A copy of this Agreement is also being tabled at the Gilgandra Shire Council ordinary May meeting for approval.

A copy of the Draft Heads of Agreement between the Warrumbungle Shire Council and the Gilgandra Shire Council has been distributed to Councillors under separate cover.

RECOMMENDATION

For Council's consideration and if approved the Mayor and General Manager be authorised to sign the Draft Heads of Agreement under Council' seal.

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HEADS OF AGREEMENT

Between:

**Warrumbungle Shire Council
&
Gilgandra Shire Council**

*For the administration of a joint rural fire service to be known as
the Castlereagh Zone.*

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<p>The COMMON SEAL of the COUNCIL of WARRUMBUNGLE SHIRE COUNCIL was hereto affixed in pursuance of a Resolution passed by the said Council on the</p> <p style="text-align: center;">----- / ----- / -----</p>	<hr/> <hr/> <hr/> <hr/> <p>Mayor</p> <hr/> <p>General Manager</p>
<p>The COMMON SEAL of the COUNCIL of GILGANDRA SHIRE COUNCIL was hereto affixed in pursuance of a Resolution passed by the said Council on the</p> <p style="text-align: center;">----- / ----- / -----</p>	<hr/> <p>Mayor</p> <hr/> <p>General Manager</p>

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OBJECTIVES:

- To provide for the effective funding and administration of a Rural Fire Service Zone comprising the rural fire districts of the two (2) Councils.
- To effectively support the provisions of the Castlereagh Zone SLA.
- To contribute to meeting Council's OH &S obligations to Rural Fire Service volunteers.

LEGISLATION:

This agreement operates under the authority of the Local Government Act (1993) and the Rural Fires Act (1997).

TERM OF AGREEMENT:

1. This agreement runs concurrent with the Castlereagh Zone Service Level Agreement (SLA) and thus is expected to commence on 1 January 2010 and will be expected to run for three (3) years.
2. This agreement must be read in conjunction with the current Castlereagh Zone SLA which it supports.

REVIEW:

This agreement may be reviewed at any time following 90 days notice to both the constituent Councils.

FUNDING:

The priority purpose of this agreement is to clearly set out the arrangements for funding the Rural Fire Service in the Castlereagh Zone. To this end the following is agreed:

1. A combined bid will be submitted to the annual Rural Fire Fighting Fund Estimates process.
2. Distribution of costs associated with the Rural Fire Service Estimates will be according to the attached flow chart (Annexe A).
3. Where distribution of costs in the flow chart (Annexe A) is '*by Ratio*' the ratio will be:
 - Warrumbungle – 66% and
 - Gilgandra – 34%
4. Where distribution of cost in the flow chart (Annexe A) is '*by Activity*' the ratio will be:

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-
- Warrumbungle - 100% or,
 - Gilgandra - 100%
5. Where distribution of cost in the flow chart (Annexe A) is '*Equally*' the ratio will be:
- Warrumbungle - 50% and
 - Gilgandra - 50%
6. Warrumbungle Shire Council will carry out the role of Administrative Council and will:
- Provide financial services (A/C received, A/C payable, Purchasing, Petty Cash, Postage etc.);
 - Provide stationery supplies;
 - Work with the Zone Manager to ensure that costs are distributed in accordance with the flow chart (Annexe A).

Where costs are to be distributed by ratio or equally and purchase is required by local government the initial purchase will normally be by the Administrative Council.

The Administrative Council may invoice the other council for costs incurred on their behalf – either individually (where specific costs are clearly identifiable) or by the ratio.

Warrumbungle Shire Council (as the Administrative Council) will provide Gilgandra Shire Council with an account on a quarterly basis. This account will recover costs distributed as per the agreed ratios.

OTHER ADMINISTRATIVE ARRANGEMENTS:

1. Section 44 or large incident administration / logistical support
 - Each Council agrees in principle to provide administrative support to the other Council during major incidents.
 - Each Council agrees to provide equipment and manpower to assist the other Council during fire fighting operations.
2. Transfer of assets between Councils
 - Transfer of mobile assets between the 2 Councils may occur from time to time due to operational deficiencies. These transfers will be in consultation with the Senior Management Team and both Councils.
 - Upon agreement from each Council to transfer the assets, a monetary value of the asset will be agreed upon and 11.7% of that

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value will become payable from the receiving Council to the
transferring Council,

AMENDMENTS AND ALTERATIONS:

This agreement may be amended at any time with the formal agreement of
both member councils.

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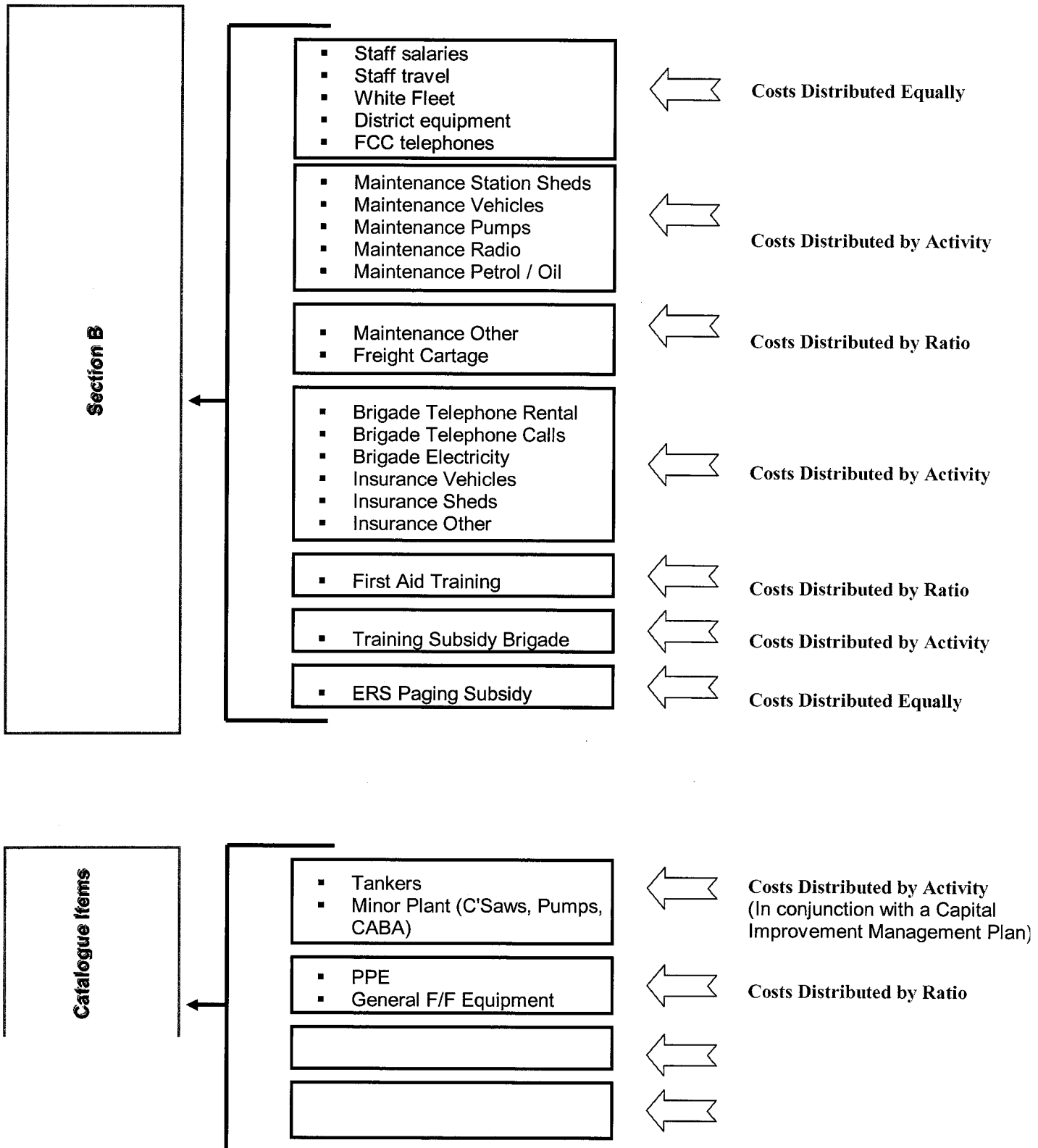
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Annexe A

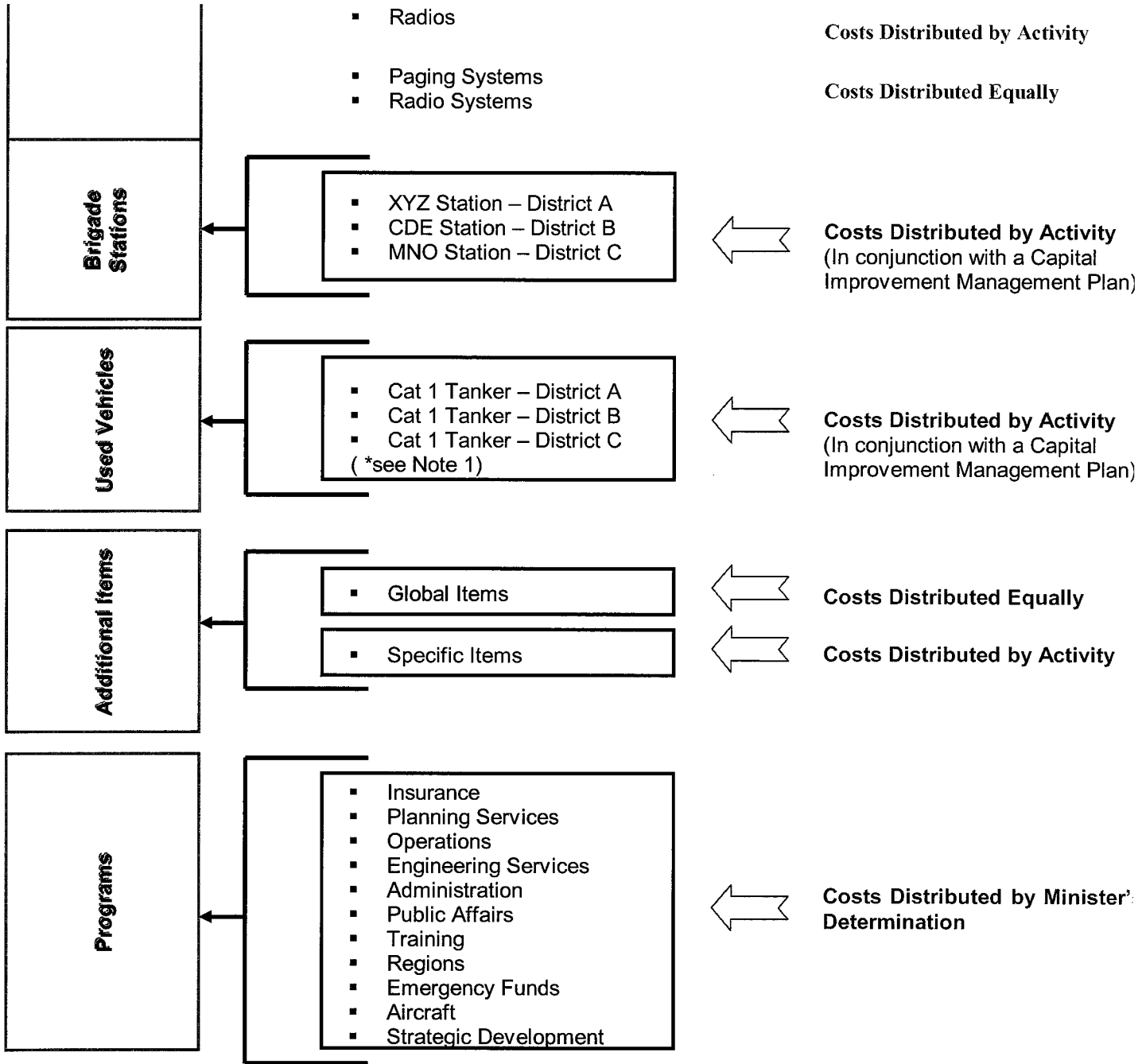
Rural Fire Fighting Fund Estimates

Detailed methodology for distributing costs for a Rural Fire Zone



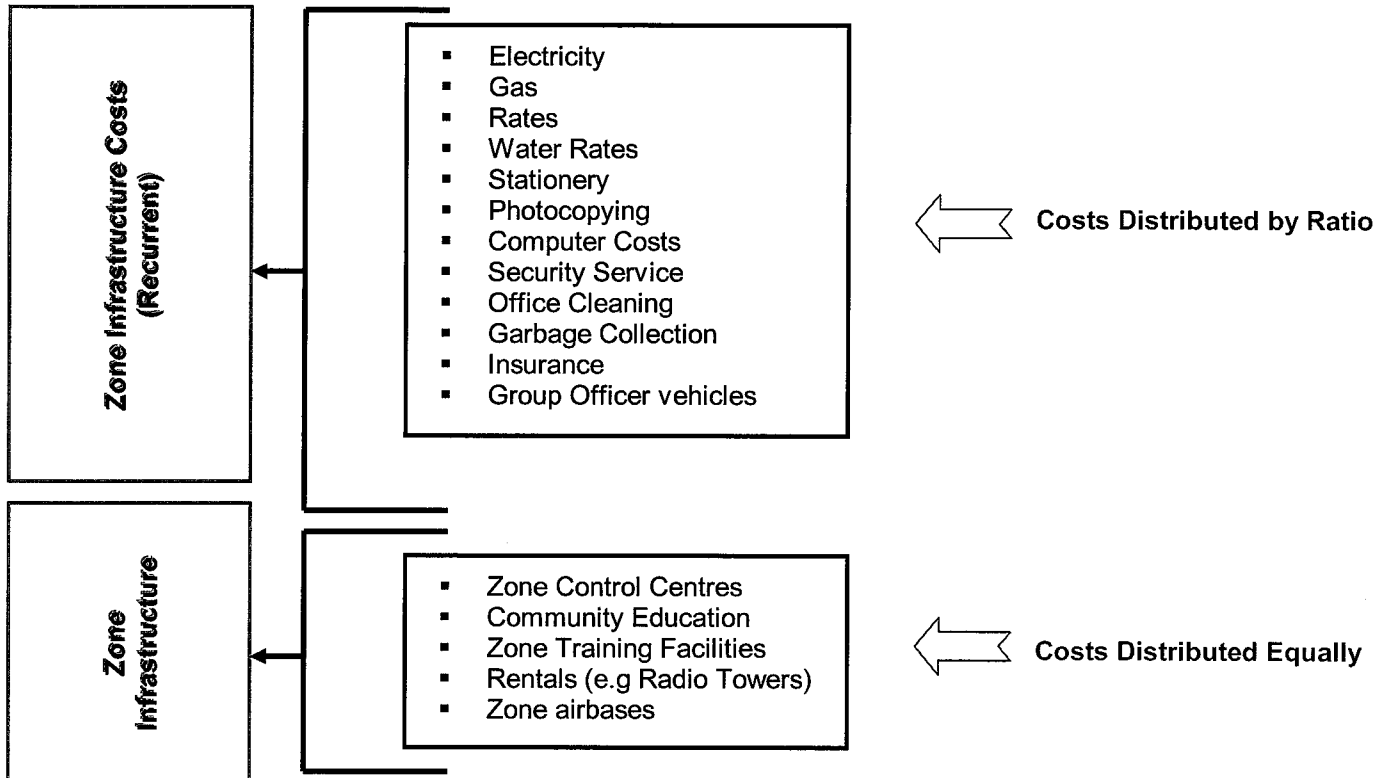
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*** Note 1:** To assist in determining an appropriate method for ordering tankers, the NSW RFS recommends that tanker replacement programs be developed based upon a 15 year change over cycle with the number of tankers to be determined by Standards of Fire Cover.

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1.6 NOTICE OF MOTION

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

Council approve the installation and use of Credit Card and eftpos payments at the Shire offices.

Background

As we now live in the 2010, I feel that Council's responsibility to keep up with current technologies is imperative. Our Communities expect a level of service that is up to date and available to all, regardless of age.

Council's inability to accept EFTPOS or Credit Card transactions at our counters is an indication of Council not keeping up with the times and our community's expectations. With a cashless society being promoted by every Government and Financial institution in the Country, it appears that we are lagging behind in technology and Community requirements.

It is unreasonable for us to expect our elderly and frail to carry large sums of cash to our counters, where a simple card transaction would suffice. Our staff would not have to deal with large sums of cash and the bank reconciliations would become more efficient with printed document transactions reconciled at the end of each day. Phone payments could also be made by disabled or invalid community members without a third party intervention to their financial records or accounts.

Current EFTPOS transaction costs are around 25 cent with Credit Card Fees being between .75 % - 1.5% depending on the card. These are both negotiable with the financial institutions being used.

This will improve our image with the community.

This will further utilise our current infrastructure and office staff.

This will reduce the possibility of Fraud or Loss.

This will assist in the personal freedoms of our elderly and disabled without putting them at risk.

General Manager's Note

The issue of payment of rates and charges was dealt with by way of a report to the June 2007 meeting - at that meeting Council resolved as follows:

2.4 **ALTERNATIVE PAYMENT OPTIONS FOR RATES**

385 RESOLVED that Council provides both additional options for payments, being Australia Post Billpay and Bill Express, to ratepayers and provide a budget estimate of \$15,000. **FURTHER** that the costs for the use of such service be at the ratepayers expense with such charge to be up front at the time of payment. **FURTHER** that a brochure explaining the payment options be distributed with the rates notices.

Dawson/Coe

The Director of Corporate Services will be providing an up date on that June 2007 report and it will be forwarded by separate cover.

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RECOMMENDATION

For Council's consideration.

1.7 RURAL FIRE SERVICE – COOLAH OFFICE

The Zone Management Team have been reviewing the need for a full time staff person being allocated specifically to the Coolah RFS Centre. The Officer has his starting point at Coolah and then is being used across the Zone, particularly in Gilgandra, and spends much of his time travelling and away from Coolah.

It is felt that better utilisation of staff could be achieved by relocating the position to Gilgandra in the first instant. The Coolah RFS Office would be manned on an as needs basis by specialist staff from the other two offices. This would allow a better and more targeted service to brigade members at Coolah. It is expected the office could be attended part time at least 3 days a week.

Council is being asked to give in principle support to the relocation of the Officer from Coolah to Gilgandra.

RECOMMENDATION

For Council's determination

1.8 DONATION – COONABARABRAN PAI&H ASSOCIATION

Council has received a letter from the Coonabarabran PAI&H Association requesting the waiving of garbage collection charges as follows:

“At our recent committee meeting the Shires’ account for rubbish removal at our Annual Show was received and discussed at some length.

It was decided that I write requesting you consider waiving the account of \$555.03 being \$504.57 rubbish removal and administration fee of \$50.48 in consideration of a donation to the show Society and the wider community in general.

Trusting you will see in our favour.”

General Manager's Note

Council charges other organisations the same charges and has not provided donations to those organisations.

RECOMMENDATION

For Council's consideration and if a donation is agreed to, determine where the funds will come from.

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1.9 RFS SERVICE LEVEL AGREEMENT

The Management of Rural Fire Services (RFS) in Warrumbungle Shire is facilitated through the Castlereagh Zone on behalf of Council. The legal responsibility for suppression of fire in a local government area is that of the Local Council. The State Government assists Council through funding arrangements and the establishment of an RFS presence in each Council area.

The funding is provided through the annual estimates bid, where Council lodges a request for assistance and the State Government through the RFS meet all the costs except for 11.8% of the costs.

Management of fires and preparedness is facilitated through a local RFS presence. That presence is the RFS Castlereagh Zone, its staff and volunteers.

To formalise the areas that the RFS operates within a Service Level Agreement is negotiated and signed. This spells out what the RFS (The Minister) will do or take responsibility for and what Council will do and be responsible for. This Service Level Agreement includes the Gilgandra Shire as well, as they are also within the Castlereagh Zone area.

After the amalgamation a new Service Level Agreement (SLA) was negotiated for a period of three years – it started on 1st July 2007 and thus expires on 30th June 2010. It is time for a new agreement. A draft copy of the proposed SLA has now been forwarded to Council to consider.

You will note that many of the costs are distributed on a one third two thirds basis – this relates to the original agreement being with the previous Coolah and Coonabarabran Shires as well as Gilgandra Shire.

The main difference in the document is that the new one does not have a defined period and can continue without change for any time into the future. To terminate the agreement Council now needs to give six months notice.

A copy of the Service Level Agreement has been forwarded to Councillors by separate cover.

RECOMMENDATION

That Council authorise the Mayor and General Manager to sign and attaché the Council Seal to the Castlereagh Zone Service Level Agreement.

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1.10 COMMUNITY GARDEN – NAMOI STREET

Council over the last year has been dealing with a group interested in establishing a community garden on land off Namoi Street. The Group has now prepared a Management Plan for the land and indicated that they are an Incorporated group.

A copy of the Management Plan has been forwarded to Councillors under separate cover.

The only outstanding issue relates to toilet facilities. Subject to a satisfactory solution to this issue it is appropriate that a formal licence agreement to use the land be considered on the basis of a fee of \$1 per annum. The licence agreement would be for a period of 5 years initially.

