



Warrumbungle Shire Council

Council meeting

Thursday, 13 November 2008

to be held at the Fire Control Centre, Coonabarabran

commencing at 9. 00am

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)

Ron VanKatwyk (Director Environmental Services)

Rebecca Ryan (Director Community Services)

WARRUMBUNGLE SHIRE COUNCIL

**ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL TO BE HELD AT THE
FIRE CONTROL CENTRE, COONABARABRAN ON THURSDAY, 13 NOVEMBER 2008
COMMENCING AT 9.00AM**

Date: 7 November 2008

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 November meeting. I further attach relevant reports from the Directors to me for the consideration of Council.

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 16 October 2008

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 23 October 2008

ACCEPTANCE of the minutes of the Binnaway Town Committee meeting held on 20 October 2008

ACCEPTANCE of the minutes of the Baradine Town Committee meeting held on 20 October 2008

ACCEPTANCE of the minutes of the Mendooran/Merrygoen Town Committee meeting held on 21 October 2008

ACCEPTANCE of the minutes of the Dunedoo Town Committee meeting held on 21 October 2008

ACCEPTANCE of the minutes of the Coolah Town Committee meeting held on 21 October 2008

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R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 LEAVE OF ABSENCE

A request seeking leave of absence has been received from Cr Dissanayake for the period 1st November 2008 to 30th November 2008. This has been lodged in accordance with the requirements of the Local Government Act and will require a resolution from Council.

RECOMMENDATION

For Council's consideration.

1.2 SURPLUS STREET PAVERS

The Coonabarabran High School has written to Council with the following request:

Coonabarabran High School P&C grounds committee is keen to landscape an area leading from the buildings to the ovals and newly erected shade areas. Part of the work would involve laying pavers to form a pathway on to the oval area.

I am writing to see if the Warrumbungle Shire Council may have a supply of used pavers which we could access to build the pathway. The area we need to cover is approximately 50 square metres.

If you can be of any assistance it would be greatly appreciated.

This matter is submitted for Council's determination.

RECOMMENDATION

That Council determine in light of the available remaining pavers if it wishes to agree to the request.

1.3 COOLAH ROCK'N AT THE RACECOURSE

The following request has been received by Council from the organisers of the 2009 "Rock'n at the Racecourse".

For a change of pace, next year we have decided to have a new event "Rock'n at the Racecourse". Music will be a mix of different genres, something for everyone without a specific focus on any type of music. It will continue to have a family oriented atmosphere with children's entertainment and NPWS Discovery Rangers. The goal of this event is to set up the 2010 "Jazz in the Tops" with a 'big name' musician.

"Rock'n at the Racecourse" is a community event – aimed at promoting our community and sponsors to as wide an audience as possible. It relies extensively on the support of local businesses, service groups and organisations to help stage the event. Any profits stay within the local community.

There is no indication of what level of sponsorship the organisers are seeking.

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This matter is submitted for council's determination. The donation would be provided from the Donations – Other budget.

RECOMMENDATION

For Council's consideration and if agreed to where the funds will be provided from.

1.4 STAFF CHRISTMAS BREAK UP FUNCTION

Council has received a request from its staff for assistance towards an end of year Christmas function. This request has been made in the past with Council providing an amount of \$3,000 for 2007.

The request states:

Four staff members in the Coolah office have volunteered to arrange the staff Christmas Party. We believe a general consensus has been reached by staff to hold the function on 19 December 2008.

It would be appreciated if permission could be obtained at the November meeting of Council to hold the event on this date and that a request for \$4,000 is made to cover the cost. The cost of hiring buses uses the major proportion of this contribution and in addition this amount would cover food and drinks.

When the function has been held it has been done as time in lieu.

Such a donation if approved would come from Council's Donations – Other budget and I will be able to outline the funds remaining in that budget at the Council meeting.

RECOMMENDATION

For Council's consideration and if agreed to where the funds will be provided from.

1.5 BINNAWAY PROGRESS ASSOCIATION

Council has been advised by the Association that they had been advised that they were a finalist in the Tidy Towns Awards. The function was to be held on 31st October at Dorrig. In an update the Binnaway entry received a third place in their section.

Council is being asked to provide assistance for two people to travel to Dorrig at a cost of \$530.00. The cost would be:

2 tickets at \$150 each	\$300.00
Accommodation	130.00
Fuel	<u>100.00</u>
TOTAL	\$530.00

Such a donation if approved would come from Council's Donations – Other budget and I will be able to outline the remaining funds in that budget at the Council meeting.

RECOMMENDATION

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For Council's determination and if agreed to where the funds will be provided from.

1.6 BINNAWAY PROGRESS ASSOCIATION

The Binnaway community has undertaken the development of a primitive camping area and amenities block along the Castlereagh Street area adjacent to the Castlereagh River. The project was managed by the Progress Association with Council providing \$65,000 towards the works.

As part of the development management, the relevant Development Application fees were required to be paid. The Association now requests that Council donate the amount of the Development Application fees paid by them. The amount is \$639.00.

If Council agrees to this request the donation will be provided from Council's Donations – Other budget. I will advise Council of the funds remaining in that budget at the Council meeting.

RECOMMENDATION

For Council's determination and if agreed to where the funds will be provided from.

1.7 FLUORIDATION OF TOWN WATER SUPPLIES

I was directed by Council at its October meeting to report on the issue of fluoridating town water supplies.

Since then I have had discussions with John Irving of the Department of Health about issues related to moving to fluoridation of all town water supplies in the shire. The following is a summary of those discussions.

The Department sees no issue with whether the water is fully or partially treated – so no town is excluded on that basis.

The Department will fund 100% of capital installation costs for towns over 1,000 population. This figure does not simply cover the confines of the water supply scheme but takes into account an estimate of people who may come to town to shop and or visit. Therefore in addition to Coonabarabran – Coolah, Dunedoo and Baradine would be eligible in their own right. Mendooran will be eligible as they are getting a new scheme. Because Binnaway failed in its tooth brush campaign there is a strong argument for 100% funding.

We have three village supplies at Kenebri, Merrygoen and Bugaldie that would not qualify for any subsidy.

Council may wish to do a community consultation exercise before introducing fluoride or otherwise. If this is the case the Department has a small source of funds to trial a new consultation method over the internet and is happy to use a trial in Warrumbungle Shire.

An overview of the issues is further outlined in the following letter from the Department of Health.

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“The type of fluoridation plant used is based on the maximum MLD rate. For up to 10 MLD, a simple sodium saturator plant is used. It is likely that all plants in Warrumbungle Shire could be of this type, therefore providing consistent operating procedures. If present buildings do not have space for the plant, a prefab building with plant can be readily supplied.

The use of gas chlorination has no effect on fluoridation but if the water is not potable and no-one drinks it then that presents an obvious problem and would require further discussions with Council re the provision of fluoride plants concurrent with any future treatment upgrades.

NSW Health provides full capital cost for towns with populations >1000 but will seriously look at smaller populations that are high risk. According to the 2006 Census (state/suburb) figures, all locations except Mendooran and Binnaway have suitable population sizes. The former is about to receive potable water, so a good case can be made for fluoridation funding (100%). As for Binnaway, the failure of the community to adopt the recent tooth-brushing program has also made a good case for the public health intervention of fluoridation.”

Table 1: Populations by water supply in Warrumbungle Shire (2006 Census)

Town	Population	Comments
Coonabarabran	3,422	
Dunedoo	1,653	Disinfect only
Baradine	940	
Coolah	921	Disinfect only
Mendooran	515	Upgrading
Binnaway	495	
Total	7,946	

Mr Irving has agreed to make a presentation at a future Council meeting to outline the issues and take questions on any concerns.

RECOMMENDATION

That Council invites Mr John Irving from the Department of Health to address the December 2008 meeting. After that presentation if Council wants to proceed with fluoridation, it undertakes a community information campaign and consultation programme with a concluding report to be brought back to the 19 March 2009 meeting.

1.8 CRANE BUILDING SITE

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At the October Council meeting I was directed to provide a report on the clean up of the site.

Discussions were undertaken with Council's Technical Services Division to scope the task and obtain a quotation. The scope of the work is:

- i) Remove the remaining debris (small amount)
- ii) Establish adequate surface water drainage
- iii) Bring in clean fill and compact

A quotation of \$22,554 was given.

Due to the urgency of the task and a need to quickly present a positive image I conferred with the Mayor and have directed staff to commence the work.

Previously and separate to this I sought and obtained an internal quote to place surplus pavers from the CBD upgrade, fix up the footpath and after the barricaded section. That quote was for \$6,700. That task had been accepted previously.

That means that the total cost of \$30,000 will be needed as a supplementary vote.

RECOMMENDATION

That Council endorse the Mayor and General Manager's action and provide a supplementary vote of \$30,000 to cover the cost.

1.9 MANAGEMENT PLAN REPORT – September 2008

Attached is a report on the management plan for the first quarter of 2008/2009 ending September. 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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GENERAL MANAGER

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PROGRAM: Governance
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Council

<i>COST CENTRE OBJECTIVE:</i>		To be aware of the challenges confronting Local Government locally and on a regional basis. To be consistent, efficient and equitable in decision making, to operate with uncompromising integrity and to encourage the citizens of Warrumbungle Shire to participate in the governance of the community.	
<i>EXECUTIVE - COUNCIL</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
39	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	<p>This quarter is the last of the 2004/08 Council term and there were no Functions to inform Councillors. However the Mayor did represent Council at an OROC meeting. The Department of Local Government has organised a training day for Councillors and requires full attendance. Councillors and the General Manager have been booked into one of the sessions.</p> <p>The Mayor and General Manager represented Council at a meeting in Goolma to discuss with Wellington and Mid Western Councils issues relating to rural addressing.</p> <p>Council has now become a member of the Country Mayors Assoc'n with the Mayor and General Manager representing Council at meetings in Sydney.</p>
	Consultancies	To provide assistance to Council in senior staff appointments	<p>Employment Solutions a branch of the Shires Association was engaged during the quarter to assist in the General Managers performance review – this was done on 6th Sept – they also assisted with the Directors Reviews.</p> <p>The desire to have some form of performance measures in place is being challenged by the Union and may be that we simply change the name to KPIs.</p>
	Subscriptions	To be an active and supportive member of the Shires Association	<p>Subscriptions paid at the beginning of the financial year. Advice is given to and received from the LGSA on a regular basis.</p>

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
40	Donations	To provide support for community organisations in accordance with set policy	Donations continue to be paid as requested. Revoted projects were formalised at the August Council meeting
	Councillors	To provide Councillors with the level of remuneration as statutorily required and to allow Councillors to participate fully in the decision making process.	Councillor fees, travel and computer allowances paid as claimed and in accordance with Councils policy. These payments made at the end of each month.
	Other	To meet the overhead charges attributed to the governance section.	The overhead costs are applied on a quarterly basis. The attribution of overheads review has commenced 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.
	Civic Functions	To ensure that all civic functions are professionally presented and Councils relationships provide a positive image of Council.	There were three naturalisation ceremonies conducted during the quarter. Naidoc week functions mainly in Coonabarabran were organised by staff and rated extremely successful by the Aboriginal Community. Councillors attended the opening of the Binnaway Barracks, Christmas in July Volunteer luncheons and finalising the Coolah Aerodrome works. The Prefects Luncheon was hosted by the Mayor in September and was attended by a number of other Councillors.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure the internal staffing structure is one that is able to meet the challenges of change and community expectations. A dynamic organisation that is efficient, effective and equitable.	
<i>EXECUTIVE – ORGANISATION STRUCTURE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
41	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	Small adjustments to the organisation structure continue with the changes adopted at the August meeting. One lateral transfer still remains outstanding in the supply services area. Work continued on developing new competency documents to reflect the new expectations of positions in the new Council this needs to be completed urgently. This is proving to be a major task and earlier comments should be noted in this regard.
		To progressively improve the quality and range of services provided.	The matter of long day care child arrangements have continued. The difficulties continue with the property owners and the original developer in finalising an exchange although there are some promising recent developments. Council has been successful in getting external funding for the total project as well as agreement to extend the interim operations until the beginning of 2009 . The processes of the election that Council was required to assist in were much greater than expected and has effected the Office operations in the week or so leading up to the poll.

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	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 matters of interest from Council for the northern area of the Shire. A similar one hour broadcast is done live on Three Rivers on matters related to Dunedoo and Coolah. Regular media releases are made on a weekly basis. Members of the public have taken the opportunity to speak to Council in the forum before the ordinary meeting. PDF versions of business papers and minutes are available on Council web site and at the 6 libraries. Councils website is being progressively updated to make more information available online.

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively advise the community of Council’s plans, objectives and goals and to foster community involvement and a common sense of purpose.	
<i>EXECUTIVE – PUBLIC RELATIONS</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
42	Public Relations	To keep community informed of Council activities through all available avenues	Regular media releases done with Mayor and General Manager meeting with members of the public as needed. The Mayor or General Manager do a meeting roundup with the Dubbo ABC after each Council meeting and these are used in news items over the following weeks.

PROGRAM: Executive

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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>
43	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	Meetings with developers are held regularly as required. Support given the Team Leader Tourism and Economic Development to promote the whole Shire. The Mayor and General Manager attended the Country Week promotions at Rosehill.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure that the available resources are used to efficiently and effectively implement Council’s aims, objectives and policies. To develop an organisation that is enthusiastic and willing to accept the challenges of external contestability while providing a total quality service to the community.	
<i>EXECUTIVE – MANAGEMENT AND LEADERSHIP</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
44	General Manager - Management and Leadership	To ensure that all Council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.	The GM remains a member of the Board of Statewide Mutual as well as providing support to various OROC projects. During the quarter a big effort has been made to get the General Ledger into a format and populated with adequate information to allow all staff down to supervisor level to be immediately aware of their budget situation. Like all such works there will need to be further refinements made.

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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.		
<i>EXECUTIVE SERVICES – HUMAN RESOURCE SERVICES</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
46	Human Resources Management	Provide comprehensive and best practice Human Resource services to enable staff and managers to achieve their corporate objectives through research, networking and attendance at specialist training sessions.	Worked with all departments to provide advice and support to ensure human resource policies were followed and legal requirements were met.
	Payroll Services	Provide an efficient payroll service to the Organisation.	All staff received their pays on time with payroll staff providing information and service where required.
47	Training	To prepare and implement an ongoing training plan that best ensures that councillors and staff have a suitable skill level to fulfil and improve the delivery of all Council services.	Numerous training courses delivered to staff in all areas throughout Council. These courses included: Chainsaw Training, Confined Spaces, Electrical Appliance Testing, Blue Card, Yellow Card, Red Card, DrumMuster, Wastewater Operator training, Workplace Assessments, Culvert Inspections, Dealing with Difficult People and a Workshop for Managers.
	O H & S / Risk Management	Provide an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S and Public Liability Audit undertaken by our Insurance providers. Auditor satisfied with process and procedures in place.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	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.	Recruited seven new employees to replace resigned staff. Still to recruit four long term vacancies in the skills shortage area of engineering. Six outstanding positions to be filled at the end of September. All recruitment procedures were followed.
47	Salary System Management	Provide comprehensive, easily administrated, fair and equitable appraisal processes to ensure that all staff are assessed at least annually and that employees are remunerated, rewarded and developed in accordance with all relevant Awards, Agreements, legislation and Best Practice principles.	Staff assessments commenced in August with the majority being completed by the end of September.
48	Organisational Development	Provide advice and support and contribute to the improvement of organisational structure, systems, procedures and processes to ensure an effective and efficient organisational structure.	No changes to organisational structure this quarter.
48	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	No industrial disputes unresolved

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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>
50	Developmental Services Management	An accessible, customer focused Economic Development and Information Service. Facilitate and co-ordinate the shire's business growth and development	Attendance Team Leader Warrumbungle Shire Liquor Accord Meeting 15 July. Training Team Leader Developing a Dynamic Team workshop 22 July. Training Team Leader Negotiation Process workshop 28 July. Attendance Team Leader 2008 SEGRA (Sustainable Economic Growth for Regional Australia) Conference, 17 – 20 August 2008. Management Budget: 17%
	Economic Development Industrial Subdivision	Additional industrial land being made available for sale.	Plan for industrial subdivision approved by Council.
	Economic Promotion	Implement an effective economic promotion campaign.	Trade Shows - Participation in Country Week Expo August 8 – 10 2008 as part of GoWest regional stand. Film Central NSW - images emailed to Film Central on regular basis as requested to encourage film and TV productions in Shire. Advertising - Half page colour advertisement and free editorial in September edition of the Australian Senior publication. Generated direct enquiries from people interested in relocating to the Shire. Information packs sent. Full page advertisement in Coast and Country Magazine September 2008 edition. Five pages of free editorial and images (following pre-arranged journalist and photographer famil to Shire in June).

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			<p>Full colour back page advertisement and free editorial in Eastern Suburbs Spectator, Coogee Chronicle, Maroubra Times, and Randwick and Kensington Leader 12 September 2008 at reduced rate. Generated direct enquiries from people interested in relocating to the Shire. Information packs sent.</p> <p>Brochures - New individual town brochures to promote Warrumbungle Shire towns as a place to live, raise a family and invest designed and printed. 1800 copies in total. Brochures complement a Shire information pack targeting potential new residents (primarily families) and business.</p> <p>Conference bids - Expression of Interest to host the 2010 DSRD Community Economic Development Conference – submission lodged. Expression of Interest to host the 2009 Community Transport Organisation Inc. AGM and 3-day Conference – submission lodged.</p> <p>Economic Development Awards - Golden Galaxy Business Awards presentation evening held in Coonabarabran on Saturday 13th September 2008. 180 people in attendance. 78 businesses Shire-wide nominated.</p> <p>Press Releases – submitted to Shire newspapers on an ongoing basis.</p>

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PROGRAM: Executive Services

PRINCIPAL ACTIVITY: Economic Development and Tourism Services

OBJECTIVE GROUP: Economic Development

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

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
51	Economic Development	An accessible and customer focused Community Economic Development service. Encouraging a collaborative and collective action by the community towards building active and sustainable communities. Establish needs, opportunities and facilitate funding sources for local Economic Development projects.	Team Leader business visits ongoing. Team Leader attendance and input at Chamber of Commerce meetings. Community and business grants information distributed to community development officers monthly.

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

<i>COST CENTRE OBJECTIVE:</i>		To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre.	
<i>TOURISM INFORMATION OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
52	Visitor Information Centre	An accredited and customer focused Visitor Information Service	Central NSW Tourism Planning Day held in Dubbo 17 July 2008. Attendance Team Leader - tourism managers discussed marketing direction with Central NSW Tourism Board in relation to recently published Central NSW Tourism Strategic Marketing Plan 2008-2010. Priorities identified included product development, market research and monitoring campaigns, technology and partner marketing. Coonabarabran VIC volunteer and staff familiarisation tour held 21 July. Timor Road accommodation and Warrumbungle National Park. Letter of support provided for North West Equestrian Expo in Coonabarabran. Letter of support provided for proposed Wine Tourism Train between Mudgee and Gulgong. If proposal is successful, the Mudgee Region Tourism Corp Inc. would consider options such as longer trips to the Warrumbungles. Tourism Brochure distribution – Coolah, Dunedoo and Mendooran. Training for Coonabarabran VIC staff Nicole Travis, Karen Weatherall and Mandy Sulter held 23 September 2008 in Narrabri. Tourism NSW Marketing Worksop 11 August – attendance Team Leader. VIC staff competency reviews conducted. Management Budget: 20%

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research.	<p>Consumer Shows - Attendance Penrith Caravan and Camping Show 12 to 14 September 2008 – Tourism Promotions Coordinator. Attendance Orana Caravan and Camping Show in Dubbo 26 to 28 September 2008 as part of Central NSW Tourism promotions – Community Development Officers. 300 brochures provided to Dunedoo TAFE for promotion at field day.</p> <p>Tourism Website - Official tourism website for Shire www.warrumbungleregion.com.au complete. Features information on Shire towns, things to see and do, accommodation options, how to get here, events, brochure downloads etc.</p> <p>Online marketing - Promotion on www.iwannaseeaustralia.com.au website until end December 2008.</p> <p>Baradine and Pilliga Tourism - meeting held in Baradine August 27 2008 with Narrabri Shire Council and Baradine Progress Association. Team Leader presented Action Plan for Tourism in Baradine and the Pilliga, developed based on Warrumbungle Shire Council's Economic Development and Tourism Strategic Plan 2006- 2011, and projects and ideas from Baradine Progress Association and Camp Cypress.</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Regional Flagship Funding - Expression of Interest submitted to Tourism NSW for funding to market and promote the 2009 Festival of the Stars – successful. Application requesting \$10,000 for marketing and promotion of the 2009 event submitted by Tourism Unit 19th September 2008 - awaiting outcome.</p> <p>Solar System Drive - promotional brochure distribution.</p> <p>What's on - Compilation and distribution monthly What's On event calendars.</p> <p>Press Releases – submitted to Shire newspapers on an ongoing basis.</p> <p>Visitor Statistics: 8,513, down 19% compared to same period last year (2007).</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To provide leadership and technical management expertise for the effective maintenance and sustained improvement of the community’s infrastructure assets.	
<i>TECHNICAL SERVICES – TECHNICAL SERVICES MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
69	Management Services	To provide managerial control and support to the division	Managerial support provided across all areas of technical services, particularly in the area of Asset and Design and Water Services. Preparation of contract documents for three new bridges; Saltwater No. 1, Ulindah and Yearinan. Several meetings attended regarding new contract arrangements with RTA. Overall expenditure is 14% of annual budget allocation.
	Technical Services	To provide technical advice to the division, the organisation and the Council.	Ongoing consultation with Department of Commerce and DWE regarding Mendooran water treatment project. Ongoing consultation regarding bridge construction contract with Coonamble Shire Council. A review of staff competency documents and grades continued during the quarter.

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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>
60	Rural Local Roads (Const)	Reconstruct sealed local roads to Council’s standards within budget allocation utilising industry best practice.	Construction of Piambra commenced - expect completion early November. Pandora pass works completed.
	Town Streets (Const)	Undertake Council’s street construction program in accordance with Council’s standards within budget giving due consideration to aesthetic and environmental issues.	Reservoir Street scheduled for commencement early 2009. Shoulder sealing works completed in Dunedoo.
	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council’s policy and budget.	Footpath in Macquarie Street Baradine scheduled for completion in October.
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Construction of MR 55 scheduled to commence in November with drainage works to be completed prior to February.
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	No budget allocation.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Causeway on Piambra Road completed in October with two other causeways scheduled for construction commencing in November.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide leadership and technical input across all road operations objectives while monitoring performance of work crews against Council standards and budget allocations.	
<i>TECHNICAL SERVICES – ROAD OPERATIONS MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
61	Road Operations Management	Complete relevant Council programs to standard and within budget allocation with a strong customer focus and in co-operation with other regulatory bodies.	Programs completed within current allocation.

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain Shire road network to ensure a safe and trafficable surface.	
<i>TECHNICAL SERVICES – RURAL ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
62	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	No expenditure to date with works scheduled for third quarter.
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Current expenditure under 25% with increased patching work due to wet weather.
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Expenditure high in first quarter with some roads requiring rework after heavy rain.
	Flood damage local roads	Complete programme in accordance with agreed budgets	Local road component nearing completion with some major causeway works scheduled for third quarter.

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

<i>COST CENTRE OBJECTIVE:</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>TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
63	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Traffic facilities installed in accordance with traffic committee direction.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	Expenditure below 30% with significant shoulder works commenced on MR55.
	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with new RMCC contract.
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	Major works primarily on MR 55 scheduled to commence in February 2009.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with new RMCC contract
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	Maintenance completed as required with no major maintenance scheduled.

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain and improve kerb, gutter and drainage structures.	
<i>TECHNICAL SERVICES – STORMWATER DRAINAGE (234)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
64	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	Road maintenance under 25% with reseals scheduled for second quarter.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	Maintenance completed as required.
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	Maintenance completed as required.
	Street Lighting	Provide for street lighting charges made by Country Energy	Provision for street lighting adequate.

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

<i>COST CENTRE OBJECTIVE:</i>		To maximise the use of Council owned plant and labour and provide a profit to Council while servicing the community.	
<i>TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
65	Private works	Provide competitive hire rates within Council Policy. Return a profit of private works to Council.	Works returning a profit with low demand in first quarter.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		Effective management of major road and bridge contracts and provision of safe and environmental sustainable quarry operations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
68	Management	Provision of contract services to Technical Services division	Contracts in place for bitumen sealing and aggregate supply. Bitumen sealing/resealing being finalised
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	Gravel Pit Operations satisfactory. Further information to be sent to DPI regarding agreements with landowners of gravel pit to comply with new requirements. Risk assessment of pits to be carried out this financial year.

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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>
69	RTA Single Invitation Contract	Maximise financial return to council from RTA contract	SIMC Contract with RTA is complete. New RMCC Contract with RTA commences 01 October 2008. According to RMCC Contract, Council can not make profit of "routine maintenance" works
	RTA Works Orders	Maximise financial return to Council from RTA contract	No works orders issued under SIMC for 2008/2009 year. New orders will issue under RMCC.

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>
70	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The program is basically developed but reductions to the program need to be made to allow for increased bitumen sealing costs. Some amendments required. Works not commenced.

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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>
71	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The program is basically developed but reductions to the program need to be made to allow for increased bitumen sealing costs. Some amendments required. Works not commenced.

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

<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>
71	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The program is basically developed but reductions to the program need to be made to allow for increased bitumen sealing costs. Some amendments required. Works not commenced.

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
74	Water Mains - Baradine	Regular service on hydrants and valves. <i>Provide adequate mains to supply sufficient volume.</i>	Mains providing service as required.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters repaired or replaced as required.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Pump station providing service as required. Estimate being sought on new bore.
	Water Reservoirs - Baradine	Maintain water reservoirs	Reservoir inspected by divers during the quarter. There is 1.5 m depth of sludge in the reservoir. Cost of cleaning out yet to be determined.
	Water Telemetry Sys - Baradine	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
	Water Treatment Plant – Baradine	Provide water in accordance with Australian Drinking Water guidelines	OHS issues not yet addressed. General building upgrade not yet completed.
75	Water Other Baradine	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management Baradine	Completion of projects in accordance with budget constraints	Actual income is 46% of annual budget. Overall expenditure is 13% of annual budget. Report outstanding on proposed water main extension Aerodrome Road.

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
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76	Water Mains - Binnaway	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required. The project to replace AC main in Railway Parade was completed during the period, however, clean up work not completed due to wet weather.
	Water Meters - Binnaway	Maintain water meters in accordance with policies and standards.	Meters repaired and replaced as required.
	Water Pumping Station - Binnaway	Maintain pumping stations in serviceable condition.	Pumping station providing service as required.
	Water Reservoirs - Binnaway	Maintain water reservoirs	Reservoir providing service as required Reservoir inspected during the period – awaiting final report.
	Water Telemetry Sys - Binnaway	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
77	Water Treatment Plant - Binnaway	Provide water in accordance with Australian Drinking Water guidelines	Treatment process in accordance with standards.
	Water – Other – Binnaway	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management - Binnaway	Completion of projects in accordance with budget restraints.	Actual income received is 52% of annual allocation. Overall expenditure is 22% of annual allocation.

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
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78	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required. Underboring of Highway to extend water main in Clarke Street was undertaken.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping station provide service as required
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing service as required. A review was undertaken by Department of Water and Energy on Timor Dam and a number of recommendations were made. A report will be prepared for Council. Reservoirs inspected by contract divers – awaiting final report.
	Water Telemetry Sys – Coonabarabran	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily
	Water Treatment Plant Coonabarabran	Provide water in accordance with Australian Drinking Water guidelines	Water treated in accordance with guidelines. Council staff continue to operate water treatment facility at Siding Spring.
	Water Plumbers Shed – Coonabarabran	Depot and storage shed adequately meets the needs of the water services section.	Depot meeting current needs.

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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	Actual income received is 45% of annual budget. Overall expenditure is 17% of budget allocation. Development of an Integrated Water Cycle Management Plan for the Shire continued throughout the period.
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	Water quality monitored by Environmental Services Division in accordance with standards.

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
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79	Water Mains - Coolah	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Main breaks repaired as required.
	Water Meters – Coolah	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Coolah	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service. Reservoir inspected by contract divers – awaiting final report.

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	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	Actual income is 90% of annual budget. Overall expenditure is 39% of budget allocation due to a rates write off amount of \$78,354. Both the income and expenditure figures are distorted by this write off amount. A significant staffing issue has arisen with the resignation of the plumber, supervisor and sewer operator.

PROGRAM:

Technical Services

PRINCIPAL ACTIVITY:

Water Services

OBJECTIVE GROUP:

Water – Dunedoo

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
80	Water Mains - Dunedoo	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Water main repairs undertaken as required.
	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.
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service. Reservoir inspected by contract divers – awaiting final report

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	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	Actual income is 51% of annual budget. Overall expenditure is 14% of annual budget. Investigation of reuse options has not commenced due to resource constraints.

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
81	Water Mains - Mendooran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	No significant works undertaken. Main breaks repaired as required. Constant complaints received about colour and odour of water. Flushing programme in place, but limited success.
	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	Work commenced on the WTP project during the quarter. The site was established and fencing undertaken. Some works commenced on new pipeline.
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	Actual income is 56% of annual budget. Overall expenditure is 23% of annual budget.

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
82	Water – Bugaldie	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report.
	Water – Kenebri	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report. No action yet on installation of water meters to each serviced property.
	Water – Merrygoen	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report The project to install a new reservoir and pipeline easement has slowed due to resource constraints.

WARRUMBUNGLE SHIRE COUNCIL

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
83	Sewerage Mains Baradine	Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow.	No significant issues to report.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing satisfactory performance. On site meeting with Contractor (Flowvac) to assess future needs.
	Sewerage Treatment Works Baradine	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Sewage treated as required.
	Sewerage Management Baradine	Sewerage projects completed in accordance with budget constraints	Actual income is 92% of annual budget. Overall expenditure is 8% of annual budget.

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
84	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. Construction of new main between Horsley Street and Drummond Street commenced during the quarter.
	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.	Broken arm on trickling filter repaired during the quarter.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	Actual income is 89% of annual budget. Overall expenditure is 14% of annual budget. Substantial work undertaken on user pay sewage models.

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
85	Sewerage Mains Coolah	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	Maintenance of mains within budget. Frequency of blockages within expectations. However, routine maintenance of manholes is not occurring due to resource constraints
	Sewerage Pumping Station Coolah	No overflows from pump station. Pump station operating at optimum performance.	No significant issues
	Sewerage Treatment Works – Coolah	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Increased level of monitoring and testing is contributing to over expenditure in this area. A review of EPA license conditions is being sought.
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	Actual income is 86% of annual budget. Overall expenditure is 14% of annual budget.

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

<i>COST CENTRE OBJECTIVE:</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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
86	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. However, recent upgrade works to Nott Street pump station not satisfactory and awaiting further information from supplier.
	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 underway and will take up to 12 months to complete.
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	Actual income is 92% of annual budget allocation. Overall expenditure is 29% of annual budget allocation.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain parks and reserves for the general public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	New doors put on park toilets. Now locked at night
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept in tidy state. New sullage trench required.
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy. Extra work on edge trimming
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy. Extra work on edge trimming
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy. Extra work on edge trimming
	Parks – Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept today
	Parks – Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	New trees planted. Park tidy for School Fair
89	Parks – Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown on restricted program.
	Parks – Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Kept tidy as required.
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Kept tidy as required.
	Parks – Robertson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Council now doing most of work done previously by volunteer.
	Parks – Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Little work done at this stage

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Trees – Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Some pruning done prior to spring
	Trees – Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Pruning done prior to spring.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain parks and reserves for the general public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Some work done.
	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Little mowing done at this stage
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Little mowing done at this stage
	Streets - Grass cutting - C'bran	Grass to be kept in tidy state within allocated budget.	Little mowing done at this stage
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Pruning and some planting done
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	Mowing been done within budget.
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	Little mowing done at this stage.
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Little mowing done at this stage.

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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>
91	Street cleaning – Baradine	Ensure streets and gutters are kept in clean state and parking areas	Cleaning done within budget
	Street cleaning – Binnaway	Ensure streets and gutters are kept in clean state and parking areas	Cleaning done within budget
	Street cleaning – Coonabarabran	Ensure streets and gutters are kept in clean state and parking areas	Cleaning done within budget
	Be Tidy Bins M & R	Ensure streets and gutters are kept in clean state and parking areas	Some vandalism causing high costs in repairs.

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>
92	Toilets – David Bell Park	Toilets to be cleaned daily.	Toilets cleaned daily
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Toilets cleaned daily
	Coolah – McMaster Park	Cleaning three times weekly	Expenditure high as required extra cleaning.
	Black Stump Road side rest area.	Cleaning three times weekly	Toilets cleaned twice a week, high usage
	Dunedoo – Milling Park	Cleaned daily	Expenditure up as toilets are locked at night
	Mendooran Lions Park	Cleaning three times a week.	Toilets only cleaned once a week.

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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>
94	Garbage Tips - Baradine	Ensure tip kept in tidy state	Tip kept clean as possible – still not satisfactory
	Waste Services - Domestic Baradine	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Non Domestic Baradine	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly
	Kerbside Recycling – Baradine	Ensure recycling collected on a weekly basis	Collected on weekly basis
	Commercial Recycling – Baradine	Ensure commercial recycling collected on a weekly basis.	Collected on weekly basis

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>
95	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Tip in good state – excess work not required
	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.	Collected on weekly basis
	Commercial Recycling – Binnaway	Ensure commercial recycling collected on a weekly basis.	Collected on weekly basis

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

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

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

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

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: 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>
99	Waste services – Collection runs: Timor Road Purlewaugh Road Baradine Road River Road Bungabah Rural Oxley Highway	Ensure private rubbish is collected on a weekly basis. Ensure Recycling is collected on a weekly basis.	Rubbish collected weekly Recycling collected weekly

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
100	Garbage Tips – Coolah	Ensure tip kept in tidy state	Hard to get people using bins
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

PROGRAM: Technical Services

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
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101	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Hard to get people to use area correctly
	Waste Services - Domestic – Dunedoo	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling – Dunedoo	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Dunedoo	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
102	Garbage Tips - Mendooran	Ensure tip kept in tidy state	People improving but still not following signs
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

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

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

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	Waste Services – Domestic Cobbora	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Cobbora	Ensure Recycling collected on a weekly basis.	Recycling collected weekly
	Other Waste – South		

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>
107	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	The positions of Manager, Design Engineer and GIS officer remains vacant. Some assistance from external consultants and from Coonamble Shire in relation to the bridges. The overall budget allocation for design services is 19% expended.

PROGRAM:

Technical Services

PRINCIPAL ACTIVITY:

Asset & Design Services

OBJECTIVE GROUP:

Traffic Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that adequate facilities are in place for the safe movement of vehicular and pedestrian traffic.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
108	Traffic Management	Design and implementation of traffic control measures to improve road safety	Most recommendations from Traffic Committee implemented, however some items outstanding.

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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>
109	Survey Investigation and Design	Provision of accurate and comprehensive civil Engineering plans in accordance with budget constraints.	Substantial work during the quarter on survey and design of bridges at three sites. Also, further design work undertaken on MR55, Piambra Road and Walker Street Culvert.

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>
110	Asset Management	To develop and update asset registers and report on asset condition in accordance with statutory requirements.	No progress made during the quarter on updating road asset registers. John Whitehead engaged to electronically plot location of gravel pits on Shire map.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide modern plant to suit Council’s requirements	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
112	Management	Provision of plant and equipment that meets operational requirements of the organisation and is in accordance with budget constraints.	All plant and equipment are meeting operational requirements and operating budgets are 9.0 % over on expenditure this over expenditure includes plant insurances of \$116,150.00 and income is on target to meet budget forecasts

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

<i>COST CENTRE OBJECTIVE:</i>		Provision of safe, secure and effective depots.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
113	Depot – Baradine	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements;
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements
	Depot – Coolah	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements.
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	Depot is providing safe and secure workplace and meet all of user requirements, Shed has been erected for Parks and Garden, awaiting electricity connection and preparation for extension of the internal road network has started.

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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; extension to storage bunkers is yet to be completed.
	Depot – Mendooran	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements.

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

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

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, promote and encourage an efficient and cost effective, caring and understanding Environmental Services Division which is attuned to the communities needs for the natural and built environment. To maintain an accessible and customer focused community information service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
118	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	All positions within the departmental structure currently filled with an equal spread between both offices. All staff are engaged in both strategic and operational aspects of Council's adopted Management Plan. Budget components on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively maintain Council’s principal planning instruments in keeping with Council’s adopted vision for the future development.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
119	Strategic Planning	Provision of an accessible, comprehensive and easily understood group of strategic planning instruments	Progress on the comprehensive Local Environmental Plan has slowed with further analysis work by the consultants going into the Strategy. The Development control Plan and S94A Contributions Plan project is designed to follow the LEP but, because of the large amount of technical content, work can still progress. The DCP project is progressing within Council’s adopted budget but the LEP project budget is stressed because of the need to progress to an adopted strategy before the Department of Planning will release the second instalment. This situation should be improved by the second quarter review.

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

<i>COST CENTRE OBJECTIVE:</i>		To encourage proper management and conservation of the natural and built environment through accurate State of the Environment reporting. Key components are: ongoing education, waste minimisation and recycling, sewerage effluent treatment (and reuse) and the disposal and proper use of public land.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
120	State of Environment	Document accurately reflects the current State of the Environment based on available information	Draft Regional State of the Environment Report 2007/8 complete and containing Warrumbungle Shire Council's contribution. The review process has taken place with the final document anticipated for release at the end of November 2008. The local State of the Environment report 2007/8 has been adopted by Council and is ready for inclusion in the 2007/8 Annual Report. The draft (08/09 Comprehensive) report is underway, and the final document is anticipated at the end of June 2009. Budget expenditure on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, and complete environmental rehabilitation and restoration projects on public lands in accordance with changing demands on usage.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
121	Major Projects	Efficient re-use of public land in an environmentally sustainable manner	Some small scale clean-up project work has been undertaken on vacant public land under Council's control. Work is underway with various stakeholder groups with an interest in the Nandi Public Recreation Reserve. Budget expenditure within reason.

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

<i>COST CENTRE OBJECTIVE:</i>		To develop applicable community standards by reviewing and regularly updating all division policies in keeping with Council’s vision for the provision of its environmental services function.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
122	Environmental Management Services Policy Development	Provision of a current policy for each major functional area	Planning policies (LEP, DCPs and S94A policy) underway. Pools, Cemeteries and Ranger Services adopted with supporting procedures. Work has commenced on abandoned buildings and roadside truck accident policies and procedures. This work not separately identified as a budget line item.

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

<i>COST CENTRE OBJECTIVE:</i>		To assess planning applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
124	Town Planning	Council's planning Instruments and Policies administered via consistent and high quality approvals.	Existing LEPs (Coonabarabran and Coolah) with Contributions Plan and DCPs utilised for development control purposes. They are reviewed as part of the merit based assessment process. Streamlining of routine approvals occurs where possible and more complex applications are processed within acceptable time frames.

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

<i>COST CENTRE OBJECTIVE:</i>		To assess subdivision applications for adherence to Council’s defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
125	Subdivision Approvals	Council’s planning Instruments and Policies administered via consistent and high quality approvals.	Eight applications have been processed in the first quarter utilising checklists and standard conditions of consent (based on existing planning instruments) for consistency. Income is approximately 50% in excess of that collected in the same period last year.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide accurate, comprehensive certificates in response to data provided in the relevant application, addressing all statutory requirements.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
126	149 (Zoning Certificates)	To deliver accurate and comprehensive zoning certificates reflective of Council’s planning Instruments and Policies.	Certificate content constantly under review for technical correctness. Seventy eight (78) applications processed this quarter compared to eight five (85) for the same period last year. Corresponding 9% decrease in income for the period.

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

<i>COST CENTRE OBJECTIVE:</i>		To identify items of potential heritage significance across the Shire. To assess relevant planning applications with appropriate sensitivity to their heritage significance.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
127	Heritage Conservation	Council’s planning Instruments and Policies reflect appropriate heritage conservation strategies to be administered via consistent and high quality approvals.	Heritage study review work is complete and awaiting further public consultation with Council’s draft LEP strategy. Council’s Heritage Consultant Mr Ray Christison continues to provide an excellent DA referral service for application with heritage impacts and free community advice when requested. Budget expenditure is on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To assess leasing applications for adherence to Council’s adopted policy and grant limited term leases that permit private/public usage in an ecologically sustainable manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
128	Vacant Land – Community/ Operational	All vacant land accurately identified and leased where possible/relevant. Maintained in accordance with budget. All applications for consent and enquiries dealt with professionally.	This operational area, leasing in particular, will benefit from the major community land project underway this year. Rates on this land have been billed for the first time and will marginally compromise the maintenance budget. Eg, Clean up works have on the crown land reserve in Avonside Road, Dunedoo. Budget expenditure remains on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To assess planning applications for adherence to the Orana Regional Environmental Plan. Ensuring that development across the Shire occurs in an ecologically sustainable manner and minimises disruption to the astronomy activities carried out at Siding Spring Observatory.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	REP (Lighting) Control	Council's planning Instruments and Policies administered via consistent and high quality approvals which demonstrate adherence to the Orana Regional Environmental Plan.	Continued and ongoing staff involvement in regular REP meetings has ensured progress is being achieved. The REP will eventually be replaced by standard LEP template clauses. Some staff resources expended on visiting non-complying lighting installations with favourable results.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide well maintained and accessible cemetery facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
130	Public Cemetery Management	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable and consistent standard.	Seasonal conditions have finally changed for the better, demanding increased maintenance. Complaints still occur and are handled within budgetary constraints to ensure that a supplementary vote is not sought. Minimal capital works programmed this year. A report regarding the additional row required for Native Grove is to be presented to Council's November meeting. Coonabarabran old cemetery has received extra publicity due to erosion concerns and further erosion control work (to compliment the work completed over the last two years) is planned over next 2 years.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with environmental health statutory requirements across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
132	Environmental Health Services Administration	An accessible, customer focused community Environmental Health Information service.	All complaints investigated in a timely fashion. Cadetship program substantially underway and producing valuable results. Desktop internet access is essential and when installed will benefit the outcomes for this area. Budget expenditure on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for premises involved in food preparation activities through a partnership with the NSW Food Authority.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
133	NSW Food Regulation Partnership	Increased public awareness of food safety issues across the shire. Provision of an efficient inspection and disposal of contaminated foods service.	Complaints responded to within statutory timeframes. Risk assessment register nearing completion. Food Authority seminars completed for this calendar year. A formal Public Education Program has been identified as highly desirable in this area. Register of food premises updated in anticipation of second quarter routine food shop inspections.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for the protection of the natural environment across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
135	Environmental Pollution Control	An accessible, customer focused information service about environmental hazards such as pollutants, illegal dumping and littering.	River water monitoring taking place as part of Council’s regional State of the Environment project. Further expansion of this area is desirable with targeted public education programs. Pamphlets are available at front counter to increase awareness of the impacts of environmental pollution. Website contains adopted State Of Environment Report for 2007/08.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council's six (6) swimming pools are operated and maintained to a high standard, and are compliant with any relevant legislation. To ensure a safe and attractive facility that meets community needs.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
136	Public Pools - Baradine Binnaway Coolah Coonabarabran Dunedoo Mendooran	Gradual improvement of each facility, including the variety of services provided. Increased patronage of the pool in accordance with the allocated budget.	Swimming pool operations have been greatly revised this year. New opening hours and staffing practices are in place. The capital works program rectifying OH&S hazards is nearing completion and on budget. The Coolah Pool electricity consumption investigation is complete and the report pending. Efforts will be made to change (and cap) the overall expenditure pattern for this season. The Warrumbungle Lifeguard Training program has been developed ready for implementation in October.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council’s participation in the annual nationwide environmental clean up.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
137	Clean Up Australia Day	Increased community awareness about the aesthetic and health merits of cleaning up their environment.	Project (very limited compared to last year’s) for third quarter only.

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

<i>COST CENTRE OBJECTIVE:</i>		To develop applicable community standards by reviewing and regularly updating division policies in keeping with Council’s vision for the provision of its environmental health services function.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
138	Environmental Health Services Policy Development	Provision of a current and comprehensive policy for each major function in the Environmental Health Services area.	Public Swimming Pools policy in place and will be under intense review throughout the swimming season. Policy and Procedures documents covering Roadside Incidents and Enforcement are being developed.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure compliance with statutory building control standards across the Shire. Maintain a safe built environment in accordance with community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
140	Building Control Services Administration	To create an accessible, customer focused building control information and inspection service. To create increased awareness of the need for Building Control Services within the community.	Complaints and instances of illegal building work are minimal and dealt with promptly. Pamphlets on building related matters available at front counters. Increased awareness by customers for the need to make appointments with relevant staff as well as the need for adequate notice when inspections are required. Budget expenditure on target.

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

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

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements Places of Public Entertainment across the Shire.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
143	Places of Public Entertainment	To ensure the safety of large gatherings associated with public entertainment in accordance with community standards and expectations.	Legislation change. All applications now processed as Development Applications.

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

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

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service for straying stock in line with relevant animal control standards and community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
147	Stock Straying	Promote community awareness regarding the hazards of straying stock. Provide a responsive impounding service and patrol for straying stock. Enforce relevant statutory requirements in a professional manner	Continues as a significant perennial problem across the Shire. Exacerbated by poor boundary fencing and floodgates in watercourses. Orders for fencing improvement have been used to advantage. Income from fines and impounding fees is in keeping with budget prediction.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality enclosure compliant with statutory requirements regarding the keeping of animals	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
148	Stock Pound	Provide a suitable stock pound or alternative impounding arrangement where possible. Enforce relevant statutory requirements in a professional manner	All impounded stock are now delivered to the Coonabarabran Pound. Expenditure is higher than predicted but not alarming as it includes a large one-off expense.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service to ensure compliance with companion animal keeping standards including the health and safety of the community generally	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
149	Companion Animal Control	Provide a responsive impounding service for nuisance, surrendered and/or straying dogs and cats. Provide an appropriate level of assistance with feral, dumped and dangerous animals. Enforce relevant statutory requirements in a professional manner	Routine complaint investigations taking place as requested. A program to establish new leash free areas in the Northern end of the Shire, and to improve those in the Southern end has commenced. This will enable Council to meet its statutory obligations and potentially assist with decreasing the number of nuisance dog complaints in the urban areas. This program will be linked to the Microchip program due to be held in the second quarter, for maximum exposure.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide two high quality enclosures compliant with statutory requirements regarding the keeping of companion animals necessary to service the Shire area	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
150	Companion Animal Pounds	Provide two suitable Companion Animal pounds to service the Shire area, compliant with all Department of Primary Industry requirements and of efficient design. Enforce relevant statutory requirements in a professional manner	Increased use of fines and community awareness of responsible pet ownership has resulted in increased numbers of surrendered animals to Council's compliance officers. Only one break-in at the Coonabarabran animal pound has taken place this quarter. No significant damage. Budget income and expenditure within expectations.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and inspection field service to assist relevant managers ensure compliance with other environmental services regulatory responsibilities	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
151	Environmental Services Enforcement Support	To provide an efficient and responsive support service for Environmental Services Regulation duties. Enforce relevant statutory requirements in a professional manner	Assisting building and health services with field observations has commenced formally this year. Programs to install signs for alcohol free zones, rural numbering and swimming pools have been incorporated into regular patrol duties. This area of the compliance function will continue to develop to cover other functions of the environmental services needing field assistance. Budget expenditure within prediction.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To engage the community and target groups to facilitate and implement Council's Community Services obligations and responsibilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
154	Management Services	<p>To provide management and direction to staff and volunteers, community groups and stakeholders, supporting the whole division</p> <p>To review strategies for implementation of Warrumbungle Shire Social Plan</p> <p>Provide advice and direction towards delivery of each of community services divisions within the shire creating viable and sustainable services that meet the needs and expectations of the community.</p> <p>Provide an accessible and customer focused Community Services Division</p>	<p>Competency reviews for division undertaken.</p> <p>Negotiations for purchase of Coonabarabran Long Day Care Centre progressed. Planning undertaken with Coonabarabran Preschool and stakeholders for new Childcare Centre.</p> <p>Attended Cee Cee Awards presentation – Council winner Advocate section; Connect 5 finalist in Photograph section and Coonabarabran Preschool finalist Management Committee section.</p> <p>Management staff attended Effective Management training.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To coordinate the Shires responses to any emergency. To produce and maintain the Warrumbungle Shire Disaster Plan and Emergency Risk Management Plan in partnership with the Local Emergency Management Committee (LEMC). To encourage volunteer emergency services personnel and organisations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
155	Emergency Services Coordination	Maintain the DISPLAN including contact details Coordinate LEMC activities including exercises	DISPLAN contact lists have been updated as LEMC members and agencies change. An electronic DISPLAN is also being developed and will be released to all LEMC members in February 2009 The Emergency Services Coordinator maintains the structure in which Local Emergency Management Committee (LEMC) can continue to act in a manner that aids a quick and efficient response to emergencies and a method whereby agencies can voice their concerns with respect to issues that may occur at incidents. This helps maintain a healthy working relationship between agencies and aid coordination in the field. The LEMC meetings well attended and all groups both professionals and volunteers continue to work together

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
		Provide effective assistance to all volunteer organisations (including VRA, SES and RFS)	Assistance to all volunteer Emergency groups within the Shire including financial support to the VRA and SES
		Management of Emergency Risk Management Project	The SES at Divisional HQ, Dubbo agreed to transfer the phone lines at Dunedoo and Baradine SES thus removing these accounts from Councils budget. Project remains a permanent agenda item at all LEMC meetings with ongoing treatment of Hazards the main Focus.
		Applying for grants applicable to volunteers and Emergency groups	To date, for the 2008 / 2009 financial year the Federal Government has placed a hold on Grants for Councils. Information on Grants available to Volunteer Groups has been passed on to these organisations during the last 3 months
		Promote community awareness of DISPLAN and emergency procedures	Council through the LEMC continues to encourage volunteer groups to create awareness in the community via local media of their activities. This has resulted in articles in both the Coolah Diary and the Coonabarabran Times relating to incidents and training activities of these agencies lifting the profile of Emergency Services to the public.

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

<i>COST CENTRE OBJECTIVE:</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
156	Council Road Safety Strategic and Action Plan	<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>Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety programs</p>	<p>Bike Week Excite, Unite and Bike 08 Community Program held in September at Coolah and Coonabarabran. Good participation and community feedback.</p> <p>Warrumbungle Shire Liquor Accord has been meeting monthly and has now formed as a committee. They will act as project team for Drink Drive project - Drinking Kills Driving Skills</p> <p>RSO has visited Preschools and Child carers in our area to deliver the You Love Me-Keep Me Safe restraint program.</p> <p>Traffic counts are in place, and the Speed Trailer is monitoring local roads. Local police have begun enforcement campaign for 50 km speed limit for Slow Down - In My Street project.</p> <p>Various press releases published including:</p> <ul style="list-style-type: none"> - Choose Right Fit Right Display - WSC Liquor Accord - You Love Me Keep Me Safe - Road Safety Strategic Plan - Excite, Unite and Bike 08 – Bike Week

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain aerodromes to civil Aviation Safety Authority (CASA) regulations to ensure safe and trafficable aerodromes.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
157	Coonabarabran	Conduct regular and statutory maintenance program.	Aerodrome maintained to comply to CASR Regulations
	Coolah	Conduct regular and statutory maintenance program.	Public access road/ramp matter being investigated. PALC emergency lighting some minor operational issues being addressed by supplier. Aerodrome maintained to comply to CASR Regulations
	Baradine	Conduct regular and statutory maintenance program.	RASP project for sealing end of runway and upgrade of PALC emergency lighting Funding Agreement received and works progressing. Aerodrome maintained to comply to CASR Regulations

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain through membership to Macquarie Regional Library (MRL) an effective and community oriented, easily accessible library service that meets the educational, recreational and cultural needs and expectations of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
158	Coonabarabran Baradine Binnaway Mendooran Dunedoo Coolah	As a member council and stakeholder of MRL with Narromine, Wellington, Dubbo; the MRL Strategic Management Plan will be basis from where performance targets are determined. NSW Library Council benchmarks will provide long term objectives for the delivery and provision of services.	Libraries performing to MRL Strategic Management Plan targets. Baradine and Mendooran Libraries online book requisition system being implemented.

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>
159	Westpac Banking Agency Dunedoo	Service responsive to Westpac management directions and operations, providing a service that meets the needs and expectations of the community. Customer service delivered to a high standard providing Council front counter support role.	New 3 year contract/agreement entered into. Service meeting 100% operational targets. Rates collection and Council operations provided.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
160	Baradine Oval Binnaway Oval Coonabarabran Oval/Netball, Basketball / Tennis courts complex	Sporting facilities maintained in a safe and attractive condition. Optimum use of facilities by a multitude of sporting bodies Sporting and recreational activities encouraged and co-operative partnerships developed to increase usage.	Baradine and Binnaway kiosk projects progressed and working with local sporting committees to complete funding submissions. Baradine Oval 51% budget - expenditure to be monitored. No 1 Oval Amenities block final stages – internal fitout completed, painting to be undertaken by Football Club and external drainage technical services. Canteen and toilets used for a number of sports carnivals during period. Official opening planning for February 2009.
	Bowen Oval Coolah and sporting complex Robertson Oval Dunedoo Mendooran Sports Ground and Tennis Courts		Sports grounds maintained and utilised by community. Various athletics carnivals and changeover of ovals from football to cricket.

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161	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.	No reported management issues.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council owned or entrusted public halls are maintained to an acceptable standard to service the needs of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
162	Baradine Hall Binnaway Hall Coonabarabran Town Hall	Buildings maintained in a sound, clean and safe condition and available for use as required. Buildings to be licensed as Places of Public Entertainment.	Baradine Hall plans created for refurbishment and extension project – sports gym, music rooms, multipurpose room. Working with schools and community organisations to develop concept plans. All halls license PPE renewed.
	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.	Coonabarabran Town Hall – major repairs required for functions; new fridge, cleaning, dishwasher, hot water heater, plumbing, and stove.
163	Shire Hall Coolah	Hall plans and long term objectives developed in partnership with community and stakeholders to expand community infrastructure asset usage.	Mendooran Conservation Management Plan completed to be presented to October Council meeting. Discussions with Purlewaugh Hall Committee to develop a possible works program for a Work for the Dole project.
	Dunedoo Jubilee Hall		
	Mendooran Mechanics Institute		
	Goolhi Hall and Reserve Trust		
	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.	
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163	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.	Cornerstone group continue to clean Youth Club on contract basis. Grafitti and break in/unauthorised entry a concern to be addressed. Funding of Youth workers who operate Drop in Centre expiring end 2008, so other funding sources being investigated. Capital expenditure commenced as toilet refurbishment begins.

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

<i>COST CENTRE OBJECTIVE:</i>		Engage and assist individuals, community groups, Council and stakeholders to implement Community Development initiatives	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
164	Community Development Officer	<p>Assist and encourage a collaborative, collective action to be taken by the community to enhance the long-term social, economic, and environmental conditions of their area so as to achieve an improved lifestyle.</p> <p>Projects are identified and opportunities for funding facilitated by sourcing and promotion of funding information</p> <p>Maintenance of Shire Community Services Directory.</p> <p>Facilitate implementation of Social Plan initiatives.</p> <p>Engage individuals, community organisations and stakeholders in whole of government approach to Community Development issues</p>	<p>Assistance provided to Men's Shed Coonabarabran.</p> <p>Funding Pot article promoting Grant Funding opportunities published on weekly basis Coonabarabran Times newspaper.</p> <p>Email distribution list to community groups - 79 grant opportunities promoted.</p> <p>Officer attended Grant Writing course in Parkes Development and Coordinators Meeting held in Coonabarabran.</p> <p>Coordinated NAIDOC celebration in Coonabarabran - Flag raising ceremony and community BBQ; well supported.</p>
165	Youth Activities	<p>Youth week activities implemented by development of community partnerships.</p> <p>Youth participation into sporting, cultural and community activities encouraged and fostered.</p>	<p>Grant opportunity information forwarded onto Youth Club groups.</p>
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165	Community Development Coordinators	Part time community Development Coordinators are employed in Baradine, Binnaway, Mendooran, Dunedoo and Coolah Liaison and support network provided by Council to enable local models implemented across Shire Funding opportunities and cooperative partnerships developed for local community projects.	Development Coordinators met in August to review programs available. Continue to provide important networking role for local communities.
	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	1764 clients assisted for period.

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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>
167	Social Services Management	<p>All requirements of Funding Agreements from funding sources are met for all programs.</p> <p>Ensure the Home and Community Care Service Standards and Objectives are implemented.</p> <p>All legislations, acts and obligations relating to providing service to the aged and disabled are abided by and implemented.</p> <p>To ensure the community is appropriately informed and consulted with to encourage community participation in social services planning and development to meet the needs of the community.</p>	<p>All HACC MDS statistical reports completed and sent to both funding bodies: Department Ageing Disability and Home Care and NSW Ministry of Transport.</p> <p>Received \$15,000 for building of garage to house funded assets. Integrated Monitoring Framework was completed. Both Funding bodies visited Coonabarabran and Coolah offices. General Manager, Director of Community Services, Manager of Social Services, staff and volunteers were interviewed over a three day period regarding various aspects of Service Management. A report is yet to be received regarding this visit.</p>
168		<p>Seek appropriate funding opportunities to enhance existing programs and where an unmet need is identified, lobby for funding to be established.</p>	<p>Manager and Coonabarabran Service Coordinators attended and manned a display table at an Interagency Service Provider Information Day held at Coonabarabran CWA Hall.</p> <p>NAIDOC Week was also attended by staff and a volunteer coordinating a display table.</p> <p>Manager spoke at Hospital Auxiliary Group and the RSL Ladies Auxiliary Group.</p>

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
			<p>All Competency Assessments completed with several staff able to step up within their grade. 2 new staff members in Coolah commenced. One staff member resigned. Most staff were able to attend an in-house training session on Client Assessments. A Coonabarabran staff member also attended a Responding to Victims of Sexual Assault training. Manager attended Management Training held by Council. Staff Development Plans and Staff Training Plans completed.</p> <p>Christmas in July was celebrated in three towns of the Shire - Coonabarabran, Dunedoo and Coolah. The events were attended by clients and volunteers. This is an annual celebration enjoyed by both groups and is partially subsidised by Volunteers Reimbursement money which has been donated back to the Service. Quarterly Advisory Committees for both North and South are well attended with both Volunteers and clients attending meetings and giving valuable input.</p>
			<p><u>Meals Service - North:</u> Meal numbers are remaining steady and just under target with room for emergency short term meals. New contract with Hospital has seen a slight increase in price of hot meals. Hot meals now \$5.50, an increase of .50. Total meals delivered for 1st quarter is 1586 meals - quarterly target 1750 meals.</p> <p><u>Meals Service - South:</u> Meal numbers are also steady in South with 772 meals being delivered which is not far under the quarterly target of 900 meals. This again leaves room for emergency short term deliveries.</p>

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	<u>PROGRESS UPON REVIEW</u>
			<p><u>Home Maintenance - North:</u> Extra activities under this program such as the repairing of screen doors, repair of floor tiles etc for OH&S reasons are now being carried out and service increasing popularity. Total hours for this quarter are 63 hours. Quarterly target of 299 hours.</p> <p><u>Home Maintenance - South</u> This program has also been quiet over this quarter due to the cold however 47 hours of service was provided and South also has a target of 299 hours. Again the rain and sun will see an increase in these hours for next two quarters</p> <p><u>Social Support - North</u> Lunch outings have recommenced which will assist in increasing hours. Total hours for this quarter total 844 hours. Quarterly target of 1,343. Regular outings will see these figures increase for remainder of year.</p> <p><u>Social Support - South</u> This program is doing well in the South and a little over target. This quarter totalled 443 hours with a quarterly target of 428. However we are allowed a 5% variance over the annual target of 1711 hours.</p> <p><u>Respite - Shire Wide</u> This program is slowly but surely becoming more widely known and this is demonstrated with this quarter's total of 137.5 hours. A definite increase. Quarterly target is 389 hours. The hours used are from the northern end of Shire. Program is promoted etc in South but to date, nil clients.</p>

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	<u>PROGRESS UPON REVIEW</u>
			<u>Community Transport - North</u> This program is HACC funding only which is for the frail aged and people with disabilities. The operation of two funded vehicles and the brokering of a small bus to Dubbo in the Northern end gave of total of 346 trips for this quarter. There is not an official target for this program as yet. <u>Community Transport - South</u> The South has three streams of funding which makes variations in the target group. The operation of three funded vehicles and one brokered bus to Dubbo gave a total of 339 trips. Again there is no official target for this program. Note: a Trip equals one way ie: a transport to and from Dubbo for a medical appointment is 2 trips.
			Planning stages of a Community Services Expo have commenced. A partnership within the Community Services Division of Council of Community Care, Family Day Care and Connect Five will result in a day whereby Service Providers who have funded programs for this particular Shire will be able to exhibit their services and talk to the public who are invited to come in and browse and listen to key note speakers.

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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>
170	Family Day Care	Provide support, guidance, assistance and monitor each of the carers who are registered with the scheme.	Carer Visits – 48 visits to Carers in Coonabarabran Baradine Gilgandra and Mendooran. Ongoing phone support to all Carers. Visits include routine, house checks, new carer and induction, training and playsessions. Service attended NAIDOC Week Celebrations, Community Health Services Day, and Interagency meetings.
171		<p>Ensure the service is accessible and services the requirements of families and children and they have access to appropriate and quality care.</p> <p>Register carers and their premises in accordance with regulations and the scheme's policies and procedures.</p> <p>Provision of programs appropriate to the needs and development of the individual child.</p> <p>Service meets the accreditation and validation requirements by National Childcare Accreditation Council.</p> <p>Service meets the current legislation and regulatory licence requirements of Department of Community Services.</p> <p>Objectives and requirements of Funding Agreement met.</p>	<p>Nominations requested from parents and community members to form a new Advisory Committee.</p> <p>Currently 17 FDC Carers, with one resigning in Mendooran and 1 new Carer in Coonabarabran. 1 new Carer and 1 relief Carer in progress in Gilgandra.</p> <p>Currently 3 In Home Carers with one resigning in Coonabarabran and 1 new Carer in Gilgandra.</p> <p>Inclusion support review on current Service Support Plan to continue to include children with additional needs within the service.</p> <p>15 Carers attended in-service training on QA and Timesheets.</p>

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			<p>Policies currently under review to meet Accreditation and Regulatory requirements. Carer Application and Induction process reviewed and new process implemented</p> <p>Income: \$ 94,675 Expenditure: \$ 88,711 Occupied places: 55 No. of Children: 188 No of Families: 114 Total Earnings: \$157601 Fee Relief: \$81,171 Admin Levy: \$11,756</p>

PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Connect 5

<i>COST CENTRE OBJECTIVE:</i>		Connect 5 is a Mobile Children's Service operating in the Shires of Coonamble, Gilgandra and Warrumbungle to assist children 0-5 years to reach their full potential by providing support to them and their families.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
173	Connect Five Management	<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>Lady Gowrie cancelled all vocational training for Trainee. Change of Training provider in progress.</p> <p>In-Venue Long Day Care operating 3 days a week for 0-3 year olds. Average attendance / day = 10-11 children. No. of families = 24 No. of children = 34 Extension applied to DEEWR for further 3 months to provide service to end December.</p>

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Staff Training/Workshops;</p> <ul style="list-style-type: none"> - NSW Mobiles Conference (MCSA Mobile Meet) - 'Dealing with Difficult People' - 'Getting Kids in Sync' - 'In tune with Toddlers' - 'Developing Effective Teams' <p>Service entered photograph and was finalist for the NSW Child Care Cooperative Cee Cee Awards. Attended gala dinner in Sydney.</p> <p>Survey distributed to parents and childcare professionals for 5 year plan</p>
174	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, Tooraweenah and Weetaliba. Jubilee Hall now used as wet weather venue for Dunedoo.</p> <p>Total no. of Sessions = 44 No. of children = 174 No. of families = 130</p> <p>Information provided for Parents each session comes from various organisations such as Dept Ed (School Readiness) NAPCAN (Child Protection), DoCS, RTA (Child restraints), NSW Fire Brigade (Fire Safety). Parents also seek advice about issues pertinent to them and we provide advice with written follow up e.g. Support for Relationships.</p> <p>Individual folders prepared for each child with photos, samples, observations and checklists.</p>

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	Toy Library	To provide resources to communities in the area of child development	Toy Library – New borrowings 5 Parents borrowed 14 items 4 Professionals/ 58 items Some items previously recorded still out on loan. Borrowing at play sessions limited to books and puzzles. Larger equipment recalled to be utilised temporarily by Child Care. Binnaway Pre-school have the Farm Safety kit. Baradine Transition Centre have the Social Skills Kit
	Skills Development	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Quarterly Newsletter distributed to all families. Information included Depression (Beyond Blue), Sun safety (Cancer Council), Transition to School (Lady Gowrie Child Care), Insect Stings and Bites (Childcare & Children's Health). Expressions of interest called for Triple P in Coonabarabran.
	Partnerships in Service Delivery	To provide resources to communities in the area of child development	Participated in Interagency Groups in Coonabarabran and Dunedoo; Community Health Services Day and NAIDOC week celebrations.

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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.	This year's was completed on time. Work will commence on the 09/10 year early in the New Year.
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.	Advice given when and where required. Ongoing commitment to providing timely advice.
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	Having some problems in the Finance Department with excessive leave from some staff, meaning that the department is always understaffed. Also vacancies have not been filled pending a revision of the Corporate Structure. Generally outcome are met despite these problems.

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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>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
179	Insurances Risk Management	No significant loss due to inadequate insurance cover.	None reported.

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> 180	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Medical Centre Coonabarabran	Minor maintenance to be completed in accordance with quarterly inspection programme and determined priorities.	This is ongoing. Work will commence shortly on roof and guttering repairs following an allocation in this years budget.
	Council Chambers Coonabarabran	Council Offices cleaned in accordance with contract specifications.	Solutions to ensure this target is met are being examined as the current cleaning contract has expired.
		Security of the building maintained.	No breaches of security reported.
		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Done in a timely fashion – no major problems evident at this time.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an Information Technology service that meets the defined needs of the organisation.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
181	IT Strategic Management	Develop Information Technology Strategy that provides an achievable plan for the resourcing of Council's IT needs for the next three (3) years.	Under review – a comprehensive plan will be brought to Council early in 2009.

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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.	Financial Reports are presented to Council detailing cash, investments, receipting, debtors, rates and budget control on a monthly basis as part of the Director of Corporate Services Report
184		Training plan for Financial Services.	A list of training required has been gathered and in the near future a rating intensive module will be run as a start to achieving the training requirements.
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	Key Performance Indicators for the Finance Staff for some areas are in place and others are being developed and changed as required.

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
184	Finance Services – Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	Quarterly Review for the first quarter is being submitted to the November Meeting.
		Significant budget variations reported to Council quarterly as per Regulation.	Variations to budget are being reported in the document presented for Councils review
185		Provide technical support to managers in monitoring/developing budget bids.	Support has been provided to assist in the development in the current budget and will be provided as required in the monitoring of this budget and the development of the next budget
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	The Financial Services budget is monitored on a regular basis to ensure it is in accordance with the adopted budget
		Develop an action plan for the coordination and collation of budget bids for Council's consideration for the Management Plan 2008/2009.	An action plan and timetable is developed and distributed for the development and collation of the 2009/2010 Management Plan
186	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	Further development of our financial package has occurred and a new general ledger and job cost system implemented from the first of July. This will be further refined as time progresses
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	Now that the financial package is in place the budgeting package Mondelio, will have to be developed and integrated to suit the new account structure.
		Coordinate and collate budget bids from Divisions for the 2008/2009. Management Plan.	The bids from all divisions for the 2008/2009 have been collated for the Management Plan Council is working with
		Review Accounting Standard and periodic changes.	The accounting standards along with any changes are monitored to ensure Council complies with any changes

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
187	Finance Services – Financial Accounting	Council's General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for both the former Coonabarabran and Coolah Shires.	Council's Financial Reports have been completed in accordance with the required standards.
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	Financial and Statistical Returns will be lodged once audit is completed
		Constantly review adequacy of Council's assets registers and ensure compliance with AAS27 and accounting manual.	Councils assets register is constantly monitored to ensure it meets with the Australian Standard

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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.	Monitoring and auditing of debtors and private works is carried out on a regular basis.
189	Finance Services – Rating	Levy and collect rates in accordance with policy and procedure.	Rates Levy has been completed for the first payment and the second instalment is about to be issued on time
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March 2008.	The debt recovery is being carried out in accordance with Council’s policy The review of ordinary rating charges occurred for this financial year and was included as part of our Management Plan
190	Finance Services -Rating Water & Sewer	Monitor user pays water	User Pay water is being monitored and the first instalment for the 2008/2009 year will be mailed in November

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Finance Services –Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	The investment funds have been invested in accordance with the Minister Order at the time of investment. Due to the Global Financial Meltdown it will be difficult to achieve the published rates as some investments are not paying interest dividends to protect the principal
	Finance Services-Cash Management	Continue to monitor options for better management of Council's Investment Portfolio.	Council's investments are being constantly monitored to ensure that our principal is safe and to endeavour to achieve maximum returns within the Ministers guidelines
	Finance Services -Accounts Payable	Streamline systems for payment of Council's Accounts Receivables by the use of new technology.	Council is constantly endeavouring to have all payments made by the use of electronic funds transfer

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an efficient and cost effective customer focused administration service, meeting the needs of the organisation and services to the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
192	Administration Services Management	To manage and provide leadership and support to the Administration Services staff, to ensure delivery of efficient and effective services to the organisation and the community.	<p>Staff training in July regarding acceptance of nominations for Council elections and pre-poll voting.</p> <p>New Records Officer attended 4 day course in records management.</p> <p>Water and rates notices issued – counter busy with receipting however availability of Bpay and Post Billpay has reduced number of remittance payments through the post and reduced number of customers attending counter.</p> <p>Processing of correspondence delayed in early September for several days as Pre-poll voting required considerable staff time due to volume of electors choosing to vote prior to election. 622 pre poll votes taken at the Coonabarabran Office and 205 at the Coolah office. Minimum of 90 ‘Excuses Forms’ also completed for customers regarding inability to vote at Coonabarabran office.</p> <p>The Administration Services budget is monitored regularly to ensure it is in accordance with the adopted budget.</p>

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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.	Registration and allocation of correspondence delayed in early September due to staff undertaking acceptance of candidate nomination forms and processing pre poll voting and 'excuse' forms.
194	Administration - Records	Files and records accurately maintained.	File titles amended in accordance with changes in ownership.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
194	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Needs met early in quarter under report however delay in producing final Management Plan and delays in meeting organisational needs in early September due to election.
		<i>Cashiering services</i>	Receipting and counter services provided in a customer focused manner and clients dealt with promptly.
195		Business papers prepared and distributed.	Some delay in preparing business papers with papers delivered on Monday prior to meeting. Business papers distributed electronically and hard copies provided 3-4 days prior to meeting. Copies made available to various media outlets and libraries and pdf version placed on web site.
		Committee meeting agendas prepared and distributed.	Agendas prepared by Administration staff and issued as needed.
		Minutes prepared and distributed.	Generally minutes drafted within three to five days of meeting and final document completed and distributed electronically and hard copies posted to Councillors. Minutes placed on web site and copies made available to libraries following endorsement by Council.
		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Preparation of Annual Report still underway, however report not completed awaiting information / reports from various staff.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	The Summary of Affairs to be prepared and submitted for inclusion in the Government Gazette.
		Statement of Affairs prepared	Statement of Affairs prepared in July 2007 and updated Statement yet to be prepared.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a cost effective operationally efficient supply service to the corporation for the procurement, storage, distribution, disposal/recycling of goods and services. Supply/tender contract administration and development services and monitoring of policies and procedures.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
197	Supply Services	Goods and services purchased at best possible prices in accordance with Council policy and legislative requirements.	Council is working with Regional Procurement and other purchasing groups to ensure best price is achieved at all times. Consideration is <i>always</i> given to local suppliers if the cost variance is minimal.
		Review scope of supply operations and stock diversity	Everything appears to be running smoothly at this time.
	Stores Warehousing and Inventory Service	Provide operationally efficient stores warehouses based at Coonabarabran, Coolah and Dunedoo and inventory control system to industry standards.	Systems in place are efficient and meet industry standards. Review of processes undertaken and stricter procedures have been adopted.
198	Stores Warehousing and Inventory Service	Stores facilities including office and storage areas kept in clean, tidy and well maintained condition. That all workplace safety issues relating to stores facility are assessed and managed in accordance with delegations and budget.	All stores operating well and targets met.
		Ensure high standard of accountability in the control of Council's stores inventory, with biannual stock takes conducted.	Review of stores operations has indicated the need for random stock takes to be undertaken without notice. This is to meet industry guidelines.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide assistance to Council in the strategic and tactical development and direction of Council's IT Infrastructure and services. To provide professional advice services to staff on IT and related matters. To represent Council's interests in interactions with others (internally and externally). To provide systems and services aimed at maintaining Council's legislative compliance involving IT security and its administration and management. To provide custodial and protection services in regards to IT assets, data and information.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
200	IT Support Management	Oversee enhancements or developments of IT Infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Support continues to be provided by Councils IT Officer, with backing provided by our designated IT service provider. Targets being met.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain Information Technology operations and services that meet the agreed and defined needs of the organisation. To provide and maintain customer focused services that meet the agreed and defined needs of the organisation. <i>(A customer is defined as any person(s) internal or external to the organisation who utilises or relies on Council's Information Technology services.)</i>	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>B. <u>PROGRESS UPON REVIEW</u></i>
201	IT Support – Telecommunicat ion Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	We have experienced a number of problems with the telephone system, mainly due to many staff changes with our Account Executive at Telstra. The service has not been as good in the past few months meaning a number of delays have occurred in correcting faults.
	IT Support – Records Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	There have been some issues with Bluepoint which is our EDMS product. An upgrade will occur in the next couple of months, together with some additional training, although the upgrade may not bring this product up to the current industry benchmark. Alternative products will be researched in the future.
202	IT Support – Financial Accounting	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Practical is currently working well since the introduction of the new Chart of Accounts in July. Staff seem to be finding the new structure satisfactory and are utilising the report functions to monitor budgets.
	IT Support - Other Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	All working well.

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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.	Except for connectivity problems which have continued through the first quarter everything appears to be working well. Staff (clients) are supported in a timely fashion. The connectivity issues now appear to be resolved. The only problem now evident is that the Tourist Information Centre would like seven day support which is just not feasible with our current resources.
	IT Support - Peripheral Devices IT Support – User Support Services	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.	New (replacement) printers and photocopiers have been added in the first quarter and are working well. Eventually we will have more cost accountability due to enhanced features of the new products. Any problems are resolved in a timely fashion.

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PROGRAM: Corporate Services

PRINCIPAL ACTIVITY: Bushfire

OBJECTIVE GROUP: Bushfire

<i>COST CENTRE OBJECTIVE:</i>	To provide assistance to the Fire Control Officer in administering the Warrumbungle Bush Fire Service and to provide effective, safe and operationally efficient equipment.
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
204	Bushfire Management	To provide the community with the level of service they require and expect to minimise damage by fire related incidents.	RFS are busy preparing for the coming bushfire season so that levels of service consistent with need can be provided.

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.
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
205	Bushfires Running Expenses	Increase the number of trained personnel to provide better service to the community and reduce firefighter injuries.	Training has been ongoing during the past months.
	Fire Control/Suppression	Implement hazard reduction programme to mitigate bush fires and reduce property and stock losses due to fire. Provide effective safe and operationally efficient equipment to assist firefighters. Assist fire suppression strategies with heavy earthmoving equipment.	Hazard reduction programme has been followed.
	Fire control Centres	To improve overall command and control at all emergency incidents within the Warrumbungle Shire.	All is progressing with no service failures.

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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 DUE BY THE BANK TO THE FOLLOWING FUNDS AS AT 31 OCTOBER 2008

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 11,852,028.24	\$ 1,408,000.00	\$5,964,028.24
Future Capital Upgrading		\$ 2,520,000.00	
Employees Leave Liability		\$ 770,000.00	
External Grants for Specific Projects		\$ 980,000.00	
Development Sec 94 & 64 Contb'ns		\$ 210,000.00	
TOTALS	\$ 11,852,028.24	\$ 5,888,000.00	\$5,964,028.24
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 30,349.01		30,349.01
Binnaway Water Bank	\$ 468,252.52	\$ -	468,252.52
Coonabarabran Water Bank	\$ 1,797,857.25	\$ 179,230.45	1,618,626.80
Coolah Water	\$ 451,894.28	\$ 750,000.00	-\$ 298,105.72
TOTALS	\$ 2,748,353.06	\$ 929,230.45	\$ 1,819,122.61
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,114,030.56	\$ 836,510.08	\$ 1,277,520.48
Baradine Sewerage	\$ 336,000.97	\$ -	\$ 336,000.97
Coolah Sewerage	\$ 1,121,597.74	\$ 563,170.00	\$ 558,427.74
TOTALS	\$ 3,571,629.27	\$ 1,399,680.08	\$ 2,171,949.19
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 11,852,028.24	\$ 5,888,000.00	\$ 5,964,028.24
Water Fund	\$ 2,748,353.06	\$ 929,230.45	1,819,122.61
Sewerage Fund	\$ 3,571,629.27	\$ 1,399,680.08	2,171,949.19
TOTALS	\$ 18,172,010.57	\$ 8,216,910.53	\$ 9,955,100.04

WARRUMBUNGLE SHIRE COUNCIL

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TERM DEPOSITS		Interest Rate
BOND 1 TRUST AAA FRN	\$ 2,000,000.00	BBSW+.80%
C B A CALLABLE RANGE	\$ 2,000,000.00	7.50%
SGE-CREDIT UNION	\$ 500,000.00	7.93%
DRESDNER BANK OCTAGON	\$ 1,500,000.00	7.00%
ANZ 3 PILLARS	\$ 500,000.00	BBSW +1.2%
ANZ SAIL	\$ 500,000.00	
ANZ ASPRIT 1	\$ 500,000.00	
ANZ ASPRIT 11	\$ 800,000.00	
SUNCORP BANK-AT CALL	\$ 250,000.00	8.10%
BENDIGO BANK	\$ 500,000.00	BBSW+1.20%
TRIDENT	\$ 500,000.00	BBSW +.65%
AVERON BOND-SEALINK	\$ 700,000.00	
DEUTSCHE BANK - DAISY	\$ 1,500,000.00	7.8043%
PIMCO PRINCIPAL PROTECTED	\$ 500,000.00	BBSW +.81%
DANDELION-WESTPAC	\$ 1,000,000.00	BBSW + 1.5%
ROYAL BANK OF CANADA	\$ 1,000,000.00	7.70%
ALL SEASONS-KEOLIS AAA	\$ 1,500,000.00	8.00%
TOTAL	\$ 15,750,000.00	

I certify that the above investments have been invested in accordance with Council's policy and in accordance with the Local Government Act 1993 and Regulations

Carolyn Upston
DIRECTOR CORPORATE SERVICE

RECOMMENDATION
For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.2 RECONCILIATION OF GENERAL FUND BANK ACCOUNT – 31 October 2008

CASHBOOK

Balance as at 01.10.08	17,826,770.42
Income	
- Total Receipts	3,484,630.00
- Total Investments	
	<hr/>
	21,311,400.42
Expenditure	
- Total Cheques Drawn	3,139,389.91
	<hr/>
Balance as at 31.10.08	18,172,010.51

BANK STATEMENT

Bank Statement as at 31.10.08	18,037,715.64
Amount Not Receipted This Month	
	<hr/>
	18,037,715.64
Outstanding Deposits	178,577.70
	<hr/>
	18,216,293.34
Total Investments	
Unpresented Cheques	44,282.83
	<hr/>
Balance as at 31.10.08	18,172,010.51

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.3 STATEMENT OF INVESTMENTS AS AT 31st OCTOBER 2008 INVESTMENT REGISTER

Days	Rate	Purchase Date	Maturing Date	Amount	Balance
ANZ 3 PILLARS					500,000.00
5years	BBSW+1.2%	24.03.05	06.04.10	500,000.00	
BOND ST CUSTODIAN-TITANIUM AAA					2,000,000.00
5.5years	7.2683	17.05.05	14.12.10	2,000,000.00	
OCTAGON PLC-DRESDNER BANK-EMU NOTE					1,500,000.00
10years	7.00	25.10.05	30.10.15	1,500,000.00	
CREDIT SAIL-ANZ INVESTMENT BANK					500,000.00
6years	Bbsw+1.5	14-11-05	30-12-11	500,000.00	
CBA CALLABLE RANGE					1,000,000.00
5years	7.5	14-12-05	14-12-10	1,000,000.00	
AVERON BOND-SEALINK P/L					700,000.00
7years	Bbsw+1.5	25.10.05	30.10.15	700,000.00	
DEUTSCHE BANK AG LONDON BRANCH-DAISY					1,500,000.00
5years	5-6%+cg	21-03-06	20-03-13	1,500,000.00	
ALL SEASONS-KEOLIS AAA					1,500,000.00
7years	8.00	16-06-06	16-06-13	1,500,000.00	
ANZ ASPIRT 1					500,000.00
6years		15-11-06	08-11-12	500,000.00	
PIMCO PRINCIPAL PROTECTED					500,000.00
4years		22-02-07	28-02-11	500,000.00	
ANZ ASPRIT 11					800,000.00
6 years		30-03-07	30-03.13	800,000.00	
TRIDENT-CREDIT SUISSE SYDNEY BRANCH					500,000.00
4 years		30.05.07	30.05.11	500,000.00	
SGE CREDIT UNION					500,000.00
90 Days	7.93	09.09.08	08.12.08	500,000.00	
BENDIGO BANK					500,000.00
5 years	Bbswmid+120	21.09.07	21.09.12	500,000.00	
DANDELION-WESTPAC					1,000,000.00
5 years	Bbsw12M+0bp	20-12-07	21-12-12	1,000,000.00	
AT CALL					250,000.00
SUNCORP-METWAY LIMITED					
	8.10%			250,000.00	
ROYAL BANK CANADA					1,000,000.00
1year	7.7%	16.03.06	16.03.11	1,000,000.00	
CBA CALLABLE RANGE					1,000,000.00
5years	7.5%	16-12-05	16-12-10	1,000,000.00	
			TOTAL		15,750,000.00

I certify that the above investments have been invested in accordance with Council's policy and in accordance with the Local Government Act 1993 and Regulations.

CAROLYN UPSTON
DIRECTOR CORPORATE SERVICE

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.4 RATES AND CHARGES COLLECTION REPORT – UP TO and INCLUDING END OCTOBER 2008

GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2008/2009	TOTAL OUTSTANDING 2007/2008	COLLECTION % 2008/2009	COLLECTION % 2007/2008
	CBN RES/RURAL RES	112,581	940,156	71,674	341,294	639,732	735,597	34.79%	21.96%
	BARADINE	38,915	126,476	17,525	43,389	104,475	97,646	29.34%	28.56%
	BINNAWAY	18,975	59,120	10,080	25,195	42,819	48,506	37.04%	30.83%
	VILLAGES	7,995	21,698	2,164	9,296	18,231	18,791	33.77%	30.71%
	FARMLAND	151,493	3,835,073	19,737	1,228,753	2,726,751	2,686,483	31.06%	30.82%
	COOLAH	13,702	181,643	14,214	71,661	109,470	113,583	39.56%	36.84%
	DUNEDOO	12,688	200,118	16,184	76,548	120,074	123,072	38.93%	34.83%
	MENDOORAN	9,744	62,484	6,979	23,438	41,810	41,514	35.92%	36.11%
	LEADVILLE	2,511	9,430	1,487	4,104	6,350	7,413	39.26%	29.44%
	MERRYGOEN	539	3,817	688	1,330	2,337	2,228	36.27%	35.73%
	NEILREX	107	2,296	234	977	1,192	1,102	45.04%	52.67%
	UARBRY	830	3,386	76	3,464	676	1,560	83.67%	51.30%
	COOLABAH ESTATE	2,259	14,347	1,537	5,410	9,657	10603	35.91%	29.06%

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GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2008/2009	TOTAL OUTSTANDING 2007/2008	COLLECTION % 2008/2009	COLLECTION % 2007/2008
	RUR/RES COBBORA	599	3,387	299	1,736	1,950	2733	47.10%	32.75%
	GENERAL RESD/BUS-STH	10,724	129,606	9,232	59,649	71,441	70,449	45.50%	45.03%
	BUSINESS-CBN- RURAL	31,534	361,148	250	168,051	224,376	108,033	42.82%	72.51%
WATER						0			
	COONABARABRA N	31,344	309,001	27,462	107,168	205,703	188,997	34.25%	35.29%
	BARADINE	36,144	85,278	10,356	31,678	79,387	76,671	28.52%	25.87%
	BINNAWAY	33,560	65,706	8,706	32,647	57,911	65,652	36.05%	30.64%
	VILLAGES	16,526	11,040	875	3,382	23,309	21,670	12.67%	13.04%
	FARMLAND - NTH & STH	88.00	1,026.00	0.00	336	778	520	30.18%	25.04%
	COOLAH	13,073	141,783	9,715	54,290	90,851	94,818	37.41%	31.90%
	DUNEDOO	8,348	123,105	9,300	46,912	75,242	74,491	38.40%	34.04%
	MENDOORAN	9,926	96,480	4,662	32,925	68,818	38,379	32.36%	34.30%
	MERRYGOEN	2,439	10,580	831	3,683	8,504	9,059	30.22%	21.50%

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GENERAL		RATE ARREARS	2007/2008 LEVY	PENSIONER WRITE OFF	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2008/2009	TOTAL OUTSTANDING 2007/2008	COLLECTION % 2008/2009	COLLECTION % 2007/2008
SEWERAGE						0			
	COONABARABRA N	44,440	635,885	27,273	233,172	419,858	405,973	35.71%	35.91%
	BARADINE	52,659	145,365	8,824	59,195	130,002	129,043	31.29%	29.48%
	COOLAH	13,463	152,896	8,665	62,445	95,248	97,294	39.60%	37.21%
	DUNEDOO	8,975	144,059	9,125	57,169	86,741	88,385	39.73%	35.29%
		686,181	7,876,389	298,156	2,789,296	5,463,694	5,360,265	33.80%	32.99%
GARBAGE- North		70,635	600,814	52,119	237,823	381,485	366,483	38.40%	38.58%
GARBAGE - South		32,202	368,051	36,003	135,042	229,195	219,953	37.08%	36.78%
FARMLAND - NTH - STH		722	29,890	471	9,766	20,375	21,039	32.40%	0.00%
LEGAL FEES		165,300	57,645	0	57,645	165,273	68,019	25.86%	12.11%
						0			
INTEREST		153,612	0	0	21,154	132,458	125,630	13.77%	17.74%
	TOTALS	1,108,653	8,932,789	386,748	3,250,727	6,392,480	6,161,389	33.71%	31.62%

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

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

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2.5 BUDGET REVIEW – END OF SEPTEMBER

In accordance with Section 419 of the Local Government Act (1993), a review of Council's budget as at 30 September 2008 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, having regard to the original estimate of income and expenditure.

A draft copy of the budget review is included for Councillors' information with the final version to be distributed at the Council meeting.

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 REQUEST TO ASSUME CONTROL OF SHARED ROAD – PARISH OF TERRAWINDA

Background

The owners of the property 'Keadool', Lot 11 Dp 754982, currently have an enclosure permit that authorises them to enclose 20 metres of a 40 metre wide public road. The public road is Brookes Road and is gazetted with ownership shared between the Crown and Local Government. Keadool owns the land either side of the road however the owners cannot utilise the enclosure permit because the road is formed and very much in use.

The owners have received advice from the Department of Lands and a copy of that advice along with a map showing the road has been forwarded to Councillors under separate cover.

Keadool is asking Council to assume control of the 20 metre Crown road section that lies within their property.

Issues

Council regularly receives requests from property owners in relation to Crown roads, in particular Crown road access to their property. The requests generally want Council to assume control of the road, that is, convert to public road status, or undertake maintenance and improvement works. The criterion usually applied is cost to Council and hence most requests are refused on the basis that Council has insufficient funds to maintain the existing road network.

In relation to the request from Keadool there is no apparent cost implication to Council except for the application fee to the Department of Lands. Brookes Road is a category 1 unsealed road and Council has not been restricted in maintenance activity on the road. Hence, the conversion of the Crown road share of the road to Local Government control is a conversion in legal status only and will not impact operations on the ground. The conversion will however eliminate the responsibility that Keadool has in relation to the enclosure permit.

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In a separate issue the actual formed road does fall within the road boundary as shown in gazetted plans. Reference to the map shows that on the eastern end of the road the formed road is well outside the 'map' road. This situation is common throughout the Shire and investigations are continuing on the cost of redrawing the map to coincide with the location of the formed road.

Options

Council has discretion in this matter, however conversion of the Crown Road to Local Government will not impact upon Council operations.

Financial Considerations

The proposal to convert the Crown Road share of Brooks Road through the property Keadool to Local Government will not impact upon Council's budget. However, there is an application fee of \$219.20 which Council will need to consider.

RECOMMENDATION

The request by the owners of 'Keadool' to convert the Crown Road share of Brooks Road that traverses their property to Local Government control be approved subject to no cost to Council.

3.2 CROWN ROAD ACCESS OFF CASTLEREAGH HIGHWAY TO 'GUMBARLAH' – MENDOORAN.

Background

The owner of a property called 'Gumbarlah' has requested Council consideration of a road access problem into their property. Traditionally access has been via an adjacent property even though the property has legal access via a Crown Road. The owner of the adjacent property recently locked out the traditional access and has requested the Department of Lands to close the Crown road.

A copy of the letter from the owner of 'Gumbarlah' has been forwarded to Councillors under separate cover. A map showing the location of the property is provided in attachment 1.0.

Issues

The Crown Road is lined with trees and has not been formed. The owner of Gumbarlah reports that there are drainage problems along the Crown Road reserve and that upgrading it for access would be cost prohibitive.

Council regularly receives requests from property owners in relation to Crown road access to their property. The requests want Council to assume control of the road, that is, convert it to public road status, or undertake maintenance and improvement works. Often such requests are initiated when a long standing agreement between neighbouring property owners comes to an end and this can be for a number of reasons.

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Advice from the Department of Lands regarding the application to close the Crown Road has not yet been received.

Options

Council has discretion in this matter, but should be mindful that any approval to extend Council's network of roads will set a precedent for future applications.

Financial Considerations

There is no budget allocation for extending Council's network of roads and any works on the Crown Road will need to be funded from existing budget allocations for road maintenance and construction. The cost of upgrading the Crown Road to allow access to 'Gumbarlah' has not been determined.

RECOMMENDATION

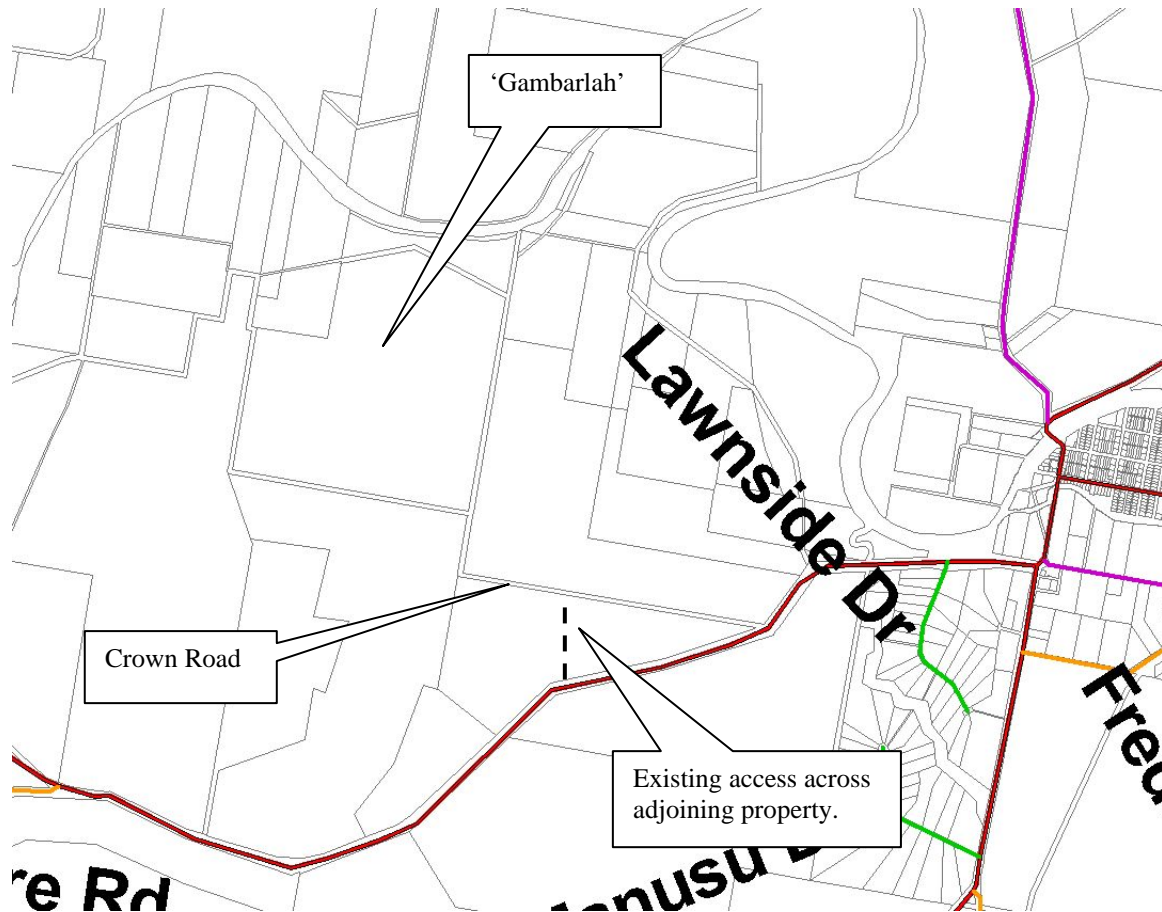
1. That any application to close the Crown Road access to 'Gumbarlah' off the Castlereagh Highway near Mendooran be refused.
2. That any request by the owner of 'Gumbarlah' for Council to assume control or undertake works on the Crown Road access be refused.

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Attachment 1.0. – Map Showing Location of ‘Gumbarlah’



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3.3 USER PAY SEWERAGE

Background

Council will be aware that the funding offer for the Mendooran Water Treatment Plant project is dependent upon Council developing and implementing a suite of Best Practice policies and management plans.

Three of the conditions relate to best practice in user pay sewerage. This report introduces three pricing models for Council consideration. The models relate specifically to properties in Coonabarabran, however the principles used in any of the models could be applied to any of the other three sewerage schemes in the Shire.

It is anticipated that a user pay sewerage pricing policy will be implemented in the 2009/2010 financial year. A period of public consultation regarding the proposed policy should be undertaken by Council and hence the purpose of this report is to obtain Council approval to initiate public consultation.

Issues

Best practice sewerage pricing involves a uniform annual sewerage bill for residential customers. For non-residential customers Council is required to apply an access charge together with a usage charge. The overall charge for non residential users must be in proportion to the overall load placed on the sewerage system by all users.

The access charge for non residential users will be based on the square of the diameter of their water meter connection plus an assessment of sewage discharge volume, which is expressed as a discharge factor. Sewerage discharge factors and the relative volumes of sewage treated at the Coonabarabran treatment plant are outlined in attachment 1.0.

A trade waste usage charge also applies to liquid trade waste dischargers. This is calculated similarly to the sewerage usage charge which is dependant on the water meter connection size and a separate trade waste discharge factor. These fees and charges are in addition to the non residential sewerage bill. Trade waste fees also apply to commercial activities in residential properties. Trade waste discharge factors are outlined in attachment 2.0. Annual inspection fees are also applicable to dischargers of liquid trade waste.

A change in sewerage pricing will result in increased sewerage bills for some and decreased bills for others due to the change from bills calculated from land value to user pays. Non residential customers who are high water users and or have large water connections may be affected. Vulnerable customers need to be considered who may face financial hardship, e.g. rebates for pensioners. Programs should be considered to encourage a lower water use and to phase in the level of charges over a 5 year period for high water users. High water users can apply to have their sewerage discharge factor reviewed as it is recognized that not all water consumed ends up in the sewer.

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The Best Practice guidelines provide a checklist for implementation of sewage and trade waste pricing and is a useful summary of the issues. A copy of the checklist has been forwarded to Councillors under separate cover.

Options

Three pricing models have been developed and details are provided in attachment 2.0. Clearly, community consultation should be sought to assist Council in determining the most appropriate model and to assist Council in determining implementation periods. Community consultation can include public meetings, newspaper articles and mail out of information.

Financial Considerations

The models developed for Council consideration are based on recovering the income allocation for Coonabarabran sewerage in the 2008/09 management plan. Indicative figures are provided in attachment 2.0, however further details are provided on individual properties in a spreadsheet forwarded to Councillors under separate cover.

There is a cost associated with community consultation and this should be considered when implementing a community consultation programme

RECOMMENDATION

That community consultation is undertaken on the proposed introduction of user pay sewerage and trade waste pricing policy. Further, the community consultation programme include the following activities; mail out newsletter to all property owners within the Coonabarabran sewer reticulation area, a public meeting in Coonabarabran and newspaper articles to cover the policy and its implications for users.

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Attachment 1

Sewerage pricing is determined by the volume of sewerage discharged to the sewer and the maximum load that can be place on the sewer at any one time.

It is not practical to meter every connection. Best practice is to estimate this from volume of town water that is metered for each property. Not all metered water goes down the sewer. This is estimated from a sewerage discharge factor (SDF). This will be uniform for residential customers but will vary for non residential customers depending on the activities conducted on the property. The SDF is multiplied by the metered water and the usage charge.

Sewerage Discharge Factors (source Liquid Trade Waste Management Guidelines)

Residential 70%

All business types not listed are 95%

Laundromats	100%
Pubs, Hotels	100%
Motels	85%
Schools	85%
Hospitals	85%
Nursing Homes	85%
Car Dealer	85%
Ambulance	85%
Fire Station	85%
Veterinarian	80%
Caravan Parks	50%
Swimming pools	50%
Bowling Club	50%
Nurseries	20%

Businesses who consume > 5kL per day can apply to have their SDF reviewed.

Sewerage Discharged (estimated from SDFs and metered water)

<u>Residential</u>	163.2 ML pa	71%
<u>Business</u>	68.3 ML pa	29%
Total	231.9 ML pa	

Residential properties pay 71% of the sewerage budget dedicated to the long run financial costs of the sewerage business. Non residential properties pay 29%.

Residential properties pay a uniform charge based off the average water consumption and the SDF, regardless of their individual water consumption.

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Access Charges

This is calculated by $\text{Connection size}^2 / 400 \times \text{access charge}$

$$20\text{mm} = 20^2 / 400 = 1 \quad \times \text{access charge}$$

$$50\text{mm} = 50^2 / 400 = 6.25 \quad \times \text{access charge}$$

$$100\text{mm} = 100^2 / 400 = 25 \quad \times \text{access charge}$$

Attachment 2.0

The definition of trade waste is:

“liquid trade or factory wastes or chemical or other impurities from any business, trade or manufacturing premises other than domestic sewage from a hand wash basin, shower, bath, or toilet. It also excludes stormwater and unpolluted water”

This includes waste from pubs, motels, restaurants, fast food outlets, butchers, service stations, hospitals, schools, etc

The reason for introducing this is that in the absence of suitable controls and pricing, liquid trade waste may inversely impact on the sewerage system, environment, workers and public health and safety. It may cause damage to infrastructure, result in sewer overflows, and cause odour complaints.

Dischargers with nil or minimal pre-treatment pay an annual trade waste fee.

Dischargers with a prescribed pre treatment pay
an annual trade waste fee.
a reinspection fees
trade waste usage charge. (The usage charge will be considerably higher with no or poor pretreatment.)

Large Trade Waste Dischargers

> 20kL/day and dischargers of industrial waste.
Annual trade waste fee
Reinspection fee
Trade waste usage charge.
Excess mass charge/kg of pollutants discharged.

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Trade Waste Discharge Factors

Bakery	25%
Butcher	90%
Car Wash	70%
Club	30%
Dentist	80%
Hairdresser	90%
Hospital	70%
Pub	25%
Laundromat	92%
Mechanic	70%
Medical Centre	90%
Motel	20%
Nursing Home	70%
Panel beater	70%
Restaurant	50%
Petrol Station	70%
School	10%
Supermarket	70%
Takeaway Food Shop	50%

Attachment 3.0

MODEL 1

Assumes income required is	\$635,000.
Operational expenses	\$355,000
Long term sustainability	\$220,000

No pensioner rebates

SDF for residential = 70%

SDF for non residential properties is as per attachment 1.

The minimum residential bill will be the same as a residential bill

Residential includes

Residential properties connected to the sewer

Residential properties not connected to the sewer but have the ability to (vacant blocks)

Residential flats and units. Each flat is equivalent to one residential property

Non rateables are charged the same as non residential.

MODEL 2

Same as model 1, but applying the pensioner rebate currently used.

MODEL 3

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Same as model 2 but there is no access charge for non-rateables, schools, hospitals, and emergency services. A minimum charge is that of a residential property. Usage charges still apply.

Summary

Note that these figures may vary with changes in budget and calculated SDFs and the outcome strategic business plan for water & sewerage.

	Model 1	Model 2	Model 3
Residential Charge	\$417.26	\$420.22	\$445.41
Residential vacant block	\$227.78	\$228.90	\$254.09
Non Residential			
Usage Charge	\$1.21	\$1.22	\$1.22
Access Charge			
20mm	\$ 227.78	\$228.90	\$254.09
40mm	\$ 911.12	\$915.60	\$1,016.36
50mm	\$1,423.63	\$1430.63	\$1,588.06
100mm	\$5,694.50	\$5722.50	\$6352.25
Minimum non-residential Bill	\$ 417.26	\$ 420.22	\$ 445.41

.....
KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 PUBLIC LAND AND CLASSIFICATION OF PUBLIC LAND

Part A

Background

This report is the second in a series of reports to establish the Warrumbungle Shire Land Register and identify any lands under Council's control which will require re-classification. The report focuses on the town of Dunedoo and Council infrastructure uses in close proximity to the town boundary.

Part B

Specific Land Classifications and Commentary – Dunedoo and Environs

A land register index page which lists the public lands identified in Council's records around Dunedoo, has been provided separately to this report and includes numbered maps which allow for identification of the actual site of the land (marked Enclosure A).

Each parcel of land has a brief commentary and a recommendation as to whether land reclassification should be considered and, if so, the reason why. Land that is currently classified as operational land will not need further assessment.

1. Council Works Depot, 40 Sullivan Street Dunedoo

The land is the site of the former Coolah Shire Council works depot and is currently classified as "Operational".

2. Jubilee Memorial Hall, 152 Bolaro Street Dunedoo

The land is currently used as a community hall and is currently classified as "Operational".

3. Medical Centre, Community Health Centre & Residence, 2-4 Digilah Street Dunedoo

The land is currently used as a medical centre, Community health rooms and residence in Dunedoo and is currently classified as "Operational".

4. Pound Yard, 30 Nott Street Dunedoo

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The land is currently used as the pound and for storage of equipment and used chemical drums. The land is currently classified as “Operational”.

5. Milling Park, Bolaro Street Dunedoo

The land is currently used as a park and is currently classified as “Community land”. The current classification of the land as Community land appears it’s most appropriate classification and no benefit would be forthcoming in reclassifying the land.

6. Truck Parking Area, Whiteley Street Dunedoo

The land is currently classified as “Community” land and is used as a parking area for long vehicles. The land is owned by the crown and leased by council on an ongoing basis. There is no reason to seek reclassification.

7. Multi-Purpose Building, 38-40 Bolaro Street Dunedoo

The land is currently classified as “Community” land and is currently used as a Westpac agency, Library and rooms for the development group. It would be appropriate to seek reclassification of the building to allow Council greater flexibility in long term leasing and possible sale in the future.

8. Swimming Pool, 21-27 Cobborah Street Dunedoo

The land is the site of the Dunedoo Swimming Pool. The land is classified as “Community” and its use suggests there is no reason to seek reclassification.

9. Water Reservoir, Bullinda Street Dunedoo

The land is currently classified as “Community Land” and is used as the site of a water reservoir. The land is not available for general public access and should be reclassified to “Operational Land”.

10. Water Reservoir Rhodes Street Dunedoo

The land is currently used as a site for a water reservoir by Council and is classified as “Operational Land”.

**11. Robertson Oval, Netball Courts, and town water supply building,
Whiteley Street Dunedoo**

The land is currently classified as “Community Land” and is owned by the crown. There appears no reason to reclassify the land.

12. General Cemetery, Avonside Road Dunedoo

The land is currently used as the cemetery for Dunedoo and is classified as Community Land”. The land is owned by the crown and there appears no reason to seek reclassification.

13. Sewerage re-use, Wargundy Street Dunedoo

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The land is currently used as a storage site for sewerage effluent for application to the golf course and contains a large storage dam. The land is currently classified as "Community" and the classification appears appropriate.

14. Garbage Depot, Avonside Road Dunedoo

The land currently is improved for use as the Dunedoo waste depot. The land is currently classified as "Community Land". It would be more appropriately classified as "Operational Land".

15. Riverside Reserve, Whiteley Street Dunedoo

The land currently is classified as "Community Land" and is owned by the Crown. There appears no reason to seek reclassification.

16. Sewerage Works, Bolaro Street Dunedoo

The land is the site of the Dunedoo Sewerage Treatment Works and is currently classified as "Operational Land"

RECOMMENDATION

That Council resolve to add the following three (3) parcels of land to its list of "Community Land" required to be reclassified as "Operational land" in a future amending Local Environmental Plan:

1. Multi-Purpose Building 38-40 Bolaro Street Dunedoo identified as lot 3 Section 2 DP 758364.
2. Water Reservoir, Rhodes Street Dunedoo identified as lot 2 DP 630792
3. Garbage Depot, Avonside Road Dunedoo identified as lots 177 & 178 DP 754291.

**4.2 DA 17/2005 FINALISATION OF DEVELOPMENT CONSENT
CONDITIONS - WOOLWORTHS SUPERMARKET COONABARABRAN**

Background

Council considered a report on this subject at its August 2008 ordinary meeting which listed the following outstanding site works:

1. The completion of Racecourse Creek restoration works
2. Small section of fence panelling at the rear of the trolley bay
3. Car-park tree planting in accordance with the approval;
4. Dimming of the street front car-park sign

Commentary

Item 1 has been contracted to Council as a private works arrangement and has commenced. The required work will spread over a twelve month period and the arrangement with the developer is that they will be invoiced in monthly instalments. Item 2 remains incomplete and is part of a dispute between the developer, the builder and the new owner. This is a low cost item and numerous past undertakings by the above parties at various stages have not been honoured. The need for panelling arose as a result

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of a concern from a neighbour on the opposing side of Racecourse Creek that a loss of privacy resulted from the open mesh fencing in this area.

Item 3 remains incomplete and again is part of a dispute. It also is a relatively low cost item as only five trees are involved. The trees were not proposed as shade trees but were aimed at aesthetic improvement only. They were not originally installed as the developer (and his contractors) formed the view that the trees would not survive in such a harsh environment.

Item 4 remains incomplete but current tenancy management (ie Woolworths) are willing to make the necessary changes and are undertaking the necessary technical investigations with the sign manufacturer.

Conclusion

Items 1 and 4 require no further action at this stage and Items 2 and 3 could be either formally pursued to conclusion or abandoned as not being essential to the satisfactory performance of the development.

Given the low cost nature of the unfinished fencing and tree-planting the most cost-effective mechanism for Council to force the work to be completed would be to commence to issue a formal order under the Environmental Planning & Assessment Act, 1979. Failure to comply with the order in due course would result in the issue of an infringement notice for "Development not carried out in accordance with consent" which carries a \$660.00 penalty.

RECOMMENDATION

That Council resolve to pursue the unfinished fencing and tree planting by way of the Orders Provisions contained in the Environmental Planning & Assessment Act, 1979.

4.3 PROPOSED EXTENSION OF THE COONABARABRAN NATIVE GROVE CEMETERY

Background

By way of last financial year's capital (discretionary) works program for the Coonabarabran Native Grove Cemetery, a survey in preparation for the new row at the cemetery to cater for future anticipated demand was undertaken. This year's program of tree removal for the surveyed area has been completed within the budget allocation.

The attractiveness of the Native Grove Cemetery, an upward shift in the price for plots and Council's policy permitting plot reservations for families, have contributed to an unexpectedly high booking rate of available plots. The budget allocations referred to above and the development plan generally, were based on previous reservation trends, and did not anticipate the need for the project to be completed at this stage. Currently only 24 plots are available for sale compared to 27 this time last month. For planning purposes, the annual average of eight per month was booked. Either way it is possible that the new row (P) will be required before the end of this financial year.

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The appeal of the Native Grove Cemetery lies in its high level of presentation, and the construction of additional bays has been planned in stages in an attempt to spread the cost over time.

Proposal

In order to allow for the continued practice of family reservations as well as cater for any further increase in plot demand generally, a new bay will need to be created before the end of this financial year.

Financial Implications

At the end of October, Council has received approximately 77% of its projected operational income for Coonabarabran Native Grove Cemetery at a cost of 43% of total budgeted expenditure. Operationally, the annual income generated from the cemetery allows it to support its ongoing maintenance, however from a capital perspective a significant investment by Council of its general revenue is required to establish any extensions.

Current quotes from Council's Technical Services Department to complete an additional bay total \$60,000.00. This figure consists of \$43,000.00 for site preparation (access, kerb and guttering) and \$17,000.00 for landscaping (irrigation, turf and topsoil). A construction period of one month should also be allowed.

Commentary

As Council's construction crews are proposed to be used for this work it will be necessary to take them away from Council's adopted program. Discussions are currently underway with Council's Director of Technical Services with a view to identifying projects that could be considered by Council for re-prioritising to allow this project to be moved ahead in the queue. Given the current financial constraints facing Council the option of seeking a supplementary vote of this magnitude (to add to Council's adopted deficit has been discounted).

RECOMMENDATION

That a report be prepared for Council's December 2008 meeting, fully detailing when this project could be undertaken and how it could be funded to minimise its impact on the adopted 2008/2009 budget.

4.4 EXHIBITION OF DRAFT (AMENDING) LOCAL ENVIRONMENTAL PLAN – SALISBURY, SCHEIMER AND JOHNSON ESTATES

Background

In accordance with Council's previous decision the draft instrument was placed on public exhibition in accordance with all technical requirements.

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Public Exhibition Results

Letters were sent to the appropriate agencies, neighbours and land owners in addition to the public exhibition of the amendments for a period of 28 days at three locations within the Shire, Coolah, Dunedoo and Mendooran. The submission period for the exhibited amendment expires on Friday 7th November 2008. At the time of writing this report, no submissions have been received and none have been foreshadowed. Telephone enquiries demonstrated that the advertising actions were effective, however these enquiries were satisfied and did not eventuate into submissions.

Commentary

As a result of the telephone enquiries some minor typographical errors were identified and corrected. In the event that any submissions are received on the final day of the exhibition (Friday November 2008), it is proposed to provide a supplementary report (with the submissions included) for Council's consideration on meeting day.

Council's attention is drawn to the impact of this rezoning exercise in that the effect will be to add to the supply of rural small holdings (with dwelling entitlements) and this number (twenty-seven) will need to be considered as part of the future releases in the Principal LEP.

The next step in this process is to submit to the Director General of Planning a Section 68 report covering (in short) details of submissions, details of any changes made to the draft, compliance with public involvement provisions and Departmental Directions (S117) that have been considered, with any inconsistency addressed. This request must be supported by a formal request from Council for a Parliamentary Counsel opinion on the Draft LEP. A corrected version of the draft instrument has been distributed separately to this report as Enclosure B.

RECOMMENDATION

That Council resolve to adopt the exhibited Draft Coolah LEP 2000 (Amendment No 1) and submit the requisite S68 Report and Parliamentary Counsel request to the Director-General of Planning.

4.5 COMPULSORY ACQUISITION OF RESERVE NUMBER 86029 FOR PUBLIC RECREATION – CUNNINGHAM STREET, COOLAH.

Background

This parcel of Crown Land was previously identified by Council as necessary for the expansion of the Coolah Caravan Park. Acquisition formalities are nearly complete apart from compensating the Department of Lands in the amount of \$18,000.

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Commentary

The Department of Lands requires that their compensation be paid at the time of transfer of the land to Council. Council in turn would be reimbursed at the time of transfer to the intending purchaser.

Council's legal representative has advised that they hold all necessary monies from the purchaser in a trust account but the purchaser still has the opportunity not to proceed with the purchase by way of the terms of the contract of sale. It is their opinion that the purchaser will proceed but are required to draw Council's attention to the risk.

RECOMMENDATION

1. That Council acknowledge the risk and pay the invoice from the Department of Lands from Council's operating funds.
2. That Council's legal representative in this matter be requested to conclude this process of land transfer as quickly as possible.

4.6 POOL KIOSK OPERATIONS – LATE OFFERS

Background

At the time of the October Council Meeting, and closure of the expressions of interest, only two offers had been received for Council's swimming pool kiosks. These operators were subsequently accepted by Council. At the same Meeting the decision was made that those swimming pools without kiosk operators use the funds set aside for that purpose to install a bubbler to help prevent dehydration.

In recent weeks a number of enquiries have been received (as the absence of kiosks has been felt by swimming pool users) and a potential market has been identified by these people. Interest in the kiosks for Baradine, Dunedoo and Mendooran swimming pools has been shown. At this stage only one formal submission has been received, as shown below.

Application Received

A tender for the Mendooran Pool Kiosk has been submitted by Ms Kristen Meyers.

The applicant has previous experience in food service and wishes to stock the kiosks with pre-packaged refreshments and microwavable food only. The application was submitted for the \$1,500 as offered by Council. The application was accompanied by the appropriate documentation.

RECOMMENDATION

That the Mendooran swimming pool kiosk rights be offered to Ms Kristen Meyers for the 2008/9 season in accordance with the submission received, and the remuneration by Council be calculated on a pro-rata basis for the remaining length of the swimming season.

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1. That the installation of bubblers at the Baradine and Dunedoo pools be deferred until the end of November, at which time negotiations with prospective operators should be exhausted.
 2. That Council authorise the General Manager to accept offers from interested parties for the swimming pool kiosks subject to the following conditions:
 - Tenders are in accordance with Council's contract documents.
 - Tenders are accompanied by the requisite documentation.
 - That the contract payments are calculated on a pro-rata basis of the remaining length of swimming season.

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4.7 WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS RECEIVED FOR THE MONTH OF OCTOBER 2008

Complying Development (set criteria) Development Application (Specialised Conditions)	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
DA 49/0809	T Rosier	13 Ulan Street	Coonabarabran	Change of Use	Approved
DA 50/0809	Department Commerce	Cnr John and Dalgarno	Coonabarabran	Erection of Fence	Pending
DA 51/0809	PTL Investments	Lot 3 Borrambity Road	Coonabarabran	Subdivision	Pending
DA 52/0809	Garage World	4 Gilmore Street	Coolah	Erection of Shed	Pending
CDC 53/0809	Peter Whitehall Certifiers	29 Farnell Street	Mendooran	Addition to Dwelling	PRIVATE CERTIFIER
CDC 54/0809	Mr K Hookway	31-33 Wallaroo Street	Dunedoo	Erection of Garage	Pending
CDC 55/0809	Mr D Devenish	'The Block', Purlewaugh Rd	Coonabarabran	Erection of Shed	Pending
DA 56/0809	Mr B England	1 Ulamambri Street	Ulamambri	Relocated Dwelling	Pending
DA 57/0809	Daly International	1 Ironbark Street	Binnaway	Telecommunications Tower	Pending
CDC 58/0809	M Capewell	29 Nelson Street	Coonabarabran	Additions to existing Dwelling	Pending
DA 59/0809	Brett Harvey Constructions	Booniedoon Minemoorang Rd	Dunedoo	Erection of Dwelling	Pending
CDC 60/0809	Mr C Spiteri	Turill Road	Uarbry	Erection of Shed	Pending
CDC 61/0809	Mr J Hearnden	14 Gilmore Street	Coolah	Addition to Dwelling	Approved

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Complying Development (set criteria) Development Application (Specialised Conditions)	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
CDC 62/0809	Mr A Burgess	83 Martin Street	Coolah	Erection of Garage and Carport	Approved
DA 63/0809	Classic Style Homes	Pilliga Road	Baradine	Erection of Dwelling	Pending
DA 64/0809	Clarke and Cunningham	Lots 9, 3, 2 Hawkins Lane	Coonabarabran	Subdivision	Pending
CDC 65/0809	J and J Isedale	Lot 15 Andromeda Way	Coonabarabran	Additions to existing Dwelling	Pending
DA 66/0809	Daly International	Pindari Road	Coolah	Telecommunications Tower	Pending

WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE MONTH OF OCTOBER 2008					
CD or DA	Applicant	Location	Town	Type of development	Status
DA 61/0708	Andrew Harris	Timor Street	Coonabarabran	Extension	Processing, clock has stopped – waiting submission of further information.
DA 135/0708	Mitchell Hanlon Associates	Kurrajong Road	Bugaldie	Establish a motorcycle complex	Processing – Clock stopped - waiting submission of further information from applicant

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CD or DA	Applicant	Location	Town	Type of development	Status
DA 164/0708	P. Jackson	Carrington Lane	Coonabarabran	Subdivision of land	Processing – Waiting RFS response.
DA 20/0809	Brendan Lumby	Killaree Road	Weetalibah	Relocate House	Processing clock has stopped - waiting submission of further information.
DA 22/0809	Craig Hynds	Lot 20 Purlewaugh Road	Coonabarabran	Subdivision of land	Processing clock has stopped - Waiting RFS response.
DA 24/0809	K W & K E Hull	Lot 555 Gunnedah Road	Coonabarabran	3 lot subdivision	Processing clock has stopped - Waiting RFS response.
DA 32/0809	David Wilson for Baradine Bowling Club	Narren Street	Baradine	POPE	Processing clock has stopped - waiting submission of further information.
DA 34/0809	S Drew	84 Dalgarno Street	Coonabarabran	Subdivision of Land	Processing clock has stopped - compliance with engineering conditions
DA 35/0809	Peter Robinson	Lot 11 Hawkins Road	Coonabarabran	Subdivision of Land	Processing clock has stopped - Waiting RFS response
DA 43/0809	Clinton Baglee	Macs-Lee	Coonabarabran	Subdivision of land	Processing clock has stopped - Waiting RFS response.

.....
RON VAN KATWYK
DIRECTOR ENVIRONMENTAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF COMMUNITY SERVICES ANNEXURE 5

5.1 MOTOR VEHICLE GARAGING AGREEMENT VOLUNTEERS

Warrumbungle Shire Council owns five (5) auspiced Community Transport vehicles on behalf of the NSW Ministry of Transport which are housed in garages belonging to Volunteers of the service. There is one (1) each in Coolah, Mendooran and Dunedoo and two (2) in Coonabarabran. A Motor Vehicle Garaging Agreement has been used to formally clarify responsibility of garage owner and Council, and it is timely that this Agreement be reviewed by Council. A small Volunteer reimbursement of \$200 per annum is provided to acknowledge the responsibility of keys and space.

The current Motor Vehicle Garaging Agreement follows for Council information.

MOTOR VEHICLE GARAGING AGREEMENT VOLUNTEER(S)

THIS AGREEMENT made this day of 20.. between
WARRUMBUNGLE SHIRE COUNCIL (hereinafter referred to as 'the Council') and
..... Volunteer – Warrumbungle Community Care of
....., (hereinafter referred to
as 'the Volunteer') of the other part.

WHEREAS the Council, being the auspice for Warrumbungle Community Care which delivers the NSW Ministry of Transport Community Transport programs; and owner of certain motor vehicles used by certain volunteers in the course of voluntary service, has agreed to the Garaging of said service vehicles, subject to the following conditions:

MOTOR VEHICLE – GARAGING

1. Community Transport vehicles shall be garaged either:
 - a) in a lockable weather proof building, OR
 - b) under cover but behind locked gates
2. The motor vehicle shall **NOT** be parked on the street.

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MOTOR VEHICLE – USE

The motor vehicle shall be used for the purpose of the voluntary service only.

PAYMENT

A yearly payment of \$200 per vehicle for the garaging of Community Transport vehicles.

INSURANCE

Council shall be responsible for the Comprehensive Insurance of the motor vehicle.

TERMINATION OF AGREEMENT

This agreement may be terminated by:

- a) Upon volunteer's service with the Council being terminated for any reason;
OR*
- b) Upon resignation of the volunteer; OR*
- c) Upon mutual understanding*

IN WITNESS WHEREOF *the parties hereto have executed those present on the day and year first herein before written.*

.....
General Manager

SIGNED by the Volunteer,.....

In the presence of Date:.....

RECOMMENDATION

That Council authorise the General Manager to sign and enter into a Motor Vehicle Garaging Agreement as presented with volunteer community members as the need arises.

5.2 HOME AND COMMUNITY CARE (HACC) SUB LICENCE AGREEMENT

The new HACC Agreement between the Australian Government and NSW Department of Ageing , Disability and Home Care (DADHC) and the NSW Ministry of Transport (MoT) which came into effect on 1 July 2007 includes new requirements to formally acknowledge the Australian Government's contribution to the HACC program.

In instances where service providers are promoting HACC funded services, acknowledgement of this contribution is made either by displaying the HACC logo or using the simple form of words 'this activity/project/organisation was funded by the Australian Government and the NSW Department of Ageing, Disability and Home Care'.

DADHC has entered into a Licence Agreement with the Australian Government to use the HACC logo and are required to issue Sub Licences Agreements to local service

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providers. DADHC and MoT fund the Social Services provided via Warrumbungle Community Care, being the collective brand name for Meals on Wheels, Neighbour Aid, Social Support and Community Transport. This service is auspiced by Warrumbungle Shire Council and DADHC has requested Council to attach Council's seal and sign the Sub Licence Agreement; a copy of which is included for Councillor's information.

RECOMMENDATION

That Council authorise the Mayor and General Manager to attach the Council seal and sign the DADHC Sub Licence Agreement in relation to the use of the HACC Logo.

5.3 POLICIES OF COUNCIL AUSPICED PROGRAMS – CONNECT 5 CHILDCARE, CASTLEREAGH FAMILY DAY CARE AND WARRUMBUNGLE COMMUNITY CARE

In the case of a section of the Community Services division, Connect 5 Child Care, Castlereagh Family Day Care and Warrumbungle Community Care, it is a requirement of each Funding Agreement to have a service specific Policies and Procedures Manual. For example there may be clauses relating to caring for sick children, dealing with disabled clients or meeting the needs of volunteers. Each service is audited by the respective funding body, and gains accreditation or licensing approval based on the quality and relevance of the Policy Manuals that guide the operation and provision of the service. Each policy has been developed with input by individual Advisory Committees.

It is necessary for Council as the auspicings organisation to endorse these Policies and Procedures. Since the documents are so large, they have been provided to Councillors under separate cover to allow time for reading and will be presented to Council at the next meeting for adoption.

RECOMMENDATION

For Council's information.

.....
REBECCA RYAN
DIRECTOR COMMUNITY SERVICES