



Ordinary Council Meeting

Agenda

16 June 2022

**Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the Council Chambers, John Street,
Coonabarabran
on **Thursday, 16 June 2022** commencing at **5:00 pm**.**

Mayor: Cr Ambrose Doolan

Councillors: Kodi Brady
Dale Hogden
Zoe Holcombe
Aniello Iannuzzi (Deputy Mayor)
Carlton Kopke
Jason Newton
Kathryn Rindfleish
Denis Todd

Please note:

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Council's Vision Excellence in Local Government

Mission Statement

We will provide:

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

Values

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

WARRUMBUNGLE SHIRE COUNCIL

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AGENDA

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

Turn Off Mobile Phones

Audio Recording of Council Meetings

Apologies/Leave of Absence

Confirmation of Minutes

19 May 2022

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minute/s

Delegate Report/s

Reports of Committees

Reports to Council

Notices of Motion/Questions with Notice/Rescission Motions

Reports to be considered in Closed Council

Conclusion

.....
ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 7 May 2022 to 7 June 2022

MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
13-May	Email	In	EA GM - Transition of councillor payments
	Email	In	Director Technical Services - Inland Rail
	Email	Out	Director Technical Services - Inland Rail
18-May	Email	Out	Cr Brady - rates
	Email	Out	Director Technical Services - Inland Rail
19-May	Email	In	GM - invitation to RDA Orana meeting
	Email	In	Deputy Mayor - Dying to Know Event
	Email	In	Binnaway Progress - Binnaway Tennis Court Upgrade
	Email	Out	Director Technical Services - Binnaway and Mendooran Tennis Courts
21-May	Email	In	Cr Kopke - advice re EDT Meeting
23-May	Email	In	Director Technical Services - Expo Update
24-May	Email	In	GM - Cooina Water Consumption
	Email	Out	GM - Cooina water rates
	Email	In	Ratepayer - request for rate relief
	Email	In	Macquarie Regional Library - invitation
25-May	Email	In	Ratepayer - complaint re bin collection times
26-May	Email	In	Mgr EDT - events funding
	Email	In	Director Environment & Development Services - Baradine WTP
	Email	Out	Chair Cooina Board - resignation letter
	Email	In	Chair Cooina Board - my resignation from the Board
27-May	Email	Out	Coonabarabran LALC - funding for toilets
31-May	Email	Out	GM - Castlereagh River Project
2-Jun	Email	In	Invitation to attend AWC at Nyngan 1 July 2022
	Email	In	Ratepayer - Cooina water rates
6-Jun	Email	In	GM - Coolah health
7-Jun	Email	In	GM - Dunedoo health

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
10-May	10-May	Coonabarabran Office	14610	14645	35
13-May	13-May	Coolah - BlazeAid Thank You BBQ	14645	14840	195
18-May	18-May	Meeting NW Expo	14840	14881	41
18-May	18-May	Meeting Royal Rehab	14881	14921	40
19-May	19-May	Meeting GM	14921	14959	38
19-May	19-May	May Council Meeting	14959	14997	38
22-May	22-May	Dubbo Mayor - Bunnies to the Bush	14997	15311	314

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25-May	25-May	Inland Rail meeting and Book Reading Coonabarabran Library	15311	15349	38
26-May	27-May	Dubbo Airport - Country Mayors	15349	15665	316
2-Jun	2-Jun	Meeting GM	15665	15707	42
Total KM travelled for period 10 May 2022 – 2 June 2022					1,097

MAYORAL MINUTE - EXPENSES 7 May 2022 to 7 June 2022

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
19-May	Coles Express	Fuel	\$93.01
26-May	Transport for NSW	Travel - Country Mayors	\$19.80
26-May	Café Restaurant Sydney	Meal - Country Mayors	\$19.00
26-May	Metro Sydney	Meal - Country Mayors	\$11.50
26-May	Travelodge Sydney	Accommodation - Country Mayors	\$248.60
27-May	Transport for NSW	Travel - Country Mayors	\$19.80
27-May	Hero Sushi	Meal - Country Mayors	\$15.10
Total expenditure for period 07/05/2022 – 07/06/2022			\$426.81

RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 7 May 2022 to 7 June 2022.
2. Notes the report on the Mayor's credit card expenses between 7 May 2022 and 7 June 2022 and approves the payment of expenses totalling \$426.81.

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Item 2 Councillors' Monthly Travel Claims

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

Reason for Report

To provide Council with details of monthly travel claims of councillors.

Background

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

Councillor Monthly Travel Claims

Councillor	Kilometres March	Kilometres May	\$ per KM	Total Amount (\$)
Cr Brady	-	-	0.78	-
Cr Doolan	-	-	0.78	-
Cr Hogden	-	-	0.78	-
Cr Holcombe	-	-	0.68	-
Cr Iannuzzi	92	-	0.78	71.76
Cr Kopke	-	288	0.78	224.64
Cr Newton	-	-	0.78	-
Cr Rindfleish	-	522	0.78	407.16
Cr Todd	-	-	0.78	-
			Total:	\$703.56

Issues

Nil.

Options

Nil.

Financial Considerations

Outlined above.

Community Engagement

To inform the community.

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Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That the Councillors' monthly travel claims report in the amount of \$703.56 is noted.

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Item 3 Minutes of Country Mayors Meetings – 26 and 27 May 2022

Division:	Executive Services
Management Area:	Executive Services
Author:	Mayor – Ambrose Doolan
CSP Key Focus Area:	Civic Leadership
Priority:	CL6.1 Work in partnership with other councils, regional organisations and State and Federal Governments

Reason for Report

To report to Council on the Country Mayors Association meetings held in Sydney on Thursday 26 May 2022 and Friday 27 May 2022.

Background

I attended the Country Mayors Association Rural Health Forum on Thursday 26 May and the General Manager and I attended the Country Mayors Association General Meeting on Friday 27 May 2022 in Sydney.

The Rural Health Forum was to consider the recommendations of the Legislative Council's report into "Health outcomes and access to health and hospital services in rural, regional and remote New South Wales".

During the forum a number of people presented their thoughts on the Report. They included:

1. Cr Jamie Chaffey, Deputy Chairman, Country Mayors Association,
2. The Hon Bronnie Taylor MLC, Minister for women, Minister for Regional Health, Minister for Mental Health,
3. Mr Ryan Park MP, Shadow Minister for Health and Mental Health,
4. Mr Richard Colbran, Chief Executive Officer, Rural Doctors Network NSW, and
5. Adjunct Professor, Ruth Stewart, National Rural Health Commissioner for Australia addressed the forum on their thoughts on the Report.

A list of suggestions for a positive change was determined by the Country Mayors, which were:

1. Local Health Districts need to introduce measures to hold on to internees
2. Develop a system to get overseas doctors into are communities
3. Support UNE, CSU, and SCU to establish new medical schools
4. Investigate administration and boundaries of Health Districts
5. Have Primary Care nurses connected to hospitals
6. Indigenous Training of indigenous people for their communities
7. Advocacy approach and strategy to be developed by Country Mayors
8. Ensure the State Government reports on the progress of the Inquiry

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9. The Commonwealth Government to explain what they are doing in respect of the Inquiry
10. Thank those that have worked hard under a difficult situation
11. Councils build health plans
12. The issue is workforce. Where is the workforce and where do you get it
13. Travel allowances to be simplified
14. Need bipartisan support of the 44 recommendations and continuation of Minister for Regional Health
15. Re-establish Hospital Boards.

During the General Meeting, a number of people attended and presented the following:

- Cr Linda Scott, President ALGA, thanked councils for campaigning Local Government issues in the recent Federal election and spoke about what the new change in government will be working towards.
- The Hon Wendy Tuckerman MP, Minister for Local Government, discussed issues such as the 2022/23 rate variation with IPART and Environmental Services Levy.
- The Hon Paul Toole MP, Deputy Premier, Minister for Regional New South Wales, Minister for Police, addressed the meeting about projects being undertaken on the roads in regional NSW, the Regional Job Creation Fund and how the State government wants to work in partnership with Local Government for upcoming projects.
- The Hon Kevin Anderson MP, Minister for Lands and Water, Minister for Hospitality and Racing, spoke about the Safe and Secure water projects currently being undertaken, the Crown Reserve Improvement Fund and the different challenges the state faces from running out of water to having a overflowing supply.
- Mr Scott Phillips, CEO LGNSW, provided a report on the work LGNSW has done since the last Country Mayors meeting updating on Domestic Waste Management Charges, Emergency Services levy, ePlanning and NSW Planning Survey and Housing and flood relief for councils and funding for modular housing package for flood affected communities.
- Ms Anna Bowen, Head of Social Impact, Royal Far West, addressed the meeting about what Royal Far West is currently providing in rural NSW and how staff shortages are affecting them.

The following resolutions were made:

1. Following the Country Mayors Health Forum, Country Mayors write to the Premier and Opposition leader thanking them for their representation at the forum through the Minister for Regional Health the Hon Bronnie Taylor MLC and the Shadow Minister for Health Ryan Park and recognise their bipartisan commitment to agreeing to address the rural and regional health issue across regional NSW.

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2. Country Mayors seek commitment from the Premier and the leader of the Opposition to implement the recommendations of the Legislative Council Inquiry into the Health Outcomes and Access to Health and Hospital Services in Rural, Regional and Remote New South Wales.
3. The Country Mayors Executive Committee develop a further set of targeted health related priorities to advocate to both State and Federal Governments to address.
4. Country Mayors seek to meet with the NSW Minister for Local Government and the Minister for Planning to seek an urgent amendment to the Environmental Planning and Assess (Development Certification and Fire Safety) Regulation 2021.
5. Country Mayors requests that the new Commonwealth Government commit to or enhance the Local Governments programs of the previous government.

Issues

Nil

Options

Nil

Financial Considerations

Nil

Community Engagement

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

Attachments

1. Minutes, Country Mayors Association Rural Health Forum 26 May 2022
2. Minutes, Country Mayors Association General Meeting 27 May 2022

RECOMMENDATION

That Council note the Delegate's Report in relation to the Country Mayors Association meetings held at Sydney on Thursday 26 May and Friday 27 May 2022.

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Item 4 Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 9 May 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	Supporting Community Life
Priority:	SC6.3 Work with local communities to develop and implement improvement plans for our streetscapes, main streets and town entrances.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Coonabarabran Town Beautification Advisory Committee held at Coonabarabran on 9 May 2022.

Background

The purpose of the Committee is to make recommendations on specific projects and or development of strategies for the beautification of Coonabarabran.

Core responsibilities and duties of the Committee are to:

- Input into the development of a beautification Master Plan with a strategic focus on improving the appearance of street landscapes.
- Assistance with determining current issues with town landscapes, including identification of issues that need to be rectified.
- Investigation into, and assistance in obtaining, external sources of funding.
- Making of recommendations to Council on matters relating to specific town beautification projects or strategies.

Issues

Cr Kodi Brady was elected as the Committee Chairperson and the Terms of Reference and Model Code of Conduct were discussed.

Several matters were discussed including the development of the Coonabarabran Town Beautification Master Plan with emphasis on finalising the work that had been completed to date through a workshop or series of workshops. It was noted that the renewal of the John Street garden beds from the Clocktower to Mary Jane Cain Bridge has been scheduled in. Discussion was also held around the level of cleaning in the town centre as well as how Little Timor Street Plaza was operating now that it has been open to the community for some time.

Council presently does not have the resourcing to develop a Coonabarabran Town Beautification Master Plan. Should Council wish to make this a priority the other projects will have to be abandoned.

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Options

Council may wish to adopt the recommendations from the Committee meeting.

Financial Considerations

The recurrent funding for the renewal of garden beds throughout the town was noted as being \$10,000 per annum for the next three financial years.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 9 May 2022.

RECOMMENDATION

That Council notes the minutes of the Coonabarabran Town Beautification Advisory Committee meeting held at Coonabarabran on 9 May 2022.

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Item 5 Minutes of Audit, Risk and Improvement Committee Meeting – 10 May 2022

Division:	Corporate and Community Services
Management Area:	Corporate Services
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.2 Obtain structured independent assessment of Council's organisational compliance, practices and performance

Reason for Report

To present Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on Tuesday 20 May 2022.

Background

The Audit, Risk and Improvement Committee was formed by Council Resolution 168/2122 (6 January 2022), comprising two independent members and one councillor delegate.

Issues

At the Audit, Risk and Improvement Committee meeting of 10 May 2022, the Committee discussed:

- The closing report and final management letter for 2020/2021 from Council's external auditors.
- The engagement plan for the 2021/2022 audit.
- Council's Financial Statements for 2020/2021.
- Implementation of the records improvement strategy.
- Management and use of credit cards.
- Draft guidelines for risk management and internal audit.

The Minutes of this meeting are provided as Attachment 1 to this report.

Options

Nil

Financial Considerations

Nil

Community Engagement

The level of engagement for this report is Inform.

Attachments

1. Minutes of the Internal Audit Committee meeting held at Coonabarabran on 10 May 2022.

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RECOMMENDATION

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 10 May 2022.

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Item 6 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 11 May 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

The purpose of this report is to present the minutes from the Coonabarabran Swimming Pool Advisory Committee meeting held at Coonabarabran on 11 May 2022.

Background

The purpose of the Advisory Committee is to assess the condition and usefulness of the existing amenities, buildings, and facilities at the Coonabarabran Swimming Pool Complex and develop a long-term strategy for upgrade and improvement to these facilities, based on existing and future sport and recreation demands of the Shire.

Issues

Cr Kathryn Rindfleish was elected as the Committee Chairperson and the Committee Terms of Reference and Model Code of Conduct were discussed.

The matter of stormwater drainage in and around the swimming pool complex was discussed with the outcome that it be followed up by Council. The Master Plan and Building Better Regions application for the complex were talked about and noted the feedback from the funding body on Council's application. Inclusion of a mums and bubs area in any future development was emphasised and the steps required to have a shovel ready project were outlined.

A series of steps to be undertaken to progress the upgrade to the swimming complex were developed and it was agreed that the next Committee meeting would focus on priorities for the upgrade.

Options

The Committee made no recommendations however, Council may wish to note the minutes from the meeting.

Financial Considerations

There are no immediate budget implications from the minutes of the Coonabarabran Swimming Pool Advisory Committee meeting held on 11 May 2022.

Community Engagement

The level of engagement for this report is to inform.

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Attachments

1. Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 11 May 2022.

RECOMMENDATION

That Council notes the minutes of the Coonabarabran Swimming Pool Advisory Committee meeting held at Coonabarabran on 11 May 2022.

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Item 7 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 23 May 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3.4 Identify opportunities for innovative adaptation and/or sharing of open space and infrastructure for recreational purposes as well as regular maintenance and upkeep of parks, reserves, swimming pools and other recreational assets to ensure availability of such assets to residents of the shire.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Coonabarabran Sporting Complex Advisory Committee held at Coonabarabran on 23 May 2022.

Background

The purpose of the Committee is to assess the condition and usefulness of the existing amenities buildings and sporting facilities at Coonabarabran Sporting Complex and develop a strategy for these facilities based on existing and future sport and recreation demands.

Core responsibilities and duties of the Committee are to:

- Determine current and potential sport and recreation users of the complex facilities including volume and frequency of use;
- Develop a long-term strategy for the Sporting Complex in the form of a Master Plan including cost estimates and priorities of improvements;
- Investigate and obtain external sources of funding; and
- Make recommendations to Council on any matter related to improvements of the Sporting Complex.

Issues

The Committee elected Cr Kodi Brady to the position of Chairperson, discussed and noted the Committee Terms of Reference and the Model Code of Conduct Policy. An update on the Coonabarabran Sporting Complex grant funded projects was provided and noted that the majority of the works were complete. The construction of a new women's only change room/amenities and storage area were also discussed along with the current oval booking system and the use of the dog track.

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Options

Council may wish to note the action items and adopt the recommendations from the Committee meeting.

Community Engagement

The level of engagement for this report is to inform.

Financial Considerations

The allocation of \$585,000 from the Local Roads and Community Infrastructure Program for the construction of women's only change rooms and storage was discussed. As the timeline is tight and all works are to be completed by June 2023, a meeting will be scheduled with the Committee to confirm the scope of works and progress of the project.

Attachments

1. Minutes of the Coonabarabran Sporting Complex Advisory Committee Meeting – 23 May 2022

RECOMMENDATION

That Council notes the minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 23 May 2022.

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Item 8 Minutes of Economic Development and Tourism Advisory Committee Meeting

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE2 Identify, develop and coordinate tourism and economic development opportunities.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Economic Development and Tourism Advisory (EDT) Committee held at Coonabarabran on 24 May 2022.

Background

The purpose of the EDT Committee is to provide advice and guidance to Council on planning and priorities for tourism and economic development for Warrumbungle Shire.

Core responsibilities and duties of the EDT Committee are to:

- Provide a forum for discussion and act in an advisory role and not commit Council resources outside the allocated budget for Tourism and Economic Development Promotions.
- Work within the framework of the Community Strategic Plan and Warrumbungle Shire Economic Development Strategy and not deal with day to day operational matters.

Issues

The following key matters were considered by the EDT Committee at the meeting held 24 May 2022:

Community Events Program Fund – funding to the value of \$239,651 has been made available for Council through Regional NSW for funding for events to address social and economic recovery of regional communities; with applications closing 24 June 2022.

In May 2022, Council resolved that the EDT Committee workshop the priorities for funding with a recommendation being made to the Mayor, and the Mayor being delegated the final decision on the events selected for funding. As a result, a number of events across communities of Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo, Goolhi and Mendooran were selected to be included in the application and endorsed by the Mayor. Event organisers have until 14 June 2022 to provide information on their event and how funds will be expended. Any unallocated funds

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will go towards Mendooran's town festival event or Coonabarabran's music and food event. A list of the events can be found attached to the minutes of the meeting.

Coonabarabran AVIC Accreditation – is due for renewal, and enables Council to display the *i* symbol. The committee considered a report on the matter and recommend Council continues to operate the Coonabarabran VIC as a Level 1 Accredited Visitor Information Centre.

Town Entry Signs – Council has allocated \$170,000 for updating of town entrance signs across the LGA in 22/23 Capital Works Budget. Consultation will be required with communities for design and location of signs. The EDT committee recommends that one representative from each town that sits on the committee be nominated to undertake consultations and report back to the EDT Committee by 30 July 2022. These committee members represent 2357 Partnerships, Dunedoo District Development Group, Coolah District Development Group, Mendooran District Development Group, Baradine Progress Association and Binnaway Progress Association.

Hickeys Falls – at the community consultation meeting held 22 March 2022 in Coonabarabran, a member of the public requested Council considers erecting an information board and install toilet at Hickeys Falls. EDT Committee recommend grants be investigated for installation of the information board, and the toilet be considered and costed.

Building Our Warrumbungle Communities Action Plans – the recent Peter Kenyon workshops held at communities across the LGA have generated a number of action plans from community seeking to develop strategies to stimulate economic renewal.

The EDT Committee recommended that Council:

- 1. Adopts the Building Our Warrumbungle Communities Action Plans for all towns.**
- 2. Updates the EDT Strategy and Action Plan to incorporate WSC identified tasks and projects from Building Our Warrumbungle Communities Action Plans.**

The action plans include a number of actions to be undertaken, some with significant financial implications. Ownership of the actions within each plan is not clear, and whilst the EDT Committee are seeking Council to adopt the action plans, the financial burden of WSC completing a number of the actions is likely unachievable within budgetary allocations currently available.

On this basis, it is recommended that Council note the action plans for future planning and funding applications if funding opportunities arise. Further to that, a review of the action plans could be undertaken to include actions that can be achieved by Council in the short-term for inclusion in Council's EDT Strategy.

The minutes for Economic Development and Tourism Committee are provided for Council's information as Attachment 1 in this report.

Options

Nil

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Financial Considerations

Nil

Community Engagement

The level of engagement for this report is to Inform.

Attachments

1. Minutes of the Economic Development and Tourism Advisory Committee Meeting held at Coonabarabran Tuesday 24 May, 2022.

RECOMMENDATION

That Council:

1. Notes the minutes of the Economic Development and Tourism Advisory Committee Meeting held 24 May 2022.
2. Notes the Mayor's acceptance of the events and allocations to be applied for under the Community Events Program Fund as per the attachment provided with the minutes;
 - with relevant event organisations required to provide information on their event to Council prior to 14 June 2022
 - and any unallocated funds going towards Mendooran's town festival event or Coonabarabran's music and food event.
3. Continues to operate the Coonabarabran Visitor Information Centre as a Level 1 Accredited Visitor Information Centre.
4. Supports town entry signage consultation within Council's communities being undertaken by members of the Economic Development and Tourism Advisory Committee, with findings being reported to Council at a later date.
5. Investigates eligible grants for construction of an information notice board to be installed at Hickeys Falls; along with costings for a suitable toilet.
6. Notes the actions within the Building Our Warrumbungle Communities Action Plans for future planning and funding applications if funding opportunities arise.
7. Undertakes a review of the Building Our Warrumbungle Communities Action Plans selecting actions that can be achieved by Council in the short-term for inclusion in Council's EDT Strategy.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 June 2022

Item 9 Robertson Oval Amenities Building Project and Minutes of Advisory Committee Meeting – 25 May 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Robertson Oval Advisory Committee held at Dunedoo on 25 May 2022.

Background

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

Issues

Cr Dale Hogden was elected as the Committee Chairperson and the Committee Terms of Reference and Model Code of Conduct were discussed. The Project Manager provided an update on the project noting that the facility would be able to be used for an event at Robertson Oval on Saturday 28 May 2022.

Potential dates for the official opening of the amenities were discussed and the Master Plan was then reviewed to identify any outstanding priorities for the Committee. Floodlighting, tiered seating and an electronic scoreboard were agreed as the highest priorities.

Options

No recommendations were made by the Committee, but a series of action items were developed. Council may wish to note the meeting minutes.

Financial Considerations

The project budget was noted as being approximately \$85,000 under the forecast budget. The Committee agreed that sub soil drainage as well as construction of the car park that was removed from the original scope to save money should be completed with the savings. The estimate for the car park works is \$40,000 and the sub soil drainage estimate is \$25,000. Council management agreed with this recommendation noting the funds are from the Building Better Regions Grant (Round 4).

WARRUMBUNGLA SHIRE COUNCIL

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Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of the Robertson Oval Advisory Committee Meeting – 25 May 2022.

RECOMMENDATION

That Council:

1. Notes the minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on the 25 May 2022.
2. Proceeds with the expenditure of \$85,000 on the installation of sub soil drainage and construction of the car park.

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Item 10 Determination of the Local Government Remuneration Tribunal 2022 Annual Report and Determination

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manger – Erin Player
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision making

Reason for Report

To present Council with the Local Government Remuneration Tribunal's 2022 Annual Report and Determination.

Background

The Local Government Remuneration Tribunal (the Tribunal) is required to report to the Minister for Local Government by 1 May each year on its determination of council categories and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairperson and members of county councils.

The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories as part of its 2020 review and will next review these categories in 2023. The Tribunal found that the allocation of councils into the current categories continued to be appropriate having regard to the 2022 review.

The Annual Report and Determination contains two determinations. The first, pursuant to section 239 of Categories of Councils and County Councils effective 1 July 2021, lists the categories of councils. Warrumbungle Shire Council is determined as Rural.

The second, pursuant to section 241 of the *Local Government Act 1993*, lists the minimum and maximum fees payable to mayors and councillors by council category.

The Tribunal has determined an increase of 2% mayoral and councillor fees for the 2022-23 financial year with effect from 1 July 2022.

For a council categorised as 'Rural', the Tribunal set the Councillor/Member Annual Fee at a minimum of \$9,560 and a maximum of \$12,650; the Mayor/Chairperson Additional Fee is set at a minimum of \$10,180 and a maximum of \$27,600 commencing 1 July 2022. Warrumbungle Shire Council has in the past applied the maximum fees for councillors and the Mayor.

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At the 2021 June Council meeting, Council resolved:

364/2021 RESOLVED that:

1. *Adopt the maximum annual fee for councillors in accordance with determination of the Local Government Remuneration Tribunal pursuant to sections 239, 241 of the Local Government Act 1993 (NSW), being \$12,400.*
2. *Adopt the maximum annual fee for the Mayor in accordance with determination of the Local Government Remuneration Tribunal pursuant to sections 239, 241 of the Local Government Act 1993 (NSW), being \$27,060 for the Mayor Additional Fee*

Issues

Nil

Options

Council may determine that Councillors fees be set at a level between \$9,560 and \$12,650. The Mayor is to be paid a fee between \$10,180 and \$27,600. The Mayoral fee is paid in addition to the Councillor fee.

Council cannot fix a fee higher than the maximum amount as determined by the Tribunal and if Council does not fix a fee, the minimum fee as determined by the Tribunal must be paid.

Council has in the past determined not to set a fee for the Deputy Mayor. Should the Council wish to revisit this then the fee to be paid to the Deputy Mayor is to be deducted from the Mayor's fee.

Financial Considerations

Councillors fees are provided for in the budget process.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Local Government Remuneration Tribunal 2022 Annual Report and Determination – 20 April 2022
2. Circular No 22-14/ 22 May 2022 – 2022/23 Determination of the Local Government Remuneration Tribunal

RECOMMENDATION

That Council determine:

- i. The annual fees for Councillors for 2022/23.
- ii. The annual fee for the Mayor for 2022/23.

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Ordinary Meeting – 16 June 2022

Item 11 Meeting Schedule

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to General Manager – Erin Player
CSP Key Focus Area:	Civil Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision-making

Reason for Report

To schedule Council's meetings from July 2022 to June 2023.

Background

The *Local Government Act 1993* (NSW) S365 stipulates that Council is required to meet at least ten (10) times each year, each time in a different month.

Traditionally, Council has agreed on a 12 month program of proposed meeting dates and venues for Ordinary Council meetings.

On 15 October 2020 Council dealt with the Council meeting schedule and resolved:

Ordinary meetings of the Council will be held on the third Thursday of each month, commencing at 5.00pm and shall be alternated between:

- *Council Chambers Binnia Street Coolah; and*
- *Council Chambers John Street Coonabarabran*

Council may change the time and/or date of any particular meeting by resolution.

It had also been determined that the Ordinary Council meeting would, during the COVID-19 crisis, be chaired from the Coonabarabran Council Chambers.

Issues

The schedule does not include Community Consultation meetings, typically held in November and March each year, nor the various committee meetings, extra ordinary Council meetings, training, civic functions and other commitments of councillors.

During the Covid pandemic Council meetings were closed to the public to physically attend but councils were required to webcast meetings.

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Council meetings continue to be webcast live to the community. Preparations are currently underway for improved network linkages at the Coolah administration building. These improvements are expected to be completed by September 2022. Once completed advice can be provided on costs to upgrade the Coolah Chambers to webcast meetings from that location.

Options

The following timetable is proposed with meetings commencing at 5.00pm. Council may, by resolution, amend the date and time of its Ordinary meetings.

July 2022	Thursday 21
August 2022	Thursday 18
September 2022	Thursday 15
October 2022	Thursday 20
November 2022	Thursday 17
December 2022	Thursday 8#

#Meeting held on the second Thursday in December

Financial Considerations

Council meetings are a normal part of the operation of the organisation, and budgeted for in the 2022/23 Operational Plan. This includes travel reimbursement costs of councillors and catering for meals.

Community Engagement

To inform the community by advertising the Council meeting schedule via Council's community eNewsletter, council's website, social and digital media and media releases.

Attachments

Nil

RECOMMENDATION

That Council:

1. Adopts the following Meeting Schedule:

July 2022	Thursday 21
August 2022	Thursday 18
September 2022	Thursday 15
October 2022	Thursday 20
November 2022	Thursday 17
December 2022	Thursday 8

2. Meetings be held and chaired from the Coonabarabran Chambers until further advice is provided on improved technology at the Coolah Chambers.

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Item 12 Cooinda Coonabarabran Liquid Trade Waste Charges

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision-making

Reason for Report

Cooinda Coonabarabran has been seeking a waiving of water and trade waste charges. Council has made a decision in relation to the water charges and deferred the decision in relation to the liquid trade waste charges.

Background

The Chair of Cooinda Coonabarabran wrote to Council seeking the waiving or reduction of Council water and trade waste charges (letter attached). The amount being sought for water is a waiving of \$40,907.28 and liquid trade waste charges of \$47,404.00.

Council considered both of these matters at the May 2022 Council meeting and resolved not to accede to Cooinda Coonabarabran's request to waive the water charges and then to *'defer consideration of the request by Cooinda Coonabarabran for the waiving of liquid trade waste charges and that a report be provided to Council in relation to other businesses that have been impacted by liquid waste charges.'*

Liquid Trade Waste Charges

As part of the State Government's requirements for Best-Practice Management of Water Supply and Sewerage Guidelines, Council adopted the Warrumbungle Shire Liquid Trade Waste Policy in February 2011. Furthermore, at its Ordinary Meeting on 15 August 2013 Council resolved *"that Council note that the implementation of the Warrumbungle Shire Trade Waste Policy over the coming months and that Council begin communicating with the local business community that may be affected"*.

Following the above resolution letters were sent to businesses across the Warrumbungle Shire in relation to the implementation of the Policy and setting of fees.

A number of letters and reports were sent to Cooinda to inform of the need to become compliant with the Council Policy.

It is unclear how Cooinda determined the figure of \$47,404. Non-compliance charges have been made of \$48,177.56 and an adjustment of \$5,555.39 has been made to the account on the same basis as the water charges.

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The difference between compliant and non-compliant charges are:

Non-Compliant Charge	Compliant Charge	Difference
\$48,177.56	\$8,604.40	\$39,573.17

It should be noted that Council has been, and continues to be, a significant recipient of grants for the improvement of water and sewer infrastructure often subject to a requirement that Council implements a Liquid Trade Waste Policy.

According to Council's Policy there are four (4) classifications of liquid trade waste established for concurrence purposes: Classification A; B; C, and; S. For trade waste charging purposes there are also four (4) charging categories: Category 1; 2; 2S, and; 3.

Classification A dischargers fall into Charging Category 1 or Category 2. Classification B dischargers fall into Charging Category 2, except for a few dischargers with low impact on the sewerage system which fall into Category 1. Classification S dischargers fall into Charging Category 2S. Classification C dischargers fall into Charging Category 3.

Category 1 Discharger – Category 1 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring nil or only minimal pre-treatment equipment and whose effluent is well defined and of a relatively low risk to the sewerage system. In addition, Category 1 includes dischargers requiring prescribed pre-treatment but with low impact on the sewerage system.

Classification A activities – Commercial retail food preparation activities that do not generate an oily/greasy waste

Category 2 Discharger – Category 2 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring a prescribed type of liquid trade waste pre-treatment equipment and whose effluent is well characterised.

Classification A activities – Premises that prepare and/or serve hot food or foods that generate an oily/greasy waste

Category 2S Discharger – Category 2S dischargers are those conducting an activity of transporting and/or discharging septic tank or pan content waste into the sewerage system – there are no remaining Category 2S Dischargers in the Warrumbungle Shire.

Classification S activities: bus/rail coach/caravan/motor home/caravan park waste dump points; mooring/marina dump points; pan waste; portable chemical toilet waste; septage; septic tank effluent; ship-to-shore pump-outs (galley waste and toilet waste).

Category 3 Discharger (large or industrial waste dischargers) – Category 3 liquid trade waste dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes (over 20 kL/d) of liquid trade waste to the sewerage system. Any Category 1 or 2 discharger whose volume exceeds 20 kL/d

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becomes a Category 3 discharger, except shopping complexes and institutions (e.g. hospitals, educational facilities, correctional facilities, etc.) – there are no Category 3 discharges in the Warrumbungle Shire.

Within the Warrumbungle Shire there are 73 properties impacted by Liquid Trade Waste compliance:

- Category 1 Discharger, compliant – 11 properties
- Category 1 Discharger, non-compliant – 21 properties
- Category 2 Discharger, compliant – 26 properties
- Category 2 Discharger non-compliant – 15 properties

For impacted businesses there is a usage charge for the volume of liquid trade waste discharged to sewer. This is calculated as a percentage of liquid trade waste discharged compared to the consumption of water for the property. By reducing water used and discharged, the usage charges (if applicable) may decrease.

Trade Waste Usage Charge

- Category 1 Discharger, compliant (approved + with appropriate pre-treatment) – Nil/KL
- Category 1 Discharger, non-compliant (no approval and/or no appropriate pre-treatment) – \$2.18/KL
- Category 2 Discharger, compliant (approved + with appropriate pre-treatment) – \$2.18/KL
- Category 2 Discharger, non-compliant (no approval and/or no appropriate pre-treatment) – \$17.50/KL

Coinda Coonabarabran is a Category 2 discharger. It is deemed to be undertake Classification A activities:

Classification A activities – Premises that prepare and/or serve hot food or foods that generate an oily/greasy waste: bakery (pies, sausage rolls, quiches, cakes, pastries with creams or custards); bistro; boarding house/hostel kitchen; butcher; café/coffee shop/coffee lounge; cafeteria; canteen; fast food outlet; chicken/poultry shop; club; community hall; commercial kitchen/caterer; nursing home; patisserie; supermarket; doughnut shop; fish shop (cooking on-site); function centre; hotel; ice cream parlour; motel; nightclub; pizza cooking; restaurant; sandwich shop/salad bar; take away food outlet.

Council staff have had a number of interactions, whether these be by letters, emails, inspections (including written reports) and/or meetings, with Coinda in relation to the liquid trade waste issue.

Fees

The Liquid Trade Waste charges have been raised in accordance with Council policies.

The attached (confidential attachment) transaction history shows charges and payments on the relevant account. The assessment deals with water charges, sewer charges and trade waste charges.

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Should Council wish to waive all or any part of the fees then it is to comply with the provisions of the NSW Local Government Act 1993 here Council may look to Section 610E:

610E COUNCIL MAY WAIVE OR REDUCE FEES

- (1) A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.*
- (2) However, a council must not determine a category of cases under this section until it has given public notice of the proposed category in the same way as it is required to give public notice of the amount of a proposed fee under section 610F(2) or*
- (3) Refund of the non-compliant discharger fees.*

Section 610E applies to:

610A APPLICATION OF DIVISION

- (1) This Division applies to a fee charged by a council for any service relating to the following activities—*
 - (a) ...*
 - (b) ...*
 - (c) the carrying out of a water supply or sewerage service (other than a service provided, or proposed to be provided, on an annual basis for which the council is authorised or required to make an annual charge under section 501),*

In this instance Council has not determined a category of cases hence this Section is not available to it.

Alternatively Council may look to Section 356 of the Act which provides that Council may after resolution contribute money or otherwise grant financial assistance. This is on the basis that if the recipient acts for private gain must not receive any benefit under the section until at least 28 days public notice has been given. In this instance Cooinda Coonabarabran is registered as a Public Benevolent Institution and is endorsed as a Deductible Gift Recipient from 1 July 2000.

While Cooinda is a PBI for transparency purposes it would be appropriate, if Council resolved to contribute to Cooinda, for the proposal to be advertised. Cooinda is not the first business to seek a waiver of the Liquid Trade Waste fee, the most recent was the Coonabarabran Golf Club, however in this instance the Club had completed the required works at the time of the donation by Council.

Attachments

1. Cooinda – Original letter from Chair
2. Letter from Cooinda dated 2 June 2022
3. Inspection Report Cooinda Residential Aged Care dated 20 May 2014
4. Post-Inspection Letter Cooinda Residential Aged Care dated 8 September 2014
5. Cooinda Residential Aged Care Reminder Letter Outstanding LTW Application dated 8 May 2015

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6. Letter to Coinda Notice of Determination LTW dated 17 July 2015
7. Inspection Report Coinda Residential Aged Care dated 28 July 2016
8. Inspection Report Coinda Residential Aged Care dated 28 July 2016
9. Post-Inspection Letter Coinda Residential Aged Care dated 31 August 2016
10. Inspection Report Coinda Residential Aged Care dated 20 September 2019
11. Letter to Coinda dated 18 January 2022

RECOMMENDATION

That Council not accede to Coinda Coonabarabran's request to waive the liquid trade waste charges.

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Item 13 Council Resolutions Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision making

Reason for Report

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

Background

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

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

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil

Financial Consideration

Nil

Community Engagement

Level of Engagement - Inform

Attachments

1. Council Resolution Report

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RECOMMENDATION

That the Council Resolution Report be noted for information.

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Item 14 Revotes and High Value Projects Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Civic
Priority:	CL1 That Council is financially sustainable over the long term

Reason for Report

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

Background

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

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

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

Issues

Nil

Options

Nil

Financial Considerations

As set out in the report.

Community Engagement

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

Attachments

1. Revote Report
2. High Value High Risk Revotes

RECOMMENDATION

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

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Item 15 Quarterly Budget Review Statement for the 3rd Quarter Ending 31st March 2022

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Acting Accountant – Lisa Grammer
CSP Key Focus Area:	Civic Leadership
Priority:	CL1 That Council is financially sustainable over the long term

Reason for Report

To present a summary of Council's financial position as at 31st March 2022 including information regarding the supplementary vote requests.

Summary

The Third Quarter Budget Review Statement report (refer attachments) is to inform Council on major variations and recommend changes to the budget. Explanations for major variations are reported within the attached 3rd Quarterly Budget Review Statement. Also included is a list of supplementary votes for approval.

Background

Section 203 of the *Local Government (General) Regulation 2005* regarding budget review statements and revision of estimates states that:

- (1) *Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
 - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
 - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement.*

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The minimum requirements for the Quarterly Budget Review Statement are included in the Code of Accounting Practice and Financial Reporting.

The QBRS is composed of, but not limited to, the following budget review (BR) components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the Quarterly Business Review Statement (Part 2)
- Budget Review – Income and Expenses Statement in one of the following formats (Parts 3, 5 & 6):
 - consolidated;
 - by fund (eg. General Fund; Water Fund; Sewer Fund); or
 - by function, activity, program etc. to align with the management plan / operational plan.
- Budget Review – Capital Budget (Parts 7 and 8)
- Budget Review – Cash and Investments Position (Part 10)
- Budget Review – Key Performance Indicators (Part 12)
- Budget Review – Contracts and Other Expenses (Part 13)

The following important financial information has also been provided in addition to the information required as part of the Quarterly Budget Review Statement reporting framework:

- Balance Sheet as at 31st March 2022 (Part 9)
- A Loan Movement Schedule (Part 11)

Report

The 3rd Quarterly Budget Review Statement shows that Council's consolidated revised income budget for the 2021/22 financial year is \$48,084,000. Expenses from continuing operations are projected to be \$43,193,000. This results in a projected consolidated operating result from continuing operations of \$4,891,000 surplus as compared to original \$5,297,000, consolidated budget. The revised before Capital Grants & Contributions deficit is \$3,737,000 as compared to \$4,120,000 estimated at the original budget.

The corresponding General Fund 3rd Quarterly Budget Review Statement figures are a revised income budget for the 2021/22 financial year of \$26,205,000. Expenses from continuing operations are projected to be \$25,955,000.

Significant actual items to note from the QBRS include:

Revenue

- Rates and Annual Charges are 98 % of the budget forecast
 - This is mainly because the billing is done in advance for the financial year for rates and annual charges.
- User charges and fees are 61% per budget. The major areas are:
 - Transport NSW not invoiced until quarter 4;
- Interest and investment revenue is under budget mainly due to much lower interest rates

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- Other Revenues are over budget at 131% mainly due to Insurance reimbursement from Hail Damage October
- Operational Grants and Contributions are at 52% under budget
- Capital grants income are at 62% slightly under budget.

Expenditure

- Corporate Services Expenditure are at 57% under budget due to staff vacancies
- Design Services expenditure are at 34% under budget mainly due to staff vacancies and changing salaries to projects
- Sewer expenditure are at 67% due to reduced wages in Asset maintenance
- Waste expenditure are at 69% due to reduced costs for building maintenance at transfer stations and reduced wages for kerbside recycling

Further information is provided in the 3rd Quarterly Budget Review Statement (*Attachment 1*).

Supplementary Vote Requests

Supplementary Vote requests have been received for the items outlined in Table 1a.

Table 1a: Supplementary Vote Request Variations

Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
General Fund					
General Revenue					
Total General Revenue	-	-	-	-	
Expenditure					
Corporate & Community Services					
MSO Capital Replacement			30,000		Nil Impact
Community Transport Volunteers Expenses		3,500			
Total Corporate & Community Services		3,500	30,000	-	Nil Impact
Technical Services					
Roads					
RMCC Maintenance Work	329,354			329,354	Positive Impact
Tooraweenah Road Initial Seal	423,585		423,585		Nil Impact
Local Roads M & R Flood Damage	900,000	900,000			Nil Impact
Total Roads	1,652,939	900,000	423,585	-	Nil Impact
Urban Services					
Coonabarabran Stop and play	21,863		81,863	(60,000)	Negative Impact
Total Urban Services	21,863		81,863	-	Nil Impact

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Total Technical Services	1,674,802	900,000	505,448	(60,000)	Negative Impact
Total General Fund	1,674,802	903,500	535,448		
Water Fund					
Total Water Fund		-		-	
Sewer Fund					
Total Sewer Fund		-		-	
Total Warrumbungle Shire Council	1,674,802	903,500	535,448	269,354	Positive Impact

Financial Considerations

- The total amount of Operating expenditure supplementary vote requests from Table 1a is an increase of \$903,500; and
- The total amount of capital expenditure supplementary vote requests from Table 1a is an increase of \$535,448 and
- For income, an increase of revenue of 1,674,802.

This means a net consolidated impact on the 2021/22 budget being an increase or positive impact of \$269,354.

Rates and Annual Charges

Council levies rates and annual charges on an annual basis commencing in the month of July. Council monitors the repayment of these rates and annual charges and measures its debt recovery performance for rates and annual charges through the use of the Rates and Annual Charges Outstanding Ratio.

The Office of Local Government (OLG) recommends, via their accepted benchmark, a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils.

Council's outstanding ratio as at 30th June 2021 was 12.65% which is above the OLG recommended benchmark.

The outstanding rates and annual charges ratio as at 31 March 2022 is 12.28%, which is more than the 10% bench mark proposed by the OLG. The overall outstanding charges ratio as at 31 March 2022 is 14.06%.

A high arrears balance affects Council's cash flow, and represents monies outstanding that Council could be gaining a return on if invested in a term deposit.

See graph to the right, and table of outstanding balances by rate group and rate/charge type below for further details.

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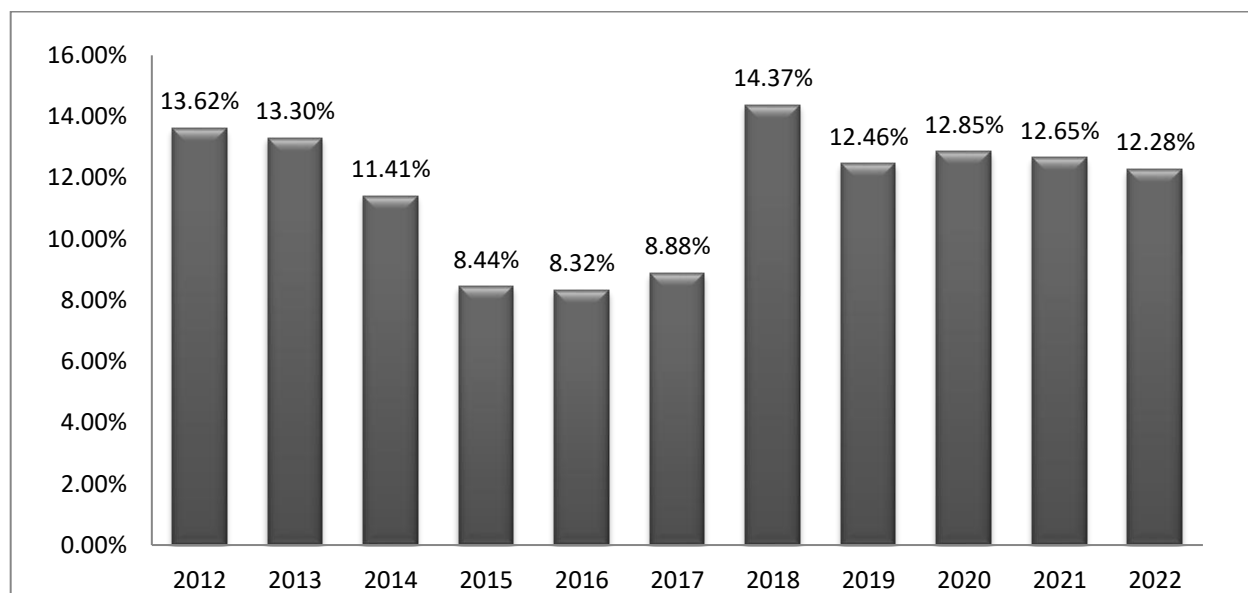
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Rates Type	Rates levy					Water levy				Grand Total
	General	Domestic Waste	Water Access	Trade Waste	Storm Water	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
Business	123,784	59,486	47,281	529	8,018	79,051	157,060	10968	10965	497,142
Residential	340,625	359,253	419,003	0	14,816	236,078	408,368	0	0	1,778,143
Farmland	396,303	7,301	0	0	0	0	0	0	0	403,604
Total	860,712	426,040	466,284	529	22,834	315,129	565,428	10,968	10965	2,678,889

Collection of outstanding rates commences with an overdue letter which is received from Council. Providing 14 days to pay or contact Council requesting an arrangement. If no payment or contact is made, a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact Council requesting an arrangement.

Council's historical debt recovery performance as measured by the rates and charges outstanding ratio is detailed in the graph below.

Graph 1: Ratio by Year



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Table 2a: Council’s outstanding rates and annual charges ratios for the last six years.

Year	Rates and Annual Charges Outstanding Ratio as at 31st March	Rates and Annual Charges Outstanding Ratio as at 30th June
2022	12.28%	Yet to be finalised
2021	15.00%	12.65%
2020	14.08%	12.85%
2019	12.63%	12.46%
2018	10.20%	14.37%
2017	10.32%	10.08%
2016	11.07%	8.32%

Table 2a: Rates and Annual Charges Outstanding Ratio

The proportion of rates and annual charges outstanding related to residential properties is 66%. 15% of outstanding rates and annual charges relates to farmland and 19% to business.

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Table 2b: Outstanding Rates and Annual Charges – By Rate and Charge Type

RATE/CHARGE TYPE	RATE ARREARS 2020/21	2021/22 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2020/21	COLLECTION % 2020/21	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	803,345	8,560,456	-152,352	-22,966	44,109	78,333	9,310,925	-6,800,321	2,510,604	73.04%	860,712	9.24%
Water	456,738	2,255,213	-68,884	-23	16,538	0	2,659,582	-1,795,976	863,606	67.53%	466,284	17.53%
Sewerage	256,810	1,511,387	-49,481	-17	8,898	0	1,727,597	-1,220,408	507,189	70.64%	228,750	13.24%
Trade Waste	629	9,090	0	0	21	0	9,740	-8,013	1,727	82.27%	529	5.43%
Storm Water	22,941	104,012	0	-1	851	0	127,803	-86,333	41,470	67.55%	22,834	17.87%
Garbage	444,322	2,144,553	-106,391	-2240	15,322	0	2,495,566	-1,706,078	789,488	68.36%	426,040	17.07%
TOTAL RATES AND ANNUAL CHARGES	1,984,785	14,584,711	-377,108	-25,247	85,739	78,333	16,331,213	-11,617,129	4,714,084	71.13%	2,005,149	12.28%
Sewerage Access (Water Billing)	109,865	306,522	0	-1448	2,720	0	417,659	-164,696	252,963	39.43%	86,379	20.68%
Water Consumption	630,944	1,742,976	0	-332,154	19,647	30,914	2,092,327	-1,070,239	1,022,088	51.15%	565,428	27.02%
Sewer Consumption	23,348	109,824	0	-1573	511	0	132,110	-58,949	73,161	44.62%	10,968	8.30%
Trade Waste Usage	16,372	67,469	0	0	264	0	84,105	-40,758	43,347	48.46%	10965	13.04%
TOTAL WATER SUPPLY SERVICES	780,529	2,226,791	0	-335,175	23,142	30,914	2,726,201	-1,334,642	1,391,559	48.96%	673,740	24.71%
GRAND TOTAL	2,765,314	16,811,502	-377,108	-360,422	108,881	109,247	19,057,414	-12,951,771	6,105,643	67.96%	2,678,889	14.06%

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Options

Council can choose to:

1. Accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2021/22;
or

2. Accept the Quarterly Budget Review Statement (QBRs) subject to changes and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2021/22;
or

3. Not accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) reject the whole amount requested; or
 - (b) select projects from the requested supplementary votes and approve a lower supplementary vote amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2021/22.

Statement by Responsible Accounting Officer

The following statement is made in accordance with clause 203(2) of the *Local Government (General) Regulation 2005*.

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter indicates that Council's financial position as at 31 March 2022 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Lisa Grammer

Responsible Accounting Officer

Attachments

1. Third Quarter Budget Review Statement

RECOMMENDATION

That Council:

1. Accept the second quarter Quarterly Budget Review Statement for the 2021/22 financial year, as presented;

2. Approve the variations as described in Table 1a; and

3. Note and accept the information provided on the status of the rates and annual charges for the period ending 31 March 2022.

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Item 16 Investments and Term Deposits – month ending 31 May 2022

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Finance Officer – Rachael Carlyle
CSP Key Focus Area:	Civic Leadership
Priority:	CL1 That Council is financially sustainable over the long term

Reason for Report

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

Background

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

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

Issues

Comments on Performance

Marketable Securities, Term Deposits and At Call Investment Accounts

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

Marketable Securities

Council currently holds no Marketable Securities.

Term Deposits

During the month, \$2,000,000.00 worth of term deposits matured, earning Council a total of \$4,413.70 in Interest.

In May, the following placements were made into term deposits:

- \$1,000,000.00 with CBA at a rate of 1.91%
- \$1,000,000.00 with WBC at a rate of 1.91%
- \$1,000,000.00 with NAB at a rate of 2.13%
- \$1,500,000.00 with WBC at a rate of 2.23%

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The balance of the term deposits at the end of the month was \$24,500,000.00.

At Call

At call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month, \$466.97 interest was earned on the balances in the accounts and net transfers of (\$500,015.00) were made from these accounts resulting in a month end balance of \$1,827,930.74.

Cash at bank balance

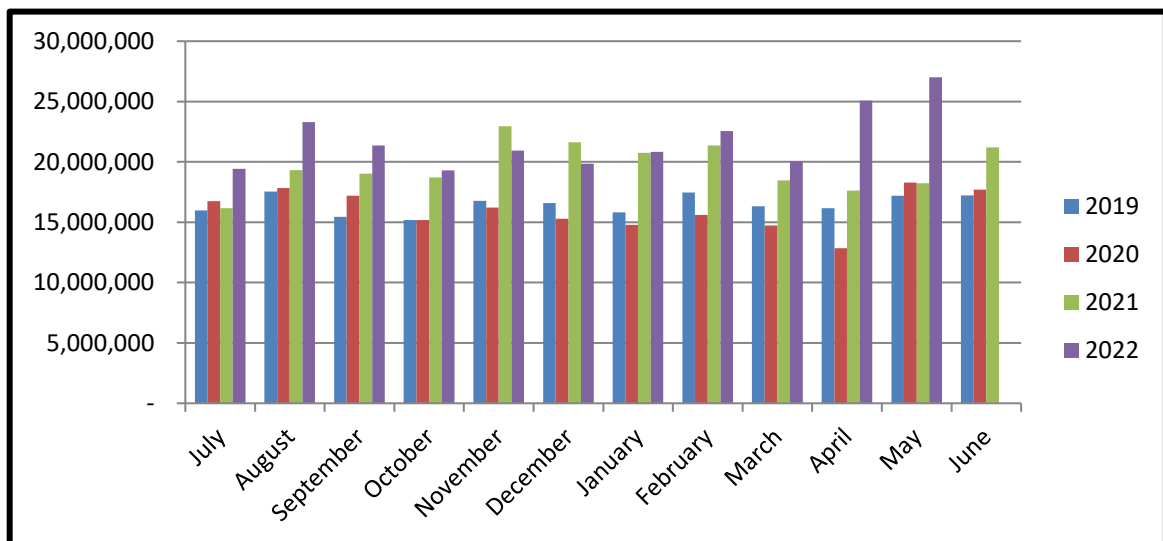
In addition to the at call accounts and term deposits, as at 31 May 2022, Council had a cash at bank balance of \$678,273.68.

Income Return

The average rate of return on Investments for May 2022, of 0.9719% underperformed Council's benchmark Bank Bill Swap Rate (BBSW) of 1.1766 % by 17 points or 0.2047%.

Council's budget for year 2021/22 for interest on investments is \$140,000.00. At the end of May 2022, the amount of interest received and accrued should be around 91.67% of the total year budget, i.e. \$128,333.33. On a year to date basis, interest received and accrued totals \$85,635.72, which is 61.168% of the annual budget.

Graph by Month Investments



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Table 1: Investment Balances – 31 May 2022

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB	1-Nov-18	At Call	at call	ADI	ADI	0.05%	1,000,731.22
ANZ	2-Nov-18	At Call	at call	ADI	ADI	0.01%	6,709.01
T Corp IM Cash Fund	3-Nov-18	At Call	at call	P	P	0.10%	298,786.60
CBA At Call	4-Nov-18	At Call	at call	ADI	ADI	0.01%	521,703.91
							1,827,930.74
Term Deposits							
MAQ	18-Jun-21	15-Jun-22	362	ADI	ADI	0.40%	500,000.00
AMP	10-Aug-21	05-Jul-22	329	UMG	UMG	0.75%	500,000.00
NAB	18-Aug-21	26-Jul-22	342	ADI	ADI	0.29%	1,000,000.00
NAB	29-Sep-21	17-Aug-22	322	ADI	ADI	0.35%	1,000,000.00
CBA	26-Oct-21	07-Sep-22	316	UMG	UMG	0.44%	1,500,000.00
MAQ	28-Sep-21	28-Sep-22	365	LMG	LMG	0.40%	1,000,000.00
WBC	29-Nov-21	19-Oct-22	324	ADI	ADI	0.45%	1,000,000.00
WBC	29-Nov-21	09-Nov-22	345	ADI	ADI	0.50%	1,000,000.00
AMP	24-Nov-21	24-Nov-22	365	ADI	ADI	1.00%	1,000,000.00
NAB	28-Jan-22	14-Dec-22	320	ADI	ADI	0.67%	1,000,000.00
CBA	06-Dec-21	15-Dec-22	374	ADI	ADI	0.55%	1,500,000.00
NAB	19-Jan-22	19-Jan-23	365	ADI	ADI	0.68%	1,000,000.00
MAQ	07-Feb-22	07-Feb-23	365	ADI	ADI	0.75%	500,000.00
NAB	28-Feb-22	23-Mar-23	388	ADI	ADI	0.83%	1,000,000.00
MAQ	03-Mar-22	20-Apr-23	413	ADI	ADI	0.95%	500,000.00
CBA	29-Apr-22	20-Dec-22	235	ADI	ADI	2.00%	2,000,000.00
WBC	29-Apr-22	10-May-23	376	ADI	ADI	2.50%	1,000,000.00
WBC	29-Apr-22	31-May-23	397	ADI	ADI	2.50%	1,000,000.00

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MAQ	29-Apr-22	21-Jun-23	418	ADI	ADI	2.05%	1,000,000.00
WBC	29-Apr-22	12-Jul-23	439	ADI	ADI	2.55%	1,000,000.00
CBA	10-May-22	10-Oct-22	153	ADI	ADI	1.91%	1,000,000.00
WBC	20-May-22	01-Nov-23	530	ADI	ADI	1.91%	1,000,000.00
NAB	30-May-22	05-Dec-22	189	ADI	ADI	2.13%	1,000,000.00
WBC	31-May-22	03-Jan-23	217	ADI	ADI	2.23%	1,500,000.00
						Sub-Total	24,500,000.00
						Total	26,327,930.74

Credit Rating Legend

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

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Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment or Redeemed	Net Placements/ Withdrawals	Closing Balance
NAB	1,500,195.54	535.68	(500,000.00)	1,000,731.22
ANZ	6,723.92	0.09	(15.00)	6,709.01
T Corp IM Cash Fund	298,855.40	(68.80)	-	298,786.60
CBA At Call	521,703.91	-	-	521,703.91
Total at call	2,327,478.77	466.97	(500,015.00)	1,827,930.74
CBA	1,000,000.00	1,553.42	(1,001,553.42)	-
NAB	1,000,000.00	2,860.28	(1,002,860.28)	-
MAQ	500,000.00	-	-	500,000.00
AMP	500,000.00	-	-	500,000.00
NAB	1,000,000.00	-	-	1,000,000.00
NAB	1,000,000.00	-	-	1,000,000.00
CBA	1,500,000.00	-	-	1,500,000.00
MAQ	1,000,000.00	-	-	1,000,000.00
WBC	1,000,000.00	-	-	1,000,000.00
WBC	1,000,000.00	-	-	1,000,000.00
AMP	1,000,000.00	-	-	1,000,000.00
NAB	1,000,000.00	-	-	1,000,000.00
CBA	1,500,000.00	-	-	1,500,000.00
NAB	1,000,000.00	-	-	1,000,000.00
MAQ	500,000.00	-	-	500,000.00
NAB	1,000,000.00	-	-	1,000,000.00
MAQ	500,000.00	-	-	500,000.00
CBA	2,000,000.00	-	-	2,000,000.00
WBC	1,000,000.00	-	-	1,000,000.00
WBC	1,000,000.00	-	-	1,000,000.00
MAQ	1,000,000.00	-	-	1,000,000.00
WBC	1,000,000.00	-	-	1,000,000.00
CBA	-	-	1,000,000.00	1,000,000.00
WBC	-	-	1,000,000.00	1,000,000.00
NAB	-	-	1,000,000.00	1,000,000.00
WBC	-	-	1,500,000.00	1,500,000.00
Total Term deposits	22,000,000.00	4,413.70	2,495,586.30	24,500,000.00
Total	24,327,478.77	4,880.67	1,995,571.30	26,327,930.74

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Compliance with Council's Investment Policy

Council's Investment portfolio is 100% compliant.

The table below provides compliance status against the Investment Policy:

Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
Tcorp	Prime	298,786.60	1.13%	33.30%	Compliant
	Total Prime	298,786.60	1.13%	100.00%	Compliant
ANZ	ADI	6,709.01	0.03%	33.30%	Compliant
CBA	ADI	6,521,703.91	24.77%	33.30%	Compliant
WBC	ADI	7,500,000.00	28.49%	33.30%	Compliant
NAB	ADI	7,000,731.22	26.59%	33.30%	Compliant
	Total ADI	21,029,144.14	79.87%	100.00%	Compliant
MAQ	UMG	3,500,000.00	13.29%	20.00%	Compliant
	Total UMG	3,500,000.00	13.29%	60.00%	Compliant
ME	LMG	-	0.00%	10.00%	Compliant
AMP	LMG	1,500,000.00	5.70%	10.00%	Compliant
	Total LMG	1,500,000.00	5.70%	10.00%	Compliant
	Grand Total	26,327,930.74	100.00%		

Certification of Responsible Accounting Officer

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

Lisa Grammer

Responsible Accounting Officer

RECOMMENDATION

That Council accept the Investments Report for the month ending 31 May 2022 including a total balance of \$27,006,204.42 being:

- \$1,827,930.74 in at call accounts.
- \$24,500,000.00 in term deposits.
- \$678,273.68 cash at bank.

WARRUMBUNGLE SHIRE COUNCIL

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Item 17 Review of the 2021/22 Pool Operations

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	Civic Leadership Supporting Community Life
Priority:	CL1.1 Ensure that Council is generating sufficient funds to provide the levels of service and infrastructure agreed with the community. SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for report

The purpose of this report is to provide information about the 2021/22 pool season including operational hours, attendance, planned maintenance, renewal and capital works, and staffing levels. In response to Council Resolution 373/2021 of 21 June 2021 the report also answers points 4 and 5 of the resolution which were that:

- Council investigate the cost of employing full time pool attendants; and
- Council investigate options for a short term visitor pass.

Background

Council operates outdoor seasonal swimming pools at Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran. All six (6) pools opened in October 2021 and closed in April 2022 except Binnaway Pool which opened in November 2021 and closed in March 2022.

Operational hours at some pools were affected by COVID 19 and staff shortages. Dunedoo Pool was closed for several days over the Christmas/New Year period when staff could not attend work due to COVID 19 and replacement staff could not be sourced. Mendooran Pool hours were also disrupted with no staff available the last week in November, the first week in December and the majority of the following week.

Issues

Descriptions of each pool and operational matters have been summarised below with other key points explained in more detail further in the report.

Population information has been included to provide some context to the use of Council's pools. It is important to note that the information does not include surrounding localities and is from the 2016 Census. The Australian Bureau of Statistics plan to release 2021 Census data in stages from June 2022 to mid-2023.

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Most pools have structured activities and some of the key events each year include swimming carnivals and community celebrations such as the Australia Day Pool Parties held this season at Baradine, Dunedoo and Mendooran Pools. Learn to Swim was conducted at Baradine, Coonabarabran and Dunedoo Pools this season. Kiosks operated this season at Coolah and Dunedoo.

Baradine Pool

Baradine Pool was constructed in the 1960s and is situated on Narren Street, Baradine and facilities include a 25m pool with six lanes as well as a shaded toddler pool. There is a shaded children's playground and shade over the shallow end of the main pool. A grandstand provides seating and there is a combination of permanent and portable bench seating through the facility. Change rooms with toilets and showers are provided and there is an office with a separate kiosk building at the entry to the pool.

The population of Baradine in 2016 was 759 which represents 8.1% of the total number of people usually residing in the Warrumbungle Shire. Recorded attendance for this season was 3,542 and organised activities at the pool include squad training three days a week and time trials on Thursday nights from 6pm to 7pm. This season the pool opened to the public on Saturday 23 October 2021 and closed on Saturday 2 April 2022.

Binnaway Pool

Constructed in the 1960s, Binnaway Pool is located on Renshaw Street, Binnaway and contains a six (6) lane by 25m pool, a diving pool and a partially shaded toddler pool. All pools are solar heated and other facilities include a shaded children's playground and seating is scattered throughout the facility. Shade is provided by umbrellas and picnic shelters. An office and change rooms with toilets and showers are located at the entry to the pool.

Binnaway's population on Census night in 2016 was 605 which represents 6.5% of the total number of people usually residing in the Warrumbungle Shire. There is no swimming club or organised activities at the pool, only recreational swimming. The recorded attendance at the pool this season was 1,184 and the pool had the shortest season commencing on Friday 5 November 2021 and closing on Saturday 19 March 2022.

Coolah Pool

85 Binnia Street, Coolah is the location of the town pool and it has an eight (8) lane by 25m pool with a hoist as well as a shaded toddler pool. The pool is solar heated and there is a significant amount of shade and seating throughout the facility including portable grandstands and bench seats. Along with change rooms including toilets and showers there is an office with a kiosk space located at the entry to the facility. The main pool is the most contemporary of Council's pools being constructed in 2000 the toddler pool is original from the 1950s.

Coolah's population recorded in the 2016 Census was 1,288 which represents 13.7% of the total number of people usually living in Warrumbungle Shire. 6,862 attendances were recorded at the pool this season and organised activities at the pool include swimming club. The pool opened to the public on Saturday 9 October 2021 and closed on Saturday 9 April 2022.

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Coonabarabran Pool

The town pool was constructed in the early 1950s and is located on the high-profile corner of the Newell Highway and Edwards Street, Coonabarabran. There is a solar heated, seven (7) lane by 33m pool with a hoist as well as a partially shaded toddler pool and shaded children's playground. Bench seating, picnic settings and shade structures are located throughout the facility and advanced trees also provide shade to some grassed areas. There is an office building at the entry to the pool and change rooms with toilets and showers.

31.5% of the total number of people usually residing in the Shire do so in Coonabarabran and the population on Census night in 2016 was 3,290. Scheduled activities at the pool include swimming club and aqua fitness and there were 6,675 recorded attendances this season.

The pool opened to the public on Saturday 9 October 2021 and the last day for the season was Saturday 9 April 2022.

Dunedoo Pool

Constructed in the 1960s, the town pool sits on the corner of Wallaroo and Cobborah Streets, Dunedoo. There is a solar heated, six (6) lane by 33m pool as well as a partially shaded toddler pool and several park benches. The shallow end of the 33m pool is shaded. Other facilities include an office, kiosk and amenities with toilets and shower facilities.

Dunedoo's population on Census night in 2016 was 1,219 which represents 13% of the total number of people usually residing in the Warrumbungle Shire. 7,229 is the number of recorded attendances for the season and aside from two weeks of intensive swimming lessons each year conducted by Dunedoo Preschool, swim club operates twice a week. The pool opened to the public on Saturday 9 October 2021 and the last day for the season was Saturday 9 April 2022.

Mendooran Pool

Mendooran Pool was constructed in the late 1960s and is situated on the corner of Pampoo and Cobra Street in Mendooran. There is a four (4) lane by 25m pool as well as a toddler pool. Shade has been constructed over both pools and bench seating is scattered through the facility. Amenities with toilets and showers are provided and there is a small office as well as kiosk at the entry.

Around 5.2% of the total number of people who usually reside in the Warrumbungle Shire do so in Mendooran with the 2016 Census recording a population of 488. Recorded attendance for the season was 2,059 and swimming club operates each Wednesday of the season from 6pm to 7pm. The pool opened on Saturday 23/10/21 and closed on Saturday 2/04/22.

Not all pools opened and closed in accordance with the 2021/22 Pool Season Timetable adopted in Item 17 Review of the 2020/21 Pool Operations, considered by Council at its meeting held on 17 June 2021. Binnaway Pool opened later than planned on Friday 5 November 2021 and the Daily Opening Timetable sometimes varied slightly due to a number of factors including COVID 19 restrictions and lack of Pool Attendants.

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Staffing Levels

Throughout the season there were nine (9) Pool Attendants employed on a casual basis. Similar to last season, attracting and retaining Pool Attendants is a significant challenge for pool operations, not only to keep pools open but to maintain consistency in pool operations and pool water quality. Some of the reasons for the lack of interest in the role include the seasonal nature of the work and sometimes the spread of hours.

From time to time the daily timetable was disrupted due to staff affected by COVID 19 and not able to be in the workplace. Other disruptions occurred following a short notice resignation and the time it took to recruit. In addition to this Pool Attendants who were also university students returned to their studies in February 2022.

Recruitment of pool staff for the 2022/23 season has commenced and the aim is to have at least two (2) Pool Attendants available to work across each pool. Information on the cost of full time Pool Attendants is outlined further down in this report.

Electronic Key Holders

Compared to last season more electronic keys were issued as shown below in Table 1. This could be that the community are becoming used to the idea and comfortable using unsupervised pools. Electronic key holders must be a current season ticket holder; pay a key deposit; must sign an indemnity waiver and be inducted into the pool facility before they can swim. Use of electronic keys is planned to be promoted for the 2022/23 pool season.

Table 1 – Electronic Keys Issued

Pool	2021/2022	2020/2021
Baradine	102	67
Binnaway	52	34
Coolah	97	68
Coonabarabran	173	129
Dunedoo	77	52
Mendooran	45	38

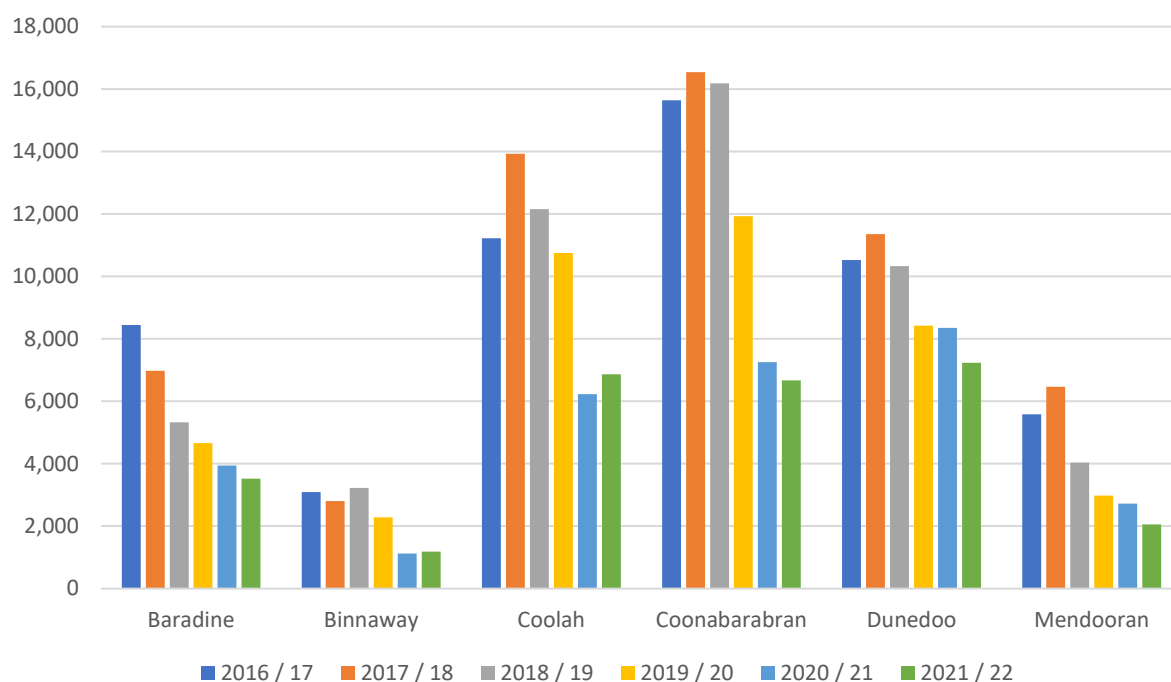
Pool Attendance

Pool attendance has been declining since 2018/19 and more significantly from 2020/21 as shown in Figure 1 below. Attendances at Baradine, Binnaway and Mendooran have experienced moderate decline since 2018/19. The significant decline at Coolah and Coonabarabran in 2020/21 is thought to be related to the colder temperatures in these areas. Dunedoo Pool attendances appear to have only slightly decreased compared to other pools.

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Figure 1 – Attendance Trends 2016/17 to 2021/22



It is important to note that the figures for the 2021/22 season are what was recorded at each pool. The actual attendances could be higher, however due to the way people access some pools, the entry may not be recorded due to a lack of interest to do so, especially at unsupervised pools. Attendance by school students for school coordinated activities is not included as it was not recorded but this will commence in the 2022/23 season.

Table 2 – Attendance Data

Year	Baradine	Binnaway	Coolah	Coona	Dunedoo	Mend	Total
2016/17	8,444	3,090	11,218	15,643	10,529	5,588	54,512
2017/18	6,979	2,804	13,930	16,544	11,359	6,466	58,082
2018/19	5,331	3,225	12,153	16,182	10,327	4,037	51,255
2019/20	4,664	2,280	10,747	11,926	8,421	2,981	41,019
2020/21	3,945	1,119	6,234	7,255	8,356	2,726	29,635
2021/22	3,524	1,184	6,862	6,675	7,229	2,059	27,533

Planned Maintenance, Renewal and Capital Works

All pools are experiencing maintenance issues, particularly in relation to pumps, filter equipment and water leakage. Works completed in 2020/21 included renovation of the filtration tank and installation of backwash water connection to sewer at Baradine; replacement of valves in the Binnaway pump room; replacement and upgrade of chlorination systems at Coonabarabran, Baradine and Binnaway; new chemical tanks at Mendooran, Dunedoo and Coolah; painting of Mendooran Pool; and backwash connection to sewer at Dunedoo. Information below highlights planned works completed this season, aside from reactive or emergency works.

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Table 3 – Planned Maintenance and Renewal Works Completed Across the Pools 2021/22

Pool	Works
Binnaway	Tree maintenance
Coolah	Repairs to crack in toddler's pool
Coonabarabran	Underwater lights infill
Dunedoo	Backwash water

Table 4 describes the works planned for next financial year and the timing with regards to financial year quarters. Changes to the proposed works listed below will be presented to Council through the QBRs process for consideration.

Table 4 – Renewal and Capital Works Planned for 2022/23

Capital Project Description	Budget	Timing
All Pools*		
Leak and joint repairs <i>Baradine Pool has a significant leak and it is likely all funds will be expended on that repair.</i>	50,000	Year Round
Coonabarabran Pool		
Office roof renewal	50,000	Quarter 2
Dunedoo Pool		
Pump rehabilitation	20,000	Quarter 1
Swimming pool upgrades	20,000	Year Round
New amenities	(LRCI) 900,000	Quarter 1 - 4
Mendooran Pool		
Toddler's pool leak investigation and repair	5,000	Quarter 2
Change room painting	12,000	Quarter 4
Total Planned Expenditure	1,057,000	

Consultant Reports

Royal Life Saving Australia

Royal Life Saving Australia (RLSA) is a highly recognised water safety advocate and educator. The Guidelines for Safe Operation of Pools were first published by RLSA over 30 years ago and are a nationally recognised industry standard for aquatic facility safety. In 2020 RLSA were engaged to complete an Aquatic Facility Safety Assessment at each pool. Areas assessed included Work, Health & Safety Systems, First Aid, Technical Operations, Facility Design, Bodies of Water and Supervision.

The assessment outcomes were presented in report format with comprehensive details on how to address each area for improvement and these have been prioritised to assist Council to determine the most important recommendations and include them in future renewal and capital works programs and budgets. Recommendations are wide and varied and range from the recommended number of qualified (RLSSA Pool Lifeguard Licence) staff members on duty while a facility is open to development of emergency evacuation plans, supervision plans and installation of signage.

SAS Water Solutions

SAS Water Solutions are a consultancy firm that provides expertise on water treatment solutions. They were engaged to conduct an audit to identify the current state of the pools and level of compliance with the NSW Health Public Swimming

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Pool and Spa Pool Advisory Document (2013) and Australian Standards for the storage and handling of chlorine gas and sodium hypochlorite. The report provides a series of recommendations and associated costs for Council to bring each facility up to the standards and compliance with the Health Advisory document.

JAC Pump Services

JAC were engaged to undertake inspections of the pumps and pumping stations at Coolah, Coonabarabran and Dunedoo Pools. Along with visual inspections, some maintenance and testing were conducted and the information collected has been compiled into a data record report and supplied to Council for recording purposes, including any major repair recommendations and budget pricing for repairs.

Due to the complex nature and potential significant costs to implement the recommendations from the three consultant reports, should Council choose to, it is proposed to convey this information to Councillors in a workshop that will allow free flowing discussion to take place.

Short Term Visitor Pass

Short term visitor passes are an option to Shire visitors, seasonal workers or people wanting to use the pools for a short period of time, say to complete a week of physical activity. Several options are outlined below in response to the resolution made on 21 June 2021.

- **Reduced Rate Bulk Passes**
As an incentive, short term passes could be sold in bulk at a slightly reduced cost. For example, a single-entry admission in 2022/23 is \$4.20. Packs of 5 or 10 could be sold at a reduced rate nominated by Council. As an example, if the rate was \$3.50, packs would cost \$17.50 or \$35.00 respectively.
- **Full Price Bulk Passes**
Packs of 5 or 10 could be sold at full single-entry admission of \$4.20 for \$21.00 or \$40.00 respectively.
- **Short Term Electronic Key**
Another option is a short-term electronic key or a quarter season season ticket. Keys can be programmed for specific amounts of time. For example, if a university student was on placement in the Shire for eight (8) weeks they could purchase a key programmed for that amount of time. Customers would also be charged a refundable deposit for the key which may reduce the take up of the option should it be implemented.

Introduction or trial of any of the options will require advertising changes to fees and charges, as well as administration of the option with regards to the costs of processing sales and/or applications.

Cashless Entry

It is proposed over the next two (2) seasons to transition all pools to a cashless entry by providing an EFTPOS terminal at each pool. It is acknowledged that not all customers use debit cards (eg children or elderly residents) and the proposed procedure will be well advertised to customers who will be encouraged to pre-purchase season tickets or ensure they have an alternate payment option to cash.

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Cashless entry is effective in that it reduces risks associated with cash handling at pools and is generally easier to balance than cash entries.

Arrangements are underway for EFTPOS terminals to be in place at all pools from the start of the 2022/23 season.

Options

Several options are available to Council and they are outlined below.

Option 1

Retain the status quo and continue to operate pools employing casual staff on a seasonal basis with limited hours and some pools unsupervised.

Option 2

Review the open and close times and operational hours for all or some pools and make changes for the 2022/23 pool season.

Option 3

Considering that four (4) of the pools are over 50 years old, attendance is declining, and operational costs are increasing a comprehensive review should be undertaken. This could include reviewing open and close times; recurrent maintenance requirements; condition data as well as recommendations from consultants. A Councillor workshop is the preferred forum for discussion around these complex matters.

Financial Considerations

The year to date operating revenue for each pool over the last six (6) years is shown in Table 5 and the annual operating expenditure is shown in Table 6. The annual nett operating cost is shown in Table 7. The figures include costs for wages, chemicals, utilities as well as minor repairs and maintenance. They do not include depreciation of assets or on costs. All 2021/22 figures are as at the end of May 2022.

Table 5 – 2021/22 Year to Date Actual Expenditure and Income for all Pools

	Budget Allocation	Actual
Expenditure	664,196	566,792
Income	119,999	87,042
Nett Result	544,197	479,750

Table 6 – Annual Operating Revenue (\$)

	Baradine	Binnaway	Coolah	Coona	Dunedoo	Mend	Total
2016/17	17,015	7,408	26,555	39,506	20,715	12,815	124,014
2017/18	11,985	8,564	29,289	41,699	19,172	9,432	120,141
2018/19	12,429	7,635	27,539	40,324	18,186	10,113	116,226
2019/20	14,432	7,521	27,541	39,404	17,802	11,019	117,719
2020/21	12,257	4,218	17,556	30,967	16,807	8,967	90,772
2021/22	10,952	3,842	18,790	26,773	14,390	12,294	87,042
Average	13,624	7,069	25,696	38,380	18,536	10,469	113,774

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Table 7 Annual Operating Expenditure (\$)

	Baradine	Binnaway	Coolah	Coona	Dunedoo	Mend	Total
2016/17	101,628	78,233	119,422	143,599	90,584	102,889	636,355
2017/18	129,992	79,359	117,675	160,153	108,636	93,644	689,460
2018/19	113,981	92,034	119,569	154,090	117,710	80,664	678,048
2019/20	106,389	86,084	128,392	118,859	119,501	89,685	648,910
2020/21	101,539	73,213	102,151	122,479	93,756	60,934	554,072
2021/22	80,399	67,989	104,848	134,351	94,209	84,996	566,792
Average	105,655	79,485	115,343	138,922	104,066	85,469	628,940

Table 8 – 2021/22 Annual Nett Operating Cost per Pool

Baradine	Binnaway	Coolah	Coona	Dunedoo	Mend	Total
69,447	64,147	86,058	107,578	79,819	72,702	479,750

Cost of Employing Full Time Pool Attendants

To answer the resolution made on 21 June 2021, and for the purpose of this exercise, the cost of employing full time Pool Attendants has been calculated. It is based on a 26-week pool season including 26 weekends. That is, the rate includes weekend shift allowances during the pool season.

A 38-hour week with Mondays and Tuesdays off, as well as a normal span of hours between 5am and 11pm has also been assumed, along with a salary of Grade 5 Level 3 (highest in the scale). Including an Adverse Working Conditions allowance and on costs, the weekly cost of employing one (1) full time Pool Attendant is in the vicinity of \$1,963.30. Depending on the circumstances, other additional allowances may include a 20% shift allowance if work occurs outside the normal work hours as well as costs associated with use of private vehicles.

Other considerations include placement of staff in the workforce once the pool season is over; banking of hours worked beyond the 38 hours per week to use as winter leave; and possibly a pools specific industrial agreement.

The weekly cost outside the pool season would be in the vicinity of \$1,685.60 with an estimated annual cost of \$94,855 per full time Pool Attendant. If this was adopted across all pools the additional costs would be in the order of \$569,130 per annum.

Community Engagement Considerations

The level of community engagement for this report is to inform, noting that any changes to the recommendations may require consultation.

Attachments

Nil

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RECOMMENDATION

That:

1. Council notes the information contained within the Review of the 2021/22 Pool Operations Report.
2. A Councillor workshop be held to discuss the strategic direction for pool operations across the Shire including the implications of the consultants reports as outlined within the body of the report.
3. The outcomes of the workshop be reported back to Council.

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Item 18 Baradine Water Treatment Plant Upgrade

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Acting Manager Warrumbungle Water – John Boyle
CSP Key Focus Area:	Supporting Community Life
Priority:	SC4.4 The future requirements for water and power are identified and adequately planned for by service providers

Reason for report

To provide Council with an update on the status of this project and to recommend the acceptance of funding from DPE Water to enable the project to progress.

Background

Council received a report on the Baradine Water Treatment Plant (WTP) Upgrade in June 2021, where it resolved:

Item 20 Baradine Water Treatment Plant Upgrade 379/2021 RESOLVED that Council:

- 1. Notes the information contained in the Baradine Water Treatment Plant Upgrade report.*
- 2. Does not proceed with replacing the clarifier and filter at the current Baradine Water Treatment Plant.*
- 3. Undertakes a Baradine Water Treatment Plant Scoping Study as soon as possible, identifying options for the mitigation of known water quality risks at that site, including a holistic plant replacement.*

Council engaged consultants Hunter H2O to undertake a detailed Options Study, which was completed in late 2021.

Four options were shortlisted to effectively treat each of the identified raw water risks and to rectify identified issues at the WTP. The major works associated with each option can be summarised as follows:

- **Option 1 – renew the existing conventional WTP**
 - replace the upflow clarifier with a package flocculation tank and lamella plate clarifier
 - implement pre-filter chlorine dosing for soluble manganese oxidation process
 - refurbish the existing filter underdrain and replace the filter media.
- **Option 2 – construct a new conventional WTP**
 - new aerator, chemical dosing systems and static mixer for coagulation
 - new package flocculation tank, lamella plate clarifier and dual media filter (with pre-chlorination to operate as a coated media filter).

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- **Option 3 – construct a new direct membrane WTP**
 - new aerator, chemical dosing systems and static mixer for coagulation
 - new potassium permanganate contact tank and flocculation tank
 - new membrane filtration system (using either polymeric or ceramic membranes).

- **Option 4 – construct a new sedimentation lagoon WTP**
 - new aerator, chemical dosing systems (including aerated water chlorination) and static mixer for coagulation
 - new flocculation tank
 - convert existing sludge lagoons into sedimentation lagoons
 - new dual media filter.

The outcome of this study, which included a multi criteria analysis workshop involving representatives from DPIE Water, NSW Health, Hunter H2O and Council, was that Option 2, a new conventional water treatment plant with a lamella plate clarifier and coated media filtration process, has been identified as the preferred option. This has always been Council's preferred option for Baradine as it is a replacement of the existing treatment process which is well known and understood by Council staff.

The estimated cost of this option, as outlined in the HH2O report, is \$6,817,000 which includes a 40% contingency.

The Options Study was forwarded to DPE Water for their endorsement of the outcome, which was subsequently confirmed in a letter to Council on 21 March 2022. This was a very satisfying outcome for Council, ending over 8 years of debate over the most appropriate upgrade treatment for the Baradine WTP.

Issues

Council was required to prepare a detailed Business Case for the preferred option, which was completed in April 2022 and forwarded to DPE Water for approval.

Council was subsequently advised that the Business Case was approved. This also included Council receiving a letter from DPE Water offering funding of \$375,000 under the Safe and Secure Water Program for this project, with Council required to make a matching 25% contribution of \$125,000, giving a project total of \$500,000. These funds will enable Council to undertake the necessary pre-construction activities, including developing a concept design of the adopted upgrade option, as well as ancillary documentation required to bring the project to the point where Design and Construct Tenders can be called for the construction of the new plant.

Council was required to sign Confidentiality Agreement with DPE at the time of receiving the offer of funding to allow the relevant Minister to announcement the funding after the deeds are signed.

Council has already sought quotations for the concept design to be undertaken, which can commence once the Funding Deed associated with the above funding offer from DPE Water is finalised and signed by Council. It is expected that the concept design will be completed by November 2022, with tenders for design and construction of the new Baradine WTP called early in 2023.

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A further funding deed to cover the costs of the design and construction phase of the project will need to be developed with DPE Water once the concept design is completed and project cost estimates and timeframes updated. DPE Water are committed to funding this phase of the project on the same 75:25 ratio with Council.

Inland Rail Workers Camp

Council has held recent discussions with staff involved in the Inland Rail project, who have confirmed that a construction workers camp, for up to 500 workers, will be established in Baradine as part of this project. Inland Rail staff are keen to liaise with Council over the establishment of this camp, to understand Council's planned program in relation to the new water treatment plant as well as upgrades to the Sewage Treatment Plant and identify any potential opportunities to co-ordinate the establishment of the new camp with these works.

This large increase in demand for water and sewerage services has the potential to impact on Council's capacity to meet these demands with existing infrastructure, so this ongoing dialogue with Inland Rail is welcomed.

The key challenge from a water supply perspective will be to meet peak day water demands during summer in the short term as the capacity of existing WTP is limited due to the condition of key components in the plant. The existing plant is limited to a capacity of 1ML/d while the new plant will have a capacity of 1.5ML/d, which should be adequate to meet the additional demand from the proposed construction camp. The timing of the establishment of the construction camp and the construction of the new WTP are key issues both parties need to stay abreast of as these projects develop.

Financial Considerations

The estimated construction cost of the new Baradine WTP is \$6,817,000. The estimated cost of pre-construction activities, as outlined in the offer from DPE Water is \$500,000, giving a total project cost of \$7,317,000.

Council has allocated total funds in its 2022/23-2025/26 Delivery Program of \$7,500,000 to this project on the basis of receiving 75% funding from DPE Water. Based on current estimates this funding should be sufficient to successfully deliver this project.

Community Engagement

Council has prepared a fact sheet on the Baradine WTP replacement project for distribution to the Baradine Community, initially via a media release followed by a letter drop to all residents in Baradine.

RECOMMENDATION

That Council:

1. Notes the information contained in the Baradine Water Treatment Plant Upgrade report.
2. Accept the funding offer from DPE Water of \$375,000 under the Safe and Secure Water Funding program for project SSWP408 Baradine Water Treatment Plant Upgrade, as a 75% contribution towards the \$500,000 cost

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of developing the concept design and ancillary pre-construction documentation.

3. Approve the affixing of the Council Seal, if necessary, to the Funding Deed - Baradine Water Treatment Plant between Council and DPE Water.

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Item 19 Companion Animals Fees & Charges 2022/23

Division:	Environment and Development Services
Management Area:	Regulatory Services
Author:	PA Director Environment and Development Services – Cheryl Tillman
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council’s leadership with a strong governance and management framework that promotes transparent and informed decision-making

Reason for report

To advise of the new registration fees and charges for Companion Animals for 2022/23 as released by Office of Local Government (OLG).

Background

On 2 June 2022 OLG released Circular 22-16 to Councils (copy attached) advising of the new fees and charges for Companion Animals for the new financial year (2022/23). Updates include free lifetime registration for rescued pets and increases to companion animal fees. The fees have slightly increased from the 2021/22 FY as outlined in the following table:

Dogs	2022/23	2021/22
Desexed (by relevant age)	\$69	\$66
Non Desexed	\$234	\$224
Recognised Breeder	\$69	\$66
Working Dog	no charge	no charge
Annual Permit – Dangerous & Restricted Dogs	\$206	\$197
Cats	2021/22	2021/22
Desexed or Not Desexed	\$59	\$56
Annual Permit – Cat not desexed by 4 months of age	\$85	\$81
Recognised Breeder	\$59	\$51
Misc	2021/22	2021/22
Animal desexed & sold by pound/shelter	no charge	no charge
Desexed Companion Animal – Pensioner Rate	\$29	\$27
Assistance Animal	no charge	no charge
Registration & Annual Permit late fee	\$19	\$18

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Issues

The new fees and charges have not been included in Council's adopted Revenue Policy Fees and Charges for 2022/2023. This is due to notification being received from OLG after Council's budgeting process has been undertaken.

Options

The new fees and charges are supported through companion animal legislation. Council is required to adopt the changes as set by OLG.

Financial Considerations

Nil

Community Engagement

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

Attachments

1. Office of Local Government Circular to Councils 22-16/2June 2022/A821940

RECOMMENDATION

That Council:

1. Notes the information contained in the Companion Animals Fees & Charges 2022/2023 Report.
2. Adopts the 2022/2023 fees and charges for companion animals as provided by Office of Local Government and updates the Revenue Policy Fees and Charges 2022/2023 to include the new fees and charges.

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Item 20 Inland Rail Update Report – June 2022

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE2.2 Work with local business and industry to foster local economic development, innovation and expansion.

Reason for Report

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

Background

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

The following broad points relate to the Inland Rail project:

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

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

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

Update on N2N Section of the Project

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

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Issues

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

- Council meet regularly with N2N project directors every two months. Next meeting is scheduled for 21 July 2022. Discussions to include legacy projects to the region, employing local suppliers and contractors and maximising community and economic benefits to the region from N2N Project. Councillors are encouraged to attend.
- ARTC initiated a community survey to better understand how Inland Rail can work with communities, in particular locate relevant information is readily accessible. The survey closed 13 June 2022.
- 'Meet the contractor' information and networking session for N2N was held on 11 May at Baradine Bowling Club. The session featured several presentations followed by networking with ACCIONA and CPB Contractors Joint Venture (ACACPB JV), the preferred contractor for the Southern Civil Works Program and Martinus. The presentations from this session can be found on Council's website.

In addition to this, Industry Capability Network (ICN) hosted Capability Statement workshop in Coonabarabran Town Hall Thursday 12 May 2022. Local businesses interested to be a supplier in any capacity for N2N were strongly recommended to attend both 'meet the contractor' and capability statement workshop. Another Capability Statement Workshop will be scheduled in 6 – 8 weeks. Media will be arranged to promote session.

- Building Better Regions Funding - The caretaker period associated with the 2022 federal election ended on 23 May 2022. The incoming Government has announced an interim ministry. Once the full ministry is announced, results will be announced for Round 6, including Council's submission to connect Baradine Showground to town sewer in aid of the proposed workers camp.
- Baradine Aerodrome Runway Sealing – Discussions have been held with ARTC about the possibility of the Inland Rail Contractor upgrading the runway as part of the of the Inland Rail project to allow for fly in fly out workers. This would provide a lasting legacy for the Baradine community to have an upgraded aerodrome. By way of background, the Baradine Aerodrome was constructed after World War II and at one time enjoyed three scheduled flights a week to Sydney. In recent times the aerodrome has been used by aeromedical services such as the Royal Flying Doctor Service and the NSW Air Ambulance. It has one unsealed runway of approximately 1,575m long. The NSW Rural Fire Service donated an illuminated windsock and drought funding was used to install a kangaroo proof perimeter fence. While the aerodrome is owned by Warrumbungle Shire Council, a dedicated group of volunteers assist with the maintenance of grounds, low intensity runway lighting and fencing.

If the runway was strengthened and widened to 20m (from the current 15m) and sealed, this would enable turboprop aircraft or small jet aircraft to utilise

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the aerodrome and allow for fly in fly out services for Inland Rail personnel. In addition, this upgrade would allow aeromedical services to continue to operate. The current NSW Air Ambulance contractor has expressed a reluctance to operate out of Baradine because the runway is unratified.

The lifecycle costs are discussed in the financial section of this report.

Options

The Remote Airstrip Upgrade Program provides funding for such aerodrome upgrades, however except where the aerodrome is Indigenous Owned, the grant amount is limited to 33% up to a maximum of 50% of the project costs up to \$3M.

While detailed design of the upgrade has not been done, it is estimated that the upgrade could cost in the vicinity of \$1M which would mean Council's contribution would be \$500,00 to \$666,666. This projection for costs is current as at June 2022, but will be subject to escalation if the current trend of fuel prices continues.

For Council to make application to the Remote Airstrip Upgrade Program, an endorsement of this project by Council as a priority project for Baradine, is considered to be necessary.

Financial Considerations

There is no allocation in the Delivery Program for the upgrading of the Baradine Aerodrome. If Council were to apply for grant funding under the Remote Airstrip Upgrade Program, it is expected that council's contribution could be as much as \$666,666 unless this was offset by a contribution from a third party.

If the upgrade was successful, Council needs to be aware that once every 15-20 years, it may be necessary to reseal the runway which would be in the order of \$450,000 in present day costs, the lifecycle costs, which includes \$1M for the work and \$450k for the reseal, are potentially \$1.5M assuming the runway will last 40 years i.e. \$37,500 per annum. Application could be made to the Remote Airstrip Upgrade Program for up to 50% of these costs, however the continuity of this program into the future is not guaranteed.

Community Engagement

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

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes the information in the Inland Rail Update Report.
2. Actively engage with ARTC and their contractors to consider funding the upgrade and sealing of the Baradine Aerodrome.

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Item 21 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Assistant Environment and Development Services – Jenni Tighe

CSP Key Focus Area: Caring for the Environment

Priority / Strategy: CE6 Sustainable growth and respectful planning acknowledges the rural character of the area, values the natural environment and encourages ecologically sustainable development.

Development Applications

(i) Approved – May 2022

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
DA56/2020	01/10/2020	24/05/2022	Don, Gildine & Andro Noval	2067 Ropers Road	Binnaway	Dwelling	87	556
DA6/2022	09/03/2022	30/05/2022	Gregory Rose	62 Martin Street	Coolah	Subdivision of land	14	0
DA7/2022	30/03/2022	23/05/2022	Colin Louwen	1-3 Caigan Street	Dunedoo	Garage	20	0
DA9/2022	08/04/2022	20/05/2022	Chad Stanford	94 Cobborah Street	Dunedoo	Change of building Classification	0	0

RECOMMENDATION

That Council notes the Applications and Certificates approved during May 2022, under Delegated Authority.

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Item 22 Reports to be Considered in Closed Council

Item 22.1 Human Resources Monthly Report

Division: Executive Services

Author: Manager Human Resources – Chris Kennedy

Summary

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

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

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

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

RECOMMENDATION

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

Item 22.2 Three Rivers Regional Retirement Community Information Report

Division: Environment and Development Services

Author: Director Environment and Development Services – Leeanne Ryan

Summary

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

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

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

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

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Ordinary Meeting – 16 June 2022

RECOMMENDATION

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

Item 22.3 Support and Maintenance End User Support Agreement

Division: Corporate Services

Author: Manager Corporate Services – Jenni Maundrell

Summary

The purpose of this report is to consider existing arrangements for the provision of Information Technology (IT) Services.

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

The item relates to commercial information and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

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

RECOMMENDATION

That the Support and Maintenance End User Support Agreement Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

FURTHER that Council resolve that:

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