



Warrumbungle Shire Council

Council meeting

Thursday, 21 February 2008

to be held at the Town Hall, Coonabarabran

commencing at 9.00 am

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Garry Connelly

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 (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Ron VanKatwyk (Director Environmental Services)

Rebecca Ryan (Director Community Services)

1.1 COUNCIL CHAMBERS FURNITURE

Council has provided in its budget an amount of \$2000 to refurbish the meeting room tables at the Coolah Council chambers. Quotations were sought from three furniture restorers at Coolah, Dunedoo and Coonabarabran.

Only two quotations were received. The Coolah restorer declined to submit a quotation on the basis that the job was too big and the level of work required too extensive and difficult to assess.

The Dunedoo quotation also expresses the same concerns and a price has been provided to glue down any loose veneer and clean off the marks thus restoring the natural timber finish. This quotation specifically excludes replacing any missing veneer.

The Coonabarabran quotation is the only one that complies to fully refurbish the furniture.

Each quoter has inspected the furniture in situ.

The quotations received are as follows:

- a) *Brett Bowman French Polishing*
Restoration of large boardroom table, stripping of old finish, sanding, reveneering of all chipped and broken veneer, reglueing, refinish to glory, many coats of durable two pack finish required. Pick up from Coolah with large truck and two men and deliver.
Quote inclusive of GST \$5,725.00
- b) *Talbragar Antiques*
Repair on site, glue down loose veneer on top and sides of tables, clean off marks, restore timber to natural finish. This quote does not include replacing veneer as it would be impossible to match.
Quote \$950.00

In light of the above Council needs to determine whether it wishes to simply clean and fix the tables or fully refurbish.

The ideal outcome which would provide a high quality outcome and present a professional image of Council would be to undertake the full refurbishment. However this would require a supplementary vote of \$3500.00

RECOMMENDATION

That Council determine what action it wishes to take regarding the refurbishment of the meeting room tables and if the full refurbishment is to be undertaken where the additional funds will be provided from.

1.2 CRANE BUILDING

Council at its ordinary meeting in December 2007 considered a report on the future use of the building site known as the Crane Building site. At that meeting it was determined that the area of the land to be constructed on would be governed by the rear wall of the existing Council Chambers. As well it was determined there would be staff parking at the rear and no shops would form part of the complex.

The dimensions of the land are 25.145m fronting John Street and 39.835m fronting Cassilis Street. The Cassilis Street frontage as it lines up with the rear of the existing building is 29.7m which means that footprint available to build on would be 746.8m². It would also be prudent to allow up to 1 metre off these dimensions for outside walls with the dimensions being 24.145m and 28.7m with an understanding that this would not account for lost space due to internal partitions. The consequent footprint would then be 692.96 m².

While not an immediate critical issue the matter of rear parking and how it associates with the area behind the existing building and the lane way at the rear of the John Street Shop will need to be defined. A possible solution is simply to erect a wall with security wire along the top between the existing Council Chambers and Peter Young's Menswear.

A second and not immediate issue to this report is how the loan will be serviced with the determinations of Council.

To assist me in complying with the Council resolution of December 2007 which states below:

189 Resolved that the following components be included in a future building extension as well as obtaining a design on a preliminary basis to allow some indicative costings to be obtained:

- *Library facilities*
- *Council Chambers (Kitchen and Toilets)*
- *Two storey structure*
- *Staff toilet facilities*
- *Administration area*
- *Staff kitchen facilities*
- *Training room facilities*
- *Senior staff offices*
- *Area for community services staff*
- *Senior staff car park*
- *No Shops*

I am seeking assistance in a general sense on office space requirements.

The Director of Community Services has now indicated the requirements for office space for her division:

-
- a) Library requires 400m²
Includes amenities, storeroom and kitchenette
 - b) Social Services Area 103.2m²
Includes kitchenette, freezer room and storeroom

In both cases would ideally require rear access.

- c) Further there would need to be access upstairs that would accommodate disabled people. Allowing for a 3 metre rise between floor levels and a disabled access way 1.5metre wide this would take up 63m² while a similar shared arrangement to that in the current building would be 9.1 m². There are issues in arranging a 1 in 14 walkway in the building and a lift would take up 9m². With a stair well and lift, allowing for maneuvering space, would in total cover 27m².
- d) Administration areas.
These figures are taken from the report to the December 2007 meeting:
 - i) Administration Area 200m²
 - ii) staff kitchen facilities 30m²
 - iii) staff toilet facilities 40m²

The above areas are essential to be left on the ground level.

- a) Library 400.0m²
 - b) Social Services 108.2m²
 - c) Access Area 27.0m²
 - d) Administration area 270.0m²
- 805.0m² needed.**

The area available without constraint of internal walls is 692.96m². To accommodate this short fall in area Council will need to do away with the expanded staff kitchen area, the additional staff toilet facilities and reduce the administration area to 156m². The issues raised in my report to the December meeting concerning these facilities will remain unanswered.

Therefore the ground floor would consist of the following areas:

- a) Library 400.0m²
 - b) Social Services 108.2m²
 - c) Access Area 27.0m²
 - d) Administration Area 158.0m²
- 691.2m²**

Due to these constraints the following facilities and issues would need to be located on the first floor. Again the areas needed are drawn from the December 2007 report:

- i. Council Chambers area – this would need to be 140m² to allow for a new Chambers and associated catering facilities.

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- ii. Training Facilities – the training area would need to be another 100m² and this is an increase in the December report. A review of these needs show that there are regularly two and often three group meetings happening at one time. Further with the Social Services needs they would also use this area constantly. The area needed here assumes any catering facility would be shared with the Council Chambers.
 - iii. Access area - this will be the same as the ground floor 27m².
 - iv. Toilet Facilities – the current first floor toilets would need to be relocated and the present area could be converted to Technical Services and Environmental Services storage area as there is a significant shortage within the building for this need. Also taking into account the toilet facility would need to be centrally located to offer ready access to the Council Chambers and Training Room as well as providing for the extra down stairs demand. The expected area here is 40m².
 - v. Senior Staff offices – this covers the office area for the Mayor’s office, General Manager’s office, Director of Community Services and General Manager’s PA. Area needed 86m².
 - vi. Small foyer area which would be associated with the Council Chambers, and senior staff area 24m².
 - vii. Other existing staff offices – to cover Emergency Services, Roads Safety Officer, Human Resources Staff, 3 offices one surplus office space 80m².
 - viii. Access corridors between above offices, toilets and over upstairs access – approximately 60m².

The total area is:

i. Council Chambers	140m ²
ii. Training Facilities	100m ²
iii. Stairway Access	27m ²
iv. Toilet Facilities	40m ²
v. Senior Staff Office	86m ²
vi. Small Foyer	24m ²
vii. Other existing staff	80m ²
viii. Other access corridors	60m ²
Actually needed	557m²

This would have an area of 135.96m² available for other office space upstairs.

It is to be noted that all the air conditioning infrastructure for this building will be placed on the second storey.

If Council is accepting of the above configurations then I will proceed to obtain a design that will allow indicative costings to be done.

RECOMMENDATION

For Council’s determination.

1.3 BOUNDARY ALTERATION – DUNEDOO ROAD, BIRRIWA

A small area of land close to the village of Birriwa was reserved by notification in the Government Gazette on 12 April 1918 for sale or lease as a cemetery. The area was known as the Birriwa Cemetery and was surrounded by Lot 86 DP 750774 on three sides. The Shire Boundary at the time encompassed this area within the Mid Western Regional Council antecedent local government areas. This would appear to be a reasonable allocation as the land was associated with the village of Birriwa.

The attached map shows the location of the correct boundary between the two Shires with a proposal for a changed boundary.

The land had the cemetery reservation revoked on 9th February 1962 and the land added to Lot 86 DP750774. This created an anomaly where the shire boundary jutted out into a vacant or rural lot. There has been considerable angst between Mid Western Regional Council and the owner with some of the issues being spilt over into Warrumbungle Shire.

I have held discussions with both the owner of “Dorellan” and Mid Western Regional Council about this matter. Advice from Mid Western Regional Council indicates that a representative of the Department of Local Government suggested that Council take pre-emptive action to initiate the boundary adjustment even without the consent of or at the request of the property owner. This is an unusual step as with boundary adjustments they are generally at the instigation of the property owner. In this case the property owner may not initiate such a request.

The area in question is 3.44 ha while there is 33.64ha in Warrumbungle Shire.

RECOMMENDATION

That Warrumbungle Shire Council raise no objection to Mid Western Regional Council doing a minor boundary alteration so that the small portion of the property known as “Dorellan” that lies within the Mid Western Regional local government area, being lot 86 DP 750774 being transferred to the Warrumbungle local government area.

Map

1.4 FINANCIAL CONTRIBUTION

The Shires Association has been undertaking a campaign against the proposed State Government change to the planning laws. This includes objections to the take over of all Section 94 contributions. The Mayor was invited, and attended, a meeting in Sydney in February to support those efforts.

Council is now being asked to contribute \$500 towards the advertising campaign and open letter writing. It is now necessary for Council to consider this matter.

RECOMMENDATION

For Council to determine whether it wishes to make a contribution and where the funds will come from.

1.5 DEBTORS ACCOUNTING

Prior to the amalgamation of the two Councils each undertook the process of private works in a different manner.

Coonabarabran Shire Council required all private works requests to be paid upfront before the work was commenced. This included such things as grass cutting, grader hire and large projects. It was rare and only for very large jobs for Government Departments where this policy was not expected to be applied.

Coolah Shire Council did not require up front payment but undertook the job and promptly issued an account when the work was done. This approach worked well in a small organisation where there was an intimate knowledge of works being done and especially when they were completed. However there was always a risk that jobs once done were not paid for. There is one instance of a large job undertaken well prior to the amalgamation that has over \$1,000 still unpaid.

Currently the process can at least be described as ad hoc and disjointed. There is very little if any communication as to when jobs commence and more importantly when they finish. Consequently there are jobs done for private people where the accounts are not sent out till many months have past. The current practice is unacceptable.

A further complication is that a number of people most noticeably staff have been allowed to accumulate credits in the debtor system in anticipation of future private works for them.

The difficulty with the Coonabarabran Shire approach is that the professional estimate may be too small and works have to stop part way through a job or extra funds sought. This is not a problem with the Coolah Shire approach system but ensuring payment is received is a potential failing. One of the group of private use accounts at Coolah relates to the private hire of Council low loader and this is done on a Km rate which is hard to predict exactly before the task is completed. This is not available in Coonabarabran Shire as it competes against private operators.

The system needs to be formalised.

RECOMMENDATION

That Council adopt a formal policy on undertaking private debtor works as follows:

That the Warrumbungle Shire Council will only undertake private debtor works of any kind when a formal estimate is provided and an upfront payment made with the following exceptions:

- i) Any Government Department that provided a requisition order for the full extent of the work.
- ii) Private use hire of Council low loader only and only at Coolah and Dunedoo and its immediate area subject to the Director of Technical Services and Director of Corporate Services ensuring that all such accounts are issued within 7 days and payment received within 21 days of the completion of the journey.

Further that no advance credits will be attributed to the debtors system but that such advance payments are placed in Council trust fund with no interest applied to such advance payments.

1.6 STAFF ADVANCES

Council in recent years has been approached more and more often for staff members to enter into salary sacrificing arrangements. Initially this related solely to Superannuation Salary Sacrificing. This then grew to be extended to laptop computers where a staff member can acquire one laptop per year for their personal use and pay it off before tax – such arrangements have to be done through the salary system.

In response to this growing demand and the complexity of other salary sacrifice options Council engaged Newcastle Salary Packaging to manage the process in total. This arrangement is an arms length one with Council paying the amount of Salary Sacrifice to Newcastle Salary Packaging (NPS).

Prior to the NPS agreement Council had purchased several laptop computers for staff and it appears they paid them off over a period. These have been paid back in full.

The Council has now been approached by two staff members for Council to purchase laptop computers for them and they then pay it back over one year. This arrangement would be outside the NPS arrangements. Thus this would be an interest free loan to these two staff members. While it could be said the previous laptops were interest free loan arrangements it is necessary to determine an approach to the particular matter as this could lead to additional and larger requests.

It should be noted that Council staff uniform policy does allow staff to pay back their 50% contribution to uniforms over a 6 month period with this being done to encourage the wearing of a corporate uniform.

RECOMMENDATION

That the Warrumbungle Shire Council not provide advances to staff to purchase personal items or equipment and that the staff uniform policy remain.

1.7 LIGHT POLES

Council about 6 years ago was required to replace a number of large concrete poles on number three oval because the consequent lighting affected Siding Spring Observatory. The attached lights did not comply with the Regional Lighting Code. These poles have been put into storage at Councils depot.

The Coonabarabran Showground Trust have now requested that Council donate the lights to them. Their request states:

We have become aware the Council has removed four cement light poles from No 3 oval and we would like to request that Council donate these light poles to the Trust.

The trust would like to use these light poles to replace some of the old wooden light poles around the arena at the Showground. This would allow us to progress toward complying with Councils Lighting Code.

The trust would be very grateful if Council would donate the light poles and we would remove and relocate to the Showground at our own cost.

It may be possible to get the lighting fixtures to comply with the lighting plan and if this is the case Council might have use for the poles on one of its ovals.

This matter is submitted for Council's determination.

RECOMMENDATION

For Council's consideration.

1.8 MANAGEMENT PLAN REPORT – DECEMBER 2007

Attached is a report on the management plan for the second quarter of 2007/2008 ending December. You should be able, through the page numbers, to reference this report against the undertakings in the Management Plan. Further this report generally expands on the Budget Review dollars in the DCS report.

RECOMMENDATION

That Council note and receive the report.

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R J GERAGHTY
GENERAL MANAGER

PROGRAM: Governance
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Council

<i>COST CENTRE OBJECTIVE:</i>		To be aware of the challenges confronting Local Government locally and on a regional basis. To be consistent, efficient and equitable in decision making, to operate with uncompromising integrity and to encourage the citizens of Warrumbungle Shire to participate in the governance of the community.	
<i>EXECUTIVE - COUNCIL</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
51	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	The Mayor and General Manager attended an OROC meeting in Dubbo in October. As well both met with the Deputy Prime Minister in Narrabri prior to the Federal Election. PACT meeting held in December.
	Consultancies	To provide assistance to Council in senior staff appointments	Senior staff annual reviews undertaken in October. As well interviews for the Director of Corporate Services were concluded during this quarter with M/s Carolyn Upston. There is a budget issue flowing from the exercise of providing a temporary replacement for position. I assessed that we needed two replacements when the previous officer left – one with finance skills to try to get the annual statements done for 05/06 and 06/07 and the other to get general administration tasks completed. These costs along with the appointment costs will only be partly covered by the absence of the DCS and could require a supplementary vote of over \$100,000.

	Subscriptions	To be an active and supportive member of the Shires Association	Subscriptions paid at beginning of financial year with the costs of membership to Hunter Council Inc being distributed between various departments. I wish to undertake a review of the effectiveness of the Hunter Council Inc arrangement as it would appear not to be returning the benefits expected.
52	Donations	To provide support for community organisations in accordance with set policy	Donations continue to be paid as requested. The \$3,000 to underwrite the Crooked Mountain Concert will not be required as they covered costs – also there will be some savings from the contributions to the Jockey Clubs.
	Councillors	To provide Councillors with the level of remuneration as statutorily required and to allow Councillors to participate fully in the decision making process.	Councillor’s fees, travel and computer allowances paid as claimed and in accordance with Councils policy.
	Other	To meet the overhead charges attributed to the governance section.	The overhead costs are applied on a quarterly basis and are also being reviewed as part of the General Ledger structure realignment.
	Civic Functions	To ensure that all civic functions are professionally presented and Councils relationships provide a positive image of Council.	Naturalisations functions being held as required. Staff Christmas Party held at Binnaway prior to Christmas and Mayor Christmas function held.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure the internal staffing structure is one that is able to meet the challenges of change and community expectations. A dynamic organisation that is efficient, effective and equitable.	
<i>EXECUTIVE – ORGANISATION STRUCTURE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
53	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	Small adjustments to the organisation structure continue. Only one lateral transfer outstanding. Work has now commenced on developing new competency documents to reflect the new expectations of positions in the new Council. Performance documents below Director level are being progressed to align in part with the management plan expectations and outcomes.
		To progressively improve the quality and range of services provided.	A review of child care arrangements has been started in this quarter at Coonabarabran due to the sudden closure of the private operation. This will be ongoing and may need a complete change of approach by Council.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Corporate Affairs	To provide transparent and accountable local government exercising community leadership. Promote communication and consultative processes that encourage effective participation by the community and Council's decision makers.	Mayor continues to do a regular newspaper column that is used by all newspapers in the Shire. The General Manager does a monthly half hour radio session on matters of interest from Council. This is broadcast live on Three Rivers and 2WRFCM as well as now being rebroadcast by 3 Rivers Radio in the following week. Regular media releases are made on a weekly basis. Members of the public have taken the opportunity to speak to Council in the forum before the ordinary meeting. PDF versions of business papers and minutes are available on Council web site and at the 6 libraries.

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

COST CENTRE OBJECTIVE:	To effectively advise the community of Council's plans, objectives and goals and to foster community involvement and a common sense of purpose.		
EXECUTIVE – PUBLIC RELATIONS			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
54	Public Relations	To keep community informed of Council activities through all available avenues	Regular media releases done with mayor and General Manager meeting with members of the public as needed. The General Manager does a meeting roundup in the ABC after each Council meeting and these are used in news items over the following week. General Manager represented Council at CWA District meeting and Meals on Wheels 50 year celebration at Coonabarabran due the quarter.

PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Economic Promotion (022)

<i>COST CENTRE OBJECTIVE:</i>		To promote and foster at every opportunity the unique advantages of Warrumbungle Shire to potential developers. To encourage existing business to expand to service the Shire and adjoining region.	
<i>EXECUTIVE – ECONOMIC PROMOTION</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
55	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	Economic promotions are being progressed by the Team Leader Tourism and Economic Development and reported on else where in this report.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure that the available resources are used to efficiently and effectively implement Council's aims, objectives and policies. To develop an organisation that is enthusiastic and willing to accept the challenges of external contestability while providing a total quality service to the community.	
<i>EXECUTIVE – MANAGEMENT AND LEADERSHIP</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
56	General Manager - Management and Leadership	To ensure that all Council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.	Budget reviews presented to Council in concert with this report. The report should be used to assess the dollar outcomes in the management plan review presented in the Director of Corporate Services section of the business paper. Council is able at this half yearly review to very clearly assess progress against budget and outcomes.

PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Human Resource Services
OBJECTIVE GROUP: Human Resource Management

<i>COST CENTRE OBJECTIVE:</i>	To provide a cost-effective, professional people management service such that: <ul style="list-style-type: none"> • Council people reach their full potential as efficient and effective contributors to Council and Warrumbungle Shire; • Council people are treated fairly and with respect in a culture of safety, equality and merit; • Employment conditions are both motivational and in accordance with appropriate awards, agreements, contracts and legislation; • People-related risks are identified assessed and controlled to the extent possible; and • The Council workforce structure, competencies, policies and procedures facilitate the achievement of Council objectives, values and operating requirements both now and into the future.
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CORPORATE SERVICES – HUMAN RESOURCE SERVICES

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
58	Human Resources Management	Provide comprehensive and best practice Human Resource services to enable staff and managers to achieve their corporate objectives through research, networking and attendance at specialist training sessions.	HR staff attended specialist groups to ensure up to date practices and procedures continued within the organisation. HR continued formal training and research and worked with managers and directors to expand knowledge of the requirements of all departments and ensure high quality service in all areas.
	Payroll Services	Provide an efficient payroll service to the Organisation.	High quality payroll services provided to all staff and a wage increase paid within the required time frame.
59	Training	To prepare and implement an ongoing training plan that best ensures that councillors and staff have a suitable skill level to fulfil and improve the delivery of all Council services.	Training provided to staff to ensure skills levels was maintained and organisational effectiveness was improved. Training plan for the organisation was undertaken with further work planned to improve effectiveness.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	O H & S / Risk Management	Provide an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Risk Management framework continued to be implemented with the Risk E Map system coming on line. OH & S training continued and all staff reminded of their responsibilities through the staff newsletter and training.
	Staff Recruitment Services	Provide a cost effective, timely and professional recruitment, selection and induction procedure, advice and support services to enhance stability and continuity in staffing establishment.	Recruitment of nine employees within this quarter to either replace staff leaving or for newly created positions. Procedures for recruitment reviewed and several new procedures instigated to ensure probity of system.
59	Salary System Management	Provide comprehensive, easily administrated, fair and equitable appraisal processes to ensure that all staff are assessed at least annually and that employees are remunerated, rewarded and developed in accordance with all relevant Awards, Agreements, legislation and Best Practice principles.	Annual Competencies continued to be undertaken by supervisors, majority completed. Commenced new competencies for newly created and changed positions, a review of old competency documents commenced.
	Organisational Development	Provide advice and support and contribute to the improvement of organisational structure, systems, procedures and processes to ensure an effective and efficient organisational structure.	Organisational structure reviewed and updated in September.
	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	Industrial Relations advice provided and wage agreement of 3.2% increase reached in October.

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

<i>COST CENTRE OBJECTIVE:</i>		To actively promote and provide an efficient and cost effective economic development and marketing program, to facilitate and encourage economic development within the Shire.	
<i>ECONOMIC DEVELOPMENT OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
61	Developmental Services Management	An accessible, customer focused Economic Development and Information Service Facilitate and co-ordinate the shire's business growth and development	Team Leader joined Economic Development Managers from Narrabri, Moree, and Gunnedah to meet with State Minister for Regional Development Tony Kelly in Sydney in October to discuss issues in rural and regional NSW including skills shortages, water, rezoning, natural gas and access to infrastructure etc. Film Central NSW meeting October 17 th and November 1 st . Team Leader meeting with Orana Area Consultative Committee (ACC) and Economic Development Officers in Gulargambone November 20 th 2007. Investigating alternate options for nomination process in annual Business Awards. Team Leader attended Natural Gas Meeting 28 th November to discuss status of Regional Partnerships application. Team Leader Risk-E-Map training 11 th December. Management Budget: 56%
	Economic Development Industrial Subdivision	Additional industrial land being made available for sale.	Amended plan for 23 lot industrial subdivision on display at Council until Thursday 29 th November. Press release and advertisements in Coonabarabran Times.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Economic Promotion	Implement an effective economic promotion campaign.	<p>Orana Regional Business Excellence Awards held in Gilgandra October 12th. Approximately 300 people from the Orana Region attended Gala Presentation. Mill-A-Bill Timbers in Mendooran won Manufacturing and Construction award and to HO Haynes Coolah runner-up Most Outstanding Business. Country Week website www.countrysw.com.au updated with Shire information. Includes Shire overview, and information on health, business, real estate, education etc.</p> <p>Film Central NSW Film Tour held in region on 22nd, 23rd and 24th of October. Opportunity to showcase the Shire to film and television professionals. Locations visited included Warrumbungle National Park, Coonabarabran, Baradine, Wolleybah, Binnaway, Coolah, Coolah Tops National Park. Positive feedback received and extensive media coverage. Input into Grants Network Expo proposal. Proposal successful- Grants Network Expo to be held Coonabarabran May 16th and 17th.</p>

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<u>Solar System Drive</u> – Education Guides designed and printed. Press Releases written and distributed to local, regional and national media. Promotional brochure and display material (posters and banners) distributed. Advert in Caravanning Australia summer edition. Coordination of launch - date 19 th December 2007 at Siding Spring Observatory, invite list compiled and invites designed, printed and sent in early November, catering and guest speakers arranged.

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

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

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
62	Economic Development	<p>An accessible and customer focused Community Economic Development service.</p> <p>Encouraging a collaborative and collective action by the community towards building active and sustainable communities.</p> <p>Establish needs, opportunities and facilitate funding sources for local Economic Development projects.</p>	<p>Team Leader in contact with numerous businesses during review period to discuss and assist in sourcing funding (Orana ACC and DSRD).</p> <p>Townlife Markets in Coonabarabran relocated to Dalgarno Street, following a request to Council from the Coonabarabran and District Chamber of Commerce and support by the Tourism and Economic Development Advisory Committees.</p> <p>Community and business grants information distributed to community development officers monthly.</p>

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

<i>COST CENTRE</i>		To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre.	
<i>OBJECTIVE:</i>			
<i>TOURISM INFORMATION OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
63	Visitor Information Centre	An accredited and customer focused Visitor Information Service	<p>Team Leader attendance at Newell Highway Promotions Committee meeting on 11th October in Leeton.</p> <p>Tourism Administration Officer TAFE training to use Access software for visitor statistics data input.</p> <p>Team Leader attendance at Tourism Business Forum on Thursday 15th November in Sydney.</p> <p>Tourism Promotions Coordinator attendance at Central NSW Tourism Marketing meetings 31st October and 21st November.</p> <p>Tourism Promotions Coordinator attended Central NSW Tourism AGM 28th November.</p> <p>VIC Volunteer famil of Baradine and the Pilliga held on November 26th. Volunteer Christmas Party held 6th December.</p>

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			Meeting held with Coolah VIC working party on 9 th November to discuss direction of new centre and gallery. Customer service training provided by Team Leader to Coolah VIC volunteers on December 4 th and 13 th . New staff uniforms ordered. New Visitor Information Officer for weekends Mandy Doolan started 26 th December. OH&S issues raised at OH&S Training in May addressed at VIC. Management Budget: 57%

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research.	<p>Brochures sent to Canberra Caravan and Camping Show as part of Golden Highway and Central NSW promotions (October).</p> <p>Festival of the Stars promotion and coordination including brochure design and distribution, advertising, radio interviews, and seeking business involvement.</p> <p>Compilation and distribution monthly What's On event calendars. Compilation 2008 Calendar of Events.</p> <p>Liaising with event organisers for CNSWT calendar of events listing.</p> <p>Town Brochures - design complete, Coolah brochure printed and distributed.</p> <p>Remaining towns (Mendooran, Dunedoo, Binnaway and Baradine) to be printed end January 2008.</p> <p>Newell Highway Brochure – Expression of Interest for Shire contribution. Brochure print timeframe May 2008 for the Brisbane Caravan and Camping Show in June.</p>

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Identified regional partnerships marketing campaign - \$4000 buy-in Central NSW Tourism Heart of Country campaign in partnership with Tourism NSW. Target market - touring traveller.</p> <p>Image Library completed October 2007.</p> <p>DRAFT VIC Billboard Advertising Policy discussed at December Tourism Promotions Advisory Committee meeting.</p> <p><u>Solar System Drive</u> – Education Guides designed and printed. Press Releases written and distributed to local, regional and national media. Promotional brochure and display material (posters and banners) distributed. Advert in Caravanning Australia summer edition. Coordination of launch - date 19th December 2007 at Siding Spring Observatory, invite list compiled and invites designed, printed and sent in early November, catering and guest speakers arranged.</p> <p>Visitor Statistics: 7,714 up 2% compared to same period last year.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To provide leadership and technical management expertise for the effective maintenance and sustained improvement of the community's infrastructure assets.	
<i>TECHNICAL SERVICES – TECHNICAL SERVICES MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
69	Management Services	To provide managerial control and support to the division	<p>Managerial support provided across all areas of technical services, particularly in the area of Asset and Design and Water Services.</p> <p>Quality control and management control is emerging as an issue on road construction projects. Investigation of project over expenditure has highlighted some issues in relation to onsite supervision, design, estimating and daily management of project costs.</p> <p>A significant event during the quarter was heavy rainfall on Saturday 22 December, which caused many road closures and road damage.</p>
	Technical Services	To provide technical advice to the division, the organisation and the Council.	<p>Ongoing projects during the quarter include; bridge projects in conjunction with Coonamble Shire Council, CMA River Rehabilitation project, traffic committee actions and road closure applications.</p> <p>A review of staff competency documents commenced during the quarter. Also, requests for grade review also considered.</p>

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

COST CENTRE OBJECTIVE:		To implement Council's capital works program to Council's standard in a cost effective and environmentally conscious manner within budget allocation.	
TECHNICAL SERVICES – CAPITAL WORKS (RECURRENT)			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
71	Rural Local Roads (Const)	Reconstruct sealed local roads to Council's standards within budget allocation utilising industry best practice.	Gentle Annie and Turee Vale causeway and Box Ridge causeway completed. Commenced work Goolhi Road
	Town Streets (Const)	Undertake Council's street construction program in accordance with Council's standards within budget giving due consideration to aesthetic and environmental issues.	Henderson, River, Evans, Bandulla, Abbott Streets completed.
	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council's policy and budget.	Rehabilitation works underway in Binnaway and Baradine. Works are ongoing.
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Intersection 129/55 completed. Drainage and shoulder widening underway MR55
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Manusu Bridge nearing completion.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Drainage works in Coolah and Binnaway scheduled for 3 rd and 4 th quarter.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain Shire road network to ensure a safe and trafficable surface.	
<i>TECHNICAL SERVICES – RURAL ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
73	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	Bridge maintenance undertaken at Warkton and Ulinda bridges
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Routine maintenance completed with heavy patching and rehabilitation undertaken.
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Road maintenance undertaken with heavy demand following rain in southern half of Shire.
	Flood damage local roads	Complete programme in accordance with agreed budgets	Flood restoration program expected to be announced early December. Many preliminary works already undertaken.

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

<i>COST CENTRE</i>		Maintain and improve regional road network within budget	
<i>OBJECTIVE:</i>		supplied with RTA block grants and maintain State roads in accordance with single invitation contract.	
<i>TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
74	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Signage installed as per traffic committee recommendations.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	Heavy patching and shoulder widening completed MR129. Scheduled maintenance completed as programmed.
74	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with single invitation contract.
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	Emergency works only completed and claimed. Remainder of program to be completed following allocation.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with SIMC
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	Maintenance work undertaken and more work scheduled following flooding in southern end of Shire.

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain and improve kerb, gutter and drainage structures.	
<i>TECHNICAL SERVICES – STORMWATER DRAINAGE (234)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
75	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	Works undertaken as required with heavy patching completed in all centres.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	Works on pipes and open drains ongoing.
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	Footpaths safe and trafficable with complaints being responded to.
	Street Lighting	Provide for street lighting charges made by Advance Energy	Lighting charges provided for.

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

<i>COST CENTRE OBJECTIVE:</i>		To maximise the use of Council owned plant and labour and provide a profit to Council while servicing the community.	
<i>TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
76	Private works	Provide competitive hire rates within Council Policy. Return a profit of private works to Council.	Strong demand for private works, with demand being met while plant is in the area. Value of work completed in second quarter \$66,000.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		Effective management of major road and bridge contracts and provision of safe and environmental sustainable quarry operations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
79	Management	Provision of contract services to Technical Services division	Contracts in place for bitumen sealing and aggregate supply. Bitumen sealing program comments. Work carried out in both northern and southern ends.
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	Gravel pit operations satisfactory. Management structure for mines (quarries) finalised and sent to DPI. A risk assessment for each gravel pit is planned for this financial year.

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

<i>COST CENTRE</i>		Maximise return to Warrumbungle Shire through the RTA contract.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
80	RTA Single Invitation Contract	Maximise financial return to council from RTA contract	Routine maintenance under the contract progressing satisfactorily. Payment claim to end of December 2007 for RMS is \$238,422. Costs are less than this amount.
	RTA Works Orders	Maximise financial return to Council from RTA contract	6 works orders issued this year and 2 carried over from last year to the value of \$1,676,130.99. \$963,348 claimed to end December 2007 (including work carried over from last financial year). Work is in progress. Work at Manus Bridge approaches on Castlereagh Highway is now practically complete. Bitumen sealing works to be carried out in January/February 2008. "Profit" can be expected on these works. There are no other RTA contract works than under the Single Invitation Contract.

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
81	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for "regional roads" ie main roads under council's control has been developed. Resealing program has commenced.

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
82	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for local roads has been developed. Resealing program has commenced.

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
83	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen sealing/resealing program for town streets has been developed. Some issues to be finalised regarding Dunedoo Streets. Resealing program has commenced.

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
85	Water Mains - Baradine	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters replaced as required. Technical Services staff now reading meters.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Extraordinary heavy rainfall on 22 December 2007 inundated the bore and caused damage to the pump. No 2 bore was activated and utilised for 3 weeks. The main bore was constructed in 1939 and there is concern that it may be collapsing.
	Water Reservoirs - Baradine	Maintain water reservoirs	Reservoir providing service as required
	Water Telemetry Sys - Baradine	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily – upgrades planned.
85	Water Treatment Plant – Baradine	Provide water in accordance with Australian Drinking Water guidelines	OHS issues not yet addressed. General building upgrade not yet completed.
	Water Other Baradine	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management Baradine	Completion of projects in accordance with budget constraints	Report outstanding on proposed water main extension Aerodrome Road.

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
87	Water Mains - Binnaway	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required.
	Water Meters - Binnaway	Maintain water meters in accordance with policies and standards.	.Water meters replaced as required.
	Water Pumping Station - Binnaway	Maintain pumping stations in serviceable condition.	Pumping station provide service as required, however, one of the well pumps is showing signs of deterioration and plans are underway to remove for investigation.
	Water Reservoirs - Binnaway	Maintain water reservoirs	Reservoir providing service as required
	Water Telemetry Sys - Binnaway	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily – upgrades planned.
87	Water Treatment Plant - Binnaway	Provide water in accordance with Australian Drinking Water guidelines	Treatment process in accordance with standards.
	Water – Other – Binnaway	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division in accordance with standards.
	Water Management - Binnaway	Completion of projects in accordance with budget restraints.	Material for mains replacement project on order.

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains providing service as required.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping station provide service as required
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing service as required. Throughout the quarter Timor Dam was near full.
	Water Telemetry Sys – Coonabarabran	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily – upgrades planned.
	Water Treatment Plant Coonabarabran	Provide water in accordance with Australian Drinking Water guidelines	Treatment process completed as required. Council staff operated water treatment facility at Siding Spring for a four week period.
	Water Plumbers Shed – Coonabarabran	Depot and storage shed adequately meets the needs of the water services section.	Depot meeting current needs
	Water Management – Coonabarabran	Completion of projects in accordance with budget constraints	Tenders called for development of an Integrated Water Cycle Management Plan.
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	Water quality monitored by Environmental Services Division in accordance with standards.

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
89	Water Mains - Coolah	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	The project to extend the main in Booyamurra Street to Martin Street to eliminate a dead end was completed. Main breaks repaired as required.
	Water Meters – Coolah	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Coolah	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service, however, condition of roof on Martin Reservoir is a concern.
	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	The position of Water Services Manager based at Coolah is still vacant. As a result the planning of maintenance works not undertaken as required.

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Water Mains - Dunedoo	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	The project to replace the main in Bolaro Street, between Tallawang and Wallaroo commenced. The replacement main was installed in the rear lane. Main breaks repaired as required.
	Water Meters – Dunedoo	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Dunedoo	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	Disinfection with chlorine occurring as required.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	Some difficulty replacing a staff member on long term workers compensation/

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

<i>COST CENTRE</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
91	Water Mains - Mendooran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	No significant works undertaken. Main breaks repaired as required. Constant complaints received about colour and odour of water. Flushing programme in place, but limited success.
	Water Meters – Mendooran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required. Technical Services staff reading water meters
	Water Pumping Station – Mendooran	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Mendooran	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Mendooran	Disinfection of water in accordance with Australian Drinking Water guidelines	Tenders closed 27 September 2007. The time for review by Dept of Commerce is much slower than expected. There is now much concern that the tender process may need to be repeated as negotiations with the preferred tender appear to have stalled.
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
92	Water – Bugaldie	Source and supply water as required	Water supplied as required
	Water – Kenebri	Source and supply water as required	A significant issue at Kenebri is that water consumption is not metered. Some instances of water waste being reported.
	Water – Merrygoen	Source and supply water as required	Progress on establishing new reservoir is slow and being held up by ARTC - the easement for the current water main is established by ARTC.

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

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
93	Sewerage Mains Baradine	Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow.	One significant blockage occurred during the quarter, the first one for a number years that caused concern. There may be need to installed a more efficient monitoring or telemetry system.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station operating satisfactorily.
	Sewerage Treatment Works Baradine	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Sewage treated as required.
	Sewerage Management Baradine	Sewerage projects completed in accordance with budget constraints	Management of maintenance under contract to Airvac

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services

OBJECTIVE GROUP: Waste Water - Coonabarabran

COST CENTRE OBJECTIVE:		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
94	Sewerage Mains Coonabarabran	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	No occurrences of blockages during reporting period. Sewer design completed for Coinda extension. Planning and implementation of maintenance works, such as manhole inspection is not occurring
	Sewerage Pumping Station Coonabarabran	No overflows from pump station. Pump station operating at optimum performance.	Pump station operating satisfactorily. Pump station upgrade project behind schedule
	Sewerage Treatment Works – Coonabarabran	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	The alum dosing pump broke down during the period and as a consequence the concentration of phosphorous and nitrogen in the discharge effluent increased.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	A staff issue in relation to payment of allowances developed during the quarter.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services

OBJECTIVE GROUP: Waste Water - Coolah

COST CENTRE		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
OBJECTIVE:			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
95	Sewerage Mains Coolah	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	Many days were spent by Council's sewer operators investigating petrol odour in the sewer near a service station. In end the service owner confirmed that pipes between bowser and the underground tank were leaking.
	Sewerage Pumping Station Coolah	No overflows from pump station. Pump station operating at optimum performance.	No significant issues
	Sewerage Treatment Works – Coolah	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	New fencing along river bank on adjoining RLPB land completed. However, the long term issue of effluent reuse not solved.
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	As with Coonabarabran, an issue arose in relation to payment of an allowance for certain duties at the STP

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services

OBJECTIVE GROUP: Waste Water - Dunedoo

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
96	Sewerage Mains Dunedoo	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	Mains providing service as required.
	Sewerage Pumping Station Dunedoo	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing service as required.
	Sewerage Treatment Works – Dunedoo	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	‘Geotubes’ for desludging of lagoon were delivered to depot.
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	Maintenance works constrained by lack of regular staff member and lack of planning.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain parks and reserves for the general public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
98	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Expenditure high Much maintenance required due to vandalism of irrigation
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained to satisfactory standard
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained to satisfactory standard Extra mowing
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained to satisfactory standard Extra mowing
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown as required Extra spent on garbage receptacle
	Parks - Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained as required
	Parks - Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained so as not to attract complaints
	Parks - Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained as required
99	Parks - Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Maintained in neat and tidy manner
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Extra mowing required. Maintained on program.
	Parks - Robertson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Extra mowing required as too much for volunteer
	Parks - Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown as required - extra mowing done
	Trees - Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Pruned as required
	Trees - Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Pruned as required

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
100	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Budget spent Trees pruned late winter
	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Extra fast growth causing problems
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Extra fast growth causing problems
	Streets - Grass cutting - C'bran	Grass to be kept in tidy state within allocated budget.	Extra fast growth causing problems
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Budget overspent due to storm damage prior to Christmas
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	Budget overspent due to storm damage prior to Christmas
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	Budget overspent due to storm damage prior to Christmas
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Overspent due to extra fast growth

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
104	Garbage Tips - Baradine	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services - Domestic Baradine	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic Baradine	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside Recycling – Baradine	Ensure recycling collected on a weekly basis	Recycling collected weekly
	Commercial Recycling – Baradine	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
105	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services - Domestic Binnaway	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic Binnaway	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside Recycling – Binnaway	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial Recycling – Binnaway	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
110	Garbage Tips – Coolah	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
106	Garbage Tips – Coonabarabran	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services - Domestic – Coonabarabran	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside recycling – Coonabarabran	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Coonabarabran	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
111	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services - Domestic – Dunedoo	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside recycling – Dunedoo	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Dunedoo	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
112	Garbage Tips - Mendooran	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

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

<i>COST CENTRE</i>		Provide clean and tidy landfill site and recycling centre.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
108	Garbage tips	Ensure tip kept in tidy state	Monitored and cleaned as necessary
	Waste Services – domestic	Ensure private rubbish is collected weekly	Private rubbish is collected weekly
	Waste Services – non domestic	Ensure commercial rubbish is collected weekly.	Commercial rubbish is collected weekly
	Kerbside recycling	Ensure that recyclables are collected and packaged as required	Recycling collected weekly and packaged as required
	Commercial recycling	Ensure that commercial recyclables are collected and packaged as required.	Commercial recycling collected weekly and packaged as required
	Other Waste – North		
109	Waste services – Collection runs: Timor Road Purlewaugh Road Baradine Road River Road Bungabah Rural Oxley Highway	Ensure private rubbish is collected on a weekly basis.	Private rubbish is collected weekly
		Ensure Recycling is collected on a weekly basis.	Recycling is collected weekly

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

<i>COST CENTRE</i>		Provide weekly collection services on designated runs.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
113	Waste Services – Domestic Neilrex	Ensure private rubbish is collected weekly.	Private rubbish is collected weekly
	Waste Services – Recycling Neilrex	Ensure private rubbish is collected on a weekly basis.	Not many using the service.
	Waste Services – domestic Merrygoen	Ensure private rubbish is collected on a weekly basis.	Private rubbish is collected weekly
	Waste services – Recycling Merrygoen	Ensure recycling is collected on a weekly basis.	Recycling is collected weekly
	Waste services – domestic Leadville	Ensure private rubbish is collected weekly	Private rubbish is collected weekly
	Waste Services – Recycling Leadville	Ensure Recycling collected on a weekly basis.	Recycling collected on weekly basis
114	Waste Services – Domestic Coolah Rural	Ensure private rubbish is collected weekly.	Not many using the service
	Waste Services – Recycling Coolah Rural	Ensure Recycling collected on a weekly basis.	Not many using the service
	Waste services – Domestic Uarbry	Ensure private rubbish is collected weekly.	No one using the service
	Waste Services – Recycling Uarbry	Ensure Recycling collected on a weekly basis.	No one using the service

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
115	Waste Services – Domestic Cobbora	Ensure private rubbish is collected weekly.	No one using the service
	Waste Services- Recycling Cobbora	Ensure Recycling collected on a weekly basis.	No one using the service
	Other Waste – South		
	Waste Services – Collection runs: Weetaliba Rural Cobbora Rural Leadville Rural Castlereagh Rural	Ensure private rubbish is collected weekly. Ensure Recycling is collected on a weekly basis.	Private rubbish and recycling is collected weekly

PROGRAM:

Technical Services

PRINCIPAL ACTIVITY:

Urban Services

OBJECTIVE GROUP:

Landcare – Street Cleaning

<i>COST CENTRE</i>	To supply cleaning service to town streets.		
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
101	Street cleaning – Baradine	Ensure streets and gutters kept in tidy state	Main area done weekly
	Street cleaning – Binnaway	Ensure streets and gutters kept in tidy state	Main area done weekly
	Street cleaning – Coonabarabran	Ensure streets and gutters kept in tidy state	Town down on program
	Be Tidy Bins M & R	Ensure streets and gutters kept in tidy state	Some new surrounds in place. Problems with domestic waste

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

<i>COST CENTRE</i>			
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
102	Toilets – David Bell Park	Toilets to be cleaned daily.	Toilets are cleaned daily
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Toilets cleaned twice daily
	Coolah – McMaster Park	Cleaning three times weekly	Toilets are cleaned three times weekly
	Black Stump Road side rest area.	Cleaning three times weekly	Toilets are cleaned three times weekly
	Dunedoo – Milling Park	Cleaned daily	Toilets are cleaned daily
	Mendooran Lions Park	Cleaning three times a week.	Toilets are cleaned three times a week

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset and Design Services Management

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the Branch and provide cost effective technical support to the organisation	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
117	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	Design Engineer Mohamed is making good progress on a number of designs. However, Design engineer Matthew is still on leave and not likely to return to work. The position of Manager and GIS officer remains vacant. The budget allocation for design services is 38% expended.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset & Design Services
OBJECTIVE GROUP: Traffic Management

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

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Design Projects
OBJECTIVE GROUP: Survey Investigation and Design (223)

<i>COST CENTRE OBJECTIVE:</i>		The Survey, Investigation and Design Section of Roads Administration and Management provide finished plans developed from concept ideas through the investigation, survey and design phases to enable construction or rehabilitation works and major new works.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
119	Survey Investigation and Design	Provision of accurate and comprehensive civil Engineering plans in accordance with budget constraints.	Design program is generally behind schedule due to staff vacancies.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset Management

<i>COST CENTRE OBJECTIVE:</i>		To maintain a current listing of community infrastructure assets and report annually on their condition.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
120	Asset Management	To develop and update asset registers and report on asset condition in accordance with statutory requirements.	John Whitehead has completed an electronic map of water and sewer reticulation in Coolah. This information will be used to develop asset management plans. The electronic information has also been integrated into the rates map system which makes customer enquiries more efficient.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide modern plant to suit Council's requirements	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
122	Management	Provision of plant and equipment that meets operational requirements of the organisation and is in accordance with budget constraints.	All plant and equipment are meeting operational requirements and operating budgets are 19.15% over on expenditure and income is 18.41% above budget forecasts

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

<i>COST CENTRE OBJECTIVE:</i>		Provision of safe, secure and effective depots.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
123	Depot - Baradine	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements
	Depot – Coolah	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements, waiting for Data fuel management system to be installed
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	Depot is providing safe and secure workplace and meet all of user requirements, waiting the erection of an new shed for Parks and Garden and extension of the internal road network

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Depot – Dunedoo	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements, waiting for Data Fuel management system to be installed
	Depot – Mendooran	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meet all of user requirements

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

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
COST CENTRE OBJECTIVE:		Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use.	
124	Plant and Equipment M & R	Maintenance and repair of equipment completed in a timely manner.	All maintenance and repairs of plant and equipment have been completed in a timely manner even with an higher work flow due to the increase internal hire.
	Radio Network	To maintain an effective communication system for Council's vehicles, offices.	Radio network is maintaining effective communications between Council's offices and vehicles, however there is some coverage problems from the Dunedoo repeater

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, promote and encourage an efficient and cost effective, caring and understanding Environmental Services Division which is attuned to the communities needs for the built, natural and human environment. To maintain an accessible and customer focused community information service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
128	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	Difficulties are being experienced due to urgent need to work on larger strategic planning jobs such as new LEP’s, DCP’s, Policy development and ever increasing mandatory data reporting requirements. Day to day activities are being compromised and modification to the divisional staffing structure should be pursued.

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

<i>COST CENTRE</i>		To maintain Council's Environmental Planning instruments and monitor for adherence to Council's defined vision for the development of the Shire in an ecologically sustainable manner and to reflect changing market trends within the area. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	Town Planning	Council's planning Instruments and Policies comply with relevant legislation.	Major formal reviews are underway in all these areas but running significantly behind schedule. Consulting firms engaged to assist with this work have been invigorated and are fully conversant with the time, money and quality outcome considerations. In-house policy development program is well underway.
		Applications dealt with within statutory periods.	Being achieved but with difficulty as a result of pressure from competing tasks such as illegal development work, public education and associated complaints.

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

<i>COST CENTRE OBJECTIVE:</i>		To encourage proper management and conservation of the natural and built environment through accurate State of the Environment reporting, ongoing education in waste minimisation and recycling, sewerage effluent treatment and disposal and use of public land.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
130	State of Environment	Document accurately reflects the current State of the Environment based on available information	2008 report is the final annual supplementary report prior to the comprehensive report due in 2009. The 2008 report is nearing completion and complies with best practice reporting requirements
	Vacant Land - Community/ Operation	All Community Land accurately identified and leased where possible/relevant. Maintained in accordance with the budget. All complaints addressed and resolved.	Complaints and maintenance duties being achieved with major expenditure on Robertson Street Coonabarabran vacant land. Land register and pro-active promotion of leasing opportunities lagging because of competing needs for available staff resources.
130	On-site Sewage Waste Management	Sewage waste management plan for on-site disposal systems implemented.	Complaints and high risk installations receiving appropriate attention. Short term solution only.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Health Building & Environmental Services
OBJECTIVE GROUP: Health Building & Environmental Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for building control standards within the Shire. Maintain a healthy environment by ensuring all policies and statutes are implemented in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
132	Health Building Environment Services Management	An accessible, customer focused community Health Building and Environment Information Service.	Internet access to available information is the greatest challenge in this area. Urgent need for qualified and experienced support.
	Building Control	Increased awareness of building control within the community	Field work is providing reactive education only. Pro active action is required with internet services
		Intending applicants advised correctly of requirement to carry out building work.	Community perception of Council's role is gradually changing. Some co-operation is being achieved with applicants making appointments and providing essential information in a legible form.
	Health Services	Increased public awareness of environmental health matters within the Shire. Regular Food Shop inspections, focusing on Education of Food Safety and legislation.	Complaints and high risk areas receiving appropriate attention. Annual routine foodshop inspections scheduled for second half of financial year.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Health/Building/Environment
OBJECTIVE GROUP: Cemeteries

<i>COST CENTRE OBJECTIVE:</i>		To provide well maintained and accessible cemetery facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
133	Cemeteries	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable standard.	Over expenditure in maintenance areas has occurred due to seasonal conditions. Compliments on presentation outnumber complaints. Minimal capital works programmed but Native Grove Coonabarabran is being expanded with the design of new rows.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Health Building & Environmental Services
OBJECTIVE GROUP: Pools

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council's swimming pools are operated and maintained at a high level, creating a safe and attractive facility for the public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
134	Pools - Baradine Binnaway Coolah Coonabarabran Dunedoo Mendooran	Gradual improvement in each facility and increased patronage of the pool in accordance with allocated budget.	Colder and wetter summer has resulted in decreased income in five out of six pools. Community discord continues regarding season ticket and general admission prices despite extensive explanation and publicity. Remainder of capital works is scheduled for winter months. Extensive efforts to minimise operational expenditure has had disappointing and mixed results.

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

<i>COST CENTRE</i>		To provide a high quality monitoring and control service to ensure compliance with statutory requirements for environmental and animal control standards	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
136	Companion Animal Control	Promote community awareness of responsible dog and cat ownership. Provide a responsive impounding service for nuisance and straying dogs and cats.	Partnership with RSPCA in school education talks and voluntary pet de-sexing program undertaken. Some sections of the community still resorting to vandalism at the pounds in order to free their animals. General expenditure in this area is up and unrecoverable as owners are unable to pay registration and microchipping costs and then abandon the animal for euthanasia at Council's cost.
137	Stock Impounding	Promote community awareness regarding the hazards of straying stock. Provide a responsive impounding service and patrol for straying stock.	High demand for services in this area partly due to storm damage to property fencing.
	Enforcement/ Courier Services	Provide service for delivery of summonses for debt collection and other public notices in a timely and professional manner.	Achieved when required.
	Other Regulatory Control	Enforce relevant statutory requirements in a professional manner.	The practice of providing warnings is being phased out and replaced with on-the-spot penalty notices. Experience is demonstrating that the warnings are being ignored.

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

<i>COST CENTRE OBJECTIVE:</i>		To facilitate and maintain Council's Community Services responsibilities providing services to the residents of the Shire.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
139	Management Services	<p>To provide management and direction to staff and volunteers, community groups and stakeholders, supporting the whole division</p> <p>To review and develop strategy for creation of new Warrumbungle Shire Social Plan by 2008</p> <p>Provide advice and direction towards delivery of social services within the shire creating viable and sustainable services that meet the needs and expectations of the community</p> <p>Provide an accessible and customer focused Community Services Division</p>	<p>Ongoing strategic direction and management provided.</p> <p>Review of Social/Cultural Plan and consultation process undertaken. Draft presented to December Council meeting and placed on public exhibition December 2007</p> <p>Assistance provided to various community organisations and groups.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To coordinate the Shires responses to any emergency. To produce a Warrumbungle Shire Disaster Plan and Risk Management Plan in partnership with the Local Emergency Management Committee (LEMC).	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
140	Emergency Services Coordination	<p>Maintain the DISPLAN including contact details</p> <p>Coordinate LEMC activities including exercises</p> <p>Provide effective assistance to all volunteer organisations (including VRA, SES and RFS)</p> <p>Management of Emergency Risk Management Project</p> <p>Applying for grants applicable to volunteers and Emergency groups</p> <p>Promote community awareness of DISPLAN and emergency procedures</p>	<p>DISPLAN in Final Draft pending final approval from DEMC.</p> <p>Amendments from the SES at Dubbo has delayed the approval of Shire DISPLAN.</p> <p>All quarterly LEMC meetings conducted with very good attendance at all meetings</p> <p>Ongoing support to all volunteer organisations</p> <p>Emergency Risk Management Project completed and final acquittal submitted. Remains an agenda item at all LEMC meetings.</p> <p>Emergency Operation Centre Equipment grant of \$ 24,000 received.</p> <p>Further work is required in both the education field and in encouraging volunteer organisations to undertake training.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
141	Council Road Safety Strategic and Action Plan	<p>Develop and implement Warrumbungle Shire Council Road Safety Strategic and Action Plan</p> <p>Develop and implement road safety behavioural educational program to address local road safety issues by changing road user behaviour</p> <p>Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety programs</p>	<p>Action plan in progress for 2007/2008. Road Safety Strategic Plan in progress and community consultation meetings occurred.</p> <p>Various road safety behavioural educational programs implemented – bike week, parent workshops, speed trailer purchased and in place.</p> <p>Involvement of local businesses, NSW Police, Dept Health, Liquor Accord, local service groups in educational programs – Don't be a Fool on the Newell speeding campaign; Strategic Plan community consultation.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain aerodromes to civil Aviation Safety Authority (CASA0 regulations and maintain safe and trafficable aerodromes.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
142	Coonabarabran	Conduct regular and statutory maintenance program.	Aerodrome Obstacle Limitation Survey completed.
	Coolah	Conduct regular and statutory maintenance program.	Aerodrome Obstacle Limitation Survey completed. New shed/terminal building shelter completed – over budget. Runway in good condition. Remote Aerodrome Program application submitted for lights and runway project with outcome of funding program on hold due to federal election.
	Baradine	Conduct regular and statutory maintenance program.	Night time landing by RFDS issue with feral animals. Remote Aerodrome Program application submitted for emergency pad lights and fence upgrade project with outcome of funding program on hold due to federal election.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain through membership to Macquarie Regional Library an effective and community oriented, easily accessible library service that meets the educational, recreational and cultural needs and expectations of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
143	Coonabarabran Baradine Binnaway Mendooran Dunedoo Coolah	As a member council and stakeholder of MRL with Narromine, Wellington, Dubbo; the MRL Strategic Management Plan will be basis from where performance targets are determined. NSW Library Council benchmarks will provide long term objectives for the delivery and provision of services.	All libraries operating to performance targets. Coolah showing exceptional results since move to Shire Hall space. Issues Up 49.4 %, Visits Up 163%, New Memberships Up 22% Internet Usage Users Up 83% Hours Up 631%. Coolah Library story presented to NSW Library Council buildings conference in Sydney 20 October.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain the Westpac banking operations at Dunedoo Agency.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
144	Westpac Banking Agency Dunedoo	Service responsive to Westpac management directions and operations, providing a service that meets the needs and expectations of the community. Customer service delivered to a high standard providing Council front counter support role.	100% MOP returns and positive customer satisfaction surveys attained. Rates and charges collection support role continued.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
145	Baradine Oval Binnaway Oval Coonabarabran Oval/Netball, Basketball / Tennis courts complex	Sporting facilities maintained in a safe and attractive condition. Optimum use of facilities by a multitude of sporting bodies Sporting and recreational activities encouraged and co-operative partnerships developed to increase usage.	Baradine – budget to be reviewed critically, anticipated overspend. Binnaway sporting groups meeting facilitated and project being developed for oval, canteen and grandstand upgrade. Coonabarabran No 1 Oval New amenities block project well underway and lighting installation contract awarded.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
146	Mendooran Tennis Courts Robertson Park Oval Dunedoo Bowen Oval Coolah		Soil amelioration works at Mendooran Tennis Courts tested by December flooding and assessment to be undertaken Dunedoo Oval continued vandalism damage to toilets Irrigation system installed at Bowen Oval - \$15,000 over budget due to unexpected necessity for tank base and installation of three phase power.
	Coonabarabran Racecourse Showground Binnaway Caravan Parks	Recreational facilities maintained in a safe and attractive condition. Optimum use of facilities Management committees established to manage day to day operations and maintenance of facility.	All facilities maintained and special works completed as required or upon request by users.

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

<i>COST CENTRE</i>		To ensure Council owned or entrusted public halls, the Coonabarabran Memorial Clock and Memorial Gun are maintained to an acceptable standard to service the needs of the community.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
147	Baradine Hall Binnaway Hall Coonabarabran Hall	Buildings maintained in a sound and safe condition and available for use as required.	Halls maintained for public use and local committees consulted for works projects and future planning.
	Community Services Building	Buildings to be licensed as Places of Public Entertainment.	Baradine Hall – some minor vandalism. Binnaway Hall – trees lopped. All halls licensed for PPE.
148	Coolah Hall	Local management of each hall facilitated to ensure community input and hall use meeting the needs and expectations of each community.	Shire Hall Coolah – Gallery and Library operating very successfully. Library fitout nearing completion.
	Dunedoo Jubilee		Arrangement of volunteer VIC officers from community with CDDG to be addressed.
	Mendooran Mechanics Institute	Hall plans and long term objectives developed in partnership with community and stakeholders to expand community infrastructure asset usage.	Dunedoo Hall – some minor works completed at Dunedoo to enable Youth club operation.
	Goolhi Hall and Reserve Trust		Mendooran Conservation Management Plan project – submissions for completed invited. Early stage of development of concept plans for upgrade to kitchen and power supply. Water harvesting project for hall grant submitted by Mendooran Development Group successful.
	Purlewaugh Hall		

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
	Youth Centre-Coonabarabran	<p>Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre.</p> <p>Central booking system maintained at Council with cooperation from Youth Club Committee.</p> <p>Capital works projects are developed and grant applications facilitated.</p>	<p>Youth Club Coonabarabran over 700 members with regular after hours sporting activities being conducted.</p> <p>Booking system maintained.</p> <p>Minor R&M undertaken, pending major works grant funding outcomes.</p>
	<p>Coonabarabran Memorials</p> <ul style="list-style-type: none"> - Clocktower - Gun display 	Maintain memorials in a sound, safe and acceptable condition.	Coonabarabran Clocktower honour board plaques repolished, replaced in time for Armistice Day.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide assistance to the community through service and information provision to encourage self help. Assist the community to develop, promote, and improve Community Development initiatives established by Council and the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
149	Community Development Officer – Coonabarabran	<p>Assist and encourage a collaborative, collective action to be taken by the community to enhance the long-term social, economic, and environmental conditions of their area so as to achieve an improved lifestyle.</p> <p>Community services and activities facilitated, encouraged and fostered.</p> <p>Plan develop and support new and existing services to meet community needs.</p> <p>Map community services within the Warrumbungle Shire.</p>	<p>Worked with and provided information to Community Development.</p> <p>Assisted community groups with making grant funding applications:</p> <ul style="list-style-type: none"> • Coonabarabran Youth Club – NSW Sport and Recreation • Coonabarabran Showground Trust – Drought Communities Crown Reserves Improvement Program • Riding for the Disabled Coonabarabran Centre – Fosters Community Grants • Coonabarabran Dog Track – NSW Sport and Recreation Capital Assistance Program information provided.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
150		<p>Production of a Warrumbungle Shire Community Services Directory.</p> <p>Facilitate production of a Social Plan for Warrumbungle Shire.</p>	<p>Information collated for updating process of combined community services directory.</p> <p>Social/Cultural Plan – Worked with the Consultant on the production of the Social/Cultural Plan. Organised, promoted and distributed surveys to the community across the Shire and collated the responses. The response rate exceeded the normal survey response percentage. Promoted and held public consultation on the plan. Provided information for inclusion in the Plan. Created a Community Profile for the Shire.</p> <p>The Draft now available for public comment until February 8 2008.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To provide assistance to the community through service and information provision to encourage self help. Assist the community to develop, promote, and improve Community Development initiatives established by Council and the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
151	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	1574 total clients Av 524 per month. New relief agency worker trained.
	Youth Activities	Youth week activities implemented by development of community partnerships. Youth participation into sporting, cultural and community activities encouraged and fostered.	Promoted Youth Week dates, theme and opportunities in preparation for Youth Week Activities 2008 Provided assistance to Coonabarabran Scouts. Facilitated a Youth Liaison Meeting with Indigenous members of the community, Youth Club, Police and Council.
	Community Development Coordinators	Part time community Development Coordinators employed in Baradine, Binnaway, Mendooran, Dunedoo and Coolah Liaison and support network provided by Council to enable local models implemented across Shire Funding opportunities and cooperative partnerships developed for local community projects.	Quarterly meeting held in Coonabarabran for Community Development Coordinators to review social / cultural plan outcomes and issues. Local projects networked to enable similar models implemented throughout shire. Referrals and projects - various funding programs including Coonabarabran VRA; Mendooran Sports Ground and Binnaway Sports Club.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Community Funding	Projects are identified and opportunities for funding facilitated by sourcing and promotion of funding information.	<p>Provide Grant Funding information via the Funding Pot article weekly in the Coonabarabran Times newspaper, and email distribution list.</p> <p>Attended Project Development and Grant Writing seminar. Developed reference booklet for the community on Project Development and Grant Application or Submission Writing.</p> <p>Representation on the Board of the NSW Grants Network.</p> <p>Developed concept and secured a Grants Expo Event to be held in Coonabarabran in 2008.</p>

PROGRAM: Community Services
PRINCIPAL ACTIVITY: Social Services
OBJECTIVE GROUP: Meals on Wheels/Neighbour Aid/Respite and
 Community Transport

<i>COST CENTRE OBJECTIVE:</i>		To co-ordinate, promote and provide social service activities to the frail aged, disabled and/or disadvantaged members of the community and their carers to enable active community participation and quality of lifestyle.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
153	Social Services Management	Requirements and objectives of Funding Agreements from all funding sources are met including:	Financial Acquittals, statistical accountability (MDS) and accountability reports for all funded programs completed and lodged. Review with DADHC in relation to new Service Description Schedules, outputs and funding for each HACC funded program. Draft Policy Manual for all programs prepared.
			Staff training needs analysis completed and staff training plan developed. Regional meetings and workshops attended by various staff. Regular staff meetings conducted. Strategies for the promotion of all services and programs to the community established and implemented. Volunteer information sessions commenced and attended well by volunteers in both Northern and Southern areas. Strategies for recruitment of volunteers in progress. Neighbour Aid programs in both ends of Shire are nearly at capacity for the funding received. Home Maintenance programs in both ends of Shire have capacity to increase client numbers with a total of over 200 hours of service delivered across the Shire.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
		Meals on Wheels / Neighbour Aid and Handy person Service Program	Meals on Wheels program in Coonabarabran at upper limits of capacity for the funding received. This program for this quarter delivered over 1700 meals in Coonabarabran alone. Meals on Wheels program in Coolah and Dunedoo and serviced areas not at capacity, delivered over 700 meals. Community Transport programs in both ends of the Shire are critically close to capacity for funding received.
		Respite for Carers Program	Respite program in Coonabarabran area is slowly growing with large capacity for client numbers to increase. Respite program in Coolah/Dunedoo and serviced areas is critically low in client service hours.
		Community Transport – Health and non health related, transport disadvantaged	Monitoring and guidance from funding body is occurring.
		Programs are developed and implemented to meet the needs of the community	All unmet needs documented and submitted to funding bodies to assist with regional planning and future funding of Home and Community Care programs

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

<i>COST CENTRE OBJECTIVE:</i>		Coordinate and promote an efficient and cost effective Family Day Care scheme for the shires of Warrumbungle and Gilgandra. Monitor childcare needs, carer performance and initiate training and carer support.													
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>												
155	Family Day Care	<p>Provide support and administration the network of carers who provide Family Day Care services.</p> <p>Sufficient number of carers are available to meet needs of clients and vice versa</p> <p>Monitor childcare needs and carer performance and initiate training and carer support</p> <p>All carers trained and homes meet regulations</p> <p>Service meets the accreditation and validation requirements by Department of Community Services</p> <p>Objectives and requirements of Funding Agreement met</p> <p>Specific developmental needs for each child in care prepared</p>	<p>Carer Visits – 31 visits conducted to all carers. Visits include Routine, House Checks, New Carer follow up and training and Playsessions. Ongoing phone support provided. KM travelled – 2272 km</p> <p>Currently 13 Carers. 2 new Carers commenced - 1 in Coonabarabran and 1 in Mendooran. Another 4 in progress of starting in February - 3 in Baradine and 1 in Gilgandra. 1 In-Home Carer commenced in Gilgandra.</p> <p>National Childcare Accreditation Council (NCAC) approval received 12th November 2007. Validation next due July 2009.</p> <p>Statistics</p> <table> <tr> <td>Occupied places</td> <td>41</td> </tr> <tr> <td>No of Children</td> <td>142</td> </tr> <tr> <td>No of Families</td> <td>84</td> </tr> <tr> <td>Total Earnings</td> <td>\$81,522.42</td> </tr> <tr> <td>Fee Relief -</td> <td>\$56,015.99</td> </tr> <tr> <td>Admin Levy</td> <td>\$ 8364.50</td> </tr> </table>	Occupied places	41	No of Children	142	No of Families	84	Total Earnings	\$81,522.42	Fee Relief -	\$56,015.99	Admin Levy	\$ 8364.50
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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>New Coordinator commenced 29 November.</p> <ul style="list-style-type: none"> • Attended 5 Interagency Meetings • Library Display 22-29 Oct • Attended Interagency Day at Coonabarabran Preschool on 22nd October (Children's Week activity) • Community meeting re childcare options Coonabarabran • Policy – No of children in Care policy amended as approved by the Advisory Committee. • Support provided to Connect 5 Long Day Care service operations

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

<i>COST CENTRE OBJECTIVE:</i>		Connect 5 is a Mobile Children's Service operating in the Shires of Coonamble, Gilgandra and Warrumbungle to assist children 0-5 years to reach their full potential by providing support to them and their families.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
157	Connect Five Management	<p>To effectively manage the service within the Funding Guidelines</p> <p>Targeting groups of children who:</p> <ul style="list-style-type: none"> • Are isolated geographically and culturally • Are of low socio economic background • Do not currently access (or have limited access to) appropriate services in the community) 	<p>Advisory Committee meeting held 17th December in Coonabarabran.</p> <p>Ongoing support from the Mobile Children's Services Assoc. in NSW (MCSA) includes proforma and other resources.</p> <p>The CDO Position remains vacant.</p> <p>Extension of licence by DoCS to provide in venue Long Day Care from Uniting Church Hall. Operated 3 days per week for 4 weeks until 20 December. Advice received 21 December from FaHCSIA that application for Child Care Benefit has been declined.</p>

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
158	Play Sessions	<p><i>To provide enriched opportunities through play to support children's learning and development</i></p> <p><i>To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.</i></p> <p><i>To support Families on behalf of children to access specialist services through referral support</i></p>	<p>Baradine –Fortnightly (4 sessions) Numbers vary from 5 to 16.</p> <p>Binnaway – Fortnightly (4 sessions) Av no. of children 5-6. Visit to St. John's School.</p> <p>Coolah – Fortnightly (5 sessions) Numbers range from 15 to 22. Our biggest group.</p> <p>Coonabarabran – Fortnightly (5 sessions) Child numbers range from 3 -15. Children's week celebrated with Storyteller & BBQ at Robinson Park. Change of venue due to use of room for Child Care at the Pre-school.</p>
			<p>Dunedoo – (2 sessions) Av no. of children 11. Reduced sessions because of drop in numbers & parent request.</p> <p>Gulargambone – Fortnightly (5 sessions) Av no. of children 6-7. Play session provided for Hospital open day.</p> <p>Hollywood – Monthly (3 sessions) 16-9-12</p>

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
			<p>Mendooran Park –Fortnightly (4 sessions). Numbers vary enormously from 2 -16 children</p> <p>Tooraweenah Public-school– Fortnightly (4 sessions) Child numbers range from 5 to 17. Increase in sessions in response to increased numbers.</p> <p>Weetalibah Farms –Monthly (2 sessions) 8/5 children.</p> <p>Family Day Care – 1 session conducted for Coonabarabran carers. 2 Carers/10 children.</p> <p>Information provided each session on a variety of topics. Other individual requests responded to as they arise.</p> <p>Individual folders prepared for each child with photos, samples, observations and checklists.</p>
159	Toy Library	To provide resources to communities in the area of child development	<p>Toy Library – Now functioning with use limited to books and puzzles at play sessions. Wide variety of equipment borrowed from the base.</p> <p>FSIF (Farm Safety is Fun) Kit used by the mobile.</p>
	Newsletters and Training	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Newsletter distributed in December.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
160	Partnerships in Service Delivery	To provide resources to communities in the area of child development	Working in partnership in service delivery with: <ul style="list-style-type: none"> • Child and Family health Nurse (CFHN) – Coolah. Referral of clients • Community Health – Gulargambone, Play session for Hospital open day • St. John’s School, Baradine - visit • McKillop Project Worker – Children’s week celebrations in Coonabarabran <p>Participation in Interagency Groups Coonabarabran Interagency Network – Birth to Kindergarten, planning for International Children’s Week.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the divisional responsibilities of Corporate Services. To promote public awareness of Corporate Services as a responsible, effective and efficient part of Council's operations. To provide strategic forward planning for global services such as EDP systems, Award Restructuring, Internal Audits (Financial and Technical), Management Accounting Systems, Landlord Services and Risk Management.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	Corporate Services Strategic Management	Ensure that an industry standard, user friendly Management Plan document that provides both qualified inputs and outputs is on exhibition by the end of May.	In the planning stages for completion on time.
164		Provide comprehensive specialist advice to Manex and Council on key areas such as Finance, Human Resources, IT, Risk Management, Insurance, Supply and Local Government Legislation that ensures that senior staff and Council make informed decisions and achieve corporate objectives.	Has been done as required
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	Continuing on a daily basis

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure that all reasonable identifiable risks are assessed and appropriate actions taken to protect the Corporation's interests.	
<i>PAGE NO.</i>			
<i>ACTIVITY</i>			
<i>PERFORMANCE TARGET</i>		<i>PROGRESS UPON REVIEW</i>	
165	Insurances		
	Risk Management	No significant loss due to inadequate insurance cover.	Continuing

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure that Council's commercial properties perform to a level equal to industry standards and positively contribute to Council's non-rate income.	
<i>CORPORATE SERVICES – PROPERTY MANAGEMENT</i>			
<i>PAGE NO.</i>			
<i>ACTIVITY</i>			
<i>PERFORMANCE TARGET</i>		<i>PROGRESS UPON REVIEW</i>	
166	Medical Centre	Minor maintenance to be completed in accordance with quarterly inspection programme and determined priorities.	Carried out – some works due to commence.
	Council Chambers	Council Offices cleaned in accordance with contract specifications.	Satisfactory outcome
		Security of the building maintained.	No breaches of security
		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Only issue is that the self-opening doors need replacement – they were installed in over 20 years ago.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an Information Technology service that meets the defined needs of the organisation.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
167	IT Strategic Management	Develop Information Technology Strategy that provides an achievable plan for the resourcing of Council's IT needs for the next three (3) years.	Under review – expected completion date late May in time for next management plan.

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

<i>COST CENTRE OBJECTIVE:</i>		Provide financial management, support and expertise to all Council business units and establish management accounting policies, procedures and operating systems, to facilitate budget preparation, financial, planning and performance analysis to assist the Council to effectively and efficiently record and manage its human, physical and financial resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
169	Finance Services Management	<i>Produce a Financial Report detailing status of all key financial control indicators for:</i> cash/investments/receipting /debtor, rates, assets, budget control. To provide leadership and direction to the Financial Services team.	Completed and reported to Council on a Monthly basis – currently these reports are being looked at to make them more user friendly
170		Training plan for Financial Services.	Completed
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	Being developed to fit into the new structure

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
170	Finance Services – Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	Quarter 1 & 2 completed and submitted to Council
		Significant budget variations reported to Council quarterly as per Regulation.	
171		Provide technical support to managers in monitoring/developing budget bids.	Provided as required by Managers
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	Monitored constantly
		Develop an action plan for the coordination and collation of budget bids for Council’s consideration for the Management Plan 2007/2008.	Completed
172	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	Development still continuing and will continue for some time
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	This is continuing on an ongoing basis
		Coordinate and collate budget bids from Divisions for the 2007/2008. Management Plan.	Process about to start
		Review Accounting Standard and periodic changes.	Constantly reviewed as a matter of course

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
173	Finance Services – Financial Accounting	Council’s General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for both the former Coonabarabran and Coolah Shires.	Completed and auditor will report to Council at February meeting
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	Returns lodged on 15/1/2008 and Grant returns lodged previously
		Constantly review adequacy of Council’s assets registers and ensure compliance with AAS27 and accounting manual.	Monitored regularly

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

<i>COST CENTRE OBJECTIVE:</i>		To plan, provide and maintain financial systems to optimise the capacity of managers to monitor budgets and manage resources within their control and accountability as well as providing reliable and meaningful information to Council and to meet Australian Accounting Standards for Local Government in external reporting.	
<i>CORPORATE SERVICES – FINANCIAL SERVICES</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
174	Finance Services Debtors/Private Works	Provide ongoing internal control systems to monitor and audit private works carried out by Council. Corporate Services.	Regularly monitored
175	Finance Services – Rating	Levy and collect rates in accordance with policy and procedure.	Completed
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March 2008.	Under review On target
176	Finance Services -Rating Water & Sewer	Provide detailed Models for introduction of user pays water.	Provided and implemented for water Sewer being completed
	Finance Services –Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	Monitored and reported to Council monthly
	Finance Services-Cash Management	Continue to monitor options for better management of Council’s Investment Portfolio.	Constantly reviewed and changed if warranted
	Finance Services -Accounts Payable	Streamline systems for payment of Council’s Accounts Receivables by the use of new technology.	Changes have been made and now are about to happen with direct remittance emails system generated

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an efficient and cost effective customer focused administration service, meeting the needs of the organisation and services to the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
178	Administration Services Management	To manage and provide leadership and support to the Administration Services staff, to ensure delivery of efficient and effective services to the organisation and the community.	Sufficient staff maintained to allow delivery of service with 8 days assistance from casual staff during the second quarter. Due to staff absences during the quarter under report, casual staff were utilised to scan incoming mail, filing duties, photocopying and customer service. New staff member commenced as records officer at end of first quarter.

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

<i>COST CENTRE OBJECTIVE:</i>		To develop and maintain cost effective and operationally efficient secretarial, secretariat and records management services to meet the defined needs of the organisation and ensuring quality customer service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
179	Administration - Records	Correspondence registered and allocated within two working days of receipt.	During this quarter, processing of incoming correspondence was disrupted due to rating period. Extension of two weeks for receipt of payments impacted with customer service area being very busy from time rates and water notices issued in early November up until 18th December. During October, target for processing of correspondence generally met.
180	Administration - Records	Files and records accurately maintained.	New staff member trained during second quarter. Monitoring of electronic allocation of correspondence undertaken regularly.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
180	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Staff endeavouring to meet organisation's needs however during very busy rating period which extended over a month some delay in preparing documents and correspondence. Increase in user charge income for administration support in processing of development applications. Increase also in photocopying income. Support budget 40% expended.
		Cashiering services	Some delays in receipting during busy rating periods. Customers expressed considerable interest in utilising BPay service and this option became available for use during December. Further payment options yet to be established. Shortfall in cash takings on one occasion during December.
181		Business papers prepared and distributed.	Some delay in preparing business papers with papers delivered on Monday prior to meeting. Target not met. Copies made available to various media outlets and libraries and pdf version placed on web site.
		Committee meeting agendas prepared and distributed.	Traffic Committee Agendas prepared by Administration staff and issued as required.
		Minutes prepared and distributed.	Minutes drafted within three days of meeting and final document completed, distributed and made available generally within a week of the meeting. Pdf version emailed to 7 councillors once prepared. Copies made available to libraries following endorsement by Council and pdf version placed on web site.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Preparation of Annual Report still underway, however report not completed awaiting information / reports from various staff.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	The Summary of Affairs prepared however not yet submitted for inclusion in the Government Gazette.
		Statement of Affairs prepared	2007 Statement of Affairs prepared in July. Copy to be included in Annual Report.

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

<i>COST CENTRE OBJECTIVE:</i>	To provide a cost effective operationally efficient supply service to the corporation for the procurement, storage, distribution, disposal/recycling of goods and services. Supply/tender contract administration and development services and monitoring of policies and procedures.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
183	Supply Services	Goods and services purchased at best possible prices in accordance with Council policy and legislative requirements.	Constantly under review and being managed in accordance with Council policy
		Review scope of supply operations and stock diversity	Constantly under review
	Stores Warehousing and Inventory Service	Provide operationally efficient stores warehouses based at Coonabarabran, Coolah and Dunedoo and inventory control system to industry standards.	Practices and procedures continually being reviewed.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
184	Stores Warehousing and Inventory Service	Stores facilities including office and storage areas kept in clean tidy and well maintained condition. That all workplace safety issues relating to stores facility are assessed and managed in accordance with delegations and budget.	Satisfactory standard being maintained.
		Ensure high standard of accountability in the control of Council's stores inventory, with biannual stock takes conducted.	Stock takes have been undertaken but there have been some issues with resolution through to inadequate skilling of staff in finance software. Issues being addressed

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

<i>COST CENTRE</i>			
<i>OBJECTIVE:</i>		To provide assistance to Council in the strategic and tactical development and direction of Council's IT Infrastructure and services. To provide professional advice services to staff on IT and related matters. To represent Council's interests in interactions with others (internally and externally). To provide systems and services aimed at maintaining Council's legislative compliance involving IT security and its administration and management. To provide custodial and protection services in regards to IT assets, data and information.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
186	IT Support Management	Oversee enhancements or developments of IT Infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Continuing and constant.
187	IT Support – Telecommunication Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Main project has been migration of all Council mobiles from CDMA to Next G network. Only minor disruption has occurred and many staff are actually reporting Next G coverage is superior to CDMA.
	IT Support – Records Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Being reviewed and monitored regularly.

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
188	IT Support – Financial Accounting	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	A major review of our financial software is underway, together with reorganisation of the structure of the General Ledger and Job Cost Ledger. An extensive training programme has been set for the rest of the financial year to bring all staff up to an appropriate skill level to ensure optimum utilisation of the system.
	IT Support - Other Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	All being done satisfactorily
	IT Support - Clients	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	All being done satisfactorily
	IT Support - Peripheral Devices	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Audit of all hardware completed and being reviewed.
	IT Support – User Support Services	Maintain or develop systems and services as defined and agreed within budgetary legislative and other constraints.	User issues generally resolved immediately, some technical issues have taken a little longer.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a full time Fire Control Officer to administer the Warrumbungle Bush Fire Service and to provide effective, safe and operationally efficient equipment.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
190	Bushfire Management	To provide the community with the level of service they require and expect to minimise damage by fire related incidents.	

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Bushfire
OBJECTIVE GROUP: Fire Control/Suppression

<i>COST CENTRE OBJECTIVE:</i>		To ensure that resources are provided for volunteer fire fighters to control and suppress fires.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
191	Bushfires Running Expenses	Increase the number of trained personnel to provide better service to the community and reduce firefighter injuries.	Training usually conducted in the "off" season but all number of staff have been trained in preparation for the peak fire season.
	Fire Control/Suppression	Implement hazard reduction programme to mitigate bush fires and reduce property and stock losses due to fire. Provide effective safe and operationally efficient equipment to assist firefighters. Assist fire suppression strategies with heavy earthmoving equipment.	Fire season preparations assisted by regular rainfall. All equipment ready. Staff trained and ready.
	Fire control Centres	To improve overall command and control at all emergency incidents within the Warrumbungle Shire.	Constantly being reviewed.

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 31st December, 2008

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 11,318,291.48	\$ 1,408,000.00	\$ 5,450,291.48
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	
TOTALS	\$ 11,318,291.48	\$ 5,868,000.00	\$ 5,450,291.48
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 61,833.24		\$ 61,833.24
Binnaway Water Bank	\$ 568,190.26	\$ -	\$ 568,190.26
Coonabarabran Water Bank	\$ 1,563,155.84	\$ 179,230.45	\$ 1,383,925.39
Coolah Water	\$ 905,361.56	\$ 836,697.00	\$ 68,664.56
TOTALS	\$ 3,098,540.90	\$ 1,015,927.45	\$ 2,082,613.45
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 1,995,255.47	\$ 836,510.08	\$ 1,158,745.39
Baradine Sewerage	\$ 275,887.49	\$ -	\$ 275,887.49
Coolah Sewerage	\$ 1,102,650.42	\$ 563,170.00	\$ 539,480.42
TOTALS	\$ 3,373,793.38	\$ 1,399,680.08	\$ 1,974,113.30
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 11,318,291.48	\$ 5,868,000.00	\$ 5,450,291.48
Water Fund	\$ 3,098,540.90	\$ 1,015,927.45	\$ 2,082,613.45
Sewerage Fund	\$ 3,373,793.38	\$ 1,399,680.08	\$ 1,974,113.30
TOTALS	\$ 17,790,625.76	\$ 8,283,607.53	\$ 9,507,018.23

TERM DEPOSITS		Interest Rate
BOND 1 TRUST AAA FRN	\$ 2,000,000.00	BBSW+.80%
C B A CALLABLE RANGE	\$ 2,000,000.00	7.50%
SGE-CREDIT UNION	\$ 500,000.00	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 ASPRIT 1	\$ 500,000.00	BBSW +1.75%
ANZ ASPRIT 11	\$ 800,000.00	BBSW +1.75%
ADELAIDE BANK-AT CALL	\$ 1,977,419.99	6.90%
BENDIGO BANK	\$ 500,000.00	BBSW+1.20%
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%
DANDELION-WESTPAC	\$ 1,000,000.00	BBSW + 1.50%
ROYAL BANK OF CANADA	\$ 1,000,000.00	7.70%
ALL SEASONS-KEOLIS AAA	\$ 1,500,000.00	8.00%
TOTAL	\$ 17,477,419.99	

I certify that the above investments have been invested in accordance with Council's policy and in

accordance with the Local Government Act 1993 and Regulations

Carolyn Upston
DIRECTOR CORPORATE SERVICE

2.2 DUE BY THE BANK TO THE FOLLOWING FUNDS AS AT 31st JANUARY,2008

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 11,089,549.07	\$ 1,408,000.00	\$ 5,221,549.07
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	
TOTALS	\$ 11,089,549.07	\$ 5,868,000.00	\$ 5,221,549.07

WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 74,013.17		\$ 74,013.17
Binnaway Water Bank	\$ 586,885.65	\$ -	\$ 586,885.65
Coonabarabran Water Bank	\$ 1,626,818.18	\$ 179,230.45	\$ 1,447,587.73
Coolah Water	\$ 942,530.86	\$ 836,697.00	\$ 105,833.86
TOTALS	\$ 3,230,247.86	\$ 1,015,927.45	\$ 2,214,320.41

SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,055,331.65	\$ 836,510.08	\$ 1,218,821.57
Baradine Sewerage	\$ 294,161.76	\$ -	\$ 294,161.76
Coolah Sewerage	\$ 1,107,187.26	\$ 563,170.00	\$ 544,017.26
TOTALS	\$ 3,456,680.67	\$ 1,399,680.08	\$ 2,057,000.59

SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 11,089,549.07	\$ 5,868,000.00	\$ 5,221,549.07
Water Fund	\$ 3,230,247.86	\$ 1,015,927.45	\$ 2,214,320.41
Sewerage Fund	\$ 3,456,680.67	\$ 1,399,680.08	\$ 2,057,000.59
TOTALS	\$ 17,776,477.60	\$ 8,283,607.53	\$ 9,492,870.07

TERM DEPOSITS		Interest Rate
BOND 1 TRUST AAA FRN	\$ 2,000,000.00	BBSW+.80%
C B A CALLABLE RANGE	\$ 2,000,000.00	7.50%
SGE-CREDIT UNION	\$ 500,000.00	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 ASPRIT 1	\$ 500,000.00	BBSW +1.75%
ANZ ASPRIT 11	\$ 800,000.00	BBSW +1.75%
ADELAIDE BANK-AT CALL	\$ 777,419.99	6.90%
BENDIGO BANK	\$ 500,000.00	BBSW+1.20%
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%
DANDELION-WESTPAC	\$ 1,000,000.00	BBSW + 1.5%
ROYAL BANK OF CANADA	\$ 1,000,000.00	7.70%
ALL SEASONS-KEOLIS AAA	\$ 1,500,000.00	8.00%
TOTAL	\$ 16,277,419.99	

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

Carolyn Upston
DIRECTOR CORPORATE SERVICE

2.3 STATEMENT OF INVESTMENTS AS AT 31 DECEMBER 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 ASPIRT 1					500,000.00
6years		15-11-06	08-11-12	500,000.00	
PIMCO PRINCIPAL PROTECTED					500,000.00
4years		22-02-07	28-02-11	500,000.00	
ANZ ASPRIT 11					800,000.00
6 years		30-03-07	30-03.13	800,000.00	
TRIDENT-CREDIT SUISSE SYDNEY BRANCH					500,000.00
4 years		30.05.07	30.05.11	500,000.00	
SGE CREDIT UNION					500,000.00
91 Days	7.4%	12.11.07	11.02.08	500,000.00	
BENDIGO BANK					500,000.00
5 years	Bbswmid+120	21.09.07	21.09.12	500,000.00	
DANDELION-WESTPAC					1,000,000.00
5 years	Bbsw12M+0bj	20-12-07	21-12-12	1,000,000.00	
AT CALL					1,977,419.99
ADELAIDE MANAGED FUND					
	7.00%			1,977,419.99	
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	
				TOTAL	17,477,419.99

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.

RECOMMENDATION

For Council's information.

**2.4 STATEMENT OF INVESTMENTS AS AT 31 JANUARY 2008
 INVESTMENT REGISTER**

Days	Rate	Purchase Date	Maturing Date	Amount	Balance
ANZ 3 PILLARS					500,000.00
5years	BBSW+1.2%	24.03.05	06.04.10	500,000.00	
BOND ST CUSTODIAN-TITANIUM AAA					2,000,000.00
5.5years	7.2683	17.05.05	14.12.10	2,000,000.00	
OCTAGON PLC-DRESDNER BANK-EMU NOTE					1,500,000.00
10years	7.00	25.10.05	30.10.15	1,500,000.00	
CREDIT SAIL-ANZ INVESTMENT BANK					500,000.00
6years	Bbsw+1.5	14-11-05	30-12-11	500,000.00	
CBA CALLABLE RANGE					1,000,000.00
5years	7.5	14-12-05	14-12-10	1,000,000.00	
AVERON BOND-SEALINK P/L					700,000.00
7years	Bbsw+1.5	25.10.05	30.10.15	700,000.00	
DEUTSCHE BANK AG LONDON BRANCH-DAISY					1,500,000.00
5years	5-6%+cg	21-03-06	20-03-13	1,500,000.00	
ALL SEASONS-KEOLIS AAA					1,500,000.00
7years	8.00	16-06-06	16-06-13	1,500,000.00	
ANZ ASPIRT 1					500,000.00
6years		15-11-06	08-11-12	500,000.00	
PIMCO PRINCIPAL PROTECTED					500,000.00
4years		22-02-07	28-02-11	500,000.00	
ANZ ASPRIT 11					800,000.00
6 years		30-03-07	30-03.13	800,000.00	
TRIDENT-CREDIT SUISSE SYDNEY BRANCH					500,000.00
4 years		30.05.07	30.05.11	500,000.00	
SGE CREDIT UNION					500,000.00
91 Days	7.4%	12.11.07	11.02.08	500,000.00	
BENDIGO BANK					500,000.00
5 years	Bbswmid+120	21.09.07	21.09.12	500,000.00	
DANDELION-WESTPAC					1,000,000.00
5 years	Bbsw12M+0bj	20-12-07	21-12-12	1,000,000.00	
AT CALL					777,419.99
ELAIDE MANAGED FUND					
	7.00%			777,419.99	
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	
				TOTAL	16,277,419.99

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.

RECOMMENDATION

For Council's information.

**2.5 RECONCILIATION OF GENERAL FUND BANK ACCOUNT –
31 JANUARY 2008**

Reconciliation of General Fund Bank Account

Date 31st January 2008

CASHBOOK	
Balance as at 01.01.08	17,781,399.06
Income	
- Total Receipts	2,591,220.24
- Total Investments	
.	20,372,619.30
Expenditure	
- Total Cheques Drawn	2,215,777.61
Balance as at 31.01.08	18,156,841.69
BANK STATEMENT	
Bank Statement as at 31.01.08	18,099,421.87
Amount Not Receipted This Month	
	18,099,421.87
Outstanding Deposits	101,737.37
	18,201,159.24
Total Investments	
Unpresented Cheques	44,317.55
	18,156,841.69

RECOMMENDATION
For Council's information.

2.6 RATES AND CHARGES COLLECTION – UP TO and INCLUDING END DECEMBER 2007

RATES AND CHARGES COLLECTION REPORT UP TO AND INCLUDING DECEMBER 2008											
GENERAL		RATE ARREARS	2006/2007 LEVY	PENSIONE R WRITE OFF	ABANDON ED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDI NG 2007/2008	COLLECTI ON % 2007/2008	TOTAL OUTSTANDI NG 2006/2007	COLLECTIO N % 2006/2007
	CBN RES/RURAL RES	112,123	901,926	68,429	3,763	941,857	301,803	640,054	32.04%	604,461	36.26%
	BARADINE	33,655	120,312	17,276	5	136,686	55,211	81,475	40.39%	107,406	31.78%
	BINNAWAY	21,406	58,955	9,997	189	70,176	28,195	41,981	40.18%	61,990	29.45%
	VILLAGES	7,088	21,986	1,952	2	27,120	10,836	16,284	39.96%	12,884	28.02%
	FARMLAND	217,648	3,705,057	19,005	19,379	3,884,322	1,893,357	1,990,965	48.74%	1,821,994	48.85%
	COOLAH	18,024	176,230	14,529	0	179,726	96,279	83,447	53.57%	82,820	48.52%
	DUNEDOO	12,341	192,865	16,266	0	188,939	99,141	89,798	52.47%	84,436	50.12%
	MENDOORAN	10,786	60,320	6,129	3	64,975	29,034	35,941	44.68%	33,087	42.10%
	LEADVILLE	2,733	9,127	1,353	0	10,506	4,699	5,807	44.73%	6,237	29.79%
	MERRYGOEN	357	3,696	586	0	3,466	1,606	1,860	46.34%	1,689	41.93%
	NEILREX	337	2,218	226	0	2,329	1,334	995	57.28%	867	48.43%
	UARBRY	0	3,277	73	0	3,203	1,879	1,324	58.67%	963	63.05%
	COOLABAH ESTATE	2,367	14,142	1,594	2	14,914	6,529	8,385	43.78%	0.00	0.00%
	RUR/RES COBBORA	1,081	3,272	289	0	4,064	1,540	2,524	37.89%	0.00	0.00%
	GENERAL RESD/BUS-CLH	9,190	126,593	8,758	13	127,012	74,200	52,812	58.42%	198,811	34.61%
	BUSINESS-CBN- RURAL	41,756	346,671	250	2	388,176	408,141	-19,966	105.14%	237,202	34.97%

ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL TO BE HELD AT THE COONABARABRAN TOWN HALL, ON THURSDAY, 21 FEBRUARY 2008 COMMENCING AT 9.00AM

WATER						0		0			
	COONABARABRAN	37,058	285,503	26,409	4,514	291,638	151,015	140,623	51.78%	196,409	33.30%
	BARADINE	35,938	77,813	10,322	5	103,425	37,747	65,678	36.50%	70,256	26.17%
	BINNAWAY	41,798	61,991	8,812	256	94,719	36,949	57,771	39.01%	73,438	21.81%
	VILLAGES	15,378	10,675	788	0	25,265	4,644	20,622	18.38%	12,224	15.31%
	FARMLAND - NTH & STH	0.00	693.75	0.00	0.00	694	438	256	63.12%		
	COOLAH	17,052	132,041	9,992	0	139,102	71,293	67,809	51.25%	77,438	42.29%
	DUNEDOO	8,659	113,636	9,308	0	112,987	57,910	55,077	51.25%	57,479	44.94%
	MENDOORAN	10,777	51,750	4,107	3	58,417	24,972	33,445	42.75%	31,426	37.75%
	MERRYGOEN	2,017	10,248	725	0	11,540	4,840	6,700	41.94%	7,250	32.42%
SEWERAGE						0		0			
	COONABARABRAN	51,150	609,605	26,285	1,491	632,979	337,954	295,025	53.39%	352,567	38.47%
	BARADINE	53,540	138,169	8,703	10	182,996	75,004	107,992	40.99%	156,514	26.62%
	COOLAH	17,636	146,127	8,876	0	154,888	82,272	72,616	53.12%	72,766	45.59%
	DUNEDOO	9,260	136,335	8,958	0	136,637	71,529	65,107	52.35%	65,582	46.25%
		791,155	7,521,233	289,994	29,636	7,992,758	3,970,352	4,022,407	49.67%	4,428,196	28.80%
GARBAGE-North		71,122	575,098	50,183	409	595,628	308,091	287,537	51.73%	391,720	36.61%
GARBAGE - South		35,416	346,299	33,833	32	347,850	174,708	173,142	50.23%	187,855	42.85%
FARMLAND - NTH - STH		827	20,569	396	3	20,997	0	20,997	0.00%		

LEGAL FEES		65,785	21,026	0	0	86,811	15,824	70,987	18.23%	31,418	6.34%
								0			
INTEREST		152,724	0	0	0	152,724	31,899	120,825	20.89%	144,588	6.85%
	TOTALS	1,117,029	8,484,224	374,406	30,079	9,196,769	4,500,874	4,695,894	48.94%	5,183,777	28.16%
Rates & Annual Charges Outstanding Percentage											
	COONABARABRAN	200,330	1,797,034	121,123	9,768	1,866,473	790,772	1,075,702	42.37%	1,153,437	36.41%
	BARADINE	123,133	336,294	36,300	19	423,107	167,963	255,144	39.70%	334,176	28.15%
	BINNAWAY	63,204	120,945	18,809	445	164,895	65,144	99,752	39.51%	135,428	25.10%
	COOLAH	52,713	454,399	33,397	0	473,715	249,844	223,871	52.74%	233,024	45.67%
	DUNEDOO	30,260	442,835	34,532	0	438,563	228,580	209,983	52.12%	207,497	47.57%
	MENDOORAN	21,564	112,070	10,236	6	123,391	54,005	69,386	43.77%	64,513	40.06%
	VILLAGES	31,358	78,641	7,585	4	102,409	37,908	64,501	37.02%	42,114	28.01%
	FARMLAND	217,648	3,705,751	19,005	19,379	3,885,016	1,893,795	1,991,221	48.75%	1,821,994	48.85%
	RURAL	50,946	473,264	9,008	15	515,188	482,341	32,846	93.62%	436,013	34.80%
	Overall	791,155	7,521,233	289,994	29,636	7,992,758	3,970,352	4,022,407	49.67%	4,428,196	41.89%

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

RECOMMENDATION
 For Council's information.

2.7 RATES AND CHARGES COLLECTION – UP TO and INCLUDING END JANUARY 2008

RATES AND CHARGES COLLECTION REPORT UP TO AND INCLUDING JANUARY 2008											
GENERAL		RATE ARREARS	2006/2007 LEVY	PENSION ER WRITE OFF	ABANDO NED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTA NDING 2007/2008	COLLEC TION % 2007/2008	TOTAL OUTSTAND ING 2006/2007	COLLECTION % 2006/2007
	CBN RES/RURAL RES	112,123	906,785	68,475	3,871	946,562	316,734	629,828	33.46%	604,461	36.26%
	BARADINE	33,655	120,312	17,276	6	136,685	57,787	78,898	42.28%	107,406	31.78%
	BINNAWAY	21,406	58,955	9,931	189	70,242	29,450	40,791	41.93%	61,990	29.45%
	VILLAGES	7,088	21,986	1,952	2	27,120	11,311	15,809	41.71%	12,884	28.02%
	FARMLAND	217,648	3,705,057	19,005	20,287	3,883,413	2,070,658	1,812,755	53.32%	1,821,994	48.85%
	COOLAH	18,024	176,230	14,529	0	179,726	103,892	75,834	57.81%	82,820	48.52%
	DUNEDOO	12,341	192,865	16,190	0	189,015	105,187	83,828	55.65%	84,436	50.12%
	MENDOORAN	10,786	60,320	6,093	4	65,010	34,745	30,265	53.45%	33,087	42.10%
	LEADVILLE	2,733	9,127	1,353	0	10,506	4,997	5,509	47.56%	6,237	29.79%
	MERRYGOEN	357	3,696	586	0	3,466	1,748	1,718	50.43%	1,689	41.93%
	NEILREX	337	2,218	226	0	2,329	1,367	961	58.72%	867	48.43%
	UARBRY	0	3,277	73	0	3,203	1,879	1,324	58.67%	963	63.05%
	COOLABAH ESTATE	2,367	14,142	1,594	2	14,914	7,024	7,890	47.10%	0.00	0.00%
	RUR/RES COBBORA	1,081	3,272	289	6	4,058	2,748	1,310	67.72%	0.00	0.00%
	GENERAL RESD/BUS-CLH	9,190	126,593	8,882	20	126,881	78,698	48,182	62.03%	198,811	34.61%
	BUSINESS-CBN-	41,756	346,671	250	12	388,166	428,203	-40,037	110.31%		34.97%

ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL TO BE HELD AT THE COONABARABRAN TOWN HALL, ON THURSDAY, 21 FEBRUARY 2008 COMMENCING AT 9.00AM

	RURAL									237,202	
WATER						0		0			
	COONABARABRAN	37,058	285,503	26,496	4,565	291,500	158,249	133,251	54.29%	196,409	33.30%
	BARADINE	35,938	77,813	10,322	5	103,424	40,166	63,259	38.84%	70,256	26.17%
	BINNAWAY	41,798	61,991	8,770	257	94,761	33,108	61,653	34.94%	73,438	21.81%
	VILLAGES	15,378	10,675	788	0	25,265	4,900	20,365	19.40%	12,224	15.31%
	FARMLAND - NTH & STH	0.00	693.75	0.00	0.00	694	438	256	63.12%		
	COOLAH	17,052	132,041	9,950	0	139,144	77,467	61,677	55.67%	77,438	42.29%
	DUNEDOO	8,659	113,636	9,266	0	113,029	61,765	51,264	54.65%	57,479	44.94%
	MENDOORAN	10,777	51,750	4,087	3	58,436	30,164	28,273	51.62%	31,426	37.75%
	MERRYGOEN	2,017	10,248	725	0	11,540	4,218	7,322	36.55%	7,250	32.42%
SEWERAGE						0		0			
	COONABARABRAN	51,150	609,605	26,372	1,578	632,805	352,334	280,471	55.68%	352,567	38.47%
	BARADINE	53,540	138,169	8,703	12	182,994	78,815	104,179	43.07%	156,514	26.62%
	COOLAH	17,636	146,127	8,834	0	154,930	89,032	65,898	57.47%	72,766	45.59%
	DUNEDOO	9,260	136,335	8,916	0	136,679	75,763	60,916	55.43%	65,582	46.25%
		791,155	7,526,092	289,929	30,818	7,996,499	4,262,851	3,733,649	53.31%	4,428,196	28.80%
GARBAGE-North		71,122	575,098	50,208	525	595,487	327,265	268,222	54.96%	391,720	36.61%
GARBAGE - South		35,416	346,299	35,647	40	346,027	189,132	156,894	54.66%	187,855	42.85%
FARMLAND - NTH - STH		827	20,569	396	5	20,996	0	20,996	0.00%		

LEGAL FEES		65,785	21,026	0	0	86,811	19,848	66,963	22.86%	31,418	6.34%
								0			
INTEREST		152,724	0	0	0	152,724	50,330	102,395	32.95%	144,588	6.85%
	TOTALS	1,117,029	8,489,083	376,180	31,388	9,198,544	4,849,426	4,349,118	52.72%	5,183,777	28.16%
Rates & Annual Charges Outstanding Percentage											
	COONABARABRAN	200,330	1,801,893	121,342	10,014	1,870,867	827,317	1,043,549	44.22%	1,153,437	36.41%
	BARADINE	123,133	336,294	36,300	23	423,104	176,768	246,335	41.78%	334,176	28.15%
	BINNAWAY	63,204	120,945	18,701	445	165,003	62,558	102,445	37.91%	135,428	25.10%
	COOLAH	52,713	454,399	33,313	0	473,799	270,391	203,409	57.07%	233,024	45.67%
	DUNEDOO	30,260	442,835	34,372	0	438,723	242,715	196,008	55.32%	207,497	47.57%
	MENDOORAN	21,564	112,070	10,179	7	123,447	64,909	58,538	52.58%	64,513	40.06%
	VILLAGES	31,358	78,641	7,585	10	102,403	40,194	62,209	39.25%	42,114	28.01%
	FARMLAND	217,648	3,705,751	19,005	20,287	3,884,107	2,071,096	1,813,011	53.32%	1,821,994	48.85%
	RURAL	50,946	473,264	9,132	31	515,047	506,902	8,145	98.42%	436,013	34.80%
	Overall	791,155	7,526,092	289,929	30,818	7,996,499	4,262,851	3,733,649	53.31%	4,428,196	41.89%

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

RECOMMENDATION

For Council's information.

2.8 CASH SHORTFALL

On 6th December 2007 at the end of day balancing at the Coonabarabran Office a shortfall of \$100.00 was discovered. The shortfall was in the cash receipted for the day.

An exhaustive review has been undertaken since that date with all payments checked against amounts due and a review of each payment receipted by the various cashiers in an attempt to identify where the shortfall may have occurred. Following these reviews the receipting procedures have been reinforced to each staff member involved in receipting.

As there appears to be no explanation for this shortfall it is now appropriate to conclude the matter by way of acknowledging the loss and providing funds from available funds to replenish the loss.

RECOMMENDATION

That an amount of \$100.00 be provided to cover the cashier loss of 6th December 2007. **FURTHER** that instructions be issued to reinforce the need to carefully manage the cash handling process.

2.9 APPLICATION FOR CHANGE OF CATEGORY UNDER SECTION 525 OF THE LOCAL GOVERNMENT ACT (1993)

An application for a change of category has been received from the owner of 16 David St Binnaway NSW 2395.

The owner was previously operating a business and accordingly the property is currently categorised as Business for rating purposes.

An examination reveals that the owner is no longer trading or operating a business from the premises and it is being used solely for residential purposes.

RECOMMENDATION

That Council approve a Change of Category under Section 525 of the Local Government Act (1993) for 16 David Street Binnaway, from Business to Residential and that the rates be adjusted accordingly.

2.10 REQUEST FOR VARIATION TO BUDGETED CAPITAL IMPROVEMENT ALLOCATION TO 143 MARTIN STREET, COOLAH

In the 2007-2008 budget Council approved \$4,000 to replace the carpets in the Council owned residential property at 143 Martin Street, Coolah. The new tenant of the property believes the carpets are adequate for the proposed 5 year period of tenancy but has indicated that an outdoor area at the rear of the property would add more value to the property and be more appropriate to the needs of the tenant.

A quote of \$4,500 has been obtained for the works, which includes a concreted area behind the existing garage, a pathway connecting the existing deck (very small in size and impractical) to the proposed outdoor area which will be covered by a pergola with Colorbond roofing to match the existing tiles of the main house. The tenant is prepared to personally meet the shortfall for proposed work.

Approval is sought from Council to re-allocate the \$4,000 already approved, towards providing an outdoor area instead of replacing the carpets.

RECOMMENDATION

That the \$4,000 allocated in the current financial year's budget to replace carpets at 143 Martin Street, Coolah, be instead allocated towards providing an outdoor area to meet the current tenant's requirements, providing that the tenant personally meet any shortfall between actual cost and the previously allocated \$4,000.

2.11 APPLICATION TO WAIVE WATER USAGE CHARGES - BINNAWAY

The owner of the property at 3 Yarren Street, Binnaway has approached Council about water charges billed in November 2007.

The present owner has owned the property since 2005 and has never used any water. The reading for this period was 142kL.

Since they approached Council about this matter a Council employee has checked the meter and found it to be functioning correctly. The meter was again checked on 14 February and usage since October 2007 is zero.

The owner has since contacted the Director Corporate Services requesting that the charges be waived as they have been the victim of water theft. The owner filed a report (of stolen water) with the Binnaway Police in December.

The amounts involved are \$142 for water usage and interest to date on that amount is \$2.34 (as at 14 February 2008).

RECOMMENDATION

For Council's determination.

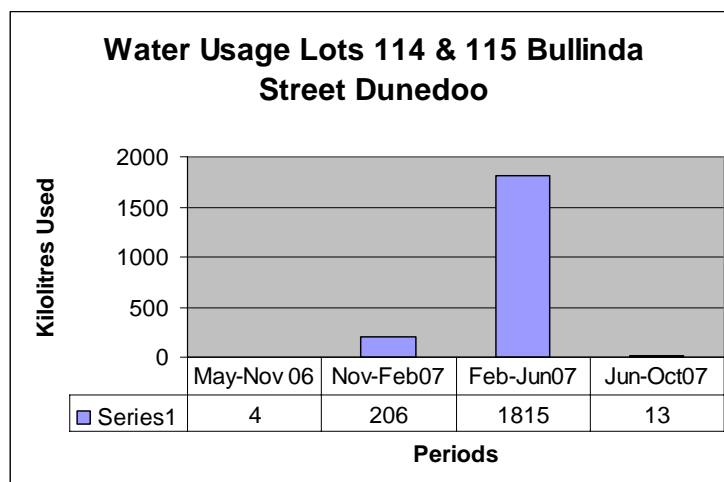
**2.10 APPLICATION FROM OWNER TO WAIVE WATER USAGE CHARGES -
DUNEDOO**

The owner of the property at Lots 114 and 115 Bullinda Street, Dunedoo has approached Council complaining about the extraordinary water usage for the period 9 February to 1 June 2007.

The owner alleges that a water usage account for that period was not received and that the extraordinary water usage was therefore not apparent to them until they received a water notice in November 2007.

Since they approached Council about this matter Council's plumber has checked the meter and found it to be functioning correctly. The meter was again checked on 13 February and since the last water notice for the period June to October 2007, 2kL has been used.

Below is a diagram which graphically illustrates the extraordinary usage.



The ratepayer was advised in a letter from Council dated 21 December 2007 that since the meter was found to be functioning correctly, “water which has passed through the meter is the responsibility of the property owner.”

The owner has since contacted the Director Corporate Services requesting that the matter be referred to Council. The Director Corporate Services questioned the property owner in great detail. The Owner denies that there is any evidence of leaking pipes on the property, that access to the property is restricted by a locked gate and that the only time they use water on that property is to hose down the apron of the shed where fertiliser is stored.

The amounts involved are \$2,055.76 for water usage and interest to date on that amount is \$112.96 (as at 14 February 2008).

RECOMMENDATION

For Council’s determination.

2.12 REPLACEMENT OF AUTOMATIC OPENING DOOR AT COUNCIL CHAMBERS, COONABARABRAN

The existing doors were installed over twenty years ago. For at least six months Council has been having problems with the door and frequent service calls have been made for emergency repairs.

The technology of the existing doors is totally outdated and in fact, the door no longer complies with Australian Safety standards, in that it employs only one photo-electric detection cell instead of the two now required by Australian Safety standards. If a child were to be trapped in the doors Council would be liable. This in itself is an unacceptable risk.

Further, due to the age of the technology parts are no longer readily available. Recent repairs have been made using reconditioned parts which have no warranty. The service agents have advised that they cannot access parts to repair the current fault.

A quote has been obtained for replacement of the door with the latest technology which complies with the current Australian Safety standards. The door would be a Besam Unislide unit which is electric and belt driven with battery backup (which the current door does not have).

The company providing the quote to Council is North West Locksmiths, with whom Council has a long and satisfactory relationship. They are the factory accredited sales and service agents for the Besam door which they have recommended and offer 24 hour service availability.

The quoted price for replacement of the door is \$5,850.

This is seen as an extraordinary purchase required to meet Council's obligations for accessibility and to mitigate exposure to risk.

RECOMMENDATION

That Council approve a supplementary vote of \$5,850 to replace the automatic opening door at the Warrumbungle Council Chambers at 20-22 John Street, Coonabarabran.

2.13 BANKRUPT ESTATE OF THE LATE BRIAN STANISLAUS GLEESON (Formerly trading as Baradine Wool ABN 81388564317)

At the Ordinary Meeting of Council on 15 February 2007 Council resolved:
"That Council not exercise its Statutory rights pursuant to Division 5 of the Local Government Act (1993), and further that Council participate in the total distribution of estate assets." (Resolution 240).

This resolution applied to Division 5 under Chapter 17 - Enforcement of the Local Government Act (1993) relating to the sale of land for unpaid rates and charges.

This resolution binds Council to participate in agreement with other creditors and accept a pro rata distribution of monies from the sale of assets of the above Estate.

The report to Council in February 2007 estimated that by entering into this agreement Council would receive approximately \$5,403.07 in the first distribution and additional funds after the sale of the property (32 Narren Street Baradine). In the first distribution Council actually received \$5,402.15.

The property was sold in January. Council has subsequently received \$451.69 for the purchaser's proportion of rates for the current year and a further \$56.11 from the proceeds of the sale of the property.

Whilst normally debts accrued against a property would be the responsibility of the purchaser, Resolution 240 of 2007 requires that Council accept the monies received as full and final settlement of the debt against the property. Therefore it is appropriate to write off the balance of the debt against the property of \$6,817.95 comprised of arrears of \$3,003.28 and \$2,851.75 interest.

RECOMMENDATION

That Council write off the balance of unpaid rates and accrued interest charges amounting to \$6,817.95 against 32 Narren Street Baradine and accept \$451.69 as the purchaser's proportion of rates for the 2007/2008 financial year.

2.14 BUDGET REVIEW – END OF DECEMBER

In accordance with Section 419 of the Local Government Act (1993), a review of Council's budget as at 31 December 2007 is presented for Council's consideration. As Council's responsible accounting officer I believe that the quarterly review statement indicates that the financial position of Council is satisfactory, having regard to the original estimate of income and expenditure.

A number of supplementary votes are requested and submitted for Council's consideration.

RECOMMENDATION

For Council's determination.

.....
CAROLYN UPSTON
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 FLOODING IN BARADINE

Background

Flooding in the urban area of Baradine occurred on the 22 December 2007. Two houses were inundated and water reached just under floor level in several other houses. Access to the western side of Baradine was prevented for around five(5) hours. Throughout the day the SES and many volunteers worked to repair levee banks and prevent further property damage by filling and placing sandbags.

On the 15 January 2008, many community members met at the Baradine RTC centre to discuss the flooding event with Councilors and staff and to view photographs of the event. The meeting received information about water rising and flowing in places not previously experienced. The meeting also received suggestions about reducing damage by similar flood events in the future.

There is a constructed waterway in the western area of Baradine, however, it is not clear if the levee banks that form the waterway were constructed as part of a planned scheme or if they were constructed on an ad hoc basis. The flat terrain of the Baradine area means that any changes made to location and height of levee banks could adversely impact on property elsewhere in the town. That is, maintenance works of the waterway is necessary to ensure that it works efficiently, but there is risk associated with any works aimed at making it more effective.

Council has previously, considered the flooding situation in Baradine and has resolved to seek Government assistance. The process of investigation, design and implementation of works will take many years to complete and does involve considerable resources.

Council may wish to reaffirm its intention to seek government assistance for development of a floodplain plan for the western area of Baradine or Council may wish to continue to rely of maintenance works to minimize the impact of flood events on properties in Baradine.

Issues

To be eligible for funding for implementation of works, a floodplain risk management plan must be prepared. The process of floodplain planning and implementation is outlined in attachment 1.0.

The objective of the proposed flood study is to define the flood behaviour of Teridgerie Creek catchment on the urban area of Baradine. The study will produce information on flood levels, velocities and flows for a full range of flood events under existing catchment conditions. The study will also form the basis of a subsequent risk management study.

The first step in the process is establishment of a Floodplain Management Committee and then completion of a Flood Study. State Government funding assistance is available for floodplain management activities and applications close 15 February 2008.

The scope of work in the flood study is expected to include a topographic survey of Teridgerie Creek waterway through the urban area of Baradine and the catchment area immediately above the town. It is also expected that work will involve development of a computer based rainfall runoff model and development of a computer based hydraulic model. The study will incorporate the results of a community survey and input from the local Floodplain Management Committee.

A project to construct a box culvert in Walker Street Baradine is included in the 2007/08 works programme. The location of the proposed culvert is in the middle of the waterway on the southern end of the urban area. The capacity of the proposed box culvert is limited to minor flows. Flows such as those that occurred on the 22 December 2007 would completely inundate and overtop the proposed culvert. Further, the culvert structure may act as a blockage in the waterway which may result in changes to flood flow behaviour such as increased velocity and increased water level in parts of the waterway. That is, the impact of the culvert on flood flows is not known and can only be determined if a flood study and risk assessment is undertaken.

Options

Council has the option of using local knowledge to make improvements to the current waterway in Baradine. However, there is risk that improvements without reference to an overall flood plan may adversely impact on properties thereby exposing Council to litigation.

Financial Considerations

There is no specific funding allocation for improvements to the waterway in the 2007/08 budget. Current maintenance works to the levee bank is being funded from the allocation for maintenance of drainage structures in Baradine. There is \$20,000 held in restricted asset for preparation of a flood study in Baradine.

The cost of preparing a flood study alone is estimated to be \$60,000. The cost of developing a plan, once the flood study is complete, is estimated to be another \$60,000. The cost of implementing on ground works cannot be estimated until a plan is developed. State Government funding assistance – 2:1 State:Council – is available, subject to successful application. Hence, the development of a Floodplain Management Plan may cost Council around \$40,000.

RECOMMENDATION

1. An application is made to the Department of Environment and Climate Change NSW for funding for a flood study of the Teridgerie Creek waterway in the urban area of Baradine.
2. Subject to State Government funding establish a formal committee of Council – Baradine Floodplain Management Committee
3. Council follows recommended processes and procedures in the NSW Government's 2005 Floodplain Risk Management Manual in order to find management solutions for the flooding issue at Baradine and will eventually incorporate solutions it in the Local Environmental Plan.
4. Defer construction of Walker Street Culvert until Floodplain Management Plan is completed. Select another project for \$40k R2R and put \$50k in restricted asset.

Attachmernt 1.0

3.2 APPLICATION TO CLOSE PUBLIC ROAD IN THE PROPERTY 'WEOWNA'

Background

An application has been received from owners of a property called 'Weowna', to close a public road that traverses their property. The property is located approximately 40 km east of Coonabarabran on MR129 (Purlewaugh Road). Shown in attachment 1.0 is a map of the area with proposed road closure marked on it. A copy of the letter of application has been forwarded to Councilors under separate cover.

Issues

Council has previously considered road closure applications generally relating to crown public roads, this application, however, relates to a road that is a dedicated public road. That is, the road is under the care and control of Council. However, the road is neither formed in any way nor used by members of the public. The owners advise that the paper road through their property covers terrain that is inaccessible and not practical for use as a road.

Council is generally very reluctant to close public roads or even be party to closure of Crown roads because of uncertainty about future requirements of the road for access to both adjoining properties and those further away. However, Council is also mindful that some sections of road may never be used as road because of the terrain and simply there is no foreseeable need for the road.

Options

Council has previously applied the following criteria when approving road closure applications and may wish to do so with this application;

1. There is no current or foreseeable use for the road section either by Council or adjoining property owners
2. Where the terrain makes it impractical to construct a road there is an agreement in place to create a right of way for practical access to adjoining properties.
3. There is evidence that all adjoining property owners have been consulted and there are no objections to the proposed road closure.
4. That closure of the road does not prevent legal and practical access to adjoining properties.

Financial Considerations

It is expected that all costs associated with the road closure would be met by the applicant. A further consideration in relation to public roads, however, is the sale price of the road reserve land.

RECOMMENDATION

That Council agrees to the road closure application made by 'Weowna' subject to formal evidence that the following criteria have been met.

5. There is no current or foreseeable use for the road section either by Council or adjoining property owners
6. Where the terrain makes it impractical to construct a road there is an agreement in place to create a right of way for practical access to adjoining properties.

7. There is evidence that all adjoining property owners have been consulted and there are no objections to the proposed road closure.
8. That closure of the road does not prevent legal and practical access to adjoining properties.

3.3 OVERNIGHT CAMPING AT MILLING PARK DUNEDOO

Background

Reports have been received of caravans and mobile homes parking overnight in the truck parking bay adjacent Milling Park in Dunedoo. In particular, the caravans and mobile homes are discharging waste into stormwater drains and connecting into power outlets at Milling Park.

Council's consideration is sought on a proposal to erect signs banning overnight camping in the truck area adjacent Milling Park

Issues

Clearly, Council wants to encourage tourists and travelers to stop and rest at Dunedoo, however, there does not appear to be any community benefit if caravans and mobile homes park overnight in the truck rest area. Further, the local caravan park is disadvantaged if overnight stays at the truck rest are not discouraged.

Caravans and mobile homes have the capacity to store significant quantities of effluent and if discharged improperly, may cause health problems and damage to the environment. Overnight access to power outlets in Milling Park is simply a cost burden to Council.

The erection of signs banning overnight camping, allows Council's Ranger to issue penalty notices in accordance with S 632(1) of the Local Government Act.

Options

Council has discretion in this matter

Financial Considerations

Existing budget allocations are sufficient to cover the cost of erecting signs banning overnight stay in the Milling Park truck rest area.

RECOMMENDATION

That overnight stay and camping by caravans and mobile homes in the Milling Park truck rest area is banned and appropriate signs are erected.

3.4 APPLICATION TO USE TRUCK WASH BAY

Background

A truck wash facility exists adjacent the Coonabarabran sewage treatment works. The facility has limited capacity and Council on the 17 December 2002 resolved that keys to the truck wash be provided to four local commercial operators only and that their use be limited to one wash per week.

An application has been received by a stock carrier, recently established in Coonabarabran, for access to the truck wash. A copy of the letter of application along with supporting reference has been forwarded to Councillors under separate cover.

Issues

Currently, the truck wash facility is informally managed by one of the existing key holders. The cost of water used is distributed by this manager amongst other users and cleaning of the facility is also managed by this person.

Restricted use of the facility is necessary because there is insufficient effluent treatment capacity. Commercial truck washing facilities exist in other centres such as Gunnedah, Tamworth and Dubbo, where there is pay for use system in place.

Options

Should Council decide to allow another operator to use the facility, restriction on use should be established and existing cooperative arrangements must continue. Restrictions on the use of the facility must remain as there have been other recent enquiries from truck drivers.

Financial Considerations

The cost of operating and maintaining the truck wash bay under current arrangements is minimal. The cost of establishing a licensed commercial operation including new effluent treatment processes has not been investigated.

RECOMMENDATION

That application by GM Scicluna for access to the truck washing facility be approved subject to compliance with existing management arrangements.

3.5 TENDERS FOR CASUAL HIRE OF TRUCKS AND VARIOUS ITEMS OF PLANT

Background

Council hires various items of plant and trucks throughout the year on numerous different types of projects. Plant is mostly hired on a 'wet' hire basis, which is with operator however, plant is also hired on a dry hire basis. Contract documentation was extensively re written around the following four schedules;

- Truck hourly rate schedule
- Truck quantity and distance schedule
- Plant hourly rate schedule
- Float transportation – hourly rate and distance schedule

Tenders closed on the 7 January 2008 for a 12 month contract period commencing 1 February 2008. Council is required to formally consider the tenders and make a resolution.

Issues

Council relies heavily on Contractors being available to supply plant to enable completion of a range of projects. In particular, the Road Operations section relies on Contractors for the supply of trucks, water trucks, rollers, excavator and bulldozers. Hence, it is important for Council to develop productive relationships with Contractors.

The hire of plant by Council staff is on a needs basis and preference is given to those Contractors who are available and who provide the plant item at least cost. Historically, the first opportunity for provide plant hire services is given to local contractors established in the Shire, who have demonstrated reliability and competitive pricing.

Options

Listed in attachment 1.0 are tender prices received under each of the schedules. Council has discretion in relation to acceptance of the tendered rates and also the option of negotiating with the Contractors. Forwarded to Councilors under separate cover is comparison of tendered rates with that of Council's own internal plant rate.

One of the most significant costs in road construction and gravel resheeting projects is haulage of road base and hence prices under the Truck Quantity and Distance schedule is closely scrutinized. Forwarded to Councilors under separate cover is a graph showing percentage increase for one of the Contractors.

Financial Considerations

The previous contract period formally finished on 28 February 2007 and hence the Contractors did not receive a rate increase throughout 2007. In comparison with existing rates, the tendered rates under the quantity and distance schedule varies between 4.6% and 7.0%. These increases are beyond CPI increases and hence it appears that tenderers are including a 'catch up' component in their rates.

In relation to the hourly plus distance schedule the tendered rates have increased by between 7% and 8% on existing rates.

RECOMMENDATION

1. That tendered rates for casual plant hire for the period 1 February 2008 to 31 January 2009 under the hourly rate schedule be accepted as follows:

Schedule 1.0 - Hourly Rate Plant Schedule

Contractor	Plant Type	Make	Model	Tendered Plant Rate		
				"A" Rate \$/hr (incl GST)	"A1" Rate \$/hr (incl GST)	"C" Rate \$/hr (incl GST)
IRCB Pty Ltd	Backhoe	JCB	3CX	\$ 99.00	\$ 108.90	\$ 77.00
Trevor Lindsay	Backhoe	John Deere	310C	\$ 110.00	\$ 130.00	
Hollis Agricultural Welding	Bulldozer	Caterpillar	D6D	\$ 148.50	\$ 148.50	
Hollis Agricultural Welding	Bulldozer	Caterpillar	D7H	\$ 210.00	\$ 210.00	
David Aarts	Bulldozer	DRESSTA	2006 TD20H	\$ 215.05	\$ 254.65	
Gough and Gilmore Rental	Bulldozer	Caterpillar	D6R			\$ 101.75
Gough and Gilmore Rental	Bulldozer	Caterpillar	D7R			\$ 123.75
Jack's Hire Service	Cherry Picker	JL6	K1305A	\$ 28.13		
McEvoy's Earthmoving & Haulage Pty Ltd	Crane Truck Mounted	Palfinger	PK22000CEX	\$ 132.00	\$ 132.00	
The S Hall Group Pty Ltd	Excavator	Kobelco	SK3006A	\$ 88.00	\$ 95.00	\$ 71.50
Inland Contracting	Excavator	Kobelco	SK200	\$ 104.50	\$ 110.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Excavator	Case	2006 CX210	\$ 132.00	\$ 132.00	\$ 66.00
McEvoy's Earthmoving & Haulage Pty Ltd	Excavator	Case	2002 CX210	\$ 132.00	\$ 132.00	\$ 66.00
David Aarts	Excavator	Caterpillar	1998 322BL	\$ 145.20	\$ 184.80	\$ 91.43
Gough and Gilmore Rental	Excavator	Caterpillar	320			\$ 71.50
Gough and Gilmore Rental	Grader	Caterpillar	12H			\$ 82.25
Garry Molloy	Loader	Cat	926E	\$ 110.00	\$ 120.00	
GW Burton	Loader & Backhoe	MF	860			\$ 41.25
IRCB Pty Ltd	Loader Front End	Volvo	L50C	\$ 110.00	\$ 121.00	\$ 88.00
Inland Contracting	Loader Front End & Backhoe	MF	860	\$ 77.00	\$ 88.00	
Jack's Hire Service	Loader Kanga Mini	Kanga	DA625	\$ 31.25	\$ 45.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Loader Wheeled	Volvo	L70	\$ 110.00	\$ 110.00	\$ 44.00
Gough and Gilmore Rental	Loader Wheeled	Caterpillar	962G			\$ 93.50
Wayne McWhirter	Roller	Bomag	BW214	\$ 88.00	\$ 95.00	
CW Hall Earthmoving Pty Ltd	Roller	Multipac	VV904	\$ 88.00	\$ 93.50	\$ 49.50
McEvoy's Earthmoving & Haulage Pty Ltd	Roller Multi Tyred	Pacific	33TC	\$ 88.00	\$ 88.00	\$ 33.00
Rollers Australia	Roller Padfoot	Bomag	BWD214 P/D			\$ 41.25
Conplant Pty Ltd	Roller Padfoot	Amman	ASC150 PD			\$ 42.00
Rollers Australia	Roller Smooth Drum	Bomag	BW214 S/D			\$ 46.25
Conplant Pty Ltd	Roller Smooth Drum	Amman	ASC150D			\$ 36.75
Gough and Gilmore Rental	Roller Smooth Drum	Caterpillar	CS583			\$ 55.00
Conplant Pty Ltd	Roller Tandem	Dynapac				\$ 14.44
McEvoy's Earthmoving & Haulage Pty Ltd	Tractor & Slasher	Chamberlain	4480	\$ 93.50	\$ 93.50	
Jack's Hire Service	Traffic Light	A1 Roadline		\$ 12.25	\$ 12.50	
Jack's Hire Service	Traffic Light	A1 Roadline		\$ 12.25	\$ 12.50	
Jack's Hire Service	Traffic Lights		CS200	\$ 9.50	\$ 8.75	
Jack's Hire Service	Traffic Lights		CS200	\$ 9.50	\$ 8.75	
The S Hall Group Pty Ltd	Truck	Mack	R600	\$ 88.00	\$ 95.00	
The S Hall Group Pty Ltd	Truck	Ford	8000	\$ 88.00	\$ 95.00	
The S Hall Group Pty Ltd	Truck	Ford	8000	\$ 88.00	\$ 95.00	
David Smith	Wood Chipper	AS PLUNDA				\$ 40.00

RECOMMENDATION (CONT'D)

2. Council advises Contractors that the following rates for supply of trucks under the hourly rate and distance schedule will be accepted for the period 1 February 2008 to 31 January 2009:

Hourly Rate and Distance Truck Schedule - Tip Trucks

Rates Accepted by Council	GVM (tonnes)	Rates of Hire Tendered - 'A' & 'A1' Rate			Rates of Hire Tendered "B" Rate	
		"A Rate" \$/hr (incl GST)	"A1 Rate" \$/hr (incl GST)	Distance \$/km (incl GST)	"B Rate" \$/hr (incl GST)	Distance \$/km (incl GST)
Tip Truck	4t- 7t	\$18.75	\$23.00	\$0.000	\$30.95	\$0.745
Tip Truck	12t - 15t	\$49.50	\$19.50	\$0.000	\$49.50	\$0.000
Tip Truck	21t-27t	\$50.59	\$57.59	\$1.439	\$30.36	\$0.728
Tip Truck	40t-44t	\$130.00	\$137.00	\$2.000	\$115.00	\$1.100

Hourly Rate and Distance Truck Schedule - Water Truck

Rates Accepted by Council	Capacity (litres)	Rates of Hire Tendered - 'A' & 'A1' Rate			Rates of Hire Tendered "B" Rate	
		"A Rate" \$/hr (incl GST)	"A1 Rate" \$/hr (incl GST)	Distance \$/km (incl GST)	"B Rate" \$/hr (incl GST)	Distance \$/km (incl GST)
Water Truck	7000 - 8000	\$49.50	\$56.50	\$0.000	\$40.00	\$0.000
Water Truck	12000 - 15000	\$80.00	\$87.00	\$0.000	\$65.00	\$0.000

RECOMMENDATION (CONT'D)

3. Council advises Contractors that the following rates for supply of trucks under the float hourly rate and distance schedule will be accepted for the period 1 February 2008 to 31 January 2009.

Schedule 3.0 - Floats Hourly Rate and Distance Schedule

Contractor	Make	Model	GVM (tonnes)	Rate Tendered (incl GST)		
				"A" Rate \$/hr	"A1" Rate \$/hr	Distance \$/km
IRCB Pty Ltd	Homemade	Plant Trailer	18.00+	\$ 165.00	\$ 171.00	
MJ & ML McEvoy Pty Ltd	Volvo	FH12	23.50	\$ 143.00	\$ 165.00	\$ 2.86
Trevor Lindsay	Volvo PM	F10	31.50	\$ 110.00	\$ 130.00	\$ 7.50
Trevor Lindsay	Sams Float	Bulldog	33,000	\$ 110.00	\$ 130.00	\$ 7.50
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	LTS9000	42.5	\$ 143.00	\$ 143.00	\$ 4.95
McEvoy's Earthmoving & Haulage Pty Ltd	Mack	R	42.5	\$ 143.00	\$ 143.00	\$ 4.95

RECOMMENDATION (CONT'D)

4. Council advises Contractors that the following rates for supply of trucks under the quantity and distance schedule for the period 1 February 2008 to 31 January 2009 will be accepted:

Quantity and Distance Schedule

Length of Haul (Km)	Proposed Rate \$/t (incl GST)	Length of Haul (Km)	Proposed Rate \$/t (incl GST)
0.50	0.58	15.5	17.90
1.0	1.16	16.0	18.48
1.5	1.73	16.5	19.06
2.0	2.31	17.0	19.64
2.5	2.89	17.5	20.21
3.0	3.47	18.0	20.79
3.5	4.04	18.5	21.37
4.0	4.62	19.0	21.95
4.5	5.20	19.5	22.52
5.0	5.78	20.0	23.10
5.5	6.35	20.5	23.68
6.0	6.93	21.0	24.26
6.5	7.51	21.5	24.83
7.0	8.09	22.0	25.41
7.5	8.66	22.5	25.99
8.0	9.24	23.0	26.57
8.5	9.82	23.5	27.14
9.0	10.40	24.0	27.72
9.5	10.97	24.5	28.30
10.0	11.55	25.0	28.88
10.5	12.13	25.5	29.45
11.0	12.71	26.0	30.03
11.5	13.28	26.5	30.61
12.0	13.86	27.0	31.19
12.5	14.44	27.5	31.76
13.0	15.02	28.0	32.34
13.5	15.59	28.5	32.92
14.0	16.17	29.0	33.50
14.5	16.75	29.5	34.07
15.0	17.33	30.0	34.65

Attachment 1.0 – Tender Prices Received on 7 January 2008 for Supply of Various Plant Items
On an As Needed Basis.

Notes on Rates

- A Rate – Wet hire rate applicable for operating weekdays.
- A1 Rate – Wet hire rate applicable for operating weekends.
- B Rate – Rate applicable for traveling.
- C Rate – Dry hire rate.

Schedule 1.0 - Hourly Rate Plant Schedule

Contractor	Plant Type	Make	Model	Tendered Plant Rate		
				"A" Rate \$/hr (incl GST)	"A1" Rate \$/hr (incl GST)	"C" Rate \$/hr (incl GST)
IRCB Pty Ltd	Backhoe	JCB	3CX	\$ 99.00	\$ 108.90	\$ 77.00
Trevor Lindsay	Backhoe	John Deere	310C	\$ 110.00	\$ 130.00	
Hollis Agricultural Welding	Bulldozer	Caterpillar	D6D	\$ 148.50	\$ 148.50	
Hollis Agricultural Welding	Bulldozer	Caterpillar	D7H	\$ 210.00	\$ 210.00	
David Aarts	Bulldozer	DRESSTA	2006 TD20H	\$ 215.05	\$ 254.65	
Gough and Gilmore Rental	Bulldozer	Caterpillar	D6R			\$ 101.75
Gough and Gilmore Rental	Bulldozer	Caterpillar	D7R			\$ 123.75
Jack's Hire Service	Cherry Picker	JL6	K1305A	\$ 28.13		
McEvoy's Earthmoving & Haulage Pty Ltd	Crane Truck Mounted	Palfinger	PK22000CEX	\$ 132.00	\$ 132.00	
The S Hall Group Pty Ltd	Excavator	Kobelco	SK3006A	\$ 88.00	\$ 95.00	\$ 71.50
Inland Contracting	Excavator	Kobelco	SK200	\$ 104.50	\$ 110.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Excavator	Case	2006 CX210	\$ 132.00	\$ 132.00	\$ 66.00
McEvoy's Earthmoving & Haulage Pty Ltd	Excavator	Case	2002 CX210	\$ 132.00	\$ 132.00	\$ 66.00
David Aarts	Excavator	Caterpillar	1998 322BL	\$ 145.20	\$ 184.80	\$ 91.43
Gough and Gilmore Rental	Excavator	Caterpillar	320			\$ 71.50
Gough and Gilmore Rental	Grader	Caterpillar	12H			\$ 82.25
Garry Molloy	Loader	Cat	926E	\$ 110.00	\$ 120.00	
GW Burton	Loader & Backhoe	MF	860			\$ 41.25
IRCB Pty Ltd	Loader Front End	Volvo	L50C	\$ 110.00	\$ 121.00	\$ 88.00
Inland Contracting	Loader Front End & Backhoe	MF	860	\$ 77.00	\$ 88.00	
Jack's Hire Service	Loader Kanga Mini	Kanga	DA625	\$ 31.25	\$ 45.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Loader Wheeled	Volvo	L70	\$ 110.00	\$ 110.00	\$ 44.00
Gough and Gilmore Rental	Loader Wheeled	Caterpillar	962G			\$ 93.50
Wayne McWhirter	Roller	Bomag	BW214	\$ 88.00	\$ 95.00	
CW Hall Earthmoving Pty Ltd	Roller	Multipac	VV904	\$ 88.00	\$ 93.50	\$ 49.50
McEvoy's Earthmoving & Haulage Pty Ltd	Roller Multi Tyred	Pacific	33TC	\$ 88.00	\$ 88.00	\$ 33.00
Rollers Australia	Roller Padfoot	Bomag	BWD214 P/D			\$ 41.25
Conplant Pty Ltd	Roller Padfoot	Amman	ASC150 PD			\$ 42.00
Rollers Australia	Roller Smooth Drum	Bomag	BW214 S/D			\$ 46.25
Conplant Pty Ltd	Roller Smooth Drum	Amman	ASC150D			\$ 36.75
Gough and Gilmore Rental	Roller Smooth Drum	Caterpillar	CS583			\$ 55.00
Conplant Pty Ltd	Roller Tandem	Dynapac				\$ 14.44
McEvoy's Earthmoving & Haulage Pty Ltd	Tractor & Slasher	Chamberlain	4480	\$ 93.50	\$ 93.50	
Jack's Hire Service	Traffic Light	A1 Roadline		\$ 12.25	\$ 12.50	
Jack's Hire Service	Traffic Light	A1 Roadline		\$ 12.25	\$ 12.50	
Jack's Hire Service	Traffic Lights		CS200	\$ 9.50	\$ 8.75	
Jack's Hire Service	Traffic Lights		CS200	\$ 9.50	\$ 8.75	
The S Hall Group Pty Ltd	Truck	Mack	R600	\$ 88.00	\$ 95.00	
The S Hall Group Pty Ltd	Truck	Ford	8000	\$ 88.00	\$ 95.00	
The S Hall Group Pty Ltd	Truck	Ford	8000	\$ 88.00	\$ 95.00	
David Smith	Wood Chipper	AS PLUNDA				\$ 40.00

Schedule 2.0 - Hourly Rate and Distance Truck Schedule

Contractor	Make	Model	GVM (tonnes)	Rates of Hire Tendered - 'A' & 'A1' Rate			Rates of Hire Tendered "B" Rate	
				"A Rate" \$/hr (incl GST)	"A1 Rate" \$/hr (incl GST)	Distance \$/km (incl GST)	"B Rate" \$/hr (incl GST)	Distance \$/km (incl GST)
Gravel Trucks								
IRCB Pty Ltd	Mack	Valveliner	24.34+	\$ 51.57	\$ 56.72	1.486	\$ 30.95	0.7446
IRCB Pty Ltd	International	S3600	23.50+	\$ 51.57	\$ 56.72	1.486	\$ 30.95	0.7446
IRCB Pty Ltd	Ford	L9000	23.24+	\$ 51.57	\$ 56.72	1.486	\$ 30.95	0.7446
IRCB Pty Ltd	Borcat	Super Dog Trailer	24.00+	\$ 51.57	\$ 56.72	1.486	\$ 30.95	0.7446
IRCB Pty Ltd	Homemade	Super Dog Trailer	22.50+	\$ 51.57	\$ 56.72	1.486	\$ 30.95	0.7446
Jack's Hire Service	Dahtsu	DELLT88D	4,450	\$ 18.75	\$ 23.00			
Joyce Haulage and Contracting	Ford	L8000	23,240	\$ 52.99	\$ 82.96	0.4941	\$ 31.80	0.7633
N & B Egan Pty Ltd	Ford	Tipper	23,240	\$ 51.65	\$ 57.10	1.468	\$ 31.00	7.4260
N & B Egan Pty Ltd	Ford	Tipper	23,240	\$ 51.65	\$ 57.10	1.468	\$ 31.00	7.4260
N & B Egan Pty Ltd	Mer Bnz	Tipper	22,000	\$ 51.65	\$ 57.10	1.468	\$ 31.00	7.4260
David Aarts	Volvo	1990 NL12	26.50	\$ 52.03	\$ 62.43	1.480	\$ 31.23	0.7494
Moree Landscaping Supplies	Kenworth	T401	26.50	\$ 85.00	\$ 90.00	1.000	\$ 80.00	0.9000
Moree Landscaping Supplies	Kenworth / Hercules	T401 / Tippo4A	52.00	\$ 125.00	\$ 130.00	2.000	\$ 115.00	1.1000
The S Hall Group Pty Ltd	Truck	Ford L8000	20,112					
McWhirters Pty Ltd	Ford	L9000	22,500	\$ 51.56	\$ 56.70	1.467	\$ 30.96	0.7425
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper LTS	22.5	\$ 93.50	\$ 93.50	3.850	\$ 60.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper Sheppard LTS	40.5	\$ 143.00	\$ 143.00	4.950	\$ 88.00	
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper Chassis LTS	40.5	\$ 143.00	\$ 143.00	4.950	\$ 88.00	
DC & KM Canham	International	2650	20.8	\$ 51.55	\$ 56.70	1.466	\$ 30.95	
DC & KM Canham	Ford	LTS9000	22.5	\$ 51.55	\$ 56.70	1.466	\$ 30.95	
Keith Roberts	Kenworth	SAR	25,410	\$ 52.03	\$ 62.43	1.480	\$ 31.23	0.7494
Brooklane Holdings Pty Ltd	Ford	Tipper	22.5	\$ 51.55	\$ 56.70	1.4667	\$ 30.95	0.7426
Inland Contracting	Ford	Louisville	22,182	<i>Current Rate + 5%</i>	<i>Current Rate + 5%</i>	<i>Current Rate + 5%</i>	<i>Current Rate + 5%</i>	<i>Current Rate + 5%</i>
Bowdaze Pty Ltd	Isuzu	FTR893A	13,900	\$ 49.50				1.3200
Water Carts								
N & B Egan Pty Ltd	Mer Bnz	Water Cart	22,000	\$ 80.00	\$ 90.00		\$ 65.00	
TP & BF Palmer	Hino	1982	13,500	\$ 66.00				
TP & BF Palmer	Hino	1982	13,500	\$ 49.50		1.370		
Bowdaze Pty Ltd	Isuzu	FTR893A	13,900	\$ 49.50				1.3200
RR Large Pty Ltd	International	Acco	14,050	\$ 49.50		1.320		
The S Hall Group Pty Ltd	Truck	Mack R600		\$ 88.00	\$ 95.00			
The S Hall Group Pty Ltd	Truck	Ford 8000		\$ 88.00	\$ 95.00			
The S Hall Group Pty Ltd	Truck	Ford 8000		\$ 88.00	\$ 95.00			
Wayne McWhirter	Water Cart	Ford L8000		\$ 88.00	\$ 95.00			
McEvoy's Earthmoving & Haulage Pty Ltd	Water Tank	Slide In		\$ 93.50	\$ 93.50			

Schedule 3.0 - Floats Hourly Rate and Distance Schedule

Contractor	Make	Model	GVM (tonnes)	Rate Tendered (incl GST)		
				"A" Rate \$/hr	"A1" Rate \$/hr	Distance \$/km
IRCB Pty Ltd	Homemade	Plant Trailer	18.00+	\$ 165.00	\$ 171.00	
MJ & ML McEvoy Pty Ltd	Volvo	FH12	23.50	\$ 143.00	\$ 165.00	\$ 2.86
Trevor Lindsay	Volvo PM	F10	31.50	\$ 110.00	\$ 130.00	\$ 7.50
Trevor Lindsay	Sams Float	Bulldog	33,000	\$ 110.00	\$ 130.00	\$ 7.50
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	LTS9000	42.5	\$ 143.00	\$ 143.00	\$ 4.95
McEvoy's Earthmoving & Haulage Pty Ltd	Mack	R	42.5	\$ 143.00	\$ 143.00	\$ 4.95

Schedule 4.0 - Quantity and Distance Schedule - Tender Rate for Selected Haul Distances

Contractor	Make	Model	GVM (tonnes)	Truck Tare	Actual Load	\$ / Hr / Tonne (incl GST) (see Note 1)			
						3 km	8 km	15 km	20 km
Gravel Trucks									
The S Hall Group Pty Ltd	Truck	Ford L8000	20.11		20.11	\$ -	\$0.00	\$0.00	\$0.00
Moree Landscaping Supplies	Kenworth	T401	22.50	9.20	13.00	\$ 7.18	\$8.12	\$9.58	\$9.67
Moree Landscaping Supplies	Kenworth / Hercules	T401 / Tippo4A	52.00	14.50	33.00	\$ 7.18	\$8.12	\$9.58	\$9.67
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper LTS	22.50	10.50	12.00	\$ 8.28	\$9.35	\$11.01	\$11.12
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper Sheppard LTS	40.50	16.00	24.50	\$ 8.28	\$9.35	\$11.01	\$11.12
McEvoy's Earthmoving & Haulage Pty Ltd	Ford	Tipper Chassis LTS	40.50	16.30	24.20	\$ 8.28	\$9.35	\$11.01	\$11.12
Inland Contracting	Ford	Louisville	22.18	9.98	12.20	\$ 8.31	\$9.37	\$11.06	\$11.16
DC & KM Canham	International	2650	20.80	8.03	12.77	\$ 8.38	\$9.51	\$11.23	\$11.34
DC & KM Canham	Ford	LTS9000	22.50	10.00	12.50	\$ 8.38	\$9.51	\$11.23	\$11.34
N & B Egan Pty Ltd	Ford	Tipper	22.50	9.76	12.74	\$ 8.42	\$9.54	\$11.27	\$11.38
N & B Egan Pty Ltd	Ford	Tipper	22.50	9.55	12.95	\$ 8.42	\$9.54	\$11.27	\$11.38
N & B Egan Pty Ltd	Mer Bnz	Tipper	22.50	8.64	13.00	\$ 8.42	\$9.54	\$11.27	\$11.38
Brooklane Holdings Pty Ltd	Ford	Tipper	22.50	8.00	13.00	\$ 8.42	\$9.54	\$11.25	\$11.37
IRCB Pty Ltd	Mack	Valveliner	22.50	9.50	13.00	\$ 8.49	\$9.58	\$11.29	\$11.39
IRCB Pty Ltd	International	S3600	22.50	11.00	11.50	\$ 8.49	\$9.58	\$11.29	\$11.39
IRCB Pty Ltd	Ford	L9000	22.50	9.13	13.00	\$ 8.49	\$9.58	\$11.29	\$11.39
IRCB Pty Ltd	Borcat	Super Dog Trailer	22.50	5.00	13.00	\$ 8.49	\$9.58	\$11.29	\$11.39
IRCB Pty Ltd	Homemade	Super Dog Trailer	22.50	6.62	13.00	\$ 8.49	\$9.58	\$11.29	\$11.39
David Aarts	Volvo	1990 NL12	22.50	10.50	12.00	\$ 8.49	\$9.63	\$11.37	\$11.48
McWhirters Pty Ltd	Ford	L9000	22.50	9.60	12.90	\$ 8.49	\$9.63	\$11.37	\$11.48
Keith Roberts	Kenworth	SAR	22.50	10.00	12.50	\$ 8.49	\$9.63	\$11.37	\$11.48
Joyce Haulage and Contracting	Ford	L8000	22.50	8.84	13.00	\$ 8.66	\$9.81	\$11.58	\$11.69

Note 1 - Tenderers were required to provide rates (\$/t) for haul distances between 0.5 km and 30km in increments of 0.5km.

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

**4.1 DEVELOPMENT APPLICATION FOR DETERMINATION –
DA 77/0708 – SUPERMARKET, BOLARO STREET, DUNEDOO**

Applicant:	Mr J Graham on behalf of FiveD Pty Ltd
Owner:	Mr I K Brydon
Property:	2-4 Bolaro Street, Dunedoo
Land Description:	Lot 1 Section 1 DP 758364
Current Approved Use:	Vacant Dwelling (fire damaged)
Current LEP Zoning:	Village 2 (v)
Assessment No.:	10310

Description of Proposed Development

Construction of a new supermarket and associated carpark, delivery dock and electrical substation.

The proposed supermarket will be one storey high plus a mezzanine plant room. The floor layout (of 693m²) contains a trading floor, loading area, office space and amenities. The development also makes provision for 32 carpark spaces and an electrical substation. Shade trees will be distributed over the carpark.

The proposed hours of operation are 8.00am to 8.00pm, seven days per week.

The land is zoned 2(v) (Village or Urban) under the provisions of the Coolah Local Environmental Plan 2000. The application is technically “integrated development” as defined because it requires consent from the Roads and Traffic Authority (RTA) to do works within a highway road reserve (ie, Golden Highway).

A copy of the submitted Statement of Environmental Effects (including plans) is enclosed under separate cover for Councillors’ information and is marked Enclosure ‘A’.

Results of Public Exhibition

The application was advertised as required and a total of four (4) submissions concerning the proposal were received. The main objections raised in the submissions are summarized as follows:

- i) the proposed site on the corner of Wargundy and Bolaro Streets is a busy and dangerous intersection, and located some distance from the other shops in the main street.
- ii) a second supermarket in Dunedoo would be detrimental economically to other existing commercial premises.
- iii) the proposed carpark is too close to the adjoining property at 6 Bolaro Street which would lead to problems with exhaust fumes, noise and damage to the boundary fence from runaway vehicles.
- iv) extra traffic on the unsealed lane at the rear of the proposed supermarket would cause dust problems.
- v)
 - a) plant motors on the roof of the proposed building, the collection of shopping trolleys and traffic movements would cause noise problems.
 - b) Construction phase noise will be disruptive
- vi) the building is two storey, causing privacy issues.
- vii) roof and stormwater runoff does not appear to be controlled.
- viii) lighting will interfere with neighbouring premises.

Copies of the submissions are enclosed under separate cover for Councillors' information and is marked Enclosure 'B'.

Results of Consultation

Following lodgement of the Development Application, the documents were referred to the RTA, RFS (potential future neighbouring development), Siding Spring Observatory, NSW Police (Safety by Design) and Council's Technical Services Department for comment. The RTA (integrated development obligations) has no objection to the proposed development subject to a number of conditions being satisfied. A full copy of this response is enclosed under separate cover for Councillors' information and is marked Enclosure 'C'. In the event Council chooses Option C in the conclusion, these conditions must be included in the consent.

Commentary

In considering this proposal Council must take into consideration the matters listed in Section 79C of the Environmental Planning and Assessment Act, 1979. The matters listed included:

- a) *the provisions of:*
 - *Any environmental planning instrument (Coolah LEP 2000), and*

-
- *Any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and*
 - *The regulations*
- that apply to the land to which the development application relates,*
- b) the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,*
 - c) The suitability of the site for the development,*
 - d) Any submissions made in accordance with the Act or Regulations,*
 - e) The public interest*

Compliance With Development Control Plans

The following DCP is applicable to this development:

- **Warrumbungle Shire Council - Development Control Plan (DCP) No 1- Shire Lighting Code to Protect Siding Springs Observatory.**

The aim of this plan is to help the observatory by preventing Warrumbungle Shire's dark skies deteriorating and to guide residents and lighting consultants to install and manage good lighting with little or no disruption to people's normal life. The lighting schedule for the proposed development has been submitted for the director of the Australian National University research School of Astronomy & Astrophysics to provide assessment of the developments impacts on the night sky.

Compliance with Coolah LEP 2000

The land is zoned 2(v) under the provisions of the Coolah Local Environmental Plan 2000 and the activity is defined as a "shop" under that plan by way of clause 4 of the Environmental Planning and Assessment Model Provisions 1980. The proposal is permissible with Council consent under the LEP.

Compliance with REP's and SEPP's

The development is subject to the provisions of Orana REP No. 1 and the observatory director has provided an appropriate condition on the types of lighting provided in the facility. Should the Development Application be approved Council will be able to place suitable lighting restraints as a condition of consent.

All State Environmental Planning Policies (SEPP's) have been reviewed and the proposal is affected by the following policy:

▪ **State Environmental Planning Policy No. 11 – Traffic Generating Development**

The general aims and objectives of SEPP No. 11 are to ensure that the Roads and Traffic Authority of NSW is made aware of, and is given an opportunity to make representations in respect of potential traffic generating developments. The SEPP targets certain developments and this proposal falls into one of the categories listed as a result of its floor area being in excess of 500m². The application has been processed by the regional office of the Roads and Traffic Authority for their information and comment.

Analysis – Likely Impact of the Development, Suitability of the Site and Concerns Raised in Submissions

The advertising and consultation processes resulted in a number of concerns being raised by objectors. The major concerns raised and an evaluation of their validity are as follows:

1) **Traffic Considerations**

The development application was referred to the RTA which had no objection to the proposal provided a number of conditions could be met. These are included in the draft conditions of consent if Council chooses this option. In addition Council's Technical Services Department has reviewed the proposal and additional conditions regarding traffic (and dust) impacts are proposed.

2) **Economic viability of a second supermarket in Dunedoo**

This issue is probably the most difficult aspect of the development proposal to determine due to the uncertainty of the likely economic impact of the development. It is considered that within the Shire economy the development may have both positive and negative impacts and Council's decision should be based on whether the overall impact of the development will be positive to the whole community. There will be a negative impact on some competing businesses, however, it could be argued that this is simply competition and that the population will benefit through the lower food prices that should result. The development if completed will mean that Dunedoo will only contain two supermarkets with a greater variety of produce available to the public. This added variety and lower cost may prevent retail leakage to larger towns outside the shire, which could result in existing retail outlets in other aspects of retail such as coffee shops etc benefiting. The development is proposed as a supermarket and therefore should not be a direct threat to main street businesses such as clothing outlets, take away food outlets and other like businesses. In the case of the existing convenience stores in town, it can be assumed that the current supermarket already services the major grocery purchases of the population whilst the smaller shops service last minute and impulse buying when quantities purchased are not sufficient to justify a longer trip.

Generally the economic impact of the development should be a net positive influence on the local economy as a whole.

3) **Proximity of Carpark to Neighbouring Property**

The proposal shows concrete kerb stops to protect the fence and the question of fumes is already compromised by the highway traffic.

4) **Extra Traffic on Unsealed Lane at Rear of Site**

No vehicular access to the supermarket from this lane is proposed, however any increased traffic movements in the lane as a result of the proposal would be moderate and can be alleviated by a Technical Services condition of consent.

5) **Noise Generation**

Whilst no noise measurements have been taken, the existing traffic movements on Bolaro Street (the Golden Highway) are likely to generate moderate to high background noise levels already. All other noise sources must be attenuated to below the level of an “offensive noise” as defined in the Protection of the Environment Operations Act, 1997.

6) **Privacy issues**

The Mezzanine Plant level will only be accessed infrequently for maintenance purposes.

7) **Stormwater and Roofwater Runoff**

Whilst not addressed in the Statement of Environmental Effects the consent can be conditioned to make adequate provision for control of both excess roofwater and stormwater runoff from the carpark as outlined in Technical Services draft conditions of consent.

8) **Lighting**

Lighting will be strictly limited by the Warrumbungle Shire Council DCP No. 1 standard conditions.

9) **Suitability of the Site**

Bolaro Street already contains a mixture of commercial and residential developments with businesses located along its length from Wargundy Street to Caigan Street. Connection to Council services will be controlled by Technical Services draft conditions of consent.

Conclusion

Council has three options available under Section 80 of the Environmental Planning and Assessment Act 1979;

Option A

Refuse the development application. This option is available to Council if Council is not convinced that all matters proposed to be covered by the draft Conditions of Consent could be adequately remedied or mitigated to an acceptable level. Council is advised that any refusal must specify the specific grounds for refusal as the applicant would have a right of appeal to the Land and Environment Court against the decision.

Option B

Approve the development unconditionally (with the exception of the Terms of Approval issued by the RTA). This option would not be appropriate given the likely impact of an unconditioned development.

Option C

Approve the application subject to conditions with the reasons for the conditions explained. The draft conditions listed below as Schedule 1 have been formulated for Council's use in the event Council wishes to exercise this option:-

Schedule 1

Section A

RTA General Terms of Approval

- Access widths to Bolaro Street (Golden Highway) are to be a minimum of 6 metres and sealed to the property boundary. The carpark entry and exit points are to be located as shown on the submitted plans. All accesses are to be signposted and linemarked accordingly.
- The exit from the carpark is to be left turn only. The design of the concrete kerb blisters near this exit are required to be shaped in order to facilitate this left turn, and to prevent a right turn onto the Golden Highway. Please refer to attached sketch, this sketch is not to scale and is to be used as a guide only.
- The exit from the delivery vehicle area is to be left turn only.
- All vehicles are to enter and leave the property in a forward direction. An additional plan is required to be submitted to demonstrate that 19m articulated delivery vehicles are able to enter from Wargundy Street and exit into Bolaro Street in a forward direction. This plan should also show that delivery vehicles can service the delivery dock without encroaching into the carpark. The current plan does not show how these turning paths are achieved.
- Accesses are not to interfere with the longitudinal drainage adjacent to the highway.
- All activities including the unloading of goods associated with the development must be carried out onsite.
- All traffic signage is to be in accordance with AS 1742 and AS 1743.
- The design and content of advertising signage is to be in accordance with 'State Environmental Planning Policy No 64 -Advertising and Signage' and must be permissible under the current zoning.

Advertising signage is not to:

- Be within or overhanging the road reserve and is not to form a traffic hazard itself;
- Replicate regulatory signage or give direction to traffic;
- Flash, move or be objectionably glaring or luminous (not to exceed 800cdlm).
- Not be a distraction to drivers, in respect to dynamic displays, inappropriate advertising or excessive numbers of advertising signs.
- The proposed landscaping, signage and fencing are not to impede sight lines of traffic and/or pedestrians within the development, or when entering or leaving the development. Safe intersection sight distance is to be achieved.
- Accesses and vehicle and pedestrian paths are to be lit in accordance with AS 1 158.

- A road occupancy licence must be obtained from the RTA prior to any works commencing within the highway road reserve. This can be obtained by contacting Mr Paul Maloney of the Parkes office on (02) 6861 1686.
- A formal agreement in the form of a Works Authorisation Deed (WAD) may be required between the developer and the RTA should the developer wish to undertake private financing and construction of the accesses with the Golden Highway. This agreement is necessary on works in which the RTA has a statutory interest
- All works are to be carried out at no cost to the RTA.

Section B

Council Conditions of Consent

B1 – Environmental Services Conditions

General

1. Development taking place generally in accordance with the outlined proposal indicated in the development application, except as modified by these conditions, Council's Development Control Plans, Engineering requirements and the requirements of the Environmental Planning and Assessment Act 1979.

(Reason: To ensure the development complies with this approval and the proposal which was considered.)

BCA Compliance

2. The building complying with the requirements of the Local Government Act 1993, the Building Code of Australia(BCA) and all relevant Australian Standards.

(Reason: To ensure that the completed building complies with nationally adopted construction standards.)

Need to Obtain a Construction Certificate

3. This approval does not give the applicant the right to start work on the building until such time as a valid Construction Certificate has been issued by Council.

(Reason: To ensure building work is carried out in accordance with all relevant legislation, the approval, the BCA and building and material specifications).

Notes:

- i) Council has been formally requested to act as the Principal Certifying Authority for this project.
- ii) Two days before any site works, building or demolition begins, the applicant must:
 - a) forward a Notice of Commencement of Work to the Council;
 - b) inform the adjoining owners that work will commence;
 - c) provide a temporary on-site toilet if access to existing toilets is not adequate;

- d) protect and support any neighbouring buildings and land;
 - e) protect any public land or place from obstruction, inconvenience or damage due to the carrying out of the development;
 - f) prevent any substance from falling onto any public land or place; and
 - g) provide a minimum of 48 hours notice for the following inspections:
 - Pre-commence, prior to the starting of building works
 - Pier holes, pads or bulk piers before concrete is poured.
 - Steelwork in place for reinforced slab or footings.
 - All drainage prior to backfilling of trenches.
 - Wet area water-proofing
 - Framework at “lockup” stage. (Roof may be loaded, gutters and downpipes in place, veneer tied off to frame, plumbing installed and electrical wiring installed.)
 - Stormwater connections
 - Final at occupation stage – all aspects complete
- iii) Any additional Council inspections needed to verify the compliance of any work will be charged at the individual inspection rate nominated in Council’s Fees and Charges Schedule.

Footpath Obstructions and Litter Control

4. No building materials are to be stored on the public footpath and all waste materials are to be stored on site in a secure enclosure capable of resisting wind disturbance.

(Reason: Compliance with Council’s adopted construction standards)

Soil Erosion Control

5. All site works involving cut and fill to strictly adhere to Council’s Soil Erosion and Sedimentation Policy (‘Do It Right On-Site’ pamphlet attached).

(Reason: Compliance with Council’s adopted construction standards.)

Demolition Works

6. Any demolition works are to be carried out in accordance with AS2601 – 1991 The Demolition of Structures, and comply with any Council policy on waste management.

(Reason: To comply with the Protection of the Environment Operations Act)
Note: All waste products resulting from the demolition of the existing building are to be disposed of in the appropriate manner at the Coonabarabran Waste Management centre. Receipts are to be provided to Council prior to the formal request for an Occupation Certificate.

Site Survey

7. The developer is to ensure that the building is constructed within the confines of the proposed lot.

(Reason: To ensure the building is sited in accordance with approved plans.)

Note: A peg out survey prepared by a Registered Surveyor is to be submitted to Council prior to the mandatory commencement inspection.

Site Disturbance

8. All excavation and backfilling are to be executed safely and in accordance with appropriate professional standards and all excavations are to be properly guarded and protected to prevent them from being dangerous to property or life.

(Reason: To ensure the safety of workers on site, the public and the protection of adjacent buildings.)

Disabled Access

9. Disabled access and facilities are to be provided in accordance with the Building Code of Australia, AS1428.1 and the Disability Discrimination Act 1992.

(Reason: To ensure the building design facilitates suitable and legally compliant entry, movement and sanitary facilities for people with disabilities.)

Note: Front entry doorways may require special attention with respect to footpath levels.

Occupation Certificate

10. The building (or part of the building) shall not be occupied or used until the Council (Principal Certifying Authority) has issued either an Occupation or Interim Occupation Certificate.

(Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by the occupants and to comply with the relevant provisions under the Environmental Planning and Assessment Regulation 2000.)

Notes:

- a) The owner must cause the Council (the PCA) to be given a Fire Safety Certificate in relation to all statutory fire safety measures required to be installed in the building.
- b) The owner must then provide Council with an Annual Fire Safety Statement on the anniversary date of the Fire Safety Certificate

Noise Management

11. Building and/or demolition works creating noise likely to interfere with the neighbouring amenity, are to be restricted to:

Monday to Friday: 7.00am to 6.00pm
Saturday: 8.00am to 6.00pm
Not to be carried out on Sundays or public holidays.

(Reason: To ensure compliance with relevant legislation and that the public amenity of the area is not unduly affected by noise.)

Requirements of other Public Authorities

12. All relevant requirements of statutory authorities such as WorkCover, EPA, etc are to be complied with.

(Reason: To meet set standards for work practices and commercial uses.)

Upward Light Spill

13. All external lighting is to be of a fully shielded design and directed in a downward position.

(Reason: To minimise upward light spill and to comply with the requirements of the Orana Regional Environmental Plan.)

Advertising Signs

14. Advertising Signs are to be confined to the property on which the development occurs and comply with SEPP 60 and 64 exempt development provisions.

(Reason: Comply with the requirements of the relevant SEPP's.)

Prevention of Scalding

15. Hot water installations shall deliver hot water at the outlet of all sanitary fixtures used primarily for personal hygiene (hand basins) purposes at a temperature not exceeding 50° C:-

(Reason: To prevent accidental scalding.)

Notes:

- i) The installer should advise the owner/occupier that regular testing and maintenance of such valves is required for satisfactory operation.
- ii) Where tempering valves are installed a sign is to be permanently fixed on the hot water heater, adjacent to the tempering valve (where clearly visible) indicating:
“A Tempering Valve has been installed to prevent scalding, this valve is to be renewed at intervals, as recommended by the valve manufacturer.”

Sewer Surcharge

16. The drainage service is to be provided with at least one overflow gully, the top level of which shall not be less than 150mm below the floor level of the building and not less than 75mm above the finished ground level.

(Reason: To enable sewage surcharge outside the building in case of a blockage in the sewer main.)

Water and Sewerage Service Work

17. Plumbing and drainage fixtures included in the building work are to be installed in accordance with Council's requirements. This work can only be carried out by a suitably licensed tradesman..

(Reason: To ensure compliance with AS3500 – National Plumbing and Drainage Code.)

Waste Condensate Water

18. All dehumidification condensates and other liquids arising from mechanical ventilation plant or equipment are to be conveyed to the sanitary drainage system through a disconnecter tap or overflow gully.

(Reason: To ensure satisfactory disposal of effluent to Council's sewer.)

Noise Attenuation

19. All sound producing plant and equipment forming part of the mechanical ventilation system and/or refrigeration system, are to be effectively sound insulated in accordance with the relevant Australian Standards.

(Reason: To ensure the public amenity of the area is not unduly affected by noise.)

Specific Details to be Supplied

20. Prior to the release of the Construction Certificate the applicant shall submit full details (for Council's approval) of:
- the proposed exterior colour schemes
 - landscaping plan
 - Engineering Certification
 - Detailed construction plans
 - BCA Section J Energy Efficiency Assessment
 - List of proposed essential Fire Safety Services
- of the building for Council's approval.

(Reason: To ensure that the appearance of the building is compatible with the surrounding precinct and essential design features are achieved.

Note: The landscaping plan shall confirm the exact nature of the mature shade trees to be installed and the proposed water system's future maintenance needs. In addition the plan shall detail all proposed finishes (ie, low maintenance) necessary to complete footpaths and road verges.

Food Preparation

21. Food preparation and storage areas included in the proposal shall comply with AS 4674-2004 Design and Fitout of Food Premises.

(Reason: A statutory requirement)

Hours of Operation

22. The hours of operation shall not be altered from those identified in the approved Statement of Environmental Effects without the prior written consent of Council.

(Reason: To protect the amenity of the area)

B2 – Technical Services Conditions

Connection to Council Services

1. Council's Department of Technical Services is to be fully advised of any works being carried out in relation to water/sewer connection/disconnection.

(Reason: To ensure adequate and properly connected services.)

Protection of Council Infrastructure

2. Any damage to road pavements, footpath, kerb and gutter or utility services during construction shall be repaired at full cost to the applicant.

(Reason: To ensure adequate and properly connected services.)

Hoardings and Barriers

3. Site barriers are to be erected and maintained in accordance with WorkCover Authority and Council requirements.

(Reason: To ensure the safety of pedestrians and preservation of Council's assets.)

Note: The applicant will be responsible for reinstatement of the adjacent roads and footpath in the event of damage.

Connection to Sewer

4. The depth of the sewer junction shall be ascertained to ensure that the premises can be connected to Council's sewer main. Where necessary, the floor level of the building shall be raised so that the connection complies with the provision of AS3500 – National Plumbing and Drainage Code.

(Reason: To enable sanitary drainage to be laid at suitable gradients and to enable adequate elevation between any overflow gully and Council's sewer main.)

Backflow Prevention

5. A non-testable backflow prevention device is to be installed at the water meter.

(Reason: To ensure the potential backflow to Council's reticulated water system is prevented.)

Damage to Public Areas

6. The developer shall reconstruct where necessary any footpath or gutter crossings utilized by heavy vehicles to the satisfaction of Council's Director of Technical Services.

(Reason: To protect Council's infrastructure.)

Sewer Main Protection

7. The sewerage connection for the proposed development shall be provided with an appropriately sized grease arrestor designed to suit the anticipated food preparation area loads. Prior to installation Council shall be provided with appropriate certification to this effect.

(Reason: To ensure sewer mains do not become clogged with fatty b-products.)

Note: This consent confirms an Interim Approval until such time as Council formalizes its Trade Waste to Sewer strategy.

Stormwater Drainage	}	
Sealing of Rear Access Lane	}	See Supplementary Report
Footpath Design	}	

RECOMMENDATION

That Council considers this proposal on merit.

4.2 BINNAWAY CEMETERY MANAGEMENT

Council is advised that a Binnaway resident has, without any prior consultation, chosen to bury two deceased pets in a part of the Binnaway cemetery that has been used in the past for stillborn infants and suicide victims. Fortunately the site is not a reserved plot

and no evidence was found to indicate that an unmarked grave was disturbed. The burial occurred approximately seven months ago and the site was finished with a wooden cross in the same manner as a child's grave.

The matter has generated much debate through items in the Coonabarabran Times (17-01-2008 and 24-01-2008) and letters to Council. Copies of these letters and Council's written approach to the owner of the deceased pets are provided separately to this report as "Enclosure D". To date no response to Council's letter has been received.

RECOMMENDATION

That Council determine a response in this instance and (for use in the event of such a request arising in the future) direction on what involvement Council should have in these matters.

4.3 SITE REMEDIATION – 14-16 JOHN STREET, COONABARABRAN (CRANE BUILDING)

Council's decision to proceed with a seven step remediation and investigation plan for this site has commenced and the necessary reports from the biochemical hydrocarbon remediation consultant and structural engineer have been obtained. Copies of these reports have been distributed separately to this business paper as Enclosure 'E'.

Work on removing the damaged roof frame and iron has had to be temporarily suspended due to serious concerns with the stability of the façade. Vertical movement of the wall has become evident as has the use of a brick parapet above window lintel level. This brick attachment has become dislodged from the lower level in situ concrete wall posing a significant threat to the adjacent footpath and roadway. Appropriate pedestrian barricades have been positioned and plywood reinforcement has been attached to the leadlight window panels.

In summary the Engineer's report has identified the inherent structural defects of the façade construction and the remediation consultant has recommended that the nine identified fuel tanks be removed and on-site treatment of located contaminated soil undertaken.

In order to pass audit it will also be necessary to install three site monitoring bores. The projected maximum cost of this work to clear the site of contamination and pass audit has been estimated at \$26,000.

RECOMMENDATION

1. That as a matter of urgency quotations be sourced from appropriately qualified demolition contractors to safely demolish all remaining structures on site and remove all unsalvageable materials to Council's landfill facility.
2. That the remaining leadlight window panels be removed and stored for future use prior to commencement of demolition works.
3. That the conditions attached to Council's partial development consent No. 59/0708 be now modified and extended to include approval to demolish the

façade in accordance with AS2601-2001 Demolition of Structures, and using the already acquired heritage reports, defer the conservation management plan objectives until such time as a development application is prepared for the redevelopment of the site.

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

Council has agreed in principle to acquire this reserve and in turn transfer ownership to the adjacent business proprietor on the understanding that the price asked for the land would be the total of all costs incurred by Council. Repeated attempts have been made to substantially put into effect this complicated process and at the same time prepare an estimate of costs.

At this point in time the Solicitor engaged to do the majority of the work is ready to commence the most onerous and therefore most costly part of the project but cannot offer even a guide as to how much it will cost to finalise the matter. At a charge out rate of \$200 per hour it is clear that the figure is going to be significant. A copy of the latest correspondence from the solicitor has been distributed separately to this business paper as Enclosure 'F'.

RECOMMENDATION

1. That Council advise the intending purchaser of what is involved in this process and the inability of the parties involved to provide a guide as to what the total costs might be.
2. That council request the intending purchaser to formally confirm awareness of this risk and that he is prepared to accept this risk and proceed on the basis of reimbursing Council of all costs incurred irrespective of the outcome.

4.5 STAND ALONE LOCAL ENVIRONMENTAL PLAN TO RECLASSIFY PUBLIC LAND

Background

Council has previously identified the need to reclassify the following four parcels of public land from “community” to “operational” as provided by Division 1 Part 2 of the Local Government Act 1993:-

1. Swanston Park – 43-67 Goddard Street, Coolah (Lot 1 DP 112026) for the purpose of urban (residential) land development and parkland enhancement. The land is currently leased for grazing.
2. Proposed former central tip site in Ivan Dougherty Drive, Leadville (Lot 1 DP 883570) for resale as agricultural land. The land is currently leased for grazing.
3. Jackson Street Industrial land Coonabarabran (Lot 1 DP 1033599) for future development as industrial land by subdivision. The land is currently vacant and the subject of a formal development application by Council.

4. Reservoir Street residential land Coonabarabran (Lot 2 DP 847880 and Lot 337 DP 753378) for future residential subdivision and road purposes. The land is currently vacant and available for this purpose.

Subsequently Council has resolved to include the following land to this list:

- Tower site within Neilson Park Coonabarabran (Lots 1,2 & 3 in DP 1007189), being the site of the existing mobile phone tower.

RECOMMENDATIONS

1. That Council confirm that the four parcels of land identified as Lot 1 DP 112026, Lot 1 DP 883570, Lot 1 DP 1033599 and Lot 2 DP 847880/Lot 337 DP 753378 and Lots 1,2 and 3 in DP 1007189 are those known parcels of public land for most urgent needs of reclassification.
2. That Pursuant to Section 54 of the Environmental Planning and Assessment Act, Council resolve to prepare a draft Local Environmental Plan for the purpose of reclassifying Lot 1 DP 112026, Lot 1 DP 883570, Lot 1 DP 1033599, Lot 2 DP 847880/Lot 337 DP 753378 and Lots 1, 2 and 3 in DP 1007189 from community to operational land.
3. That the Director-General of Planning be notified, in the prescribed manner, of Council's decision.

4.6 WARRUMBUNGLÉ SHIRE COUNCIL APPLICATIONS RECEIVED FOR THE PERIOD DECEMBER 2007 & JANUARY 2008					
Complying Development or Development Application	Owners Name	Location (Street)	Location (Town)	Development Type	Status (Approved or Pending)
CD 74/0708	Vivienne Hunter	Napier Lane	Ulamambri	Renovations	Approved
CD 75/0708	Mark Dawson	Lot 109 Morven St	Ulamambri	Relocate and extend dwelling	Approved
DA 76/0708	Norm Penfold	Goorianawa Rd	Bugaldie	Erect concrete block dwelling	Approved
DA 77/0708	John Graham	Bolaro Street	Dunedoo	Demolish existing dwelling and build Free Standing Supermarket	Exhibition Phase
CD 78/0708	Picton Bros / Dungate	Hospital Street	Coolah	Erect Screen Enclosure	Approved
CD 79/0708	Darren Stafford	17 Cowper Street	Coonabarabran	Erection of carport	Approved
DA 80/0708	Garry Connelly	Delawong'	Coolah	Subdivision	Pending
DA 81/0708	Karen Weatherall	7 Hilton Place	Coonabarabran	Erection of dwelling	Approved
CD 82/0708	Cindy Curle	Three Hills'	Coonabarabran	Above ground pool	Approved
CD 83/0708	B & J Nott	67 Wargundy St	Dunedoo	Demolish existing dwelling, new dwelling, she	Approved
DA 84/0708	Danielle Tuckwell	Gilmore & Cunningham St's	Coolah	Advertising Hoarding	Approved
DA 85/0708	Danielle Tuckwell	Cunningham St	Coolah	Advertising Hoarding	Approved
CD 86/0708	Phillip Gall	464 Higgins St	Coonabarabran	Swimming Pool	Approved
DA 87/0708	Ann Fraser	Beulah (River Rd)	Coonabarabran	Subdivision	Pending
DA 88/0708	Feliks & Gizela Slacek	38-42 Cunningham S	Coolah	New dwelling	Pending
DA 89/0708	Leonie Keane	64 Binnia Street	Coolah	Change of use shop & new shopfront sign	Approved
DA 90/0708	Eileen Harris	Lot 7 Bingiegrumble	Coonabarabran	Pool	Approved
CD 91/0708	Warrumbungle Shire Council	Bowen Oval	Coolah	Shade structure	Approved
DA 92/0708	Carol Mahon	5 Reservoir St	Coonabarabran	Relocate dwelling	Pending
DA 93/0708	Anthony Skinner	Gooriannawa Rd	Goorianawa	New Farmhouse	Pending
DA 94/0708	N & A Karagiannis	3 Hilton Place	Coonabarabran	Garage	Pending
DA 95/0708	Rawson Homes	Tenby	Coonabarabran	New Dwelling	Pending

WARRUMBUNGL SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE MONTH OF JANUARY 2008				
DA 50/0708	Warrumbungle Shire	Reservoir Street, Coonabarabran	Subdivision	Pending
DA 53/0708	NSW Dept Commerc (NPWS)	Rawson Place, Sydney	NPWS Visitor Centre Baradine	Pending
DA 54/0708	Mr B Edwards	Timor Road, Coonabarabran	Subdivision	Pending
DA 59/0708	Warrumbungle Shire	John Street, Coonabarabran	Demolition Crane Building	Pending

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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 BARADINE AGED CARE ASSOCIATION – \$18,000 LOAN

Council resolved at the 13 December 2007 meeting *‘That Council provide an interest free loan of \$18,000 to assist with the purchase of the Doctor’s residence at No. 11 Darling Street Baradine with repayment of the loan within five years’* (Resolution No 206 Part B).

This loan was advertised to seek public comment and the community invited to make written submissions by 4 pm Friday 8 February 2008.

No comments were received.

RECOMMENDATION

For Council consideration.

5.2 NO 1 OVAL COONABARABRAN – FUNDS TRANSFER

Council resolved at the 15 November 2007 meeting *‘That \$80,000 currently held in restricted asset for shire hall improvements, be utilised for the electrical works at No 1 Oval complex in Coonabarabran and that this funds transfer from restricted asset be advertised for 28 days to allow for community comment’* (part Resolution No 143).

This funds transfer was advertised to seek public comment and the community invited to make written submissions by 4 pm Friday, 11 January 2008.

No comments were received.

RECOMMENDATION

For Council consideration.

5.3 CONNECT FIVE CHILD CARE SERVICE

A report was provided to Council at the November 2007 meeting about the long day care situation in Coonabarabran and planned implementation of short term solutions, following the closure of the Early Learning Centre on Friday 23 November 2007. This report indicated that the temporary Connect Five long day care service at the Uniting Church Hall for babies and toddlers would be eligible for registration with FaHCSIA (Australian Government Department of Families, Housing, Community Services and

Indigenous Affairs) for parents to claim Child Care Benefit (CCB), pending receipt and processing of an application. Based on this assumption, the service operated from Tuesday, 27 November until Thursday, 21 December for 3 days per week, as licensed.

The Director Community Services was notified on Friday, 22 December that this application was in fact unsuccessful on the basis that it was not a centre based license. This rejection in practical terms meant that the loss incurred for the four (4) weeks operating the service of approximately \$5,336 would not be funded by the amount of CCB that was outstanding.

Due to the Christmas and New Year holidays, and most government department offices being closed until Monday, 14 January 2008, a decision was made to cease the Connect Five service until further notice. This caused considerable stress and disruption to the families who had enrolled their children into the service, which was scheduled to reopen on the week beginning Monday, 4 January 2008. Since Preschool had closed for the January holidays, this impacted on the families of the 3-5 year old children as well as the babies and toddlers.

However, with FaHCSIA support, a proposal was submitted by Council for funding under the Child Care Services Support Program for a Mobile Child Care Service. A budget was prepared on the basis that the program would operate for at least 12 more weeks and whilst parents are unable to claim CCB, the funding would subsidise all the fees to ensure the service was viable and it provided affordable child care.

Official notification was then received on Thursday, 31 January that this application was successful. The General Manager approved the reopening of the Connect Five service, which recommenced operations on Tuesday, 5 February. Whilst there have been some staff who have either found alternative employment or left Coonabarabran, the number of children enrolled has also decreased as alternative child care arrangements were made during the period when the service was closed. Numbers currently enrolled is averaging 8 – 10 children per day.

The Funding Agreement has been received and is awaiting Council resolution to accept the terms and conditions of the program which has provided funding of \$59,718 (ex GST) to Connect Five Long Day Care for operation of the service from 27 November 2007 to 30 June 2008.

The extension of this temporary long day care service for the babies and toddlers until the end of June provides additional time to find a more suitable and viable long term solution.

RECOMMENDATION

That Council endorse the actions of the General Manager in approving the recommencement of the Connect Five Long Day Care Service from Tuesday, 4 February 2008. **FURTHER** that Council accepts the terms and conditions of the FaHCSIA Funding Agreement Letter of Offer and authorise the General Manager to sign on behalf

of Council, in respect of 27 November 2007 to 30 June 2008 for Child Care Services Support Program – Mobile Child Care Service.

5.4 NO 1 OVAL COONABARABRAN – COUNTRY ENERGY

Council resolved at the 15 November 2007 meeting ‘*Council formally ask Country Energy to contribute to the project by installation of the transformer and upgrade works at their expense and express Council’s disappointment at the increase of costs associated with electrical works after tender process closed*’ (part Resolution No 143).

The General Manager wrote to the Area General Manager (AGM), Country Energy expressing disappointment that the submitted tender was in fact double the budget estimate provided by Country Energy last year when grant submissions were being prepared. The letter also raised the point that County Energy also determined, contrary to previous advice; that the point of supply for the Grandstand and new Amenities Block was to be taken from the eastern side next to the Dog Track Grandstand.

It was explained that Council had raised concerns of the costs to be incurred before the metering point i.e. the provision of the electricity supply infrastructure, which of course does not include the increased future electricity usage that will be associated with this Sports Floodlighting installation.

After a follow up discussion with Director Community Services and AGM Country Energy offered as a solution the proposal that Country Energy would donate the plant hire, and the Coonabarabran crew had offered to donate their time for the Transformer Upgrade component of the project. A revised quotation, reduced from \$ 41,096 to \$17,474 (ex GST) has since been received and signed by the General Manager, in order for works to proceed.

Funds Available;

Original Budget 07/08 - FaHCSIA, Community & Council funds	\$ 390,000
Revote from 06/07 - No 1 Oval Capital	\$ 6,916
Transfer from Shire Hall Restricted Asset	\$ 80,000
Total Funds Available	\$ 476,916

Adjusted Individual Project Budgets;

New Amenities/Kiosk Block	\$ 200,000
Design & Supply Lighting Equipment	\$ 86,427
Installation of Lighting Equipment	\$ 154,895

Country Energy Electrical Supply Infrastructure Costs

New Mains Power Amenities Block & Grandstand	\$ 23,136
Upgrade of existing pole and transformer	\$ 17,474
	<u>\$ 40, 610</u>

Total	\$ 481,932
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Current projected surplus/deficit	(\$ 5,016)
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The combination of the additional funds and Country Energy contribution has assisted with the over expenditure to the lighting component, however there remains a projected over spend of \$ 5,016.

The refurbishment of the Grandstand is now unattainable without additional Council funds being allocated to the project. \$30,000 was the original budget estimate.

Volunteer labour will be able to be utilised again upon completion of the roof and ceiling on the Amenities Block to paint, and install kitchen shelving. The Coonabarabran Rugby League Football Club have already committed to donate the funds required for the purchase of a BBQ.

The footings for the Sports Floodlighting are much bigger than anticipated due to the sandy soil. Whilst this has not been an additional cost to the contracted price with Country Energy for the installation, it will be necessary to install vehicle barriers and perhaps speed humps to avoid any traffic incidents.

RECOMMENDATION

For Council's consideration.

5.5 WARRUMBUNGLE SHIRE SOCIAL/CULTURAL COMMUNITY PLAN

Council resolved *'that the draft Warrumbungle Shire Social/Cultural Community Plan be put on public exhibition for a minimum 28 days for public comment and be resubmitted to Council at the February 2008 meeting'* (Resolution No 209).

The draft plan was placed in each community library, RTC and administration office as well as in .pdf format on the Council website. Advertisements and notices to the Development Groups/Progress Associations and interest groups in each local publication advised residents of this public exhibition which in actual fact stretched over a 6 weeks, however with the Christmas and New Year period, it was important that this additional time be given.

A review of comments received was undertaken with the consultant and Community Development Coordinator and the revised plan provided to Councillors under separate cover on CD ROM or hard copy. A summary will be provided to Council at the meeting.

RECOMMENDATION

That Council accept the Warrumbungle Shire Social/Cultural Community Plan 2008.

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES