



Ordinary Council Meeting

Agenda

20 May 2021

**Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the Council Chambers, John Street,
Coonabarabran
on Thursday, 20 May 2021 commencing at 5:00 pm.**

Mayor: Cr Ambrose Doolan

Councillors: Kodi Brady
Anne-Louise Capel
Fred Clancy
Wendy Hill
Aniello Iannuzzi (Deputy Mayor)
Ray Lewis
Peter Shinton
Denis Todd

Please note:

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Council's Vision Excellence in Local Government

Mission Statement

We will provide:

- Quality, cost effective services that will enhance our community's lifestyle, environment, opportunity and prosperity.
- Infrastructure and services which meet the social and economic needs and aspirations of the community now and in the future.
- Effective leadership and good governance, by encouraging teamwork, through a dedicated responsible well trained workforce.

Values

- ✓ **Honesty**
Frank and open discussion, taking responsibility for our actions
- ✓ **Integrity**
Behaving in accordance with our values
- ✓ **Fairness**
Consideration of the facts and a commitment to two way communication
- ✓ **Compassion**
Working for the benefit and care of our community and the natural environment
- ✓ **Respect**
To ourselves, colleagues, the organisation and the community, listening actively and responding truthfully
- ✓ **Transparency**
Open and honest interactions with each other and our community
- ✓ **Passion**
Achievement of activities with energy, enthusiasm and pride
- ✓ **Trust**
Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill
- ✓ **Opportunity**
To be an enviable workplace creating pathways for staff development

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AGENDA

ACKNOWLEDGEMENT OF COUNTRY – Council acknowledges the Traditional Custodians of the Land at which the meeting is held and pays its respects to Elders both past and present and extends that respect to other Aboriginal people who are present.

Turn Off Mobile Phones

Audio Recording of Council Meetings

Apologies/Leave of Absence

Confirmation of Minutes

15 April 2021

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minute/s

Delegate Report/s

Reports of Committees

Reports to Council

Notices of Motion/Questions with Notice/Rescission Motions

Reports to be considered in Closed Council

Conclusion

.....
ROGER BAILEY
GENERAL MANAGER

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 13 April 2021 to 10 May 2021

MAYORAL MINUTE – MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
13-Apr	Invitation	In	Orana Mid Western Police District Awards Presentation Ceremony
14-Apr	Phone Call	In	CR Todd re Business Paper
	Phone Call	Out	Jason Newton re Wings N Things'
15-Apr	Email	In	Ratepayer - objection to feedlot at Mount Mill
16-Apr	Phone Call	In	Ratepayer - objection to feedlot at Mount Mill
21-Apr	Phone Call	Out	Duncan Gay re Coona By Pass
	Meeting	Attended	Ratepayer re Fifield Road
	Email	In	Sarah Morris - Batyr - Mental Health at schools
22-Apr	Email	In	GM re water projects in relation to Section 430 report
	Email	In	Ratepayer re Operational Plan
25-Apr	Meeting	Attended	Inspector Russell McArther, NSW Police -introductions
26-Apr	Email	in	Jane Phillips - re Binnaway Tennis Club - court resurfacing
	Email	In	Inspector Russell McArthur, NSW Police introductions
	Email	In	Principal - St Lawrences re trees in Namoi Street
28-Apr	Letter	In	Neighbourhood Watch Australia International Conference
	Letter	In	ALGA 2021 National General Assembly of Local Government Preliminary Program
29-Apr	Phone Call	Out	Christopher Pearson - Seventh Day Adventist Minister - introductions
	Phone Call	In	Clr Lewis - re Dunedoo golf course
	Phone Call	In	GM - re Dunedoo golf course
	Phone Call	Out	Clr Lewis - re Dunedoo golf course
	Email	In	GM re Dunedoo golf course
	Email	In	Christopher Pearson - Seventh Day Adventist Minister - introductions
	Email	In	Ratepayer concern - Cenn Cruaich Road
30-Apr	Email	In	GM - Dunedoo TRRRC
	Email	In	EA GM re Prefects luncheon
3-May	Phone Call	In	GM Dunedoo TRRRC community meeting
	Phone Call	Out	GM - Coolah Jump the Stump
	Email	In	Cr Capel - re Water stations
	Email	In	Ratepayer re Coolah Jump the Stump
	Meeting	Attended	Coolah Jump the Stump Committee
	Meeting	Attended	Vincent Young - Dunedoo TRRRC
4-May	Phone Call	Out	Clr Rick Kearney, Goondiwindi Council re water stations
	Phone Call	In	GM Dunedoo TRRRC and community meeting Binnaway
	Email	In	GM re Coona Times Article
	Email	In	Clr Capel re health inquiry
5-May	Phone Call	In	GM re Dundeeo TRRRC
	Phone Call	Out	GM re Dunedoo TRRRC

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	Phone Call	Out	Deputy Mayor re Dunedoo TRRRC
	Email	In	Dunedoo Local Health Council - re local health issues
	Email	In	Ratepayer re Binnaway Showground
	Letter	In	Janice Clouston
6-May	Phone Call	In	Deputy Mayor re Dunedoo TRRRC
	Phone Call	In	Ratepayer re operational plan
	Phone Call	In	ratepayer re DA concerns
	Email	In	Allan Burgess re Country Mayors
	Email	In	Rotary - re Change Over Dinner
7-May	Phone Call	In	Clr Lewis - re Dunedoo TRRRC
	Phone Call	Out	Clr Lewis - re Dunedoo TRRRC and roads maintenance
	Phone Call	Out	GM - re DA Issues
	Phone Call	Out	Director Environment and Development Services - DA issues
	Phone Call	Out	Ken Keith, Mayor of Parkes re Bypass
	Phone Call	In	Clr Todd re Bypass
	Phone Call	In	GM - Dunedoo TRRRC
	Email	In	Deputy Mayor re Dunedoo TRRRC
	Email	In	GM re Dundee TRRRC
	Email	In	Ratepayer re Mirii Lane
	Meeting	Attended	Rate Payer re DA concerns
8-May	Phone Call	Out	GM - re Australia India Business Chamber Awards Dinner
	Email	In	Ratepayer re Old Common Road
	Email	In	Clr Capel - Stronger Country Communities
9-May	Email	In	Ratepayer - water course concerns Edward Street
	Email	In	Deputy Mayor - Health Submission Wellington 18 May 2021
	Meeting	Attended	Deputy Mayor re Dunedoo TRRRC
10-May	Email	Out	Sonia Gandhi - awards dinner
	Email	Out	Ratepayer re Old Common Road
	Email	Out	Ratepayer - water course concerns Edward Street

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Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
14-Apr	14-Apr	Coonabarabran - Meeting with Crown Lands	5327	5358	31
15-Apr	15-Apr	Coonabarabran - Meeting with GM & Deputy Mayor	5358	5381	23
15-Apr	15-Apr	Coonabarabran - Council Meeting	5381	5408	27
19-Apr	19-Apr	Goolhi Community Consultation Meeting	5408	5569	161
20-Apr	20-Apr	Coonabarabran Community Consultation Meeting	5569	5599	30
21-Apr	21-Apr	Dunedoo Community Consultation Meeting	5599	5807	208
25-Apr	25-Apr	Coonabarabran Anzac Day Dawn Service	5807	5837	30
25-Apr	25-Apr	Coonabarabran Anzac Day Main Service	5837	5865	28
26-Apr	26-Apr	Mendooran Community Consultation Meeting	5865	6006	141
3-May	3-May	Coonabarabran - meeting with Vincent Young	6006	6035	29
4-May	4-May	Binnaway Community Consultation Meeting	6035	6085	50
6-May	6-May	Coonabarabran - chamber to sign documents	6085	6114	29
Total KM travelled for period 14/04/2021 - 10/05/2021					626

MAYORAL MINUTE – EXPENSES 7 April 2021 to 10 May 2021

Date **Transaction Details** **Comments**

Nil expenses

RECOMMENDATION

That Council notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 13 April 2021 to 10 May 2021.

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Item 2 Councillors' Monthly Travel Claims

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Local Government Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

Reason for Report

To provide Council with details of travel claims of councillors for the month of April 2021.

Background

At the Ordinary Council meeting in July 2017 it was resolved that, “*all Councillors make public their monthly travel claims effective immediately.*” (**Resolution No 10/1718**)

Councillor Monthly Travel Claims

Councillor	January Kilometres	February Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	64		0.78	\$49.92
Cr Todd	248		0.68	\$168.64
Cr Brady	-		0.78	-
Cr Capel	420		0.78	\$327.60
Cr Clancy	-		0.68	-
Cr Doolan	-		0.78	-
Cr Hill	-		0.68	-
Cr Iannuzzi	-		0.78	-
Cr Lewis	252		0.78	\$196.56
			Total:	\$742.72

Issues

Nil.

Options

Nil.

Financial Considerations

Outlined above.

Community Engagement

To inform the community.

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Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That the Councillors' monthly travel claims report for April 2021 in the amount of \$742.72 is noted.

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Item 3 Coonabarabran Oval Advisory Committee Minutes – 14 April 2021

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Coonabarabran Oval Advisory Committee held in Coonabarabran on the 14th April 2021.

Background

The purpose of the committee is to assess the condition and the usefulness of the existing amenities, buildings and sporting facilities at the Coonabarabran Sporting Complex and to develop a long term strategy in the form of a Master Plan for these facilities based on existing and future sport and recreation demands. The Committee will investigate and obtain external sources of funding and make recommendations to Council on any matter related to improvements of the Sporting Complex

Issues

Items discussed by the Committee and reflected in the minutes included;

- Revised master plan for redevelopment of the old basketball courts including update on the status of the pump track project.
- The condition of amenity buildings at No 3 Oval
- The condition of the Sport and Recreation building.

Options

The following recommendation was made by the Committee:

- That updated masterplan for redevelopment of old basketball site is accepted subject to inclusion of a simple toilet and removal of roadside fencing.

Council may wish to receive a report on the cost, not only of construction of a new toilet, but more particularly on the ongoing cost of maintenance before accepting the recommendation as a resolution.

Financial Considerations

Redevelopment of the old basketball site at the oval complex is a project jointly funded by Council and by the Australian Government's Drought Communities Fund Extension program. The budget allocation for the project is \$127,000. The decisions and recommendations made by the Committee will not impact upon the budget allocation for the project.

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Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of the Coonabarabran Oval Advisory Committee – 14th April 2021.

RECOMMENDATION

That Council:

1. Notes the minutes of the Coonabarabran Oval Advisory Committee meeting held in Coonabarabran on the 14th April 2021.
2. Note the recommendation of the Committee in relation to the Masterplan and prepare a report on costs including costs of construction, and ongoing maintenance of a new toilet. The construction of the toilet to be considered in future years budgets.

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Item 4 Minutes of Traffic Advisory Committee Meeting – 22 April 2021

Division:	Technical Services
Management Area:	Projects
Author:	Director Technical Services
CSP Key Focus Area:	Rural & Urban Development
Priority:	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

Reason for Report

The purpose of this report is to present minutes from the meeting of the Traffic Advisory Committee held at Coonabarabran on the 22 April 2021.

Background

Authority has been delegated to Council from Transport for NSW (TfNSW) in relation to prescribed traffic control devices and traffic control facilities. Council may only exercise its delegated function in accordance with the Delegation. The Delegation requires Council to seek advice of the NSW Police and TfNSW and this is usually done via the Local Traffic Advisory Committee. The Local Traffic Advisory Committee has no decision-making powers and is primarily a technical review committee. The Committee has four formal members; NSW Police, TfNSW, Council Representative and the local State Member of Parliament or their nominee.

Issues

The following matters were considered by the Committee;

- Warning signs on Black Stump Way at the intersection of Werribee Road
- No Stopping signs on Binnia Street at the entrance of Bowen Oval.
- Closure of Fairfield Road for a running event.
- Closure of Reservoir Street for a horse event.
- No Parking signs in laneway behind Caltex Service Station in Dunedoo
- Sorry Day march and flag raising ceremony in front of Council Administration building.

Options

Council may wish to adopt the recommendations from the Committee meeting. The following three recommendations are being managed under delegated authority:

- That advance warning signs are installed in accordance with Australian Standards on Black Stump Way for Werribee Road intersection
- That existing No Stopping signs are relocated to 10 metres either side of the entrance to Bowen Oval off Binnia Street
- That No Parking signs are installed on the southern side of the unnamed Laneway behind the Caltex Service Station in Dunedoo.

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Financial Considerations

The cost of recommendations from the meeting on the 22 April 2021 can be accommodated within existing budget allocations.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of the Traffic Advisory Committee Meeting – 22nd April 2021.

RECOMMENDATION

That Council:

1. Notes the minutes from the Traffic Advisory Committee Meeting held on the 22nd April 2021.
2. The proposal by Run for Resilience to conduct a running event on Fairfield Road on the 6th June 2021 is approved subject to the risk of conflict between runners and vehicles being addressed and if not then the road must be closed and managed by qualified traffic controllers.
3. Application by Warrumbungle Eventing Inc. to close Reservoir Street for a horse cross country event on 4th July between 9.00am and 3.00pm is approved subject to compliance with road closure procedures including insurance requirements.

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Item 5 Robertson Oval Building Project and Minutes of Advisory Committee Meeting – 5 May 2021

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Robertson Oval Advisory Committee held at Dunedoo on the 5th May 2021.

Background

Council established the Robertson Oval Advisory Committee to review and assist with the preparation of a strategy document and involve the community along with staff and possibly specialist consultants, to identify current and potential users, demand and frequency of use and importantly operation management of any new facility at the Robertson Oval complex.

Issues

Tenders for the Robertson Oval Amenities Building project was considered by Council on the 16th April 2021 and the primary focus of the Committee meeting was to consider the benefits of option 2 over option 1 and also to consider proposed changes in scope.

Options

Council will be aware that a separate report on the outcome of negotiations with two of the tenderers will be presented to Council. The following recommendations have been made by the Committee:

- That Robertson Oval Building option 2, that is a building with four change rooms, is constructed.
- That the following changes in building scope are made;
 - Delete construction of carpark except for the dedicated disability car parking space.
 - Delete installation of stainless steel exhaust fan over BBQ area
 - Delete installation of floor tiles in the change rooms and referees room and replace with marine carpet. Floor and wall tiles installed in all toilet areas and in shower areas.
 - Substitute stainless steel with ceramic tiles in bench areas.

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Financial Considerations

On the 16th April 2021, Council allocated a further \$307,000 to the Robertson Oval Amenities project, which now brings the total budget allocation for the project to \$1,716,550.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of the Robertson Oval Advisory Committee Meeting – 5th May 2021.

RECOMMENDATION

That Council notes the minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on the 5th May 2021 and the recommendations contained therein and considers the Committee's recommendations on the proposed changes to the construction of the facility in the report on tenders (Item 28.4).

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Item 6 Community Consultation Meetings

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Governance and Finance
Priority:	GF2 The demographic makeup of the community is well-represented in local activities, service delivery and decision-making

Reason for Report

To present the draft Minutes from the Community Consultation Meetings held in April and May 2021 to Council.

Background

In April and May Council conducted a series of Community Consultation Meetings across the Shire. Meetings were held in:

1. Goolhi Hall – Monday 19 April 2021
2. Coonabarabran Council Chambers – Tuesday 20 April 2021
3. Dunedoo Jubilee Hall – Wednesday 21 April 2021
4. Mendooran Memorial Club – Tuesday 26 April 2021
5. Baradine Memorial Hall – Tuesday 27 April 2021
6. Coolah Council Chambers – Monday 3 May 2021
7. Binnaway Memorial Hall – Tuesday 4 May 2021

Issues

As per the Terms of Reference for Community Consultation Meetings, as endorsed by Council at the May 2019 Council Meeting, Minutes of Community Consultation Meetings will be recorded and submitted to the Council Meeting for endorsement before being circulated.

Once Meeting Minutes have been endorsed by Council they will be circulated to meeting attendees no later than two (2) weeks following the Council Meeting. Minutes will also be uploaded to the Warrumbungle Shire Council website, and will therefore be available to all members of local communities.

The next round of meetings will be held in October 2021.

Options

Nil

Financial Considerations

Nil

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Community Engagement

The level of engagement for this report is Inform.

Attachments

1. Goolhi Community Consultation Meeting – Minutes
2. Coonabarabran Community Consultation Meeting – Minutes
3. Dunedoo Community Consultation Meeting – Minutes
4. Mendooran Community Consultation Meeting – Minutes
5. Baradine Community Consultation Meeting – Minutes
6. Coolah Community Consultation Meeting – Minutes
7. Binnaway Community Consultation Meeting – Minutes

RECOMMENDATION

That Council:

1. Notes the draft Minutes from the 6 Community Consultation Meetings held in April and May 2021.
2. Notes that Minutes from the Community Consultation Meetings held in April and May 2021 will now be released to meeting attendees and on Council's website.

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Item 7 Invitation to join the Murray Darling Association

Division:	Executive Services
Management Area:	Governance
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF2 the demographic makeup of the community is well-represented in local activities, services delivery and decision-making

Reason for Report

This report provides Council with information in relation to becoming a member of the Murray Darling Association.

Background

Correspondence has been received from the Murray Darling Association (MDA) inviting Council to become a member of the Association, detailing the benefits to member councils and their communities. MDA is the peak body representing councils across the Murray-Darling Basin.

The MDA elevates local and regional issues and priorities to the state and federal level providing recognition of local priorities, with over 167 membership councils.

The Orana JO members who are currently apart of this Association include Narromine Shire Council and Warren Shire Council.

Issues

With changes in climate, inflows, technologies, production and infrastructure, the issue of water security into the future is of acute concern to all councils.

Options

Membership to the MDA delivers social, economic, and environmental benefits to our community by creating partnerships, participating in events, and accessing networks and services that align with and support our Community Strategic Plan, in the areas of Community and Culture, Natural Environment, Local Economy and Local Governance and Finance.

Council can either decide to become a member of the Murray Darling Association or decide not to join.

Financial Consideration

Membership of Murray Darling Association 2020/2021 fees are calculated at \$0.305 per head of population. This is capped at a population of 21,907 at the amount of \$6,681.82.

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From the latest ABS censuses information Warrumbungle Shire has a population of 9,384. This would result in the cost of membership being \$2,862.12 plus GST.

Community Engagement

Level of Engagement – Inform.

Attachments

1. Letter from Murray Darling Association date February 2021 and draft quote for membership.

RECOMMENDATION

That Council defer considerations of joining the Murray Darling Association to allow the Mayor to attend a meeting of the Association to determine the value of membership for Warrumbungle Shire Council.

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Item 8 Stronger Country Communities Fund – Round Four

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Recreation and Open Space
Priority:	RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

To inform Council about the recent announcement from the NSW Local Government on the release of Round Four of the Stronger Country Communities Fund (SCCF).

Background

The Stronger Country Communities Fund has been supporting regional communities across NSW since 2017 in helping them to deliver projects to improve the lives of residents and enhance the attractiveness of their local communities.

Round Four of the SCCF opened 1 May 2021 and has an increased focus on female participation in sport. Local Government Areas are encouraged to allocate up to 50 percent of their funding allocation to projects relating to female sport in infrastructure projects or relevant programs.

In this Round funding of \$812,771 is being made available for projects in the Warrumbungle Shire Local Government Area.

In past rounds Council received funds and applied these funds to the following projects:

Round 1 - \$810,348

- Coonabarabran Sport and Recreation Centre - \$324,438
- Coonabarabran Sporting Complex: Multipurpose Courts - \$485,910

Round 2 – total funding \$1,597,353

- Bowen Oval: lighting construction and upgrade – \$300,670
- Leadville Hall: upgrades to the hall and construction of a new toilet block – \$486,826
- Coonabarabran Skate Park: installation of shade – \$51,283
- Baradine Skate and Activity Park: construction of a skate and activity park (Skatepark 2020) – \$168,300
- Mendooran Mechanics Institute: upgrades and construction to hall and amenities block – \$268,831
- Binnaway Bowling Club: upgrades to the outdoor lighting, kitchen and installation of children's play area – \$119,648

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- Mendooran Turf Club and Golf Club: construction of new facilities including a female jockey room – \$201,795.

Round 3 – total funding \$598,116

- Coolah Jump the Stump – \$199,979.
- Dunedoo Playground Shade and Skate Park – \$60,000
- Coonabarabran Stop and Play – \$278,137
- Mendooran Park Playground – \$60,000

Issues

Female sporting related projects must demonstrate how the project will increase female participation in sport. Other types of projects which are considered eligible include:

- construction of new or upgrades to existing local community or sporting infrastructure.
- capital works related to street beautification and other public places that promote the health, happiness and wellbeing of the community.
- delivering programs that benefit the local community and provide public benefit.
- infrastructure to assist the delivery of general community programs.
- infrastructure or community projects or programs which improve and promote accessibility and inclusion.

Eligible applicants include:

- Regional Councils and Joint Organisations.
- Non-government organisations.
- Community organisations registered as incorporated associations.
- Local Aboriginal Land Councils.

Applications close at 12.00pm on Friday 25 June 2021. Projects are to be completed within two years of the funding deed being signed.

Included in the attachments is a list of potential projects. It is suggested that an application for the Dunedoo Pool Amenities project be made. This has been identified as a significant project for Council to develop with concept plan currently being prepared but no long term funding has been identified.

Financial Considerations

Available funding for Round Four for the Warrumbungle Shire Council will be \$812,771. At least 50% of the funding should be related to female sporting related projects.

Community Engagement

Level of Engagement – Inform.

Attachments

1. Letter from Deputy Premier, the Hon John Barilaro MP
2. SCCF Round Four Funding Guidelines
3. Potential Projects

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RECOMMENDATION

That Council:

1. Note the report on Round Four of the Stronger Country Communities Fund;
2. Seek input from councillors on priority projects;
3. Based on the feedback from councillors, authorise the Mayor and Deputy Mayor to determine projects in priority order to be applied for funding under the Stronger Country Communities Fund Round Four.

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Item 9 Office of Local Government S430 Report

Division:	Executive Services
Management Area:	Governance
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF8.1 Council undertakes periodic performance reviews to ensure the effective and efficient management of its assets, finances and workforce and modifies its actions to deliver better outcomes for the community

Reason for Report

To provide further advice on progress with the Section 430 Implementation Plan and seek Council approval to submit the updated Plan to the Office of Local Government.

Background

On 5 February 2018 the Chief Executive of the Office of Local Government determined that an investigation under section 430 of the *Local Government Act 1993* be undertaken into Council. The investigation was to centre around:

- The Council's consideration of its 2017 waste services tender for the supply and installation of skip bins
- Strategic, operational and management aspects of its water resources function
- Whether the conduct of councillors, senior Council officers and Council staff, has hindered the provision of efficient, effective and appropriate standards of governance

The Final Report was provided to the Minister for Local Government, the Hon. Shelley Hancock MP who tabled the report in Parliament and a copy of the report was provided to Council. An emailed copy of the report was received by Council on Friday 25 October 2019.

The Final Report detailed the issues above and provided a number of findings as well as making 10 recommendations. The more significant of these recommendations included:

- The Minister considers issuing a Performance Improvement Order (PIO) to improve performance in planning for and managing its water, waste water and other assets, and also for procurement and tendering processes
- Appointing a Temporary Adviser to Council

The Final Report of the Section 430 investigation into the Warrumbungle Shire Council was presented to Council at its 21 November 2019 meeting. Subsequently

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Council made a submission to the Office of Local Government on the report. Council emailed its submission to the Office of Local Government on 18 December 2019.

The Minister wrote to Council on 26 May 2020 acknowledging that:

- Council is working with DPIE-Water and NSW Health to address water issues
- Council is working to address cultural issues within staff

The Minister also pointed out that there were short comings in Council's submission including:

- Not recognising the importance of the issues raised within the Report, both in regard to Council's water function and in relation to the performance of councillors
- Councillors not understanding their role when dealing with a tender or tenderer

The Minister's determination was to:

- Defer consideration of a Performance Improvement Order and appointment of a Temporary Adviser in relation to provide assistance to Council in regard to water and waste water functions
- Require Council to implement the Improvement Plan (water and waste water) and report its progress to the Deputy Secretary, Local Government, Planning and Policy on a three monthly basis. The first report would be due six weeks following the date of the letter, hence due by 7 July 2020
- Require Council to report its progress in addressing the findings in the Report, in particular, staff cultural and conduct issues and that this report be submitted to the Deputy Secretary. The first report should be provided within six weeks from the date of the Minister's letter

Further work on the Improvement Plan has been undertaken since that time and the next report is coming due. Council has already resolved to submit the latest version of the Warrumbungle Council Drinking Water Management System Improvement Plan.

The OLG has accepted that four monthly reports would be sufficient. The last submission was sent to the OLG on 22 February 2021.

On 2 February 2021 a Notice of Intention to Issue a Performance Improvement Order under S.438A was issued by the Minister. This was reissued on 9 February 2021 giving 28 days for Council to make a submission. Council submitted the Notice of Intention to Issue Performance Improvement Order on 9 March 2021.

Council is still awaiting advice on the Performance Improvement Order.

Financial Considerations

Nil at this stage.

Community Engagement

To inform the community through the Business Paper.

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Attachments

1. Council's updated Section 430 Improvement Plan Table

RECOMMENDATION

That Council submits the Draft Council submission on the Section 430 Report as required by the Minister for Local Government.

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Item 10 Councillor Induction and Professional Development Policy

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7.2 Councillors are well supported in fulfilling their role in civic leadership and in being accessible and actively involved in representing the shire.

Reason for Report

To seek Council endorsement for the Councillor Induction and Professional Development Policy to provide the Mayor and councillors access to induction and ongoing professional development, assisting them to develop and maintain the skills and knowledge required to effectively perform their civic role and responsibilities under the Local Government Act.

Background

Amendments made to the *Local Government Act 1993* in August 2016 saw the inclusion in the prescribed role of councillors under section 232 a responsibility “to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor”. In support of this, regulations were made requiring councils to provide induction training and ongoing professional development for mayors and councillors.

The Office of Local Government issued guidelines under section 23A of the Act to assist councils to develop and deliver induction training and ongoing professional development activities for their mayor and councillors in compliance with the regulations. Under the guidelines, councils’ induction and professional development programs are to consist of three elements:

- **Pre-election candidate sessions** – these are to ensure prospective candidates are aware of what will be expected of them if elected (these are not mandatory but are encouraged)
- **Induction program** – this aims to equip mayors and councillors with the information they need to perform their role effectively over the first few months and has a particular focus on building positive, collaborative relationships between councillors and with staff
- **Professional development program** – this is to be developed in consultation with all councillors and delivered over the term of the council to build the skills, knowledge and personal attributes necessary to be an effective mayor or councillor.

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Information about councillor participation in induction and professional development activities must be published in Council's annual reports.

In addition to the introduction of the Councillor Induction And Professional Development Guidelines by the Office of Local Government Council was also subjected to a Section 430 Investigation and Report. One of the outcomes of this was for the development of a mentoring program for councillors. This policy provides support for that target and recognises the mentoring program provided by Local Government NSW (LGNSW).

At Ordinary Meeting of 18 February 2021, Council resolved to place the draft Councillor Induction and Professional Development Policy on public exhibition (Resolution No. 227/2021).

The draft policy was placed on public exhibition from 22 March 2021 until 12 April 2021. No submissions were received.

Issues

Following the public exhibition period, no amendments are proposed to the draft policy.

Options

Nil

Financial Considerations

Nil

Community Engagement

The level of engagement for this report is to Inform.

Attachments

1. Draft Councillor Induction and Professional Development Policy

RECOMMENDATION

That Council adopts the Councillor Induction and Professional Development Policy.

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Item 11 Council Resolutions Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To provide Council with updated information on the progress of Council resolutions.

Background

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Furthermore, the General Manager is responsible for ensuring appropriate information regarding Council resolutions and deliberations are provided to Directors and relevant staff. Each Council resolution is allocated to a directorate for action. Directors and Managers provide feedback to the General Manager on the progress of resolutions each month by way of the attached Council Resolution Report. Once an item is noted by Council as being complete it is removed from the Report.

Resolutions that remain 'In Progress' for a 12 month period will be reported to Council as a separate agenda item with a new Recommendation. This will provide Council staff the opportunity to detail the history and issues of outstanding items before Council reconsiders the matter.

Issues

This feedback is provided to Council for information purposes.

Options

Nil

Financial Consideration

Nil

Community Engagement

Level of Engagement - Inform

Attachments

1. Council Resolution Report

RECOMMENDATION

That the Council Resolution Report be noted for information.

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Item 12 Revotes and High Value Projects Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To provide Council with updated information on the progress of projects that Council has funded by revote and projects that are considered to be high value and potentially high risk.

Background

From time to time, Council endorses changes to its adopted annual budget by way of a revote. A report on those projects that have been subject to a revote is compiled, with updates provided on progress.

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Council is provided with information on revote items and their progress in the attached report.

Issues

Nil

Options

Nil

Financial Considerations

As set out in the report.

Community Engagement

To inform the community by placing the information on Council's website through the Business Paper.

Attachments

1. Revote Report
2. High Value High Risk Revotes

RECOMMENDATION

That the Revote and High Value Projects Report be noted for information.

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Item 13 Implementation of Records Strategy

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council's governance practices and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

The reason for this report is to update Council on the progress of the implementation of the Records Management Strategy.

Background

The Records Management Strategy was adopted by Council on 19 November 2020 (Resolution No 156/2021) and included an implementation plan over the remainder of the financial year 2020/21.

Issues

Action against the Records Management Strategy implementation plan is set out in the table as per the attachment.

The implementation of the actions under the Records Strategy are well underway and mostly meeting planned requirements as evidenced within the attached Records Management Implementation Plan Table. There was a delay to the project to take an inventory of records and appraise for retention/disposal due to recruitment of staff taking longer than expected. However, the project has commenced and the first stage is tracking for completion by 30 June 2021.

The Records Management area of Council will continue to develop to better meet the ongoing needs of Council as the challenges of a greater reliance on electronic technology and less on paper based systems.

Options

Presented for Council's information.

Financial Considerations

Nil

Community Engagement Considerations

The level of community engagement is Inform.

Attachments

1. Records Management Improvement Plan

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RECOMMENDATION

That Council notes the information contained in the Records Management Strategy Implementation Plan Update report.

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Item 14 Draft Operational Plan 2021/22

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

Following consultation and public exhibition, and in line with Council's Integrated Planning and Reporting Framework, the draft 2021/22 Operational Plan and Budget are presented to Council for consideration and endorsement.

The draft Operational Plan on public exhibition shows that operating revenue for 2021/22 is projected to be around \$46.586M, including Capital Grants and Contributions of \$9.417M and Operational Grants and Contributions of \$15.068M. Operating expenditure is projected as \$41.282M.

Therefore, the expected projected consolidated Result is a deficit of \$4.113M before Capital Grant and Contributions and a projected net Operating Result surplus of \$5.304M after Capital Grant and Contributions.

There is a projected General Fund Operating Result deficit of \$4.1M before Capital Grant and Contributions and a projected net Operating Result surplus of \$529,000 after Capital Grant and Contributions (includes Waste).

A copy of the draft Operational Plan 2021/22 is provided as an attachment to this report. The draft also includes projected capital expenditure of \$18.039M.

Submissions on the Operational Plan closed on Monday 17 May 2021, as at this time of writing the report 20 submissions had been received for Council's consideration and are included in the attachments.

Additionally, Office of Local Government (OLG) Circular 21-04 / 16 April 2021 / A758690 'Information about Ratings 2021/22' is summarised within this report for Council's information.

Background

The draft 2021/22 Operational Plan and Budget sets out Council's proposed budget for next financial year. The budget is presented in the form of consolidated statements and schedules, together with a more detailed breakdown at a functional and/or by fund level.

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The draft plans have been prepared following a series of budget meetings and workshops with managers, executive, and councillors over the past 4 months.

Workshops were held with councillors on:

- Thursday 11 March 2021
- Tuesday 30 March 2021

There are also a number of significant impacts that have affected Council's financial result in this financial year and will impact future financial year results. These include:

- Advance payment of Financial Assistance Grants;
- Impact of ongoing Asset Revaluation and the subsequent variation in depreciation;
- Emergency services contributions;
- Ongoing cost shifting from other levels of government although improved capital related grants are generally noted;
- Ongoing impact of rate pegging and the ability of an ageing population with limited means to pay;
- The ultimate success of implementation of the 372/1819 (18 April 2019) Resolution of Council relating to the adopted Financial Planning and Sustainability Policy;
- The continuation of lower rates of investment interest; and
- The impact of the drought and the effects of the Covid-19 pandemic going forward.

The *Local Government Act 1993* ('the LGA'), section 8B, provides an overview of principles of sound financial management for councils noting that the following principles of sound financial management apply to councils:

- (a) *Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- (b) *Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*
- (c) *Councils should have effective financial and asset management, including sound policies and processes for the following:*
 - i. *performance management and reporting,*
 - ii. *asset maintenance and enhancement,*
 - iii. *funding decisions,*
 - iv. *risk management practices.*
- (d) *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
 - i. *policy decisions are made after considering their financial effects on future generations,*
 - ii. *the current generation funds the cost of its services.*

The LGA, section 405, also outlines requirements in relation to Operational Plans, stating that:

- (1) *A council must have a plan (its "operational plan") that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.*

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- (2) An operational plan must include a statement of the council's revenue policy for the year covered by the operational plan. The statement of revenue policy must include the statements and particulars required by the regulations.*
- (3) A council must prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.*
- (4) During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.*
- (5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.*
- (6) The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.*

Following the April Council meeting, Council placed the draft Operational Plan 2021/22, including Revenue Policy and the subsequently updated Delivery Program 2021/22 to 2023/24 on public exhibition closing on Monday 17 May 2020.

The notice indicating the plans are on public exhibition indicated that submissions may be made to the Council at any time during the period of public exhibition.

Issues

Operational Plan 2021/22

The main features of the draft Operational Plan for 2021/22 placed on Public Exhibition are:

- The draft consolidated income statement shows that total revenue for 2021/22 is projected to be around \$46.586M. This total includes Capital Grants and Contributions of \$9.417M and Operational Grants and Contributions of \$15.068M. A projected consolidated Result deficit of \$4.113M before Capital Grant and Contributions and a projected net Operating Result surplus of \$5.304M after Capital Grant and Contributions.
- A projected General Fund Operating Result deficit of \$4.1M before Capital Grant and Contributions and a projected net Operating Result surplus of \$529,000 after Capital Grant and Contributions (includes Waste).
- A projected Water Fund Operating Result surplus of \$103,000 before Capital Grant and Contributions and a projected net Operating Result surplus of \$2.4M after Capital Grant and Contributions.
- A projected Sewer Fund Operating Result deficit of \$108,000 before Capital Grant and Contributions and a projected net Operating Result surplus of \$2.37M after Capital Grant and Contributions.

Rates, Annual Charges and Fees and Charges

The rates model proposed as part of the Operational Plan includes a 2% rate increase plus catch-up provisions for general rates in line with the cap determined by the NSW Independent Pricing and Regulatory Tribunal (IPART). Additionally, the

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Operational Plan proposes a 2% increase in waste charges, a 5% increase in sewer charges, and a 15% increase in water access and usage charges. Maps that show those parts of Council's area to which each category and sub-category of the ordinary rate and each special rate included in the draft Operational Plan applies is included in the documentation.

Council has recently received the new property valuations used for rating purposes as from 1 July 2021. Though Council applies the rate pegging increase (2%) on each rating category variations of valuation changes across the Shire area produces differences in the rate amounts ultimately levied from the 2% increase. Councillors were made aware of the affect of the rating valuation changes at the last Councillor Budget Workshop held Tuesday 30 March 2021, particularly on the Farmland category ratepayers.

Sections 501 and 502 of the LGA provide information on what services Council can impose an annual charge and charges for actual use.

Section 501 states:

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

Section 502, in relation to charges for actual use, states that, a council may make a charge for a service referred to in section 496 or 501 according to the actual use of the service.

In line with this, Council has developed its Revenue Policy, including fees and charges for the 2021/22 financial year. Council has proposed a number of increases in fees and charges for the 2021/22 financial year.

Water Fund

In order for the Water Fund to once again become self-sufficient, as is required by the NSW Government, an increase in fees and charges has been proposed at 15%. The 2021/22 result has been modelled on achieving a net operating result before capital grants and contributions of a surplus of \$103,000.

Sewer Fund

In order for the Sewer Fund to once again become self-sufficient, as is required by the NSW Government, a change in fees and charges has been proposed at 5%. The 2021/22 result has been modelled on achieving a net operating result before capital grants and contributions of a deficit of \$108,000.

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Waste

Section 496 of the LGA, in relation to making and levying of annual charges for domestic waste management services, states that:

- (1) *A council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available.*
- (2) *A council may make an annual charge for the provision of a domestic waste management service for a parcel of land that is exempt from rating if:*
 - a. *the service is available for that land, and*
 - b. *the owner of that land requests or agrees to the provision of the service to that land, and*
 - c. *the amount of the annual charge is limited to recovering the cost of providing the service to that land.*

Further to this, section 504 states that, in relation to domestic waste management services:

- (1) *A council must not apply income from an ordinary rate towards the cost of providing domestic waste management services.*
(1A): Subsection (1) does not prevent income from an ordinary rate from being lent (by way of internal loan) for use by the council in meeting the cost of providing domestic waste management services.
- (2) *Income to be applied by a council towards the cost of providing domestic waste management services must be obtained from the making and levying of annual charges or the imposition of charges for the actual use of the service, or both.*
- (3) *Income obtained from charges for domestic waste management must be calculated so as to not exceed the reasonable cost to the council of providing those services.*

In line with these requirements, a change in fees and charges has been proposed. The 2021/22 result has been modelled on achieving a net operating result before capital grants and contributions of a surplus of \$168,000. Waste is normally included as part of General Fund activities.

Public Exhibition Net Operating Results before Capital Grants and Contributions

The draft 2021/22 Operational Plan budget, as it currently stands, results in a consolidated Operating Result deficit of \$4.113M.

Table 1 – Net Operating Result before Capital Grants and Contributions (\$'000)

Fund	2021/22	Operating Result
General Fund (Including Waste)	(4,113)	Deficit
Warrumbungle Water	103	Surplus
Warrumbungle Sewer	(108)	Deficit

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OLG Circular 21-04 / 16 April 2021 / A758690 'Information about Ratings 2020-21'

The Circular prescribes following four changes in the Ratings 2020-21, out of which only the second one would impact the Council:

- The maximum boarding house tariffs for 2021-22 have been determined. This is not applicable to the Council.
- The maximum interest rate payable on overdue rates and charges for 2021-22 has been determined. This is further elaborated below.
- The section 603 certificate fee for 2021-22 has been determined.
- The statutory limit on the maximum amount of minimum interest rates for 2021-22 has been determined for commencement on 1 July 2021.

In regards to interest rates payable, the Circular states that pursuant to section 566(3) of the LGA it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2021 to 30 June 2022 (inclusive) will be 6.0% per annum.

The interest rate proposed in the Revenue Policy was 7% which will be amended to reflect above changes. A further analysis of activities and possible impact on the budget of this and Covid-19 pandemic effects is also attached to this report.

Depreciation Expense

Revaluation of waste remediation and transport infrastructure assets are not yet finalised. Council received a draft revaluation report from AssetVal, independent valuer, which is under review. The impact of revaluation on depreciation will be incorporated in QBRs1 of 2021/22.

Submissions

In all 18 comments, submissions and recommendations were received from members of the public and 2 internal submission for Council's consideration as summarised in table 2. A number of submissions on proposed rate rises were received after a local newspaper inaccurately reported that Council was proposing a 22% increase in rates.

Table 2 – Summary of the submissions and recommendations

No.	Where	Description	Proposed Amount (\$)	Staff comment	Recommendation
1	Dunedoo	Bike/walking trail plan extension	Not stated		Note the request, Council take no further action
2	Dunedoo	Water access availability for RV travellers	30,000.00 (or \$180,000 to roll out in all six towns of the local government area)	With the spike in domestic travel/ caravanning and camping, when planning trips elements like automatic water dispensers are an attraction for travellers to visit Warrumbungle Shire towns. Charging automatic	Note the request, Council take no further action

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				dispensers make it more equitable for rate paying residents, especially in times of drought and water restrictions.	
3	Uarbry	Late Annual Donation – 50% of annual general rate, water access charge, and sewerage access charge.	393.55 (being 50% of total rates notice attached)	Submission stated that a rates reminder notice had been received and that the rates notice had not been received as it was sent to an incorrect address (<i>note that the address on the 2020 rates notice matched that on the supplied 2017 notice</i>). Submission stated that Uarbry Hall had not received a rates notice since 2017 for a zero amount (copy supplied) and was not received before closing date for applications for rate reduction under annual donations.	That an amount of \$393.55 is paid to Uarbry Hall Association from the annual donations budget.
4	Baradine	Late Annual Donation – Baradine Showground and Racecourse Land Manager request for assistance with DA fees for grant funded project to update Baradine Showground. The grant does not allow for payments to Council and so grant funds	500.00	Application scores well against some criteria for annual donations, in particular volunteer involvement and using Council resources to attract further resources.	That an amount of \$250.00 is paid to Baradine Showground and Racecourse from the annual donations budget.

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		cannot be used for DA fees.			
5	General	Comment only: In response to your 4% increase in general rates I would like a 20% decrease in the grading intervals for dirt roads.	NA		Note the concern
6	General	Comment only: I feel that this rate rise is too expensive. The rates in this shire are already expensive enough for the services and facilities we have.	NA		Note the concern
7	General	Comment only: It is an absolute disgrace that council should consider a rate rise and such a substantial increase at that.	NA		Note the concern
8	General	Comment only: I object the rate increase of 22%	NA		Note the concern
9	General	Comment only: I object to the proposal for a rate increase!	NA		Note the concern
10	General	Comment only: I do not agree with the proposed rates increase.	NA		Note the concern
11	General	Comment only: No rate increases, don't you think we have been through enough ?	NA		Note the concern
12	General	Comment only: It's stupid to increase. We are in the	NA		Note the concern

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		country not a blooming CITY.			
13	General	Comment only: I object to the rates being increased by that much it is ridiculous,	NA		Note the concern
14	General	Comment only: I disagree with a rate rise for our shire. It is hard enough trying to afford to live at the moment.	NA		Note the concern
15	Cobbora	Re-sheet 5km at northern end of Cobbora Road with gravel.	Not stated		Note this request and consider in future re-sheeting programs
16	General	Comment only: The proposed increases are quite unfair based on the condition of the roads and services around Coonabarabran.	NA		Note the concern
17	General	Comment only: People cannot afford it, its bringing people great worry to know they are already paying far to much alot more than places with alot more resourses	NA		Note the concern
18	General	Comment only: Why should us rate payers pay 4 the disgusting way you all use rate payers money	NA		Note the concern
19	Shire-wide	Provide 360L recycling bins to commercial businesses	Change to Fees and Charges to include an option and charge for 360L bins	Internal submission	Update the Fees and Charges to: • Within the table on page 12, line item Non-Domestic Recycling Additional Bin

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					Charge, include the words '240 litre' to demonstrate the additional charge of \$110 relates to a 240 litre recycling bin; • Within the same table on page 12, include a new line providing 360 litre recycling bins as an option for Non-Domestic Recycling for the price of \$140.00; and • At page 18, include the option to purchase a 360 litre bin at a cost of \$141.00, and cost of replacement lid \$40.00.
20	General	Correction: the reference to s94A Contribution fees is incorrect as per page 20 (Fees and Charges), and requires amending to align with Council's adopted Developer Contributions Plan; the contribution for development with proposed cost more than \$200,000 is 1% of proposed cost of the development, not 0.1%	NA	Internal submission	Amend the table on page 20 of the Fees and Charges to state that the charge for a development with proposed cost more than \$200,000 is 1% of proposed cost of the development.

Annual Donations

A separate Report was presented to this Council Meeting with recommendations for inclusion in the 2021/22 Operational Plan and Budget of a number of Annual Donations that forms part of the adopted 2021/22 Operational Plan and Budget.

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Conclusion

This report recommends the adoption by Council of the publicly exhibited draft 2021/22 Operational Plan and budget as attached to this report which includes the emergency services additional budget and offsetting reimbursement.

Attachments

1. Draft 2021/22 Operational Plan and Budget and associated documents (Parts 1 to 3) placed on Public Exhibition:
 - Part 1 – Operational Plan and Delivery Program 2021/22 – 2023/24.
 - Part 2 – Delivery Program outcomes by activity.
 - Part 3 – Revenue Policy and Fees & Charges (Appendix 1) incorporating the Annual Donations Policy (Appendix 2) and Rate Maps (Appendix 3).

2. Submissions received at the time of compiling this report.

RECOMMENDATION

That Council:

1. Receive the report on the Draft Operational Plan and Budget 2021/22;
2. Notes the concerns and comments received in the Public Submissions and responds accordingly;
3. Endorse the draft 2021/22 Operational Plan and Budget including the Revenue Policy incorporating the Fees and Charges, as placed on Public Exhibition, with the following changes:
 - i) Amendment in Revenue Policy due to change in interest rates pursuant to Office of Local Government Circular dated 16 April 2021,
 - ii) The increase in expenditure from the Emergency Services Levy of \$210,000 over the 2019/20 amounts and the subsequent reimbursement (income) of this increase.

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Item 15 Investments and Term Deposits – month ending 30 April 2021

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Finance Officer – Rachael Carlyle
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

As required by clause 212 of the *Local Government (General) Regulation 2005*, the details of all monies invested by Council under section 625 of the *Local Government Act 1993* must be reported to Council at each Ordinary Meeting.

Background

Council is authorised by s 625 of the *Local Government Act 1993* (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

Clause 212 of the *Local Government (General) Regulation 2005* (the Regulation) requires a Council to provide a written report to the Ordinary Meeting of Council giving details of all monies invested and a certificate as to whether or not the investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

Issues

Comments on Performance

Marketable Securities, Term Deposits and At Call Investment Accounts

In accordance with regulatory requirements and Council's Investment Policy, the majority of Council's current investment portfolio continues to be invested in term deposits and at call accounts.

Marketable Securities

Council currently holds no Marketable Securities.

Term Deposits

During the month, \$1,500,000.00 worth of term deposits matured, earning Council a total of \$7,057.24 in Interest.

In April, the following placements were made in to term deposits;

- \$1,000,000.00 with WBC at a rate of 0.36%

The balance of the term deposits at the end of the month was \$14,500,000.00.

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At Call

At call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month, \$476.30 interest was earned on the balances in the accounts and net transfers of (\$821,026.19) were made from these accounts resulting in a month end balance of \$2,127,254.73.

Cash at bank balance

In addition to the at call accounts and term deposits, as at 30 April 2021, Council had a cash at bank balance of \$985,398.01.

Income Return

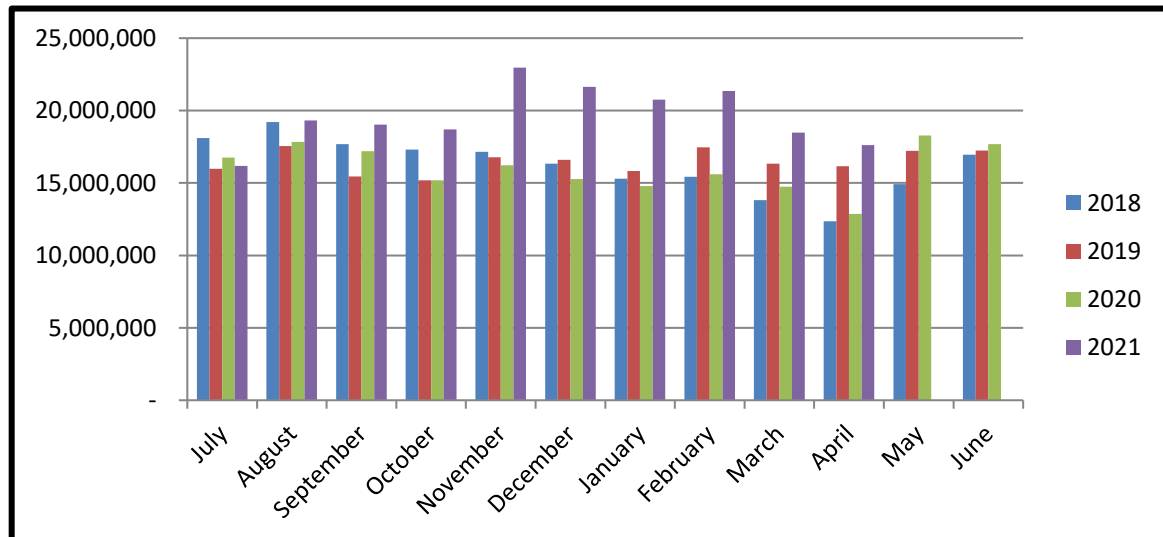
The average rate of return on Investments for April 2021, of 0.49% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 0.04% by 1126 points or 0.45%.

Council's revised budget for year 2020/21 for interest on investments is \$140,000 At the end of April 2021, the amount of interest received and accrued should be around 83.33% of the total year budget, i.e. \$116,666.67. On a year to date basis, interest received and accrued totals \$72,366.71, which is 51.69% of the revised annual budget.

Financial Implications

Due to the current economic climate, and decline in global interest rates, the budget has been reviewed and may need further review as at QBR3.

Graph by Month Investments



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Table 1: Investment Balances – 30 April 2021

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB		At Call	at call	ADI	ADI	0.05%	701,844.02
NAB		Bpay	at call	ADI	ADI	0.00%	130,106.54
ANZ		At Call	at call	ADI	ADI	0.05%	6,652.29
Regional Australia Bank		At Call	at call	LMG	LMG	0.00%	1,535.96
T Corp IM Cash Fund		At Call	at call	P	P	0.30%	1,277,115.08
CBA At Call		At Call	at call	ADI	ADI	0.01%	10,000.84
Sub-Total							2,127,254.73
Term Deposits							
NAB	28-Aug-20	14-May-21	259	ADI	ADI	0.69%	1,500,000.00
WBC	31-Aug-20	03-Jun-21	276	ADI	ADI	0.67%	1,000,000.00
NAB	15-Oct-20	06-Aug-21	295	ADI	ADI	0.64%	1,000,000.00
CBA	29-Oct-20	25-Oct-21	361	ADI	ADI	0.57%	1,000,000.00
CBA	25-Nov-20	22-Nov-21	362	ADI	ADI	0.55%	1,000,000.00
WBC	27-Nov-20	27-Sep-21	304	ADI	ADI	0.44%	1,000,000.00
MAQ	27-Nov-20	28-Sep-21	305	UMG	UMG	0.50%	1,000,000.00
AMP	27-Nov-20	24-Nov-21	362	LMG	LMG	0.70%	1,000,000.00
WBC	30-Nov-20	26-Oct-21	330	ADI	ADI	0.45%	1,000,000.00
CBA	30-Nov-20	25-Oct-21	329	ADI	ADI	0.50%	1,500,000.00
CBA	08-Jan-21	06-Dec-21	332	ADI	ADI	0.41%	1,500,000.00
MAQ	19-Feb-21	18-Jun-21	119	ADI	ADI	0.45%	1,000,000.00
WBC	23-Apr-21	23-Apr-22	365	ADI	ADI	0.36%	1,000,000.00
Sub-Total							14,500,000.00
Total							16,627,254.73

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Credit Rating Legend

P	Prime
ADI	Big Four – ANZ, CBA, NAB, WBC
HG	High Grade
UMG	Upper Medium Grade
LMG	Below Upper medium grade

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements/ Withdrawals	Closing Balance
NAB	701,440.46	403.56		701,844.02
NAB B pay At Call	201,117.73	-	(71,011.19)	130,106.54
ANZ	6,667.01	0.28	(15.00)	6,652.29
Regional Australia Bank	1,535.96	-	-	1,535.96
T Corp IM Cash Fund	2,027,043.46	71.62	(750,000.00)	1,277,115.08
CBA At Call	10,000.00	0.84		10,000.84
Total at call	2,947,804.62	476.30	(821,026.19)	2,127,254.73
ANZ	500,000.00	2,274.50	(502,274.50)	
WBC	1,000,000.00	4,782.74	(1,004,782.74)	
NAB	1,500,000.00			1,500,000.00
WBC	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
MAQ	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
CBA	1,500,000.00			1,500,000.00
CBA	1,500,000.00			1,500,000.00
MAQ	1,000,000.00			1,000,000.00
WBC	0.00		1,000,000.00	1,000,000.00
Total Term deposits	15,000,000.00	7,057.24	(507,057.24)	14,500,000.00
Total	17,947,804.62	7,533.54	(1,328,083.43)	16,627,254.73

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Compliance with Council's Investment Policy

Council's Investment portfolio is 100% compliant.

The table below provides compliance status against the Investment Policy:

Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
Tcorp	Prime	1,277,115.08	7.68%	33.30%	Compliant
	Total Prime	1,277,115.08	7.68%	100.00%	
ANZ	ADI	6,652.29	0.04%	33.30%	Compliant
CBA	ADI	5,010,000.84	30.13%	33.30%	Compliant
WBC	ADI	4,000,000.00	24.06%	33.30%	Compliant
NAB	ADI	3,331,950.56	20.04%	33.30%	Compliant
	Total ADI	12,348,603.69	74.27%	100.00%	
MAQ	UMG	2,000,000.00	12.03%	20.00%	Compliant
	Total UMG	2,000,000.00	12.03%	100.00%	
RAB	LMG	1,535.96	0.01%	10.00%	Compliant
AMP	LMG	1,000,000.00	6.01%	10.00%	Compliant
	Total LMG	1,001,535.96	6.02%	10.00%	
	Grand Total	16,627,254.73	100.00%		

Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investments Policy.



Responsible Accounting Officer

RECOMMENDATION

That Council accept the Investments Report for the month ending 30 April 2021 including a total balance of \$17,612,652.74 being:

- \$2,127,254.73 in at call accounts.
- \$14,500,000.00 in term deposits.
- \$985,398.01 cash at bank.

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Item 16 Draft Access Across Road Reserves to Properties Policy

Division:	Technical Services
Management Area:	Property and Risk
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI5 Council manages its assets and infrastructure to meet the agreed service levels

Reason for Report

To present Council with a reviewed Access Across Road Reserve Policy as part of a review of all Strategic Policies to ensure that they are still relevant.

Background

Council's current Access Across Road Reserve Policy was previously endorsed on 20 July 2017 (Resolution 30/1718).

No significant changes have been made to the Policy.

Issues

Nil

Options

Council can either accept the draft policy or seek changes to be made to the policy before adoption.

Financial Considerations

Nil

Community Engagement

To inform the community by placing the information on Council's website.

Attachments

1. Access Across Road Reserve Policy.

RECOMMENDATION

That Council adopts the reviewed Access Across Road Reserve Policy.

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Item 17 Expenditure on Dandry Road

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P13 Road networks throughout the Shire need to be safe, well maintained and adequately funded

Reason for Report

The purpose of this report is to provide information on roadworks and expenditure on Dandry Road over the last 10 years

Background

Council made the following resolution in response to a notice of motion at the meeting on the 15th April 2021:

'306/2021 RESOLVED that a report to be brought to Council in open session regarding works and funds expended on Dandry Road over the last 10 years. Like a little forensic audit to quell public opinion that nothing has been done on this road.'

Expenditure on roadworks falls into one of two categories; asset maintenance works or asset renewal or upgrade works. Expenditure on Dandry Road over the last 10 years occurred in both categories and Table 1.0 shows total expenditure in each of those years.

Table 1.0 – History of Roadworks Expenditure on Dandry Road

Financial Year	Expenditure Type	
	Road Maintenance	Road Renewal
2011	\$15,456	
2012	\$18,523	
2013	\$22,160	
2014	\$5,407	
2015	\$28,581	
2016	\$23,791	
2017	\$40,693	\$42,300(1)
2018	\$4,255	
2019	\$4,029	\$122,199(2)
2020	\$60,028	
2021	\$20,918	

Notes:

- (1) Bitumen resurfacing works were undertaken in 2017
- (2) Gravel resurfacing works were undertaken in 2019

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Maintenance works involve several tasks including; unsealed road maintenance grading, pot hole patching sealed roads, roadside slashing, drainage works including repair of pipe culverts, sign maintenance. Most of the maintenance expenditure on Dandry Road is associated with the task of maintenance grading.

Issues

Dandry Road is located in sandy soil on the edge of the Pilliga Forest and the road generally runs parallel to Dandry Creek. The underlying road subgrade is predominantly sand and road drainage is limited to roadside table drains and mitre drains. There are less than six (6) pipe culverts along the 18km of unsealed section of Dandry Road. During periods of minor to moderate rainfall the roadside table drains are often overwhelmed and become blocked with sand, which results in road base, on the unsealed section of Dandry Road, washing away.

A significant factor for any road renewal or upgrade works on Dandry Road is the availability of a suitable road base. The road base used to resurface Dandry Road in September 2018 was hauled 25km from a quarry on Binnaway Road.

Options

There are no options presented here for Council consideration.

Financial Considerations

There is no budget allocation in the current or in the four year program for upgrade or renewal works on the unsealed section of Dandry Road. The next gravel resurfacing works are scheduled for 2028/29. Maintenance and repair works will be undertaken in accordance with budget constraints for unsealed road maintenance.

Community Engagement

The scale of this project is assessed as being low and the impact as being low, which indicates the minimum level of community engagement is for information only.

RECOMMENDATION

That the report on roadworks expenditure on Dandry Road over the last 10 years is noted as information only.

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Item 18 Options for Depot Site Previously Occupied by Coolah Mens Shed

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI5 Council manages its assets and infrastructure to meet the agreed service levels.

Reason for Report

The purpose of this report is to determine the future use of a Council owned site previously occupied by the Coolah Mens Shed.

Background

Council will recall making a resolution to enter into a licence agreement with the Coolah Mens Shed to occupy the old VRA shed in Campbell Street Coolah. Prior to occupying the Campbell Street site, the Coolah Mens Shed occupied a Council owned site in Martin Street. No formal decision was made on what is to become of the Martin Street site and this report presents Council with options for the site.

The Martin Street site is located within the land used by Council for its Coolah Depot operations. A plan showing the location of the Martin Street site is provided in the attachments.

Issues

The old VRA site in Campbell Street not only contained equipment and items owned by the VRA, it also contained records belonging to the Coolah Historical Society. During their relocation, the Coolah Mens Shed transferred records and equipment belonging to the Historical Society to their former site in Martin Street. The Historical Society is somewhat satisfied with the move as their records are secure in one place. However there is no formal agreement with the Historical Society for their long term occupation of the Martin Street site.

Options

The following options are apparent for the Martin Street site;

- Advertise expressions of interest to enter into a licence agreement to occupy the Martin Street site.
- Enter into a licence agreement with Coolah Historical Society for the occupation of the Martin Street site.

Financial Considerations

The task of advertising and or establishing a licence agreement for the Martin Street site is not expected to have any implications for Council's budget. If however, the site is occupied by a Government Agency or by a private enterprise, there will be rental return to Council.

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Community Engagement

The scale of this project is assessed as being moderate and impact as being low, which indicates the minimum level of community engagement is to inform and consult.

Attachments

1. Site Map - Martin Street Coolah

RECOMMENDATION

That Council invite expressions of interest in entering into a licence agreement for occupation of the site known as the Martin Street site within the grounds of the Coolah Works Depot.

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Item 19 Land Owned by Council in Reservoir Street Coonabarabran

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Rural and Urban Development Local Governance and Finance
Priority:	RU2 The availability of a range of housing options across the Shire, including aged and affordable housing, needs to be expanded. GF6 That Council is financially sustainable over the long term.

Reason for Report

The purpose of this report is to make a resolution on the future of Council owned land in Reservoir Street Coonabarabran.

Background

Council owns Lot 1 & 2 DP847880 and Lot 337 DP753378 in Coonabarabran. The total area of all three lots is approximately 8.1 hectares. A map showing the location of these lots is provided in the attachments.

A Development Application was lodged in November 2007 to subdivide Lots 1 & 2 DP 847880 into 30 lots. The total land area of Lots 1 & 2 is 4.1 hectares and the average size of each lot in the proposed subdivision is around 1000m². Development Consent was awarded on the 29th July 2008. No physical works have been undertaken on either Lot 1 or Lot 2, which means that Consent has now lapsed. The land is generally cleared, but overgrown with grasses and weeds. There are some small buildings on Lot 1, which are dilapidated and abandoned.

The area of Lot 337 DP753378 is approximately 4.0 hectares. There is no known plans by Council for future use of this land. There are trees on the land, more dense in the southern area of the lot.

There are no current lease agreements in place for any of the three lots. The fences on all three lots appear to be in very poor condition.

Under the LEP, all lots are zoned R1 General Residential. For rating purposes Lots 1 & 2 DP847880 are under the one assessment and Lot 337 DP753378 is on a separate assessment.

Issues

There is no record of a report to Council on the cost the proposed subdivision or on the feasibility of developing the land. The subdivision proposal was initiated in response to a perceived lack residential building lots in Coonabarabran. A recent

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informal conversation with a local Real Estate Agent suggests that currently there is little demand for new housing lots.

Options

The following options are apparent;

1. Review the proposal to subdivide Lots 1 & 2 and determine feasibility of proceeding with residential development.
2. Lease all of the lots for grazing purposes.
3. Sell the land, either as a combination of all three lots or as separate lots. Under this option, a report by a registered valuer will be required.

Financial Considerations

There is no budget allocation for land development.

Developing a business case for the proposed subdivision includes not only assessing demand for building blocks, it will also include assessment of likely development costs, for example provision of infrastructure such as roads, drainage, power and phone lines. The cost of reviewing the subdivision proposal and developing a business case has not been determined.

The total rate value of the lots is \$227,000. However the market value of the lots has not been assessed.

Community Engagement

The scale of this project is assessed as being moderate and impact as being low, which indicates the minimum level of community engagement is to inform.

RECOMMENDATION

That:

1. Council sells the following allotments;
 - Lot 1 DP847880
 - Lot 2 DP847880
 - Lot 3 DP753378
2. The services of a local Real Estate Agent are used for the sale of the allotments;
3. The General Manager is authorised to negotiate and accept offers for the allotments; and
4. Council authorise the affixing of the Council Seal to any document, so requiring.

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Item 20 Mendooran Water Supply Scheme Upgrade Project Update

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire

Reason for report

The reason for this report is to give Council an update on the status of the Mendooran Water Supply Scheme Upgrade Project.

Background

The 2017 Mendooran Boil Water Incident Review Report recommended:

*That online turbidity and chlorine residual monitoring is installed at Mendooran WTP.
(Recommendation 1)*

*That WSC investigates the installation of an inline booster pumping station on the outlet of the Standpipe reservoir to provide sufficient water pressure for a regular watermain flushing program to be implemented, to improve the water supply system's firefighting capacity and reduce overall water age by only storing water volumes sufficient to meet peak day demands.
(Recommendation 4)*

*That WSC investigates options to reduce water age in the Coolabah rural residential estate water supply zone. This could include isolation of individual reservoirs i.e. Reservoirs No. 1, No. 2 and/or No. 3, on a seasonal basis to only store water volumes sufficient to meet peak day demands.
(Recommendation 5)*

*That WSC liaises with DPI-Water to prepare a program of capital works required to address current water treatment plant and water supply issues identified in this report, with the aim of obtaining funding under the "Safe & Secure Water Program" to complete these works.
(Recommendation 15)*

To implement these recommendations and address other identified shortfalls, funding under the Safe and Secure Water Program (SSWP) was applied for and subsequently granted in February 2019. Following this, a tender document was developed, tenders called for and City Water Technology (CWT) engaged in October 2019 to undertake the Mendooran Water Supply Scheme Upgrade Concept Design.

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Since then, the following documentation has been developed by CWT:

- Mendooran WTP Site Constraint and Hazard Review Report, July 2020
- Mendooran WTP Project Risk Management Plan, June 2020
- Mendooran WTP Design Basis and Options Assessment Report, July 2020
- Mendooran WTP Upgrade Concept Design, November 2020
- Mendooran WTP Technical Specifications, November 2020
- Mendooran WTP Upgrade Cost Estimates, September 2020

Department of Planning, Industry and Environment (DPIE) comments have been received and responded to on the Draft Concept Design; comments on the Final Concept Design have been received late and will need to be considered during the next stage of the project.

Issues

Item 34.4 of the September 2019 Business Paper **122/1920 RESOLVED** that Council:

1. *Notes this report on the Mendooran Water Supply System Upgrade Concept Design.*
2. *Awards the tender to undertake the Concept Design to City Water Technology for \$122,184.05 ex GST.*
3. *Commences to explore funding options for the Design and Construct phase.*

DPIE advised Council in December 2020 that the Mendooran Water Supply has been prioritised for funding under SSWP-V2, based on its high risk rating. A project snapshot has been issued by DPIE and commented on by Council in February 2021.

Since then, Council has also drafted a Business Case (attached), which is closing out the current Concept Design and opening a gateway to future funding.

Advice from DPIE is still anticipated on the updated project snapshot and required next steps to be undertaken to progress to a funding agreement for the future project, which will mainly consist of detailed design and construction.

Options

The Concept Design details the following work packages (WP):

Work Package	Description	Activities
WP1	Raw water supply and blending	<ul style="list-style-type: none">• Raw water mains upgrade, incl. connection of emergency bore into common inlet main (currently feeding into cascade reactor directly)• Install new blend tank
WP2	Chemical dosing upgrades	<ul style="list-style-type: none">• Upgrades to chemical dosing systems (soda ash, potassium permanganate, polyaluminium chloride, polymer, chlorine gas)• Install inline mixer

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		<ul style="list-style-type: none">• Upgrade service water pumps• Install wastewater holding tank
WP3	Online instrumentation and process control	Installation of instrumentation: <ul style="list-style-type: none">• Analysers (turbidity, pH, free chlorine)• Flow switches, flow meters, level sensors• Variable speed drives (riverbed pumps, backup bore pumps, filter feed pumps) WTP control modifications (incl. alarm setpoints and feedback control) for: <ul style="list-style-type: none">• Chemical dosing systems• Analytical instrumentation• Valve actuators, motors, drives and instrumentation
WP4	Standpipe booster pump	Install high lift booster pumps
WP5	Management of water age at Coolabah reservoirs	Installation of: <ul style="list-style-type: none">• Pipes and hydraulic connections between tanks 1, 2 and 3• Recirculation line and pump• Chlorine gas dosing at reservoirs• Chlorine residual analyser
WP6	Replacement of sedimentation lagoons with clarifier	<ul style="list-style-type: none">• Replace sedimentation lagoons• Reconfigure sedimentation lagoons to sludge lagoons• Reconfigure filter backwash waste to lagoons• Implement filter-to-waste line• Install supernatant return
WP7	Installation of ultraviolet (UV) disinfection unit	Install inline UV disinfection unit

Financial Considerations

The water supply scheme upgrade cost has been estimated to \$2.4M. A 75% contribution through the SSWP would leave a Council contribution of \$600,000 over a two-year period.

Community Engagement

The level of engagement for a future construction project has been assessed to be 'Inform and Consult', based on a Moderate scale and Low impact.

Attachments

1. Upgrade of Mendooran Water Treatment Works Business Case, Draft, April 2021
2. Mendooran WTP Upgrades Concept Design for Warrumbungle Shire Council WMA1334-05-REP-C, 5 November 2020

RECOMMENDATION

That Council notes the information in the Mendooran Water Supply Scheme Upgrade Project Update report.

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Item 21 Water Treatment Plant Automation and Process Instrumentation Audit

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire

Reason for report

The main reason for this report is to inform Council of the outcomes of the Water Treatment Plant Automation and Process Instrumentation Audit and of the capital cost associated with the recommendations contained within the Audit Report.

Background

Council's water supply systems have limitations in regards to producing safe water reliably due to a lack of process instrumentation and control, with a number of tasks being undertaken manually.

This risk is identified in Council's Drinking Water Management System (DWMS) Improvement Plan; an update on the progress of implementing action items on this Improvement Plan is currently being reported to Council on a four-monthly basis, with the last report having been presented at the April 2021 Council meeting.

To address this risk to water safety, Council has undertaken a number of projects and actions, including:

- Water Treatment Plan (WTP) renewals, including installation of online instrumentation, Programmable Logical Control (PLC) replacements and implementation of WTP feed-back control
- Completed the Safe and Secure Water Program (SSWP) funded Water Supply Instrumentation, Monitoring and Automation Upgrades Scoping Study (Audit Report attached)
- Liaised with the Department of Planning, Industry and Environment (DPIE) on future funding to increase water safety in high risk areas.

Issues

The objective of the WTP Automation and Process Instrumentation Audit has been to identify options from the Audit to improve process control and therefore water safety.

Recommendations from the Audit have been broken down for each location into process instrumentation to facilitate effective implementation of DWMS Critical

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Control Points (CCPs), and in process, instrumentation to support improved process control; details are listed under the Options section of this report.

Additionally, for some WTPs substantial replacement requirements have been highlighted, such as the replacement of the Motor Control Center (MCC) at the Baradine, Binnaway and Coonabarabran WTPs – in the cases of Baradine and Binnaway this includes the installation of a new plan switch/control room and electrical rewiring, which significantly increases the capital cost.

The Automation Audit is an overarching project, and there are a number of SSWP and Infrastructure NSW (INSW) funded projects currently underway that are more or less closely related to it. They all address water safety and security issues and include:

- Shire Wide SCADA-Telemetry Network Upgrade – Detailed Design and Construction, enabling remote communication and control; a report has been presented to Council in April 2021 and a tender issued to commence the project.
- Coolah Water Supply Scheme Upgrade Scoping Study – recommending aerating of the raw water to remove corrosive components and therefore improving water safety; to be presented to Council as part of a separate Business Paper report
- Orana Water Utilities Alliance (OWUA) Bore Condition Assessment; to be presented to Council as part of a separate Business Paper report
- Binnaway new bore installation – use of project saving to investigate the groundwater quality issues further and either install an additional treatment unit or bore.
- Mendooran Water Supply Scheme Upgrade Concept Design; to be presented to Council as part of a separate Business Paper report.

The following NSW Health funded reports have been prepared additionally; they address water safety particularly in Baradine and will be presented to Council as part of separate Business Paper reports:

- Baradine WTP Filter Inspection Report
- Baradine WTP Capacity and Capability Review

To address water quality/safety issues in Warrumbungle Shire Council, DPIE has verbally committed to the funding of water supply scheme upgrades in:

- Baradine
- Binnaway
- Coolah
- Dunedoo
- Mendooran

These schemes have been prioritised for funding under the SSWP-V2, based on a high risk rating for water quality; the common denominator has been: drinking water management fails to effectively control chlorine resistant pathogens (e.g. cryptosporidium). The high risk rating has been assigned by NSW Health.

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DPIE advised that 21 high risk projects within New South Wales have been prioritised for funding under SSWP-V2, five (5) of which fall within Warrumbungle Shire Council.

A rough scope in form of Project Snapshots for the five (5) water supply schemes had been provided to Council by DPIE, including a SSWP-V2 project identifier; updated snapshots have been returned to DPIE in February 2021 with a response or confirmation still outstanding from DPIE.

Once a scope and cost estimates are confirmed or agreed upon, funding deeds can be prepared to undertake works identified in the snapshots for the identified water supply schemes.

Options

The Automation Audit recommendations for process instrumentation to facilitate effective CCP implementation included:

- Online turbidity analysers for raw, settled, filtered, combined filtered and treated water
- Online chlorine analysers for filtered and treated water
- Automatic chlorinators pre-filter and for treated water
- Online fluoride analysers

The recommendations for process instrumentation to support improved process control included:

- Online pH & temperature analysers for raw, aerated, coagulated and treated water
- Online differential pressure units for filter backwash automation and filter air scour flow
- Magnetic flow meters for filter backwash, raw and treated water flows
- Level indicators for various chemical dosing tanks, filter backwash automation, settled water storage and bore levels
- Flow switches for chemical dosing flows
- Digital dosing pumps for chemical dosing
- Flow control valves and actuators for raw water and filter backwash flows at filter inlet, outlets and washwater outlet
- Variable speed drive pumps for settled water and raw water
- Pressure transmitters for treated water and raw water pressures

Additionally, considered upgrade options to improve water safety include:

- UV disinfection for Binnaway, Coolah and Dunedoo
- Whole WTP replacement for Baradine
- WTP Upgrade for Mendooran according to developed Concept Design, including the recommendations from the Automation Audit

Financial Considerations

The Water Supply Instrumentation, Monitoring and Automation Upgrade Scoping Study project – resulting in the presented WTP Automation and Process Instrumentation Audit – had a budget of \$60,500 including a SSWP contribution of \$41,250 or 75%.

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For this project, there are project savings of around \$7.5k that are intended to be used for the creation of water supply Process and Instrumentation Diagrams (P&IDs) in preparation for the next project phase.

The WTP Automation and Process Instrumentation Audit contained high-level preliminary cost estimates to implement the identified recommendations, which are listed in the table below:

Location	Cost (excl. GST) from the Audit	Additionally estimated cost (not from the Audit)	Expected SSWP-V2 funding (for high risk schemes)	Budget currently allocated in FYs 21/22 and 22/23
Baradine	\$1,923,100	\$3.1M (full plant replacement estimated at \$5M)	75% (= \$3.75M of estimated project value)	\$1M (clarifier replacement only)
Binnaway	\$2,138,200		75% (= \$1.6M of estimated project value)	\$30,000 (WTP renewals)
Coolah	\$558,500	\$392k (estimate for UV disinfection & estimate for raw water aeration from Coolah Water Supply Scheme Scoping Study)	75% (= \$713k of estimated project value)	\$0
Coonabarabran	\$1,771,600		0%	\$930,000
Dunedoo	\$504,100	\$220k (estimate for UV disinfection)	75% (= \$543k of estimated project value)	\$0
Mendooran	\$844,400	\$1.56M (WTP upgrade Estimated to \$2.4M in Business Case)	75% (= \$1.8M of estimated project value)	\$0
Bugaldie	\$159,300		0%	\$0
Kenebri	\$158,000		0%	\$0

The implementation of projects from the above table for the towns of Baradine, Binnaway, Coolah, Dunedoo and Mendooran would represent a total cost to Council of \$2.8M over a period of four (4) years, assuming 75% funding through SSWP.

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Considering that the time of the site visits for the Audit report was in December 2019, some of the recommendations have already been addressed, such as online instrumentation and WTP feedback-control.

Fluoride system related expenses will be covered by the fluoridation system upgrade; the cost for it will be covered to 100% by NSW Health.

Community Engagement

The level of engagement varies between 'Inform' and 'Inform and Consult', depending on the scale of the future project; a full WTP replacement in Baradine for example would require 'Inform and Consult', whereas Automation Upgrades in Dunedoo would require 'Inform' only.

Attachments

1. WTP Automation and Process Instrumentation Audit, February April 2021

RECOMMENDATION

That Council notes the information in the Water Treatment Plant Automation and Process Instrumentation Audit report.

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Item 22 Cat Management Requirements for Councils

Division:	Environment and Development Services
Management Area:	Planning and Regulatory Services
Author:	Compliance Officer – Demi Knight
CSP Key Focus Area:	Natural Environment
Priority:	NE5.2 Conduct regular community education programs and ensure that information is available regarding responsible animal ownership and management

Reason for report

The Office of Local Government (OLG) have released a circular to remind Councils of requirements for cat management and available companion animal and responsible pet ownership resources.

Background

Council has legislative responsibilities and required functions in terms of the management of cats in the area under the *Companion Animals Act 1998 (CA Act)* and *Guidelines on the Exercise of Functions under the Companion Animals Act*.

OLG laid out the following key points:

- Councils are reminded of certain requirements under the CA Act and must take into consideration the *Guidelines on the Exercise of Functions under the Companion Animals Act* including: Council's lawful seizure and impounding of cats and promoting awareness in respect to ownership of companion animals.
Comment: Council responds to all requests for lawful seizures and surrenders of cats. All lawfully seized and surrendered cats are delivered to Council's pound on Saleyards Road, Coonabarabran.
- Councils receive significant ongoing revenue from the Companion Animals Fund to use for management and control of companion animals.
Comment: It is acknowledged that Council receives revenue from the Companion Animals Fund which is continually used for the management and control of companion animals
- Councils who fail to appropriately manage cats can greatly contribute to local cat management issues and place unreasonable burden on the community, neighbouring councils, rescue groups and local veterinarians.
Comment:
 - Council regularly produces media on responsible ownership of companion animals to promote awareness.
 - Council is aware of the 'Good Neighbour' resources released by the Cat Protection Society of NSW.
 - Council is currently organising a free microchipping day for 2021.

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- Grants for the control and management of companion animals are applied for when available.

Options

Nil

Financial Considerations

Nil

Community Engagement

The level of community engagement is 'Inform' as per Council's *Community Engagement Strategy 2020-2024*.

Attachments

1. Office of Local Government Circular to Councils – Cat management requirements for councils.

RECOMMENDATION

That Council notes the information in the OLG Cat Management Circular.

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Item 23 Valley of the Winds Wind Farm Community Consultative Committee (CCC)

Division:	Environment and Development Services
Management Area:	Planning and Regulations Services
Author:	Assistant to Director Environment and Development Services – Cheryl Tillman
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2 The demographic makeup of the community is well-represented in local activities, services delivery and decision-making

Reason for report

This report seeks Council to nominate two representatives to represent Council on the proposed Valley of the Winds Wind Farm Community Consultative Committee (CCC).

Background

Correspondence has been received from the Independent Chair, Mr Mike Silver, inviting Council to be represented on the CCC.

The role of the CCC will be to support community engagement and interaction in the preparation of an Environmental Impact Statement (EIS) for the development of wind energy generation including up to 175 wind turbines, grid connection and ancillary infrastructure in the Coolah and Leadville project area, within the Warrumbungle Shire Local Government Area.

Issues

The CCC is being established in accordance with the NSW Department of Planning and Environment Community Consultative Committee Guidelines.

An invitation has been extended to Council for appointment of two (2) delegates to represent Council on the CCC, with the qualification that one of Council's representatives must have technical skills relevant to the matters that will be considered by the proponent in developing the project EIS.

The CCC will meet approximately four (4) times per year, at this point a meeting schedule has not been established and it is anticipated the initial meeting to be early June 2021; likely in Coolah.

Nominations for community representatives and community group membership of the CCC closed on 1 April 2021, with Community appointments to the CCC now being considered by the NSW Department of Planning, Industry and Environment.

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The following links for the Project and Community Consultative Committee is as follows; Project Details – Valley of the Winds Wind Farm

www.planningportal.nsw.gov.au/major-projects/project/33571

Options

Representation to the CCC is recommended and to consist of one Councillor and one staff member; with the staff member possessing technical skills relevant to matters that will be considered by the proponent in developing the project EIS.

Financial Considerations

NSW Government Community Consultative Committee Guideline states the committee may seek annual or one-off funding from the proponent to help it perform its functions effectively. It is up to the proponent whether or not it agrees to such requests.

Generally, Council is not reimbursed or paid for representation on CCC's.

Community Engagement

The level of community engagement is 'Inform' as per Council's Community Engagement Strategy 2020-2024.

Attachments

Nil

RECOMMENDATION

That Council nominates two representatives for the Valley of the Winds Wind Farm Community Consultative Committee, with representatives being one (1) Councillor and Council's Director of Environment and Development Services.

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Item 24 Inland Rail Update Report

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority:	LE5.1 Identify and develop opportunities to realise the shire's potential as a location for the production of renewable energies.

Reason for Report

To provide Council with regular updates on Inland Rail discussions and matters that relate to Council.

Background

Inland Rail is a freight rail line that will connect Melbourne to Brisbane through regional Victoria, New South Wales and Queensland. With freight volumes set to almost double in the next 20 years, the Australian Government is building the rail line to address freight needs.

The following broad points relate to the Inland Rail project:

- Inland Rail 1,700km long, from Tottenham in Victoria to Acacia Ridge in Queensland.
- Trains travelling on the Inland Rail track will be able to travel at speeds of up to 115km/h.
- The track will enable the use of double-stacked, 1,800m long trains with a 21 tonne axle load. Each train could carry the equivalent freight volume as 110 B-double trucks.

Within Warrumbungle Shire Council, the Inland Rail will traverse part of our Shire to the west of Baradine. This section of the line sits in the Narromine to Narrabri section of the project, known as N2N. Approximately 42 kms of rail line relating to Inland Rail will be located within our local government area.

In November 2017, the Australian Government confirmed the preferred study area for the N2N section of Inland Rail.

Update on N2N Section of the Project

The N2N section of the line is approximately 306kms in length, and is Inland Rail's longest section of new track. The study area has now been refined to approximately 150-400m wide, known as the focused area of investigation. It is expected the final width of the rail corridor will be 40-60m wide. A detailed map of the alignment through Warrumbungle Shire can be found at: inlandrail.artc.com.au/where-we-go/#narromine-to-narrabri

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Issues

Over the past month, Council has been involved in a number of matters pertaining to the Inland Rail Project as follows:

- Council lodged a comprehensive submission to the Environmental Impact Statement (EIS) for the Narromine to Narrabri Project in February 2021.
- N2N Project is classified as State Significant Infrastructure application (SSI) which is required to go through a comprehensive assessment process. The main steps for this process are early consultation, prepare EIS, exhibit EIS, response to submissions, assess SSI, and determine SSI.

N2N is currently in the respond to submissions stage. The Department's response strongly encouraged Inland Rail to consult with government agencies during the preparation of the Response to Submissions. In addition, the Department required Inland Rail to also address the further requests for information on hydrology and flooding, noise and vibration, traffic and transport, air quality, biodiversity and social impacts, which is still in progress.

- Submissions to the N2N EIS can be viewed at: [Inland Rail - Narromine to Narrabri | Major Projects - Department of Planning and Environment \(nsw.gov.au\)](https://www.nsw.gov.au/inland-rail-major-projects)
- Major construction started on the Narrabri to North Star section of Inland Rail. It's reported 25% of the workforce are local to the region who are directly working with Inland Rail. Manager Economic Development and Tourism will work with eligible contractors to improve on this statistic for Warrumbungle Shire Council.
- Interface Improvement Program – Baradine Silos project have commenced working on Gateway 3. The project will undergo a mid-way check point with the Department to gain feedback on the Project's progress.
- Interested parties can subscribe to ARTC Inland Rail e-newsletter on specific projects, such as Narromine to Narrabri project. The subscription to the e-newsletter can be found here: inlandrail.artc.com.au/events/
- Inland Rail Conference 25 - 27 May in Albury NSW. The conference will look at how Inland Rail plays its part in boosting the economy and future-proofing Australia's supply chains. Registration and conference program can be found at: [Inland Rail Conference - Australasian Railway Association \(ara.net.au\)](https://www.ara.net.au/inland-rail-conference). The conference is a good opportunity to network and highlight Council's priorities regarding Inland Rail.

Options

The Inland Rail project will continue to show its presence within Warrumbungle Shire.

Financial Considerations

Nil

RECOMMENDATION

That Council notes the information in the Inland Rail Update Report.

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Item 25 Shop Local Cards

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority:	LE 4.1 Work with local business and industry to foster local, economic development, innovation and expansion

Reason for report

To provide Council with a report regarding the concept of introducing Shop Local Community Gift cards across Warrumbungle Shire Council, named 'Why Leave Town' (WLT) program.

Background

At the Ordinary Council meeting of the Warrumbungle Shire Council on 20 February 2020 Council resolved under Business of Great Urgency:

That a report be prepared for Council regarding the concept of introducing shop local cards across the Local Government Area including the following information:

- *Options for administering the cards*
- *Costs to set up the shop local cards*
- *Level of council involvement, including budgetary and resourcing considerations*

The original urgency to establish Why Leave Town (WLT) program was to have the program and cards fully operational to distribute drought funding impartially.

At the Ordinary Council meeting on 18 February 2021 Council resolved Resolution 243/2020):

- *that Item 26 Shop Local Community Gift Cards be deferred until the March Council Meeting to allow staff to consult with community groups on managing the program.*

The WLT program encourages shopping locally, increasing opportunity for businesses to make sales, and help promote businesses via a wider network through WLT program.

The Why Leave Town (WLT) gift card is an EFTPOS based gift card that can be used by the card holder to purchase goods in any participating stores within a particular region or Local Government Area (LGA). The cards cannot be redeemed outside of the participating store network.

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The WLT program could be beneficial when receiving donations and disaster funding. The donated money could be loaded on to cards and given to allocated residents whilst money handling kept impartial, and the donated money is only spent locally.

Issues

For the program to be successful the following time allocation would be required:

- 25-30 hours to set up program which entails contacting businesses to sign up to the program
- 30 hours for large campaign launch, followed by 10 hours per month for ongoing quarterly promotions such as promotional items, print and social media
- 20-40 hours to source sponsorship to cover program costs.

If the WLT program was administered by Council, issues include added duties to staff and, an increased budget expenditure which will affect already planned projects.

If the WLT program was run by another organisation there would also be an increase in duties, labour costs, and depending on the type of organisation there will be a financial burden for the initial set up costs.

In accordance with resolution 243/2021, consultations with numerous community organisations regarding program ownership took place. Community organisations that were approached included 2357 Partnership, Coonabarabran Chamber of Commerce and Rural Support Network (comprised of numerous community and aid organisations).

No community groups were willing to accept responsibility for the administration and running of the WLT program due to the following:

- There are concerns about the financial risk to source sponsorship, and if unsuccessful resulting to the organisation becoming financially responsible to cover costs.
- Another concern is the time required to administer the program. Community organisations are mostly run by volunteers, and are already time poor.
- While the WLT program is beneficial, the added duties to administer and run the program could become a burden.

Options

With the lack of a community organisation to run the WLT program, the options for Council are as follows:

1. Council takes 100% ownership of the program including (but not limited to) program start-up costs, annual ongoing costs, card administration, trust account, set up and ongoing marketing costs, resourcing of the shop local cards, and the sourcing corporate sponsorship.
2. Not to continue with the WLT program.

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Financial Considerations

The table below shows the overall cost per year to run the WLT program with economies of scale pending term of agreement:

Item	1 year agreement	2 year agreement (with a 20% program discount applied)	3 year agreement (with a 25% program discount applied)
Why Leave Town Gift Card Program			
WLT program fee per year, which includes: <ul style="list-style-type: none"> • Annual fee • 1000 printed cards • card processing and admin fee • activation for load up stores and redemptions stores 	\$6,318	\$8,078	\$9,068
Program promotion (radio, digital, and print)	\$4,000	\$4,000	\$4,000
Promotional items	\$500	\$500	\$500
Total per year	\$10,818	\$12,578	\$13,568
Option with cost of card absorbed by card purchaser (\$2.72 per card = \$2,720)	\$8,098 (minus cost of cards)	\$9,858 (minus cost of cards)	\$10,848 (minus cost of cards)

The table below shows VIC Officer expenses if council were to run WLT Program

Item	1 year	2 years	3 years
VIC Officer hourly rate, including on costs: \$34.20 (exclusive of CPI)			
Allocated wages: <ul style="list-style-type: none"> • Set up program – 25 hours • Campaign launch – 30 hours • Sourcing Sponsorship – 30 hours 	\$855.00 \$1,026.00 \$1,026.00		
Total for program start up	\$2,907.00		
Ongoing work required to maintain and promote WLT program per year (10 hours per month x 12 months x \$34.20 exclusive of CPI)	\$4,104.00	\$4,104.00	\$4,104.00
Total wage costs associated for number of years for agreement:	\$7,011.00	\$11,115.00	\$15,219

Considering the WLT annual fee, budget required to campaign launch, and Council staff hours to set up the program in the first year, then maintain and promote each year after that, the WLT program would cost Council upward of \$15,109.00 for the first year, or \$22,753 for 2 years, or \$29,627.01 for 3 years (exclusive of CPI).

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Community Engagement

The level of community engagement is 'Inform' as per Council's *Community Engagement Strategy 2020-2024*.

Information to the community would be available by way of the Community e-Newsletter; social, digital, and print media (incorporating the Council website, Have Your Say and printed publications in each town throughout the Shire); and through interaction with Customer Service Officers.

Attachments

1. Quotes for one, two, and three years commitment to the program

RECOMMENDATION

That Council:

1. Note the Report on Shop Local Cards within the Warrumbungle Shire Local Government Area.
2. Not continue with the concept of introducing the Why Leave Town program within the LGA.

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Item 26 Development Applications

Division:	Development Services
Management Area:	Regulatory Services
Author:	Administration Assistant Environment and Development Services – Jenni Tighe
CSP Key Focus Area:	Rural and Urban Development
Priority / Strategy:	RU 4 The attractiveness appearance and amenity of our towns and villages need to be improved

Development Applications

(i) Approved – April 2021

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA 23/2021	23/03/2021	30/04/2021	Jordan and Jodi Sams	123 Frederick Road	Mendooran	Change of Use – Bus Depot	4
DA 14/2021	08/03/2021	30/04/2021	Nathan Dewar	11 Gumnut Road	Coonabarabran	New Garage/Shed – Residential	0
DA 13/2021	02/03/2021	26/04/2021	Austam Homes	6-8 Nelson Street	Coonabarabran	Dual Occupancy	2
DA 12/2021	25/02/2021	22/04/2021	Linda Houlahan and Anthony Walsh	60-62 Booyamurra Street	Coolah	New Garage/Shed – Residential	16
CD 3/2021	06/04/2021	13/04/2021	Robert and Carlie Sutherland	1 Horsley Street	Coonabarabran	New Pool/deck/fencing	0

***Development from the January 2013 Wambelong Bushfires**

^ Development from the February 2017 Sir Ivan Bushfires

RECOMMENDATION

That Council notes the Applications and Certificates approved during April 2021, under Delegated Authority.

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Item 27 Notice of Motion – WSC Youth Strategic Plan 2020 – 2030

Notice of Motion – WSC Youth Strategic Plan 2020 – 2030

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

That the WSC Youth Strategic Plan 2020 – 2030 be presented to Council for consideration.

At the ordinary meeting of Council held on May 21st 2020. Item 11. It was reported that "Youth responses to date and previous experiences the Manager of Community Services and CSCO developed in March 2020 a draft Youth Community Plan 2020 - 2030 and further that the MCS and CSCO together will facilitate a Youth Engagement Survey, engaging Survey Monkey over the coming month, to further inform the development of the WSC Youth Strategic Plan 2020 - 2030. The draft will then be submitted to Council for consideration.

Nothing from the May 21st 2020 report can be tracked through Councils Monthly Resolution Report.

**PETER SHINTON
COUNCILLOR**

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Item 28 Reports to be Considered in Closed Council

Item 28.1 Organisational Development Monthly Report

Division: Executive Services

Author: Manager Organisation Development – Chris Kennedy

Summary

The purpose of this report is to update Council in relation to activities undertaken by Organisational Development including Staffing and Recruitment, Training and Workplace Health and Safety (WHS).

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

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

RECOMMENDATION

That the Organisational Development Monthly Report be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

Item 28.2 Three Rivers Regional Retirement Community Information Report

Division: Environment and Development Services

Author: Director Environment and Development Services – Leanne Ryan

Summary

The purpose of this report is to provide Council with an update on the Three Rivers Regional Retirement Community (TRRRC) project.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is classified **CONFIDENTIAL** under section 10A(2)(g) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

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RECOMMENDATION

That the Three Rivers Regional Retirement Community Information Report be referred to Closed Council pursuant to section 10A(2)(g) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Item 28.3 Regional Tender for Supply of Aggregates and Raw Materials

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

Summary

The reason for the report is to make a resolution in respect of recommendations by the tender evaluation panel for supply of aggregates and other raw materials

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

RECOMMENDATION

That the Regional Tender for Supply of Aggregates and Raw Materials report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

Item 28.4 Tender for Construction of Robertson Oval Amenities Building, Dunedoo

Division: Technical Services

Author: Project Manager – Ian Bailey

Summary

The purpose of this report is to advise results of Post Tender Negotiations to replace the amenities block at Robertson Oval, Dunedoo.

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In accordance with the *Local Government Act 1993* (NSW) ('the Act') and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

RECOMMENDATION

That the Tender for Construction of Robertson Oval Amenities Building report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

FURTHER that Council resolve that:

1. Council go into Closed Council to consider business relating to confidential information.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993* (NSW), the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993* (NSW).