



Warrumbungle Shire Council

Council meeting

Thursday, 19 July 2012

to be held at the Council Chambers, Coolah

commencing at 9.00 am

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Kerry Campbell

Councillor Tilak Dissanayake

Councillor Ray Lewis

Councillor Mark Powell

Councillor Victor Schmidt

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

Rebecca Ryan (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Director Environmental &
Community Services)

Vision

Excellence in Local Government

Mission

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.

We Value

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

Ordinary Meeting – July 2012

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 19 July 2012 in the Council Chambers, Binnia Street, Coolah commencing at 9.00am

AGENDA

Order of Business

Forum

Apologies

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Endorsement of Minutes of Previous Council Meeting and Adoption or acceptance of Committee meeting Minutes

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 21 June 2012

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Occupational Health and Safety Committee meeting held on 3 May 2012

ADOPTION OF THE RECOMMENDATIONS of the Yuluwirri Kids Advisory Committee meeting held on 31 May 2012

ADOPTION OF THE RECOMMENDATIONS of the Yuluwirri Kids Advisory Committee meeting held on 17 November 2011

ADOPTION OF THE RECOMMENDATIONS of the Plant Advisory Committee meeting held on 21 June 2012

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 28 June 2012

ADOPTION OF THE RECOMMENDATIONS of the Administration Building Project Committee meeting held on 12 June 2012

Matters arising from Minutes

Mayoral Minute

Reports

Questions and Matters of Concern

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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WARRUMBUNGLA SHIRE COUNCIL

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Item 1 Responses to questions from last meeting

Questions

- Ratepayer road problems on MR55

Answer:

Works completed on Salt Water Road, yet to respond to claim for compensation.

- Diesel fuel rebate has doubled

Answer:

Fuel Rebate (petrol, diesel and gas) is claimed monthly in accordance with regulations for all eligible transactions. The current rate is 15.043c/litre (Transport) and 19.0715c/litre (Construction). Average fuel tax credit claimed per month for 11 month period (2011-2012) is \$7,840. The rates for 2012/2013 are 12.643c/litre (Transport) and 31.933 c/litre (Construction).

- Dunedoo Lions Club – units rented to pensioners only. Would a pension rates rebate be applicable or a donation from Council?

Answer:

s575 of the Local Government Act (1993) stipulates that to have pensioner concession granted the person who is solely or jointly liable for the rate of charge levied on the land must be;

- a) eligible as prescribed by the regulations, and
- b) must occupy dwelling as principal or sole place of residence.

Both conditions must be satisfied, and the Dunedoo Lions Club is therefore not eligible.

Council may choose to make a donation in Financial Assistance Policy, however note that there are a number of aged care/retirement units in the Shire let alone private rental tenancy's that provide residential housing for pensioners.

- Lewis Lane approaches to bridge over Talbragar River

Answer:

Road Inspected. Council was not involved in any damage to the road.

- Racecourse/Bingegrumble Rd naming confusion – the LPI has been notified of the name change by Council

Answer:

Town planning section confirming with LPI correct notifications have been lodged.

- Dog attacks in Baradine –

Answer:

Council's Compliance Officers attending when notified.

RECOMMENDATION

For Council's information.

WARRUMBUNGLA SHIRE COUNCIL

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Item 2 Adoption of Publication Guide

Division:	Executive Services	
Management Area:	Governance	
Author:	Manager Administration and Customer Service - Sally Morris	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF4 Council's governance and organisational procedures respond effectively to the long-term goals of the Community Strategic Plan	
File Ref:	Function: Governance	Activity: Council Policies

Background

At Council's ordinary meeting held on 24 November 2011, Council resolved to endorse and adopt the 2011 Publication Guide (Resolution 175/1112).

Issues

In March 2012 Council was informed that the Government Information (Public Access) Act (GIPA Act) had been amended and under those amendments the "Publication Guide" was to be renamed the Agency Information Guide. Further amendments have also been made to the Draft 2012 document to reflect changes in the organisation structure.

Options

Under the Act, the Agency Information Guides are to be reviewed each year by 31 July.

Financial Considerations

Nil

Summary

The 2012 Agency Information Guide is accordingly submitted for Council's endorsement and adoption. A copy will be submitted to the Office of the Information Commissioner once endorsed and the amended document placed on Council's website.

A copy of the Draft Agency Information Guide has been forwarded to Councillors under separate cover (**Enclosure No 1**).

RECOMMENDATION

That Council endorse and adopt the 2012 Agency Information Guide.

WARRUMBUNGLE SHIRE COUNCIL

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Item 3 Castlereagh Macquarie County Council

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager - Steve Loane
CSP Key Focus Area:	Natural Environment
Priority / Strategy:	NE5 Problems resulting from the proliferation of weeds, pests and feral and domestic animals need to be managed and minimised by public and private landholders.
File Ref:	Corporate Management/Meetings External
Function:	Castlereagh Macquarie County Council
Activity:	

Background

Warrumbungle Shire Council is a constituent member of the Castlereagh Macquarie County Council (CMCC). This county council relationship services Council's obnoxious weeds obligations.

Issues

Cost shifting

Options

To continue to contribute to CMCC or carry out the service in house

Financial Considerations

Last financial year Council's contribution to the CMCC was \$88,034 and the allocated budget for the current year was \$90,235. A supplementary vote of \$3,215 will be required to the operational plan to ensure the plan reflects the actual expected contribution. Council allowed for a 2.5% increase for the 2012-2013 financial year.

Summary

It is disappointing that such a large increase has been requested however, Council has very little option other than to accede to the request for additional funding however it may be an opportune time to request more accountability regarding the outcomes being received by council.

RECOMMENDATION

That Council agree to the contribution of \$93,450 plus GST as Council's contribution to the operation of the Castlereagh-Macquarie County Council for the 2012-13 financial year and that a supplementary vote of \$3,215 be made to the Operational Plan to reflect the new amount.

WARRUMBUNGLE SHIRE COUNCIL

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Castlereagh-Macquarie County Council

3 Buckley Drive
PO Box 227
COONAMBLE NSW 2829



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ARN: 89 539 779 958



4 May 2012

The General Manager
Warrumbungle Shire Council
20 John Street
Coonabarabran NSW 2357

Dear Sir

Re: Council contribution 2012-2013

I wish to advise that Council, at its meeting held on 18 April 2012, resolved to increase the contributions of its Constituent Councils in its draft Operational Plan and budget for 2012-2013 by 10%. Therefore, your Council's contribution for 2012-2013 will be \$93,450 plus GST.

If you would like further information, please contact me at my Walgett Office on (02) 6828 6116 .

Yours faithfully

A handwritten signature in black ink, appearing to read 'Don Ramsland', written over a horizontal line.

Don Ramsland
General Manager

WARRUMBUNGLE SHIRE COUNCIL

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Castlereagh Macquarie County Council
 P O BOX 227
 Buckley Drive
 COONAMBLE NSW 2828



Tax Invoice

A.B.N.: 88 539 778 958
 A.C.N.:

Invoice #: 00812563
 Date: 3/07/2012
 Ship Via:
 Page: 1

Bill To:

Ship To:

Warrumbungle Shire Council
 John St
 COONABARABRAN NSW 2357

Warrumbungle Shire Council
 John St
 COONABARABRAN NSW 2357

Description	Amount	Code
Constituent Council Contribution 2012-2013	\$102,796.76	GST

- Sign as goods receiver
 Provide order
 Provide advice
 Provide job number

Your Order #:	Customer ABN:	Freight:	\$0.00	GST
Shipping Date:	Terms: Net 21st after EOM	GST:	\$9,345.16	
COMMENT	GST	SALE AMOUNT	Total Inc GST:	\$102,796.76
	10%	\$9,345.16	Amount Applied:	\$0.00
			Balance Due:	\$102,796.76

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Item 4 Brick Bats & Bouquets

Division:	Executive Services
Management Area:	Executive Services
Author:	Executive Assistant - Melissa Bennett
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF6.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

File Ref: **Function:** Customer Service **Activity:** Public Reaction

Background

Council is in receipt of a letter of thanks from Ross Yeo. In Mr Yeo's letter he expresses his family's appreciation to Warrumbungle Shire Council for the many times Mr Yeo has requested information and assistance over the last five years during an access dispute through their property, The Wallaroos, Merrygoen.

Mr Yeo specifically would like to thank Council for the advice, information and even the introduction of a new policy and to the Councillors for their time and insight into the issues to help resolve the dispute without the need of court action and that the help was so very much appreciated.

Issues

Nil

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

For Council's information

WARRUMBUNGLE SHIRE COUNCIL

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Item 5 Election Poll

Division:	Executive Services	
Management Area:	Executive Services	
Author:	General Manager - Steve Loane	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF6.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.	
File Ref:	Function: Governance	Activity: Elections

Background

At the April Council meeting it was resolved that a poll will be conducted in conjunction with the 8 September 2012 Local Government election. The poll will be in relation to a name change to Warrumbungle Regional Council.

The question for the poll will be as follows;
Are you in favour of changing the name of Warrumbungle Shire Council to Warrumbungle Regional Council?

The preamble will be as follows;
The idea of changing the name of the Warrumbungle Shire Council to that of Warrumbungle Regional Council has been discussed on numerous occasions since the amalgamation of the Coolah Shire Council with the Coonabarabran Shire Council . This subject was again raised at the Community Strategic Planning meetings held in various locations around the Shire in 2011.

INFORMATION FLYER

An information flyer will be in addition to the question and preamble. This will be promoted to the community and is detailed below;

PLEASE HELP US ANSWER THIS IMPORTANT QUESTION BY RESPONDING TO OUR POLL

From time to time Councils will take the opportunity to ask the community specific questions to assist Councillors in making sure that their decisions reflect the community's views. This can be done in a number of ways, at varying cost and this is often influenced by the importance of the issue at hand. In cases where the issue is considered to be of importance and interest to the whole community a formal type of engagement is often selected.

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WHAT WE ARE ASKING YOU?

Are you in favour of changing the name of “Warrumbungle Shire Council” to that of “Warrumbungle Regional Council?” You will be asked to respond with a “yes” or a “no” answer.

WHY ARE WE ASKING YOU NOW?

The upcoming Local Government Elections are being held on September 8th 2012. This gives Council a cost effective and timely opportunity to ask you the question. The State Electoral Commission will be responsible for counting the votes on this important issue. This ensures the transparency of the process.

WHAT IS THE PROCESS?

Once Council has decided to ask for the community’s views on a question in conjunction with a Local Government Election – a decision must be made on the process that will be followed. Council may decide to take a “Poll” or a “Constitutional Referendum”. In this case our Council has decided to take a Poll.

WHAT IS A POLL?

A Poll is simply a collection of your opinions on a subject, taken from either a selected or a random group of persons, for the purpose of analysis that is intended to inform the Council’s decision making process. In this case council has decided to engage all eligible voters of the Warrumbungle Shire.

HOW IS A POLL DIFFERENT FROM A REFERENDUM?

When a Poll is taken your “yes” or “no” response will guide Council’s debate on the issue. A Poll is not binding – it simply indicates the community’s opinions. When a Constitutional Referendum is held your “yes” or “no” votes are counted and the decision is binding on the Council.

WHERE DID THIS IDEA COME FROM?

The idea of changing the name of the Warrumbungle Shire Council to that of Warrumbungle Regional Council has been discussed on numerous occasions since the amalgamation of the Coolah Shire Council with the Coonabarabran Shire Council. This subject was again raised at the Community Strategic Planning meetings held in various locations around the Shire in 2011.

These questions have prompted Council to consider if the current name accurately reflects the “Shire” as it is today or into the future.

WHAT DOES A YES/NO VOTE RESULT MEAN?

Your vote to change the name of the Council will give Council some guidance on the community view. There is no legislative requirement for Council to retain or change its name as a result of the Poll.

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THE CASE FOR CHANGING THE COUNCILS NAME TO WARRUMBUNGLER REGIONAL COUNCIL – A “YES” VOTE	THE CASE FOR KEEPING THE NAME WARRUMBUNGLER SHIRE COUNCIL – A “NO” VOTE
A YES vote will inform the Council that you support a change to the Council name to WRC	A NO vote will inform the Council that you wish to maintain the status quo and not change the name of WSC.
<p>What’s in a name</p> <ul style="list-style-type: none">• The term “Shire” reaches back to English feudalism well before 1788• The previous State Government and the O’Farrell state Government have been actively encouraging Councils to work more co-operatively with other Councils.• The name change will reflect the professional, regional approach that already exists at Council.	<p>What’s in a name</p> <ul style="list-style-type: none">• We like us the way we are• Some folk believe the term “Shire” reflects the rural nature of our region.• If it aint broke don’t fix it
<p>Rebranding</p> <ul style="list-style-type: none">• Many corporations rebrand themselves so as to better reflect the current culture.• By retaining elements of the previous brand the original linkages and values are maintained	<p>Rebranding</p> <ul style="list-style-type: none">• People relate to the existing name• We have just got use to this name• Some folk see a departure from the original name as a departure from original values
<p>Financial implications</p> <ul style="list-style-type: none">• Better Grant Funding opportunities.• There is evidence that Regional Councils are favoured in the distribution of State and Federal Government grant funding	<p>Financial implications</p> <ul style="list-style-type: none">• The cost of the change of signage has not been fully estimated, however it can be a transitional process based on priority.• The branding of staff uniforms and the Council fleet would also be transitional

Issues

Nil

Options

Nil

WARRUMBUNGLE SHIRE COUNCIL

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Financial Considerations

Yet to be calculated. Costs would be spread over a number of years.

RECOMMENDATION

- That Council approve the election poll question and the preamble as follows;
Question - 'Are you in favour of changing the name of Warrumbungle Shire Council to Warrumbungle Regional Council?'
- That Council approve the Preamble as follows; The idea of changing the name of the Warrumbungle Shire Council to that of Warrumbungle Regional Council has been discussed on numerous occasions since the amalgamation of the Coolah Shire Council with the Coonabarabran Shire Council .This subject was again raised at the Community Strategic Planning meetings held in various locations around the Shire in 2011.
- That Council approve the information flyer content.

WARRUMBUNGLA SHIRE COUNCIL

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Item 6 July 2012 Report from Human Resources

Division:	Executive Services	
Management Area:	Human Resources	
Author:	Manager Human Resources - Val Kearnes Learning and Development Co-ordinator - Glennis Mangan	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk.	
File Ref:	Function: Personnel	Activity: Council

Background

Nil

Issues

Nil

Options

Nil

Financial Considerations

Nil

Recruitment

Since the June Council Meeting seven positions have been successfully filled:

- Manager Regulatory Services
- Administration Officer Corporate Services
- Administration Officer Technical Services
- PA to the Director Corporate Services
- Supply Officer – Coonabarabran
- Pre School Teacher
- Supply Officer

There are eight positions currently advertised:

- Manager Road Contracts & Private Works – Re advertised
- 2 Plumbers (Dunedoo & Coolah) – Re advertised
- Pre School Teacher – External
- Sign Crew Labourer – Internal

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- Community Care Co-ordinator – Coonabarabran (22.50Hrs) - Internal
- Community Care Co-ordinator – Coolah (15Hrs) – Internal
- Child Carer (Job Share 15Hrs) - External

The following position has closed and the selection process underway:

- Truck Operator – Baradine

HR Projects

HR Software System

Installation of the system continues with Andor and Practical project teams working with HR to ensure completion.

Staff Competency Documents

Competency documents are currently being formulated for new positions and current documents reviewed to reflect the requirements of the new organisational structure. This process is extremely time consuming and will continue to be undertaken until all documents for staff are reviewed and updated if required.

Human Resources – Learning and Development

The beginning of the new financial year has meant a surge in staff training. The first scheduled courses will be those that are needed for staff to carry out their roles and responsibilities within the position descriptions.

The Competency Assessment System is an important part of Council's salary system which aims to reward staff on the acquisition and application of competencies. Assessing each individual staff member on their competencies ensures a high level of service to the community, strong productivity and continued improvement for the organisation. It also ensures and monitors staff morale.

Each year in August employees will have a formal review conducted by trained Managers and Supervisors. A set of Workshops facilitated by TAFE New England Institute have been programmed for those staff not already trained in this area. These workshops will be held on the 3rd and 10th July.

While a series of Traffic Controller (Blue Card) workshops was held earlier in the year there were still many staff left requiring this update. A further two workshops will be held in July and this will mean all staff will hold current tickets for the next two to three years. Likewise all identified staff have been updated in Yellow Card training, with two staff also undertaking Forklift operations training.

Outdoor staff enrolled in Certificate III Civil Construction and Dual Diploma in Operational Works continue with training at face to face workshops on site. A Training Plan is negotiated for each trainee and includes the modules from the Certificate III in Civil Construction (Road Construction and Maintenance or Plant Operations) most suited to the position the trainee holds. The practical side of this training is by on the job training and this is monitored by both the employee and the supervisor. An individual assessment is then undertaken to determine if the employee is competent.

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The need was identified for training for certain staff in the use of the elcomCMS platform which is used for the Council web site www.warrumbungle.nsw.gov.au. The hands on training, which was delivered on 29 June, included basic elcomCMS publisher functions; adding and editing pages and documents and images on the web site. Those staff targeted included new staff in a position with this responsibility and existing staff to update and increase their skills knowledge.

Funding has been sourced to run a Certificate IV in Frontline Management for staff who have or act in a supervisory role. This qualification reflects the role of individuals who take the first line of management in a wide range of organisational and industry contexts and who require skills or recognition in supervisory functions. The course will run for the next 12 months and will use a combination of face to face and flexible learning.

The annual PA & EA conference was held in Sydney on 21 and 22 June and was attended by the EA and newly appointed PA's. The conference was attended by over 100 people and offered workshops in; Inducting a New Councillor, Managing Stress through Music, Every Day is an Event at Council and Building Successful Relationships. Special guest speakers included; Vanessa Chan, General Manager Ashfield Council, Donna Bain, General Manager Selfhelp Workplace from Tasmania and Denise Meyerson, Managing Director, MCI.

Three members of Staff with responsibility in Council's Asset Management will be attending a free workshop for Local Government practitioners in Dubbo. Jessica Brown, NSW Programmes and Events Coordinator advises, *"The Federal Government Reform Funding, LGMA NSW in conjunction with IPWEA and the DLG will be hosting a series of mentoring and peer to peer networking forums to facilitate information sharing between councils. The forums will focus on the recent asset management and long term financial planning training and offers delegates the opportunity to study their plans in more detail, have detailed discussion with the DLG and to share their experiences with neighbouring councils."*

Additional training workshops that have been arranged for July includes, Working in Confined Spaces and Chemical User and Application courses.

RECOMMENDATION

For Council's information.

WARRUMBUNGLA SHIRE COUNCIL

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Item 7 Investment Advisory Services

Division:	Corporate Services	
Management Area:	Financial Services	
Author:	Director Corporate Services - Rebecca Ryan	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF5.2 Council recognise the importance of its roll as its steward of the natural, built, economic and social environment.	
File Ref:	Function: Financial Management	Activity: Investments

Background

Council has been receiving an Investment Advisory Service from Structured Credit Research at a cost of \$1,000 per month since December 2011, as per Council resolution **No 226/1112**. This has provided valuable external monitoring of Council's long term investment portfolio of secured notes worth \$6.5M.

A summary of the total value due for maturity each calendar year is as follows;

- 2012 \$2.0M
- 2013 \$1.5M
- 2014 \$1.5M
- 2015 \$1.5M

In effect by the end of this reporting year (2012-2013) Council's long term investments will be reduced to \$3.0M.

Issues

Whilst the value of this advice is not underestimated and the information gathered highly relevant, Council has sought a quote for the provision of this service on a quarterly basis.

A quarterly service was investigated as means of saving costs and the minimum time period to provide market information and detail for the production of the Quarterly Budget Review Statement (QBRS) and completion of Council's financial statements.

The recommendations for the past 12 months from Structured Credit have been to retain the complete portfolio of notes until maturity. Given this recommendation and the current low risk status for these long term investments, it is doubtful between now and 2015, when the last investment matures, that Council will alter its decision to hold these investments.

A quotation of \$500 per quarter has been provided for a 'valuation/opportunity cost' service only.

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Options

Council may choose to continue the detailed monthly Investment Risk Analysis, rating, modelling and valuations from Structured Credit Research. Prior to 2011, Council has contracted external investment advice on an annual basis for the purposes of valuations for financial statements.

Financial Considerations

A budget cost of \$12,000 versus \$2,000 for external independent Investment Advice.

Summary

A complete Research and Advice Service on a quarterly basis is not available. The reason being that monitoring of all investments is an ongoing process that cannot be done once every three months.

Whilst understanding of the aim to run a tighter budget, there is an argument that the information received may have accounted for in excess of \$100,000 that Council 'may have' forfeited if the notes were sold without advice or if incorrect advice were given.

In addition to the above, the ad-hoc services provided over the past six months, regarding banking institution review was of some value to Council.

The risk of not having comprehensive weekly/monthly monitoring is that another global financial shock could alter the market rapidly, leaving no time for action sell the remaining asset.

RECOMMENDATION

That Council continue to engage Structured Credit Research and Advisory Pty Ltd for investment advice in 2012-2013 however reduce the reporting period and utilise a quarterly 'valuation/opportunity cost' service.

WARRUMBUNGLA SHIRE COUNCIL

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Item 8 Investments & Term Deposits

Division:	Corporate Services
Management Area:	Financial Services
Author:	Senior Finance Officer - Lisa Grammar
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF5.2 Council recognise the importance of its roll as its steward of the natural, built, economic and social environment.

File Ref: **Function:** Financial Management **Activity:** Investments

Background

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 monthly ordinary meeting.

Council's investment performance for the month;

Council currently benchmarks its investment performance against the 3 month Bank Bill Swap Reference Rate (BBSW) as per Council's investment policy. The June BBSW 3 month rate was 3.49%. Council's term deposits returned an average rate of 5.32% for the month of June, outperforming Council's benchmark.

All of Council's investment securities except for one security held with Bendigo Bank (AUFN0003810) are not currently paying coupons although several investments are expected to be redeemed at higher than original purchase price. Council's investment securities underperformed against Council's benchmark.

During the month of June one of Council's Term Deposits totalling \$500k fell due, earning Council \$7,184 in interest revenue (over the life of the deposit). Council also invested \$1m with Community Orana Mutual for 3 months at a rate of 5.08%.

During the month \$2.168m was transferred from the NAB At Call Account into the ANZ At Call Account to capture a higher interest rate and a further \$374k was transferred back into Council's operating account to meet daily operating expenses.

It should also be noted that the value (based on Indicative Bid) for Council's investment securities increased by \$54,000 during the month of June.

Issues

Nil

Options

N/A

WARRUMBUNGLA SHIRE COUNCIL

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Financial Considerations

Bendigo Bank – Westpac	Sub debt likely to be called in September this year. If not, could be extended by 5 years (unlikely).
ANZ CPPI - Asprit I	Zero coupon investment backed by ANZ. Bid is below fair value, despite 4.5 months to maturity. Likely pay small amount above 100.
Dandelion Westpac	AA- rated investment that no longer pays coupons. Bid price well below fair value. Low Risk.
ANZ CPPI Asprit II	Zero coupon investment backed by ANZ. Bid is below fair value, despite 9 months to maturity. Likely pay small amount above 100.
Averon CPP Ltd Aver	Ultimate credit risk rests with General Electric Capital Corp Australia, rated AA+/A1 by S&P/Moodys (AA+ principle only).
FIIG All Seasons CPPI	Council is essentially holding a Swedish Export Bond rated AA+. Will pay \$4 above par at maturity. Bid price well short of fair value.
Octagon Ltd Linked	Backed by International Bank for Reconstruction & Development rated AAA. Few concerns if any. Bid well below fair value. Low risk.

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Summary

Investment Securities

Council currently holds the following investment securities:

Bank	Purchase Price	Indicative Bid	Valuation based on indicative bid as at 30 June 2012	ISIN Number	Lodgement date	Maturity Date	Rating	Coupon Payments
Bendigo Bank - Westpac	500,000	98.75%	493,750	AUFN0003810	22.08.2007	21.09.2012	BBB+	4.69%
ANZ CPPI - Asprit I	500,000	96.00%	480,000	CPPISAMAF01	30.09.2009	23.11.2012	AA-	0%
Dandelion Westpac	1,000,000	94.60%	946,000	AUFN0004693	19.12.2007	21.12.2012	AA-	0%
ANZ CPPI Asprit II	800,000	95.00%	760,000	CPPISAMAF02	30.09.2009	30.03.2013	AA-	0%
Averon CPP Ltd Aver	700,000	91.00%	637,000	AU300AVER012	30.09.2009	20.06.2013	AA+	0%
FIIG All Seasons CPPI Note	1,500,000	88.00%	1,320,000	AU300SEKA021	29.08.2008	29.08.2014	AA+	0%
Octagon Ltd Linked	1,500,000	80.00%	1,200,000	XS023170158	25.10.2005	30.10.2015	AAA	0%
Total:	6,500,000		5,836,750					

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Term Deposits

Council currently holds the following Term Deposits:

Bank	Current Investment	Opening Balance	Buy/(Sell)	June Interest Earned	Closing Balance	Lodgement date	Maturity Date	Rating	Current Yield
NAB Cash Maximiser	867,276	1,235,875	-374,000	5,401	867,276	At Call	At Call	AA-	4.94%
ANZ At Call	5,093,736	2,906,141	2,168,000	19,596	5,093,737	At Call	At Call	AA-	5.25%
Community Orana Mutual	-	506,737	-507,184	447	-	6/03/2012	6/06/2012	Not rated	5.70%
Suncorp Bank	1,000,000	1,011,490	-	4,759	1,016,249	19/03/2012	19/07/2012	A+	5.74%
Suncorp Bank	750,000	758,616	-	3,569	762,185	19/03/2012	19/07/2012	A+	5.74%
Suncorp Metway 10/10	1,500,000	1,503,797	-	6,718	1,510,515	14/05/2012	15/08/2012	A+	5.45%
Community Orana Mutual	1,000,000	-	1,000,000	1,388	1,001,388	20/06/2012	20/09/2012	Not rated	5.08%
Total:	10,211,012	7,922,656	2,286,816	41,878	10,251,351				5.32%

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Certification of Responsible Accounting Officer

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

Responsible Accounting
Officer

RECOMMENDATION

That Council accept the Investments Report for the month ending 30 June 2012.

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Item 9 Sale of Land Lots 1, 2 and 3 DP 1119248 (Ulamambri)

Division:	Corporate Services	
Management Area:	Financial Services	
Author:	Director Corporate Services - Rebecca Ryan	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF5.2 Council recognise the importance of its roll as its steward of the natural, built, economic and social environment.	
File Ref:	Function: Rates and Valuations	Activity: Sale of land unpaid rates

Background

Council has received a request to execute and affix Council's seal to a Transfer by a Local Council, from Solicitors acting on instructions on the administration of the estate of a resident, who own a number of blocks of land in the village of Ulamambri.

Issues

In 1988, Council sold land for unpaid rates at Ulamambri being Lots 1, 2 and 3 DP 1119248. It appears that the transaction as far as it involved Council was completed; payment of the sale price was made and the Notice of Sale dated 14 December 1988 was lodged with Council.

Rates notices since that time have been raised in the names of the new owners and have been paid up to date with no arrears. However, Land and Property Information (NSW) title searches indicate that the land transfer was not registered and accordingly the lots remain in the names of the previous owners.

Options

Council is requested to execute the Land Transfer which requires the signing of the document by the Mayor and General Manager and affixing of the Council seal. As per s400 of the Local Government Regulations (2005) affixing of Councils seal must relate to the business of council by a resolution specifically referring to the document that the seal be so affixed.

Financial Considerations

Nil

Summary

Solicitors finalising the estate will register the Land Transfer.

RECOMMENDATION

That Council approve the Mayor and General Manager to sign and affix Council's seal executing the Transfer by a Local Council for land previously sold being; Lots 1,2 and 3 DP 1119248 at Ulamambri.

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Item 10 Bank Loan Letter of Offer Bridge Replacement Project

Division:	Corporate Services	
Management Area:	Financial Services	
Author:	Director Corporate Services - Rebecca Ryan	
CSP Key Focus Area:	Public Infrastructure and Services	
Priority / Strategy:	P13 Road networks throughout the shire need to be safe, well maintained and adequately funded.	
File Ref:	Function: Financial Management	Activity: Loans

Background

Council received a report in relation to the replacement of Timber Bridges on Local Roads in June 2011, and resolved to undertake a rolling works program to replace the remaining 12 timber bridges in order of priority and fund the program from loan borrowings over a six (6) year period (**Resolution No 412**)

Issues

Council has lodged an application for funding to accelerate the first stage of this asset replacement program under the NSW Government Local Infrastructure Renewal Scheme (LIRS) as follows;

Bridge	Planned Program	Accelerated Program
Baby Creek	\$700,000	\$700,000
Tongay	\$700,000	\$700,000
Bugaldie Creek	-	\$700,000
Grandchester	-	\$200,000
	\$1,400,000	\$2,300,000

Grandchester Bridge remains a joint project with Gilgandra Shire Council and the budget therefore reflects Warrumbungle Shire contribution.

LIRS is in initiative of the NSW State Government and is being administered by the Division of Local Government. The scheme provides an interest subsidy of 4% of the interest cost of a loan to bring forward infrastructure investment backlogs. The application from Warrumbungle Shire Council meets all the criteria and all documents have been submitted as per the guidelines.

As predicted the program was over subscribed heavily and the assessment process is been worked through by the DLG. One of the conditions of funding is that a comprehensive financial assessment and benchmarking exercise be undertaken by NSW Treasury (TCorp). DLG are meeting TCorp's costs on behalf of each Council, so Council will receive the assessment for no charge. This process should be finalised by the end of August 2012.

WARRUMBUNGLE SHIRE COUNCIL

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Options

Depending on the success or otherwise of a submission under the LIRS the total borrowing for 2021-2013 will be \$1.4M (Baby Creek and Tongay Bridges) or \$2.3M (Baby Creek, Tongay, Bugaldie Creek and Grandchester Bridges)

Bank quotations for fixed interest rate, progressive drawdown, interest and principal payable in arrears loan were sought and applications progressed for LIRS submission. A Letter of Offer has been received from the National Australia Bank for a 10 year term fixed rate loan and the indicative rate for this loan as at May 2012 was 6.0%.

Financial Considerations

Council's Operational Plan (2012-2013), Delivery Program (2012-2016) and Long Term Financial Plan (2012-2022) all identify the Timber Bridge asset replacement program and makes the assumption to bring forward the capital works with LIRS funding subsidy.

Summary

Baby Creek Bridge has now commenced, with contracts awarded in May 2012. Site investigation works have been completed for Tongay, Bugaldie Creek and Grandchester Bridges and tender documentation for Design and Construction are now being prepared.

If the LIRS subsidy is granted, these three bridges will be bundled into the one project and contracts awarded in December 2012, for construction in the first 6 months of 2013.

The DLG has advised that LIRS announcements of successful projects will be made on Monday 16 July, and these announcements will be subject to satisfactory TCorp assessment. This will determine the bank loan amount of either \$1.4M or \$2.3M.

RECOMMENDATION

That Council authorise the General Manager to accept and sign the Bank Loan Letter of Offer for the 2012-2013 Stage 1 Timber Bridge replacement project.

WARRUMBUNGLA SHIRE COUNCIL

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Item 11 Bank Reconciliation

Division: Corporate Services

Management Area: Financial Services

Author: Senior Finance Officer - Lisa Grammar

CSP Key Focus Area: Local Governance and Finance

Priority / Strategy: GF5.2 Council recognise the importance of its roll as its steward of the natural, built, economic and social environment.

File Ref: **Function:** Financial Management **Activity:** Revenue Allocation

Background

The following report provided to Council is a summary of Council's monthly bank reconciliation

Issues

Nil.

Reconciliations are being completed monthly and balanced, payments and receipts reconcile to monthly bank statement.

Outstanding deposits refer to cash amounts recorded in the Council's General Ledger that have not yet been deposited at the bank. eg. Direct debit authority receipted in cashbook but not deposited in the physical bank account until the next day.

Unpresented cheques refer to cheques that have still not been cashed by the cheque recipient but are recorded as being paid in Councils General Ledger.

Options

N/A

Financial Considerations

Nil

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Summary

Balance per General Ledger – 30 June 2012

Bank	Account Number	Balance
General Fund	5410-3000-0001	421,498.96
Trust Fund	9000-3000-0000	161,178.11
Investments - General	5220-3001-3001	8,611,012.02
Investments - General	5220-3001-5001	3,119,147.67
Investments Movement - General	5220-3003-0000	3,465,882.30
Investments non-current - General	5220-4701-0000	-3,404,000.00
Investments - Water Fund	7085-3001-0001	2,355,105.23
Investments Sewerage Fund	8085-3001-0001	2,563,864.80
Total General Ledger		17,293,689.09

Balance as per Bank Account – 30 June 2012

Bank	Balance
<u>General</u>	
Commonwealth	462,637.42
Westpac	9,748.05
NAB	24,341.44
Commonwealth Rates	Nil
Total - General	496,726.91
<u>Trust</u>	
Commonwealth	159,662.91
Westpac	Nil
Total - Trust	159,662.91
<u>Investments</u>	
Securities	6,500,000.00
IBD	10,211,012.02
Total Investments	16,711,012.02
Total All Bank Accounts	17,367,401.84

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Bank	Balance
<i>Add:</i>	
Outstanding Deposits - General	2,199.34
Outstanding Deposits - Trust	1,515.20
<i>Less:</i>	
Unpresented cheques - General	77,427.29
Unpresented cheques - Trust	-
Balance adjusted for outstanding deposits & unpresented cheques (Final Bank Balance)	17,293,689.09
Variance between Final Bank Balance and General Ledger	-

RECOMMENDATION

That Council accept the Bank Reconciliation Report for the month ending 30 June 2012.

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Item 12 Rates Report

Division:	Corporate Services	
Management Area:	Financial Services	
Author:	Senior Finance Officer - Lisa Grammar	
CSP Key Focus Area:	Local Governance and Finance	
Priority / Strategy:	GF5.2 Council recognise the importance of its roll as its steward of the natural, built, economic and social environment.	
File Ref:	Function: Financial Management	Activity: Revenue General Income

Background

N/A

Issues

Nil

Options

N/A

Financial Considerations

N/A

Summary

The outstanding rates and annual charges ratio as at 30 June 2012 is 14.16%.

Interest charges in the 'Total Arrears' column are classified under the relevant charge type above, as opposed to being recorded separately per the 'Total Outstanding' column.

The outstanding figures for sewer consumption, water consumption and sewerage rates and charges need to be viewed in total as Council's finance systems is currently grouping a majority of the arrears amounts for these items under sewer consumption.

Total arrears at End of Month include interest in arrears under the relevant Rate/Charge Type and is not separately disclosed as interest.

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Rate/Charge Type	Rate Arrears 2010/11	2011/2012 Levy	Pensioner Write Off	Abandoned	Rates Arrears And Net Levy	Total Payments To Date	Total Outstanding 2011/2012	Collection % 2011/2012	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	599,380	6,685,132	166,584	9,620	7,108,308	6,545,456	562,852	92%	700,653	10%
Water	187,283	1,281,499	73,480	14,376	1,380,926	1,213,395	167,531	88%	215,837	17%
Sewerage	256,709	1,087,080	53,419	3,396	1,286,974	921,784	365,190	72%	130,845	12%
Garbage	143,771	1,436,587	104,497	9,178	1,466,684	1,325,895	140,789	90%	175,258	12%
TOTAL RATES	1,187,143	10,490,298	397,980	36,569	11,242,892	10,006,530	1,236,363	89%	1,222,594	12%
Water Consumption	321,384	884,391	-	517	1,205,258	809,648	395,610	67%	235,467	27%
Sewer Consumption	35,110	108,308	-	278	143,140	73,918	69,222	52%	23,026	21%
TOTAL WATER	356,494	992,698	-	795	1,348,398	883,567	464,832	66%	258,493	26%
LEGAL FEES	144,104	104,718	-	13,750	235,072	95,944	139,129	41%	185,367	
TRANS FEE	4,397		-	2,848	1,550	575	975	37%	475	
INTEREST	181,037	182,591			363,628		363,628			
GRAND TOTAL	1,873,176	11,770,306	397,980	53,962	13,191,540	10,986,615	2,204,925	83%	1,666,929	14.16%

RECOMMENDATION

For Council's information.

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Item 13 Notice of Motion

Division:	Governance
Management Area:	Councillors
Author:	Cr Powell
CSP Key Focus Area:	Public Infrastructure and Services
Priority / Strategy:	P13.1 All levels of government work together to ensure our road network is safe and functional
File Ref: Function:	Governance
Activity:	Elected Members

Notice of Motion

A notice of motion has been received from Councillor Powell as follows:

Council put in place permanent regulations for control of traffic during the 11am Anzac Day Service at Coolah. This control includes a pilot vehicle to divert traffic away from the Cenotaph during this Service.

Rationale

The Coolah Cenotaph is on the junction of Binnia Street and the by-pass. It has been a bone of contention that, during the Service, vehicles, particularly B-Double trucks, turn the corner and interrupt the Service. This year, 2012, a system of directing traffic around the back streets was trialled under the instructions of the Director of Technical Services. The trial worked extremely well and it is hoped that this system will be a permanent fixture thereby gaining the gratitude of the Coolah people.

RECOMMENDATION

For Council's consideration.

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Item 14 Saltwater Creek No 2 – Preliminary Road Design

Division:	Technical Services	
Management Area:	Road Operations	
Author:	Director Technical Services - Kevin Tighe	
CSP Key Focus Area:	Public Infrastructure and Services	
Priority / Strategy:	P13.1 All levels of government work together to ensure our road network is safe and functional	
File Ref:	Function: Roads	Activity: MR129

Background

Saltwater Creek No 2 is located on MR129 (Purlewaugh Road) approximately 47km east of Coonabarabran. The existing crossing is a low level concrete causeway, 55m long and 8.5m wide. The road approaches to the creek crossing are unsealed, with the total length of unsealed road being around 1.1km. This section of MR129 is the only remaining section of unsealed road anywhere on MR129.

Advice has been received from Roads & Maritime Services that Council's project to seal the road and upgrade the creek crossing has received funding under the 2012/13 REPAIR program.

Preliminary designs have been completed for the geometric alignment of the road and crossing of the creek and Council is now being asked to consider two options and make a resolution based on desired level of service, cost and funding sources.

Issues

The existing concrete causeway crossing of Saltwater Creek No 2 is well constructed and is in good condition. There is a small box culvert within the causeway which acts as a low flow structure, however there is a drop at the end of the culvert, which may present a barrier for fish movement. Local knowledge suggests that water does flow over the causeway during times of heavy rain, however the relative remoteness of the site means that reliable information about frequency of inundation and disruption to access is not available. A significant issue with low level causeways is the risk to vehicles should a crossing be attempted during times of inundation.

In recent years, Council's program of sealing the unsealed sections of MR129 has seen the construction of bridges over Saltwater Creek No 1 and Yuggel Creek to the west of Saltwater Creek No 2, and Bomera Creek Bridge to the east. That is, the progressive upgrading of the road has resulted in a 'flood free' road either side of Saltwater Creek No 2.

The road on the eastern side of the existing causeway is on a relatively steep slope of 1 in 12, over a distance of 200m, which means that it is a slow section of road for trucks in comparison to the general road speed environment east and west of the site.

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Photograph 1.0 - Saltwater Creek No 2 on MR129, looking east.

Options

A road design that closely follows the existing horizontal and vertical alignment is possible. That is, it is possible to utilise the existing causeway and it is possible to construct the road following the slope and alignment of the existing road. The design speed of such a design is 40kph at the causeway and 60kph on the eastern approach. The level of service of such a design is below that of roads east and west of the crossing. The longitudinal section of this design option is shown in attachment 1.0.

A design prepared for an 80kph design standard, requires raising the level of the road by around 5.0m above the level of the existing causeway. A vertical design such as this requires the construction of a bridge to cross the creek. The longitudinal section of this design option is shown in attachment 2.0.

A third option, which involves preparing a design for a 100kph speed has been investigated, however, there is significant roadworks associated with such a proposal and thought to be beyond expectations both in terms of cost and level of service.

Construction of the proposed bridge will require construction of a sidetrack and the cost of this component in the project should not be underestimated. Sidetrack construction would not be necessary if the existing causeway option was pursued.

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Financial Considerations

Funding of \$400,000 is available to Council under the REPAIR program and combined with a matching amount under the Block Grant, a total of \$800,000 is available for the project. Council may wish to contribute more from the Block Grant towards the project, however, funding for maintenance of regional roads will be reduced by any amount allocated to the project.

The cost of constructing road approaches to the existing causeway, as shown described as option 1.0 in attachment 1.0, is estimated to be around \$400,000. The cost of constructing a bridge and the road approaches as described as option 2.0 in attachment 2.0 is estimated to be around \$1,500,000. Tenders will need to be invited for construction of the bridge.

Potential funding sources to meet the expected \$700,000 shortfall for option 2.0 include the Block Grant, Roads to Recovery Program and loan funds. There is very little likelihood that RMS will make available further funding under the REPAIR program for the project in 2013/14.

The current Roads to Recovery Program finishes 30 June 2014 and there is \$2,188,074 remaining in the program for Council, however, \$1,145,000 has been allocated to projects in 2012/13. That is, if Council wanted to use R2R funds for the Saltwater Creek No 2 project, then there will be a corresponding reduction in funds available for local road projects in the 2013/14 year.

Some time ago, Council took out a loan to construct Woolshed Creek Bridge on MR396 (Binnaway Road) and Bugaldie Creek Bridge on MR129 (Baradine Road). The outstanding amount on this loan is \$780 000. It may be possible to add to this loan or alternatively, Council may wish to obtain another loan to fund the shortfall for the bridge option.

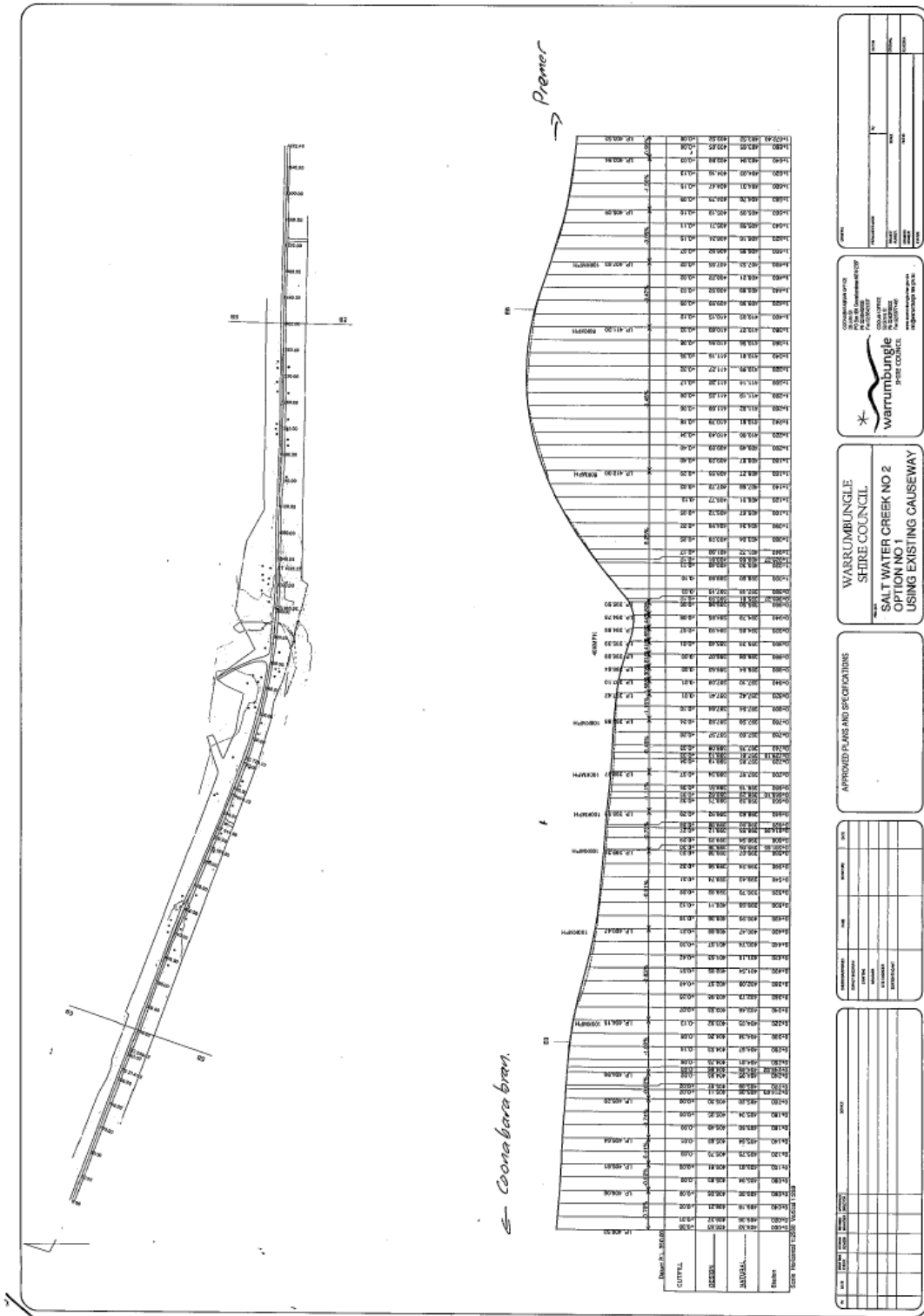
RECOMMENDATION

1. That construction of road approaches and crossing of Saltwater Creek No 2 are based on a vehicle design speed of 80kph. Furthermore, the proposed design includes a bridge over the creek.
2. The funding shortfall for construction of a bridge over Saltwater Creek No 2 is supplemented by loan funds. Furthermore, a report is prepared on options for taking out a loan.

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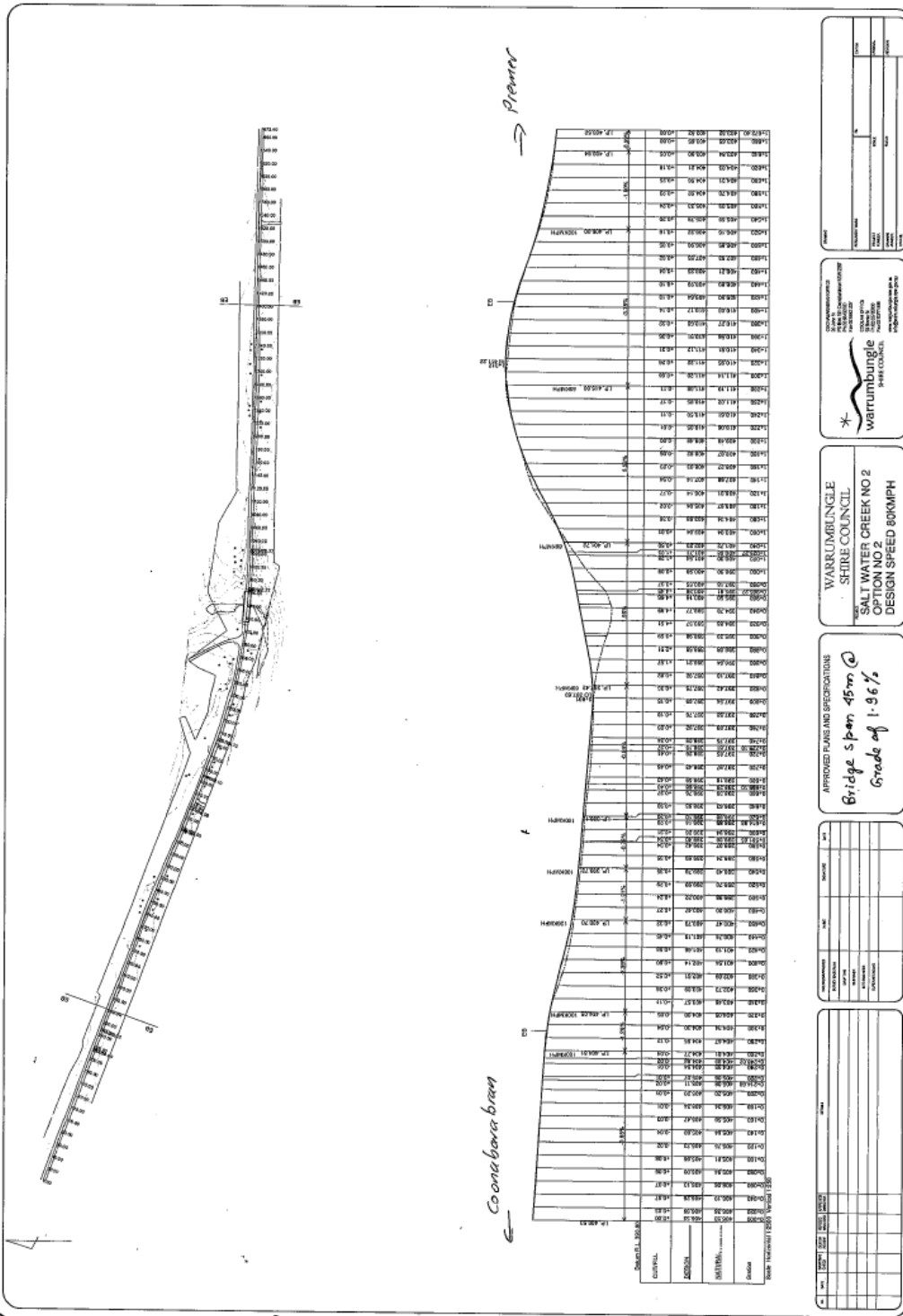
Attachment 1.0 –



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Attachment 2.0



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Item 15 Widening of Spring Ridge Road for Cobbora Holding Pty Ltd

Division:	Technical Services
Management Area:	Road Operations
Author:	Director Technical Services - Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority / Strategy:	P13.1 All levels of government work together to ensure our road network is safe and functional
File Ref: Function:	Financial Management
Activity:	Private Works

Background

Council has been invited to undertake roadworks on Spring Ridge Road by the Cobbora Holding Company Pty Ltd. The purpose of the roadworks is to widen the road to meet the expected demands created by Construction traffic and to some extent operational traffic. At the time of preparing this report, the scope of the works has not been formally identified, however the commencement of the roadworks is at the Golden Highway and is over a length of approximately 8km.

Council is being asked to consider the merits of entering into agreement with Cobbora Holding Pty Ltd to supply and deliver both design and construction resources to the Company.

Issues

The size of the project appears to be moderately large relative to Council's existing range of projects and hence there will be an impact on the works programme for 2012/13. That is, should Council undertake either the design of the road widening and / or construction of the works, some of Council's other road construction and renewal projects will be delayed.

Council is being invited to undertake the works and will be responsible for all risks associated with the project. The project risks include those normally associated with roadworks projects such as design risks, environmental risks, construction safety, legal and of course financial risks.

Options

Council has discretion in this matter and may want to indicate in principle support subject to more detailed information becoming available. There is expected to be more information available at the Council meeting following an on site meeting with Cobbora Holding Company Pty Ltd.

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Financial Considerations

Council will be aware of the long term financial situation of Council and the requirement to supplement existing sources of revenue wherever and whenever possible. The proposal by Cobbora Holding Pty Ltd appears to be a business opportunity for Council.

RECOMMENDATION

That in principle approval is given to undertake roadworks for Cobbora Holdings Company Pty Ltd and authorisation is given to the General Manager to enter into agreement with the Company.

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Item 16 Request for Upgraded Access to Baradine Town Common

Division:	Technical Services	
Management Area:	Road Operations	
Author:	Director Technical Services - Kevin Tighe	
CSP Key Focus Area:	Public Infrastructure and Services	
Priority / Strategy:	P13 Road networks throughout the Shire need to be safe, well maintained and adequately funded.	
File Ref:	Function: Financial Management	Activity: Financial Assistance

Background

A request for assistance has been received from the Baradine Common Trust for improvements to the access road to the Common. The Common is located north of Baradine on the western side of the railway line as indicated in the photograph in attachment 1.0. A copy of the letter of application has been forwarded to Councillors under separate cover (**Enclosure No 2**).

Issues

The application appears to request Council compliance with creation of a new crossing of the rail line as well as formalising a new intersection with MR129 (Kenebri Road). Whilst the rail line is no longer used by trains, approval from Rail Corp is still required for a new public crossing of the rail line. The creation or formalising of another intersection with Kenebri Road should be avoided if there are other alternative accesses.

The current legal access to the Common is via a Crown road on the western side of the railway line. Council has previously considered requests to maintain this section of road.

The applicant makes no mention of the number of vehicles required to access the Common nor is there information available on activities in the Common. That is, it is not possible to determine level of expected usage of any access road into the Common.

Options

Council has discretion in this matter and may wish to give consideration to this request alongside requests for financial assistance at the August meeting.

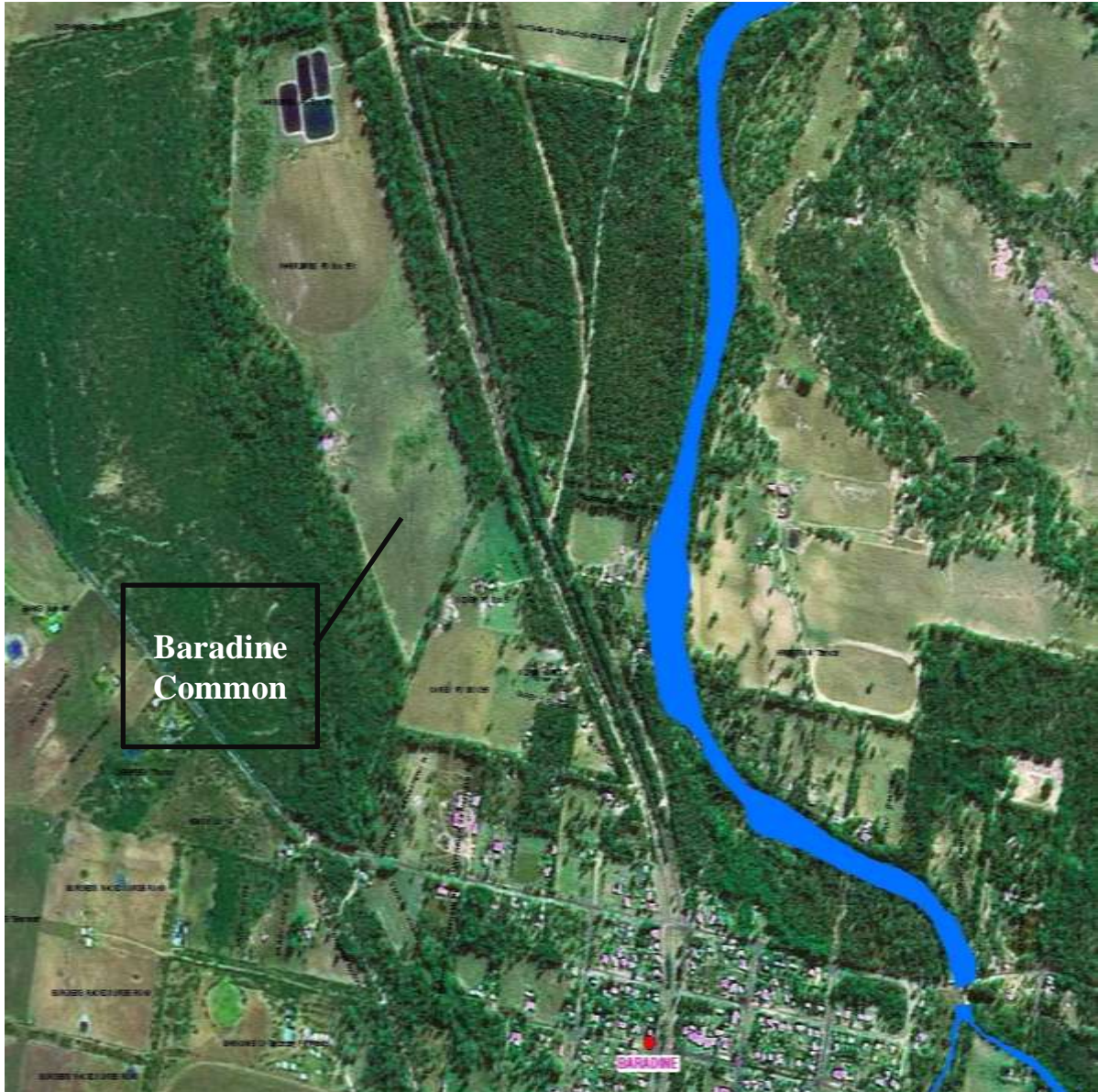
Financial Considerations

The cost of installing a pipe culvert as requested by the applicant is estimated to be around \$1,200. The cost of filling holes in the Crown Road access on the western side of the railway line is estimated to be around \$800. There is no allocation for such works in the current budget

WARRUMBUNGLA SHIRE COUNCIL

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Attachment 1



RECOMMENDATION

That the request to fill holes in the existing Crown Road access to the Baradine Common at a cost of \$800 is referred to the August meeting for consideration alongside other requests for financial assistance from Community Groups and Individuals.

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Item 17 Family Day Care Policies

Division:	Environmental & Community Services	
Management Area:	Castlereagh Family Day Care	
Author:	Coordinator Family Day Care - Meredith Shannon	
CSP Key Focus Area:	Community and Culture	
Priority / Strategy:	CC1 Opportunities and support mechanisms should be developed to ensure that communities across the shire attract and retain young people and families.	
File Ref:	Function: Community Services	Activity: Service Provision FDC

Background

Castlereagh Family Day Care (FDC) are currently reviewing all their policies and procedures as part of their quality improvement plan and to ensure they are all in line with and meeting new regulations 2012, which came into effect 1st January 2012

Issues

N/A

Options

N/A

Financial Considerations

N/A

Summary

Following review of Castlereagh Family Day Care Policies and Procedures, amended policies are submitted for Council's review and endorsement.

A copy of the amended policies have been forwarded to Councillors under separate cover (**Enclosure No 3**).

RECOMMENDATION

That Council endorse Castlereagh Family Day Care Policies and Procedures being:

- Our Aims
- Mission Statement
- Our Service Commitment
- Philosophy
- Water Policy – Quality Area: Children's Health and Safety
- Sun Protection Policy – Quality Area: Children's Health and Safety
- Volunteers and Students – Quality Area: Staffing Arrangements

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Item 18 Youth Council

Division:	Environmental and Community Services
Management Area:	Family Support Services
Author:	Youth Development Officer - Mike Myers
CSP Key Focus Area:	Community and Culture
Priority / Strategy:	CC6.1 Identify and address gaps in service provision and create partnerships across all demographic and special needs groups in the shire.

File Ref: **Function:** Community Services **Activity:** Service Provision Youth Services

Background

Initially an interested Councillor sought support for and established a Youth Council in Coonabarabran prior to the amalgamations in 2004. Documentation from December 2000 showed Coonabarabran Shire Council's interest in re-establishing a Youth Council, after the previous Youth Council receded, due to a lack of interest, a lack of drive and motivation and to time restrictions of those involved.

During preliminary discussions with interested stakeholders, a decision was made to facilitate a Youth Say Forum within the community of Coonabarabran; to ascertain what issues young people felt affected the community. The initial Youth Say Forum was attended by 600 young people, with each of the youth speakers putting forward their issues and possible solutions for the Coonabarabran Shire. A second Youth Say Forum was held in 2001, with many of the same issues being raised. The Youth Development Officer has been reviewing the previous documentation recorded from the Youth Say Forums, and has noted a cyclical pattern to several of the issues between 2001 and 2012.

As witnessed at the June 2012 Ordinary meeting of Warrumbungle Shire Council, young people have passion for community safety and wellbeing. By providing an opportunity and building the capacity for both the Student Representative Council to take on a decision making position, as well as the Year 9 students to present a topic important to themselves, Council has effectively created increased interest and motivation for young people to proactively engage further into local governance.

Issues

Given the size of the Shire, the diversity of the communities within the shire, and the varying level of community engagement currently existing, the model for engagement Council should use needs to be considered.

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There are four primary models for Youth Council engagement (Formal, Informal, Interest Group & Cluster). Due to the complexity of the individual communities, a new Regional Model of Approach was developed by the Youth Development Officer that ensured equity of service provision.

By developing Youth Action Groups within each of the key communities, Council provides the opportunity for local youth to become the voices of their community, as well as developing activities and events that are truly relevant and reflective of said community.

Two (2) representatives from each community Youth Action Group will then be elected by peers to make up the Warrumbungle Shire Youth Council. By allowing the members of each Youth Action Group to determine who their representatives will be at the Youth Council level would be the most truly empowered decision making process and proves Council values their ability to make choices that are for the betterment of all local youth.

To ensure sustainability and ownership for the process, the Warrumbungle Shire Youth Council, and Youth Action Groups should become functionaries as special purpose Committees under Council, as per the Local Government Act 1993 Section 355b. This ensures that regulatory and legislative requirements are being addressed, and that the youth committees are under the auspice of Council.

Options

The Youth Development Officer has developed a detailed Warrumbungle Shire Youth Council Proposal report outlining all considerations for the benefit of Council. Delivery of the Regional Model of Approach, including the Warrumbungle Shire Youth Council and community Youth Action Groups is researched and reported in further detail and provided to Councillors under separate cover (**Enclosure No 4**). Considerations for membership, training and resourcing, communication and meetings, responsibilities and expectations, and support and sustainability are explained.

Financial Considerations

As a Special Purposes Committee of Council, the Youth Council and Youth Action Groups require that Council provide the following;

- All Youth Council and Youth Action Groups members are covered by the public liability policy of Council. This insurance does not preclude the working group from due diligence and all Council policies must be adhered to.
- All Youth Action Group activities and events are covered by the public liability policy of Council, provided that the Cover Provider has given written permission to facilitate said activities and events.

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The NSW Office of Communities – Department of Education and Communities has just opened the Youth Opportunities Program grant, with funding available for 2012 – 2013 and 2013 – 2014. A total of \$50,000.00 is available per year for projects based on the NSW Government's objectives;

- increase the number of youth-led and youth-driven community activities throughout NSW
- engage young people in projects which overcome barriers to participation in the community
- enable young people to develop and strengthen teamwork, communication, leadership and decision-making skills
- Improve young people's access to community-based activities that promote community involvement including sport and recreation, cultural and other activities
- recognise the contribution that young people make to their local communities
- provide young people with the knowledge and skills to link them with further training and employment opportunities, or improve their educational outcomes

The Warrumbungle Shire Youth Council and Youth Action Groups matches with the aim and objectives of the Funding Program.

Summary

Warrumbungle Shire's communities have strong personalities and are extremely individual in how they deal with local issues and solutions. The necessity for localised youth action that also connects at the higher local governance level is integral to young people becoming empowered.

Warrumbungle Shire Youth Council could proactively assist Council in facilitating the Community Strategic Plan, reviewing identified issues during the community consultation process, developing possible solutions and partnerships to address the issues and assist Council in facilitating The Youth Council supports Councils Community Strategic Plan, with Youth Councillors electing to take on similar portfolios as Councillors.

The model for a Youth Action Group supports a community approach to youth empowerment. The Youth Action Group develops the opportunities at their local level, by building the capacity of local youth to identify the gaps, to develop solutions and to facilitate change that is compatible to the community needs.

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Youth engagement within local governance is always beneficial for Councils, regardless of the structure and process. The adoption of the Youth Action Groups, including the Warrumbungle Shire Youth Council has many positive intangible outcomes for Council, including but not limited to:

- Positive youth engagement through capacity building
- Less community budget focus on repair and maintenance over time, due to local ownership for facilities and infrastructure amongst youth peers
- Better consultation and solutions development processes. Youth Councillors can be the conduit for these processes.
- Creates and builds relationships between Councillors, Council and young people. Council has a conduit into the thoughts and opinions of young people across the shire.

RECOMMENDATION

That Council adopt the Regional Model approach to developing a Warrumbungle Shire Youth Council and individual community Youth Action Groups within the communities of Coonabarabran, Binnaway, Coolah, Dunedoo, Mendooran and Baradine.

FURTHERMORE

1. That Warrumbungle Shire Youth Council, and Youth Action Groups functioning as Special Purpose Committees under Council, as per the Local Government Act 1993 Section 355b;
2. The age for membership on the Warrumbungle Shire Youth Council and individual community Youth Action Groups be open from 12 years of age to 18 years of age as of the youths last birthday;
3. Allow the Youth Development Officer and Human Resources staff to develop a suitable training package that will fit the needs of the Warrumbungle Shire Youth Council, and Youth Action Groups;
4. Including budgetary items for the Warrumbungle Shire Youth Council, and Youth Action Groups into future Warrumbungle Shire budgets, dependant upon available funding;
5. Approve the Youth Development Officer to submit an application for program funding through the NSW Office of Communities – Department of Education and Communities Youth Opportunities Program.

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Item 19 Native Title Claim

Division:	Environmental and Community Services	
Management Area:	Public Land Management	
Author:	Director Environmental and Community Services - Tony Meppem	
CSP Key Focus Area:	Public Infrastructure and Services	
Priority / Strategy:	P18.1 Ensure the long term provision and retention of high quality services for our community	
File Ref:	Function: Community Services	Activity: Planning

Background

Council has received notification that a Native Title Determination Application (Federal Court Application Number – NSD2308/2011) has been lodged by the Gomeroi People (Attachment 1).

The native title claim group have asked the Federal Court to recognise their traditional rights and interests over a very large area (see Attachment 1) including all of the Warrumbungle Shire and also extends over the local government areas of, Armidale Dumaresq Council, Mid-Western Regional Council, Walcha Council, Coonamble Shire Council, Gilgandra Shire Council, Glenn Innes Severn Shire Council, Gunnedah Shire Council, Gwydir Shire Council, Inverell Shire Council, Liverpool Plains Shire Council, Moree Plains Shire Council, Muswellbrook Shire Council, Narrabri Shire Council, Uralla Shire Council, Upper Hunter Shire Council and Walgett Shire Council.

Council has until 15 August 2012 to respond to the application in the Federal Court by submitting a completed Form 5 which gives the 'Respondent' the opportunity to have a say in mediation and if necessary in court to make sure that the interests of the respondent are taken into account in the determination of the claim.

Issues

Native Title is the recognition by Australian law that some Indigenous people have rights and interests to their land that comes from their traditional laws and customs. Native Title rights and interests held by particular Indigenous people will depend on both their traditional laws and customs and what interest are held by others in the area concerned. Generally speaking Native Title must give way to the rights held by others.

Native Title can be claimed on certain area of land or water which is generally vacant or unallocated crown land. Native Title cannot be made on residential freehold land or public works like roads, schools or hospitals.

The law protects anyone who has existing valid leases, licences or permits over land within the area and native title application cannot stop projects from going ahead. Native

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Title claimants can negotiate about some proposed developments over Crown land and waters if they have the right to do so which is gained when the Native Title claim is registered. The right to negotiate is not a right to stop a project from going ahead.

In this particular claim the Gomeroi People is a group of individuals comprised of those people who are biological descendants of some 112 listed individuals. The claim includes where exclusive rights can be recognised (such as area where there had been no prior extinguishment of native title, eg freehold land, allocated public land or public works) the Gomeroi people claim the right to possess, occupy, use and enjoy the land and waters of the application area to the exclusion of all others subject to the valid Federal and State laws. Where exclusive native title cannot be recognised the Gomeroi people claim the following non-exclusive rights and:

- The right to access the application area
- The right to use and enjoy the application area
- The right to move about the application area
- The right to camp on the application area
- The right to erect shelters and other structures on the application area
- The right to live being to enter and remain on the application area
- The right to hold meeting on the application area
- The right to hunt on the application area
- The right to fish in the application area
- The right to have access to and use the natural water resources of the application area
- The right to gather and use the natural resources of the application area (including food, medicinal plants, timber, tubers, charcoal, wax, stone, ochre and resin as well as materials for fabricating tools, hunting implements, making artwork and musical instruments)
- The right to share and exchange resources derived from the land and waters within the application area
- The right to participate in cultural and spiritual activities on the application area
- The right to maintain and protect places of importance under traditional laws, custom and practices in the application area
- The right to conduct ceremonies and rituals on the application area
- The right to transmit traditional knowledge to members of the native title claim groups including knowledge of particular sites on the application area.

The claim identifies eighty one (81) parcels of crown land which may be affected by the claim which Council has an interest as a licensee or trustee. A majority of the land identified has had improvements made which would not allow exclusive native title to be issued however, the claim also includes access rights to land which would effect the manner in which that land is managed by Council.

Options

At this point in the process Council has been receiving correspondence from other council's effected by the claim to co-ordinate a joint response to the claim and share resources such a legal representation. A meeting has been arranged for effected Council's to receive further information at Gunnedah on the 24th of July 2012.

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Council currently has the option of becoming a respondent to the claim which at this point in the process is free and would allow it to be party to what will be lengthy negotiations to conclude the matter.

Financial Considerations

At present there are no financial implications for this matter as lodgement of form 5 to the Federal Court carries no fee and does not require any legal representation. It is expected that there will be a need to engage legal assistance to deal with this claim and the most cost effective means of achieving Council's outcomes would be to enter a joint arrangement with the other affected Council's. The likely costs of legal representation can not be determined at this stage in the process.

Summary

The land claim could significantly affect the management and operation of the crown lands under Council's control and Council needs to be proactive in ensuring that it is party to any negotiations with the claimants to protect its ability to provide quality facilities to the whole community.

Council's most appropriate action at this stage in the process is to lodge the form 5 to the Federal court and become a respondent to the claim while continuing to pursue an agreement with the other affected Council's within the claim area to work collaboratively in relation to costs and legal representation.

RECOMMENDATION

That Council authorise the completion and lodging with the Federal court of the notice of intention to become a party to an application in relation to native title application NSD2308/2011, **FURTHERMORE** Council seek co-operation with other affected council's within the claim area to assist in minimising the costs to Council of being a respondent party to the claim.

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Attachment 1



2 May 2012

The General Manager
Warrumbungle Shire Council
PO Box 191
Coonabarabran NSW 2357



BY:.....

South-East & Central Registry -
Sydney Office

Level 25, 25 Bligh Street
Sydney NSW 2000
GPO Box 9973
Sydney NSW 2001

Telephone (02) 9227 4000
Facsimile (02) 9227 4038

Dear Sir/Madam

Native Title Determination Application – Gomeroi People
Federal Court file number No – NSD2308/2011
Notification Day – 16 May 2012

A native title claim group has asked the Federal Court to recognise their traditional rights and interests in the area described below.



The external boundary of this application covers the towns of Moree and Tamworth, and is located northwest of Newcastle, northeast of Dubbo and west of Grafton. Not all land within the external boundary of the application is claimed, for example areas of freehold land and public works are excluded.

Why are we writing to you?

The Registrar of the National Native Title Tribunal must give you notice because you are a local government body for part of the area covered by the application.

In addition, the records of the New South Wales Government have identified that you hold particular interests in relation to the area, which are listed in the attached document entitled *Crown Land Interests*.

Facilitating timely and effective outcomes.

Freecall 1800 640 501
www.nntt.gov.au

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Details of this application

I am sending you important information about the native title application with this letter. The Registrar has accepted this claim for registration.

If you want to be involved, what do you do?

You can become a party to the application. This will give you an opportunity to have your say in mediation and, if necessary, in court to make sure your interests are taken into account.

If you want to become a party to this matter, you must write to the District Registrar of the Federal Court, Level 17, Law Courts Building, Queens Square, Sydney, NSW, 2000, **on or before 15 August 2012**.

You can use the enclosed form (*Federal Court Form 5*) to do this. I am also sending you the Federal Court guide to filling in the form.

What will it cost?

It does not cost anything to become a party on or before 15 August 2012.

After 15 August 2012 you will need the Federal Court's permission before you can become a party. You may also have to pay a fee.

What happens next?

Once the Federal Court decides who the parties will be, it may tell this Tribunal, or another body or person, to carry out mediation to assist the parties to agree about the issues involved in the application.

If everyone involved in the native title application cannot agree about the issues, then the Court may have to hold a trial to make a decision about whether native title exists or not.

Only one determination of native title per area

It is important to make sure that any Indigenous person who claims native title in the application area has an opportunity to become a party to this application. For this reason the law says that you must be given the following information, whether or not it is relevant to you:

Under the *Native Title Act 1993* (Cwlth) there can be only one determination of native title for a particular area. If someone with native title rights and interests does not become a party to this application, there may be no other opportunity for the Federal Court, in making its determination, to take into account those native title rights and interests in relation to the area concerned.

How do you get more information or help?

If you would like general information about native title claims, you may wish to visit our website at www.nntf.gov.au. You can get specific information about this application by calling me, the case manager for this application, on freecall 1800 640 501 or (02) 9227 4008.

WARRUMBUNGL SHIRE COUNCIL

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Crown Lands Interests

ORGANISATION	ACCOUNT	INTEREST TYPE	INTEREST PURPOSE	HOLDING REF
WARRUMBUNGL SHIRE COUNCIL	166037	Permissive Occupancy	EXTRACTION OF ROCK	PO(R) 1985/5 COONABARAB RAN
WARRUMBUNGL SHIRE COUNCIL	406878	Licence	EXTRACTION OF GRAVEL	PO(R) 1970/1 GUNNEDAH
WARRUMBUNGL SHIRE COUNCIL	408710	Licence (SMA)	TOWER SITE	
WARRUMBUNGL SHIRE COUNCIL	R29014	Reserve	PLANTATION EXTENSION	
WARRUMBUNGL SHIRE COUNCIL	R39696	Reserve	PRESERVATION OF GRAVES	
WARRUMBUNGL SHIRE COUNCIL	R44862	Reserve	NIGHT SOIL DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R50196	Reserve	CEMETERY EXTENSIONS	
WARRUMBUNGL SHIRE COUNCIL	R51266	Reserve	SANITARY PURPOSES RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R57947	Reserve	PLANTATION CEMETERY ADDITION	
WARRUMBUNGL SHIRE COUNCIL	R60139	Reserve	SANITARY PURPOSES	
WARRUMBUNGL SHIRE COUNCIL	R63252	Reserve	CEMETERY ADDITION	
WARRUMBUNGL SHIRE COUNCIL	R64225	Reserve	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R69431	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R69528	Reserve	SANITARY DEPOT GARBAGE DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R69746	Reserve	ROADWAY PLANTATION	
WARRUMBUNGL SHIRE COUNCIL	R71749	Reserve	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R73224	Reserve	GENERALLY	
WARRUMBUNGL SHIRE COUNCIL	R82633	Reserve	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R84659	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R85516	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R86771	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R86971	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R88079	Reserve	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R90867	Reserve	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R94052	Reserve	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R94033	Reserve	PUBLIC RECREATION	

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Crown Lands Interests

WARRUMBUNGL SHIRE COUNCIL	R1016111	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R1017850	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R1017868	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R1017968	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R1017971	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R1025888	Reserve	GENERAL CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R85378	Reserve (Bardsalla Rubbish Depot Reserve Trust)	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R120056	Reserve (Baradine Bush Fire Brigade and Rescue Station Reserve Trust)	RESCUE STATION FIRE BRIGADE	
WARRUMBUNGL SHIRE COUNCIL	R68452	Reserve (Baradine Recreation and Camping Reserve Trust)	RESTING PLACE PUBLIC RECREATION CAMPING	
WARRUMBUNGL SHIRE COUNCIL	R76398	Reserve (Belar Creek Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R85682	Reserve (Bent Crossing Resting Place Reserve Trust)	RESTING PLACE	
WARRUMBUNGL SHIRE COUNCIL	R65440	Reserve (Binnaway Showground Reserve Trust)	SHOWGROUND	
WARRUMBUNGL SHIRE COUNCIL	R96923	Reserve (Coonabarabran Cemetery Reserve Trust)	CEMETERY PURPOSES	
WARRUMBUNGL SHIRE COUNCIL	R89626	Reserve (Coonabarabran Flora Reserve Trust)	PRESERVATION OF NATIVE FLORA	
WARRUMBUNGL SHIRE COUNCIL	R120017	Reserve (Coonabarabran Parking Reserve Trust)	PARKING	
WARRUMBUNGL SHIRE COUNCIL	R46646	Reserve (Coonabarabran Racecourse Reserve Trust)	RACECOURSE ADDITION	
WARRUMBUNGL SHIRE COUNCIL	R47760	Reserve (Coonabarabran Racecourse Reserve Trust)	RACECOURSE	
WARRUMBUNGL SHIRE COUNCIL	R92335	Reserve (Coonabarabran Recreation Reserve Trust)	PUBLIC RECREATION	

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Crown Lands Interests

WARRUMBUNGL SHIRE COUNCIL	R96929	Reserve (Coonabarabran Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R97723	Reserve (Coonabarabran Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R1205	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R1907	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R14138	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R44885	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R47862	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	WATER SUPPLY PUBLIC RECREATION CAMPING	
WARRUMBUNGL SHIRE COUNCIL	R49164	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R56732	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R86082	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R86105	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R86978	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R88128	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R88348	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	

WARRUMBUNGL E SHIRE COUNCIL

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Crown Lands Interests

WARRUMBUNGL E SHIRE COUNCIL	R89668	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R89680	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	CHILDREN'S PLAYGROUND	
WARRUMBUNGL E SHIRE COUNCIL	R89961	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R90681	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R90768	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R91071	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R91389	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R120110	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	ENVIRONMENTAL PROTECTION	
WARRUMBUNGL E SHIRE COUNCIL	R520072	Reserve (Coonabarabran Shire Council Crown Reserves Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R97307	Reserve (Deringula Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R85661	Reserve (Goodi Public Hall Trust)	PUBLIC RECREATION PUBLIC HALL	
WARRUMBUNGL E SHIRE COUNCIL	R90694	Reserve (Greenbath Creek Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R87118	Reserve (Hobbins Gully Resting Place Reserve Trust)	RESTING PLACE	
WARRUMBUNGL E SHIRE COUNCIL	R76877	Reserve (Morrygoon Park and Tennis Court Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R80278	Reserve (Neilux Playground Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL E SHIRE COUNCIL	R98063	Reserve (Nullen Rest Area Reserve Trust)	PUBLIC RECREATION	

WARRUMBUNGLE SHIRE COUNCIL

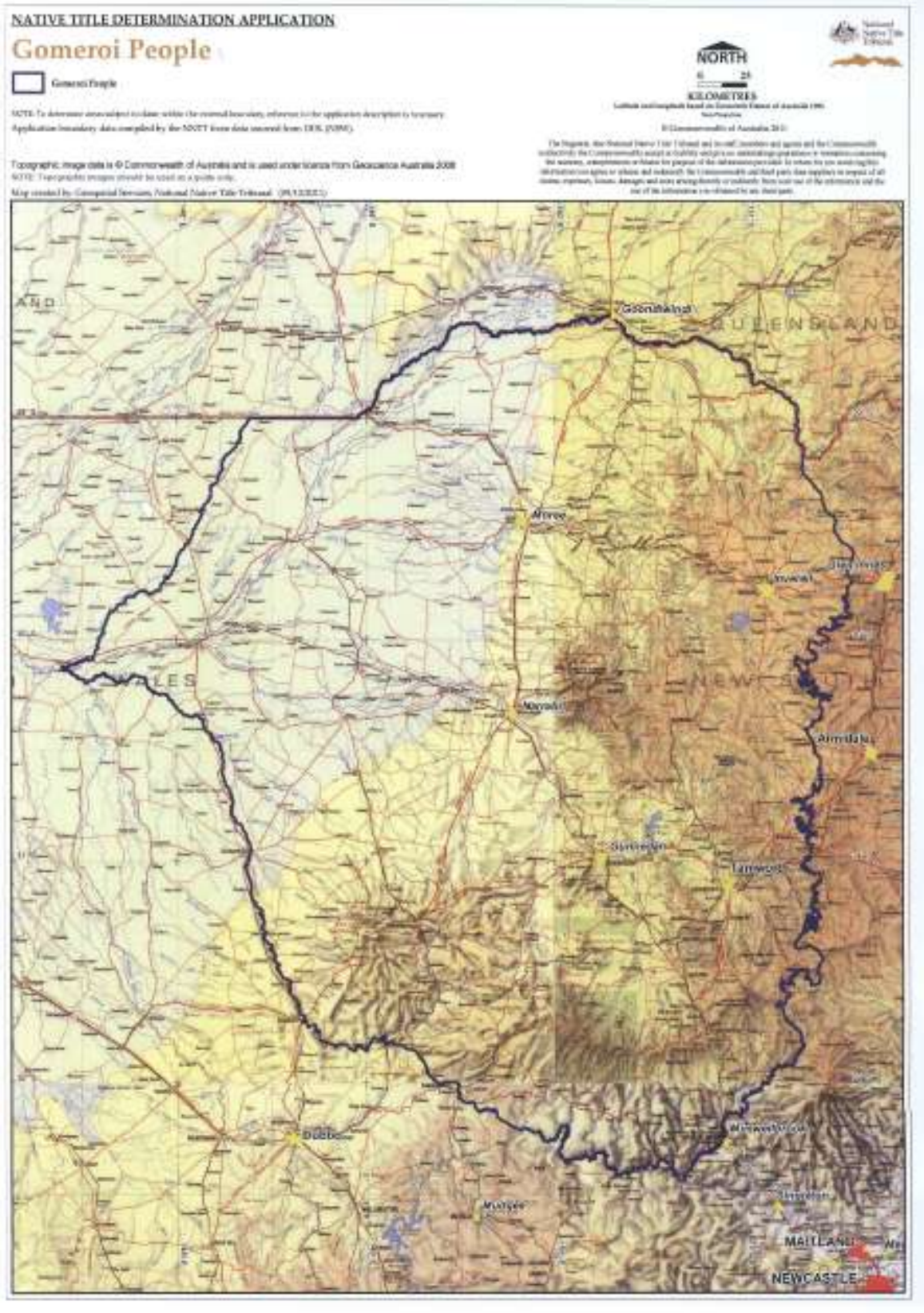
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Crown Lands Interests

WARRUMBUNGL SHIRE COUNCIL	R1001873	Reserve (Queensborough Park West Reserve Trust)	PARK	
WARRUMBUNGL SHIRE COUNCIL	R68100	Reserve (Robertson Park Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R95872	Reserve (Talbragar Cemetery Reserve Trust)	CEMETERY	
WARRUMBUNGL SHIRE COUNCIL	R83250	Reserve (Thross Connor Park Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R120081	Reserve (Uarby Rubbish Depot Reserve Trust)	RUBBISH DEPOT	
WARRUMBUNGL SHIRE COUNCIL	R53797	Reserve (Ulamambi Recreation Reserve Trust)	PUBLIC RECREATION	
WARRUMBUNGL SHIRE COUNCIL	R97167	Reserve (Wootaliba Public Hall Trust)	PUBLIC HALL	

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Item 20 Development Applications and 149 Certificates

Division: Environmental and Community Services
Management Area: Town Planning
Author: Environmental Administration Officer - Trudy Draper
CSP Key Focus Area: Rural and Urban Development
Priority / Strategy: RU 4 The attractiveness appearance and amenity of our towns and villages need to be improved
File Ref: **Function:** Development and Building Controls **Activity:** Policy

i) Approved – June 2012

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Approved	APPLICANT'S NAME	LOCATION	Town	Type of Development
DA 81/1112	21 June 2012	D & J Redfern	Gardener Street	Coonabarabran	Mobile food van operated in a fixed location
CD 84/1112	1 June 2012	F Chapman	25 Cowper Street	Coonabarabran	Erection of a garage
DA 85/1112	12 June 2012	Mendooran Pre School	Cobbora Street	Mendooran	Erection of a patio with concrete base

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Complying Development (set criteria) Development Application (Specialised Conditions)	Date Approved	APPLICANT'S NAME	LOCATION	Town	Type of Development
CD 86/1112	1 June 2012	D & D Keirle	2112 Timor Road	Coonabarabran	Erection of a carport and patio cover
DA 87/1112	18 June 2012	N Barker	45 Napier Street	Mendooran	Demolition of existing and erection of new shed
CD 88/1112	12 June 2012	R Uncles	24 Cobborah Street	Dunedoo	Erection of a carport
DA 90/1112	28 June 2012	J & J Bennetts	3814 Black Stump Way	Coolah	Erection of dwelling and garage
CD 91/1112	7 June 2012	Dian Bedggood	67 Hawkins Lane	Coonabarabran	Erection of shed and carport

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ii) Applications Received – June 2012

CD or DA	Date Received	APPLICANT	LOCATION	Town	Type of Development	Status
DA 89/1112	4/06/2012	Robert Border	'Ringwood'	Coonabarabran	Two lot subdivision	Pending awaiting information from applicant
DA 90/1112	05/06/2012	J & J Bennetts	3814 Black Stump Way	Coolah	Erection of dwelling and garage	Approved
CD 91/1112	7/06/2012	Dian Bedggood	67 Hawkins Lane	Coonabarabran	Erection of shed and carport	Approved
DA 92/112	13/06/2012	V Stevens (Swanson)	Lot 41 Timor Road	Coonabarabran	Erection of dwelling	Being processed
DA 93/1112	14/06/2012	D Fenwick	76 Bandulla Street	Mendooran	Change of use of building	Being processed
DA 94/1112	18/06/2012	Taylor Made Buildings	15045 Golden Highway	Craboon	Installation of manufactured home	Being processed
DA 95/1112	25/06/2012	Lynda Row (Cooinda)	100 Cassilis Street	Coonabarabran	Erection of an awning	Approved
CD 96/1112	28/06/2012	Philip Hawkins	14 White Street	Coonabarabran	Additions to dwelling	Being processed

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iii) Warrumbungle Shire Council 149 Certificates Processed June 2012

149 Certificate Number:	Date Received:	APPLICANT'S NAME:	Date Issued:
306/1112	5/06/2012	Davidson Cameron & Co	6/06/2012
307/1112	5/06/2012	Clarke & Cunningham	7/06/2012
308/1112	4/06/2012	Ptolemy Legal	12/06/2012
309/1112	4/06/2012	Ptolemy Legal	12/06/2012
310/1112	5/06/2012	Stela Rahman	12/06/2012
311/1112	5/06/2012	Stela Rahman	12/06/2012
312/1112	5/06/2012	Stela Rahman	12/06/2012
313/1112	5/06/2012	Stela Rahman	12/06/2012
314/1112	4/06/2012	Murphy Partners	13/06/2012
315/1112	7/06/2012	Catherine Davies Conveyancing	13/06/2012
316/1112	8/06/2012	Everingham Solomons	13/06/2012
317/1112	8/06/2012	Clarke & Cunningham	13/06/2012
318/1112	8/06/2012	Clarke & Cunningham	14/06/2012
319/1112	5/06/2012	Stela Rahman	14/06/2012
320/1112	5/06/2012	Stela Rahman	14/06/2012
321/1112	5/06/2012	Stela Rahman	14/06/2012
322/1112	12/06/2012	Flynn Solicitors	14/06/2012
323/1112	13/06/2012	Stuart Cook & Braham	14/06/2012
324/1112	14/06/2012	Ptolemy Legal	15/06/2012
325/1112	15/06/2012	Clarke & Cunningham	19/06/2012
326/1112	12/06/2012	Waterford Ryan Solicitors	20/06/2012
327/1112	13/06/2012	Blacktown Legal	26/06/2012
328/1112	18/06/201	John C Mackey & Co Solicitors	26/06/2012
329/1112	19/06/2012	Kevin Hockey & Associates	26/06/2012
330/1112	20/06/2012	Clarke & Cunningham	27/06/2012
331/1112	25/06/2012	Clarke & Cunningham	29/06/2012
332/1112	25/06/2012	Michel & White Lawyers	29/06/2012
333/1112	26/06/2012	InfoTrack	29/06/2012
334/1112	29/06/2012	McCullough Roberston	5/07/2012
335/1112	27/06/2012	Clarke & Cunningham	5/07/2012

RECOMMENDATION

That Council note the Applications Received for the month of June 2012, the Applications Held Pending as at 30 June 2012 and their status, and of those approved during June 2012, under Delegated Authority.

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Item 21 Waste Management Review

Division:	Environmental and Community Services	
Management Area:	Waste Management	
Author:	Director Environmental and Community Services – Tony Meppem	
CSP Key Focus Area:	Public Infrastructure and Services	
Priority / Strategy:	P18 Council needs to develop new and improved methods of managing local waste and recycling services	
File Ref:	Function: Waste Management	Activity: Depots

Background

Council made the following resolution on the 21 April 2011 in respect of unmanned waste transfer stations within the Shire;

'That a business plan for operating each of the waste transfer stations using an on-site supervisor is prepared and presented to Council for further consideration.' (Resolution 345, 21 April 2011)

The resolution was made following a notice of motion to Council expressing concern about the ongoing dumping of illegal waste within each depot, the cost of collecting bulk bins and income that is lost when recyclable product is not separated from general waste.

Subsequently at the June 2011 council meeting Council resolved in resolution 411 as follows:

1. *That for a trial period of twelve (12) months and further review, the opening hours at the waste depots at Baradine, Binnaway, Coolah and Mendooran are limited to those shown in the following schedule:*

Proposed Schedule of Opening Times for Waste Transfer Stations

Waste Transfer Stn	Sat		Sun		Mon		Tues		Wed		Thur		Fri	
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
Baradine			X				X				X			
Binnaway				X				X				X		
Coolah	X								X				X	
Mendooran		X								X				X

Note; X indicates opening times,
AM Times; 9.00am – 12noon
PM Times; 2.00pm – 5.00pm

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2. That supervision of the waste depots at Baradine, Binnaway, Coolah and Mendooran is undertaken by Council staff.

3. The waste section of Council's organisation structure is changed to reflect the addition of two permanent part time positions for supervision of depots at Baradine, Binnaway, Coolah and Mendooran. Furthermore, the work commencement location for one position is either in Baradine or Binnaway and the commencement location for the other position is either in Coolah or Mendooran.

4. The proposed waste management charges for 2011/12 are increased by 2.5% to cover expected increase in operating costs at the waste depots in Baradine, Binnaway, Coolah and Mendooran.

5. A budget allocation of \$76,000 is made to the Fleet budget for purchase of two utes with ute mounted work facilities for use by the two proposed depot supervisory staff.

6. The proposed 2011/12 budget allocation of \$35,000 for fencing at the Coonabarabran landfill is reduced to \$25,000 and a budget allocation of \$10,000 is made for upgrades to fencing and gates at the waste depots in Baradine, Binnaway, Coolah and Mendooran.

7. That Council endorse the current opening hours of the waste transfer depot at Dunedoo to the public between 2.00pm and 4.30pm six days a week, between Sunday and Friday. Furthermore, these times are subject to review at the end of a 12 month trial.

8. That gate fees are applicable for the waste transfer depots at Baradine, Binnaway, Coolah, Dunedoo and Mendooran as outlined in Council's Revenue Policy.

Since that resolution council has further amended the hours of its transfer stations through the feedback provided by its Waste Facilities Advisory Committee to better reflect public comment on needs with the current hours being:

Waste Transfer Station – Opening Times		
Baradine	8.30am to 4.30pm Saturday	9.00am to 12 noon Tuesday and Thursday
Binnaway	8.30am to 4.30pm Sunday	2.00pm to 5.00pm Tuesday and Thursday
Coolah	8.30am to 4.30 pm Wednesday	9.00am to 12.00 noon Friday and Saturday
Mendooran	8.30am to 4.30pm Sunday	2.00pm to 5.00pm Tuesday and Friday
Dunedoo	8.30am to 4.30pm Sunday	2.30pm to 4.30pm Monday, Tuesday, Wednesday, Thursday and Friday

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Note: Ulamambri transfer station remains operated by the local committee due to a lack of available Council staff pending further review.

Issues

The twelve month trial period for the new operating arrangements has concluded at the end of June 2012. Accurate costing was not available at the time of writing this report with journal entries being carried out in the week ending 13th July 2012.

There many issues relating to waste management that need to be determined in association with the transfer station hours, eg, availability of a hole in the wall system at all locations to take both recycling and household waste at any time, illegal dumping costs, improved waste collection processes, kerb side free collections.

Discussions with Council's regional partner Netwaste in this field suggests that funding may be available to develop a waste management strategy for Warrumbungle Shire that delivers the outcomes expected by the community in the most efficient manner. A copy of a template for developing a waste management strategy has been provided under separate cover as an enclosure for Councillors to see the types of issues that need to be determined (**Enclosure No 5**).

Whilst the trial hours have been amended during the trial to reflect community concerns the hours of the Coolah transfer station require further amendment to better serve the public given that they do not have access to a full day on a weekend as is the case at all other sites. Discussions with the person manning the gate also indicates that the Friday morning session would be better allocated to Monday mornings to receive green waste generated on a Sunday.

Another issue that needs urgent attention is that of the provision of kerb side bulky goods collection. Currently council has previously resolved to provide two such collections one in March coinciding with the clean up Australia day and another in September. The last collection in March cost significantly more than expected as a result of the volumes collected after Council not running the program for a number of years. After so much waste being collected in March it is considered that a regular kerb side collection service in March with clean up Australia day will meet the community needs.

Options

At this stage council has the option of leaving the hours predominantly as currently operates with some minor changes at Coolah until a full review has been conducted of the whole business of waste management through the waste management strategy that is proposed. This option would be the most appropriate at present given the fact that all facets of the business are interrelated and a change in one place will affect other areas.

The changes necessary involve Coolah hours being changed from half day Saturday to full day Saturday and Friday morning being changed to Monday morning. These and any other changes will need to be considered in line with staffing availability. To enable sufficient time to properly review the whole business it is proposed to not alter any other hours at this stage.

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A possible means of providing better access to garbage disposal facilities for small items of rubbish such as recycling and small bags of household general waste is to extend the hole in the wall concept for disposal after hours to all transfer stations which would help to reduce illegal dumping and placing household waste into street and oval bins. This option will be further investigated for costs and reported back to Council before the waste management strategy is completed.

Financial Considerations

Additional cost of labour for the extra hours of operation at the Coolah transfer station would be approximately \$7150 which would need to be offset by the cost of potential clean-up actions required by Council of illegal dumping as a result of insufficient transfer station access.

Summary

Council has experienced feedback that the hours at the Coolah transfer station are not appropriate and the proposal outlined can be accommodated with community education to hopefully reduce illegal dumping on lands surrounding the transfer station.

24 hour access to a waste disposal method at the transfer stations across the shire may be possible with the right design to allow better access in urgent cases and should be investigated and costed.

The whole waste management operation of Warrumbungle Shire is in need of a review through a thorough waste management strategy that looks at how council delivers all facets of the service to ensure community needs are met in the most efficient manner

RECOMMENDATION

1. That Council amend the Coolah waste transfer hours to open all day Saturday from 8.30am to 4.30pm and that the Friday hours of 9.00am to 12 noon be shifted to Monday mornings subject to confirmation of staff availability.
2. That Council conduct a full review of its waste management business to develop a waste management strategy for the shire that seeks to improve the efficiency and cost effectiveness of the provision of waste services throughout the shire.
3. That Council investigate costs and designs to provide access for disposal of recycling and general household wastes at times when the transfer stations are not manned and the outcomes be reported back to a future council meeting.
4. That Council conduct only one free kerbside collection service in all towns and villages within the Shire in the first half of March each year to coincide with the Clean Up Australia Day.