



Warrumbungle Shire Council

Council meeting

Thursday, 15 May 2008

to be held at the Council Chambers, Coolah

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)

Date: 9 May 2008

Cr Peter Shinton
Mayor
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Cr Shinton

AGENDA

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

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 17 April 2008

CONFIRMATION OF MINUTES of the special meeting of Warrumbungle Shire Council held on 5 May 2008

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 24 April 2008

ADOPTION OF THE RECOMMENDATIONS of the Coonabarabran Beautification Advisory Committee meeting held on 28 April 2008

ACCEPTANCE of the minutes of the Binnaway Town Committee meeting held on 7 April 2008

ACCEPTANCE of the minutes of the Baradine Town Committee meeting held on 7 April 2008

ACCEPTANCE of the minutes of the Mendooran/Merrygoen Town Committee meeting held on 8 April 2008

ACCEPTANCE of the minutes of the Dunedoo Town Committee meeting held on 8 April 2008

ACCEPTANCE of the minutes of the Coolah Town Committee meeting held on 8 April 2008

**ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL TO BE HELD AT THE
COUNCIL CHAMBERS, COOLAH ON THURSDAY, 15 MAY 2008 COMMENCING AT 9.00AM**

| | | |
|---------------------------------|-------------------|----------------|
| GENERAL MANAGER'S REPORT | ANNEXURE 1 | PAGE 1 |
| CORPORATE SERVICES | ANNEXURE 2 | PAGE 83 |
| ENVIRONMENTAL SERVICES | ANNEXURE 4 | PAGE 93 |
| COMMUNITY SERVICES | ANNEXURE 5 | PAGE 98 |

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R J GERAGHTY
GENERAL MANAGER

GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 NOTICE OF MOTION

The following notice of motion has been received from Councillor Sullivan concerning the sale of Council-owned houses.

That as the older Council-owned houses in Coolah become vacant, Council take the opportunity to sell them off. The current tenants may wish to purchase them. They are a poor investment for Council.

The funds raised by the sale of this real estate, should be used to help fund the Mendooran Water Supply and reduce the time frame of the loan repayment.

General Manager's Note: As most of the Council houses in Coolah are classified as community land, they could not be sold until the properties were transferred to operational classification.

RECOMMENDATION

For Council's consideration.

1.2 NOTICE OF MOTION

The following notice of motion has been received from Councillor Sullivan concerning the provision of funds for land investigation.

That Council place \$5000 in the next budget to investigate all land that is now classed as Community Land.

Council may then change some of the land to Operational Land and look at selling it to fund capital expenditure.

RECOMMENDATION

For Council's consideration.

1.3 MANAGEMENT PLAN REPORT – MARCH 2007

Attached is a report on the management plan for the third quarter of 2007/2008 ending March. 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

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| <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 and most Councillors attended the C Division Conference at Narromine in February. The Mayor and General Manager attended a meeting in Dubbo also in February with the NSW Treasurer to discuss Electricity privatisation. As well met with the Minister for the Environment and Climate Change related to possibility of NSW Govt taking over all Water and Sewerage operations. RFS Liaison meeting also held in January. Councillors also attended a Central West CMA meeting in February. The General Manager travelled to Sydney to meet with Maxine Mackew to discuss the long day care issues at Coonabarabran. Also met with the DEW in conjunction with a Statewide meeting to try to progress the Mendooran Water Supply tender. |
| | Consultancies | To provide assistance to Council in senior staff appointments | Senior staff annual reviews undertaken in March. Now preparing to move on to introduce performance agreements for managers by October 2008 and will need assistance to initially implement this next step |

| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
|-----------------|-----------------|---|---|
| | Subscriptions | To be an active and supportive member of the Shires Association | Subscriptions paid at beginning of financial year. Council has also contributed over \$2,500 to the Shires Association towards a campaign opposing the State Govt centralisation of planning laws. A financial contribution of \$1,500 has been made to the legal cost of Blacktown Council. |
| 52 | Donations | To provide support for community organisations in accordance with set policy | Donations continue to be paid as requested. The contributions to the Jockey Clubs were general not needed and some of the funds have been allocated to other donations. Advice has been receive that the Bendigo Bank project at Baradine will not require the full allocation and there will be a partial saving here. |
| | 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. |
| | Civic Functions | To ensure that all civic functions are professionally presented and Councils relationships provide a positive image of Council. | A Naturalisation function was held in Coonabarabran on 22 February |

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

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| <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. one lateral transfer still remains outstanding in the supply services area. Work has commenced on developing new competency documents to reflect the new expectations of positions in the new Council this needs to be completed urgently. |
| | | To progressively improve the quality and range of services provided. | The matter of long day care child arrangements has continued with an offer made for the building previously known as the ABC Child Care Centre. Interim arrangements are being auspiced by Council for 0 to3 year olds and the preschool operating extended hours. This arrangement only has funding to the end of June 2008. A very successful Mock Trial was held at the Coonabarabran Court House on 12 th February which was organised by staff and drew staff from 6 other councils |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|-------------------|--|---|
| | 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 2WRCFM 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

| <i>COST CENTRE OBJECTIVE:</i> | To effectively advise the community of Council's plans, objectives and goals and to foster community involvement and a common sense of purpose. | | |
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| <i>EXECUTIVE – PUBLIC RELATIONS</i> | | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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 opened the Joblink office in Coonabarabran on 26 th February 2008 on behalf of Council. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | <p>To provide a cost-effective, professional people management service such that:</p> <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 undertook numerous investigations to ensure up to date practices were being followed. All departments received information requested in a timely fashion to allow their departments to be fully staffed by qualified and experienced staff. |
| | Payroll Services | Provide an efficient payroll service to the Organisation. | A high quality payroll service continues to be provided to all staff, a new service was provided allowing pay advices to be emailed to those staff with an email address. This service will be available to all staff on request. |
| 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 this quarter include asbestos removal, traffic control, first aid, bullying and harassment, rates management, mock trail and computer software training. Training register and individual staff training plans were commenced. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | 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 continues to be implemented with Risk E Map system being used to undertake risk assessments. OH & S training continued with staff reminded of their responsibilities through the staff newsletter and training. Rehabilitation Co-ordination training undertaken to ensure a more efficient and effective return to work for injured employees. Workplace safety officer attended specialist meetings in Dubbo to share ideas and practices with others in Local Government. |
| | 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 ten employees in this quarter to either replace staff or for newly created positions. Three long term technical positions still unfilled due to shortages in the engineering field. Recruitment and selection processes reviewed. |
| 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 still incomplete for some departments. HR commenced new competencies for newly created and changed positions, a review of 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 changed in March for Community Services and Corporate Services. |
| | Industrial Relations | Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies. | Industrial Relations advice provided to management. Staff concerns were addressed in the forum of the Consultative Committee |

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

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| COST CENTRE OBJECTIVE: | To actively promote and provide an efficient and cost effective economic development and marketing program, to facilitate and encourage economic development within the Shire. |
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ECONOMIC DEVELOPMENT OBJECTIVE

| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
|-----------------|---|--|--|
| 61 | Developmental Services Management | An accessible, customer focused Economic Development and Information Service Facilitate and co-ordinate the shire's business growth and development | Skills Audit meeting held Tuesday January 22 nd with Gilgandra and Coonamble Shire Councils to further discussions re conducting a skills audit- need funding partners. Meeting held Thursday February 21 st in Dubbo - Economic Development Officers from Warrumbungle, Gilgandra, Coonamble and Bourke Shires with potential funding partners Orana ACC and GoWest. Project outline drafted. Business Awards meeting held February 21 st Dubbo. Nundle Trip (March 17 th and 18 th) -coordinated by Orana ACC, Council's Economic Development Unit and Baradine Community Development Coordinator. 8 people from Baradine community invited to Nundle to hear from an investor who gained Council and community support while investing \$5 million in the town to refurbish and revamp the area. Team Leader Conflict Resolution Training 1 st February. Film Central NSW teleconference 14 th February. Team Leader attendance at Historical Society meeting in Warren to provide information on Tourism and Economic Development in Warrumbungle Shire, March 3 rd . Management Budget: 65% |
| | Economic Development Industrial Subdivision | Additional industrial land being made available for sale. | Development consent finalised, significant works done on water and sewer design. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | Economic Promotion | Implement an effective economic promotion campaign. | <p>Survey created for Shire Real Estate Agents to conduct with new residents – distributed.</p> <p>Draft content written for Economic Development website.</p> <p>New display materials including pull-up banners and posters designed and printed for trade shows, conferences and events.</p> <p>Jobs Expo - information provided on Shire job availability for a Jobs Expo in Adelaide March 6th – 7th (ex Mitsubishi employees).</p> <p>Shire business database under development.</p> <p>Images emailed to Film Central NSW on regular basis as requested to encourage film and TV productions in Shire.</p> <p>Solar System Drive Project -</p> <p>Team Leader attended TASAC (Tourist Attraction Signposting Assessment Committee) meeting at Cowra on January 16 to discuss the design and installation of information panels at the beginning of each drive.</p> <p><u>Marketing and Promotion</u> – Open Road Magazine advert. Education guides offered to schools and Visitor Information Centres to sell.</p> <p>Journalist famil (Motorcycle Weekly and Australian Road Rider) to region coordinated by Tourism Unit - March 3rd and 4th.</p> <p>Promotion of Solar System Drive plus general promotion of the attractions in the Warrumbungle region. <u>Signage</u> – information panels designed and with digital printer.</p> |

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

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| <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. | |
| <i>ECONOMIC DEVELOPMENT</i> | | | |
| <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 business visits – Baradine and Mendooran.</p> <p>New businesses – Team Leader facilitated initial contact with Orana ACC and DSRD for grant opportunities.</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

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| <i>COST CENTRE OBJECTIVE:</i> | | To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre. | |
| <i>TOURISM INFORMATION OBJECTIVE</i> | | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 63 | Visitor Information Centre | An accredited and customer focused Visitor Information Service | <p>Accredited Visitor Information Centre Annual Reports completed and submitted for Coonabarabran and Dunedoo VICs.</p> <p>LGSA Tourism Conference attended by Team Leader March 12th – 14th.</p> <p>Packaging Tourism Product Workshop attended by Team Leader 26th February Mudgee.</p> <p>Information provided to Shire tourism operators regarding Inland NSW Tourism Awards (INTA).</p> <p>Shire information packs collated by VIC staff and provided for International Women's Day in Mendooran.</p> <p>Brochure distribution to Shire information points – Tourism Administration Officer.</p> <p>Team Leader and Tourism Promotions Coordinator attendance at Newell Highway Committee meeting on 30th January in Parkes.</p> <p>Staff Bullying and Harassment Training 31st January.</p> <p>Team Leader attendance at Central NSW Tourism Marketing meeting 13th February in Orange.</p> <p>New staff uniforms received.</p> <p>Signs ordered for Coolah visitor's centre/gallery.</p> <p>Famil of new attraction - Warrumbungle Observatory - for staff and volunteers held March 6th.</p> <p>Management Budget: 84%</p> |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | Tourism Promotion | Implement an effective tourism marketing and promotions campaign, which is aligned to market research. | <p>Town Brochures - all village brochures printed and distributed.</p> <p>Tourism Unit Image Library policy written and adopted by Council.</p> <p>Heart of Country (HOC) Campaign - \$10,000 commitment from Warrumbungle Shire (\$4,000 Tourism Promotions Budget, \$6,000 Solar System Drive budget). Extensive promotion through print and online media in partnership with Central NSW Tourism and Tourism NSW.</p> <p>Attendance at South Australian Caravan and Camping Show (13th – 17th February) as part of Newell Highway promotions. Shire promotion at NSW Caravan, Camping, 4WD and Holiday Supershow in Sydney (29th March – 6th April).</p> <p>New display banners and posters for consumer shows, conferences and local events designed and printed.</p> <p>Southern Shire signage/maps - content for information boards provided to Bridgewater Signs Dubbo.</p> <p>Newell Highway Brochure - all content submitted to designer and project coordinator.</p> <p>Tourism website - meeting held with designer in February to discuss website options. Site map developed, initial graphic design underway and proofs provided, content drafted.</p> <p>Team Leader attendance at meeting in Baradine to discuss Pilliga Tourism January 17th.</p> <p>Compilation and distribution monthly What's On event calendars.</p> |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | | | <p>Solar System Drive Project - Team Leader attended TASAC (Tourist Attraction Signposting Assessment Committee) meeting at Cowra on January 16 to discuss the design and installation of information panels at the beginning of each drive.</p> <p><u>Marketing and Promotion</u> – Open Road Magazine advert. Education guides offered to schools and Visitor Information Centres to sell. Journalist famil (Motorcycle Weekly and Australian Road Rider) to region coordinated by Tourism Unit - March 3rd and 4th. Promotion of Solar System Drive plus general promotion of the attractions in the Warrumbungle region. <u>Signage</u> – information panels designed and with digital printer.</p> <p>Visitor Statistics: 6,900 up 0.5% compared to same period last year.</p> |

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

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| <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>Submission made in response to proposed changes to RTA Single Invitation Maintenance Contract. Funding submission for flood study in Baradine.</p> <p>Civil Cadetship advertised and Mr Matthew Mash was successful.</p> |
| | Technical Services | To provide technical advice to the division, the organisation and the Council. | <p>Ongoing consultation with consultant regarding rail bridge on Baradine Road. Ongoing consultation regarding bridge construction contract with Coonamble Shire Council.</p> <p>A review of staff competency documents and grades continued during the quarter.</p> <p>Policy of private works prepared and work commenced on a policy of rural road inspections.</p> |

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

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| COST CENTRE | | To implement Council's capital works program to Council's standard in a cost effective and environmentally conscious manner within budget allocation. | |
| OBJECTIVE: | | | |
| 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. | Mia Mia, Gentle Annie, Napier Lane, Dows Lane, Box Ridge, Turee Vale, Gooqli Road, Sandy Creek Causeway Completed. |
| | Town Streets (Const) | Undertake Council's street construction program in accordance with Council's standards within budget giving due consideration to aesthetic and environmental issues. | Henderson, River, Evans, Bandulla, Abbott, Tucklan, Digilah 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. | Work Scheduled for Binnaway and Cobborah Street Mendooran. |

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

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| COST CENTRE OBJECTIVE: | | To provide leadership and technical input across all road operations objectives while monitoring performance of work crews against Council standards and budget allocations. | |
| TECHNICAL SERVICES – ROAD OPERATIONS MANAGEMENT | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 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

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| COST CENTRE OBJECTIVE: | | Maintain Shire road network to ensure a safe and trafficable surface. | |
| TECHNICAL SERVICES – RURAL ROADS M & R | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 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 announced. Many preliminary works already undertaken. |

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

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| <i>COST CENTRE</i> | | Maintain and improve regional road network within budget supplied with RTA block grants and maintain State roads in accordance with single invitation contract. | |
| <i>OBJECTIVE:</i> | | | |
| <i>TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R</i> | | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. |
| | 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 to be undertaken in 2009 financial year. |

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

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| <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 Country Energy | Lighting charges provided for. |

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

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| <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 | <i>Provide competitive hire rates within Council Policy. Return a profit of private works to Council.</i> | Strong demand for private works, with demand being met while plant is in the area. Value of work completed to end of third quarter \$87,000. |

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

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| <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

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| <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/resealing program practically complete. |
| | 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. Approx 18,000T of gravel being crushed at “Oldcastle” pit. A risk assessment for each gravel pit is planned for this financial year. This risk assessment will now continue into next financial year. |

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

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| <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 February 2008 for RMS is \$317,896. Costs to end of March are approx. \$238,422.01. This does not include all overhead costs. |
| | RTA Works Orders | Maximise financial return to Council from RTA contract | 8 works orders issued this year and 2 carried over from last year to the value of \$1,705,131.65. \$1700,798.17 claimed to end February 2008 (including work carried over from last financial year). Work is practically complete. Work at Manusu Bridge approaches on Castlereagh Highway is now practically complete. Bitumen sealing works are complete. Costs are approx. \$1,481,273.32. This does not include all overhead costs. There are no other RTA contract works than under the Single Invitation Contract. |

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

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| <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 complete. <i>On time On budget</i> |

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

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| <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 is complete. On time On budget |

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

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| <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. Resealing program is complete. On time On budget. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | | To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner. | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. Budget allocation exceeded due to staff now reading meters. A number of water connections without meters have been identified and these locations will be addressed during next quarter. |
| | Water Pumping Station - Baradine | Maintain pumping stations in serviceable condition. | Pump station providing service as required. Estimate being sought on new bore. |
| | Water Reservoirs - Baradine | Maintain water reservoirs | Reservoir providing service as required |
| | Water Telemetry Sys - Baradine | To provide accurate and reliable monitoring and warning system. | Telemetry system working satisfactorily – upgrades planned. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| 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 | Overall budget allocation for income is expected to be received at Year End, despite income from water charges being below expectations. Actual expenditure is also expected to meet budget allocation. Report outstanding on proposed water main extension Aerodrome Road. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner. | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 87 | Water Mains - Binnaway | Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume. | Mains providing service as required. Major capital project to replace AC main not yet commenced. It is however, expected to commence late in May. |
| | Water Meters - Binnaway | Maintain water meters in accordance with policies and standards. | Water meters replaced as required. Budget allocation exceeded due to staff now reading meters. A number of water connections without meters have been identified and these locations will be addressed during next quarter |
| | Water Pumping Station - Binnaway | Maintain pumping stations in serviceable condition. | Pumping station providing service as required. |
| | Water Reservoirs - Binnaway | Maintain water reservoirs | Reservoir providing service as required |
| | Water Telemetry Sys - Binnaway | To provide accurate and reliable monitoring and warning system. | Telemetry system working satisfactorily – upgrades planned. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|----------------------------------|---|--|
| 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. | Income from water charges is 35% below budget expectations. Overall expenditure in accordance with budget expectations. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner. | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 88 | Water Mains - Coonabarabran | Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume. | Mains providing service as required. Water main extension project in Barker Street mostly completed during quarter. Main replacement project in George Street not yet commenced. |
| | Water Meters – Coonabarabran | Maintain water meters in accordance with policies and standards. | Water meters replaced as required. Budget allocation appears to be insufficient now that plumbing staff are reading water meters – budget allocation in this area 25% over expended. A number of water connections without meters have been identified and these locations will be addressed during next quarter |
| | 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. Draft report from Dept of Commerce received on Timor Dam – some recommendations included in budget proposals for 08/09. The project to assess condition of all service reservoirs has not yet commenced. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|---------------------------------------|--|--|
| | 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 continue to operate water treatment facility at Siding Spring. |
| | Water Plumbers Shed – Coonabarabran | Depot and storage shed adequately meets the needs of the water services section. | Depot meeting current needs. Budget needs identified including bitumen sealing of yard and construction of gravel bunkers. |
| | Water Management – Coonabarabran | Completion of projects in accordance with budget constraints | A consultant has been appointed to prepare an Integrated Water Cycle Management Plan for the Shire. Considerable staff time is involved in providing data to the consultant. Actual income from water charges is below budget by around 16% |
| | 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

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| <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. | Main breaks repaired as required. The project to upgrade the water mains at the intersection on Binnia Street and Martin Street not yet commenced. |
| | 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. Some incorrect cost allocation causing an apparent overexpenditure. |
| | 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. | Income received to date is in accordance with budget expectations. Operating expenditure is exceeding budget allocation particularly in pump station costs. Some savings expected in capital expenditure |

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

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| COST CENTRE | | To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner. | |
| OBJECTIVE: | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 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. However, high electricity costs are being investigated. |
| | 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. | Actual income is just below budget expectations. Expenditure significantly exceeds budget allocations particularly in mains maintenance, pumping station and treatment plant cost. A workers compensation case has significantly impacted on costs in this area. The projects to replace the main in Bolaro Street and Digilah Street are now complete. Investigation of reuse options has not commenced due to resource constraints. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | | To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner. | |
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| <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 | Significant consultation between Council, Dept of Commerce and Dept of Water and Energy regarding Mendooran Treatment Plant project resulted in preferred tender being nominated to both Council and DWE. |
| | Water Management – Mendooran | Completion of projects in accordance with budget constraints. | Income received slightly exceeds budget expectations. However, expenditure in the area of mains maintenance and pump station exceeds budget allocation. |

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

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| <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 | Income and expenditure within budget expectations. No significant issues to report. |
| | Water – Kenebri | Source and supply water as required | Income and expenditure within budget expectations. No significant issues to report. No action yet on installation of water meters to each serviced property. |
| | Water – Merrygoen | Source and supply water as required | Income and expenditure within budget expectations. No significant issues to report The project to install a new reservoir and pipeline easement has slowed due to resource constraints. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | | To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner. | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 93 | Sewerage Mains Baradine | Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow. | No significant issues to report. |
| | Sewerage Pumping Station Baradine | No overflows from pump station. Pump station operating at optimum performance. | The vacuum system continues to operate with remarkable efficiency, however, the pump station does rely on a supply of a considerable volume of water (estimated at 120kl / week). Recently, it was identified that water used is not metered and hence no costs have been attributed to water usage. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|-----------------------------------|--|--|
| | 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 | Income received is in accordance with budget expectations. Expenditure to date is below budget expectations. Management of maintenance under contract to Airvac. |

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

| <i>COST CENTRE OBJECTIVE:</i> | To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner. | | |
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| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 94 | Sewerage Mains Coonabarabran | Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow. | Cooinda sewer extension project completed. 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. | Construction of alum storage tank undertaken during the period. |
| | Sewerage Management | Sewerage projects completed in accordance with budget constraints. | Income received and operating expenditure is in accordance with budget expectations. Several capital projects not yet commenced due to delays in design. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | | To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner. | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 95 | Sewerage Mains Coolah | Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow. | Maintenance of mains within budget. Frequency of blockages within expectations. However, routine maintenance of manholes is not occurring due to resource constraints |
| | Sewerage Pumping Station Coolah | No overflows from pump station. Pump station operating at optimum performance. | No significant issues |
| | Sewerage Treatment Works – Coolah | Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions. | Increased level of monitoring and testing is contributing to over expenditure in this area. |
| | Sewerage Management Coolah | Sewerage projects completed in accordance with budget constraints. | Income received is in accordance with budget expectations, however, expenditure to date is 25% over budget. A resignation occurred during the period and fortunately the position was filled albeit after three periods of advertising. |

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

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| <i>COST CENTRE OBJECTIVE:</i> | | To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner. | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. Apparent overexpenditure in this area is being investigated. |
| | 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. | Some work undertaken on preparing site for desludging of lagoon. Increased cost of monitoring and testing is contributing over budget expenditure |
| | Sewerage Management Dunedoo | Sewerage projects completed in accordance with budget constraints. | Income received is within budget expectations, however, expenditure exceeds budget allocation by 33% |

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

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| <i>COST CENTRE</i> | | To provide and maintain parks and reserves for the general public. | |
| <i>OBJECTIVE:</i> | | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. More attention required |
| | Parks - Binnaway | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained to satisfactory standard. Lane way now fenced off |
| | Parks - C'bran | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained to satisfactory standard Extra mowing due to rain in summer months |
| | Parks - Masters | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained to satisfactory standard,100% spent Extra mowing due to rain in summer months |
| | 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 Extra work required to remove trees after several windstorms |
| | Parks – Coolah | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained as required, mowed, toilets cleaned, playground equipment maintained |
| | Parks – Dunedoo | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained so as not to attract complaints. Lack of water a problem. Several large peppercorn trees removed. |
| | Parks – Mendooran | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained as required, mowed, toilets cleaned , playground equipment maintained |
| 99 | Parks - Neilson | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Maintained in neat and tidy manner, mowed, toilets cleaned, playground equipment maintains |
| | Parks - Other Reserves | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Extra mowing required because of summer rain. 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. Council now doing a lot more of the work. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|-------------------------------------|---|--|
| | Parks - Timor | Ensure neat and tidy parks at all times so as not to attract reasonable complaints. | Mown as required - extra mowing done because of summer rain. Many trees have to be picked up after several wind storms |
| | Trees - Parks Neilson | Keep trees in healthy state and to satisfy public within allocated budget. | Pruned as required. Mainly done during the winter months |
| | Trees - Parks Other Parks | Keep trees in healthy state and to satisfy public within allocated budget. | Pruned as required. Mainly done during the winter months |
| 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, this has occurred during the summer months when good rain fell |
| | Streets - Grass cutting - Binnaway | Grass to be kept in tidy state within allocated budget. | Extra fast growth causing problems, this has occurred in the summer months when good rain fell |
| | Streets - Grass cutting - C'bran | Grass to be kept in tidy state within allocated budget. | Extra fast growth causing problems, this has occurred right across the warmer months |
| | Streets - Trees | Keep trees in healthy state and to satisfy public within allocated budget. | Budget overspent due to storm damage prior to Christmas, several windstorms have required extra work tidying up trees and picking up limbs |
| | Streets- Grass cutting – Coolah | Grass to be kept in tidy state within allocated budget. | Budget overspent due to excess growth |
| | Streets – Grass cutting – Dunedoo | Grass to be kept in tidy state within allocated budget. | Budget overspent due to rain in summer season |
| | 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

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| <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. Still some issues with non compliance |
| | 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. More work needed to promote a larger participation |
| | 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

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| COST CENTRE | | Provide waste depot. | |
| OBJECTIVE: | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 105 | Garbage Tips - Binnaway | Ensure tip kept in tidy state | Monitored and cleaned as necessary. Small shed needed to keep recyclables dry |
| | 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. More work needed to increase participation levels |
| | 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

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| COST CENTRE | | Provide waste depot. | |
| OBJECTIVE: | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 110 | Garbage Tips – Coolah | Ensure tip kept in tidy state | Monitored and cleaned as necessary. Green waste pushed in weekly. Some non co-operation still occurring. |
| | 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. More work required to increase participation. |
| | 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

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| <i>COST CENTRE OBJECTIVE:</i> | | Provide waste depot. | |
| <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. Cells compacted daily. |
| | 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. More work needed to increase participation |
| | 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 OBJECTIVE:</i> | | Provide waste depot. | |
| <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. Co-operation needs to improve in this area |
| | 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. More work is required to increase participation rates |
| | 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. Some non compliance but generally working okay since transfer bins been put into commission |
| | 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. More work needed to increase participation |
| | 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

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|---------------------------|--|--|---|
| <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. More work needed on education |
| | 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. Ensure Recycling is collected on a weekly basis. | Private rubbish is collected weekly Recycling is collected weekly. More work needed to gain Higher rates of participation |

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

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| COST CENTRE | | Provide weekly collection services on designated runs. | |
| OBJECTIVE: | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 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 Cobbara | Ensure private rubbish is collected weekly. | No one using the service |
| | Waste Services- Recycling Cobbara | Ensure Recycling collected on a weekly basis. | No one using the service |
| | Other Waste – South | | |
| | Waste Services – Collection runs: Weetaliba Rural Cobbara 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

| | | | |
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| <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. Generally tidy |
| | Toilets – Neilson Park | Toilets to be cleaned twice daily. | Toilets cleaned twice daily, High usage, generally reasonably tidy |
| | Coolah – McMaster Park | Cleaning three times weekly | Toilets are cleaned three times weekly. Not heavy use |
| | Black Stump Road side rest area. | Cleaning three times weekly | Toilets are cleaned three times weekly. High usage generally not very dirty |
| | Dunedoo – Milling Park | Cleaned daily | Toilets are cleaned daily. High usage, very often in a dirty state. Vandalism is a problem. |
| | Mendooran Lions Park | Cleaning three times a week. | Toilets are cleaned three times a week. Medium usage, generally tidy state. |

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 Mr Matthew Wright resigned during the period and the position has not been filled despite advertising. The position of Manager and GIS officer remains vacant. The budget allocation for design services is 50% 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 items 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. | Good progress is now being made on design program. It is expected that Survey Investigation and Design associated with all construction projects will be completed within financial year. However, actual construction of all projects may not be completed. |

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. | No progress made during the quarter on updating asset registers. |

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 9.95% over on expenditure and income is 17.92 % above budget forecasts |

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

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| <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 meets all of user requirements; Depot has been broken into awaiting quotes for new security doors. |
| | 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 hard stand has been completed |
| | Depot – Coonabarabran | Provision of depot to suit needs of users and meet all requirements. | Depot is providing safe and secure workplace and meet all of user requirements ,Shed pad has been completed waiting the erection of an new shed for Parks and Garden and preparation for extension of the internal road network has started. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|----------------------|--|---|
| | Depot – Dunedoo | Provision of safe and secure Depot that meets user requirements. | Depot is providing safe and secure workplace and 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 meets all of user requirements. Sealing to depot entrance completed. |

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

| | | | |
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| <i>COST CENTRE OBJECTIVE:</i> | Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use. | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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, coverage problems from the Dunedoo repeater have been addressed ,Purchased extra mobile radios from Gwydir Shire Council |

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

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|---------------------------|-------------------------------------|--|---|
| <i>COST CENTRE</i> | | Provision of efficient and effective workshop in Coolah and Coonabarabran | |
| <i>OBJECTIVE:</i> | | | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. Have purchased IME Auto Lifts truck hoist and ramps |

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. | Compromised day by day activities due to urgent large strategic planning jobs such as new LEP's, DCP's, policy development and ever increasing mandatory data reporting requirements and modifications. The divisional staffing structure is being reviewed and internal accountable action plan lists have been introduced as a further efficiency initiative. |

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

| | | | |
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| <i>COST CENTRE OBJECTIVE:</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>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. | Regular scheduled teleconferences with the contractors for DCP and LEP have been undertaken. Revised date of completion of March 2009 has been accepted by Department of Planning. Contractors are fully conversant with the time, money and quality outcome considerations. In-house policy development program is nearing completion. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|-----------------|---|--|
| | | Applications dealt with within statutory periods. | Statutory obligations are being met but with difficulty arising from competing tasks such as illegal development work, public education and associated grievances. |

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 has been finalised and will ultimately be made available on Council's website. 2008 report is the final annual supplementary report prior to the comprehensive report due in 2009. |
| | 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. | Effective handling of maintenance duties, negligible complaints. Major operational expenditure complete for this financial year. Land register and pro-active promotion of leasing opportunities on going. |
| 130 | On-site Sewage Waste Management | Sewage waste management plan for on-site disposal systems implemented. | Complaints and high risk installations receiving priority attention. Septic inspections for this financial year near completion. Mendooran village septic inspections complete. Baradine inspections for conversion to sewer complete. |

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

| | | | |
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| <i>COST CENTRE</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>OBJECTIVE:</i> | | | |
| <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. | Complaints and inappropriate activities receiving appropriate attention. Internet access to available information is the greatest challenge in this area. A new cadetship program has been initiated to enable this skills shortage to be addressed. |
| | 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 and regular newspaper advertising of answers to frequently asked questions. Pamphlets on building control obligations and other information are available at the front counter and are ready for adaptation to electronic format. |
| | | Intending applicants advised correctly of requirement to carry out building work. | There is increasing understanding of Council's role in building control. Some co-operation is being achieved with applicants making appointments but there is a need for more complete and detailed applications. Inspections are achieving compliance with conditions attached to approved building work. |
| | Health Services | Increased public awareness of environmental health matters within the Shire. Regular Food Shop inspections, focusing on Education of Food Safety and legislation. | Annual routine food shop inspections nearing completion. Council's responsibilities under the new Food Regulation Partnership (commencing in July 2008) are being progressed. Pamphlets on various health issues and hazards are available at the front counter. |

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

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|--|------------------------|---|---|
| <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. | Seasonal conditions have increased expenditure in maintenance areas comparative with previous years. Compliments on presentation outnumber complaints indicating that the community is generally satisfied with the level of service being delivered. Minimal programmed capital works remaining and survey for the expansion of Native Grove Coonabarabran is complete. |

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

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| <i>COST CENTRE</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>OBJECTIVE:</i> | | | |
| <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. | Despite a mild and wet summer the swimming pool target income has been achieved through both billing of major users and general admissions. Community discord continues regarding season ticket and general admission prices despite extensive explanation and publicity. The capital works program has been completed at four of the six pools. Extensive efforts to minimise operational expenditure has had disappointing and mixed results. In accordance with Council's resolutions, further investigation are underway. To solve these operational issues, it is anticipated that supplementary votes will be necessary at all six pools. |

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

| | | | |
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| COST CENTRE | | To provide a high quality monitoring and control service to ensure compliance with statutory requirements for environmental and animal control standards | |
| OBJECTIVE: | | | |
| PAGE NO. | ACTIVITY | PERFORMANCE TARGET | PROGRESS UPON REVIEW |
| 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. | Major education program complete for this financial year. Some difficulties still being experienced with conflict between community understanding of responsibilities and the enforcement of compliance with their obligations. Sections of the community still resorting to vandalism at the pounds in order to free their animals. General expenditure in this area remains relatively high and unrecoverable as owners are unable to pay registration and microchipping costs and then abandon the animal for euthanasia at Council's cost. To solve these operational issues it is anticipated that supplementary votes will be necessary. |
| 137 | | | |
| | 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 and rectification orders as required by legislation. Some predictable community dissatisfaction with the enforcement of these procedures. |

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

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| <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>Department Local Government provided with Social/Cultural Plan adopted at Council February meeting.</p> <p>Assistance provided to various community organisations and groups.</p> |

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

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|---------------------------|---------------------------------|--|--|
| <i>COST CENTRE</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>OBJECTIVE:</i> | | | |
| <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>The Final Draft of the WSC DISPLAN was endorsed at the DEMC meeting held at Dubbo on the 6th March 2008</p> <p>All quarterly LEMC meetings conducted with very good attendance.</p> <p>Ongoing support to all volunteer organisations This included conducting an Airport familiarisation training session for Coonabarabran VRA. Reviewing Councils Budget requirements for VRA & SES in the Shire</p> <p>Emergency Risk Management Project although completed remains an agenda item at all LEMC meetings. This ensures the ongoing review of this document.</p> <p>Emergency Operation Centre (EOC) equipment grant of \$ 24,000 has been received. Various equipment for both EOC's has been received.</p> <p>Further ongoing work is required in both the education field and in encouraging volunteer organisations.</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>Draft Road Safety Strategic Plan completed.</p> <p>Position vacant for February and March.</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. | CASA annual audit and inspection completed. Runway in good condition. |
| | Coolah | Conduct regular and statutory maintenance program. | CASA annual audit and inspection completed. Runway maintained in good condition. Formal notification of successful Remote Aerodrome Program for lights and runway project – Funding Offer accepted by Council. |
| | Baradine | Conduct regular and statutory maintenance program. | Runway closed for 2 weeks due to condition of runway. Formal notification of successful Remote Aerodrome Program for fence project. Unable to reallocate to sealing runway end and lights – Funding Offer declined by Council. |

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

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| <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. |

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

| | | | |
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| <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

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| <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 and Binnaway kiosk upgrade projects identified, plans completed in consultation with sporting groups. Coonabarabran No 1 Oval New amenities block project nearing completion and lighting installation completed. Project is over budget – separate report provided to Council May meeting. |

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

| | | | |
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| <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 | | Bowen Oval playground project completed and official opening held. Irrigation project over budget – separate report provided to Council May meeting. |
| | 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 OBJECTIVE:</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. | |
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| <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. |
| 148 | Community Services Building | Buildings to be licensed as Places of Public Entertainment. | Baradine Hall – new chairs purchased. |
| | Coolah Hall | Local management of each hall facilitated to ensure community input and hall use meeting the needs and expectations of each community. | All halls licensed for PPE. |
| | Dunedoo Jubilee | 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. |
| | Mendooran Mechanics Institute | | Mendooran Conservation Management Plan project – Heritage consultants appointed. |
| | Goolhi Hall and Reserve Trust Purlewaugh Hall | | |
| | Youth Centre- Coonabarabran | Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre. Central booking system maintained at Council with cooperation from Youth Club Committee. Capital works projects are developed and grant applications facilitated. | Youth Club Coonabarabran over 700 members with regular after hours sporting activities being conducted. Booking system maintained. Minor R&M undertaken. NSW Sport and Recreation Grant successful. |
| | Coonabarabran Memorials - Clocktower - Gun display | Maintain memorials in a sound, safe and acceptable condition. | Memorials sound and safe condition. |

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. | |
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| <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>Organised Men’s Shed tour of shire with Newcastle Men’s Shed Coordinator.</p> <p>Facilitated public meeting in Coonabarabran. Meeting attended by Men’s Shed representatives from Baradine, Coonabarabran, Binnaway, Dunedoo and Coolah.</p> <p>Support provided to various Men’s Shed committees.</p> <p>Support provided to Development Coordinators.</p> |
| 150 | | <p>Production of a Warrumbungle Shire Community Services Directory.</p> <p>Facilitate production of a Social Plan for Warrumbungle Shire.</p> | <p>Community Services Directory in development stage. Preliminary data obtained.</p> <p>Community Social / Cultural Plan completed and available on Council’s Website. DLG notified of completion.</p> |

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

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| <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. | 1612 total clients Av 537 per month. |
| | Youth Activities | Youth week activities implemented by development of community partnerships. Youth participation into sporting, cultural and community activities encouraged and fostered. | Youth Week program finalises and promoted. Funding provided to each community. |
| | 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. | Local projects networked to enable similar models implemented throughout shire. International Women's Day event conducted in Mendooran, over 50 attending luncheon in Hall. Organised by small committee with Mendooran Development Coordinator. |
| | Community Funding | Projects are identified and opportunities for funding facilitated by sourcing and promotion of funding information. | Provide Grant Funding information newspaper, and email distribution list. |

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

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| <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: | <p>New funding amounts, Service Description Schedules and target outputs now finalised for all Home Community Care programs funded by Department Ageing Disability and Home Care for both north and south programs of Warrumbungle Community Care.</p> <p>Official notification received regarding increases in recurrent funding amounts for Home Maintenance by \$10,000 both north and south programs.</p> <p>Increase in recurrent funding by \$10,000 for Community Transport program in north. Also an allocation of \$40,000 in non recurrent funding for transport for whole shire. A plan for this non recurrent funding is now occurring.</p> <p>Warrumbungle Shire Social Services Committee annual meeting.</p> <p>Driver Volunteer user manuals for vehicles developed and implemented to provide volunteer drivers with safe work practices, guides and suggestions for the safe transportation of clients.</p> <p>Safe Operating Procedures are now being compiled for all programs for both staff and volunteers.</p> <p>Promotional public speaking sessions taking place throughout Shire at various community group gatherings by Manager.</p> <p>Status of all HACC programs in both north and south have changed slightly from last quarter in light of new target outputs and funding allocations.</p> |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | | Meals on Wheels / Neighbour Aid and Handyperson Service Program | <p>Meals Service in north is at capacity for funding received. Annual target now 7000 meals.</p> <p>Meals Service in south is under target with capacity to increase meals numbers. Annual target now 3,603 meals.</p> <p>Home Maintenance programs in both north and south now have capacity to increase client hours due to extra recurrent funding. Annual target now 1,196 for each program</p> <p>Social Support program in south is almost at capacity with ability to introduce Telephone Monitoring Service in Dunedoo/Mendooran areas. Annual target of 1,711 hours</p> <p>Social Support program in north has capacity to greatly increase hours with new funding allocation and target outputs. Possible introduction of a telephone monitoring service also in planning stage. Annual target of 5,372 hours.</p> |
| | | Respite for Carers Program | Respite service in north is steadily increasing clientele. Respite service in south has now been suspended by Department of Health and Ageing due to nil clients. However, Respite service in north has capacity to service the entire Shire. Annual target now of 1,577 hours. |
| | | Community Transport – Health and non health related, transport disadvantaged | Community Transport programs in both north and south are close to capacity for the funding received. NSW Ministry of Transport have yet to advise Manager of target outputs for these programs. |
| | | Programs are developed and implemented to meet the needs of the community | |

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

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| <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 – 55 individual visits to Carers in Coonabarabran Baradine Gilgandra and Mendooran. Ongoing phone support to all carers. Visits include routine, house checks, new carer follow up and induction, training and 7 Playsessions, 2 in conjunction with Connect 5.</p> <p>2 Inclusion Support Visits in Coonabarabran and Coolah to assist in Service Support Plan to include children with additional needs within the service</p> <p>Currently 15 Carers, 2 new Carers commenced in Baradine, 4 in progress with anticipation to start April/May. These will cover Coolah Gilgandra and Baradine</p> <p>1 In Home Carer Resigned in Gilgandra. 3 In Home Care interviews held with 2 to start in April in Gilgandra and Coonabarabran</p> <p>Statistics</p> <p>Occupied Places 41</p> <p>No. of Children 162</p> <p>No. of Families 98</p> <p>Total Earnings \$85,087.55</p> <p>Fee Relief \$55,611.64</p> <p>Admin Levy \$8,646.38</p> |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | | | <ul style="list-style-type: none">• Coordinator attended 3 interagency meetings• 4 Carers attended Child Protection training• Coordinator and 9 Carers participated in Validation Training• Coordinator attended training on the New Child Care Managements System ready for transition in July• Coordinator attended training on Bullying and Conflict Resolution• Policies currently under review to meet accreditation and regulatory requirements |

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

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| <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 | To effectively manage the service within the Funding Guidelines Targeting groups of children who: <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) | New vehicle purchased. CDO re-advertised as Trainee position. Temporary Long Day Care service ceased during January due to funding issues. Re-commenced first week February on receipt of a Commonwealth short term childcare support grant for \$59,718 from FAHCSIA |
| 158 | Play Sessions | To provide enriched opportunities through play to support children's learning and development To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development. To support Families on behalf of children to access specialist services through referral support | 5 new venues established as a number of our long term venues are no longer available. Baradine –Fortnightly (4 sessions) Numbers vary from 5 to 11 children. Binnaway – Fortnightly (4 sessions) Numbers vary from 2 to 8 children. Numbers down in wet weather Coolah – Fortnightly (4 sessions) Numbers range from 13 to 25. Our biggest group. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| | | | <p>Coonabarabran – fortnightly (4 sessions) Child numbers range from 6-13. New venue at Uniting Church Hall</p> <p>Dunedoo – (3 sessions) 4/11 children of children 11. C5 provided care for 27 pre-school and primary children whilst parents attended STIPA/ Landcare workshops.</p> <p>Gulargambone – Fortnightly (3 sessions) Numbers range from 2 to 6 children. Youth Hall is closed for renovations. Visit to the local Pre-school.</p> <p>Hollywood – Monthly (2 sessions) 6/9 children</p> <p>Mendooran Park –Fortnightly (5 sessions). Average 6 children children. Parents are using the opportunity to play tennis on courts next door.</p> |
| | | | <p>Tooraweenah Public-school– Monthly (2 sessions) 4/5 children.</p> <p>Weetalibah Farms –Monthly (2 sessions) 5 children.</p> <p>Family Day Care – 2 sessions conducted for carers.</p> <p>Coonabarabran – 7 Children's Services. Gilgandra – 13 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> |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| 159 | Toy Library | To provide resources to communities in the area of child development | Toy Library – Now functioning with borrowing at play sessions limited to books and puzzles. Larger equipment borrowed from the base recalled to be used by Child Care. Kits are now available for use by Pre-schools. Purchase of new equipment for Child Care. |
| | Newsletters and Training | To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development. | |
| 160 | Partnerships in Service Delivery | To provide resources to communities in the area of child development | Participation in Interagency Groups Coonabarabran Interagency Network – Birth to Kindergarten |

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

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| <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 development stages – some areas still require completion |
| 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

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| <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

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| <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. | Major repairs are needed to roof/guttering and interior of building where damage has occurred as a result. All minor maintenance completed. |
| | Council Chambers | Council Offices cleaned in accordance with contract specifications. | Satisfactory outcome – contract will be reviewed before EOY |
| | | Security of the building maintained. | No breaches of security |
| | | Minor maintenance completed in accordance with quarterly inspection programme and determined priorities. | Self-opening doors now replaced and operating smoothly. |

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

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| <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 – still incomplete due to other urgent commitments but still expect to late May. |

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

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| <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 | Produce a Financial Report detailing status of all key financial control indicators for: cash/investments/receipting /debtor, rates, assets, budget control. To provide leadership and direction to the Financial Services team. | 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. | Currently being reviewed along with the new structure |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|-------------------------------------|---|---|
| 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. March will go to May meeting. |
| | | Significant budget variations reported to Council quarterly as per Regulation. | Completed and discussed quarterly. March quarter to go to May meeting. |
| 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 on a quarterly basis overall and individual items on a weekly basis. |
| | | 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 is 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 – this will require program adjustments once new ledger is complete. |
| | | 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 – code 16 has just been received. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
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| 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 reported 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

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| <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 – currently being reviewed. 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 – all investments meet the Minister’s requirements at time of investment. |
| | Finance Services-Cash Management | Continue to monitor options for better management of Council’s Investment Portfolio. | Constantly reviewed and changed if warranted and compliance with Minister’s orders constantly monitored. |
| | 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

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| <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. | Leadership and support provided. Staff absences during this period totalled 68 days with sufficient staff maintained to allow delivery of service. Records Officer resigned at end of third quarter with position advertised. Overall budget 83% expended. |

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

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| <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. | Registration and allocation of correspondence maintained up to date other than during rate instalment period. |
| 180 | Administration - Records | Files and records accurately maintained. | Monitoring of electronic allocation of correspondence undertaken regularly by records officers. Budget 70% expended. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|--|---|--|
| 180 | Administration - Support Executive Governance Corporate Technical and Environmental | Service to be provided in accordance with clients' needs and needs of organisation. | Staff meeting needs of clients with correspondence and reports prepared in timely manner. Budget 62% expended. |
| | | Cashiering services | Receipting and counter services provided in a customer focused manner and clients dealt with promptly. Some delays in receipting during rating period. Budget 85% expended. |
| 181 | | Business papers prepared and distributed. | No January meeting held and some delay in preparing business papers for February and March with papers delivered on Monday prior to meeting. Copies made available to various media outlets and libraries and pdf version placed on web site. |
| | | Committee meeting agendas prepared and distributed. | Items for inclusion on Town Committee agendas collated and Agendas prepared by staff and issued for April meetings. Traffic Committee Agendas distributed by staff. |
| | | 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. Easter period delayed drafting of March minutes. Copies made available to libraries and placed on web site following endorsement by Council. |
| | | Annual Report compiled, prepared and completed in accordance with legislative requirements. | Preparation of Annual Report continuing, 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 2007. Target met. |

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

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| <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. | As the installation of DATAFUEL nears completion at Coolah and Dunedoo it is appropriate to undertake a "whole of organisation" review of Stores Operations. This will be an activity for 2008/09 Management Plan. |
| 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. | 2008 Stock takes have been undertaken and any issues will be resolved before EOY. |

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

| | | | |
|--|---|--|---|
| <i>COST CENTRE OBJECTIVE:</i> | | To provide assistance to Council in the strategic and tactical development and direction of Council's IT Infrastructure and services. To provide professional advice services to staff on IT and related matters. To represent Council's interests in interactions with others (internally and externally). To provide systems and services aimed at maintaining Council's legislative compliance involving IT security and its administration and management. To provide custodial and protection services in regards to IT assets, data and information. | |
| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
| 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. | There have been some maintenance issues with Telstra and delays in response times due to changeover of Council's Telstra liaison staff. Improvement expected in the next quarter. |
| | 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. |

| <i>PAGE NO.</i> | <i>ACTIVITY</i> | <i>PERFORMANCE TARGET</i> | <i>PROGRESS UPON REVIEW</i> |
|-----------------|------------------------------------|---|---|
| 188 | IT Support – Financial Accounting | Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints. | Reorganisation of the structure of the General Ledger and Job Cost Ledger is almost complete. Some training with our financial software has been done with more to continue to bring all staff up to maximum efficiency. In depth training on the new Chart of Accounts will occur in June prior to the changeover at the commencement of the new financial year. |
| | 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 – no major issues to report |
| | IT Support - Clients | Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints. | Satisfactory outcomes have been achieved in this area |
| | IT Support - Peripheral Devices | Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints. | Satisfactory outcomes have been achieved in this area |
| | 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. | Low incidence of fires during peak season – satisfactory service outcomes achieved. |

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. | Recruitment and training of volunteers continues. |
| | 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. | Further works in hazard reduction are planned over the coming months. Some of which is to be funded by state and federal money. |
| | 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
 30 APRIL 2008**

| GENERAL FUND | BANK | RESTRICTED | BALANCE |
|---------------------------------------|-------------------------|------------------------|-------------------------|
| General Fund Bank Balance | \$ 12,303,028.96 | \$ 1,408,000.00 | \$ 6,435,028.96 |
| 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 | \$ 12,303,028.96 | \$ 5,868,000.00 | \$ 6,435,028.96 |
| WATER FUNDS | BANK | RESTRICTED | BALANCE |
| Baradine Water Bank | \$ 35,399.20 | | \$ 35,399.20 |
| Binnaway Water Bank | \$ 545,494.78 | \$ - | \$ 545,494.78 |
| Coonabarabran Water Bank | \$ 1,487,291.58 | \$ 179,230.45 | \$ 1,308,061.13 |
| Coolah Water | \$ 843,297.97 | \$ 836,697.00 | \$ 6,600.97 |
| TOTALS | \$ 2,911,483.53 | \$ 1,015,927.45 | \$ 1,895,556.08 |
| SEWERAGE FUNDS | BANK | RESTRICTED | BALANCE |
| Coonabarabran Sewerage | \$ 1,991,913.88 | \$ 836,510.08 | \$ 1,155,403.80 |
| Baradine Sewerage | \$ 271,722.24 | \$ - | \$ 271,722.24 |
| Coolah Sewerage | \$ 1,050,689.87 | \$ 563,170.00 | \$ 487,519.87 |
| TOTALS | \$ 3,314,325.99 | \$ 1,399,680.08 | \$ 1,914,645.91 |
| SUMMARY | BANK | RESTRICTED | BALANCE |
| General Fund | \$ 12,303,028.96 | \$ 5,868,000.00 | \$ 6,435,028.96 |
| Water Fund | \$ 2,911,483.53 | \$ 1,015,927.45 | \$ 1,895,556.08 |
| Sewerage Fund | \$ 3,314,325.99 | \$ 1,399,680.08 | \$ 1,914,645.91 |
| TOTALS | \$ 18,528,838.48 | \$ 8,283,607.53 | \$ 10,245,230.95 |

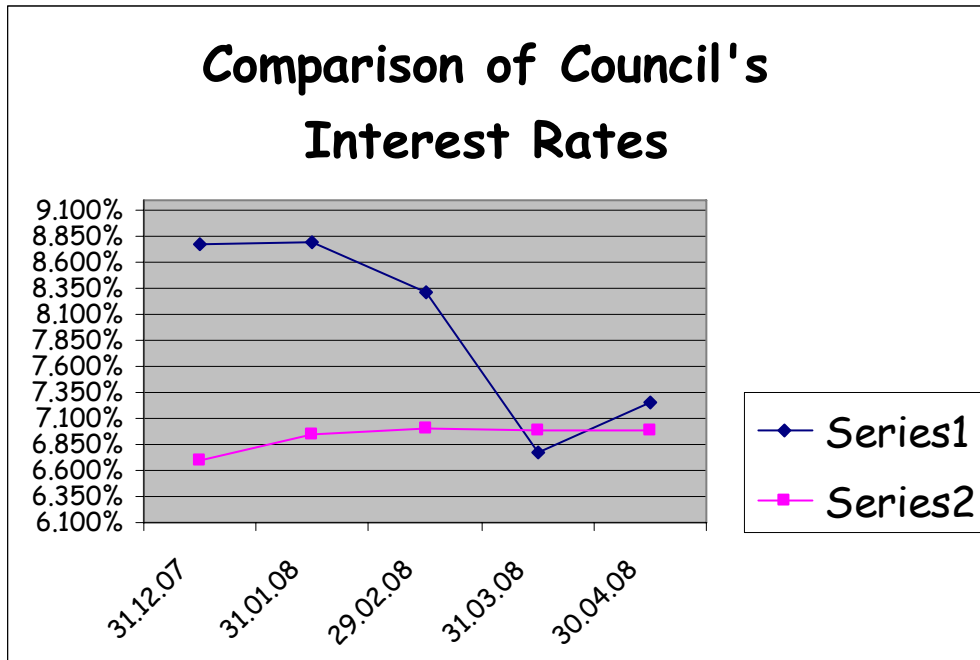
| TERM DEPOSITS | | Interest Rate |
|---------------------------|-------------------------|----------------------|
| BOND 1 TRUST AAA FRN | \$ 2,000,000.00 | BBSW+.80% |
| C B A CALLABLE RANGE | \$ 2,000,000.00 | 7.50% |
| SGE-CREDIT UNION | \$ 500,000.00 | 7.89% |
| DRESDNER BANK OCTAGON | \$ 1,500,000.00 | 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 | \$ 182,419.99 | 7.90% |
| 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 | \$ 15,682,419.99 | |

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

RECOMMENDATION
For Council's information.

2.2 COMPARISON OF COUNCIL'S INTEREST RATES



*Bank Bill Swap Rate

This is the industry standard benchmark for investment return.

RECOMMENDATION

For Council's information.

2.3 RECONCILIATION OF GENERAL FUND BANK ACCOUNT – 30 APRIL 2008

| |
|-----------------|
| CASHBOOK |
|-----------------|

| | |
|------------------------|----------------------|
| Balance as at 01.04.08 | 18,103,569.19 |
| - Total Receipts | 4,432,306.85 |
| - Total Investments | |
| | <hr/> |
| | 22,535,876.04 |
| - Total Cheques Drawn | 3,837,220.75 |
| | <hr/> |
| Balance as at 30.04.08 | 18,698,655.29 |

| |
|-----------------------|
| BANK STATEMENT |
|-----------------------|

| | |
|---------------------------------|----------------------|
| Bank Statement as at 30.04.08 | 18,543,887.90 |
| Amount Not Receipted This Month | |
| | <hr/> |
| | 18,543,887.90 |
| Outstanding Deposits | 179,496.07 |
| | <hr/> |
| | 18,723,383.97 |
| Total Investments | |
| Unpresented Cheques | 24,728.68 |
| | <hr/> |
| | 18,698,655.29 |

RECOMMENDATION

For Council's information.

**2.4 STATEMENT OF INVESTMENTS AS AT 30 APRIL 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 | 7.89 | 11.02.08 | 12.05.08 | 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 | | | | | 182,419.99 |
| ADELAIDE MANAGED FUND | | | | | |
| | 7.9% | | | 182,419.99 | |
| 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 | | 15,682,419.99 |

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 RATES AND CHARGES COLLECTION – UP TO and INCLUDING END APRIL 2008

| GENERAL | | RATE ARREARS | 2006/2007 LEVY | PENSIONER WRITE OFF | ABANDONED | RATE ARREARS AND NET LEVY | TOTAL PAYMENTS TO DATE | TOTAL OUTSTANDING 2007/2008 | COLLECT ION % 2007/2008 | TOTAL OUTSTANDING 2006/2007 | COLLECTION % 2006/2007 |
|---------|-------------------------|-----------------|-------------------|------------------------|-----------|------------------------------------|------------------------------|-----------------------------------|-------------------------------|-----------------------------------|---------------------------|
| | CBN RES/RURAL RES | 112,123 | 901,926 | 68,587 | 4,163 | 941,299 | 693,317 | 247,983 | 73.66% | 437,828 | 52.08% |
| | BARADINE | 33,655 | 120,312 | 17,281 | 1,192 | 135,494 | 80,300 | 55,195 | 59.26% | 51,376 | 50.10% |
| | BINNAWAY | 21,406 | 58,955 | 9,930 | 193 | 70,238 | 42,127 | 28,110 | 59.98% | 32,452 | 43.38% |
| | VILLAGES | 7,088 | 21,986 | 2,014 | 2 | 27,058 | 15,974 | 11,084 | 59.04% | 8,080 | 37.54% |
| | FARMLAND | 217,648 | 3,705,057 | 19,067 | 20,922 | 3,882,716 | 2,967,173 | 915,543 | 76.42% | 1,086,803 | 69.93% |
| | COOLAH | 18,024 | 176,230 | 14,433 | 0 | 179,822 | 144,031 | 35,791 | 80.10% | 40,868 | 69.23% |
| | DUNEDOO | 12,341 | 192,865 | 16,111 | 0 | 189,095 | 145,955 | 43,139 | 77.19% | 41,023 | 73.34% |
| | MENDOORAN | 10,786 | 60,320 | 6,060 | 681 | 64,365 | 48,996 | 15,370 | 76.12% | 17,112 | 63.15% |
| | LEADVILLE | 2,733 | 9,127 | 1,353 | 2 | 10,504 | 6,254 | 4,251 | 59.53% | 3,158 | 52.45% |
| | MERRYGOEN | 357 | 3,696 | 586 | 4 | 3,462 | 2,364 | 1,099 | 68.27% | 803 | 70.09% |
| | NEILREX | 337 | 2,218 | 226 | 0 | 2,329 | 1,766 | 563 | 75.82% | 506 | 67.32% |
| | UARBRY | 0 | 3,277 | 73 | 0 | 3,203 | 2,138 | 1,066 | 66.73% | 176 | 89.52% |
| | COOLABAH ESTATE | 2,367 | 14,142 | 1,594 | 2 | 14,914 | 10,081 | 4,833 | 67.60% | 0.00 | 0.00% |

| | | | | | | | | | | | |
|--------------|-----------------------------|--------|---------|--------|-------|---------|---------|--------|---------|---------|--------|
| | RUR/RES COBBORA | 1,081 | 3,272 | 289 | 6 | 4,058 | 3,358 | 701 | 82.74% | 0.00 | 0.00% |
| | GENERAL RESD/BUS- CLH | 9,190 | 125,596 | 8,877 | 48 | 125,860 | 101,466 | 24,394 | 80.62% | 68,455 | 49.65% |
| | BUSINESS- CBN-RURAL | 41,756 | 352,527 | 250 | 40 | 393,993 | 303,056 | 90,938 | 76.92% | 119,317 | 64.33% |
| WATER | | | | | | 0 | | 0 | | | |
| | COONABARAB RAN | 37,058 | 285,503 | 26,520 | 4,748 | 291,293 | 215,767 | 75,527 | 74.07% | 88,305 | 63.12% |
| | BARADINE | 35,938 | 77,813 | 10,344 | 2,135 | 101,272 | 55,421 | 45,852 | 54.72% | 45,297 | 41.72% |
| | BINNAWAY | 41,798 | 61,991 | 8,750 | 263 | 94,775 | 54,434 | 40,341 | 57.43% | 51,854 | 32.28% |
| | VILLAGES | 16,021 | 11,550 | 850 | 0 | 26,721 | 8,023 | 18,698 | 30.02% | 17,215 | 15.83% |
| | FARMLAND - NTH & STH | 0.00 | 693.75 | 0.00 | 0.00 | 694 | 700 | 0 | 100.88% | | |
| | COOLAH | 17,052 | 133,642 | 9,935 | 0 | 140,759 | 108,316 | 32,443 | 76.95% | 40,408 | 65.31% |
| | DUNEDOO | 8,659 | 113,636 | 9,224 | 0 | 113,070 | 85,936 | 27,134 | 76.00% | 28,841 | 70.00% |
| | MENDOORAN | 10,777 | 51,750 | 4,087 | 301 | 58,138 | 41,906 | 16,232 | 72.08% | 17,840 | 59.37% |
| | MERRYGOEN | 2,017 | 10,248 | 725 | 18 | 11,522 | 7,107 | 4,415 | 61.68% | 3,111 | 67.22% |

| | | | | | | | | | | | |
|--------------------------------------|-------------------|------------------|------------------|----------------|---------------|------------------|------------------|------------------|--------|------------------|---------------|
| SEWERAGE | | | | | | 0 | | 0 | | | |
| | COONABARA BRAN | 51,150 | 609,605 | 26,374 | 1,805 | 632,576 | 478,401 | 154,175 | 75.63% | 141,993 | 71.83% |
| | BARADINE | 53,540 | 138,169 | 8,746 | 3,123 | 179,840 | 106,904 | 72,936 | 59.44% | 79,533 | 53.63% |
| | COOLAH | 17,636 | 146,127 | 8,820 | 0 | 154,944 | 121,350 | 33,594 | 78.32% | 35,634 | 68.62% |
| | DUNEDOO | 9,260 | 136,335 | 8,874 | 0 | 136,720 | 104,917 | 31,803 | 76.74% | 31,705 | 71.65% |
| | | 791,798 | 7,528,567 | 289,981 | 39,649 | 7,990,736 | 5,957,534 | 2,033,208 | 74.56% | 2,489,693 | 64.19% |
| GARBAGE- North | | 71,122 | 575,398 | 50,285 | 1,108 | 595,127 | 440,508 | 154,619 | 74.02% | 211,261 | 61.85% |
| GARBAGE - South | | 35,416 | 346,299 | 33,724 | 55 | 347,936 | 240,077 | 107,858 | 69.00% | 105,627 | 64.85% |
| FARMLAN D - NTH - STH | | 827 | 20,569 | 396 | 5 | 20,996 | 0 | 20,996 | 0.00% | | |
| LEGAL FEES | | 65,785 | 99,829 | 0 | 305 | 165,309 | 31,734 | 133,575 | 19.20% | 26,748 | 12.83% |
| | | | | | | | | 0 | | | |
| INTEREST | | 152,724 | 0 | 0 | 0 | 152,724 | 68,529 | 84,195 | 44.87% | 102,517 | 17.48% |
| | TOTALS | 1,117,672 | 8,570,661 | 374,385 | 41,121 | 9,272,827 | 6,738,381 | 2,534,452 | 72.67% | 2,935,846 | 62.23% |

| Rates & Annual Charges Outstanding Percentage | | | | | | | | | | | |
|---|-----------------------|----------------|------------------|----------------|---------------|------------------|------------------|------------------|--------|------------------|---------------|
| | COONABARA BRAN | 200,330 | 1,797,034 | 121,480 | 10,716 | 1,865,168 | 1,387,484 | 477,684 | 74.39% | 668,126 | 60.22% |
| | BARADINE | 123,133 | 336,294 | 36,371 | 6,449 | 416,607 | 242,624 | 173,982 | 58.24% | 176,206 | 49.77% |
| | BINNAWAY | 63,204 | 120,945 | 18,680 | 456 | 165,013 | 96,561 | 68,452 | 58.52% | 84,306 | 36.58% |
| | COOLAH | 52,713 | 456,000 | 33,188 | 0 | 475,524 | 373,696 | 101,828 | 78.59% | 116,910 | 67.80% |
| | DUNEDOO | 30,260 | 442,835 | 34,210 | 0 | 438,885 | 336,809 | 102,076 | 76.74% | 101,569 | 71.94% |
| | MENDOORAN | 21,564 | 112,070 | 10,147 | 982 | 122,504 | 90,902 | 31,602 | 74.20% | 34,952 | 61.35% |
| | VILLAGES | 32,001 | 79,516 | 7,710 | 35 | 103,772 | 57,063 | 46,708 | 54.99% | 33,049 | 38.60% |
| | FARMLAND | 217,648 | 3,705,751 | 19,067 | 20,922 | 3,883,410 | 2,967,873 | 915,543 | 76.42% | 1,086,803 | 69.93% |
| | RURAL | 50,946 | 478,123 | 9,127 | 88 | 519,854 | 404,522 | 115,332 | 77.81% | 187,771 | 59.35% |
| | | | | | | | | | | | |
| | Overall | 791,798 | 7,528,567 | 289,981 | 39,649 | 7,990,736 | 5,957,534 | 2,033,208 | 74.56% | 2,489,692 | 64.19% |

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

RECOMMENDATION

For Council's information.

2.6 BUDGET REVIEW – END OF MARCH

In accordance with Section 419 of the Local Government Act (1993), a review of Council's budget as at 31 March 2008 is presented for Council's consideration. As Council's responsible accounting officer I believe that the quarterly review statement indicates that the financial position of Council is satisfactory, having regard to the original estimate of income and expenditure.

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 ENVIRONMENTAL SERVICES ANNEXURE 4

**4.1 PUBLIC POOLS – SITE INSPECTIONS AND COMMUNITY
CONSULTATION**

Further to Council's consideration of a "pools issues paper" a specialist consultant has been sourced to prepare a comprehensive report on the condition of each pool. In addition it is proposed to hold public consultation meetings at each pool to gauge community interest in inducting user group volunteers into lessening the demands placed on pool staff.

It is anticipated that major user group representatives, Councillors (and staff) would meet with respondents to press advertisements at these meetings to inspect the pools consider prepared reports and determine strategies for next season.

The six onsite meetings are proposed to be held on Tuesday, 10 and Wednesday 11 June.

RECOMMENDATION

That Council endorse these dates for inclusion in the press advertisements.

4.2 SPECIAL STRATEGIC PLANNING MEETING

Council has been provided with the finalised Local Profile Report and Issues Paper for the new Warrumbungle LEP as Enclosures 'A' and 'B' of this report.

The Draft Land-use Strategy is nearing completion and must be endorsed by Council prior to release for public discussion.

In keeping with the adopted timetable for this project it is necessary for Council, in Closed Committee, to endorse all three documents referred to above.

Responses to date have indicated that Friday 6 June 2008, commencing at 9.00am in the RFS Headquarters Coonabarabran is acceptable to most stakeholders.

In addition to Council representatives, the Department of Planning, LEP Consulting firm, DCP Consulting firm and Council's Heritage Advisor will be present at the proposed meeting.

RECOMMENDATION

That Council confirms that a special closed meeting be scheduled for 6 June 2008 for the purpose of endorsing strategic town planning documents and the formal advertising requirements be implemented.

4.3 LOCAL GOVERNMENT ACT LAND CLASSIFICATIONS – COUNCIL DWELLINGS – COOLAH

Further to Council's foreshadowed motion on this subject a copy of the Land Register Index has been distributed separately to this report as Enclosure 'C'.

From page 1 it can be confirmed that three of the seven dwellings have not been classified as operational and therefore default to community classifications.

RECOMMENDATION

That Council determines its preferred classifications for these items.

4.4 ILLEGAL DEMOLITION

The owner of 30 Charles Street Coonabarabran has been invited to show cause why Council should not proceed with a prosecution for failure to obtain development consent for the demolition of a dwelling at the above address.

Fortunately the dwelling was not identified as an item for heritage listing consideration and no neighbourhood complaints were received.

The landowner's written response has not identified whether the dwelling was removed or demolished, if the dwelling contained asbestos or lead based materials, if the relevant Australian Standard requirements were observed with the removal, handling and disposal of materials, if any materials were buried on site and whether or not existing services such as power, water and sewer were legally disconnected.

As well as prosecution, Council has the option of serving notices under the Environmental Planning and Assessment Act on the current owner which would transfer with the land if unresolved prior to sale.

RECOMMENDATION

That the owner of 30 Charles Street Coonabarabran be provided with a further twenty eight (28) days in which to provide a full explanation of the circumstances surrounding the demolition of the house and by way of a notice under the Environmental Planning and Assessment Act list the unresolved environmental concerns for attachment to the land.

4.5 HERITAGE ACTIVITIES

Council is provided with copies of the following documents separate to this business paper:

- Enclosure D Heritage Advisor's Annual Report to Council
- Enclosure E Heritage Advisor's Annual Report to Heritage Office
- Enclosure F Heritage Action Plan for 2008/2009
- Enclosure G Heritage Strategy for the next three (3) years.

In summary, Enclosure D lists the heritage achievements of 2007/2008, Enclosure E is a requirement of the current funding arrangement, Enclosure F proposes next year's activities and Enclosure G is a requirement of next year's funding application.

RECOMMENDATION

1. That Council adopt the documents titled:
 - a) Report on Heritage Action Plan 2007/2008
 - b) Local Government Heritage Management Program
 - c) Heritage Action Plan 2008/2009, and
 - d) Warrumbungle Shire Heritage Strategy 2008-2011

2. That Council's Heritage Advisor be formally complemented on his attention to detail and efforts applied to achieving Council's objectives.

4.6 WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS RECEIVED FOR THE MONTH OF APRIL 2008

| Complying Development (set criteria) Development Application (Specialised Conditions) | Owners Name | Location (Street) | Location (Town) | Development Type | Status (Approved or Pending) |
|--|--|--------------------------|-----------------|------------------|-------------------------------|
| CD118/0708 | Robert Gordon | 11 Farnell Street | Mendooran | Shed | Approved |
| CD119/0708 | Picton Bros - Menz | Harveys Lane | Coonabarabran | Patio enclosure | Approved |
| CD120/0708 | Northern Building Certifiers (Wilson/Lawrence) | 2-4 Lachlan Street | Baradine | Dwelling | Approved by NBC |
| CD121/0708 | H & M Pound | Lot 32 Bingie Grumble Rd | Coonabarabran | Shed | Approved |
| CD122/0708 | Scott & Janine Hancock | | | | Pending - application to come |
| CD123/0708 | Grace Cashen | 69 Wellington Street | Baradine | Shed | Approved |
| CD124/0708 | WSC - Gardener St, Depot | John Street | Coonabarabran | Shed | Approved |
| DA125/0708 | L & A Washbrook | Dennykymine Rd | Merrygoen | Bus shed | Pending |
| CD126/0708 | LJ Stewart | Tilly Willy Rd | Coolah | Shed | Pending |
| CD127/0708 | Simon Tighe | 71 Cassilis Street | Coonabarabran | Dwelling | Approved |
| CD128/0708 | Caroline Scifleet/Binnaway Preschool | Bullinda Street | Binnaway | Toilet block | Pending |
| CD129/0708 | Sue Duggan | Quindallup | Coolah | Additions | Pending |
| DA130/0708 | Derek Dallman | Golden Highway | Dunedoo | Tractor shed | Pending |
| CD131/0708 | Vanessa Bowen | 14 Boomerang Street | Coonabarabran | garage/carport | Approved |
| CD132/0708 | D Piper | 38-40 Bullinda Street | Binnaway | Awning | Pending |
| CD133/0708 | Byron Hartwell | 33 Tallawang Street | Dunedoo | Pergola | Pending |

**WARRUMBUNGLA SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE MONTH OF
APRIL 2008**

| | | | | | |
|-------------|-------------------|------------------|---------------|--|--|
| DA 61/0708 | Andrew Harris | Timor Street | Coonabarabran | Extension | Pending - Waiting submission of Owner Builder Permit |
| DA 87/0708 | Anne Fraser | Beulah | Coonabarabran | Subdivision | Waiting submission of comment from ARTC |
| DA 62/0708 | Pilliga Pottery | Dandry Road | Coonabarabran | Dual occupancy | Waiting submission of further information |
| DA 112/0708 | St Vincent DePaul | 88 Bolaro Street | Dunedoo | Demolition of old and erection of new shop | Pending |

.....
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 BOWEN OVAL IRRIGATION PROJECT

As reported in the Third (3rd) Quarter Review figures Council will note that the expenditure for Bowen Oval Irrigation Project is \$45,410 against a budget estimate of \$24,500, which is an overspend of \$20,910. (*See Community Services, Capital Expenditure, Ovals Coolah Bowen Oval Irrigation*)

The original budget included;

| | |
|---|---------------|
| Pressure Switch and Pressure Pump for Bore | 3,500 |
| 2 x 20,000 l Tanks | 6,000 |
| <u>Irrigation Pipe and Pop Ups and Installation</u> | <u>15,000</u> |
| TOTAL | \$ 24,500 |

The actual expenditure is itemised as follows;

| | |
|---|---------------|
| Pressure Switch and Pressure Pump for Bore | 2,791 |
| 100,000 l Tank | 6,501 |
| Tank Base – Materials and Installation | 6,559 |
| Installation 3 Phase Power | 3,550 |
| <u>Irrigation System – Materials and installation</u> | <u>26,009</u> |
| TOTAL | \$ 45,410 |

The original estimate assumed that 3 phase power was already available. This cost the project an additional \$ 3,550. Contrary to what was understood at the time of preparing this estimate the tank required a base to be installed; adding \$ 6,559 to the total project cost.

So, whilst some explanation for the unexpected components of the job can be made, there is no good enough reason to justify this overspend other than an inadequate budget estimate.

The wages cost was not a result of any major dramas associated with the installation and was simply underestimated. Also, the supplier of the tank negotiated a \$2,000 cash discount as a community project contribution from the tank manufacturer.

On the upside, the irrigation has proved very beneficial to the condition and health of the grasses. Sports club volunteers were planning to gypsum and aerate the oval, however

upon the recommendation of Councils Horticultural staff to hold off, the grass has now thickened up, covering all dirt patches and this operation is now not required.

A supplementary vote request of \$20,910 is sought and determination by Council from where the funds could be sourced.

RECOMMENDATION

For Council Consideration

5.2 CONNECT FIVE CHILD CARE – PROPOSED EXTENSION OF SERVICE

A report was provided to Council at the February 2008 and November 2007 meetings 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. Council's auspiced Mobile Children's Service was able to attain a license from NSW Department of Community Services (DoCS) to operate a temporary 3 day per week long day care service for babies and toddlers from the Uniting Church Hall in Coonabarabran. The service began operations on 26 November 2007, but ceased in January due to issues relating to the expected government funding of Child Care Benefit and the service being ineligible for this source of income.

However, short term Child Care support funding by the Australian Government Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) was approved for \$59,718 (ex GST) and the General Manager approved resumption of this service in February 2008.

Council resolved *'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. (Resolution No 251)*

The current financial position of the Child Care Service from 27 November 2007 to 30 April 2008 (17 Weeks) is as follows;

INCOME

| | | |
|-------|---------------|-----------|
| Grant | 59,718 | |
| Fees | <u>11,279</u> | |
| | | \$ 70,997 |

EXPENDITURE

| | | |
|-------------|--------------|-----------|
| Wages | 27,747 | |
| Rent | 2,775 | |
| Consumables | <u>2,353</u> | |
| | | \$ 32,875 |

| | | |
|--------------------------|--|------------------|
| Surplus/(Deficit) | | \$ 38,122 |
|--------------------------|--|------------------|

Whilst the Funding Agreement with FaHCSIA for the Connect 5 Child Care Service ends on 30 September 2008, Clause B3 states that the *'service must cease operations by 30*

June 2008'. The intent of funding and providing this service was to give the community some time to achieve a long term solution which should have been brokered by this date. This began with the Feasibility Study, that was provided to Council at the February 2007 Meeting.

There are on average 9 - 10 children accessing this service on a regular basis, casual enrolments top up numbers to 12 -13 on occasion. Whilst there is no Child Care Benefit, the fees have remained the same for those families who were enrolled with the Early Learning Centre, however have been capped at \$25 per day. Fees range from as little as \$2.80 per day to the average charge of \$12 - \$15 per day. New enrolments are charged \$25 per day or \$12.50 upon presentation of a health care card.

Coonabarabran Preschool continue to operate the extended hours service for the 3 – 5 year olds 5 days per week, with good enrolments of 12 – 18 children. This temporary child care service license for 20 places is due to expire in October 2008.

The issue of the empty Long Day Care Centre building is still in negotiation stages. Even if a price was agreed to and funding sourced and approved by the end of this month; the process involved with Council accepting any funding offers and signing of funding agreements, a property settlement followed by the proposed refurbishments to the building would take at least three (3) months.

The General Manager has agreed to request an extension to the service to 30 September 2008 under the current Funding Agreement with FaCHSIA. This is providing that the Uniting Church Council is agreeable to extending the rental agreement to 30 September. Council's endorsement of this action is now sought.

Comparative budget forecasts for whole project to the 30 June 2008 and 30 September 2008 are as follows:

| | 27 Nov 2007 to 30 June 2008 (25 weeks) | 27 Nov 2007 to 30 Sept 2008 (38 weeks) |
|--------------------------|---|---|
| INCOME | | |
| Grant | 59,718 | 59,718 |
| Fees | <u>13,499</u> | <u>20,518</u> |
| | \$ 73,217 | \$ 80,236 |
| EXPENDITURE | | |
| Wages | 40,804 | 62,022 |
| Rent | 4,081 | 6,203 |
| Consumables | <u>3,460</u> | <u>5,259</u> |
| | \$ 48,345 | \$ 73,484 |
| Surplus/(Deficit) | \$ 24,872 | \$ 6,752 |

There is no cost implication to Council for this proposal. Casual staff contracts would be extended to 30 September and families would be reassured that an albeit temporary child care service is retained until the issue of the long day care centre building is resolved.

FaHCSIA have advised that a formal request be submitted by Council, for the department to consider the proposal.

RECOMMENDATION

That Council endorse the General Managers actions seeking approval by the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) to extend the Connect 5 Child Care service to 30 September 2008. **FURTHER** that should this be approved by FaHCSIA, the General Manager be authorised to sign the Funding Agreement variation and arrange for a request to extend the rental agreement with Uniting Church Coonabarabran.

5.3 COONABARABRAN TOWN HALL –DONATION REQUEST HIRE CHARGE

On Monday 7 April, as part of Seniors Week 2008 the Coonabarabran Senior Citizens Association hired the Coonabarabran Town Hall for a 25th Anniversary luncheon. Payment of \$203 has been received for the subsequent hire charge fee.

The Senior Citizen's Association have requested that this fee be reimbursed on the basis that all plates and crockery had to be washed prior to use and the dishwasher was not operational.

Council received funding for Seniors Week 2008 from NSW Department of Ageing, Disability and Home Care (DADHC) that matched Councils own \$1,500 contribution. This funding was utilised for a visiting professional Entertainer for a show in each community, advertising and promotional costs of the Seniors Week Calendar of events and assistance to two community groups (Binnaway and Dunedoo) who were unsuccessful in their funding submissions. There are enough remaining funds in this allocation which could fund this hall hire fee for the Seniors Week event.

RECOMMENDATION

That Council reimburse the Coonabarabran Senior Citizens Association the \$203 Hall Hire charge for the 25th Anniversary Luncheon held on Monday 7 April 2008 and this donation be funded from the Seniors Week budget allocation.

5.4 BINNAWAY RAIL BARRACKS – ARTC OFFER LAND TRANSFER

Funding was provided under a Regional Partnership (RP) grant and by the Australian Rail Track Corporation (ARTC) to the Binnaway Rail Heritage and Preservation Group (BRHPG) Inc; who also provided cash and volunteer contribution to complete a major refurbishment project at the Binnaway Barracks in 2007. Works included; replacement of the asbestos roof, kitchen fitout, new disabled shower and toilet, airconditioning in each room, fire alarms, disabled access, new septic tank, water harvesting tank, complete electricity re-wiring, complete internal and external painting and new furniture/soft furnishings. The final landscaping works are being undertaken in preparedness for an official opening scheduled to be held within the next few months.

The Barracks have been restored to a condition that now enables the community to host small meeting/conference functions and accommodate paying overnight visitors. Since the completion of the refurbishment works; occupancy rates have exceeded budgeted income.

A condition of the RP grant was that the premises be transferred to community ownership on completion of the agreed works. A final payment is pending the achievement of this milestone. It was envisaged that the premises be transferred to Warrumbungle Shire Council on behalf of the community; which Council resolved to accept in May 2006 (Resolution No 404). Formal concurrence is now sought from Council to the transfer of the premises to Council ownership.

ARTC is currently in the process of preparing a Development Application to Council, to register the subdivision of the subject land. The Rail Barracks and parcel of land as shown on attached Map of Plan of Subdivision of Lot 56 in DP 1006838 dated 16/11/07 (3004 m² shaded triangular block).

Note: Lot 53 DP 1006838 is the Rail Shed which is in the process of being transferred to Council. Council accepted ownership of this parcel of land in November 2002 (Resolution No 158) and then authorised the signing of contracts to implement this transfer in February 2005 (Resolution No 109).

Rail Infrastructure Corporation (RIC) have provided in principle agreement to the subdivision to enable land and premises to be transferred to Council. Once the allotment is registered and separate title is available for the land, the process for formally transferring the land will be implemented. Currently this land is subject to a lease agreement between State Rail Authority (now RIC) and Council; and a sub-lease agreement between Council and BRHPG.

Items for consideration for Council:

- The ARTC land is currently non-rateable
- Upon acquisition land would be deemed rateable
- Upon acquisition should be classified as community land
- A Licence Agreement will be established with BRHPG to formalise the peppercorn rental and rates/financial/insurance obligations and conditions of activities conducted at the Barracks and Shed.
- Costs associated with the land acquisition will not be Council's responsibility

RECOMMENDATION

That subject to DA approval of the subdivision;

1. Council accept ownership of Binnaway Rail Barracks and land being Lot 56 DP 1006838
2. Upon acquisition the land be classified community land
3. A Licence Agreement be signed to formalise the 20 year Peppercorn rental lease agreement between Council and Binnaway Rail Heritage and Preservation Group Inc

FURTHER that Council authorise the Mayor and General Manager to sign and attach the Common Seal to the Contract and the Contract be forwarded to Council's Solicitor for execution.

5.5 NO 1 OVAL - LIGHTS AND AMENITIES BLOCK PROJECT

At the February 2008 meeting Council was presented with an interim report advising of financial position of the Coonabarabran No 1 Oval project. The following report aims to inform Council of the final projected budget outcomes.

Available Funds;

Original Budget 07/08

| | |
|---|-------------------|
| FaHCSIA Grant | 238,000 |
| Council budget Allocation | 140,000 |
| Community funds | 12,000 |
| Revote from 06/07 - No 1 Oval Capital | 6,916 |
| Transfer from Shire Hall Restricted Asset (Resolution No 143) | 80,000 |
| TOTAL | \$ 476,916 |

| | Adjusted Budget 2007/2008 | Actual Expenditure to 01/05/08 | Revised Budget to 30/06/08 |
|-------------------------------------|------------------------------|-----------------------------------|-------------------------------|
| <u>Amenities/Kiosk Block</u> | 206,916 | | |
| Construction and Fitout | | 161,784 | 255,674 |
| Mains Power connection | | | 23,136 |
| | | 161,784 | 278,810 |
| <u>Sports Floodlighting</u> | 265,000 | | |
| Design and Supply Equipment | | 86,427 | 86,427 |
| Installation | | 154,896 | 154,896 |
| Lighting Analysis and Design | | 8,461 | 8,461 |
| Sundry/Guard Rails/Coms Cable | | 263 | 2,453 |
| Upgrade pole and transformer | | 17,474 | 17,474 |
| | | 267,521 | 269,711 |
| <u>Grandstand</u> | 5,000 | | |
| Plans | | 1,100 | 1,100 |
| | | 1,100 | 1,100 |
| TOTAL | \$ 476,916 | \$ 430,405 | \$ 549,621 |

The budget currently shows a total projected overspend of \$ 72,705.

Apart from plans that were completed by a Structural Engineer for the Grandstand for two (2) columns that are required to stabilise the internal cement ceiling in the dressing sheds area, there have been no other costs incurred to this part of the project. Whilst a proper quote has not been sought, much of the labour utilised would be by volunteers. However conservatively, an additional \$50,000 would be required for materials and contractors required to refurbish the Grandstand. Given the football season is now in full swing and the current budget situation Council may wish to put these plans on hold indefinitely.

The Sports Flood Lighting component of the project has been completed, although a minor problem with the internal connections in the light fittings has resulted in a number of blown fuses. This is being rectified at no cost to Council under warranty. The oval

has been used for night time training sessions, and from all accounts players, the general public and most importantly Siding Spring Observatory are very happy with the performance of the lights. Communication conduit and cabling was laid at the same time to make use of the open trenches and Country Energy equipment. This will enable speakers to be installed at each pole in the future.

The Amenities block is close to lock up stage. A weekend scheduled for painting by volunteers will enable installation of light fittings, flooring and toilets. Following this, the building can be connected to water, sewerage and power. The kitchen is being fitted with simple open framed benchtops on castors and shelves to enable maximum flexibility and comfort for the users of the canteen, whilst complying with food safety handling regulations. At all times, the cheapest and most durable options have been selected in an attempt to keep costs down bearing in mind the ongoing maintenance costs. The anticipated budget of \$ 278,810; includes the additional cost of the connection to the power grid of \$ 23,136 and connection to water and sewerage. However, there is still a saving of approximately \$ 15,000 compared to the cheapest tender Council received in August 2007.

Additional expenses to the original budget attributed to Country Energy total \$ 120,505.

The Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) funding has been allocated, and final reports are being compiled and submitted. At some stage an official opening will be appropriate.

RECOMMENDATION

For Council Consideration

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES