



# **Warrumbungle Shire Council**

**Council meeting**

**Thursday, 20 September 2007**

**to be held at the Council Chambers, Coolah**

**commencing at 9.00 am**

***MAYOR***

Councillor Peter Shinton

***DEPUTY MAYOR***

Councillor Garry Connelly

***COUNCILLORS***

Councillor Murray Coe

Councillor Carol Dawson

Councillor Col Egan

Councillor Wendy Hill

Councillor Ray Lewis

Councillor Ron Sullivan

Councillor Denis Todd

***MANAGEMENT TEAM***

Robert Geraghty (General Manager)

Carolyn Upston (Acting Director Corporate Services)

Kevin Tighe (Director Technical Services)

Ron VanKatwyk (Director Environmental Services)

Rebecca Ryan (Director Community Services)

## **ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

### **Ethical decision making**

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

### **Conflict of interest**

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

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

### **The test for conflict of interest**

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

### **Identifying problems**

1<sup>st</sup> Do I have private interests affected by a matter I am officially involved in?

2<sup>nd</sup> Is my official role one of influence or perceived influence over the matter?

3<sup>rd</sup> Do my private interests conflict with my official role?

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

**ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL TO BE HELD AT THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20 SEPTEMBER 2007 COMMENCING AT 9.00AM**

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Date: 17 September 2007

Cr Peter Shinton  
Mayor  
Warrumbungle Shire Council  
John Street  
COONABARABRAN 2357

Cr Shinton

## **AGENDA**

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

**CONFIRMATION OF MINUTES** of the ordinary meeting of Warrumbungle Shire Council held on 14 August 2007

**ADOPTION OF THE RECOMMENDATIONS** of the Traffic Advisory Committee meeting held on 23 August 2007

**ADOPTION OF THE RECOMMENDATIONS** of the Coonabarabran Beautification Advisory Committee meeting held on 27 August 2007

**ADOPTION OF THE RECOMMENDATIONS** of the Warrumbungle Shire Council Occupational Health & Safety Committee meeting held on 15 August 2007

**MINUTES** of the Consultative Advisory Committee meeting held on 15 August 2007 **for notation**

<b>GENERAL MANAGER'S REPORT</b>	<b>ANNEXURE 1</b>	<b>PAGE 01</b>
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Matter to be dealt with "in committee"

- Land transfers
- Tenders

**ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT THE  
COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20 SEPTEMBER 2007 COMMENCING AT  
9.00AM**

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**RECOMMENDED** that the meeting be closed to the public pursuant to Section 10A (1) and Section 10A (2) (c) concerning information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

.....  
**R J GERAGHTY**  
**GENERAL MANAGER**

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## **GENERAL MANAGER'S REPORT**

## **ANNEXURE 1**

### **1.1 AUSTRALIA DAY**

Last year Warrumbungle Shire Council participated in the Australia Day Ambassador programme and hosted two Ambassadors within the Shire. Six separate functions were held, one in each town - Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran and the awards were presented to each recipient at the function held in the town in which they resided with the successful nominations being announced prior to Australia Day.

The following categories for Australia Day Awards were advertised last year:

- Citizen of the year
- Young Citizen of the year
- Senior Citizen of the year
- Sports Person of the year
- Young Sports person of the year
- Group Community Service Award
- Sports Team of the Year, and
- Certificates of Recognition (in recognition of particular service during the year) – one each for the towns of Coolah, Dunedoo, Mendooran, Baradine, Binnaway and Coonabarabran.
- Community Award – Villages, Less than 100 residents (award funds to be utilised on a Local village facility)

Council has now been requested to indicate if it wishes to participate in the Ambassador programme for 2007. Woolworths will again be the main sponsor.

It is now necessary for Council to determine if it wishes to operate Australia Day functions in a similar fashion to last year. The Coonabarabran Rotary Club has advised Council that it does not wish to take over the organisation of the function at Coonabarabran but are willing to continue the running of a sausage sizzle.

Also it would be timely to determine the categories of awards and that advertisements be prepared for release at the end of September.

Council determined in August 2005 that unsuccessful nominations for the awards of Citizen of the Year and Young Citizen of the Year from the previous two years would be included in deliberations. Council needs to determine whether it wishes this procedure to continue.

### **RECOMMENDATION**

For Council's consideration.

### **1.2 NOTICE OF MOTION**

The following notice of motion has been received from Councillor Todd.

*All monthly meetings of the Warrumbungle Shire Council to be held on the allocated day, not changed to suit Councillors who wish to be absent on meeting day.*

***Reason***

*The reason is that Councillors can make holiday and other arrangements to suit the meeting dates, if they are changed some Councillors will miss meetings which they planned to attend.*

**RECOMMENDATION**

For Council's consideration.

**1.3 RISK MANAGEMENT**

Information has been received from Statewide Mutual advising that further Best Practice manuals have been produced to assist councils in developing and improving their procedures in respect of public liability issues. One such Manual has assisted councils in the area of gathering information.

It is appropriate that Warrumbungle Shire Council endorses its own policy, procedures and standards and the draft Gathering of Information Policy and related documents, provided to Councillors under separate cover, has been prepared to assist Warrumbungle Shire Council in meeting its data collection requirements. These draft documents have been prepared utilising the Best Practice Manual.

**RECOMMENDATION**

That Council review and endorse the Gathering of Information Policy and related documents being: Gathering Information Checklist (Attachment 1); Gathering Information Scene Checklist (attachment 2); Incident Procedure Flowchart (attachment 3); Gathering Information Provision of Third Party Information (attachment 4).

**1.4 POLICIES**

The following draft policies have been prepared for Council's consideration and if approved for endorsement by Council. Copies have been forwarded to Councillors under separate cover.

- Funeral Attendance Policy
- Interview Expenses Policy
- Local Residency for Employees Policy
- Relocation Expenses Policy
- Work Experience Policy

**RECOMMENDATION**

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For Council's consideration and endorsement of the Funeral Attendance Policy, Interview Expenses Policy, Local Residency for Employees Policy, Relocation Expenses Policy and Work Experience Policy.

**1.5 NSW RURAL FIRE SERVICE**

Council has been advised by the NSW Rural Fire Service that it is now time to prepare estimates for the 2008/2009 financial year. Each financial District or Zone needs to complete an estimate of expenditure.

It would be appropriate for the Mayor and General Manager to undertake negotiations with the Zone Manager to minimise any increase to 3.4% on the current year.

**RECOMMENDATION**

That Council endorse the Mayor and General Manager to negotiate an estimate of expenditure for the NSW Rural Fire Fighting Funds for the Castlereagh Zone in line with a maximum increase of 3.4% on the current year's estimate.

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**R J GERAGHTY  
GENERAL MANAGER**



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

Dear Sir

**DIRECTOR OF CORPORATE SERVICES**

**ANNEXURE 2**

**2.1 DUE BY THE BANK TO THE FOLLOWING FUNDS AS AT  
 31 AUGUST 2007**

<b>GENERAL FUND</b>	<b>BANK</b>	<b>RESTRICTED</b>	<b>BALANCE</b>
General Fund Bank Balance	\$ 11,948,342.32	\$ 1,408,000.00	\$ 6,080,342.32
Future Capital Upgrading		\$ 2,520,000.00	
Employees Leave Liability		\$ 770,000.00	
External Grants for Specific Projects		\$ 980,000.00	
Development Sec 94 & 64 Contb'ns		\$ 190,000.00	
<b>TOTALS</b>	<b>\$ 11,948,342.32</b>	<b>\$ 5,868,000.00</b>	<b>\$ 6,080,342.32</b>
<b>WATER FUNDS</b>	<b>BANK</b>	<b>RESTRICTED</b>	<b>BALANCE</b>
Baradine Water Bank	\$ 208,163.12	\$ 89,000.00	\$ 119,163.12
Binnaway Water Bank	\$ 556,116.11	\$ -	\$ 556,116.11
Coonabarabran Water Bank	\$ 1,504,982.74	\$ 179,230.45	\$ 1,325,752.29
Coolah Water	\$ 994,758.26	\$ 836,697.00	\$ 158,061.26
<b>TOTALS</b>	<b>\$ 3,264,020.23</b>	<b>\$ 1,104,927.45</b>	<b>\$ 2,159,092.78</b>
<b>SEWERAGE FUNDS</b>	<b>BANK</b>	<b>RESTRICTED</b>	<b>BALANCE</b>
Coonabarabran Sewerage	\$ 2,263,453.67	\$ 836,510.08	\$ 1,426,943.59
Baradine Sewerage	\$ 293,541.70	\$ -	\$ 293,541.70
Coolah Sewerage	\$ 1,074,740.82	\$ 563,170.00	\$ 511,570.82
<b>TOTALS</b>	<b>\$ 3,631,736.19</b>	<b>\$ 1,399,680.08</b>	<b>\$ 2,232,056.11</b>
<b>SUMMARY</b>	<b>BANK</b>	<b>RESTRICTED</b>	<b>BALANCE</b>
General Fund	\$ 11,948,342.32	\$ 5,868,000.00	\$ 6,080,342.32
Water Fund	\$ 3,264,020.23	\$ 1,104,927.45	\$ 2,159,092.78
Sewerage Fund	\$ 3,631,736.19	\$ 1,399,680.08	\$ 2,232,056.11
<b>TOTALS</b>	<b>\$ 18,844,098.74</b>	<b>\$ 8,372,607.53</b>	<b>\$ 10,471,491.21</b>

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<b>TERM DEPOSITS</b>		<b>Interest Rate</b>
BOND 1 TRUST AAA FRN	\$ 2,000,000.00	BBSW+.80%
C B A CALLABLE RANGE	\$ 2,000,000.00	7.50%
SGE-CREDIT UNION	\$ 500,000.00	6.70%
DRESDNER BANK OCTAGON	\$ 1,500,000.00	7.00%
ANZ 3 PILLARS	\$ 500,000.00	BBSW +1.2%
ANZ SAIL	\$ 500,000.00	BBSW +1.5%
ANZ ASPRINT	\$ 500,000.00	BBSW +1.75%
ANZ ASPRINT 2	\$ 800,000.00	BBSW +1.75%
ADELAIDE MANAGED FUNDS	\$ 3,892,419.99	6.90%
TRIDENT	\$ 500,000.00	BBSW +.65%
AVERON BOND-SEALINK	\$ 700,000.00	BBSW +1.5%
DEUTSCHE BANK - DAISY	\$ 1,500,000.00	6.8043%
PIMCO PRINCIPAL PROTECTED	\$ 500,000.00	BBSW +.81%
ROYAL BANK OF CANADA	\$ 1,000,000.00	7.70%
ALL SEASONS-KEOLIS AAA	\$ 1,500,000.00	8.00%
<b>TOTAL</b>	<b>\$ 17,892,419.99</b>	

**RECOMMENDATION**

For Council's information.

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**2.2 WARRUMBUNGL E SHIRE COUNCIL GENERAL FUND BANK  
ACCOUNT - For the Month Ending 31 August, 2007**

Bank Statement as at 01.08.2007	862,556.91	
Plus Total Investments	17,892,419.99	
Total Receipts	<u>5,228,453.36</u>	
		23,983,430.26
Outstanding Deposits		<u>37,610.70</u>
		<b>24,021,040.96</b>
Less - Cheques Drawn		5,020,587.22
Unpresented Cheques		156,355.00
		<u>5,176,942.22</u>
<b>TOTAL BANK BALANCE AS AT THE 31ST AUGUST, 2007</b>		<b>18,844,098.74</b>

**RECOMMENDATION**  
For Council's information.

**2.3 STATEMENT OF INVESTMENTS AS AT 31 AUGUST 2007 -  
 INVESTMENT REGISTER**

Days	Rate	Purchase Date	Maturing Date	Amount	Balance
ANZ 3 PILLARS					500,000.00
5years	BBSW+1.2%	24.03.05	06.04.10	500,000.00	
BOND ST CUSTODIAN-TITANIUM AAA					2,000,000.00
5.5years	7.2683	17.05.05	14.12.10	2,000,000.00	
OCTAGON PLC-DRESDNER BANK-EMU NOTE					1,500,000.00
10years	7.00	25.10.05	30.10.15	1,500,000.00	
CREDIT SAIL-ANZ INVESTMENT BANK					500,000.00
6years	Bbsw+1.5	14-11-05	30-12-11	500,000.00	
CBA CALLABLE RANGE					1,000,000.00
5years	7.5	14-12-05	14-12-10	1,000,000.00	
AVERON BOND-SEALINK P/L					700,000.00
7years	Bbsw+1.5	25.10.05	30.10.15	700,000.00	
DEUTSCHE BANK AG LONDON BRANCH-DAISY					1,500,000.00
5years	5-6%+cg	21-03-06	20-03-13	1,500,000.00	
ALL SEASONS-KEOLIS AAA					1,500,000.00
7years	8.00	16-06-06	16-06-13	1,500,000.00	
ANZ ASPIRIT 1					500,000.00
6years		15-11-06	08-11-12	500,000.00	
PIMCO PRINCIPAL PROTECTED					500,000.00
4years	50% of PP	22-02-07	28-02-11	500,000.00	
ASPRIT NO 2					800,000.00
6 years		30-03-07	30-03.13	800,000.00	
TRIDENT-CREDIT SUISSE SYDNEY BRANCH					500,000.00
4 years	50% of PP	30.05.07	30.05.11	500,000.00	
SGE CREDIT UNION					500,000.00
91 Days	7.03%	14.08.07	12.11.07	500,000.00	
AT CALL					3,892,419.99
ADELAIDE MANAGED FUND					
	6.40%			3,892,419.99	
ROYAL BANK CANADA					1,000,000.00
1year	7.7%	16.03.06	16.03.11	1,000,000.00	
CBA CALLABLE RANGE					1,000,000.00
5years	7.5%	16-12-05	16-12-10	1,000,000.00	
<b>TOTAL</b>					<b>17,892,419.99</b>

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

**CAROLYN UPSTON**  
 ACTING DIRECTOR CORPORATE SERVICE

**RECOMMENDATION**  
 For Council's information.

**2.4 RATES AND CHARGES COLLECTION – UP TO and INCLUDING END AUGUST 2007**

GENERAL		RATE ARREARS	2006/2007 LEVY	PENSION ER WRITE OFF	ABANDONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2007/2008	COLLECTION % 2007/2008	TOTAL OUTSTANDING 2006/2007	COLLECTION % 2006/2007
	CBN RES/RURAL RES	112,123	901,926	67,964	3,369	942,716	171,549	771,167	18.20%	819,919	15.60%
	BARADINE	33,655	120,312	17,215	2	136,750	32,154	104,596	23.51%	139,781	15.72%
	BINNAWAY	21,406	58,955	10,084	189	70,089	17,986	52,102	25.66%	79,799	14.38%
	VILLAGES	7,088	21,986	1,952	2	27,120	7,707	19,413	28.42%	14,038	12.54%
	FARMLAND	217,512	3,704,363	19,521	18,900	3,883,454	1,068,218	2,815,236	27.51%	2,991,895	18.28%
	COOLAH	18,024	176,230	14,846	0	179,409	56,290	123,118	31.38%	138,346	19.92%
	DUNEDOO	12,341	192,865	16,369	0	188,837	56,730	132,107	30.04%	136,362	22.43%
	MENDOORAN	10,786	60,320	6,319	2	64,785	22,582	42,204	34.86%	61,656	1.78%
	LEADVILLE	2,733	9,127	1,353	0	10,506	2,651	7,855	25.23%	8,270	14.84%
	MERRYGOEN	357	3,696	586	0	3,466	878	2,589	25.32%	2,691	10.08%
	NEILREX	337	2,218	226	0	2,329	755	1,574	32.41%	1,541	13.23%
	UARBRY	0	3,277	73	0	3,203	1,643	1,560	51.30%	1,757	36.34%
	COOLABAH ESTATE	2,367	14,142	1,562	1	14,946	3,569	11,377	23.88%	10914.00	16.64%
	RUR/RES COBBORA	1,081	3,272	289	0	4,064	1,121	2,943	27.58%	1872.00	29.66%
	GENERAL RESD/BUS- CLH	9,326	127,287	8,441	3	128,169	48,168	80,001	37.58%	324,436	2.59%
	BUSINESS- CBN-RURAL	41,756	351,530	250	2	393,035	248,624	144,411	63.26%	324,792	13.05%

ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL TO BE HELD AT COUNCIL CHAMBERS, COOLAH ON THURSDAY, 20  
 SEPTEMBER 2007 COMMENCING AT 9.00AM

<b>WATER</b>						0		0			
	COONABARA BRAN	37,058	285,503	26,136	4,267	292,157	85,354	206,803	29.22%	263,425	16.07%
	BARADINE	35,938	77,813	10,297	3	103,451	22,066	81,385	21.33%	87,500	14.58%
	BINNAWAY	41,798	61,991	8,872	256	94,660	24,022	70,638	25.38%	86,532	13.41%
	VILLAGES	15,378	10,248	788	0	24,838	2,982	21,856	12.01%	9,135	10.00%
	FARMLAND - NTH & STH	0.00	693.75	0.00	0.00	694	174	520		0.00	0.00%
	COOLAH	17,052	132,041	10,117	0	138,977	40,313	98,664	29.01%	98,029	19.47%
	DUNEDOO	8,659	113,636	9,363	0	112,932	32,458	80,474	28.74%	92,371	7.31%
	MENDOORAN	10,777	51,750	4,213	2	58,311	18,581	39,730	31.86%	56,171	4.05%
	MERRYGOEN	2,017	10,248	725	0	11,540	3,145	8,395	27.25%	10,958	1.25%
<b>SEWERAGE</b>						0		0			
	COONABARA BRAN	51,150	609,605	26,012	1,198	633,545	189,410	444,135	29.90%	480,794	18.14%
	BARADINE	53,540	138,169	8,766	5	182,938	34,148	148,790	18.67%	177,055	19.53%
	COOLAH	17,636	146,127	9,067	0	154,697	46,383	108,314	29.98%	114,874	19.40%
	DUNEDOO	9,260	136,335	9,013	0	136,582	39,456	97,126	28.89%	84,646	22.54%
		<b>791,155</b>	<b>7,525,665</b>	<b>290,418</b>	<b>28,202</b>	<b>7,998,201</b>	<b>2,279,115</b>	<b>5,719,085</b>	28.50%	<b>6,619,559</b>	<b>16.51%</b>
<b>GARBAGE- North</b>		70,810	574,684	50,103	345	595,046	195,378	399,668	32.83%	621,395	15.34%
<b>GARBAGE - South</b>		35,416	346,299	32,956	12	348,746	95,300	253,445	27.33%	192,316	24.37%
<b>FARMLAND - NTH - STH</b>		822	20,549	329	3	21,039	0	21,039	0.00%		

<b>LEGAL FEES</b>		65,785	10,928	0	0	76,714	6,458	70,255	8.42%	33,755	3.09%
								0			
<b>INTEREST</b>		152,724	0	0	0	152,724	5,923	146,801	3.88%	166,976	0.17%
	<b>TOTALS</b>	<b>1,116,712</b>	<b>8,478,124</b>	<b>373,806</b>	<b>28,562</b>	<b>9,192,469</b>	<b>2,582,174</b>	<b>6,610,295</b>	28.09%	<b>7,634,001</b>	<b>16.00%</b>
<b>Rates &amp; Annual Charges Outstanding Percentage</b>											
	<b>COONABARA BRAN</b>	200,330	1,797,034	120,112	8,834	1,868,418	446,313	1,422,105	23.89%	1,564,138	<b>16.48%</b>
	<b>BARADINE</b>	123,133	336,294	36,278	9	423,139	88,368	334,771	20.88%	404,336	<b>17.17%</b>
	<b>BINNAWAY</b>	63,204	120,945	18,956	445	164,749	42,009	122,740	25.50%	166,331	<b>13.83%</b>
	<b>COOLAH</b>	52,713	454,399	34,029	0	473,083	142,986	330,096	30.22%	351,249	<b>19.62%</b>
	<b>DUNEDOO</b>	30,260	442,835	34,744	0	438,351	128,643	309,708	29.35%	313,379	<b>18.58%</b>
	<b>MENDOORAN</b>	21,564	112,070	10,532	5	123,096	41,162	81,934	33.44%	117,827	<b>2.89%</b>
	<b>VILLAGES</b>	31,358	78,214	7,554	4	102,014	24,451	77,563	23.97%	61,176	<b>12.95%</b>
	<b>FARMLAND</b>	217,512	3,705,057	19,521	18,900	3,884,148	1,068,391	2,815,756	27.51%	2,991,895	<b>18.28%</b>
	<b>RURAL</b>	51,082	478,817	8,691	5	521,204	296,792	224,412	56.94%	649,228	<b>8.02%</b>
	<b>Overall</b>	<b>791,155</b>	<b>7,525,665</b>	<b>290,418</b>	<b>28,202</b>	<b>7,998,201</b>	<b>2,279,115</b>	<b>5,719,085</b>	28.50%	<b>6,619,559</b>	<b>16.51%</b>

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

**RECOMMENDATION**

For Council's information.

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**2.5 CIVIL ENGINEERING CADETSHIP PROPOSAL**

Resolution 28 of the Ordinary Meeting of the Warrumbungle Shire Council held on 14 August 2007, included a request from Councillors that a report be prepared on cadetship programmes conducted by other councils.

Research indicates that many councils who were involved in partnerships with universities have ceased participating due to the high cost involved and the fact that the programmes were not cost effective.

There is a newly developed programme in the New England region but the details are still being finalised. A detailed report will be presented to the October meeting.

**RECOMMENDATION**

For Council's information.

.....  
**CAROLYN UPSTON**  
**ACTING DIRECTOR OF CORPORATE SERVICES**



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

Dear Sir

Attached is my report for consideration by Council

**DIRECTOR OF TECHNICAL SERVICES**

**ANNEXURE 3**

### **3.1 2008/2009 REGIONAL ROAD REPAIR PROGRAM**

#### **Background**

The RTA is inviting funding submissions from Councils for eligible projects under the 2008/09 REPAIR program. Submissions close 28 September 2007. All 28 Councils in the RTA Western Region have an opportunity to submit a project on any regional road in their Shire. A project assessment sheet must be completed for each proposal and points are determined based on a range of assessment criteria. The RTA western region is allocated funding for the REPAIR program and only projects with points above a determined cut off score are allocated funding from the pool. Funding is only available for 50 percent of the estimated total project cost.

#### **Issues**

The cut off score for projects last year was 26 points and Council obtained funding for two projects as follows:

<b>Project No.</b>	<b>Project Description</b>	<b>Point Score</b>	<b>Total Project Cost</b>
			<b>2007/2008</b>
1	MR55 - widen shoulders 1.5m both sides plus full width 150mm overlay in segments 28,29, 30, 31 and 32. (10.36km – 15.96 km south of Coolah)	29	\$600,000
2	Realignment of vertical and horizontal approaches to Bomera Creek and Yuggel Creek on MR129 with a total initial seal length of 1.1km.	30	\$600,000
<b>Total</b>			<b>\$1,200,000</b>

The project on MR129 has been ongoing for at least 13 years and to complete the overall project involves completion of waterway crossings and associated approach works at Saltwater Ck No. 1 and Saltwater Creek No 2. Each of these projects is significant and most likely involves construction of a bridge to replace existing concrete causeways.

That is they are similar in scale to the Talbragar River Bridge project and the Castlereagh River bridge project.

Similarly, the rehabilitation project on MR55 has been ongoing for several years. All of the work has occurred on sections south of Coolah. There are several substandard sections of road north of Coolah, particularly segments 65 and 66.

### **Options**

Council has the option of making a submission for projects on MR129 and MR55 similar to last year or alternatively, Council may nominate other projects on regional roads.

### **Financial Considerations**

The maximum amount that any one Council can receive from the RTA under the REPAIR program is \$400,000, that is, total project cost of \$800,000. In previous years, most of Council's matching 50% contribution is funded from the block grant and from the Roads to Recovery program.

The 2007/08 budget allocation for rehabilitation projects on MR55 is \$964,337. The funding sources for this amount are; Auslink Roads of Regional Significance \$664,337 and RTA REPAIR programme \$300,000.

### **RECOMMENDATION**

That Council's priority for REPAIR program funding in 2008/2009 and forecast program is as follows:

<b>Project No.</b>	<b>Project Description</b>	<b>Total Project Cost</b>		
		<b>2008/2009</b>	<b>2009/2010</b>	<b>2010/2011</b>
1	Rehabilitation of Segments 33 (south of Coolah), 65 and 66 (north of Coolah) on MR55		\$800,000	
2	Realignment of vertical and horizontal approaches to Saltwater Creek No 1 on MR129 with initial of 0.9km (stage 1)	\$800,000		
3	Realignment of vertical and horizontal approaches to Saltwater Creek No 2 on MR129 with initial seal of 1.1 km			\$800,000
<b>Total</b>		<b>\$800,000</b>	<b>\$800,000</b>	<b>\$800,000</b>

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KEVIN TIGHE  
DIRECTOR TECHNICAL SERVICES

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

Dear Sir

Attached is my report for consideration by Council

**DIRECTOR OF ENVIRONMENTAL SERVICES      ANNEXURE 4**

**4.1 CONSERVATION MANAGEMENT STRATEGIES FOR PURLEWAUGH  
MECHANICS INSTITUTE AND COONABARABRAN POWER STATION  
(FORMER)**

**Background**

Council owns numerous structures and places that have been identified as having local heritage significance. The **Warrumbungle Shire Heritage Action Plan 2007-2008, Action Item 8.1** requires that Council's Heritage Advisor prepares Conservation Management Plans or Strategies for Council-owned heritage items. To date two Conservation Management Strategies (CMS) have been prepared and copies have been distributed separately to Councillors as enclosures. These cover:

- Purlewaugh Mechanics Institute ('Enclosure 1(a)')
- Coonabarabran Power Station (former) ('Enclosure 1(b)')

In this process Council's Director of Technical Services and Director of Community Services have been consulted and made aware of the advantages of including the recommendations of the CMS in annual maintenance programmes. It is intended that further such CMS will be submitted during the 2007-2008 financial year.

**Implications**

Building owners generally have the responsibility to maintain and repair their assets as part of their financial interests in the property. These interests have been formalised with heritage items (s120 of the NSW Heritage Act 1977 and Part 3 of the Heritage Regulation 1999) as owners are provided with guidance as to what constitutes minimum standards in this regard. The preparation and implementation of CMS for Council-owned heritage places is designed to assist Council to achieve these goals. The SWOT analysis below has been prepared to demonstrate these advantages.

<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>▪ Provides a standardised guideline for heritage management of individual properties.</li> <li>▪ Assists with meeting statutory obligations.</li> <li>▪ Provides basis for works and maintenance planning.</li> <li>▪ Helps Council demonstrate leadership in responsible heritage management.</li> <li>▪ Compliance with the Heritage Action Plan 2007-2008.</li> </ul>	<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>▪ Use of CMS to aid capital works planning and budgeting.</li> <li>▪ Implementation of practical heritage management principles on a shire-wide basis.</li> <li>▪ Demonstration of leadership in this area may create future grant funding opportunities.</li> </ul>
<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>▪ Guidance required in translating CMS into action.</li> <li>▪ CMS commits Council to works plans.</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>▪ Failure to implement recommendations of CMS could lead to deterioration of structures and places.</li> <li>▪ Deterioration of structures and places could lead to community censure.</li> <li>▪ Inability to demonstrate responsible management could lead to withdrawal of heritage funding.</li> </ul>

### **RECOMMENDATION**

That Council adopt the Conservation Management Strategies (CMS) for Purlawaugh Mechanics Institute and Coonabarabran Power Station (former) for the purposes of the 2007-2008 Heritage Action Plan as well as the preparation and implementation of future annual maintenance programmes.

## **4.2 ANNUAL STATE OF THE ENVIRONMENT REPORT 2006-2007**

### **Background**

The State of Environment Report (SoE) for the year ending 30<sup>th</sup> June, 2005 was a comprehensive report and as such establishes a baseline for the subsequent reporting period. For the 2005-2006 reporting period the first supplementary review was prepared and adopted by Council.

### **Commentary**

This amended comprehensive report has again been updated and a further supplementary report prepared for the 2006-2007 reporting period. Because of its size the final report has been copied to a compact disc and a limited number of print copies have been prepared. A copy of the report has been separately provided to Councillors as an enclosure ('Enclosure 2').

### **RECOMMENDATION**

1. That Council formally endorse the Warrumbungle Shire SoE report dated August 2007 and submit this report to the Department of Local Government as part of the mandatory annual reporting requirements.
2. That the Warrumbungle Shire SoE report dated August 2007 be included as a reference document on Council's official website and a copy distributed to each town library.

**4.3 PROPOSED RESIDENTIAL LAND DEVELOPMENT INITIATIVE –  
RESERVOIR STREET, COONABARABRAN**

**Background**

In accordance with Council's previous resolution on this matter the acquisition procedures for the subject land and design considerations have progressed to the point where a formal development application can be prepared.

**Considerations**

This application will cover all design aspects for essential services such as roads, surface drainage, water supply, sewer service, electricity and telecommunications. After lodgement the application will be placed on public exhibition for twenty-eight (28) days.

A concept plan for the subject allotment and the neighbouring parcel has been prepared with the dual objectives of a highly marketable design based on a cost effective layout. In addition the concept lends itself to development in stages. Stage 1 would be the recently acquired parcel of land. A copy of the concept plan has been forwarded to Council under separate cover and marked 'Enclosure 3'.

The subject allotment (Lot 1 DP 847880) has been shaded grey to clarify the limit of the current proposal (ie. Stage 1) and it is proposed to group together those fragments of proposed future Lots 26, 27, 28 and 29 into one composite allotment labelled Lot 7 as an interim arrangement.

Following approval more accurate costings can be prepared for use in determining total development costs and in turn the retail price of each allotment. This information is also required for submission to the Department of Local Government in order to demonstrate the merit and relative viability of the project.

**RECOMMENDATION**

That a development application be prepared and lodged proposing a subdivision of Lot 1 DP847880 into seven allotments and a dedicated road reserve with easements and Section 88B restrictions necessary to achieve a high quality residential estate.

**4.4 APPLICATIONS RECEIVED FOR THE CALENDAR MONTH OF AUGUST 2007**

Complying Development (set criteria) Development Application (Specialised Conditions)	Owners Name	Location (Street)	Location (Town)	Development Type	Status (Approved or Pending)
DA 12/0708	E & N Kelly	Gwabegar Road	Gwabegar	2 Lot Subdivision	Pending
CD 13/0708	D. Oliver	Purlewaugh Road	Coonabarabran	New Dwelling	Pending
DA 15/0708	M. McEvoy	River Road	Coonabarabran	Establish Bus Depot	Pending
CD 16/0708	Picton Bros (Robinson)	Nandi Street	Coonabarabran	Patio Cover	Pending
CD 17/0708	S. Dewar	Barker Street	Coonabarabran	Carport	Approved
CD 18/0708	B. Milne	Adelyne Street	Dunedoo	Storage Shed	Pending
CD 19/0708	P. Banks	Henderson Street	Coolah	New Verandah & Decking	Approved
CD 20/0708	Howard (Beard)	Knight Street	Coonabarabran	Extension & Renovation	Pending
CD 21/0708	Picton Bros (Dorman)	Tucklan Street	Dunedoo	Glass Enclosure	Approved
CD 22/0708	M. Eames	Cisco Street	Binnaway	Carport	Pending

DA 23/0708	J. Williams	Martin Street	Coolah	2 Lot Subdivision	Pending
CD 24/0708	Lawrence & Wilson	Lachlan Street	Baradine	New Dwelling	Pending
CD 25/0708	S. Dark	Booyamurra Street	Coolah	Storage Shed	Approved
CD 26/0708	Picton Bros (Dunn)	Nandi Street	Coonabarabran	New Carport & Office	Pending

**APPLICATIONS HELD PENDING AS AT THE MONTH OF AUGUST 2007**

DA 11/0708	T and S Spackman	"Shepparton"	Coonabarabran	New Dwelling	Pending
CD 07/0708	Mr B Wright	King Street	Coolah	Verandah Addition	Pending
DA 06/0708	Mr R Nott	Purlewaugh Road	Coonabarabran	Subdivision	Awaiting RFS response
DA 08/0708	Ms D Britton	Bingie Grumble Rd	Coonabarabran	Subdivision into 2 Lots	Awaiting RFS response
DA 172/0607	Ms A Manning	Bullinda Street	Dunedoo	Relocate Dwelling	Awaiting fees & HOWI
DA 63/0607	Mr P Rzerminski	Major Mitchell Road	Coonabarabran	New Dwelling	Awaiting further applicant information
CDC 65/0607	Mr Roberts	Timor Road	Coonabarabran	Relocate Dwelling	Awaiting further applicant information

DA 113/2004	Warrumbungle Shire Council	Jackson Street	Coonabarabran	45 Lot Industrial Subdivision	4 month extension granted by Council
DA 139/0506	P and D Redden	Merebene Street	Coonabarabran	3 Lot Subdivision	Awaiting RFS response
CDC 140/0506	F Border	"Ringwood"	Coonabarabran	Additions to Dwelling	Awaiting further applicant information
CDC 145/0607	Mr J Kubowicz	Whiteley Street	Dunedoo	Erect cover over Pool	Awaiting Applicant Engineer Details
DA 148/0607	J and J Pogson	Timor Road	Coonabarabran	68 Lot Subdivision	Awaiting further applicant information

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 RON VAN KATWYK  
 DIRECTOR ENVIRONMENTAL SERVICES



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

Dear Sir

Attached is my report for consideration by Council

**DIRECTOR OF COMMUNITY SERVICES      ANNEXURE 5**

**5.1      HALOGEN FOUNDATION – NATIONAL YOUNG LEADERS DAY 2007**

Every year secondary students from across Australia attend the National Young Leaders Days. These are annual leadership training days held in November each year targeted at School Captains, Prefects, SRC Representatives, Sporting Captains and young community leaders. The objectives of the program include to:

- Inspire students to make a positive contribution to their school.
- Motivate students to be great leaders in their area of influence.
- Empower students with practical skills of balancing study, school commitments and social life as well as managing the stress in these areas.
- Promote the value of inspirational and positive role models as examples to others, by exposing students to a diverse range of leaders and their views on leadership.
- Educate students about the need to grow in knowledge and practical skills in the areas of excellence and leadership.
- Connect students with other students from other schools and develop long term support networks.

A high profile team of speakers are invited to speak with the program including interactive sessions. The 2007 National Young Leaders Day NSW is to be held on Monday, 26 November at the Sydney Convention Centre.

An invitation has been extended to Warrumbungle Shire Council to sponsor young people from the local government area to attend this year's event as a reward for their contribution to the community and encouragement for future service. Student tickets are \$50 each.

There are 9 high schools in Warrumbungle Shire Council. Assuming 2 students per high school were offered sponsorship, the total ticket price is \$900.

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As no budget provision has been made for this particular Youth Initiative, should Council resolve to sponsor this program, direction is sought as to where funds would be sourced.

Council may wish to reconsider this opportunity during 2008-2009 budget deliberations.

**RECOMMENDATION**

For Council's consideration.

**5.2 MACQUARIE REGIONAL LIBRARY AGREEMENT**

At its meeting held on 14 August 2007, the Macquarie Regional Library (MRL) Committee considered and adopted a report on a change to the MRL Agreement. The change to the Agreement provides the flexibility to the Committee to determine the time of the Special Meeting each year whereas the existing Agreement Clause restricted the time of the Special Meeting. This will provide flexibility for the Members who have to travel in excess of 100km for a Special Meeting that could be incorporated into a General Meeting. Clause 15 of the MRL Agreement states that the Agreement "may be amended only by a resolution of the Committee, which is endorsed, by a resolution of each of the Executive and Constituent Councils".

**RECOMMENDATION**

That Warrumbungle Shire Council agree to the proposed amendment of the Macquarie Regional Library Agreement by removing the words 'no later than the last Tuesday of March' from Clause 7.6 of the Agreement.

**5.3 RENAMING OF FORMER COOLAH AND COONABARABRAN SHIRE HALLS**

Council resolved at the May 2007 meeting to seek community comment for the renaming of the Shire Halls in Coonabarabran and Coolah (Resolution 357).

An advertisement and press release in each of the Coolah and Coonabarabran media explained the need for re-branding of the organisation's workplaces, buildings and assets to identify with the new entity, Warrumbungle Shire Council.

The community was reassured that there are some heritage attributes on these halls that will not be altered such as the signage on the front façade of the Coolah Hall. It was suggested that reference to these community facilities in Council's Management Plan and budgets, or in particular funding applications was ideally a name that actually describes and fits that particular facility activities and functions.

Community members were invited to make suggestions by the 31 August 2007.

A number of submissions were received with the following suggestions and comments:

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### **Coonabarabran Shire Hall**

#### Suggestions

1. Coonabarabran Hall
2. CoonaBungle Centre
3. Coonabarabran Place
4. Coonabarabran Forum
5. Coolaburragundy Hall
6. Namoi Hall
7. John Oxley Hall
8. Castlereagh Hall
9. Warrumbungle Hall
10. Galaxy Hall
11. Yaminbah Hall
12. Gamilaraay Hall
13. Gamilaraay Building
14. Gamilaraay Centre
15. Coonabarabran Town Hall

#### Some Comments

- Avoid a name that is trying to cover all types of functions – Arts, Crafts, conference centre, Drama, Concerts
- Stay away from long complicated names
- Avoid poor choice of acronym

### **Coolah Shire Hall**

#### Suggestions

1. Coolah Shire Hall (ie no change)
2. Shire Hall Coolah
3. Bruce Rindfleish Centre – for interior facilities

#### Some Comments

- Historically has been known as the Coolah Shire Hall and any attempt to rename will fail
- Suggestion that if provision to try and best describe the functions and activities of the hall would have resulted in four (4) name changes since 1935
- Whilst has been known as The Hive for the refurbishment project of the new Art Gallery/VIC with new Library space and Wellness Centre, this is in fact not the preferred name.

Advice from Council's Heritage Advisor was sought as to the appropriateness of re-branding these facilities. He reiterated the importance of retaining any physical attributes of heritage significance such as the 'Erected by Coolah Shire Council 1935' which then dates the actual building. The practice of renaming a facility is common place for any

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building that has transferred its corporate identity, despite its heritage value, as demonstrated since the early 1900's in the Sydney CBD.

It is advised that any new name provides recognition to the former identity. Therefore any new signage would state 'The New Name' with 'formerly Coolah Shire Hall' or 'formerly Coonabarabran Shire Hall' in smaller writing or with some interpretative signage.

It is recommended that should Council choose to select one of the above names, make a shortlist or add any new suggestion, it would be worth advertising this to the public formally to seek additional community comment.

### **RECOMMENDATION**

For Council's consideration.

## **5.4 REQUEST FOR SMOKING BAN AT SPORTSGROUNDS**

### **Background**

A recommendation has been received from a local GP to extend the current alcohol free declaration, such as the one at Neilson Park, Coonabarabran or Robertson Park, Dunedoo to include a ban on smoking. A recent Australian Medical Association (AMA) journal article has encouraged implementation of smoking bans in public outdoor areas. A Smoke Free Policy resource kit has been released by the Heart Foundation, NSW Cancer Council, AMA and LGSA. This kit notes '*Some 30 councils in NSW have already put bans in place in outdoor areas under their control such as children's playgrounds, councils sporting fields and facilities, council sponsored events and in alfresco dining areas.*' These include Manly, Warringah and Shoalhaven Councils.

It appears that there is community support for increasing the availability of smoke-free areas in particular near children's playgrounds and sporting facilities. Similarly there is growing awareness of the harmful effects of second hand smoke to a range of health impacts and the non biodegradable nature of cigarette butt litter.

Smoking in enclosed public spaces in NSW is regulated by the NSW Smoke Free Environment Act 2000. However there are no specific laws that make provision for controlling outdoor smoking in places where people congregate such as; alfresco dining areas, children's playgrounds, parks and gardens and sporting fields. Under the NSW Local Government Act (1993) Councils have the jurisdiction to implement smoking bans at Council owned and controlled outdoor spaces and in turn enforce these bans.

Currently Council has a Smoke Free Workplace Policy that prohibits smoking on Council premises and enclosed spaces as deemed to be an OH&S health risk to Council staff.

### **Considerations**

#### Awareness Campaign

Council may choose to support the introduction of Smoke Free Zones by appropriate signage without the need for providing resources for policing. Where Smoke Free Zones have been implemented, rather than adopting an enforcement type approach, compliance

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can be achieved by self regulation as members of the community observe the non-smoking signs and remind those not adhering to the Smoke Free Zone message.

At 2 (two) signs (at \$150/per facility) and at least twelve facilities, this would cost a total of \$3,600. Which would require budget consideration for the 2008-2009 Management Plan.

#### Seek Public Opinion

As this proposal for Smoke Free Zones in public places has not been raised publicly beyond this Council business paper it would be prudent to gauge public opinion in some way. A survey of residents and sporting associations could be undertaken to enable community input into this proposal prior to Council making a final decision. This will provide Council with a basis from which to either develop a draft Smoke Free Zone policy or to take no further action.

The cost of mailouts/advertisements and voluntary front counter questionnaires would be in the order of \$500 and would require a supplementary vote to the adopted budget.

#### **RECOMMENDATION**

That Council seeks community input into the proposal of Smoke Free Zones in public outdoor places and this response be presented to Council for further consideration. Further that a supplementary vote of \$500 be made to the Ovals budget to cover consultation expenses.

### **5.5 WARRUMBUNGLA SHIRE COMMUNITY SOCIAL/CULTURAL PLAN Background**

This plan is a requirement of the NSW Department of Local Government. Much of the on ground work and community consultation will be undertaken by Council's Community Development Officer. The role of the consultant is to provide expert advice and guidance to ensure the feedback received is compiled together into a readable, user friendly document.

The plan will identify key needs and gaps and reveal the major issues related to the target groups. These needs are then:

- (i) be used by Council to develop future local government planning strategies; and
- (ii) by service providers, both government and non-government, to address identified issues and requirements.

The compilation of census statistical data and the Community Profile will be undertaken by Council's Community Development Officer.

Specific objectives of the Community Social/Cultural Plan include:

- Develop an understanding of the needs of the communities, including disadvantaged communities;

- 
- Identify services, facilities and processes required to address priority community needs;
  - Identify appropriate strategies to respond to community needs, within Council and in partnership with others;
  - Advocate for additional or expanded resources to meet community needs;
  - Inform and develop a 'Whole of Council' approach to responding to social, cultural and community issues;
  - Identify which services/strategies are the responsibility of Council and which are the responsibility of other agencies and their appropriate roles;
  - Develop a co-ordinated and responsive service system through inter-agency co-ordination and planning
  - Explore changes in community needs and the extent to which existing services and resources meet these needs; and
  - Address quality of life issues for communities and help target responses which address the needs of disadvantaged groups.

Priority recommendations must be identified and implemented in a consecutive fashion depending on the level of resources available. It is expected that many issues may fall outside Council's direct area of responsibility. And it is important for Council to formulate strategies and become the advocate to encourage relevant agencies to develop new services, or other spheres of government to change policies or provide required resources to address these external bodies responsibilities.

The Warrumbungle Shire Council Community Social/Cultural Plan will become then an important resource and useful tool in that advocacy role local government already plays for its community.

### **Target Groups**

The Warrumbungle Shire Council Community Social/Cultural Plan will comply with the NSW Department of Local Government Social and Community Planning and Reporting Manual, and Guidelines (December 2002). The Manual includes requirements for the inclusion of target groups. The selected target groups will be:

1. Children (0 – 11 years old)
2. Young People (12 – 24 years old)
3. Aboriginal and Torres Strait Islander People
4. Women
5. People with Disabilities
6. Older People (55 years and over)
7. People from Cultural and Linguistically Diverse Backgrounds

A copy of this manual together with the Cultural Planning Guidelines are available from the Department of Local Government website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).

### **Implementation**

The implementation of aspects of the adopted plan will be a matter for consideration by Council, through reporting by the Community Services Department following the

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adoption of the Community Social/Cultural Plan. Funding of aspects of the Plan which are the responsibility of Council will be a matter for determination through the normal Council budget processes.

It is therefore essential that the issues and recommendations align to the Warrumbungle Shire Council's management plan format.

Development of the Community Social/Cultural Plan will aim to adopt an integrated approach to working with project partners, particularly Government agencies. The aim of this integrated approach is to achieve:

- increased use of the Community Social/Cultural Plan by Government agencies – particularly when regional plans and funding priorities affecting the Council are determined;
- increased access to relevant and appropriate data held by government agencies to enhance understanding of local communities and population trends;
- improved co-ordination between government agencies involved in funding or providing services to the Council's communities;
- reduced duplication of efforts in terms of community consultation and processes that identify local needs and issues.

#### **Timeframe**

The timeframe for the project from appointment to preparation of first draft format will be 3 months (October – December 2007). Council will release the draft document to allow for community feedback over the Christmas New Year period.

It is anticipated that Council will review this community feedback and adopt the Warrumbungle Shire Community Social/Cultural Plan at the February 2008 meeting prior to lodgement to the NSW Government.

#### **Appointment of Consultant Services**

Council has advertised seeking assistance from a suitably qualified person/s to develop the 2007 Community Social/Cultural Plan. A budget provision of \$15,000 has been made in the 2007-2008 Management Plan to undertake this project. It was estimated that the consultation process would cost in the vicinity of \$5,000 therefore providing an allowance of \$10,000 for a 'consultant' service to assist with the process of reviewing the two former Coolah and Coonabarabran Shire Social plans and preparation of a new Warrumbungle Shire Community Social/Cultural Plan.

Expressions of Interest closed on Tuesday 18 September 2007 and therefore a full assessment and summary of submitted quotes will not be available in time for Council's meeting. It is preferable that a shortlist of preferred consultants be interviewed and references checked prior to a recommendation being made.

Given the time frame, it is hoped that Council may delegate the authority to appoint the recommended consultancy services to the General Manager.

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**RECOMMENDATION**

That Council delegates the authority to; appoint the recommended consultancy services required to assist with the process of reviewing the two former Coolah and Coonabarabran Shire Social plans and preparation of the new Warrumbungle Shire Community Social/Cultural Plan to the General Manager.

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REBECCA RYAN  
DIRECTOR COMMUNITY SERVICES