RECOMMENDATION

That subject to the Director of Environmental Services being satisfied that the issue of toilet facilities on Lot 7031 DP11027288 has been addressed that a licence agreement with the Coonabarabran Community Garden Group Incorporated be executed. The licence agreement will be for an initial period of 5 years at an annual rental of one dollar (\$1). To finalize this licence agreement the Mayor and the General Manager are authorized to attach the seal of Council and sign the agreement.

1.11 RESCISSION MOTION

The following rescission motion has been received from Councillors Coe, Todd and Lewis and reads as follows:

“That Council defer the decision on the Crane Building and finance thereof till further discussions are implemented.

The rationale concerning this motion are as follows:

- 1. The consultant’s review has not at this stage been finalized.*
- 2. RLCIP funding in regard to this structure has not been forthcoming.*
- 3. Council’s ability to service the loan required for the Crane Building needs reviewing and discussing.*
- 4. No funds have been allocated in the 2010/2011 budget to progress the implementation of this scheme.*
- 5. A better picture of the whole financial situation in regards to the Warrumbungle Shire Council is realized.”*

RECOMMENDATION

For Council’s consideration.

1.12 MEN’S SHED

Council at its meeting on 19th November 2009 considered a request from the Coonabarabran Men’s Shed. The determination of Council at that time was:

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“161 RESOLVED that the old works depot site in Essex Street Coonabarabran be withdrawn from sale.”

Council also provided in its draft budget for 2010 an amount of \$2750 towards costs of the Men’s Shed progressing that earlier request.

A formal request has now been received to allow the Men’s Shed to occupy the premises. They outline the area of the premises they wish to utilize. In such circumstances the use of Council premises in this manner would be the subject of a licence agreement.

The Mayor and General Manager have met with a representative of the Men’s Shed along with the Rural Fire Service Zone Manager to establish what their various needs are. In general terms the Essex Street end of the block is all that is being sought. The Power Station Building, Bird Cage and Soil Testing Building are not required. The Rural Fire Service are uncertain as to what they want to do – it would seem that they are more willing to wait and build their own shed rather than carry out maintenance to the existing shed.

In the short term Council needs to determine the following issues:

- i) Does it wish to lease or licence any of the Essex Street Block?
- ii) If agreeable to (i) above then what term will the licence agreement be for?
- iii) What is the formal status of the Men’s Shed (are they an incorporated body)?
- iv) What are the plans for the Rural Fire Service?
- v) How will the part of the premises to be licenced be segregated from the rest of the block?

Answers to the above questions will allow this request to be progressed.

RECOMMENDATION

For Council’s determination.

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1.13 COUNCIL INVESTMENTS

Council has the following investments at 1st May 2010:

		Amount	Maturing
1	Three Pillars FRN	500,000	04/06/10
2	RIM Securities	2,000,000	14/12/10
3	CBA	1,000,000	14/12/10
4	CBA	1,000,000	16/12/10
5	Royal Bank of Canada	1,000,000	16/03/11
6	ANZ	500,000	30/12/11
7	Bendigo Bank	500,000	21/09/12
8	ANZ	500,000	11/08/12
9	Westpac	1,000,000	21/12/12
10	ANZ	800,000	30/03/13
11	DEUTSCHE Bank AC London	1,500,000	31/05/11
12	ANZ	1,500,000	16/06/13
13	ANZ	700,000	20/06/13
14	Dresdner Bank	1,500,000	31/10/15

As you can see a number of these investments are ready to mature in the near future. The improved interest rates in Australia are bringing many of the investments back into the range where they are paying coupon interest.

The greater issue to Council is the fragile nature of the world economy and Council's exposure to that. There is some risk that the relatively small CDO exposure will be crystallized in early 2011, with the recent markets this may be a growing risk.

At a previous meeting, Council determined that any loss if it eventuated would be shared between the various funds of Council. It is now appropriate to determine an allocation of the shared costs. As the international crisis occurred around January to March 2008 it is worth looking at that date to measure the break up of burden.

The various bank accounts during that three month period had the following balances. The right hand column shows the percentage of each to the total.

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	January	February	March	Total	%
General Fund	11,508,498.70	12,081,603.72	11,884,334.27	35,474,436.69	65.2
Baradine Water Bank	42,518.19	26,886.84	8,819.66	78,224.69	0.1
Binnaway Water Bank	454,740.94	444,967.67	437,113.66	1,336,822.27	2.5
Coonabarabran Water Bank	1,404,613.66	1,361,050.84	1,343,387.50	4,109,052.00	7.6
Coolah Water	724,005.92	844,391.10	893,158.05	2,461,555.07	4.5
Coonabarabran Sewerage	2,174,579.40	2,121,816.90	2,146,274.83	6,442,671.13	11.8
Baradine Sewerage	364,834.56	361,083.63	375,988.75	1,101,906.94	2.0
Coolah Sewerage	1,129,930.19	1,119,984.64	1,135,773.68	3,385,688.51	6.2
	17,803,721.56	18,361,785.34	18,224,850.40	54,390,357.30	

RECOMMENDATION

That should any of Council's investments listed above crystallize a loss that that loss be distributed on the following basis.

	%
General Fund	65.2
Baradine Water Bank	0.1
Binnaway Water Bank	2.5
Coonabarabran Water Bank	7.6
Coolah Water	4.5
Coonabarabran Sewerage	11.8
Baradine Sewerage	2.0
Coolah Sewerage	6.2

RECOMMENDATION

For Council's determination.

1.14 MANAGEMENT PLAN REPORT – MARCH 2010

Attached is a report on the Management Plan for the third quarter ending March of the 2009/2010 financial year. You should be able, through the page numbers, to reference this report against the undertakings in the Management Plan.

RECOMMENDATION

That Council note and receive the report.

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R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
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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>
37	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	All Councillors attended an Integrated Planning and Reporting Workshop in March – also staff down to manager level also attended workshops. As well the Mayor and General Manager attended the Country Mayors meeting in Sydney. Several Councillors participated in the “C” Division conference in Warren which was also held in March.
	Consultancies	To provide assistance to Council in senior staff appointments and organisation reviews	General Manager’s and Directors performance reviews held in March with the assistance of the Local Government Management Solutions team.
	Subscriptions	To be an active and supportive member of the Shires Association, OROC and Country Mayors	Subscriptions paid annually to OROC, Shires Association, Country Mayors and Mine Related Councils.
38	Donations	To provide support for community organisations in accordance with set policy	Annual Donations are paid as per the Management Plan. There are two outstanding donations and they are for the Leadville Hall land acquisition and the Coolah Radio Project. Submissions from the community were called for in February as part of the 2010/2011 Draft Management Plan with a substantial response.
	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 paid as claimed and in accordance with Council’s Policy. These payments are made at the end of each month.

WARRUMBUNGL E SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT
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	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. The application of overheads continues to be an issue with actual budget outcomes in this quarterly review. Director and Managers met to establish oncost levels in the 2010/11 budget preparation.
	Civic Functions	To ensure that all civic functions are professionally presented and Councils relationships provide a positive image of Council.	There were two Citizenship Ceremonies held in February and another in March 2010. Australia Day Functions were held in all towns within the Shire and were well attended.

WARRUMBUNGLE SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20 MAY 2010 COMMENCING
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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.
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EXECUTIVE – ORGANISATION STRUCTURE

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
39	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	Council continues to review and monitor its structure with all amendments and additions being determined at the ordinary monthly Council meetings.
		To progressively improve the quality and range of services provided.	Local Government Management Solutions completed its Organisational Review of Council's operating procedures with the final report to Council in February.
	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. 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 Radio on matters related to Dunedoo and Coolah. Regular media releases are made on a weekly basis. Members of the public are invited to attend the ordinary monthly Council meetings. PDF versions of the business papers and minutes are available on Council's web site and at the libraries.

WARRUMBUNGLA SHIRE COUNCIL

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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>
40	Public Relations	To keep the community informed of Council activities through all available avenues	As well as the monthly radio sessions with the General Manager regular media releases are published with the 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.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
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>
41	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	Meetings with developers are held regularly and as required. Support given to the Team Leader Tourism and Economic Development to promote the whole Shire. The classification of both the industrial land and residential land in Coonabarabran has finally been completed.
		To monitor and review energy development opportunities to achieve the greatest advantage balance development an environmental concerns	The General Manager and Mayor have been involved in information sessions with the Cobbora Coal Mine company to ensure the Shire capitalizes on future developments and is aware of any impacts that may come about as a result of the mining development.

WARRUMBUNGLE SHIRE COUNCIL

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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>
42	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 General Manager remains a member of the Board of Statewide as well as providing support to various OROC projects.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	The Warrumbungle Shire Council Safety Officer continues to monitor the safety of the workplace. Statewide Risk Management meetings and training is attended each quarter to keep abreast of the latest issues and strategies to ensure a healthy and safe work environment.

WARRUMBUNGLA SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL TO BE HELD AT
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PROGRAM: **Executive Services**
PRINCIPAL ACTIVITY: **Human Resource Services**
OBJECTIVE GROUP: **Human Resource Management**

<i>COST CENTRE OBJECTIVE:</i>	To provide a cost-effective, professional people management service such that: <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>
44	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 liaised with all departments giving information on award requirements. Advice given to staff seeking information.
	Payroll Services	Provide an efficient payroll service to the Organisation.	All pays delivered accurately and on time.
45	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.	Red Card, Introduction to OH&S (White Card), Accident Investigation and Height Training completed. Training plan continues to be developed.

WARRUMBUNGL E SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
45	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.	Ten staff recruited in the previous three months. All recruitments undertaken according to Council's recruitment policy and procedures.
	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.	One request from staff member to be re-assessed following completion of training
46	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.	No changes to organisational structure this quarter.
	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	No industrial relations matters this quarter.
	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Staff trained in Accident Investigation. Work continues on safe work method statements.

WARRUMBUNGL E SHIRE COUNCIL

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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.		
<i>ECONOMIC DEVELOPMENT OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
48	Developmental Services Management	An accessible, customer focused Economic Development and Information Service. Facilitate and co-ordinate the shire's business growth and development	Meetings with Real Estate agents and Developers on land availability for 2 large scale business proposals for Coonabarabran. Ongoing contact and liaison with CDO's in other towns – provision of funding information etc. Ongoing assistance to local planner on an astronomy project. Initiated meeting with ANU and developer; assisted with draft of MOU for the relocation of a mothballed telescope form SSO. Ongoing liaison with inquirers re residential land available for purchase. Met with WorkCover and CRS staff to discuss business needs and requirements.
	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Building and grounds continue to be maintained in line with OH&S requirements; Met with and advised Coolah VIC volunteers on OH&S procedures.

WARRUMBUNGL E SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
49	Economic Development Industrial Subdivision	Additional industrial land being made available for sale.	Advised by Minister for Planning that loan applications for \$1.34m for industrial & \$1.01m for residential land developments not successful. Land reclassification of industrial land and industrial Land completed. Valuation completed on Oxley Highway blocks (south).
	Economic Promotion	Implement an effective economic promotion campaign.	Purchased advertising in Sydney Newspapers – x 4 with free editorial; investigating advertising into regions where there have been large factory closures. Ongoing assistance and support to AAO for symposium in June in Town Hall. Information and assistance given to Dept of Ed and other agencies looking to hold small conferences in shire.

WARRUMBUNGL E SHIRE COUNCIL

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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>
49	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>Attendance at Chamber of Commerce meeting and supported action on writing re policing in Coonabarabran; liaison with prospective developers.</p> <p>Community and business grants information distributed to CDO's monthly.</p> <p>Attended SSO Meeting on clean skies – impact on our community and the industries.</p> <p>Met with Aeropelican for return of airtservice as extension of Mudgee Service.</p> <p>Prepared response to Telstra proposal to remove payphones across the shire – sought input from CDO's for overall response.</p> <p>Met with EO of RDA-Orana – discussion on mining and windfarm proposals, regional solar flagship event , shop local campaigns, Orana on Sale (v's Country Week), Women in Local Govt Conference – regional perspective, and Sister Councils – with metropolitan – suggesting Warrumbungle be linked to Marrickville.</p>

WARRUMBUNGL E SHIRE COUNCIL

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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.
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TOURISM INFORMATION OBJECTIVE

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
50	Visitor Information Centre	An accredited and customer focused Visitor Information Service	<p>The Visitor Information Centre continues as accredited Level 1 VIC;</p> <p>Advertising billboard and map in VIC grounds updated to reflect current tourism information and product – totally funded by advertisers.</p> <p>Level 3 accreditation for Visitor Information service at Dunedoo withdrawn – investigating alternative for Dunedoo; Coolah Caravan Park interested in Level 3 Accreditation – compiling material for operators.</p> <p>Regular distribution of brochures to all communities within the shire.</p> <p>Ongoing of maintenance of information on VisitNSW website undertaken on STDWarehouse.</p> <p>AO maintains the Datatrax 24hr kiosk.</p>

WARRUMBUNGLE SHIRE COUNCIL

**ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research.	<p>New tourism brochure well received and first print run of 30,000 is now out to all centres – will require second stage of printing in new financial year. Adelaide and Melbourne C & C Shows represented by Newell – WSC brochures distributed.</p> <p>Hosting of the Classic Car Trial – 3 days within shire – accom in Coona but rallying in outlying areas – second visit is a response to the positive support in 2009.</p> <p>Assisting with tourism proposal to relocate 40” telescope from ANU for relocation to Milroy – building on Astronomy Capital values;</p> <p>Ongoing liaison with USA Birding – T/L on an international phone link for a USA forum on birding in WSC.</p> <p>Continuing marketing activities with Regional Tourism Cluster.</p> <p>Continuing presence in Newell Highway brochure – advertising sold and brochure to be published in June/July.</p>
			<p>Continuing print media advertising into regional publications to focus on short trips to shire; Trade Travel – to capture the tour group planners.</p> <p>Market</p> <p>Of particular note is market research that shows us that Warrumbungle Shire has experienced a reduction in domestic overnight stays which have declined since 2000 and at Dec 09 was in fact the lowest in 10 years. An overall fall of 72% which is greater than either state or regional levels (18% and 27%). Over the same period Day Trips have fluctuated and there was a particularly low point in 2004 with 20,000 .. for 09 the figures, after some fluctuations had risen again to 95,000. Growth of 77% since 2004 is a good result but this all reminds us that we need to refocus on our target groups and campaign to capture that part of the market again.</p>

WARRUMBUNGL E SHIRE COUNCIL

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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>
56	Management Services	To provide managerial control and support to the division	<p>A significant feature of the quarter is the works undertaken to repair damaged roads. A damage claim of \$3.5m was submitted to the RTA. By the end of the quarter approximately \$440,000 was spent on repairing damaged roads.</p> <p>The management of Council's water and sewerage section is now of great concern. The demands by State and Federal Government for operational information continue to grow. Also, best practice requirements continue to grow, the latest being from Australian Drinking Water guidelines. Many of the capital works projects have not yet started and this is directly attributable to lack of management staff. Compounding the situation is the resignation of the Water & Sewer Project Officer</p> <p>The demands from the Mines Department in Industry and Investment for information on Council's quarrying activities continue to grow, the latest being a requirement to report hours worked in each pit.</p>

WARRUMBUNGL E SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Technical Services	To provide technical advice to the division, the organisation and the Council.	<p>The bridge projects are nearing completion with installation of guardrail outstanding. The rail bridge project is also nearing completion and awaiting Contractor for installation of wire rope guard fence.</p> <p>Expression of Interests were invited for the Baradine Floodplain Mgt project and submissions assessed by panel.</p> <p>Preparation of a 10 year bitumen road resealing program was initiated.</p> <p>A concept plan for a fluoride injection facility at Coonabarabran, Baradine, Coolah, Binnaway and Mendooran was developed in accordance with 'Form 1' requirements and submitted to the Department of Health. The plans are now being reviewed by the Office of Water.</p>
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Training of staff is supported as required. OH&S is a set agenda item at Supervisors meetings and discussed at Managers meetings.

WARRUMBUNGLA SHIRE COUNCIL

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

<i>COST CENTRE OBJECTIVE:</i>	To implement Council's capital works program to Council's standard 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>
58	Rural Local Roads (Const)	Reconstruct sealed local roads to Council's standards within budget allocation utilising industry best practice.	Program 52% expended. Works complete on Bingie Grumble, Boomley, Coolah Ck, Flags, Munns Way Coolah, Neilrex. Works scheduled for next quarter in Cobborah, Digilah and Gentle Annie
	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.	Alston Ave commenced. Work scheduled for Old Common Road in May.
	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council's policy and budget.	Footpath rehab in 4 towns scheduled to commence in May. Coonabarabran to commence in June.
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	MR55 widening underway. Works completed on MR55 overtaking lane.
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Work on Castlereagh/golden Highway intersection scheduled for June.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Walker Street Baradine completed. Work scheduled for Tucklan Street and Darling Street in 4 th quarter.

WARRUMBUNGL E SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT
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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Road Operations Management

<i>COST CENTRE</i> <i>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.		
<i>TECHNICAL SERVICES – ROAD OPERATIONS MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
59	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. Budget currently 74% expended.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S and risk programs implemented with focus on completion of on site risk assessments and tool box meetings. Preparation of new SWMS undertaken during the quarter.

WARRUMBUNGLE SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
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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>
60	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	15% exp. With work on Tongy Lane Bridge undertaken in the third quarter.
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Budget currently 85% expended with pavement maintenance, slashing and reseals completed.
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Budget currently 85% expended. Flood restoration works have delayed scheduled grading.
	Flood damage local roads	Complete programme in accordance with agreed budgets	All flood damage funding (2007, 2008) for local roads 100% expended. Awaiting claim approval for December 2009.

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>
61	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Line marking and signs requested by Traffic Committee completed as required with budget 90% expended. With MR329, 129, 396, 55 and 618 signage updated to class one.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	70% expended with general maintenance and all reseals undertaken.

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Routine maintenance works undertaken as required.
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	All flood damage (2007, 2008) funding 100% expended. Awaiting claim approval for December 2009 event.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Routine maintenance works undertaken as required.
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	51% expended. Loan interest payments.

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

<i>COST CENTRE OBJECTIVE:</i>	Maintain and improve kerb, gutter and drainage structures.
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TECHNICAL SERVICES – TOWN STREETS MAINTENANCE (234)

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
62	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	60% expended. Road maintenance completed as required with reseals undertaken in all towns.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	85% expended. Maintenance works undertaken on drainage structures.
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	50% expended. Some footpath maintenance undertaken in Baradine, Dunedoo and Coolah.
	Street Lighting	Provide for street lighting charges made by Country Energy	45% expended. Budget appears adequate to cover street lighting charges in each of the shire's towns and villages.

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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.
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TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
63	Private works	Provide competitive hire rates within Council Policy. Return a profit of private works to Council.	106% expended against budget expenditure. 77% against budget income received.

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.
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TECHNICAL SERVICES – CAR PARKING

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
64	Car parking	Undertake maintenance as required.	145% expended. Budget allocation has been expended on rates and insurance. Any maintenance works will need to be completed out of town streets maintenance.

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>
66	Management	Provision of contract services to Technical Services division	All bitumen sealing and aggregate supply contracts are in place.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OHS documents included in RTA RMCC "quality documents" for RTA works. OHS documents included bitumen sealing and aggregate supply contract documents. "Audits" are carried out on these works. "Risk management" is incorporated in the management of the works. Safety audit is proposed for Council's Gravel Pits this year. This has not yet occurred and is unlikely to occur until next financial year due to lack of resources provided.
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	A safety audit was proposed for this financial year for Council's gravel pits and adequate resources have not been made available to carry this out. There are issues that are currently being addressed concerning compliance with all statutory requirements. These issues will be up to date in the next three months given the required resources.

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

<i>COST CENTRE OBJECTIVE:</i>		Maximise return to Warrumbungle Shire through the RTA contract.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
67	RTA Single Invitation Contract	Maximise financial return to council from RTA contract	Contract now called RMCC. Council has signed a contract that does not allow a profit for RMS ie routine services. Expenditure approx \$465,988 to end of March 2010
	RTA Works Orders	Maximise financial return to Council from RTA contract	<p>“Carry over” works orders only to 30 September 2009. Four (4) works orders now issued and completed for heavy patching and resealing. Council should be aware it is much more difficult to make a profit on this RMCC work due to a number of factors. Projected profit outcome is unclear for 2009/2010. Additional works orders are expected before the end of the financial year and profit should improve.</p> <p>There are lack of resources issues applicable to the management of the RMCC contract. Unless adequate resources are provided then Council cannot be in a position to maximise works from RTA and accordingly maximise profit under this contract. In addition this issue also effects Council’s ability to comply with the full requirements of the RMCC.</p>

WARRUMBUNGL E SHIRE COUNCIL

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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>
68	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	Program developed and works complete. Regional road resealing program practically complete by end of March 2009. No funds for resealing are currently allocated to MR55 (Black Stump Way) and this is cause for concern considering the type and volume of traffic on this road. It is considered at least another \$100,000 on top of this years allocation is required for 2010/2011 to maintain the network to an acceptable standard. This figure has been reviewed as is probably at the low end of funds required. 2009/2010 work is on Time on Budget

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>
69	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	Local roads program has been developed and reviewed. Works complete by 30 March 2010. 2009/2010 works on Time on Budget.

WARRUMBUNGL E SHIRE COUNCIL

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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>
70	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	Town Streets program has been developed and reviewed. Works complete by 30 March 2010. 2009/2010 works on Time on Budget

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. <i>Provide adequate mains to supply sufficient volume.</i>	The frequency of water main breaks appears to be increasing. Budget allocation 38% overspent however it will partly be offset by savings in other cost centres.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters repaired or replaced as required. Budget allocation 71% underspent.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Pump station providing service as required. However, budget allocation likely to be exceeded. New bore is now operational, awaiting results of water quality testing.
	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	A report prepared by Dept of Public Works identified a number of management issues that need to be addressed to ensure compliance with current guidelines for drinking water.
	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 exceeds budget by 2% with one billing period remaining. Recurrent expenditure is 2% under annual budget, with over expenditure expected by year end.

WARRUMBUNGL E SHIRE COUNCIL

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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. Materials for the main replacement project have been ordered, however the project is behind schedule due to resource constraints and plumber on long term sick leave.
	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
	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	A report prepared by Dept of Public Works identified a number of management issues that need to be addressed to ensure compliance with current guidelines for drinking water.
	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 exceeds budget by 2% with one billing period remaining. Recurrent expenditure is 29% under annual budget.

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

<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>
88	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required. Some disruptions to service due to breaking water mains. The major main replacement project in Masman Street is scheduled to commence mid May, however, it may not be finished by year end.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Water meters providing service as required.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping station provide service as required. Sediment build up in top weir was removed.
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing service as required. No progress during quarter on emergency management plan due to changes in responsibility at State Government level.
	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	A report prepared by Dept of Public Works identified a number of management issues that need to be addressed to ensure compliance with current guidelines for drinking water. 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.

WARRUMBUNGL E SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Water Management – Coonabarabran	Completion of projects in accordance with budget constraints	Total income received will exceed budget, however, significant income received from private works. With one billing period remaining, income from water charges expected to meet budget expectations. Expenditure is likely to exceed budget expectations.
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	A significant water quality issue developed in the week before Easter with some samples indicating contamination. An extensive mains flushing program initiated and service reservoirs dosed with additional chlorine. Also, chlorine concentration level treatment plant was increased.

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.	Expenditure on maintenance will exceed budget allocation, however it will be offset by savings in other cost centres. The pipe materials for the extension and replacement projects are on order, however these projects will not be finished this year.
	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. Electrical faults during the period resulted in some down time for the pumps.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service. Reservoir roof project completed. Radio telemetry installed during the quarter following decision by Telstra to discontinue land line service.
	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	A report prepared by Dept of Public Works identified a number of management issues that need to be addressed to ensure compliance with current guidelines for drinking water.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	Actual income exceeds budget by 8% with one billing period remaining. The recurrent expenditure is 94% of budget allocation.

WARRUMBUNGL E 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. Mains replacement project not yet undertaken due to resource constraints.
	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
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service. Installation of telemetry is complete and in operation.
	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	A report prepared by Dept of Public Works identified a number of management issues that need to be addressed to ensure compliance with current guidelines for drinking water.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	Actual income is 97% of annual budget with one billing period remaining. Recurrent expenditure is 89% of annual budget allocation.

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

<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>
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.
	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 plant now operational and supplying treated water to Mendooran. Several minor operating issues yet to be addressed by Contractor.
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	Actual income is 94% of annual budget. Recurrent expenditure is 92% 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. .
	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.

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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.	General maintenance of the vacuum system is under Contract and negotiations on future agreement is expected soon. In the meantime the system is being operated satisfactorily, however some components require replacement.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing satisfactory performance. .
	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 exceeds budget allocation by 4%. Recurrent maintenance expenditure is 74% of budget allocation.

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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.
	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, non compliance with licence conditions occurred during flood events in January.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	Actual income received matches budget expectations. Recurrent expenditure is also matching budget expectations at 81% of allocation.

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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. Capital works in Henderson Street and Yule Street behind schedule due to resource constraints.
	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.	Treatment plant appears to be operating satisfactorily. No work yet undertaken on reuse scheme.
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	Actual income exceeds budget expectations by 24%. Recurrent expenditure is in accordance with expectations at 75%.

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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.
	Sewerage Pumping Station Dunedoo	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing service as required.
	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. Investigation of reuse scheme has stopped due to resignation of key staff member.
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	Actual income exceeds budget expectations by 18%. Recurrent expenditure is in accordance with expectations at 68%.

WARRUMBUNGL E SHIRE COUNCIL

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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>
86	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Follow procedures and work to ensure safe practices
87	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Standard improvement. More works needed. Budget almost expended.
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park in tidy state.
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Being maintained and mown when required.
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Being maintained and mown when required.
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown on program
	Parks - Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks neat and tidy. Budget will just suffice.
	Parks - Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park in tidy state - budget stretched.
	Parks - Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park requires work. Watering system about to be installed.
	Parks - Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park neat and tidy. No complaints. Area maintained weekly.
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks and reserves mown on program. Budget 84% spent.

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Parks – David Bell	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park neat and tidy and on budget.
	Parks – Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown on program. Budget 84% spent.
	Trees – Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Some pruning to be done in Autumn.
	Trees – Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Some pruning to be done in Autumn.

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

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
COST CENTRE OBJECTIVE:		To provide and maintain parks and reserves for the general public.	
88	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Some pruning to be done in Autumn.
	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Mown on program. Budget almost spent.
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Mown on program within budget.
	Streets - Grass cutting - C'bran	Grass to be kept in tidy state within allocated budget.	Mown on program. Budget almost spent.
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Some pruning done in late Winter. Budget spent.
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	Mown on program within budget.
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	Mown on program within budget.
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Mown on program, budget spent.

WARRUMBUNGLA SHIRE COUNCIL

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

<i>COST CENTRE OBJECTIVE:</i>		To supply cleaning service to town streets.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
89	Street cleaning – Baradine	Ensure streets and gutters are kept in clean state and parking areas	Done weekly within budget.
	Street cleaning – Binnaway	Ensure streets and gutters are kept in clean state and parking areas	Done weekly within budget.
	Street cleaning – Coonabarabran	Ensure streets and gutters are kept in clean state and parking areas	Section done daily. Budget 83% spent.
	Be Tidy Bins M & R	Ensure streets and gutters are kept in clean state and parking areas	Bins cleaned and repaired as required.

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

<i>COST CENTRE OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Toilets – CBD Coonabarabran	Toilets to be cleaned twice daily.	Not yet constructed.
	Toilets – David Bell Park	Toilets to be cleaned daily.	Toilets cleaned daily. Budget 90% spent.
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Toilets cleaned twice daily – usage extremely heavy.
	Coolah – McMaster Park	Cleaning three times weekly	Cleaned three times a week. Budget almost expended.
	Black Stump Road side rest area.	Cleaning three times weekly	Cleaned three times a week. Toilets repaired. Several blockages due to only being able to use disabled toilet
	Dunedoo – Milling Park	Cleaned daily	Cleaned twice daily. Very heavy use. (Overtime) locking at night. Budget 84% spent.
	Mendooran Lions Park	Cleaning three times a week.	Toilets cleaned three times a week.

WARRUMBUNGL E SHIRE COUNCIL

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
92	Garbage Tips - Baradine	Ensure tip kept in tidy state	Tip not tidy. Already overspent by 46%. Steel being stolen. Recycling not being done.
	Waste Services - Domestic Baradine	Ensure private rubbish is collected weekly.	Collected weekly.
	Waste Services - Non Domestic Baradine	Ensure commercial rubbish is collected weekly.	Collected weekly.
	Kerbside Recycling - Baradine	Ensure recycling collected on a weekly basis	Collected weekly - 81% spent
	Commercial Recycling - Baradine	Ensure commercial recycling collected on a weekly basis.	Collected weekly - 81% spent

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
93	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Area reasonably tidy. Tip 85% spent. Steel being stolen, recycling not being done.
	Waste Services - Domestic Binnaway	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services - Non Domestic Binnaway	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly.
	Kerbside Recycling - Binnaway	Ensure recycling collected on a weekly basis.	Recycling collected weekly. 94% spent.
	Commercial Recycling - Binnaway	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly. 94% spent.

WARRUMBUNGLE SHIRE COUNCIL

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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>
+	Garbage Tips – Coonabarabran	Ensure tip kept in tidy state	125% spent. Flood damage claim lodged. Much recycling going to landfill from transfer stations.
	Waste Services - Domestic – Coonabarabran	Ensure private rubbish is collected weekly.	Collected weekly.
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly.
	Kerbside recycling – Coonabarabran	Ensure recycling collected on a weekly basis.	Collected weekly. 86% spent.
	Commercial recycling – Coonabarabran	Ensure commercial recycling collected on a weekly basis.	Collected weekly. 100% spent.

WARRUMBUNGLE SHIRE COUNCIL

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

<i>COST CENTRE OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95	Waste Services – Domestic Kenebri	Ensure private rubbish is collected weekly	Collected weekly. 75% spent.
	Waste Services – Recycling Kenebri	Ensure recycling is collected weekly	Collected weekly. 75% spent.
	Waste Services - Domestic Bugaldie	Ensure private rubbish is collected weekly	Collected weekly. 69% spent.
	Waste Services – Recycling Bugaldie	Ensure recycling is collected weekly	Collected weekly. 69% spent.
	Waste Services - Domestic Ulamambri	Ensure private rubbish is collected weekly	Collected weekly. 50% spent.
	Waste Services – Recycling Ulamambri	Ensure recycling is collected weekly	Collected weekly. 50% spent.

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

<i>COST CENTRE OBJECTIVE:</i>		Provide clean and tidy landfill site and recycling centre.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
97	Waste services – Collection runs: Timor Road Purlewaugh Road Baradine Road River Road Bungabah Rural Oxley Highway Cobborah	Ensure private rubbish is collected on a weekly basis. Ensure Recycling is collected on a weekly basis.	Collected weekly.

WARRUMBUNGL E SHIRE COUNCIL

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

COST CENTRE		Provide waste depot.	
OBJECTIVE:			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
98	Garbage Tips – Coolah	Ensure tip kept in tidy state	Area reasonably tidy. Recycling still in waste bins. Steel being stolen. 83% spent.
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Collected weekly. 80% spent.
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly. 80% spent.
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Collected weekly. 77% spent.
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Collected weekly. 78% spent.

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

COST CENTRE		Provide waste depot.	
OBJECTIVE:			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
99	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Area untidy. Constant problems. Steel being stolen. Recycling still in landfill bins. 100% spent.
	Waste Services - Domestic – Dunedoo	Ensure private rubbish is collected weekly.	Waste collected weekly. 79% spent.
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Waste collected weekly. 79% spent.
	Kerbside recycling – Dunedoo	Ensure recycling collected on a weekly basis.	Waste collected weekly. 74% spent.
	Commercial recycling – Dunedoo	Ensure commercial recycling collected on a weekly basis.	Waste collected weekly. 81% spent.

WARRUMBUNGLA SHIRE COUNCIL

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

<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 - Mendooran	Ensure tip kept in tidy state	Tip mostly untidy. Steel being stolen. People unco-operative. 92% spent.
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Waste collected weekly. 74% spent.
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Waste collected weekly. 74% spent.
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Collected weekly. 67% spent.
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Collected weekly. 85% spent.

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>
101	Waste Services – Domestic Neilrex	Ensure private rubbish is collected weekly.	Collected weekly. 74% spent.
	Waste Services – Recycling Neilrex	Ensure recycling collected on a weekly basis.	Collected weekly. 74% spent.

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Waste Services - Domestic Merrygoen	Ensure private rubbish is collected weekly.	Collected weekly 85% spent.
	Waste Services - Recycling Merrygoen	Ensure recycling collected on a weekly basis.	Collected weekly 85% spent.
	Waste Services - Domestic Leadville	Ensure private rubbish is collected weekly.	Collected weekly 68% spent.
	Waste Services - Recycling Leadville	Ensure recycling collected on a weekly basis.	
102	Waste Services - Domestic Coolah rural	Ensure private rubbish is collected weekly.	
	Waste Services- Recycling - Coolah rural	Ensure Recycling collected on a weekly basis.	
	Waste Services - domestic Uarbry	Ensure private rubbish is collected weekly.	
	Waste Services - Recycling Uarbry	Ensure Recycling collected on a weekly basis.	
	Waste Services - Domestic Cobbora	Ensure private rubbish is collected weekly.	Collected weekly 67% spent.
	Waste Services - Recycling Cobbora	Ensure Recycling collected on a weekly basis.	Collected weekly 67% spent.
103	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S policies reinforced. Risk management programs initiated and monitored.

WARRUMBUNGL E SHIRE COUNCIL

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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>
105	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	The positions of Manager remains vacant and this has slowed progress on many projects. The overall budget allocation for recurrent expenditure is 63% expended.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Designs undertaken in accordance with Australian Standards and various best practice guidelines.

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>
106	Traffic Management	Design and implementation of traffic control measures to improve road safety	Design work continued and finalised on kerb blister in John Street at the intersection of Cassilis Street.

WARRUMBUNGLA SHIRE COUNCIL

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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>
107	Survey Investigation and Design	Provision of accurate and comprehensive civil Engineering plans in accordance with budget constraints.	Survey and design works undertaken during the quarter include; Digilah Road, Old Common Road, Alston Av., Cowper Street drainage, walkway along riverbank in Coonabarabran, Ulan Street sewer extension, Henderson Street sewer, Tucklan Street K&G, Teridgerie Creek Stabilisation project on Goorianawa 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>
108	Asset Management	To develop and update asset registers and report on asset condition in accordance with statutory requirements.	Collection and mapping of stormwater drainage assets in each town to inform valuation project continued throughout the period. Updating of mapping system with updated version of ArcView continued throughout the period.

WARRUMBUNGL E SHIRE COUNCIL

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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>
110	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 operating budgets up slightly by 7.68% or \$112,461.00 this includes a major transmission failure in plant 80(Backhoe) and driveline repairs to plant 330 (Landfill Compactor) Income is up 9.05% or \$264,478.00 on budget forecasts. Fleet management software AusFleet has been installed and went live in March.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Depot is providing safe and secure workplace and meets all of user requirements; Monitoring well for Under ground fuel storage system have been done and second round of monitoring has been carried out. Plant assessor has been purchased to aid in risk management of all plant.

WARRUMBUNGLE SHIRE COUNCIL

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

COST CENTRE		Provision of safe, secure and effective depots.	
OBJECTIVE:			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
111	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. <u>Actual Vs Budget</u> Operating Expenditure of \$2,668.00 Vs Budget of \$7,500.00 or 35.57% of budget
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements <u>Actual Vs Budget</u> Operating Expenditure of \$5,641.00 Vs Budget of \$7,500.00 or 75.22 % of budget
	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. Monitoring well for Under ground fuel storage system have been done and second round of monitoring has been carried out with the detection of fuel product in the sample. Air-conditioning has been fitted to the Lunch room and the replacement of emulsion pump has been carried out <u>Actual Vs Budget</u> Operating Expenditure of \$29,946.00 Vs Budget of \$30,100.00 or 99.49 % of budget
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	Depot is providing safe and secure workplace and meets all of user requirements. Awaiting storm damage quotes to be carried out. <u>Actual Vs Budget</u> Operating Expenditure of \$30,062.00 Vs Budget of \$36,550.0.0 or 82.25 % of budget.

WARRUMBUNGLA SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Depot – Dunedoo	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements Repair to the store have commenced. <u>Actual Vs Budget</u> Operating Expenditure of \$16,652.00 Vs Budget of \$23,900.00 or 69.67 % of budget
	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. <u>Actual Vs Budget</u> Operating Expenditure of \$5,626.00 Vs Budget of \$7,500.00 or 75.01 % of budget

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Plant & Equipment

<i>COST CENTRE</i>		Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
112	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. Council now has formal agreements in place with Country Energy regarding access to radio sites <u>Actual Vs Budget</u> Operating Expenditure of \$9,839.00 Vs Budget of \$20,000.00 or 49.20 % of budget

WARRUMBUNGL E SHIRE COUNCIL

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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>
113	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. <u>Actual Vs Budget</u> Operating Expenditure of \$11,856.00 Vs Budget of \$17,000.00 or 69.74 % of budget
	Workshop Operations – Coonabarabran	To provide modern workshop facilities to enable efficient repair of Council’s plant and equipment.	The facilities at Coonabarabran workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. <u>Actual Vs Budget</u> Operating Expenditure of \$14,657.00 Vs Budget of \$20,000.00 or 73.28 % of budget

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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>
116	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	Most positions within the departmental structure except Director currently filled with an equal spread between both offices. Sam Thompson currently on maternity leave and being covered by existing staff and contractors with saving in budget. All staff are engaged in both strategic and operational aspects of Council's adopted Management Plan. Budget components on target. Budget areas for contracts will be over expended with corresponding decrease in director wages area due to hire of contract acting director.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

WARRUMBUNGLE SHIRE COUNCIL

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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>
117	Strategic Planning	Provision of an accessible, comprehensive and easily understood group of strategic planning instruments	<p>The comprehensive LEP project is again a major source of frustration with little progress since a meeting in December 09. The consultants have been advised that Council requires the completed growth management strategy by the 30 April 2010 otherwise Council would consider the contract terminated and appoint a new consultant.</p> <p>The Section 94A plan has been adopted and commenced on 1/3/2010.</p> <p>The consolidation of the DCP's into one modern document is progressing behind the Section 94A plan given its more urgent nature.</p> <p>All documents currently available on Council's web site.</p>

WARRUMBUNGL E SHIRE COUNCIL

ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT
THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20 MAY 2010 COMMENCING
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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Environmental Services Projects

<i>COST CENTRE OBJECTIVE:</i>	To effectively manage and complete department projects in accordance with changing demand.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
118	Environmental Services Projects	Efficiently complete all budgeted projects within available resources	The Reclassification LEP has been completed and the industrial land and residential land in Coonabarabran has been reclassified as operational. The project has been done in house with minimal expenditure for the public hearing report recorded. Rural numbering is 98% complete with only Timor Rd still to go. The heritage advisor continues to work with the community on projects.

WARRUMBUNGLA SHIRE COUNCIL

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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>
119	Environmental Management Policy Development	Provision of current and appropriate policies as required.	Enforcement policy, Provision of water and electricity to rural subdivisions policy produced to update council's requirements with surrounding council's. Council adopted a referral policy at its March 2010 meeting.

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>
121	Town Planning	Council's planning Instruments and Policies enforced through 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. A new DA approvals process has been instigated to improve workflow of applications and turnover times. New town planning assistant greatly increasing customer service and processing times.

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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.
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
122	Subdivision Approvals	Council's planning Instruments and Policies enforced through consistent and high quality approvals.	Two (2) applications have been processed in the second quarter utilising checklists and standard conditions of consent (based on existing planning instruments) for consistency. One approved and one refused.

WARRUMBUNGLA SHIRE COUNCIL

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Planning 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>
123	Planning Certificates	To deliver accurate and comprehensive zoning certificates reflective of Council's planning Instruments and Policies.	Certificate content constantly under review for technical correctness. Recent update of certificate to comply with legislative requirements. One hundred and twenty five (125) applications processed this quarter compared to ninety one (91) for the same period last year.

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>
124	Heritage Conservation	Council's planning Instruments and Policies reflect appropriate heritage conservation strategies to be enforced by consistent and high quality approvals.	Conservation area proposals for each town provided as part of the LEP strategy and advice provided on DA's as required. Binnaway Pump house conservation strategy provided.

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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>
125	Public Land Register and Leasing	All vacant land leased where possible/relevant and maintained in accordance with budget to achieve maximum economic return.	Council's land register project is underway and 50% completed. This project will assist greatly in the effective management of these public land areas. Leases are renewed annually and land parcels are advertised as they become available. Leases in the November 09 business paper.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
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. To promote 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>
127	Environment Health Services Administration	An accessible, customer focused community Environmental Health information service.	All complaints investigated in a timely fashion. The lack of a health manager may slow response times to complaints.
128	State of Environment Reporting	Document accurately reflects the current State of the Environment based on available information. Local and regional report to be completed annually	Draft Regional State of the Environment Report 2008/9 complete and containing Warrumbungle Shire Council's contribution. The review process has taken place with the final document adopted and to the department on time. Budget expenditure on target.

WARRUMBUNGL E SHIRE COUNCIL

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	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
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.
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	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.	First quarter newsletter issued including Council's fees and charges for 2009/10. Food business inspections being undertaken by combination of a contractor and existing staff in April and May 2010.

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PROGRAM: **Environmental Services**
PRINCIPAL ACTIVITY: **Environmental Health**
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>
130	Environmental Pollution Control	An accessible, customer focused information service about environmental hazards such as pollutants, illegal dumping and littering.	Fire damaged buildings containing asbestos causing major concerns with a lack of understanding of workcover requirements leading to Council having to educate people on the law.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

WARRUMBUNGL E SHIRE COUNCIL

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

<i>COST CENTRE</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>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
131	Public Swimming Pools Management	Provide Swimming Pool	<p>The operational budget expenditure has been compromised by the increase in Council rates and the new sewer access charges. Large expenditures in Baradine in repairing change rooms, and canteen which were in an unfit state.</p> <p>The season has been completed with pool income and expenditure as a whole as expected. Difficulties were again experienced in staffing pools in the southern end of the shire due to a lack of casuals. The Mendooran Pool Manager has resigned mid way through the season however, the casual employee at Mendooran did a great job filling the void. There were instances when no staff were available and the pool had to be closed as a result.</p>

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Public Swimming Pools Management	Manage the maintenance and repairs of Council's swimming pool assets to ensure the efficient long-term provision of those facilities.	<p>A successful winter works maintenance program was conducted at all pools. Particular attention was paid to the Baradine Pool and the Dunedoo Pool. The TAFE/OEC/Council Project at the Dunedoo pool has been completed.</p> <p>The budget expenditure in Dunedoo repairs and maintenance has marginally exceeded the projected budget figure. The budget expenditure in Baradine repairs and maintenance has significantly exceeded the projected budget figure Extensive winter works by pool staff on the leaks in the Baradine main and baby pools have proven effective as a short term patch and should decrease water expenditure this season. However a significant investment is required from Council to fix the leaks at the Baradine pool.</p> <p>The Coonabarabran baby pool and main pool are in desperate need of a capital injection. This year will be the last year the baby pool is able to operate in its current condition. Council urgently needs to determine an upgrade strategy for this important asset.</p>

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: Public Cemetery Management

<i>COST CENTRE OBJECTIVE:</i>		To provide well maintained cemetery facilities within available resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
132	Public Cemetery Management	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable and consistent standard.	Public cemetery administration management has been centralised and this system is producing good results. A substantial reduction in complaints in this area demonstrates an improvement in the community perception of Council's service. This area has benefitted from an increase in budget allocation. Native grove cemetery is costing more to maintain with the increased area and increased plant hiring costs.

WARRUMBUNGL E SHIRE COUNCIL

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

<i>COST CENTRE</i>		To ensure compliance with statutory building control standards across the Shire. Maintain a safe built environment in accordance with community expectations.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
134	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.	Customers seem to be more aware of the notice required for inspections, as well as the need to make appointments. Income and expenditure close to projection.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
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. To promote 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	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 remain in place to ensure all new connections are covered by approvals and carried out by licensed tradesmen.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
OBJECTIVE GROUP: Onsite Sewage 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. To promote 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>
136	Onsite Sewage Management Systems	To ensure that all installations of onsite sewage management systems occur correctly and their operation is compliant with all relevant standards	Procedures remain in place to process applications for new OSSMS installations. Complaints are dealt with promptly. A shire wide register is being developed and high risk systems in Binnaway and Mendooran towns are being inspected at present.

WARRUMBUNGLE SHIRE COUNCIL

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
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>
137	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.	Fire safety matters are dealt with for new buildings on processing the construction certificate application. Existing buildings are investigated as any issues arise.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory 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>
139	Stock Straying	Promote community awareness regarding the hazards of straying stock. Provide a proactive and responsive impounding service. Enforce relevant statutory requirements in a professional manner.	Stock straying complaints have decreased demonstrating that the regulatory officers are issuing fencing orders effectively.
	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Companion Animals 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>
140	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.	A micro-chipping and registration door-knock project has been designed to combat the increasing nuisance dog complaints around the Shire, particularly in Baradine. The Companion Animals register will be used to enforce registrations and notices issued as required. The Baradine doorknock will assist in gathering data on the extent of the problem and to devise strategies to significantly reduce nuisance dog behaviour and the public health issues associated with the inappropriate keeping of animals.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory 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>
141	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.	The regulatory officers continue to provide an excellent field work resource for all areas managed by the Environmental Services Department.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Vacant Land Management

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality support or control services to other departments/divisions on request.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
142	Vacant Land Management	Monitor all land to ensure it is maintained in a safe and healthy condition in line with community expectations.	A number of land clean-ups have taken place in Coonabarabran. Budget expenditure compromised by the increase in rates.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Water Supply Monitoring

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality support or control services to other departments/divisions on request.	
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
143	Water Supply Monitoring	Carry out regular monitoring of water quality of public water supplies, rivers or swimming pools as directed.	All public water supply monitoring takes place as per Council's schedule, and in line with NSW Health guidelines. The first of three river water monitoring days in partnership with the Central West CMA took place at the end of September. These results are collated annually as part of the State of the Environment Report.

WARRUMBUNGLA SHIRE COUNCIL

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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>
145	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>IP&R workshop</p> <p>RLCP-SP application lodged for Cultural/Arts Centre</p> <p>Healthy Communities Grant unsuccessful</p> <p>National Binge Drinking Grant unsuccessful</p>
146	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S issues addressed

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

<i>COST CENTRE</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
149	Council Road Safety Strategic and Action Plan	<p>Develop and implement Warrumbungle Shire Council Road Safety Strategic and Action Plan</p> <p>Develop and implement road safety behavioural educational program to address local road safety issues by changing road user behaviour</p>	<p>Variation to Funding Agreement executed extending RSO program to 2012. A new model will be trialled in some Council's which will determine how the program will run after this date.</p> <p>New Child Restraint Laws came into effect 1 March 2010 with a transitional period up to 30 June 2010. Project 'Choose Right Fit Right' Display - Yuluwirri Kids. Free child restraint checking and vouchers for correct child restraint usage offered for utility owners.</p> <p>Traffic counts, speed trailer and police enforcements commenced on 1 February targeting local streets in Coolah. Urban speed limit 50km/h and 'Dress Up Your Wheelie Bin' competition held during 08/03/10 – 14/03/10. Winners announced 18/03/10.</p>

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<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>
		Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety program	<p>Warrumbungle Shire Liquor Accord met in January and members set a further meeting in February to consider projects to apply for RTA Community Road Safety Grants for alternative transport schemes; which was poorly attended. RTA Western Region representative attended both meetings. No application will be made at this stage due to lack of interest.</p> <p>The Youth and Speeding Campaign planned for this financial year will be carried over to coincide with Rotary Youth Driver Awareness program in August.</p> <p>Various press releases published including:</p> <ul style="list-style-type: none">- Child Restraint and Road Safety program- Slow Down In My Street

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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>
150	Coonabarabran	Conduct regular and statutory maintenance program.	Security controlled status revoked, maintained according to CASR regulations
	Coolah	Conduct regular and statutory maintenance program.	Maintained according to CASR regulations
	Baradine	Conduct regular and statutory maintenance program.	RASP Project Toilet and Fence completed, maintained according to CASR regulations

WARRUMBUNGLA SHIRE COUNCIL

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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>
151	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.	MRL meeting Coolah. Libraries participating in @your library promotions and school holiday activities. New 4 year MRL Member Service Agreement draft - preliminary report and review conducted. Binnaway and Mendooran review undertaken, no suitable alternative service delivery, receiving good patronage.

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PROGRAM: Community Services
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>
152	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% Mystery shopper scores, service meeting expectations and targets. Counter support provided to Council operations – rates collection.

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>
153	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.	Oval facilities well used by community; OH&S issues of concern addressed and grounds maintained in good condition. No 1 Oval Coonabarabran Grandstand Project commenced and completed

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	Bowen Oval Coolah and sporting complex Robertson Oval Dunedoo Mendooran Sports Ground and Tennis Courts		New synthetic cricket pitch installed at Mendooran
154	Coonabarabran Racecourse Showground Binnaway Caravan Parks	Recreational facilities maintained in a safe and attractive condition. Optimum use of facilities Management committees established to manage day to day operations and maintenance of facility.	Facilities maintained by individual committees who are maximising use of facility and managing operations.

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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>
155	Baradine Hall Binnaway Hall Coonabarabran Town Hall	Buildings maintained in a sound, clean and safe condition and available for use as required.	Works undertaken on as needs and budget allowance
		Buildings to be licensed as Places of Public Entertainment.	Airconditioning installation project completed at Coonabarabran
	Community Services Building Coonabarabran	Local management of each hall facilitated to ensure community input and hall use meeting the needs and expectations of each community.	
	Shire Hall Coolah	Hall plans and long term objectives developed in partnership with community and stakeholders to expand community infrastructure asset usage.	
156	Dunedoo Jubilee Hall		CASP funding for Mendooran Hall Proscenium restoration lodged by MDDG unsuccessful
	Mendooran Mechanics Institute		
	Goolhi Hall and Reserve Trust		Urgent repairs necessary to Purlewaugh completed, however working with community to fund project completion.
	Purlewaugh Hall		

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<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>
156	Youth Centre- Coonabarabran	Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre. Central booking system maintained at Council with cooperation from Youth Club Committee. Capital works projects are developed and grant applications facilitated.	Cleaning contractor resigned, temporary contract until review and advertisement for replacement. Support provided to Youth Club reviewing Policies and procedures. Toilets project being completed. OH&S assessment undertaken.

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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>
157	Community Development Officer – Coonabarabran	<p>Assist and encourage a collaborative and collective approach to enhance the long-term social, economic and environmental conditions of the community.</p> <p>Projects are identified and opportunities for grants facilitated by sourcing and promotion of funding information</p> <p>Facilitate implementation of Social Plan initiatives.</p> <p>Provide ongoing support to Community Development Co-ordinators</p> <p>Funding agreement and objectives of Community Services Grants Program (CSGP) as determined by NSW Department of Community Services (DoCS) met and quantified.</p>	<p>DoCS acquittal completed.</p> <p>Project Development and Grant Writing Guide and Grant Funding information distributed to 60 groups across Shire.</p> <p>Conducted OH&S Inspection, compiled Report and Risk Assessment Matrix for Coonabarabran Youth Club.</p> <p>Assisted with Grant Funding Applications; Coonabarabran Junior Cricket, WCRFM, Pistol Club, RFS, Binnaway Junior Sports, Swimming Club, Binnaway Rail Heritage, Showground Trust, CWA, Masonic Lodge, Dunedoo Progress, Soccer Club, Men’s Shed, Binnaway Kiosk and RDA.</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
158		<p>Engage individuals, community organisations and stakeholders in whole of government approach to Community Development issues</p> <p>Identify, develop and support community events and projects.</p> <p>Maintain Community Services Directory</p>	<p>Provided support for new Binnaway Community Development Coordinator.</p> <p>Project Development – Assisted with Feeding Program for disadvantaged young people, Solar Energy grants information, School Breakfast Program.</p> <p>Investigation for PL Insurance - Development, Progress and Chamber Commerce groups in shire.</p> <p>3 Funding Pot articles published in Coonabarabran Times and email distribution list (60).</p> <p>Attended Coonabarabran Interagency meeting. Promoted governance training for community groups to email distribution list (233).</p>
158	Youth Activities	<p>Annual Youth week activities developed and promoted so that complete program implemented by community partnerships.</p> <p>Youth participation into sporting, cultural and community activities facilitated.</p>	<p>Compiled program for Youth Week 2010. Submitted successful Arrive Alive Bus project.</p> <p>Worked with community groups to re-establish Youth Clubs in Coolah and Dunedoo and a new Youth Club in Binnaway.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Care Other
OBJECTIVE GROUP: Preschools/Community Development
Coordinators/Centrelink

<i>COST CENTRE OBJECTIVE:</i>		Support the individual community organisations implement programs on local level.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
159	Preschools	<p>Management groups of each Preschool facility supported to ensure building upkeep and service use is meeting the needs and expectations of each community.</p> <p>Long term objectives developed in partnership with each management committee and stakeholders to realise opportunities for capital infrastructure improvements.</p> <p>Support for service provision gaps and opportunities as need arises.</p>	<p>New Preschool Investment and Reform Plan being promoted by DoCS with new Funding Agreements for 10/11.</p> <p>Support provided where required.</p>

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	Community Development Coordinators	<p>Part time Community Development Coordinators 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>New Coordinator appointed Binnaway.</p> <p>13 grant applications submitted, successful total for period \$2,700. Development Coordinator meeting held February in Binnaway.</p> <p>Development Coordinators assisting individual communities with coordination and promotion of events, issues, facilitation of Council meetings and programs – includes Australia Day, Seniors Week, planning for Youth Week and Seniors Week. Information and support provided to many organisations.</p>
	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	Relocation approved by Council to Social Services office which will improve service provision, commitment and support for relocation from Centrelink attained. Service Av clients 581 per month.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Social Services
OBJECTIVE GROUP: Warrumbungle Community Care - Meals
 Service/Social Support/Respite Care/Home
 Maintenance/Community 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>
162	Social Services Management	The organisation demonstrates compliance with all relevant legislation, regulations and standards.	All MDS Statistical Data completed and submitted to Funding Bodies. ADHC Project Officer visit 30/3. Informal meeting on provision of services. Service Provider Annual Compliance Return completed and submitted. Advisory Committee Meetings - North 31/3 and South 23/3. WAG members meeting 3/3. Attendance of staff - Western Region Community Transport Forum; Western Region Food Forum; Centrecare Aboriginal Support Service official opening.
163		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 target groups. Seek appropriate funding opportunities to enhance existing programs and where an unmet need is identified, lobby for funding to be established.	Quarterly newsletter distributed to all clients, volunteers and service providers. Shire Seniors Week celebrations coordinated and promoted. Events well supported. Phone surveys and random sampling of clients and volunteers in relation to service provision and volunteering undertaken. Volunteer grant submitted to Department of Families, Housing, Community Services and Indigenous Affairs unsuccessful. Positive Ageing Grant submitted to Department Health and Ageing for project which promotes positive Ageing in the Community. Seniors Week Grant from Ageing, Disability and Home Care successful.

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163		<p>To ensure the effectiveness of service provision is meeting funded targets, a high quality standard of service and meeting individual client needs.</p> <p>Policies and operational procedures that promote high quality, safe and appropriate strategies throughout the programs.</p>	<p>Manager attended Unit Costing Tool and Excel spreadsheet training.</p> <p>Four Coordinators enrolled in Community Services Certificate IV TAFE course.</p> <p>Two Coordinators attended Support for Carers Training.</p> <p>Staff meetings held with North and South Coordinators.</p> <p><u>Meals Service - North</u> 1717 meals - target 1750 meals</p> <p><u>Meals Service - South</u> 1029 meals – target 900 meals</p> <p><u>Home Maintenance - North</u> 246 hours – target 299 hours</p> <p><u>Home Maintenance - South</u> 379 hours – target 299 hours</p> <p><u>Social Support - North</u> 334 hours – target 1343 hours</p> <p><u>Social Support - South</u> 251 hours - target 428 hours</p> <p><u>Respite Shire Wide</u> 244 hours - target 389 hours</p> <p><u>Community Transport – North</u> 797 trips – target 818 trips</p> <p><u>Community Transport - South</u> 498 trips - target 818 trips</p> <p>Kilometres travelled 20,178 klm</p> <p><u>Volunteer Membership</u> 180 Volunteers Northern area 92 Volunteer in Southern area</p> <p><u>Clients Receiving Services</u> 413 clients – North 170 clients - South</p>

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163	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Workplace Inspection and vehicle inspections and maintenance checks completed monthly. Venue Checks completed as required for client lunch outings. Client's homes - OH&S checks completed for volunteer safety. Food Safety temperature checks carried out each day on freezer equipment. Regular maintenance carried out on Home Maintenance equipment. All staff up to date with annual leave and RDO's.

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
165	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>Ensure the service meets the accreditation and validation requirements by National Childcare Accreditation Council.</p> <p>Ensure the 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>Regular monthly visits to each carer wherever possible. Ongoing phone support and information email's and mail outs; including current Early Childhood news and updates, newsletters to Carers and to families.</p> <p>Regular play-sessions reintroduced for carers, children in care and families are welcome and invited to attend if they wish.</p> <p>All carers re-registration implemented.</p> <p>Scheme has been joined by 2 Coonamble Carers, 1 new Carer in Gilgandra and 1 new Carer in Coolah</p> <p>Coordinator reviewed and evaluated Carer's programs - child development, including individual children who may need extra support, sending out child development information and milestones where required.</p> <p>Formal advice of unsuccessful NCAC validation. Failure in Quality Area (QA) 4: Health, Hygiene, Nutrition, Safety and Wellbeing. Action plan submitted to DEEWR; QA Support from NCAC applied for, previous mentor appointed and validation process rescheduled for October 2010.</p> <p>Review of policies relating to QA 4 and workshops being developed to up skill carers in this area.</p>

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			<p>Acquittal and financial reports submitted to DEEWR as per Funding Agreement.</p> <p><u>Jan – March</u> Income = \$122,281 Expenditure = \$116,634 No. of Carer's = 22 Occupied places = 62 No. families = 113 No. of children = 180 Total Carer Payments = \$169,438 CCB = \$93,572 Admin / Carer Levy = \$13,787</p>
166	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Risk management table and form provided for all carers for any issues arising. Re-registration of all carers, including detailed checklist of OH&S compliance

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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>
168	Connect Five Management	<p>To effectively manage the service within the Funding Guidelines.</p> <p>Targeting groups of children who:</p> <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 	<p>Annual Acquittal for 2008/2009 submitted to DoCS.</p> <p>Information for Council Website collated and uploaded.</p> <p>New venues for 2010 registered with DoCS. Copies of insurance sent to all venue owners.</p> <p>Monthly staff meetings introduced for FSS staff.</p>
169	Play Sessions	<p>To provide enriched opportunities through play to support children's learning and development</p> <p>To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.</p> <p>To support Families on behalf of children to access specialist services through referral support</p>	<p>Play sessions held in Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo, Gulargambone, Hollywood Lane, Mendooran and Tooraweenah.</p> <p>Vacation Care operated 3 days a week during January. 8 Families used the service with a total attendance of 69. Enrolments range min = 2 and high = 9.</p> <p>Total no. of sessions = 31 Total Attendance = 352 No. of Families = 112</p> <p>1 referral to Disability Services.</p>

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	Toy Library	To provide resources to communities in the area of child development	Toy Library utilised by Families, Professionals, FDC Playgroups and Carers in their homes and Vacation Care.
	Skills Development	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Individual folders prepared for each child with photos, samples, observations and checklists. CD's of photos available for parents each year. Quarterly Newsletter distributed to all families. Providing information, web links for a variety of useful sites.
170	Partnerships in Service Delivery	To provide resources to communities in the area of child development	FSS provided childcare in January for children whose parents attended the Feed the Family Workshops run in Baradine by Barnardos. Staff participated in Interagency meetings in Dunedoo and Coonabarabran. Connect 5 working with Barnardos in Mendooran for parent workshops.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OHS issues discussed and minuted at monthly staff meeting. Fire drills and fire safety conducted at each venue during March.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Yuluwirri Kids

<i>COST CENTRE OBJECTIVE:</i>		Yuluwirri Kids is a Preschool and Long Day Care Centre operating in Coonabarabran to deliver a quality educational program in a stimulating, safe and caring environment.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
172	Yuluwirri Kids Management	To effectively manage the Centre and gain the full complement of 57 places, while ensuring there is a profitable outcome.	<p>Enrolments at 95% capacity. Total enrolments in January – March (57 places) Mon: 46, Tue: 53, Wed: 57, Thur: 57, Fri: 56</p> <p>Billing (Jan - Mar): User Charges Preschool \$81,944 User Charges Long Day Care & CCB \$120,600</p> <p>Vacant places are regularly filled with casual bookings. Enrolled are: 133 children from 101 families 30 Indigenous, 101 English Speaking, 2 CALD. 1 Advisory Committee Meetings held 11th March</p> <p>There is a vacant Teacher position in the Giraffe Room. Vacant position – filled by casuals. Casual staff employed to cover for vacant positions (Indigenous Trainee position & Maternity Leave Cook) and/or maintain required staff to child ratios.</p>

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		To secure an envious reputation with a view to future expansion.	Overall feedback from parents is very good and community support and reputation of Centre excellent. Current waiting list; Long Day Care; 8 new families and 17 current families requiring additional days = 27 places. Preschool waiting list = 5 places. Centre participated in Seniors Week activities, Harmony Week, Coonabarabran Show and Child Safety Restraint week Regular newsletters and publication in Coonabarabran Times.
		Meet NSW Department of Children Services (DoCS) Regulations (2004)	Qualified Teaching staff numbers remains a challenge. Currently advertising for vacant position. 2 Teachers work full time at the Centre.
		Compliance with all Funding Agreements from both State (DoCS) and Federal Governments (Department of Education Employment and Workplace Relations).	All Funding Agreements met (DEEWR – SRA and Sustainability Assistance, DoCS – Preschool) by reporting of data and service provision, hours, children, services achieved and funding received. SCAN and Inclusion Support funding for high needs children to assist fund trained support staff. Application submitted for Intervention support program for trained support staff and some resources. Supplementary Recurrent Assistance (SRA) Funding - Yuluwirri Kids cluster head for Binnaway, Baradine, Coolah, Dunedoo, Mendooran & Tooraweenah. Preschools were distributed funds and information collated from each of the Preschools for reporting to DEEWR.

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		To provide a high quality program that adheres to the National Quality Improvement and Accreditation system.	Five (5) steps in the Quality Improvement & Accreditation System (QIAS) process. Centre has completed Step 1: Registration. Staff working on Step 2: Preparing for Self Study Report (due in July 2010). 7 Quality Areas consisting of 708 principles. This includes service policies, developing practices, and collecting supporting documentation.
173	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Program meets Council and NCAC/DoCS OH&S requirements. OH&S checks completed daily. OH&S issues are discussed conducted at monthly staff meetings. Safety & OH&S Posters displayed; Material Safety Data Sheets maintained for all chemicals on premises.. Cross infection procedures implemented to in the kitchen, children's bathrooms and other areas of the centre.

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173	Educational Programs	To establish links with schools to ensure each Preschool child is ready for school at aged 5 years.	Links established in Term 1 with Coonabarabran Public School to work with the new speech pathologist program.
		To provide a stimulating and safe environment for play and learning.	<p>All 3 classrooms provide on a daily basis age appropriate Play Based Emergent Curriculum program that is stimulating and ensures a safe environment for play and learning. Staff have developed and enhanced programs. Parent input encouraged. Learning documented through photographs and displayed in Journals available for parents. Learning stories format has been refined to further establish links with symbols to curriculum, families and community.</p> <p>In conjunction with FOPS (Friends of Preschool) we were successful in obtaining a \$3,000 grant for an additional permanent shade structure in the Panda play area, this was built during January. Each play area assessed before commencement of activities and monitored during play. Infection control critical; toys washed, centre cleaned every night; hand washing on entry and exit mandatory. Child ratios monitored throughout day. First aid items checked monthly, 6 monthly check smoke alarms, monthly fire drills, monthly chemical and medication audit to ensure stored correctly and within expiry date.</p>

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		To ensure the education programme delivered is fun and of a high standard.	Play based program is linked to the QIAS, the new Early Years Learning Framework (ELYF) and the NSW Curriculum framework for Children's Services. Events to end of period included; Participating in the Coonabarabran Show, Child restraint week, Celebrating grandparents week, Harmony Week. Events are mixture of children's requests, children's interest, parent input and staff ideas. Parent feedback positive Program reflections (Learning Journals) provide evaluation of the effectiveness of the program.
		Provide a caring and nurturing environment for all Children.	Children's individual needs are identified and discussed between carers and parents at enrolment. Transition programs formed & implemented for children moving from one classroom to another and into School. Staff form positive relationships with children, getting to know them and their family. Children's learning is supported by nurturing staff who cater for children on an individual and group basis. This is evidenced through Learning Journal, weekly newsletters, photographs and verbal comments around the community. Staff have attended training for period January to March including: ADHC – 10 staff CPR workshop – 8 staff

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
174	Partnerships with other groups and Community Services	<p>Encourage participation and involvement in the Centre operations by local organisations.</p> <p>Develop partnerships with other community service providers and stakeholders that cater for the needs of children.</p>	<p>Networks developed with local schools, surrounding Preschools and Long Day Care services, FDC, Connect 5, Community Services, Health Services and Early Childhood resourcing services. Aboriginal Lands Council Communication facilitated via interagency meetings, networking services for individual children</p> <p>Currently working with Coonabarabran Public School to implement a Speech Pathology Program with the school and Yuluwirri Kids.</p> <p>Continued to network with Tafe Children Services at Armidale, 4 staff undertaking qualification training.</p> <p>New Child Carer trainee & part time child carer in the has commenced Certificate III in Children Services.</p> <p>The speech pathology program with the Health Service Speech Pathologist has commenced programs in Panda & Possum room in Term 2.</p> <p>Have networked with local preschools in our SRA group to collect reporting requirements and share everyday service ideas and management issues with them.</p>

WARRUMBUNGLA SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Catering Services	Deliver interesting and healthy meals 3 times per day while keeping within the budget guidelines.	Part time cook has gone on maternity leave, this position has been filled. Cooks are in the process of being enrolled in Nutrition and menu planning and Safe food handling Centre's Cook's are Preparing nutritionally balanced food safe and hygienic manner. Centre provides morning tea, lunch and afternoon tea, optional breakfast & supper within budget. Menu adheres to the Nutrition Checklist for Long Day Care. Evaluation completed each week. All staff trained in safe food handling and infection control. New menus have been developed which comply with the nutritional checklist in Long Day Care Centres. Menu evaluations show children are eating and enjoying their meals.

WARRUMBUNGL E SHIRE COUNCIL

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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.	In progress – not due for completion until fourth quarter.
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.	This is done on a regular basis to fortnightly Manex meetings and with regular reports to Council.
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	Ongoing. Monitoring is day to day. Section meetings being held regularly.

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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.	No significant loss.
	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Ongoing and part of our daily work lives.

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.	These are being done and preparations for budget requests for the 2010-2011 budget are being made.
	Council Chambers Coonabarabran	Council Offices cleaned in accordance with contract specifications.	This is under review.
		Security of the building maintained.	This is ongoing and no security breaches reported.
		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Minor maintenance ongoing and within budget.

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

<i>COST CENTRE</i>		To provide and maintain an Information Technology service that meets the defined needs of the organisation.	
<i>OBJECTIVE:</i>			
<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.	A contractor has been engaged and will carry out an in depth analysis of how Council could provide the best IT solutions to enable us to deliver all the outcomes each division requires. This will be completed early May.

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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.	Various reports are being presented on a monthly basis. In January the investment report has been modified as an endeavour to make it easier to understand. Assistance is being given to staff as required.
184		Training plan for Financial Services.	Training has been completed for 2 modules for rates and our finance trainee continues her training
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	Training has been completed for 2 modules for rates and our finance trainee continues her training

WARRUMBUNGL E SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
184	Finance Services –Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	Budget reviews have been submitted for the first quarter and the second quarter with the third quarterly review to go to the May Meeting
		Significant budget variations reported to Council quarterly as per Regulation.	Budget variations are listed and outlined in the report that goes to Council
185		Provide technical support to managers in monitoring/developing budget bids.	Budget bid information for the 2010/2011 was distributed to all Managers to assist with the budget bids currently being assessed by Council
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	Financial Services Budget is monitored on a regular basis to ensure that it remains overall within budget
		Develop an action plan for the coordination and collation of budget bids for Council’s consideration for the Management Plan 2010/2011.	
	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	The OH & S situation of the Finance area is constantly being monitored to ensure a safe and healthy work environment
186	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	The Financial package is being constantly developed for changes that occur as required and the new releases are applied as soon as Council receives them

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	This is currently being written to integrate into the accounting package
		Coordinate and collate budget bids from Divisions for the 2010/2011. Management Plan.	The bids have been collated and will be reviewed by Council on 7 th May 2010
		Review Accounting Standard and periodic changes.	Constantly being monitored for any changes that may be necessary. The major change in the wind is a DLG Budget Review set guidelines that will come in after July
187	Finance Services –Financial Accounting	Council’s General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for Warrumbungle Shire Council.	Councils Consolidated and General Purpose reports for Warrumbungle Shire Council have been lodged with the Department and the Department of Statics in early December.
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	The Financial and Statistical Returns have been lodged and also the various Roads and General Returns
		Constantly review adequacy of Council’s assets registers and ensure compliance with AAS27 and accounting manual.	The assets register is currently under review to ensure it will comply with the necessary 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.	There has been a control sheet implemented and is checked for all private works. The private works invoices for all but those awaiting further information have been invoiced
189	Finance Services –Rating	Levy and collect rates in accordance with policy and procedure.	This has been completed. The third instalment notices for water are the only accounts to be raised in June.
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March 2010.	This is being monitored. Council has in December sold land and property for unpaid rates A review has taken place as part of the budget process
190	Finance Services -Rating Water & Sewer	Monitor user pays water	The second set of user pay water charges have been processed for the 2009/10 year.
	Finance Services – Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	As a result of the World Financial Market Collapse these have not been met. However, this situation is turning around and Council has sold some of its investments and achieved 100% recovery plus some interest.
	Finance Services-Cash Management	Continue to monitor options for better management of Council’s Investment Portfolio.	Council is continuing to improve its investment returns as the economic situation improves. The majority of our liquid funds is being held in a cash call account at 5.50%

WARRUMBUNGLA SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Finance Services -Accounts Payable	Streamline systems for payment of Council's Accounts Receivables by the use of new technology.	Having all our payments by direct transfer is a constant issue as some people will not use the electronic transfer. Currently there are about 96% of our payments by this manner. We do not seem to be able to get 100% as some people resist the electronic form of transfers.

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.
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<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.	Leadership and support provided. Sufficient staff maintained to allow delivery of service. Income at 87% of expected income and budget expenditure at 69%.
		Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Safe workplace encouraged with all activities undertaken in line with Council's OH&S policies and procedures.

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

<i>COST CENTRE OBJECTIVE:</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>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.	Target met generally however some delays in processing correspondence early in January as we caught up on backlog following Christmas break.
194	Administration - Records	Files and records accurately maintained.	Monitoring of electronic allocation of correspondence undertaken regularly.
194	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Correspondence and reports prepared as required.
		Cashiering services	Receipting and counter services provided and clients' requests dealt with promptly. The third rating instalment period at the end of February was followed by a busy period with water account payments.
		Business papers and committee meeting agendas prepared and distributed and	Electronic distribution to Councillors late on Fridays prior to meeting and pdf version placed on web site on Tuesday prior to meeting. Printed copies also made available to public and various media outlets and libraries.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Minutes prepared and distributed.	Minutes completed usually within five working days and available to Councillors, staff and members of the public.
		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Annual Report for 2008/2009 lodged with the Department by end November as required. Target met.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	Summary of Affairs submitted for inclusion in Government Gazette during December 2009. Target met.
		Statement of Affairs prepared	Statement of Affairs prepared in July 2009 and available on website. Target met. The Statement of Affairs will be replaced with a 'Publication Guide' required under the new NSW Government Information (Public Access) Act 2009

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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>
196	Supply Services	Goods and services purchased at best possible prices in accordance with Council policy and legislative requirements.	Council has participated in a number of tenders with procurement agencies where good prices have been negotiated for participating councils.
		Review scope of supply operations and stock diversity	Currently under 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 stores operations are under review. The Director will be particularly reviewing how stores are handled in our financial software. Previous write-offs may have been due to confusing stock-codes so these will be reviewed to prevent this in the future.
197	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.	As the store areas are not the newest facilities they are not necessarily aesthetically appealing. A review of stores facilities and handling should be undertaken as part of our long term strategic planning.
		Ensure high standard of accountability in the control of Council's stores inventory, with biannual stock takes conducted.	A Stocktake was done in March and results are being analysed in preparation for reporting to 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>	<u>PROGRESS UPON REVIEW</u>
199	IT Support Management	Oversee enhancements or developments of IT Infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	This is being done within budget constraints.

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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>	<u>PROGRESS UPON REVIEW</u>
200	IT Support – Telecommunication Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	We are having some technical issues with individual telephones within the system – these are being replaced on an “as needed” basis. The infrastructure is working well. Because our IT hardware is overdue for replacement wholesale replacement of telephony hardware will not be considered until the 2011-2012 budget. We may have to slightly boost the budget allocation for maintenance and repairs over the next 1-2 years.
	IT Support – Records Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Some enhancements have been made to our current system which is now being managed off-site. Review of software will now be part of a wholistic approach to IT solutions.
201	IT Support – Financial Accounting	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Working well at this time but continued enhancements to make system more efficient.
	IT Support - Other Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	A staff survey is the next step in preparing an IT Strategic Plan to carry us into the future.

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	IT Support - Clients	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	The contractors report, together with the results of the survey of users, will form the basis for creating an Information Technology Strategic Plan for the next five – ten years. Once that plan is developed Council will need to make some hard decisions in prioritising spending on up to date technology.
	IT Support - Peripheral Devices IT Support – User Support Services OH& S Risk Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints. Maintain or develop systems and services as defined and agreed within budgetary legislative and other constraints. Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Currently due to end of useful life of most of our IT systems, items are being replaced on an ad hoc basis (within budget) to ensure continuity of service. User support is generally delivered quickly and efficiently. Ongoing and integrated into every day work life.

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.
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
203	Bushfire Management	To provide the community with the level of service they require and expect to minimise damage by fire related incidents.	A relatively quiet fire season has meant that this target has been adequately met.

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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>
204	Bushfires Running Expenses	Increase the number of trained personnel to provide better service to the community and reduce firefighter injuries.	This is ongoing and efficient. In fact the training officer has developed some training software which has gained state recognition, and will probably gain national and international acclaim. It allows fire fighters to be trained in a virtual realm without the possibility of injury.
	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.	All targets achieved.
	Fire control Centres	To improve overall command and control at all emergency incidents within the Warrumbungle Shire.	Has been happening.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Ongoing and part of every day work life.

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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 30 APRIL 2010

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 8,793,262.85		\$ 6,924,746.85
Future Capital Upgrading		\$ 371,270.13	
Employees Leave Liability		\$ 767,414.00	
External Grants for Specific Projects		\$ 418,832.87	
Development Sec 94/64Contributions		\$ 310,999.00	
TOTALS	\$ 8,793,262.85	\$ 1,868,516.00	\$ 6,924,746.85
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 579,354.51		\$ 579,354.51
Binnaway Water Bank	\$ 498,476.00	\$ -	\$ 498,476.00
Coonabarabran Water Bank	\$ 1,178,642.83	\$ 914,150.00	\$ 264,492.83
Coolah Water	\$ 223,728.61		\$ 223,728.61
TOTALS	\$ 2,480,201.95	\$ 914,150.00	\$ 1,566,051.95
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,571,617.82	\$ 1,558,000.00	\$ 1,013,617.82
Baradine Sewerage	\$ 326,219.10	\$ 292,320.00	\$ 33,899.10
Coolah Sewerage	\$ 1,305,205.47	\$ 828,800.00	\$ 476,405.47
TOTALS	\$ 4,203,042.39	\$ 2,679,120.00	\$ 1,523,922.39
TRUST FUND			
Trust Fund	\$ 139,645.95	\$ 139,645.95	\$ -
	\$ 139,645.95	\$ 139,645.95	\$ -
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 8,793,262.85	\$ 1,868,516.00	\$ 6,924,746.85
Water Fund	\$ 2,480,201.95	\$ 914,150.00	\$ 1,566,051.95
Sewerage Fund	\$ 4,203,042.39	\$ 2,679,120.00	\$ 1,523,922.39
Trust Fund	\$ 139,645.95	\$ 139,645.95	\$ -
TOTALS	\$ 15,616,153.14	\$ 5,601,431.95	\$ 10,014,721.19

WARRUMBUNGL SHIRE COUNCIL

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RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.2 INVESTMENTS HELD AS AT 30 APRIL 2010

Warrumbungle Shire Council Local Government Financial Management Regulations (Clause 16) Investments Held As At 30 April 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 \$	
AMP	A +	On Call	5.50%	Monthly	End of Month	1,200,000.00	1,200,000.00	0.082	Daily	
OTHER INVESTMENTS										
1	RIM Securities BOND ST CUSTODIAN-TITANIUM AAA	14/12/2010	4.96%	Quarterly	14/03/2010	2,000,000.00	1,959,556	0.136	13,182	
2	CBA Range Accrual	14/12/2010	Outside Range Note 1	No Coupon	14/03/2010	1,000,000.00	999,900.00	0.0680	No Coupon	
3	CBA Range Accrual	16/12/2010	Outside Range Note 1	No Coupon	16/03/2010	1,000,000.00	999,900.00	0.0680	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)	Accrued Interest to End of Month \$
4	ROYAL BANK CANADA Range Accrual	AA-	16/03/2011	Outside Range Note 2	No Coupon	16/03/2010	1,000,000.00	996,200.00	0.0680	No Coupon
5	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	0.034	No Coupon
6	BENDIGO BANK FRN	BBB	21/09/2012	5.22%	Quarterly	21/03/2010	500,000.00	471,270.00	0.034	9,791
7	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	0.034	No Coupon
8	WBC DANDELION-FRN-	AA	21/12/2012	0.00% Note 3	No Coupon	21/03/2010	1,000,000.00	842,500.00	0.0680	No Coupon
9	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
10	DEUTSCHE BANK AG LONDON DAISY	AA-	31/05/2011	0.00% Note 3	No Coupon	28/02/2010	1,500,000.00	1,410,000.00	0.10	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)	Accrued Interest to End of Month \$
11	ANZ ALL SEASONS- KEOLIS AAA	AA+	16/06/2013	0.00% Note 3	No Coupon	16/03/2010	1,500,000.00	1,155,600.00	0.10	No Coupon
12	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	0.048	No Coupon
13	DRESDNER BANK OCTAGON PLC- EMU NOTE	AA+	30/10/2015	0.00% Note 3	No Coupon	30/01/2010	1,500,000.00	1,138,200.00	0.10	No Coupon
							14,700,000.00	13,264,706.00	Interest Received	159,448.29

Monthly Investment
Certification

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 at the time the investment was made.

**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 March 4.536%) being between 4.5% and 6.5%

When the BBSW is within that range it pays 7.5% and outside it pays nothing.
This investment is now paying interest as of the last RBA increase.

2 The Range Accrual Interest Payment for the Royal Bank Of Canada is dependant on the BBSW(Bank Bill Swap Rate-March 4.536%) 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)

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.3 RECONCILIATION OF GENERAL FUND BANK ACCOUNT AS AT 30 APRIL 2010

	General Managed Fund	Trust Fund	Investment Fund
Cashbook as at 30th April, 2010			
Opening Balance	155,406.91	137,442.25	15,275,000.00
Plus Deposits	4,590,231.42	4,085.30	1,700,000.00
Less Payments	-3,969,131.14	-1,881.60	-2,275,000.00
Adjusted Cashbook Balance	776,507.19	139,645.95	14,700,000.00
Bank Statement as at 30th April, 2010	756,203.18	140,221.32	
Plus Outstanding Deposits	42,815.13	190.03	
Less Outstanding Payments	-22,511.12	-765.40	
Adjusted Statement Balance	776,507.19	139,645.95	0.00
Ledger Cash Book			
Closing Balance	776,507.19	139,645.95	14,700,000.00
Total Ledger	776,507.19	139,645.95	14,700,000.00
<i>Difference</i>	0.00	0.00	0.00

RECOMMENDATION
For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.4 RATES AND CHARGES COLLECTION REPORT UP TO and INCLUDING END APRIL 2010

GENERAL	RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAN- DING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECTION % 2008/2009
CBN RES/RURAL RES	107,434	977,548	69,999	12,104	1,002,879	753,770	249,109	258,312	75.16%	42.56%
BARADINE	42,846	135,622	16,749	1,152	160,568	112,617	47,950	60,603	70.14%	53.69%
BINNAWAY	18,724	65,638	10,779	2,762	70,821	54,315	16,506	24,576	76.69%	51.91%
VILLAGES	8,033	27,838	2,299	1,155	32,417	22,537	9,880	10,366	69.52%	48.19%
FARMLAND	193,869	3,931,879	19,457	141,333	3,964,958	2,925,241	1,039,717	982,934	73.78%	70.22%
COOLAH	16,446	194,288	14,316	0	196,417	149,216	47,201	40,839	75.97%	72.88%
DUNEDOO	14,882	208,879	15,354	0	208,408	157,065	51,343	46,536	75.36%	69.71%
MENDOORAN	8,991	66,241	7,122	1	68,109	44,815	23,293	19,057	65.80%	67.30%
LEADVILLE	2,970	10,433	1,437	0	11,966	9,710	2,255	3,967	81.15%	55.15%
MERRYGOEN	465	4,242	794	0	3,912	2,665	1,248	1,008	68.11%	56.84%
NEILREX	336	2,372	151	0	2,557	1,938	619	806	75.78%	72.32%

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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 OUTSTAN- DING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECTION % 2008/2009
UARBRY	0	3,628	85	7	3,536	3,078	458	190	87.04%	66.73%
COOLABAH ESTATE	2,567	15,056	1,701	0	15,923	11,358	4,564	4051	71.33%	56.45%
RUR/RES COBBORA	572	3,040	229	0	3,383	2,849	533	1204	84.23%	68.11%
GENERAL RESD/BUS- STH	12,536	161,382	9,625	1	164,293	124,971	39,322	28,340	76.07%	73.58%
BUSINESS- CBN-RURAL	21,086	379,673	250	3	400,507	326,937	73,569	91,711	81.63%	72.31%
WATER					0		0			
COONABARA- BRAN	32,524	360,525	27,300	6,127	359,622	279,037	80,585	85,573	77.59%	69.25%
BARADINE	36,273	107,574	9,937	990	132,920	100,304	32,615	47,579	75.46%	49.69%
BINNAWAY	30,832	112,829	8,562	4,722	130,377	103,273	27,104	36,422	79.21%	49.12%
VILLAGES FARMLAND - NTH & STH	18,872	11,040	875	4,837	24,199	14,454	9,746	19,660	59.73%	22.44%
	3.72	1,120.00	0.00	0.00	1,124	500	623	253	44.53%	85.41%
COOLAH	20,604	210,564	11,517	0	219,651	167,628	52,023	46,077	76.32%	69.65%
DUNEDOO	10,276	144,540	9,219	0	145,597	108,178	37,418	29,869	74.30%	68.70%

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WATER	RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAN- DING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECTION % 2008/2009
	14,837	140,985	4,879	9	150,934	97,833	53,101	32,639	64.82%	64.51%
MENDOORAN										
	1,857	10,580	921	0	11,516	6,958	4,559	3,907	60.42%	53.86%
MERRYGOEN							0			
SEWERAGE										
COONABARA- BRAN	46,222	587,939	27,122	4,720	602,319	455,670	146,649	163,105	75.65%	70.92%
BARADINE	47,624	155,124	8,362	1,488	192,898	152,139	40,759	68,155	78.87%	54.02%
COOLAH	15,882	201,003	9,023	0	207,862	158,184	49,678	37,494	76.10%	71.22%
DUNEDOO	11,126	173,230	8,957	0	175,399	133,223	42,176	33,707	75.95%	69.98%
	738,688	8,404,813	297,018	181,413	8,665,070	6,480,464	2,184,606	2,178,940	74.79%	65.45%
GARBAGE- North	73,509	701,618	56,024	4,340	714,763	544,846	169,917	170,340	76.23%	69.04%
GARBAGE - South	35,783	434,251	38,882	2	431,149	312,303	118,847	94,296	72.43%	68.34%
FARMLAND -NTH - STH	1,491	35,741	571	11	36,649	27,211	9,438	7,462	74.25%	75.25%
LEGAL FEES	218,349	110,938	0	8,744	320,543	110,938	209,605	178,410	34.61%	41.42%
							0			

WARRUMBUNGLE SHIRE COUNCIL

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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 OUTSTAN- DING 2009/2010	TOTAL OUTSTAND- ING 2008/2009	COLLECT- ION % 2009/2010	COLLECTION % 2008/2009
INTEREST	191,241	79,098	0	0	270,339	0	270,339	71,402	0.00%	53.52%
TOTALS	1,259,060	9,766,459	392,496	194,510	10,438,513	7,475,761	2,962,752	2,700,850	71.62%	71.48%

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 GOODS AND SERVICES TAXATION CERTIFICATE

Council each year is required to sign off on a Voluntary GST Taxation Certificate as required by Section 114 of the Commonwealth Constitution.

The Certificate is presented today for signature and the following information is presented for your information.

During the period 1st May 2009 to 30th April 2010 Council has received \$1,047,342 in GST income and paid \$2,003,875 in GST expenses. In this expenses figure, is included \$98,237 in diesel fuel rebates.

The attached table is a summary of this activity:

GST and Other Taxation Costs

2010 Month	GST					Date Sent
	Income	Expenses	Claim Total	Diesel	Nett	
May	136,942	256,955	120,013	6,430	113,583	3/06/2009
June	176,399	227,254	50,855	6,847	44,008	14/07/2009
July	27,151	163,182	136,031	8,925	127,106	10/08/2009
August	126,013	229,788	103,775	9,550	94,225	12/09/2009
September	64,253	153,411	89,158	6,550	82,608	19/10/2009
October	37,887	138,219	100,332	10,439	89,893	6/11/2009
November	109,172	128,027	18,855	6,617	12,238	4/12/2009
December	33,938	143,511	109,573	7,394	102,179	15/01/2010
January	81,584	130,423	48,839	8,816	40,023	5/02/2010
February	80,926	140,228	59,302	8,927	50,375	1/03/2010
March	123,392	167,735	44,343	11,375	32,968	7/04/2010
April	49,685	125,142	75,457	6,367	69,090	7/05/2010
	1,047,342	2,003,875	956,533	98,237	858,296	

RECOMMENDATION

For Council's information.

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2.6 USER PAYS SEWERAGE CHARGES

Background

Following the introduction of User Pays Sewerage Charges representations were made to the September 2009 Meeting of Council by Coolah Cottages Limited and Coolah & District Retirement Homes Ltd about the inequity of the charges.

Subsequently Council received a letter from Cooinda Coonabarabran Limited also protesting.

A report was requested by Council on whether there could be any alternative method of charging which would have less financial impact on these “not for profit” organisations.

A recommendation was made to the December 2009 meeting of Council as follows:

Recommendation

That Council recognise Coolah Cottages Limited and Coolah & District Retirement Homes as residential properties as rated and that the sewerage access fee be one fee of \$390 per four units.

This was rejected by Council and further information requested.

Report

It has taken some time and research because the recommendation previously made in reality was the only conclusion to draw from the data researched.

Additional research has only supported the previous recommendation. Guidance was sought from the Rates specialist at the Division of Local Government and he has confirmed it.

Below is a table listing various ratepayers who provide housing for the elderly.

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<u>Flats</u>	<u>Assesment #</u>	<u>Rated</u>
Coolah Cottages Inc	11365	Residential
Coolah Retirement Homes Inc	11463	Residential
Dunedoo Retirement Flats	10271	Residential
St Vincent DePaul Retirement Units	1508	Residential

GWAHS

Binnaway	818.02	Business
Coolah	11366.1	Business
Baradine	190.101	Business
Baradine (Hosp)	277.1	Business
Dunedoo	10396	Business
Coonabarabran	1369	Business

Other

Cooinda (vacant)	1772.017	Business
Cooinda	1368.1	Business
Comprises - Dementia Unit(100% care), Nursing Home(100%care), Hostel(meals, cleaning and nurse if needed), Retirement Village(Self contained).		

Clearly Cooinda does not fit into the same category as Coolah Cottages and Coolah Retirement homes.

Dunedoo Retirement Flats and St Vincent de Paul Retirement Units were rated as residential and their user pays sewerage category classified as residential

For Council information I have attached the relevant sections from the Local Government Act (1993) and Local Government (General) Regulations 2005.

RECOMMENDATION

That Council recognise Coolah Cottages Limited and Coolah & District Retirement Homes as residential properties as rated and that the sewerage access fee be one fee of \$390 per four units.

Further that any fees paid by these ratepayers as a consequence of their previous categorisation for user pays sewerage as non-residential be credited to their accounts or refunded if requested.

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Local Government Act 1993 No 30

Current version for 8 January 2010 to date (accessed 13 May 2010 at 10:14)

516 Categorisation as residential

- (1) Land is to be categorised as *residential* if it is a parcel of rateable land valued as one assessment and:
 - (a) its dominant use is for residential accommodation (otherwise than as a hotel, motel, guest-house, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the regulations), or
 - (b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes, or
 - (c) it is rural residential land.
-

Local Government (General) Regulation 2005

Current version for 9 April 2010 to date (accessed 13 May 2010 at 10:13)

122 Land used for retirement village, serviced apartments or time-shares to be categorised as residential (section 516 (2))

If the dominant use of land is for a retirement village, serviced apartments or a time-share scheme, the land is to be categorised as residential for rating purposes.

Local Government Act 1993 No 30

Current version for 8 January 2010 to date (accessed 13 May 2010 at 10:14)

501 For what services can a council impose an annual charge?

- (1) A council may make an annual charge for any of the following services provided, or proposed to be provided, on an annual basis by the council:
 - water supply services
 - sewerage services
 - drainage services
 - waste management services (other than domestic waste management services)
 - any services prescribed by the regulations.
- (2) A council may make a single charge for two or more such services.
- (3) An annual charge may be levied on each parcel of rateable land for which the service is provided or proposed to be provided.

WARRUMBUNGL E SHIRE COUNCIL

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2.7 BUDGET REVIEW – END OF MARCH

In accordance with Section 419 of the Local Government Act (1993), a review of Council's budget as at 31 March 2010 is presented for Council's consideration. As Council's responsible accounting officer I believe that the quarterly review statement indicates that the financial position of Council is satisfactory overall, having regard to the original estimate of income and expenditure. A copy of the budget review is included for Councillors' information.

RECOMMENDATION

For Council's determination.

.....
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 REVIEW OF USER PAY SEWERAGE CHARGES

Background

Council introduced a 'pay for use' pricing policy on the 1 July 2009 for sewer users in Baradine, Coonabarabran, Coolah and Dunedoo. The policy was introduced following a period of public consultation and presentation of reports to Council.

Council received reports on the policy on the following dates:

- 13 November 2008
- 19 March 2009
- 16 April 2009
- 7 May 2009

Various models were considered by Council and a phase in period was introduced. Council resolved to introduce pay for use sewer pricing on the 16 April 2009 with the following features;

1. *Model No 2 is used for the determination of sewer charge, that is, an access and usage charge is levied against non rateable properties and rebates are provided to eligible pensioners. That is, model No 2 is used across the whole Shire.*
2. *Access charge will be based on best practice guidelines*
3. *Each strata title residential unit or flat is treated as a residential assessment (ie, no distinction between houses and flats).*
4. *Submissions will be permitted from property owners with water service connections 100mm in diameter or larger. Such submissions will only be considered and determined by Council.*
5. *Non Residential charges will be implemented over a 5 year period commencing 1 July 2009.*
6. *That for the purpose of preparing charges for 2009/10 the usage charge is based on current capital budget allocated for each town.*

Also, Council resolved to introduce a trade waste policy, however due to resource constraints this resolution has not been implemented.

WARRUMBUNGLA SHIRE COUNCIL

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Issues

On the 18 February 2010, Council expressed concern that the pay for use pricing policy has impacted upon the operating viability of non residential properties in Coonabarabran. In particular, Council wants to explore options for decreasing sewer charges for non residential properties and increasing the residential charge.

The correct formula for applying a sewer charge against non residential properties is as follows;

$$B = SDF \times (AC + C \times UC)$$

Where:	B	=	Annual non-residential sewerage bill (\$)
	C	=	Customer's water annual consumption (kL)
	AC	=	$(AC_{20} \times D^2/400)$
	D	=	Water supply service connection size (mm)
	SDF	=	Sewer discharge factor
	UC	=	Sewer usage charge (\$/kL).

However, in applying the access charge for non residential properties in the current year, the SDF has not been applied. That is, all non residential properties with a SDF less than 1 has been overcharged.

Many complaints have been received regarding the format of invoices sent to non residential properties. There appears to be significant confusion surrounding the various amounts and how they are determined.

Financial Considerations

A comparison of expected income with actual income received from sewer charges is shown in Table 1.0 below. Actual overall revenue YTD for Baradine and Coonabarabran is in accordance with budget expectations. However, overall revenue received in Coolah and Dunedoo exceeds budget expectations by 25% and 19% respectively. Actual income will increase before the year is finished, because there is one more water meter reading to take in account and this will increase revenue from non residential properties.

Table 1.0 also gives an indication of the revenue split between residential and non residential properties for each of the four sewerage systems. Generally, the split is 80% residential and 20% non residential.

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Table 2.0 contains a list of selected non residential properties in Coonabarabran. The table indicates the sewer rates levied in the 2008/09 year and those levied in 2009/10 year to date. Clearly, those properties with meter sizes 50mm and above are paying more for sewerage than in the past. However, for non residential properties with meter sizes less than 50mm the sewerage charges are less.

There is a five year phase period in favour of non residential properties. That is, in 2010/11 the access charge for non residential properties will increase by around 36% and the uniform charge for residential properties will decrease by around 3%.

Table 3.0 lists all non residential properties and the access charge levied against each property. The SDF applicable to each property is also listed. Column 5 in Table 3 indicates the access charge when the SDF is applied and column 6 indicates the difference between access charge levied and the charge that should be levied. Should Council accept the revised formula for applying the access charge to non residential properties, each property may be eligible for a refund. The total amount of refund applicable to non residential properties in each town is estimated as follows;

- Baradine - \$4,359
- Coonabarabran - \$14,088
- Coolah - \$9,334
- Dunedoo - \$6,481

Clearly, those non residential properties with large water meter size and a low SDF may be eligible for a significant refund, for example some caravan parks. It may be possible to make the refund adjustment when invoices are prepared following the third meter reading in June 2010.

Table 4.0 is a revised version of Table 1.0 with adjustments made to YTD income to account for the SDF applied against access charges for non residential properties. The adjustments mean that the split in revenue received from residential and non residential properties will change and this is also shown in Table 4.0.

The concern that Council has in relation to high sewer charges for non residential properties may now be addressed if in future the SDF is applied to access charges. In particular, the revised method of calculation will favour those properties with large meter sizes and a low SDF.

RECOMMENDATION

1. That no changes are made to the proposed sewerage charges for 2010/11 outlined in the 2009/10 management plan.
2. That credit adjustments are made to sewer access charges imposed on non residential properties in 2009/10 by applying the relevant Sewerage Discharge Factor(SDF) to each property in accordance with the formula:

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$$B = SDF \times (AC + C \times UC)$$

Where: B	=	Annual non-residential sewerage bill (\$)
C	=	Customer's water annual consumption (kL)
AC	=	(AC ₂₀ x D ² /400)
D	=	Water supply service connection size (mm)
SDF	=	Sewer discharge factor
UC	=	Sewer usage charge (\$/kL).

3.2 HIGH SEWERAGE CONSUMPTION CHARGE DUE TO WATER LEAK

Background

The owner of Lot 1 DP731441 in Coonabarabran incurred a high sewerage consumption charge when the water meters were last read. The property is a non residential property and it was recently purchased by the current owners. The high water consumption was due to a broken water pipe that was leaking 17.4 kilolitres per day above the traditional average for the property.

The property owner is not disputing the invoice received for the water consumption, however, the owner is disputing the invoice for the sewerage consumption. That is, the owner is saying the water that leaked out through the broken pipe did not enter the sewerage system and the invoice should be adjusted accordingly.

Council is asked to consider the matter as there is no precedent or policy in the Shire for adjusting sewerage charges based on water consumption. A copy of the letter from the property owner has been forwarded to Councillors under separate cover. Also, a copy of water consumption history has been forwarded to Councillors under separate cover and is marked as Table 1.0.

Issues

Council will be aware that a user pay sewerage pricing policy was introduced on the 1 July 2009. The policy is in accordance with Best Practice guidelines issued by the NSW Government and creates a distinction between pricing for residential properties and non residential properties. One aim of the policy is to provide relevant pricing signals to property owners, particularly non residential property owners, about the cost of the water and hence there is encouragement to minimize water consumption.

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For non residential properties there is a two part tariff; an access charge based on meter size and a usage charge based on water consumption. The access charge reflects the load that can be placed on the sewerage system and usage charge reflects to the estimated volume discharged to the sewerage system.

Options

Council has discretion in this matter, however Council should be mindful that the nature of any decision made may establish a precedent for similar requests in the future. Council may wish to give consideration to adjusting the invoice to reflect the estimated volume discharged to sewer during the billing period. Council may also wish to give consideration to the administrative costs incurred in investigating and determining this matter.

Financial Considerations

The sewerage consumption charge imposed on Lot 1 DP731441 following the reading of water meters in January 2010 is \$2,429.62. The charge based on average consumption over the last three(3) years would be \$280.29. That is, the apparent excess is \$2,149.33. Table 1.0 in enclosures forwarded to Councillors under separate cover outlines the details of these charges.

The cost of investigating this matter has been conservatively estimated at \$120.00 and includes administrative costs and staff time associated with reading the water meter.

RECOMMENDATION

That the sewerage invoice issued to Lot 1 DP731441 for the water billing period 1/10/2009 to 31/01/2010 in relation to water consumption is reduced by \$2,149.33. Furthermore, a fee of \$120.00 is imposed on the owner to recover some of the administrative and investigation cost associated with this matter.

3.3 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. Also, Council will be aware that an Advisory Committee has been established and that an advertisement was placed inviting Expressions of Interest from Consultants for the project.

EOI submissions were received from ten (10) Consultants and these were assessed by a panel comprising some members of the Committee. Five Consultants were then invited to submit a tender for the project.

Tenders have now closed and the following four (4) submissions were received:

- Umwelt Environmental Consultants
- Sinclair Knight Merz

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- Lyall & Associates
- Worley Parsons

Council is required to make a resolution on the tenders. When making a resolution, Council must take into consideration any comments from the Department of Environment Climate Change & Water, as they are the major funding partner in the project.

Options

The tenderers were advised that Council would not necessarily accept the lowest tender and that a value for money assessment would be made. The tenderers were advised that assessment of their tender would be based on the following criteria;

- Demonstrated level of understanding 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.
- The proposed methodology, in particular the methodology to be adopted in addressing the identified local issues, and depth of understanding that it is likely to produce.
- The consultant's current capacity and resources to work to the program as presented by the consultant, and
- A program of consultation adequate to ensure the considered views of the FMC and all other interested parties are taken into account as part of the preparation of the data collection, review and assessment report.

Advice will be received from DECCW on the technical merit and proposed methodology of each tender. Of particular concern to Council is the level of face to face consultation with the community and with the Floodplain Management Committee. In this regard, the approach by each tenderer has been summarized and is shown in attachment 1.0.

Advice will also be received from Council's Director Environmental Services regarding each tenderer's approach to meeting expectations in relation to town planning.

Financial Considerations

There is no specific allocation in either the 2009/10 or the draft 2010/11 budget for the Baradine Floodplain Management Plan project. However, Council will receive \$45,000 from the State Government in 2009/10 from a funding program based on a one third contribution from Council, that is, \$22,500. There is an amount of \$24,000 held by Council in a restricted asset account for the project.

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Council has been advised by the State Government that \$32,000 has been made available for the project in draft estimates for 2010/11. Council will need to contribute \$16,000 towards the project to take advantage of this funding. That is, the total potential funding amount for the project is \$115,500, with Council contributing \$38,500 of this amount.

The prices submitted by each of the four tenderers are detailed in attachment 2.0.

RECOMMENDATION

Council consideration (A recommendation is expected to be provided to Council at the meeting on 20 May 2010).

Attachment 1.0

Community Consultation – Features of Each Tender

Lyll & Associates <ul style="list-style-type: none">• Attend five (5) meetings in Baradine. Including two ½ day public forums• Preparation and publication of newspaper article• Preparation of two(2) questionnaires
SKM <ul style="list-style-type: none">• Attend five(5) meetings in Baradine. Including one ½ day public forum.• Preparation of one questionnaire and brochure – delivered by Council
Umwelt <ul style="list-style-type: none">• Attend five(5) meetings in Baradine. Including one ½ day public forum on a weekend day.• Creation of special website for collection of information.
Worley Parsons <ul style="list-style-type: none">• One meeting in Baradine. Including public forum.• Preparation and publication of newspaper article• Preparation and mail out of questionnaire and brochure

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Attachment 2.0 – Tender Prices

Item	Description of Activity	Fee \$(Excl GST)			
		Lyall & Associates	Sinclair Knight Merz	Umwelt	Worley Parsons
	Stage 1				
1	Project Inception	1,200.00	1,754.00	740.00	4,200.00
2	Detailed Site Inspection	2,400.00	1,408.00	9,900.00	4,620.00
3	Community Consultation	1,680.00	3,941.00	3,110.00	5,200.00
4	Compile and Review Available Information	1,680.00	1,309.00	4,810.00	4,960.00
	Stage 2				
5	Hydrological Modelling	5,200.00	4,155.00	3,020.00	7,040.00
6	Hydraulic Modelling	6,160.00	7,546.00	6,500.00	12,760.00
7	Design Flood and Flood Levels	3,120.00	3,390.00	4,100.00	10,200.00
	Stage 3				
8	Identify Floodplain Management Measures and Options, and Risk Assessment	5,600.00	6,593.00	7,200.00	13,140.00
9	Estimates of Flood Damages and Mitigation Costs	4,960.00	3,155.00	5,000.00	7,980.00
10	Economic Evaluation of Floodplain Management Options	2,320.00	2,566.00	3,880.00	10,840.00
	Meetings				
11	Meetings with Council, the FMC and/or Community	5,920.00	11,730.00	12,530.00	11,680.00
	Reports				
12	Progress Reports	560.00	772.00	2,200.00	1,540.00
13	Draft Data Collection, Review and Survey Brief	2,160.00	1,587.00	1,890.00	3,520.00
14	Draft Flood Study Report	7,040.00	3,174.00	11,240.00	6,160.00
15	Final Flood Study Report	1,760.00	503.00	3,550.00	2,320.00

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16	Draft Floodplain Risk Management Plan	6,080.00	4,478.00	12,140.00	7,100.00
17	Final Floodplain Risk Management Plan	1,760.00	1,284.00	2,570.00	2,020.00
	Disbursements				
18	Travel	4,000.00	3,950.00	7,250.00	5,000.00
19	Printing Data Collection Review and Survey Brief	200.00	150.00	400.00	250.00
20	Printing Draft Report	400.00	300.00	400.00	480.00
21	Printing Final Report	400.00	300.00	4,600.00	480.00
	SUB TOTAL (LUMP SUM)	\$64,600.00	\$64,045.00	\$107,030.00	\$121,490.00
	<i>Umwelt Contribution to Project Budget</i>			-\$27,080.00	
	TOTAL (LUMP SUM)	\$64,600.00	\$64,045.00	\$79,950.00	\$121,490.00

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3.4 WASTE COLLECTION CONTRACT FOR SOUTHERN AREA OF SHIRE FOR THE PERIOD 2010 -2015

Background

Tenders have been invited for kerbside collection of waste from the towns of Coolah, Dunedoo, Mendooran and along roads and villages in between. The contract involves collection of both 120litre and 240litre bins over four days each week and disposal at the Coonabarabran landfill. The contract is expected to commence 1 June 2010 and is for a duration of five(5) years.

Four tenders were received and Council is required to make a resolution on the tenders.

issues

The prices tendered are based on price per bin collected, which in turn has an impact on user charges. The price of the service is an important factor in assessing tenders but another important factor is reliability in providing the service. The Contractor providing the weekly collection of the waste will be the face of Council for many residents and, as such the service needs to be reliable and effective.

Council's waste strategy includes the kerbside collection of recyclable products by day labour. That is, a recycling collection will coincide with wheelie bin collection days and any change to routes must keep this fact in mind.

The current number of bins being collected in the southern area is around 950 per week. However, the routes may be expanded and a collection service offered to property owners along rural roads. The contract allows for an increase in the number of bins collected per week.

options

There is a significant variation in price between the lowest and highest tender prices. Council should only award the contract to a tenderer where prices are realistic. That is, assessment needs to be made of whether or not a tenderer can provide the service and remain financially viable.

Council may wish to consider undertaking the collection service using Council owned resources and employees. An 'in house bid' was submitted by Council's Manager Urban services with two options. Option 1 involves utilising Council's existing truck whereby a second shift is created to collect the bins in the southern area between 12 Midday and 8pm on each of the four days. Option 2 involves purchasing a new truck and basing it in the southern end. Both options involve employing another truck driver.

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The reliability and performance of the existing Contractor over the last five(5) years has generally been satisfactory. The existing Contractor has submitted a tender for the next five year contract.

Financial Considerations

The tender prices received for the next five year contract are given in attachment 1.0 The attachment also provides detail of the price currently being paid for the service

The cost of the kerbside waste collection service is recoverable through charges against the property owner. Over the last the five years, the domestic waste collection charge for properties covered under the contract was around 32% higher than properties in the northern area of Shire. At the time of awarding the contract in 2005, Council was aware of this differential and accepted it on the basis of retaining a local person as the Contractor.

The impact of the proposed tender prices on user charges is yet to be determined and may be the subject of another report. However, it is clear that if the lowest tender is not accepted in favour of the existing local contractor there, the cost to users will be around \$13 per bin per year, based on the collection of 1150 bins per week.

RECOMMENDATION

The five year contract for the kerbside collection of domestic and non domestic non recyclable waste is awarded to Coona Waste Disposal

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Attachment 1.0 – Tender Prices

Item No	Description	Unit	Quantity	Disposal at Coonabarabran Landfill				Current Rates Rate \$ / Bin (incl GST)	
				Coona Waste Disposal	FapCorp Pty Ltd	RJ Johnson	WSC (Option 1)		WSC (Option 2)
1	<p>Day 1 All streets in Mendooran and half in Dunedoo.</p> <p>Day 2 Half of all streets in Dunedoo, all streets in Craboon, Cobbora, Neilrex, Merrygoen and along MR334 (Mendooran Road).</p> <p>Day 3 Half of all streets in Coolah, all streets in Leadville, Uarbry and along Tongy Road and Vinegaroi Road.</p>	Bins / Week	Between 1 & 1150	\$2.75	\$2.95	\$3.00	\$2.91	\$3.60	\$3.61

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	Day 4 Half of all streets in Coolah, all streets in Weetaliba and along Piambri Road.												
2	As for Item No 1.	Bins / Week	Between 1151 & 1400	\$2.75	\$3.90	\$2.60	\$2.36	\$3.05					
3	As for Item No 1.	Bins / Week	Between 1401 & 1600	\$2.60	\$3.90	\$2.40	\$2.13	\$2.67					
4	Special one off collection in either Coolah, Mendooran or Dunedoo.	Bins / Week	Between 1 & 50	\$2.75	\$5.30	\$6.00	\$2.92	\$3.60					
5	Weekly collection of street tidy bins in Coolah, Mendooran and Dunedoo	Bins / Week	Between 1 & 25	\$2.75	\$5.30	\$3.00	\$2.92	\$3.60					

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3.5 DUNEDOO RECYCLING FACILITY – SOLAR POWER

At the April meeting Council received formal notification in regards to the acceptance and execution of the Australian Government RLCIP funding agreement to enable the construction of a southern waste recycling facility at Dunedoo. Council requested that an investigation be conducted into the possibility of installing solar power and that a report be brought back for consideration (**Resolution No 334**).

Grid Connection

This project involves extension of Country Energy's 3 Phase electricity network to the Waste Recycling Facility located on Avonside Road; creation of an easement on private property through which the line will run and establishment of a 50kVA pole mounted substations at the facility. Country Energy have referred this project to external contractors.

Onsite meetings and quotations have been sought for both the design and construction works with received to date the following;

Design	\$ 1,911
Network Fees	\$ 3,942
Construction	\$ 56,822
TOTAL	\$ 62,675

Revised Budget

A revised budget has been prepared utilising new quotations with net surplus/deficit to date;

	Budget	Revised	+/-
Planning and Design	5,000	5,000	
Development Application	2,665	1,506	(1,159)
Processing Shed and Slab	142,937	111,162	(31,755)
Shed/Facility fitout	27,063	27,063	
Hard stand areas/Loading Docks	10,000	10,000	
Extension Mains Power	40,000	62,675	22,675
Easement for mains power	NIL	5,000	5,000
Fencing Upgrade	4,000	4,000	
Processing Equipment	29,337	29,377	
Sealing Roadworks	10,000	10,000	
TOTAL	271,002	Net Surplus/Deficit	(5,239)

So whilst the extension to mains power is over budget and creation of easement costs essential, this has been offset with better than expected DA and shed/slab construction components to provide net savings to date of \$5,239.

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Solar Power

Advice has been sought from Solarchoice™, who provide a free Australia wide service to both home and commercial installations.

In summary there are a number of options for solar power to consider;

1. Grid Connected System

The Powerlines are constructed and facility connect to grid, with a simple 10kW system that would generate on average 45kWh of energy per day and offset 90% of the electricity demand. Operations could potentially benefit from a 'Feed in Tariff'.

2. Remote Power Generation

Incorporates Solar with battery storage, the size of the solar and battery backup will be dependent on energy load profile. As Solar will be required to meet all energy needs the facility will need a 15kW system minimum.

3. Hybrid Solar/Diesel Generation

This option will still utilise solar to provide the base load power to the facility with a diesel generator to provide the extra energy requirements during low light and high power demand times.

Electricity accounts from the Coonabarabran Recycling Facility have been used to quantify energy load profile with the following specifics;

- Facility is open 5 days per week (Mon - Fri)
- Lights are operational 8.5 hours per day (8.00am - 4.30pm)
- The Press would be used maximum 5 hours at a time (11.00am - 4.30pm)
- There is a hot water system

Based on the above information, there is an average daily use of 50-55kWh. However as the facility is only operational 5 days a week this is actually 70-77kWh required for Monday to Friday, and there is a peak draw of 15-20kW could be expected.

As the cost to connect to the grid is significant, Solarchoice™ investigated first a stand alone system; being a Remote Power Generation or a Hybrid Solar/Diesel Generation option. Based on the average daily use and storage capacity requirements a preliminary cost estimate is \$240,000. These options have therefore been deemed cost prohibitive.

A pricing and appraisal of a Grid Connected System was therefore provided.

Grid Connected System

The estimated cost to install a 10kW Solar Power system at the Dunedoo Recycling Facility is \$50,000 however the Solarchoice™ Commercial Contracts Manager believes this indicative cost that if taken to competitive quoting level would be better than this.

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Since the draw and energy load of the facility occurs during a daytime peak that could be replaced easily by solar minimising the storage requirements, it is recommended that a 10kW system would be suitable to provide 80-90% of the electricity required. Attached under separate cover for Councillors information are some payback calculations for a \$50,000 investment cost. Scenario 1; Offsetting the cost of installation, is the only relevant payback scenario to this discussion and would take 7 years to recover the cost of installation. Council will save the difference between solar power generated onsite (80-90%) and what is required to be drawn from the grid (10-20%). Any surplus electricity fed into the Country Energy grid from the solar power generation is done at no cost benefit to the operation.

Whilst scenario 3: Feed in Tariff offers to Council a payback of 4-5 years, this program is currently limited to small businesses and residential locations in NSW. Electricity generated by solar power is purchased at a rate of \$0.60 per kWh and limited to a 10 kW system.

However, a formal review by the NSW Government of the Feed in Tariff is currently underway which will be completed by the end of June 2010. There has been a variety of industry submissions requesting the inclusion of commercial and government sites into this program. If this was to occur it would make a great case to install solar power on all of Council buildings that have viable space.

Hypothetically under a Feed in Tariff scheme, we would use the solar energy first on site and then any excess created at the time of generation would be fed back into the grid and credited to the electricity account at the net rate. Even if we were to use more electricity than generated, it is all about time of generation for the feed in so could still expect to be credited with up to half the electricity generated onsite by solar.

Notwithstanding the above the current energy price and projected energy price increases still makes a solid case for investing in solar power with the forecast payback being 7 years.

There are some opportunities to save on future electricity costs, regardless of the decision to proceed with solar such as;

- a. Replacing the hot water system with a solar hot water system with a capacity beyond what is required so does not require boosting and installing an emergency booster.
- b. Utilising energy efficient lighting, be it light emitting diode (LED) or compact fluorescent (CFL), which would greatly reduce the lighting energy load.

The shed is being designed to accommodate solar panels and positioned onsite with a northerly aspect.

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There are no grant funds to install the solar power equipment or hardware; and as noted above the savings made by way of a Feed in Tariff are under review. Should Council wish to fund the installation of solar power an additional \$50,000 from the waste management budget will be required.

RECOMMENDATION

That Council proceeds to extending Country Energy's 3 Phase electricity network to the Waste Recycling Facility that involves creation of an easement on private property through which the line will run and establishment of a 50kVA pole mounted substations at the facility and **FURTHER** when the NSW Feed in Tariff review is completed another assessment of the installation of a Grid Connected Solar Power PV system and level of payback be undertaken.

.....
KEVIN TIGHE
DIRECTOR TECHNICAL 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 ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 REPORT ON HERITAGE ACTION PLAN 2009/2010

Background

During the 2009/2010 financial year activity has generally focused on providing advice to community groups and individuals managing heritage items and buildings in conservation areas, providing advice to Council on urban design issues, and supporting Council initiatives.

Achievements

The following has been achieved in 2009/2010.

- Erection of a fence around the Field Family Cemetery, Coonabarabran.
- Monitoring of works on the Purlawaugh Mechanics Institute.
- Recording of three heritage places within the eastern section of the former Goonoo State Forest.
- Development of Conservation Management Strategy for the Binnaway Railway Pump House.
- Preparation of Conservation Guidelines and Maintenance Checklist for St Matthews Anglican Church, Leadville.
- Provision of assistance with relocation of the Cobborah Hall to its original site within the village.
- Advice provided on developments affecting heritage places, including:
 - Former Bank of New South Wales, Dunedoo
 - Imperial Hotel, Coonabarabran
 - Monte San Angelo, Dunedoo
 - Sacred Heart School, Coolah
 - Bakery in Binnia Street, Coolah
 - Crane Building site, Coonabarabran
- Provision of advice regarding possible solar installations in Bolaro Street, Dunedoo.
- Provision of assistance to Community Co-ordinators on matters related to heritage.
- Provision of assistance to Coonabarabran DPS regarding design and publication of their pictorial history of Coonabarabran.

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- Provision of assistance to the Binnaway Progress Association regarding re-printing of *Binnaway on the Castlereagh*
 - Development of a 2010/2013 Heritage Strategy

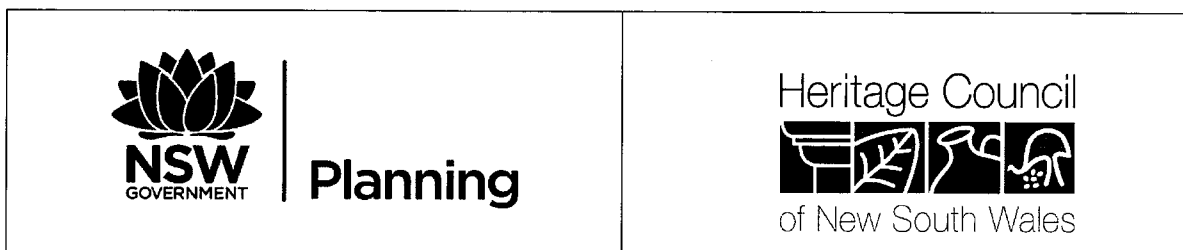
RECOMMENDATION

That Council adopt the report on the Heritage Advisory Service for 2009/2010 and adopt the 2010/2013 draft Heritage Strategy.

WARRUMBUNGLE SHIRE COUNCIL

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Attachment 1



Your Council name: Warrumbungle Shire Council

NSW Heritage Grants

Local Government Heritage Management Program

Template for Heritage Strategy Annual Report 2009-2010

Background

A requirement of the *NSW Heritage Grants* Local Government heritage advisor program is that each Council must prepare, adopt and implement a three year Heritage Strategy for 2008/9 to 2010-11. This strategy must be based on the Heritage Branch Department of Planning publication, '*Recommendations for local council heritage management*'.

Local government heritage advisor annual reporting requirements for 2009-10

As part of the funding agreement for your heritage advisor, Council must prepare and submit an annual report on the implementation of your Council's Heritage Strategy to your local Council and the Heritage Branch by 30 May each year. Generally this report will be prepared by your Council's heritage advisor and heritage officer.

All Councils to use this Heritage Strategy Annual Report template

The 2009-10 heritage strategy annual report template outcomes and indicators are based on a standardised heritage strategy developed from the '*Recommendations for local council heritage management*' publication available on the Heritage Branch website at www.heritage.nsw.gov.au and search the publications.

Council's must use this reporting template to summarise your Council's achievements throughout the year. You should complete this locked word document template electronically by inserting your responses as follows:

1. Fill in the key performance indicator data in the **grey areas** for each heritage strategy recommendation.
2. Using this data, complete the **grey areas** for all four evaluation questions for each outcome.
3. If you would like to include extra information about and for your Council, please add your comments in the 'optional comments' **grey area**.

Please do not alter or change the template. This template is now a locked word document.

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The Heritage Branch will collate this data into an annual report on the NSW Heritage Grants Local Government Heritage Management program. This report will be made available on the Heritage Branch website Local Government Heritage Management information page.

Lodging your heritage strategy annual report

As per the heritage advisor agreement, a copy of this annual report must be:

1. Lodged with your Council for adoption.
 2. Lodged with the Heritage Branch along with claims for payment by 30 May each financial year.
-

Recommendation 1

Establish a heritage committee to deal with heritage matters in your area

Outcome 1 (Caring for our heritage)

Increased community participation, awareness and appreciation of heritage in the local area

Key Performance Indicators

Heritage committee established	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Heritage committee constituted under S377 of Local Government Act	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>
Heritage policy written and adopted by Council	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Heritage committee advice/input to council decision making	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of pieces of advice/input to Council decision making <i>Optional comments</i>
Local heritage consultants directory established	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>
Local services and suppliers directory established	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Engagement with the community is implemented through local community co-ordinators, progress committees and Local Aboriginal Land Councils.
2. What were the key results or achievements for this year? Round table discussions with Community Co-ordinators from all villages regarding heritage matters.

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3. Were there any challenges or disappointments that had a major effect on your results?
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue with existing arrangements

Recommendation 2

Identify the heritage items in your area and list them in your local environmental plan.

Outcome 2 (Knowing and valuing our heritage)

Increased knowledge and proactive management of heritage in your local area

Key Performance Indicators

Community based heritage study completed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date completed July 2006 Date/s reviewed and updated # 171 of heritage items recommended for inclusion in your LEP heritage schedule <i>Optional comments</i>
Aboriginal heritage study completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
No. of heritage items included in existing LEP heritage schedule	# 12 of heritage items included in LEP heritage schedule Date completed Date/s reviewed and updated <i>Optional comments</i>
Council has gazetted a principal LEP with model heritage provisions in accordance with Standard Instrument (LEPs) Order	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date gazetted <i>Optional comments</i>
Statement of significance for all heritage items in existing LEP	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date completed July 2006 Date/s reviewed and updated <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Heritage Study completed.

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2. What were the key results or achievements for this year? Working with Rural Fire Service to prepare a bushfire reference map for heritage items within the Warrumbungle Shire. Additional items have been identified in conjunction with National Parks & Wildlife Service.
 3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
 4. What will you do next year? Continue to record heritage places across the shire.
-

Recommendation 3

Appoint a heritage and urban design advisor to assist the council, the community and owners of listed heritage items.

Outcome 3 (Caring for our heritage)

Increased community participation and proactive heritage and urban design management in your local area

Key Performance Indicators

Site visits	# 25 of heritage site visits undertaken <i>Optional comments</i>
Heritage/urban design advice given	# 7 of heritage/urban design advice given <i>Optional comments</i>
Pre DA advice given on heritage/urban design issues	# 6 of pre DA advice given on heritage/urban design issues <i>Optional comments</i>
Advice to Council DAs provided on heritage/urban design projects	# 3 of advice to Council DAs provided on heritage/urban design projects <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Heritage Advisor is active in visiting heritage places. Development activity remains at a constant low level.
 2. What were the key results or achievements for this year? Active engagement on design issues affecting Coonabarabran, Coolah and Dunedoo.
 3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
 4. What will you do next year? Continue to engage with the community in relation to heritage and urban design.
-

Recommendation 4

Manage local heritage in a positive manner

WARRUMBUNGLE SHIRE COUNCIL

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Outcome 4 (Caring for our heritage)

Proactive heritage and urban design management in your local area

Key Performance Indicators

Heritage DCP	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Urban design DCP	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Waive or reduce DA fees	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>
Adopt a flexible approach to planning and building requirements	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
 2. What were the key results or achievements for this year?
 3. Were there any challenges or disappointments that had a major effect on your results?
Briefly describe and show what action has been taken to address this.
 4. What will you do next year? Work towards developing relevant DCPS.
-

Recommendation 5

Introduce a local heritage incentives fund to provide small grants to encourage local heritage projects

Outcome 5 (Caring for our heritage)

Increased community participation and proactive conservation and management of heritage in your local area

Key Performance Indicators

Local heritage fund operational	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>
Heritage projects funded with this years funding	# of heritage projects funded this financial year
Total project value	Total \$ project value
Total local heritage fund contribution	Total \$ contributed by local heritage fund

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Total owner contribution to project	Total \$ contributed by local heritage owner to heritage project
**Heritage projects that contribute to local tourism	# of heritage projects that contribute to local tourism <i>Optional comments</i>
**Projects created paid employment	# of jobs created <i>Optional comments</i>
**Projects created volunteer opportunities	# of volunteer hours contributed <i>Optional comments</i>

*** These indicators are important NSW Government indicators related to tourism, jobs and employment creation and must be completed.*

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. Budget constraints limited Council's ability to introduce a local heritage fund.
4. What will you do next year? Continue attempts to establish a local heritage fund within Council budget constraints.

Recommendation 6

Run a heritage main street program

Outcome 6 (Caring for our heritage)

Council, owners and the community actively participate in attractive and well managed heritage main streets

Key Performance Indicators

Heritage main street committee operational	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>
Heritage main street study completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Heritage main street study recommendations implemented	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed <i>Optional comments</i>
Heritage main street program expanded to other main streets in LGA	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>

WARRUMBUNGL E SHIRE COUNCIL

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Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Heritage Main Street programs not yet implemented.
2. What were the key results or achievements for this year? Heritage Advisor is effectively working with Council staff and Community Co-ordinators to manage heritage main streets.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue current activities and attempt to establish a main street programme in Coonabarabran.

Recommendation 7

Present educational and promotional programs

Outcome 7 (Valuing our heritage)

Increased awareness and appreciation of heritage by the Council, owners and the community in your local area

Key Performance Indicators

Heritage information available for LGA (eg brochures, website, guidelines etc)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date/s originally set up May 2007 Date/s reviewed and updated <i>Optional comments</i>
Heritage promotional events held (eg National Trust Heritage Festival, local heritage festivals, heritage awards scheme, main street festivals etc)	# 0 of heritage events held in last financial year <i>Optional comments</i>
Local/regional heritage tourism strategy completed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date completed December 2007 Date/s reviewed and updated <i>Optional comments</i>
Heritage trail completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Heritage training for staff	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> # 7 staff attended training <i>Optional comments</i>
Heritage training for Councillors	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # Councillors attended training <i>Optional comments</i>
Heritage training/workshops for heritage owners	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of owners attended training

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	<i>Optional comments</i>
Heritage training /workshops for local professionals	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of local professionals attended training <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year? In addition to the above Council's Heritage Advisor worked with two local progress and historical societies who are preparing and publishing local histories.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Develop a regional network for owners of historic homesteads and woolsheds.

Recommendation 8

Set a good example to the community by properly managing places owned or operated by the Council

Outcome 8 (Caring for our heritage)

Council proactively conserves and manages its heritage assets

Key Performance Indicators

Council has a asset management plans with action plans for heritage assets	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>
CMPs/CMS prepared for state significant heritage assets	# 0 of CMPs/CMS prepared for state significant items this financial year <i>Optional comments</i>
Annual works budget secured for heritage asset maintenance and repairs	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council is continuing to prepare CMS for all Council-owned heritage items.
2. What were the key results or achievements for this year? CMS prepared for Binnaway Railway Pump House. Council's heritage asset conservation management programme was featured in the regional state of the environment report.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue CMS program for Council-owned heritage items

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Recommendation 9

Promote sustainable development as a tool for heritage conservation

Outcome 9 (Caring for our heritage)

Proactive heritage and sustainable development in your local area

Key Performance Indicators

Heritage Development Application approvals for adaptive reuse works	# 0 of adaptive reuse DA approvals <i>Optional comments</i>
Development Application approvals for regeneration and urban design works	# 0 of urban design /regeneration DA approvals <i>Optional comments</i>
Heritage Development application approvals for infill and/or additions works	# 3 of infill/additions DA approvals <i>Optional comments</i>
Pre- DA advice and advice given on sustainable and energy efficient modifications (power, water, waste, carbon neutral)	# 4 of pre-DA advice and advice given on sustainable and energy efficient modifications <i>Optional comments</i>
Sustainability and heritage awareness courses for councillors, council staff, heritage owners and community	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of people who attended training <i>Optional comments</i>

Evaluation: (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? There is currently little activity in this area.
 2. What were the key results or achievements for this year?
 3. Were there any challenges or disappointments that had a major effect on your results?
Briefly describe and show what action has been taken to address this.
 4. What will you do next year? Prepare information sheets on heritage and sustainable development.
-

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Attachment 2

Warrumbungle Shire Heritage Strategy 2010-2013

Introduction

This Heritage Strategy for 2010/2013 has been prepared to meet the requirements of the Heritage Branch, NSW Department of Planning Three Year funding agreement to support local government heritage management in NSW.

Warrumbungle Shire includes the townships of Coonabarabran, Coolah Baradine, Binnaway, Dunedoo, Leadville and Mendooran, and numerous other localities and villages including Cobborah, Goolhi, Kenebri, Rocky Glen and Uarbry. The shire also includes extensive nature conservation areas including parts of Warrumbungle National Park, Coolah Tops, and the Pilliga National Park and related nature reserves. It also includes the scientifically important Siding Springs Observatory and Anglo-Australian Telescope.

The Warrumbungle Shire Heritage Strategy contains a series of objectives designed to ensure the effective management of the shire's cultural heritage. The strategy covers the following key performance areas and outcomes proposed by the Heritage Branch, NSW Department of Planning:

1. Caring for our heritage.
 - Increased community participation, awareness and appreciation of heritage
 - Increased community participation, and proactive heritage urban design and management
 - Proactive heritage and urban design management
 - Increased community participation, and proactive conservation and management of heritage
 - Council, owners and the community actively participate in active, attractive and well managed heritage main streets
 - Council proactively conserves and manages its heritage assets,
 - Proactive heritage and sustainable development within the Council area.
2. Knowing and valuing our heritage
 - Suggested knowledge and proactive management of heritage
3. Valuing our heritage
 - Increased awareness and appreciation of heritage by the Council, owners and the community
 - Proactive heritage and sustainable development

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Implementation of the Heritage Strategy will be the responsibility of relevant Council Managers and the Warrumbungle Shire Heritage Advisor. The Heritage Advisor will be responsible for review of the Heritage Strategy.

1. Caring for our heritage

1.1 Increased community participation, awareness and appreciation of heritage

Aim:

To encourage the community to be actively involved in the conservation and promotion of the cultural heritage of the Warrumbungle Shire.

Actions:

- Prepare and adopt a Council heritage policy
- Maintain a list of suitably qualified heritage consultants
- Maintain a list of suppliers to support heritage management.
- Promote good heritage practice among community groups and managers of heritage items.
- Assist community groups to properly manage heritage places under their control by providing timely advice and assistance with management planning.

1.2 Increased community participation, and proactive heritage urban design and management

Aim:

To encourage an ongoing dialogue between Council and the community regarding urban design and management of streetscapes in the Warrumbungle Shire.

Actions:

- Provide free advice to property owners, including on-site consultations as required.
- Provide heritage/urban design advice to Council and property developers.
- Provide advice on heritage/urban design issues prior to Development Applications being prepared.
- Provide Council with heritage/urban design advice on development applications.

1.3 Proactive heritage and urban design management

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Aim:

To encourage the conservation of the heritage values important in the Warrumbungle Shire when making decisions affecting urban design.

Actions:

- Encourage the conservation of heritage values in the management and development of places by waiving or reducing Development Application fees, and adopting a flexible approach to planning and building requirements for heritage places listed in the Warrumbungle Shire LEP
-

1.4 Increased community participation, and proactive conservation and management of heritage

Aim:

To engage with and support the community in managing and promoting heritage places within the Warrumbungle Shire.

Actions:

- Establish and promote a local heritage fund to support conservation and restoration works on heritage places.
 - Support the development of heritage projects that contribute to local tourism, including;
 - An Art Deco Heritage Trail in Coonabarabran, Mendooran, Dunedoo and Coolah,
 - A forest industry heritage trail in Baradine and the Pilliga,
 - Promotion of the rail heritage of Binnaway,
 - Continue to support community initiatives such as Camp Cypress, Burra Bee Dee Mission and Sculptures in the Scrub.
 - Support the establishment of an information sharing network for owners of heritage homesteads and woolsheds.
 -
-

1.5 Council, owners and the community actively participate in active, attractive and well-managed heritage main streets

Aim:

To create vibrant, attractive and welcoming main streets in the towns and villages of Warrumbungle Shire.

Actions:

- Develop a heritage main street programme in Coonabarabran.

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- Explore the possibility of developing main street programmes in Baradine, Binnaway, Dunedoo and Mendooran.

1.6 Council proactively conserves and manages its heritage assets

Aim:

To ensure that Council is seen to be taking leadership in the responsible management of the community's heritage assets.

Actions:

- Prepare conservation management plans/conservation management strategies for Council owned heritage items.
- Ensure annual works budgets cover heritage asset maintenance and repairs.
- Review management plans and activities for Council owned heritage items to ensure the cultural heritage of the items is protected.
- Monitor the condition of Council owned heritage items consistent with the requirements of conservation management plans/conservation management strategies.
- Monitor the condition & maintenance of non-Council owned heritage items during travel around the shire to undertake other tasks.

1.7 Promote sustainable development as a tool for heritage conservation

Aim:

To encourage practical approaches to heritage conservation to support sustainable development.

Actions:

- Work with property owners and developers to:
 - Encourage the adaptive re-use of heritage structures, rather than demolition and re-development.
 - Encourage re-generation projects and urban design that respect the cultural heritage of the shire.
 - Ensure infill development meets accepted sustainability requirements.
- Provide pre DA advice on matters affecting the sustainability of buildings.
- Provide learning resources and learning opportunities for sustainability and heritage awareness to Councillors, Council officers, owners of heritage properties and the community.

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2. Knowing and valuing our heritage

2.1 Increased knowledge and proactive management of heritage

Aim:

To identify and appropriately record the cultural heritage of the Warrumbungle Shire.

Actions:

- Continue the process of identifying and recording Aboriginal heritage items in the warrumbungle Shire.
- Continue the process of recording heritage items in the Warrumbungle Shire.
- Continue to engage with community groups to identify heritage items.

3. Valuing our heritage

3.1 Increased awareness and appreciation of heritage by the Council, owners and the community

Aim:

To ensure that the community of the Warrumbungle Shire understands and cares for its cultural heritage.

Actions:

- Make heritage information available for the Warrumbungle Shire by maintaining heritage information brochures and links to other relevant websites on Council's website.
- Work with community organisations to develop and conduct heritage promotional events.
- Ensure relevant Council Officers have skills appropriate to the effective management of cultural heritage by;
 - Preparing and providing briefings on relevant cultural heritage principles and practices.
 - Providing relevant learning resources and information regarding learning opportunities.

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4.2 RIVERSIDE RESERVE DUNEDOO – REQUEST TO LEASE

Tenders were called in September 2009 seeking interest in leasing Council controlled parcels of land for the purpose of grazing stock for a period of three years, terminating 31 December 2012.

Reserve 89588, known as Riverside Reserve, Dunedoo was one such parcel, however no tenders were received to lease the land.

In December 2009, after the tender period closed, Council received an offer from Mr Rouse of Dunedoo to lease the area at an annual rental of \$70. This offer was rejected as Council was considering possible funding options for rehabilitation projects in this area and the previous lessee had been paying \$110 per annum.

Mr Rouse again wrote to Council in April 2010 advising that as he has adjoining land to this Reserve he would like to secure the area to undertake control of the weed infestation there, which adversely affects his property downstream, and to keep the area maintained and securely fenced. Mr Rouse has now offered \$220 per annum.

In light of the Reserve remaining vacant, the increased offer and the knowledge that the area will be well maintained and kept free of weeds, I suggest a review of Council's previous decision.

RECOMMENDATION

That Council accede to the request to lease Riverside Reserve Dunedoo at an annual rental of \$220, in line with Council's current Lease Agreement, and that Mr Rouse be informed of Council's decision.

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4.3 APPLICATIONS RECEIVED FOR MONTH OF APRIL 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 112/0910	08/04/2010	Cheyne Morgan	Pampoo Street	Mendooran	Erect Shed & Extend Slab	Approved
DA 113/0910	08/04/2010	Caine Thompson	Cassilis Street	Coonabarabran	Add Family Room to Residence	Approved
DA 114/0910	08/04/2010	Michael Angus	Chappel Avenue	Coonabarabran	Boundary Adjustment	Approved
CDC 115/0910	16/04/2010	Beverly Ogle	Farnell Street	Mendooran	New Shed & Washroom	Pending
CDC 116/0910	12/03/2010	Blackett Maguire / Private Certifier	Digilah Street	Dunedoo	Library Extension & Refurbishment	Approved
DA 117/0910	20/04/2010	Glenn Halliday	Warrumbungles Way	Binnoway	New Residence & Demolition of Old	Pending
DA 118/0910	21/04/2010	Rosalind Pearce	Charles Street	Coolah	Dual Occupancy, (Granny Flat)	Pending
CDC 119/0910	21/04/2010	Robin Glennister	Hill Street	Coonabarabran	Screen Enclosure	Pending
DA 120/0910	22/04/2010	WSC, Baradine Aerodrome	Baradine Aerodrome	Baradine	Install Toilet	Pending
CDC 121/0910	22/04/2010	Rowan Petit	Hospital Street	Coolah	New Residence & Demolition of Old	Pending
DA 122/0910	23/04/2010	Liz Easton	Baradine Aerodrome	Baradine	Install New Telecommunications Facility	Pending
CDC 123/0910	23/04/2010	Kevin Hookway	Wallaroo Street	Dunedoo	New Brick Veneer Residence	Pending

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WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE END MARCH 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
CDC 104/0910	22/03/2010	Tony McWilliam	Timor Street	Coonabarabran	Erection Of a Dwelling	Clock Stopped Waiting Further information

.....
TONY MEPPEN
ACTING DIRECTOR ENVIRONMENTAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

**ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT
THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20 MAY 2010 COMMENCING AT
11.00AM**

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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 BINNAWAY YOUTH GROUP - BINNAWAY HALL

Council has received a formal request from the newly formed Binnaway Youth Group to use the Binnaway Memorial Hall for a Youth and Sports Centre. At this stage the legal status of the group as a stand alone incorporated entity or subsidiary of an appropriate umbrella organisation is to be confirmed, however for the purposes of this report and recommendation, reference is made to the Binnaway Youth Group.

The facility will include gym equipment to be used by sports clubs for fitness and a Youth Drop in Centre with spaces for table tennis, board and play station games, relaxing and social interaction. This space is suitably located in town with the squash courts adjoining the hall, male and female toilets and kitchen area.

It is proposed that there would be moveable room dividers to separate the gym from the main hall area. The committee understands that gym and youth club equipment would need to be packed or stored away when the hall is required for casual hire purposes or community events such as Anzac Day. The committee is in the process of sourcing adequate public liability insurance and they are willing to undertake the cleaning, taking out of rubbish, supervision of all activities and implementation of all associated policies and procedures.

Council has been asked to provide this facility rent free and cover utility charges such as water use, electricity and building insurance.

The Binnaway Hall is not used on a regular basis so any damage incurred such as the lights not working, bird or water intrusion remains unnoticed. Lack of use over the years has resulted in a general deterioration of the facility. This is an opportunity for Council to support a healthy activity in a small town whilst utilising a community asset. Capital funds are currently being utilised to undertake some overdue repairs including the box gutter which overflows into the ceiling when it rains, exit lights, hand rails and egress

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locks/doors. This work will be completed prior to the Binnaway Youth Group moving in and commencing activities.

Council provides many facilities on a rent free basis from which community organisations conduct their activities. It is important however that a formal agreement is executed that documents each parties commitment, the intent of the facility use and legal and insurance responsibilities.

As established for the Coonabarabran Youth Club a formal Licence Agreement is proposed to formalise these arrangements. This has been attached under separate cover for Council's information. In summary Council will continue to fund utility charges, including rates and electricity, building insurance and general R&M expenses. The Binnaway Youth Group would be expected to have adequate Public Liability Insurance, be responsible for cleaning, monitoring access and supervision and compliance to Child Protection and OH&S Legislation for the activities undertaken at the hall.

RECOMMENDATION

That Council approves the principal of community organised Youth Drop In and Health and Fitness Sports Centre activities being conducted at the Binnaway Memorial Hall and **FURTHER** authorise the General Manager to sign and execute the Licence Agreement between Warrumbungle Shire Council and the Binnaway Youth Group and/or its legal parent organisation.

5.2 SMOKE FREE OUTDOOR AREAS – SPORTING FIELDS AND PLAYGROUNDS

Council received a report at the March 2010 meeting in regards to the Outdoor Smoke Free Outdoor Areas Grants Program, resolving that Council adopt a Smoke Free Outdoor Policy which includes banning smoking 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. (**Resolution No 318**)

The grant application to implement this policy has been successful pending the inclusion of '*grandstands and other spectator environs*' as part of the smoke free outdoor areas and a copy of the amended policy with confirmation of approval from Council being submitted.

The assessment panel, which includes representatives from Greater Western Area Health Service (GWAHS) and Cancer Council NSW Western Region felt that the omission of these areas would negate the benefits and outcomes that Council and the community aim to achieve by encouraging smoke free areas where people including children and families congregate to enjoy and watch sporting events.

The revised draft Outdoor Area Smoke Free Policy is attached for Council consideration.

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RECOMMENDATION

That Council adopt the Outdoor Smoke Free Areas Policy which includes banning smoking 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 including grandstands, canteens/kiosks and immediate spectator environs.

5.3 MACQUARIE REGIONAL LIBRARY (MRL) SERVICE AGREEMENT 2010-2014

The current MRL agreement involving the Councils of Dubbo, Narromine, Wellington and Warrumbungle expires on 31 August 2010.

Where two or more LGA's collaborate to deliver library services, the model is regarded as a regional library service. Regional library services are enabled under Section 12 (1) of the Library Act 1939 and are typically characterised by central administration and IT services, adoption of common library management systems, collections and membership cards and the opportunity for members to borrow from and return materials to any of the region's branch libraries.

The delivery of library services for many of the member council communities has been improved with access to resources on a scale possibly only through regional cooperation. Dubbo City Council is the only LGA with the scale to viably stand alone.

A review undertaken by State Library NSW public libraries branch in 2007 made a total of 29 recommendations relating to staffing, structure, the regional library network, funding formula, operational aspects, service levels and IT. As highlighted, the member councils with two or more service points contribute the same per capita rate as those with only one service point. SLNSW specifically noted the inequity of the per capita rate funding formula and recommended another based on a per capita rate with a +/- 'site' factor. This formula would most affect Warrumbungle Shire which since the inclusion of the former Coolah library service in 2005 has six service points. However to simplify and improve the member Council contributions to the provision of library services to each LGA, it is proposed to reset the base rate. The regional operational costs are then embodied into the MRL budget and take into account per site costs.

At the MRL Committee meeting held on 13 April 2010, the Committee resolved, in part, to adopt the following recommendations with regard to the review of the MRL Agreement and Service Delivery Model.

1. *That the new MRL Agreement be based on the SLNSW Regional Library Agreement template*

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2. *That the draft new MRL Agreement be circulated to the Participating Councils and the MRL Committee for consideration and comment by 30 June 2010*
3. *That a base rate of \$10.00 per capita be applied for the preparation of the Draft 2011-2012 Budget and indexed each year after by the annual rate pegging percentage increase as determined by the NSW Government*

Currently the MRL Committee makes a recommendation and seeks feedback from its member Councils in regards to the annual budget per capita rate with percentage increase and book vote. For the past 4 years this per capita increase has remained at rate pegging as determined by the NSW Government. The current per capita rate for 2010-2011 budget is \$9.21 with the book vote set at 10%.

The draft Service Agreement resets the per capita rate to \$10.00 from July 2011 with indexed increases to be set at rate pegging as per Resolution 3 above. The other significant change is the book vote will be set for term of this agreement from July 2011 at 15%. This in practical terms means that from 2011-2014 the MRL annual budgets may be set without the drawn out process of each Council adopting the recommendation for the per capita rate increase and book vote. This will provide a level of certainty and allow for better planning for delivery or enhancement of library services.

MRL is not incorporated and has no legal standing to employ staff, therefore Dubbo City Council is the Administering Council providing administrative support and function to MRL. Each member council has equal representation and the MRL committee comprises of two Councillors from each LGA.

A copy of the draft Service Agreement 2010-2014 is included (with the cover letter from MRL) under separate cover for Councillors' information. The new Service Agreement includes for the first time itemisation of service level provision, operating costs and budget items, assets and IT provision.

RECOMMENDATION

That Council authorise the General Manager to sign and execute on behalf of Warrumbungle Shire Council, as a delegate member Council, the Macquarie Regional Library Service Agreement 1 September 2010 – 31 August 2014; with a per capita base rate set at \$10.00 indexed each year from July 2012 by rate pegging as determined by the NSW Government and a book contribution set at 15%.

5.4 COMMUNITY TRANSPORT GARAGE COONABARABRAN

Council resolved at the October 2009 meeting to grant permission for lodgement of a Development Application (DA) for the building of the Community Transport garage in the Coonabarabran Community Care office car park site (Resolution No 133). This is to be located in the town hall/RFS carpark area at the rear of the Community Services building at 27 John Street Coonabarabran.

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The application was a complying development (CDC) and was duly approved (CDC 75/0910). Letters were sent to neighbouring properties, including the RFS advising of this approval for the proposal seeking public comment prior to the project being given the go ahead. The approval of a CDC is one step, the actual construction however is another. Council may wish to forgo this CDC approval on the basis that it will create more inconvenience to the public than benefits to the Community Care office staff and volunteers.

The proposed colourbond shed is 13.5 m x 6 m with 4 roller doors. It will house Community Transport and Meals on Wheels vehicles and equipment.

This shed will result in a reduction of available car, service and emergency vehicle parking spaces by 5 vehicles at the Town Hall/RFS car park. This is not an issue, until there is a large function at the hall or a fire emergency, such as that experienced in October 2006. So could be a limiting factor for car parking capacity on an estimated 15 separate occasions per year.

On the up side, it will provide a safe and convenient location next to the Community Care offices, for Community Transport volunteers to collect and park vehicles in both early mornings and evenings with easy access by staff for monitoring and control.

RECOMMENDATION

That Council grants final permission for the construction of the Community Transport Garage as approved by Complying Development Certificate No: 75/0910.

5.5 PHOTOGRAPHY OUTBACK DEVELOPMENT (POD) PROJECT - COOLAH

Following the completion of the 'CoolArt Strategy' in 2009, the Coolah and District Development Group (CDDG) has developed a project around all things 'Photographic'. An opportunity to secure a valuable and unique collection of prints and photographic equipment from a local renowned photographer has fast tracked this concept to a stage now that CDDG are seeking in principle support from Council. In principle support does not commit council to and there is no expectation of a financial contribution from Council.

There are vacant properties in the main street of Coolah that would provide the ideal location for a permanent exhibition/museum space, a cluster of business/professional enterprises sharing office space, a workshop centre, a training and community facility, a restaurant and side line businesses. These premises are currently on the market; and would require a range of albeit significant refurbishment works to house these public facilities.

The first steps include;

- creation of a Business Plan/Feasibility Study and
- development of Concept Plans and Architectural drawings.

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These plans will provide a basis for sourcing of grant and philanthropic funding and are essential for staging the project implementation.

This project has the potential to create a niche tourism market and make a significant contribution to the economic development growth of the Coolah CBD. As realised with the Coolah Hive Project; the Pandora Art Gallery and Library centre in the former Coolah Shire Hall is providing a reason for passing traffic to stop. The Art Gallery has hosted artistic, historical or cultural exhibitions non stop since opening in July 2007.

Preliminary discussions are being held with DSRD for Business Planning/Feasibility study, and the CDDG are engaging with stakeholders seeking the support required for the POD Project.

RECOMMENDATION

That Warrumbungle Shire Council provides in principle support to the Coolah POD Project.

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES