



Warrumbungle Shire Council

Council meeting

Thursday, 19 May 2016

**to be held at the Council Chambers,
John Street, Coonabarabran**

commencing at 10.00 am

Mayor

Councillor Peter Shinton

Deputy Mayor

Councillor Murray Coe

COUNCILLORS

Councillor Gary Andrews

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Victor Schmidt

Councillor Chris Sullivan

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

Stefan Murru (Director Corporate & Community
Services)

Kevin Tighe (Director Technical Services)

Leeanne Ryan (Director Development Services)

Warrumbungle Shire Council

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

WARRUMBUNGL SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 19 May 2016 at the Council Chambers, John Street, Coonabarabran commencing at 10.00am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Forum

Apologies

Disclosure of Interest

 Pecuniary Interest

 Non Pecuniary Conflict of Interest

Reports

Matters of Concern

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Minutes of Ordinary Council Meeting – 21 April 2016

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration & Executive Assistant to GM – Sally Morris and Administration Officer – Erin Player (minutes)
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

PRESENT: Cr Peter Shinton (Chairman), Cr Andrews, Cr Capel, Cr Clancy, Cr Coe, Cr Schmidt, Cr C Sullivan, Cr R Sullivan, Cr Todd, General Manager (Steve Loane), Director Corporate & Community Services (Stefan Murru), Director Technical Services (Kevin Tighe) and Director Development Services (Leeanne Ryan)

In attendance: Manager Administration and Executive Assistant to the General Manager – Sally Morris (minutes) and Administration Officer – Erin Player (minutes)

The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest
Councillor Andrews declared a pecuniary interest in item 2C Solar Power and the Director Technical Services declared a non pecuniary interest in the matter 1C Social Media.

10.03am

The Mayor made an announcement regarding social media.

Forum

10.04am

Peter Colley addressed Council regarding concerns with Lewis Road.

10.19am

Sally Edwards made a presentation on behalf of the Warrumbungle Economic Development and Tourism Committee regarding the Warrumbungle tourism rail trails initiative.

10.32am

Scott McLachlan, Chief Executive Western, NSW Local Health District (LHD), Dr Clayton Spencer, Director of Medical Services, Western NSW LHD and Joy Adams, Northern Sector General Manager, Western NSW LHD addressed the meeting concerning local health district issues.

11.22am

At this time the meeting adjourned for morning tea

11.47am

The meeting resumed.

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REPORTS

Item 1 Minutes of Ordinary Council Meeting – 17 March 2016

252/1516 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 17 March 2016 be endorsed subject to amendments to Resolution 246/1516.

Capel/Todd

The motion was put and carried

Business Arising

Item 32 Addendum to the Warrumbungle Shire Council – Land Use Strategy

253/1516 RESOLVED that Resolution 246/1516 be amended to read as follows:

246/1516 RESOLVED that Council prepares an Addendum to Warrumbungle Shire Council Land use Strategy to include rezoning of land within the Dunedoo/Cobbora area for primary production small lots of approximately 40 hectares, **FURTHERMORE** that Council proceeds to prepare a Planning Proposal for the rezoning of primary production small lots in the vicinity of Avonside West Road and Spring Ridge Road in accordance with the plan attached to this report.

Coe/Capel

The motion was put and carried

Item 2 Minutes of Traffic Advisory Committee Meeting held on 24 March 2016

254/1516 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 24 March 2016.
2. That a children ahead warning sign in accordance with AS1742.9 be installed in Barwon Street either side of the Baradine Preschool.
3. That further information be sought on policy and legal implications of installing a school bus zone at a preschool.
4. That the Traffic Advisory Committee inspect River Road and determine suitability for B Double use including a field trial with a B Double truck.
5. That application by the Baradine Junior Sports Club to close Darling Street, between Masman Street and Walker Street on the following dates for the Club's Junior League and Netball Competition be approved subject to compliance with Council's Road Closure Policy.
 - 9 April 2016
 - 7 May 2016
 - 21 May 2016
 - 4 June 2016
 - 6 August 2016
 - 13 August 2016
6. That application by the Gulgong Heritage Harness Association Inc to conduct a riding event along the following roads within the Shire on the following dates be approved subject to lodging a copy of their Public Liability Insurance Policy **FURTHER** that the application be referred to RMS Network Operations:
 - Sunday, 5 June 2016 - Binnaway Road (MR396), Piambra Road, Mooran Road, Neilrex Road.
 - Monday, 6 June 2016 - Merrygoen Road, Forans Road, Dennykymine Road, Castlereagh Highway.

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- Tuesday, 7 June 2016 - Castlereagh Highway, Wongoni Road, Digilah Road, Golden Highway (Bolaro Street), Wargundy Street.
 - Wednesday, 8 June 2016 - North Avonside Road, Laheys Creek Road, Tucklan Road.
 - Thursday, 9 June 2016 - Brooklyn Road, Lincoln Road, Tucklan Road.
7. That application by the Gunnedah Cycling and Triathlon Club Inc to conduct the Annual Sundowner Cycle Race between Coonabarabran and Gunnedah be approved in principle and that the application be referred to RMS Network Operations.

Capel/Schmidt
The motion was put and carried

Item 3 Minutes Bushfire Appeal Advisory Panel – 12 February 2016

255/1516 RESOLVED

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 12 February 2016
2. That the minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 15 September 2015 be amended with the following amendment:
Previous Recommendation
*“Recommendation: that the Advisory Panel authorise the reallocation of \$55,000 from the Home Re-Establishment Fund to the Community Renewal Fund for the Building Expo and Celebration and **FURTHERMORE** that \$10,000 be moved from the Recovery Contribution Payment to the Community Renewal Fund.*

Amended Recommendation
Recommendation: that the Advisory Panel authorise the reallocation of \$5,000 from the Home Re-Establishment Fund to the Community Renewal Fund for the Building Expo and Celebration and **FURTHERMORE** that \$10,000 be moved from the Recovery Contribution Payment to the Community Renewal Fund *on the proviso that no further applications are received.*
3. That the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.
4. That the Home Re-establishment and Shed Rebuild Funds be extended until 30 September 2016.

Schmidt/R Sullivan
The motion was put and carried

Item 4 Minutes Bushfire Appeal Advisory Panel – 18 March 2016

256/1516 RESOLVED:

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 18 March 2016.
2. That the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.
3. That the Mayors Fund refer the final funds distribution modelling to the NSW Emergency Management (formally known as MPES) Recovery Unit for guidance on how to distribute the remaining funds.

Capel/R Sullivan
The motion was put and carried

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Item 5 Minutes of Coonabarabran Community Consultation Meeting – 29 March 2016

257/1516 RESOLVED that Council accept the minutes from the Coonabarabran Community Consultation Meeting held on 29 March 2016.

Schmidt/Andrews
The motion was put and carried

Item 6 Minutes of Binnaway Community Consultation Meeting – 30 March 2016

258/1516 RESOLVED that Council accept the minutes from the Binnaway Community Consultation Meeting held on 30 March 2016.

Andrews/Capel
The motion was put and carried

Item 7 Minutes of Dunedoo Community Consultation Meeting – 31 March 2016

259/1516 RESOLVED that Council accept the minutes from the Dunedoo Community Consultation Meeting held on 31 March 2016.

C Sullivan/Capel
The motion was put and carried

Item 8 Minutes of Baradine Community Consultation Meeting – 4 April 2016

260/1516 RESOLVED that Council accept the minutes from the Baradine Community Consultation Meeting held on 4 April 2016.

Todd/Capel
The motion was put and carried

Item 9 Minutes of Mendooran Community Consultation Meeting – 5 April 2016

261/1516 RESOLVED that Council accept the minutes from the Mendooran Community Consultation Meeting held on 5 April 2016.

Capel/Andrews
The motion was put and carried

Item 10 Minutes of Coolah Community Consultation Meeting – 6 April 2016

262/1516 RESOLVED that Council accept the minutes from the Coolah Community Consultation Meeting held on 6 April 2016 noting that the McMasters Park Development Application cannot be made until funding has been received by the Lions Club.

Capel/R Sullivan
The motion was put and carried

Item 11 Warrumbungle Cobbora Transition Fund Projects Update

263/1516 RESOLVED that Council note the progress of the Cobbora Transition Fund projects.

C Sullivan/Schmidt
The motion was put and carried

Item 12 Warrumbungle Cobbora Transition Fund Committee

264/1516 RESOLVED:

That Council forms the Three Rivers Regional Retirement Community Section 355 Advisory Committee (TRRRC) and appoints the following community representatives:

- Peter Campbell
- Sue Stoddart
- Mary Warren
- Neville Stanford
- John Horne
- Sally Dent
- Marie Hensley

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the following staff representative:

- Steve Loane, General Manager

and the following Councillors to the committee:

- Cr Murray Coe
- Cr Chris Sullivan
- Cr Anne-Louise Capel

With the following Terms of Reference:

Three Rivers Regional Retirement Community Committee – February 2016

The Three Rivers Regional Retirement Committee is an Advisory Committee of Council that has been established under the NSW Local Government Act (1993).

1. Title

The Committee shall be known as the Three Rivers Regional Retirement Community Committee (hereinafter called the Committee).

2. Role and Objectives

This is an Advisory Committee, to provide a forum for discussion and make recommendations to Warrumbungle Shire Council to oversee the Three Rivers Regional Retirement Community project funded through

- State Government - Restart NSW RNSW290 Three Rivers Regional Retirement Community and Learning Centre
- Federal Government - National Stronger Regions Fund Round Two (NSRF)

The role of this Committee is purely advisory and may not commit Council resources. The Committee is to work within the framework of the Community Strategic Plan and does not deal with day to day operational matters. It should be noted that employees of the Council are not subject to the direction of the Advisory Committee or any of its members.

3. Management

A. Membership of Committee

The Committee shall consist of:

- A minimum of two Councillor representatives (and the Mayor ex officio)
- One Staff Representative
- Five Community representatives from the Warrumbungle Shire Council local government area. The Community members shall serve on the Committee in a voluntary capacity.

Membership of the Committee shall be reviewed after each quadrennial election.

The quorum for the Committee is 5 members.

This Committee meets as required for the purposes of the project schedule as per terms of funding deeds with the state and federal governments.

B. Absence from Meetings

A Committee member absent from three (3) consecutive Committee meetings without approval of the Committee shall forfeit his/her place on the Committee.

C. Resignation from the Committee

Any member of the Committee may, by notice in writing addressed to the Committee, resign his/her office as a member.

D. Notification of Vacancies

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The Committee shall notify the General Manager promptly of any vacancy occurring in its membership, whether it is through death, absence or resignation from the Committee. The Committee shall submit to the General Manager within 28 days the name of a person considered by the Committee to be suitable for appointment. The General Manager will decide whether to accept that appointment, or to call for public Expressions of Interest. All newly appointed members must participate in a committee induction process as soon as possible following their appointment to the Committee so that they can comply with the proper conduct of meetings.

4. Duties of Officers

A. Chairperson

The duties of the Chairperson are to:

- Direct meetings according to the Committee Terms of Reference, and Council's Code of Conduct.
- Facilitate the discussion of items on the agenda in a timely manner, and the consideration and approval of recommendations to Council.
- Ensure all committee members have the opportunity to participate in the meetings.
- Not attempt to direct Council staff, including not directing staff as to the content of any advice or recommendation.

B. Secretariat and Staff Officer

The duties of the Secretariat and Staff Officer are to:

- Call all meetings of the Committee, and where possible hold meetings to enable minutes to be presented at the Council meeting on the third Thursday of the month.
- Develop and send out the agenda and reports for the meetings.
- Advise the Committee without fear or favour.
- Comply with Council's Guide to Ethical Behaviour: Staff.
- Record the minutes in the meeting, prepare all minutes and distribute them as described below.
- Keep a record of attendance for every member of the committee.
- Attend to such housekeeping matters as booking meeting rooms and arranging refreshments in accordance with standard protocols.
- The Council Staff will not be members of the Committee, nor have voting rights, nor preside at meetings, apart from when it is necessary to organise the election of a chairperson to preside at the meeting.

C. Members

The duties of the members are to:

- Attend and participate in meetings (as well as induction, planning sessions and relevant training).
- Work co-operatively with other members in achieving the objectives of the Committee.
- Contribute advice, ideas and suggestions relating to items on the agenda.
- Show respect for their peers, councillors, staff and others during Committee meetings.
- Understand that employees of the Council are not subject to the direction of Councillors, Committees or their members.

5. Meetings

- A QUORUM shall comprise a majority of members on the Committee. A scheduled meeting must be adjourned if a quorum is not present within half an hour after the time designated for the holding of the meeting, or at any time during the meeting. In either case, the meeting must be adjourned to a time, date and place fixed by the Chairperson, or, in his or her absence, by the majority of the members present.
- This is an Advisory Committee, and it is unlikely that there will be a need for voting, however, should that eventuality arise, each member of the Committee shall have one vote and decisions of the Committee shall be by simple majority. In the event of the votes

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and the members being equal the Chairperson of the meeting shall have a casting vote in addition to his/her deliberative vote.

- Council Secretariat and staff, other than the nominated staff member on the committee, will attend meetings but have no voting rights, and provide administrative support and professional advice, as determined by the General Manager.
- Items may only be raised under General Business if the permission of the Chairperson is obtained before the meeting starts, and each such item is to have a recommendation;
- The first item on the agenda for all committee meetings (after apologies and requests for leave of absence) shall be the declaring by members present of pecuniary and non-pecuniary interests and these shall be recorded in the minutes.
- Any committee member who has a pecuniary interest in any matter on the agenda for a committee meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.
- Conflicts of interest may also arise due to a strong relationship or affiliation the member may have with a matter being discussed by the committee. These are referred to as non-pecuniary interests. A non-pecuniary interest would be considered significant where the relationship or affiliation is such as it would prevent the member from impartially and objectively considering all the relevant information as a result of this conflict of interest.
- A Councillor committee member who has a non-pecuniary interest in any matter on the agenda for a meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and, in the case of a “significant” non-pecuniary interest must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

A community member of a committee who is also a member or representative of a community group that could be affected by any matter on the agenda, or that arises during a meeting at which they are present, (irrespective of whether or not the person has a pecuniary or a non-pecuniary interest), must state the name of the community group of which the person is a member or representative, and the matter shall be recorded in the minutes.

6. Minutes, Communications and Reporting

- The agendas and minutes of the Committee shall be stored as a permanent record of Council, as determined by the General Manager.
- Once the draft minutes have been approved they will be referred to the Chair of the Committee for confirmation. The draft minutes will then be circulated to Committee members. Any questions by members regarding the minutes are to be referred immediately to the Staff Officer and if any error in the minutes is confirmed, the Staff Officer shall arrange to make the appropriate changes.
- Minutes will be completed within 2 weeks of the Committee meeting and then reported to the next available Council Meeting.
- Members of the Committee are not permitted to speak to the media as representatives of the Committee unless approved by Council.

7. Insurance

- Council shall effect personal accident insurance on Committee members together with legal liability cover.

Note: Legal liability cover will only be provided to members of the Committee whilst they are acting within the scope of their duties for and on behalf of Council.

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8. Statutory Requirements

- The Committee shall ensure that the Local Government Act 1993 and related Regulations, all other statutory provisions and all Council's Codes and Policies relating to its activities are at all time strictly observed.

9. Dissolution

All committees are automatically dissolved from the date of the quadrennial election.

Adopted:

Modified:

Addendum: Nominated members of the Three Rivers Regional Retirement Community Committee:

Date:

Chairperson:

-

Councillor Representatives:

- Cr C Sullivan
- Cr Murray Coe
- Cr Anne-Louise Capel

Staff Representative

- The General Manager

Community Members:

- Peter Campbell
- Sue Stoddart
- Mary Warren
- Neville Stanford
- John Horne

External Organisation Representatives:

- nil

Capel/C Sullivan
The motion was put and carried

Item 13 2016 ALGA National General Assembly of Local Government

265/1516 RESOLVED that the Mayor and General Manager, accompanied by their partners, attend the 2016 ALGA National General Assembly – Local Government to be held in Canberra and that all transport, transfers, accommodation and meals be provided as per the Payment of Expenses and Provision of Facilities to Elected Members policy.

Capel/R Sullivan
The motion was put and carried

Item 14 Wambelong Fire – Release of Government Responses

266/1516 RESOLVED that Council note the release of the Government's responses to the findings and recommendations of both Inquiries, and continue to lobby the State Government in regard to losses incurred by Council as a result of the Wambelong fire.

R Sullivan/Capel
The motion was put and carried

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Item 15 Local Land Services – Environment & Waterways Alliance Reference Group
267/1516 RESOLVED that the information contained in the report be noted.

Coe/C Sullivan
The motion was put and carried

Item 16 Council Resolutions Report April 2016
Received.

Item 17 Monthly Report from Human Resources – April 2016
Received.

Item 18 Second Quarter Excellence in Achievement Award
268/1516 RESOLVED that Council approve MANEX's nomination of Philip Hensby as the winner of the 2nd Quarterly Staff Achievement Award, to be presented at this meeting.

Todd/C Sullivan
The motion was put and carried

Item 19 Yuluwirri Kids Assessment & Rating
269/1516 RESOLVED that Council notes the report provided on the Assessment and Rating Visit at Yuluwirri Kids Preschool and Long Day Care Centre and **FURTHER** that Council commend all staff involved for the excellent result.

Schmidt/C Sullivan
The motion was put and carried

Item 20 Update on Gwabegar Bridge Private Works
Received.

Item 21 Proposed Change of Locality and Road Names
270/1516 RESOLVED that Council forward recommended changes to the localities of Teridgerie, Barwon and Baradine, and the gazettal of Mani Road to the Geographical Names Board for action.

C Sullivan/R Sullivan
The motion was put and carried

Item 22 Request for Change of Category-Rates Assessment No 10063709
271/1516 RESOLVED that Council approve the change of category for Assessment number 10063709 from Business to Residential from 7 March 2016.
C Sullivan/Coe

The motion was put and carried

Item 23 Bank Reconciliation for the month ending 31 March 2016
272/1516 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 March 2016.

Schmidt/Capel
The motion was put and carried

Item 24 Investments and Term Deposits for Month ending 31 March 2016
273/1516 RESOLVED that Council accept the Investments Report for the month ending 31 March 2016.

Capel/Schmidt
The motion was put and carried

Item 25 Rates Report for Month Ending 31 March 2016
Received

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Item 26 Golden Highway Corridor Strategy

274/1516 RESOLVED that a submission is made by Council on the draft Golden Highway Strategy in relation to lack of priority given to the truck parking rest area at Dunedoo and the lack of Incident Response Plans for the highway west of the Talbragar River. **FURTHERMORE**, the strategy should identify and recognise stock points and concealed driveways. Also, representations are made to the RMS to resource the proposed heavy checking station with staff resources based in Dunedoo.

C Sullivan/Capel

The motion was put and carried

Item 27 Oxley Highway Corridor Strategy

275/1516 RESOLVED that a submission is made by Council on the draft Oxley Highway Strategy in relation to lack of priority given to the increasing the width of road shoulders and increasing the width of the bridge over Yaminbah Creek. **FURTHERMORE**, the strategy to include the upgrading of current warning signs at Burra Bee Dee to electronic signs. Also, representations are made to the RMS for Council to undertake maintenance works on the Oxley Highway.

Clancy/Capel

The motion was put and carried

Item 28 2015/16 Technical Services Works Program – Road Operations, Urban Services & Water Services

Received.

Minutes of Plant Advisory Committee Meeting held on 21 April 2016

276/1516 RESOLVED:

1. That Council accepts the Minutes of the Plant Advisory Committee meeting held in Coolah on 21 April 2016.
2. That Council purchase one (1) Dynapac CA 4000D Smooth Drum Roller fitted with a compaction meter from Atlas Copco Australia Pty Ltd that complies with the tender specifications at a price of \$127,300.00 (ex GST) **FURTHER** that Council trade in Plant Item No 110 to Atlas Copco Australia Pty Ltd for \$45,000.00 resulting in a changeover price of \$82,300.00 being \$17,700.00 under budget.
3. That Council purchase one (1) Dynapac CA 4000D Smooth Drum Roller fitted with a compaction meter from Atlas Copco Australia Pty Ltd that complies with the tender specifications at a price of \$127,300.00 (ex GST) **FURTHER** that Council trade in Plant Item No 114 to Atlas Copco Australia Pty Ltd for \$40,000.00 resulting in a changeover price of \$87,300.00 being \$12,700.00 under budget.
4. That Council purchase one (1) Fuso FEX91/918 Tipping Truck from JT Fossey Sales Pty Ltd that complies with the tender specifications at a price of \$73,120.00 (ex GST) **FURTHER** that Council trade in Plant Item No 126 to JT Fossey Sales Pty Ltd for \$30,000.00 resulting in a changeover price of \$44,970.00 being \$5,030.00 under budget.
5. That Council purchase one (1) Isuzu CXY 455 Gravel Truck from Tracserv Dubbo Pty Ltd fitted with optional reversing cameras that complies with the tender specifications at a price of \$175,423 (ex GST) **FURTHER** that Council sell Plant Item No 150 to Pickles Auctions Tamworth for \$81,818 resulting in a changeover price of \$93,605 being \$36,395 under budget.
6. That adjustments be investigated to Plant Replacement Program to incorporate opportunities that may arise in relation to replacement of the Landfill Compactor.

Coe/R Sullivan

The motion was put and carried

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Item 29 Changes to Swimming Pool Legislation – Compliance Checks

Received.

Item 30 Compulsory Acquisition of Land – Visitor Information Centre Car Park

277/1516 RESOLVED that Council continues the acquisition as resolved previously via Resolutions 123/1213, 217/1314 and 312/1415.

Schmidt/Andrews

The motion was put and carried

Item 31 Community Land – Plans of Management

278/1516 RESOLVED that Council proceed with the preparation of draft plans of management for land holdings classified as community land.

Schmidt/Andrews

The motion was put and carried

Item 32 Development Applications

279/1516 RESOLVED that Council note the Applications and Certificates Approved, during March 2016, under Delegated Authority

Todd/R Sullivan

The motion was put and carried

Matters of Concern

Cr R Sullivan

- Do Council run white card training courses for contractors? General Manager advised that contractors contact Council's HR department. We can also advertise in the local paper.

Cr Schmidt

Nil

Cr Clancy

- Councillor Clancy foreshadowed a motion.

280/1516 The Foreshadowed motion was moved by Councillor Clancy and seconded by Councillor Todd that Council seek a report that:

- a) Lewis Road in its entirety be placed on Council's repair and maintenance program;
- b) Debris backed up against Montague bridge be removed;
- c) An assessment of the condition of the bridge be carried out as to future in consultation with landholders;
- d) Montague bridge be placed on the list for future replacement when grants are available.

The motion was put and carried.

- Councillors Todd, Clancy and Andrews attended a meeting by Baradine Progress Association discussing water supply at the Baradine Airport as an immediate response to future fires. Attendees included Acting Fire Service Controller, National Parks and Wildlife, Forestry and Emergency Services and three members of Council's airport committee.
- Inspector Maher is disappointed about the bus at the Youth Club, but is supportive of Council. Did presentation to Transport NSW include issue of juvenile justice as opposed to it being a rugby club hire?

Cr Coe

- Question regarding a boundary fence between themselves and Council. Who is responsible for Clearing of fence lines? General Manager responded that Council has no responsibilities with dividing fences. Director Technical Services informed the meeting

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that the Department of Environment and Heritage need to be contacted if clearing threatened species of trees / plants.

- Sue Stoddard sent council a letter re misleading public with bike plan. It will be part of the submission.

Cr C Sullivan

Nil

Cr Andrews

- When is the line marking machine coming back into the area? Director Technical Services advised the machine will be back shortly for state roads and back log of regional roads.

Cr Capel

Nil

Cr Todd

- Kurrajong road – suckers being removed with excavator. Why aren't we spraying when they are smaller?
- Electric fence along road near Gwabegar. This is a fire hazard.

Cr Shinton

Nil

1.28pm

281/1516 RESOLVED that standing orders be suspended to break for lunch.

Capel/R Sullivan

The motion was put and carried

2.06pm

282/1516 RESOLVED that standing orders be resumed.

Capel/C Sullivan

The motion was put and carried

2.06pm

283/1516 RESOLVED that:

- (a) that Council go into closed committee to consider business relating to personnel matters and commercial information
- (b) that pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of Section 10A(2)(a) and (c) as outlined above
- (c) that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

Capel/R Sullivan

The motion was put and carried

At this time Director Technical Services, Kevin Tighe, declared a non-pecuniary interest in Item 1C and left the meeting.

2.27pm

Councillor Andrews declared a pecuniary interest in Item 2C and left the meeting.

Councillor Shinton left the meeting due to travel commitments.
The Deputy Mayor, Councillor Coe, took the chair.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

3.00pm

284/1516 RESOLVED that Council move out of closed Committee.

Capel/C Sullivan
The motion was put and carried

The following resolutions of Council while the meeting was closed to the public were reported to the meeting by the General Manager.

Item 1C Social Media

285/1516 RESOLVED that Council:

- Support the request from concerned staff members and provide assistance to deal with Facebook posts making defamatory claims against Council and Council Officers.
- That Council engage a private investigator to investigate the allegations on the Facebook post.
- That Council engage an independent internal auditor to investigate the alleged claims.
- That Council endorse and support the actions of council staff.
- That Council strenuously denies the accusations.
- That Council pursue any recommended remedies at law.

Schmidt/R Sullivan
The motion was put and carried

Item 2C Solar Power

286/1516 RESOLVED that Council engage Smart Commercial Solar, Option 2 to install PV on the seven following properties individually understanding the exclusions:

- Works Depot – Gardener Street, Coonabarabran at \$25,920
- Family Day Care - Robertson Street, Coonabarabran at \$8,100
- Yuluwirri Kids – Bandulla Street, Coonabarabran at \$7,740
- Community Building – John Street, Coonabarabran at \$21,780
- Works Depot – Martin Street, Coolah at \$10,248
- Shire Chambers – John Street, Coonabarabran at \$64,260
- Shire Hall (Library) – Binnia Street, Coolah at \$7,500

FURTHERMORE that Council include an allocation of \$145,548 in the March quarter QBRs to fund these works.

R Sullivan/Capel
The motion was put and carried

2.43pm

Councillor Andrews returned to the meeting.

2.45pm

The General Manager spoke about the tender process for the demolition and removal of the old Dunedoo Hospital.

There being no further business the meeting closed at 3.04pm.

.....
CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 21 April 2016 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 2 Minutes of Special Council Meeting – 9 May 2016

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration & Executive Assistant to GM – Sally Morris
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

PRESENT: Cr Peter Shinton (Chairman), Cr Andrews, Cr Clancy, Cr Coe, Cr Schmidt, Cr C Sullivan, Cr R Sullivan, Cr Todd, General Manager (Steve Loane), Director Corporate & Community Services (Stefan Murru), Director Technical Services (Kevin Tighe) and Director Development Services (Leeanne Ryan).

In attendance: Manager Administration and Executive Assistant to the General Manager – Sally Morris (minutes)
Lawrence Amato (Chief Financial Officer)
Anna Pham (Graduate Accountant)

APOLOGIES: Cr Capel

287/1516 RESOLVED that the apologies of Cr Capel be accepted.

C Sullivan/Coe
The motion was put and carried

Item 1S Fit for the Future Financial Criteria Reassessment

288/1516 RESOLVED that Council nominates for reassessment of its performance against the Fit for the Future Criteria with the OLG by 16 May 2016, and **FURTHERMORE** that a draft reassessment submission be presented to the June Council meeting for Council approval.

Schmidt/Andrews
The motion was put and carried

Item 2S Operational Plan and Delivery Program 2016/17 to 2019/20

289/1516 RESOLVED that Council adopt and place on public exhibition for at least 28 days the revised Warrumbungle Shire Council Delivery Program 2016/17-2019/20 and Operational Plan 2016/17.

Clancy/Andrews
The motion was put and carried

Item 3S Local Government Elections

290/1516 RESOLVED that Council inform the NSW Electoral Commission that Council wishes to retain the Leadville Hall as a polling venue for the Local Government elections in September 2016 and **FURTHER** that it recommends the use of Council's Jubilee Hall in Dunedoo in place of the Dunedoo Central School.

Coe/Clancy
The motion was put and carried

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

There being no further business the meeting closed at 2.07pm.

.....
CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Special Council meeting held on 9 May 2016 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 3 Minutes of the Finance and Projects Committee Meeting – 9 May 2016

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Manager Administration & Executive Assistant to GM – Sally Morris
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF8 Council undertakes periodic performance reviews to ensure the effective and efficient management of its assets, finances and workforce and modifies its actions to deliver better outcomes for the community

PRESENT: Mayor Peter Shinton, Deputy Mayor Cr Murray Coe, Cr Gary Andrews, Cr Fred Clancy, Cr Victor Schmidt, Cr Chris Sullivan, Cr Ron Sullivan, Cr Denis Todd, Steve Loane (General Manager), Kevin Tighe (Director Technical Services), Stefan Murru (Director Corporate and Community Services), Leeanne Ryan (Director Development Services), Lawrence Amato (Chief Financial Officer).

ATTENDING: Anna Pham (Graduate Accountant), Sally Morris (Minutes)

1. **APOLOGIES:** Cr Anne Louise Capel

C Sullivan/Coe

2. **MINUTES**

RESOLVED that the minutes of the Finance and Projects Committee meeting held on 9 February 2016 be accepted.

Schmidt/C Sullivan

Business Arising

It was noted that Baradine did not get their NSRF application in on time.

The Director Corporate and Community Services informed the meeting about the progress of the asset management processes and the special Schedule 7 Audit.

3. **Quarterly Business Review Statement (QBR)**

The Chief Financial Officer presented the QBR for the March quarter.

9:38am Councillor Ron Sullivan joined the meeting

Significant points noted include:

- Council's YTD surplus/ (deficit) from Council's income statement is a surplus of \$4.907m;
- Council is currently forecasting an accrual surplus (per Council's income statement) of \$12.961m at the end of the financial year, although this figure depends on the level of capital grants that Council receives over the following three months;
- Council has currently spent \$10.082m of its proposed \$26.270m (38%) capital program;
- Council's cash and investments balance is currently forecast to decrease from \$16.377m to \$11.482m at 30 June 2016, assuming Council's extensive capital program is completed this financial year;

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

- Council's unrestricted cash and investments balance is \$2.423m as at 31 March 2016
- Council's cash surplus/(deficit) which includes capital expenditure and loan movements, but excludes other balance sheet movements and depreciation is forecast to be a surplus of \$838k at year end. This figure includes supplementary votes submitted for approval discussed below as well as revotes of \$3.432m that are to be funded from restricted assets.

Other items discussed included:

- The Yuluwirri Kids operating result;
- Provision of funds for sanding and finishing of floor at Youth Club – flooring to be investigated;
- Plant and Equipment purchases;
- Timor Road rehabilitation;
- Inclusion of information in community newsletters;
- Details of interest rates and repayment of borrowings and advances.

4. Budget

The Director Corporate and Community Services presented the Budget changes and suggested savings for discussion.

5 External Budget Applications

The Director Corporate and Community Services presented the list of budget submissions received.

The following items are to be included in the 2016/17 budget:

- Repainting of the Coonabarabran Aerodrome terminal building - \$20,000
- Baradine Progress Association – Updating and renewal of garbage bins in Wellington Street Baradine – provision of 1 bin at a cost of \$2,500
- Baradine and District Progress Association – Baradine community car protection – purchase and installation of a permanent single carport - \$2,099
- Improvements to the facilities at the Dunedoo Swimming Pool – \$5,000
- Improvement to the Bowen Oval Canteen making it bird and rock proof \$8,000 – to be funded from S94 contributions with zero budget impact.

Reports are to be provided to Council on the following budget submissions:

- After hours recycle drop off shoots at all recycling/waste depots;
- Sealing of floodway on western end of Bandulla Street and River Road;
- Update of Teridgerie Creek Crossing and Gulargambone Road Baradine;
- Munns Road sealing 600m;
- Report on costings for shade structures over all playground equipment;
- Installation of fire fighting tanks at Baradine aerodrome.

11:15am

The meeting broke for Morning Tea

11:32am

The meeting resumed.

6. Election Locations

This matter was discussed with the recommendation that Leadville remain open and that the Jubilee Hall be offered in lieu of the Dunedoo Central School venue. The matter was referred for

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

consideration at Council's special council meeting

7. Plant Capital Program

The listing provided to the meeting was discussed.

8. Fit for the Future – Financial Criteria Reassessment

9. Fit for the Future – Progress to Date

The Director Corporate and Community Services presented an overview of the Fit for the Future – Financial Criteria Reassessment requirements and the progress to date and informed Council that a report will be submitted to the June Council meeting for consideration.

General Business

The General Manager informed the meeting of the current progress regarding Service NSW.

Next Meeting

To be advised

There being no further business the Finance and Project Committee meeting closed at 12.45pm.

.....
CHAIRPERSON

RECOMMENDATION

That Council accepts the Minutes of the Finance and Projects Committee Meeting held on 9 May 2016 at Coonabarabran. .

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 4 Economic Development and Tourism Advisory Committee Meeting Minutes 13 April 2016

Division:	Development Services
Management Area:	Development and Tourism
Author:	Manager Economic Development and Tourism – Aileen Bell
CSP Key Focus Area:	Local Economy
Priority:	LE3 Implementation of a cost effective tourism and marketing campaign aligned to market research

Meeting commenced 2.10 pm. Cr Schmidt as chairperson.

Present: A. Bell, S Edwards, L Cutts, J Young, Cr V Schmidt and Cr F Clancy,

Apologies: L Ryan, M Rickert, K Olsen, A Wherrett,

Observers: Cr A-L Capel (Council alt delegate), R Kildey (Baradine alt delegate)

2015-16.13 RECOMMENDATION: that the apologies be accepted

Cutts/Edwards

Noting that a quorum was not present the meeting proceeded with the recommendations to be endorsed by the next meeting of the EDT Committee

Declaration of Pecuniary and Non Pecuniary Interests: NIL

Minutes of Previous Meeting: circulated

2015-16.14 RECOMMENDATION: that the minutes of 12 November, 2015 meeting be accepted.

Young/Edwards

Business Arising:

Recommendations from previous meeting were endorsed by December Council meeting:

- That Council makes it clear to Campervan and Motorhome Club of Australia that communities in Warrumbungle Shire are awaiting final decisions about their RV Friendly status, urging the completion of assessments and allocations
Baradine signs now installed.
- That Warrumbungle Shire Council approach the Dept of Immigration to explore opportunities for the integration of refugees into the communities of Warrumbungle Shire.
Warrumbungle Shire does not meet criteria of Dept of Immigration
- That Council present a Warrumbungle Shire Tree Change Showcase in 2016.
- That the Report of the Manager of ED&T be received
- That the Budget Report for ED&T be accepted
- That Council express its concern to the ANU at the partial closure of the Exploratory Centre at Siding Spring Observatory.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

No change at this stage but once new Lodge is completed will re assess opening hours of the Exploratory Centre

2015-16.15 RECOMMENDATION: that Council writes to the Federal Minister for Tourism, Fed Minister for Education and the Federal Minister for Innovation and Science highlighting the importance of Siding Spring Observatory Exploratory Centre in educating the public about science and astronomy, highlighting that during the bushfire of 2013 community organisations were tasked to SSO as a priority area of action and protection.

Other Business Arising from the Minutes: deferred to Manager's Report and General Business

Financial Report:

Report on Current years expenditure:

TOURISM	ALLOCATED	EXPENDED	BALANCE
CONTRACTS	5000	5000	0
MATERIALS PURCHASED	600	699	-99
ADVERTISING	12000	10523	1477
SUNDRY EXPENDITURE	1400	1382	18
CONTRIBUTIONS & OTHER ASSIST.	1500	0	1500
MEMBERSHIPS/SUBS & PUBLICATIONS	7600	5571	2029
	28100	23175	4925
ECONOMIC DEVELOPMENT PROMOTIONS			
CONTRACTS	1200	3396	-2196
MATERIALS PURCHASED	800	0	800
ADVERTISING	2500	0	2500
OTHER SUNDRY EXPENSES	500	0	500
	5000	3396	1604
TOTAL BUDGET EDT	33100	26571	6529

2015-16.16 RECOMMENDATION: that the Budget Report be accepted

Cutts/Young

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Budget Preparation for Next Financial Year: presented and discussed at length

TOURISM	PROPOSED BUDGET
CONTRACTS	7650
MATERIALS PURCHASED	1000
ADVERTISING	19000
CATERING	200
CONTRIBUTIONS & OTHER ASSIST.	1000
MEMBERSHIPS/SUBS & PUBLICATIONS	8000
	36850
ECONOMIC PROMOTIONS	
CONTRACTS – REMPLAN SUBS	3969
MATERIALS PURCHASED	250
ADVERTISING	5000
CONFERENCE ATTRACTION	750
	9969
TOTAL BUDGET EDT FOR 2016-17	46819

2015-16.17 RECOMMENDATION: that the budget prepared for the 2016-17 financial year be accepted

Cutts/Clancy

2015-16.18 RECOMMENDATION: that Council writes to the Local Member in relation to the media release of 5 April in relation to D NSW supporting regional communities with their tourism initiatives and requesting that the government pursue the release of the Review of Regional Tourism Organisations undertaken in 2015 by D NSW. **Furthermore** that Council suggests that with the demise of Inland NSW Tourism and Hunter Regional Tourism, a new model of Regional Tourism Organisations be established which reflects the needs and interests of the regions and is administered in the regions and not centrally as has been the case with the Inland organisation.

Young/Cutts

Manager's Report:

2015-16.19 RECOMMENDATION: that \$100 be reimbursed to Coolah Development Group to offset costs of participation of Greg Piper in the Sydney based Rail Trails Launch

Cutts/Clancy

2015-16.20 RECOMMENDATION: that Council includes the QR Code for the Visitor Guide in all advertising and promotion undertaken – on Council signage, notice boards, print media advertising and information columns.

Edwards/Schmidt

2015-16.20 RECOMMENDATION: that Council replace the "No Camping" sign at Nandi Park with a clearer message about the area not being an overnight rest area that the area is in fact a picnic and rest area for daytime use only.

Schmidt/Young

2015-16.21 RECOMMENDATION: that Council proceeds with a Warrumbungle Lifestyle Showcase over the weekend of 8 and 9 October 2016 and a committee be established to proceed with planning.

Young/Edwards

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

2015-16.22 RECOMMENDATION: that Council writes to Destination NSW and TASAC recommending a new category be added to the sign posting manual and that the category be known as **NATURE BASED/ NIGHT TIME ATTRACTION.**

Clancy/Cutts

2015-16.23 RECOMMENDATION: that the Manager's report be received

Bell/Clancy

General Business:

Artlands – Australian Arts Conference in October in Dubbo

WSC Arts Policy passed – strategy and ideas for discussion next EDT

WSC Shire elections in September

Footpath cyclists a problem – refer complainant to police

Park Run program

Bike Plan information in relation to Rail Trails presented.

Imparja television may be happy to take footage as fill in community service Dunedoo Electric Board is free at present for promotion of events

2015-16.24 RECOMMENDATION: a letter of thanks be sent to Anna Tenne for her assistance with photography requirements.

Young/Cutts

There being no further business the meeting closed at 4.10pm with the next meeting to be held in July – date to be confirmed.

RECOMMENDATION

1. That the minutes of 13 April 2016 meeting be accepted.
2. That Council writes to the Federal Minister for Tourism, Federal Minister for Education and the Federal Minister for Innovation and Science highlighting the importance of Siding Spring Observatory Exploratory Centre in educating the public about science and astronomy, highlighting that during the bushfire of 2013 community organisations were tasked to SSO as a priority area of action and protection.
3. That the Budget Report for the current year be accepted.
4. That the budget prepared for the 2016-17 financial year be accepted.
5. That Council writes to the Local Member in relation to the media release of 5 April in relation to D NSW supporting regional communities with their tourism initiatives and requesting that the government pursue the release of the Review of Regional Tourism Organisations undertaken in 2015 by D NSW. **Furthermore** that Council suggests that with the demise of Inland NSW Tourism and Hunter Regional Tourism, a new model of Regional Tourism Organisations be established which reflects the needs and interests of the regions and is administered in the regions and not centrally as has been the case with the Inland organisation.
6. That \$100 be reimbursed to Coolah Development Group to offset costs of participation of Greg Piper in the Sydney based Rail Trails Launch.

WARRUMBUNGLE SHIRE COUNCIL

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7. That Council includes the QR Code for the Visitor Guide in all advertising and promotion undertaken – on Council signage, notice boards, print media advertising and information columns.
8. That Council replace the “No Camping” sign at Nandi Park with a clearer message about the area not being an overnight rest area and that the area is in fact a picnic and rest area for daytime use only.
9. That Council proceeds with a Warrumbungle Lifestyle Showcase over the weekend of 8 and 9 October 2016 and a committee be established to proceed with planning.
10. That Council writes to Destination NSW and TASAC recommending a new category be added to the sign posting manual and that the category be known as **NATURE BASED/ NIGHT TIME ATTRACTION.**
11. That the Manager’s report be received.
12. That a letter of thanks be sent to Anna Tenne for her assistance with photography requirements for the tourism website.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 5 Minutes of Traffic Advisory Committee Meeting – 28 April 2016

Division:	Technical Services
Management Area:	Technical Services Management
Author:	PA to Director Technical Services – Tracy Cain
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P13 – Road networks throughout the shire need to be safe, well-maintained and adequately funded.

PRESENT: Cr Peter Shinton (Chair), Ms Chantelle Elsley (RMS), Mr Colin Harper (Minister's Representative), Mr Kevin Tighe (Director Technical Services), Mr Bikram Joshi (Manager Asset & Design) and Ms Cheyenne O'Brien (RSO).

APOLOGIES: Senior Constable Steven Chaplin (NSW Police Force) and Ms Sharon Grierson (RMS).

IN ATTENDANCE: Mrs Tracy Cain (Minute Taker).

CONFIRMATION OF MINUTES

49/1516 RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on Thursday, 24 March 2016 be confirmed.

Harper/Shinton

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Proposed Extension of Median at the Intersection of Binnia Street and Campbell Street, Coolah
- Further investigations and site visit to be undertaken of sight distance concerns at the intersection of Digilah Street and Wallaroo Street.
- Council to investigate the preparation of a Rural Bus Stop Policy.
- Alternative treatments to be investigated for discouraging trucks travelling via Binnia Street, Coolah. Traffic counters to be placed at Cunningham and Binnia Streets.
- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- Naming of laneways north and south of Brains Ford, Coonabarabran.
- Baradine Preschool – Installation of 'Children Ahead' warning signs in Barwon Street either side of the Baradine Preschool in accordance with AS1742.9.
- Mendooran Preschool – Request for installation of 'School Bus Zone' signage at the front of the Preschool. Further information to be sought on policy and legal implications of installing a school bus zone at a preschool.
- Timor Road School Bus Stops Review.
- No 1 Break Road – NPWS to erect warning signs on No 1 Break Road and that the other issues within their letter be referred to RMS.
- River Road – B Double Field Trial.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

AGENDA ITEMS

- a) Coonabarabran Pony Club – Request for Closure of Reservoir Street and John Street for 2016 Cross Country One Day Events and Pony Camp Street Parade

50/1516 RECOMMENDED that request by the Coonabarabran Pony Club to close Reservoir Street and John Street, Coonabarabran for the following events be approved subject to compliance with Council's Road Closure Policy and referral of the Pony Camp Street Parade application to RMS.

- Closure of Reservoir Street, Coonabarabran on Sunday, 17 April 2016 and Sunday, 11 December 2016 from 9.00 am to 3.00 pm for the Annual Cross Country One Day Event.
- Closure of John Street, Coonabarabran on Friday, 23 September 2016 from 3.00 pm to 3.30 pm for the Annual Pony Camp Street Parade.

Harper/Elsley

- b) Request for a Bus Zone and Signage at the Boundary of Bugaldie Store

Reference was made to a letter received from a resident in Bugaldie on 8 April 2016 requesting the installation of a school bus zone and appropriate signage at the boundary of Bugaldie Store to eliminate safety and parking concerns.

51/1516 RECOMMENDED that further investigation and consultation with the property owner of Bugaldie Store be undertaken in relation to request for the installation of a school bus zone and signage **FURTHER** that a report be brought back to the next Traffic Advisory Committee meeting detailing the proposed options.

Elsley/Harper

- c) RSO Monthly Report – April 2016

RSO Monthly Report was received and noted and in particular the following points were discussed:

- PAMPAC Meetings – Final Draft of PAMP from 29 March 2016 to 6 April 2016.
- Warrumbungle Bike Plan – Community consultation undertaken with Consultant from 4-7 April 2016.
- Pedestrian Safety Infrastructure Grant – Completion of applications for St Lawrence's Primary School, Coonabarabran High School and Mendooran Central School, 8 April 2016.
- Child Restraint Fitting Day – Joint presentation undertaken in Nyngan on 26 April 2016.
- Free Cuppa Project – 1 March 2016 to 31 May 2016. Promotion of project, which includes newspaper media releases, social media, roadside banners and placement of posters in public toilets.
- Slow Down in Town Project – 1 April 2016 to 31 May 2016, Coonabarabran and surrounding Villages. Program and activities include use of speed trailer at reported speeding areas, 'Dress up your Wheelie Bin' Competition from 19-22 May 2016 and promotion / advertising of project.
- Action Plans – Applied Action Plan Projects for RMS Funding in 2016/2017 Financial Year including 'Child Restraint Fitting Days'; 'GLS Workshop'; 'Bike Week Fun Ride'; 'Heavy Vehicle Forum'; 'Slow Down on Local Roads' and 'RBT Means Plan B'. Heavy Vehicle Forum' to target the NSW Farmers Association, truck operators and farmers etc. Consider targeting pig chasers (*ie teenagers and young adults*) in the 'Slow Down on Local Roads' Project.
- Speed Trailer – Currently located on Box Ridge Road, Ulamambri from 27 April 2016 to 11 May 2016 and then to be relocated in Edwards Street, Coonabarabran. RMS Speed Trailer currently under repair.
- Timor Bus Stop Audit – Cost analysis / estimate to be reviewed.

WARRUMBUNGLE SHIRE COUNCIL

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- Coonabarabran Health Service – Falls Prevention Presentation on Pedestrian Safety (*behavioural change*).
- Nite Rider Bus – Responsibility of the Liquor Accord. Bus currently non operational due to vehicle repairs.

GENERAL BUSINESS

Warrumbungle Eventing – Request for Closure of Reservoir Street for Cross Country One Day Event – 31 July 2016

52/1516 RECOMMENDED that request by Warrumbungle Eventing to close Reservoir Street, Coonabarabran on Sunday, 31 July 2016 from 9.00 am to 3.00 pm to conduct the Annual Cross Country One Day Event be approved subject to compliance with Council's Road Closure Policy.

Harper/Shinton

Coonabarabran Driver Reviver – 'Open' and 'Closed' Sliders for Highway Sign

Reference was made to a letter received from the Coonabarabran Driver Reviver on 27 April 2016 requesting that the 'Open' and 'Closed' sliders to be provided by RMS be attached to the Highway sign located near the Coonabarabran Visitor Information Centre, ensuring the safety of volunteers and less confusion for motorists.

The RSO advised the Committee that the signs had already been received by Council and were currently located at the Works Depot awaiting installation. It was determined that Council pursue the matter further.

Safety Concern with Position of Safe-T-Cam Sign Located on the Southern Side of Entry to Warrumbungle Quarry - Newell Highway

Concerns were raised regarding a potentially major safety issue due to the position of the Safe-T-Cam sign located on the southern side of the entry to the Warrumbungle Quarry on the Newell Highway, which is placed at eye height level to all trucks exiting the quarry and therefore obstructing their vision of oncoming traffic travelling from the north. It was determined that the signage needed to be removed and relocated.

53/1516 RECOMMENDED that the safety matter regarding the location of the Safe-T-Cam sign on the southern side of the entry to Warrumbungle Quarry on the Newell Highway be referred to RMS Safety and Compliance.

Elsley/Harper

54/1516 RECOMMENDED that RMS be requested to conduct a Road Safety Audit on the Newell Highway at the Entry / Exit to the Warrumbungle Quarry site.

Elsley/Harper

The following matters were raised without Resolution:

- Railway Level Crossing Signage - Council to investigate whether Advance Warning / Stop signs are located at the Railway Level Crossing on the Binnaway to Coolah Road.
- Pavement Markings – Council to renew 'Look' pavement markings at the roundabout in John Street and pavement markings located in Little Timor Street next to the Coonabarabran Bakery.
- Warrumbungle Way – The Dip located on the Coonabarabran to Binnaway Road has no markings. Works have been scheduled.
- Black Stump Way – Works scheduled to commence within the next two weeks.
- 2016/2017 Active Transport and Australian Government Black Spot Program Funding – Council successful in obtaining funding for six projects totaling \$1.1 million.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

There being no further business the meeting closed at 11.24 am.

The next meeting is to be held on Thursday, 26 May 2016 in the Gallery Meeting Room, Coonabarabran commencing 8.30 am.

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CHAIRMAN

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 28 April 2016.
2. That request by the Coonabarabran Pony Club to close Reservoir Street and John Street, Coonabarabran for the following events be approved subject to compliance with Council's Road Closure Policy and referral of the Pony Camp Street Parade application to RMS.
 - Closure of Reservoir Street, Coonabarabran on Sunday, 17 April 2016 and Sunday, 11 December 2016 from 9.00 am to 3.00 pm for the Annual Cross Country One Day Event.
 - Closure of John Street, Coonabarabran on Friday, 23 September 2016 from 3.00 pm to 3.30 pm for the Annual Pony Camp Street Parade.
3. That further investigation and consultation with the property owner of Bugaldie Store be undertaken in relation to request for the installation of a school bus zone and signage **FURTHER** that a report be brought back to the next Traffic Advisory Committee meeting detailing the proposed options.
4. That request by Warrumbungle Eventing to close Reservoir Street, Coonabarabran on Sunday, 31 July 2016 from 9.00 am to 3.00 pm to conduct the Annual Cross Country One Day Event be approved subject to compliance with Council's Road Closure Policy.
5. That the safety matter regarding the location of the Safe-T-Cam sign on the southern side of the entry to Warrumbungle Quarry on the Newell Highway be referred to RMS Safety and Compliance.
6. That RMS be requested to conduct a Road Safety Audit on the Newell Highway at the Entry / Exit to the Warrumbungle Quarry site.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 6 Notice of Motion – Waste Management Strategy

Cr Clancy has advised that at this meeting of Council he intends moving the following Notice of Motion:

That Council conduct a full review and reappraisal of Waste Management Strategy adopted at Council meeting March 2015.

Support

Councillor Clancy advises that Councillors Todd and Andrews support lodgement of this motion.

Councillor Fred Clancy

RECOMMENDATION

For Council's consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 7 Council Resolutions Report May 2016

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

The Council Resolution Report includes Council resolutions from August 2014 to April 2016. This report is attached under separate cover. Items completed are noted then deleted from the report in the following month.

Background

The General Manager is responsible for providing the management oversight in relation to all information progressing from appropriate staff to Council via the Business Paper and monthly Council meetings.

Similarly the role of the General Manager is to ensure appropriate information in relation to Council resolutions and deliberations is provided to Directors and relevant staff. After each Council meeting, each Council resolution is allocated to a directorate for responsibility in actioning the particular Council instruction. Directors and Managers then provide feedback to the General Manager as to the progress of these resolutions on a monthly basis.

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's Information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 May 2016

Item 8 Warrumbungle Cobbora Transition Fund Projects Update

Division:	Governance
Management Area:	Executive Services
Author:	Manager Communications and IT – Chris White
CSP Key Focus Area:	Local Economy
Priority:	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional centres.

Reason for Report

To provide an update of projects funded by the Restart NSW Cobbora Transition Fund.

Background

The projects funded by the Restart NSW Cobbora Transition Fund to be auspiced by Council are:

1. RNSW295 Dunedoo District Infrastructure Revitalisation \$1,846,500
2. RNSW290 Three Rivers Regional Retirement Community and Learning Centre \$4,500,000 in addition to \$2.5 million from the Australian government's National Stronger Regions Fund Round 2 program.
3. RNSW300 Mendooran Multipurpose Centre \$133,445
4. RNSW324 Three Rivers Recreation Grounds Upgrade Project \$287,500
5. RNSW333 Recreational Sporting and Cultural Facilities Improvement Project, Dunedoo Region \$1 million

The Warrumbungle Cobbora Transition Fund 355 Committee (WCTF 355) oversaw the progress of the projects, which was resolved (Resolution 264/1516) to discontinue following the completion of projects, except for RNSW290, and the formation of the TRRRC Advisory Committee. This is therefore the final Cobbora Transition Fund Projects update to be presented to Council.

Issues

Funding Deeds detail the scope, budget and time schedule for each project component. Updates are submitted monthly to INSW via an online web portal, and are audited by NSW Public Works before reimbursement of funds expended by Council. Monthly updates detail progress of each project as per the timeline, procurement, risk management and cashflow details executed with the Funding Deeds.

Updates on projects follow:

- RNSW333 Jubilee Hall – works near complete.
- RNSW333 Old Bank Building – landscaping completed; turf to be laid.
- RNSW295 Robertson Oval – works complete.
- RNSW295 Bolaro Street – works complete.

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- RNSW295 Heavy Vehicle Parking – works complete. Additional funding for upgrades to eastern entrance to be confirmed by RMS.
- RNSW295 RV Parking/Dump Point– works complete.
- RNSW295 Milling Park – works complete.
- RNSW300 Mendooran Showground – works complete.
- RNSW324 Coolah Recreation Ground – works complete.
- RNSW290 Three Rivers Retirement Community –Development Application for construction of twenty-one (21) dwellings submitted.

Options

Nil

Financial Considerations

Invoices totalling \$44,965 for reimbursement of completed April works were forwarded to INSW. Payment of invoices is pending confirmation by NSW Treasury and audited by NSW Public Works.

Total funds invoiced to INSW for reimbursement to date are \$3,664,035.

RECOMMENDATION

Council note progress of the Cobbora Transition Fund projects.

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Item 9 Monthly Report from Human Resources – May 2016

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Manager Human Resources – Val Kearnes Learning & Development – Glennis Mangan Acting Workplace Health & Safety – Christine Kennedy
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk

Reason for Report

This report is to inform Council of activities undertaken by the Human Resources Department and provide an update on the status of Staff Recruitment, Training and Workplace Health and Safety (WHS) matters.

Background

Human Resources are responsible for Recruitment, Learning and Development, Workplace Health and Safety.

Since the last Council Meeting in April 2016 the following positions have been advertised either internally or externally:

- Grader Operator – Coonabarabran – External
- Plumber – Dunedoo – External
- Manager Fleet Services – External
- Teacher – Yuluwirri Kids – External
- Trainee Water Operator Baradine – Internal
- Trainee Administration Officer Property & Risk – Internal
- Road Contracts Technical Assistant - Internal

The following position has been filled since last Council meeting:

- Plumber Dunedoo

Resignations

Two staff resigned from the organisation since the April Council meeting, one from Development Services and one from Corporate & Community Services.

Issues

HR is reviewing ways to retain staff and maintain the expertise and experience in the workplace ensuring their knowledge is passed on to trainees entering the organisation now and in the future.

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LEARNING AND DEVELOPMENT

It has been a very busy time over the past 4 weeks in the training area. Staff have been involved in Plant Operators assessments; Safe Gravedigging Techniques, Aerodrome Radio Operators training, On-Site Wastewater Management and Local Government Projects.

TAFE New England conducted the plant operator's assessments on site with 10 staff members being assessed as competent in various plant items ranging from backhoe and loader to grader and excavator. The 2 new staff members at the Waste Management Centre were assessed on the traxcavator.

The Northern Sydney Institute of TAFE provided the training in Safe Gravedigging Techniques. The course was very intense and included the following units:

- Backfill and make good graves;
- Dig graves manually;
- Prepare for gravedigging;
- Dig Graves using machinery;
- Consolidate collapsed graves;
- Exhume burial sites;
- Work in confined spaces;
- Follow work health and safety procedures;
- Identify hazards and assess risks in a cemetery or crematorium.

The majority of Staff who attended this training rated it and the facilitator as excellent.

To comply with the new Civil Aviation Safety Authority (CASA) Regulations, Council's aerodrome reporting officers undertook a Radio Operator Certification course. The course ran for 2 days and was delivered by 2 trainers who regularly provide their professional services for CASA. The course was divided into 3 sections:

- Aeronautical radio operator theory;
- Aeronautical radio operator practical;
- Aviation English Language assessment.

Council's Environmental Health Officer attended a 3 day training course on On-Site Wastewater Management. The course covered all aspects of on-site wastewater management including; the Standards and advances in the science, technology and management of on-site systems and a wide range of options and alternatives for problem sites.

Dubbo City Council held a 2 day course on Managing a Local Government Project which was delivered by IPWEA. The program was designed to introduce fundamental project management principles and techniques to local government practitioners and was attended by the Manager Urban Services.

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WORKPLACE HEALTH AND SAFETY

A total of two WHS incidents were reported for April 2016. None have been converted to claims at this time.

Workers Compensation and Incidents for April

Directorate	Near Misses	Incidents	New Claims
Corporate and Community Services	-	2	-
Executive Services	-	-	-
Development Services	-	-	-
Technical Services	-	-	-

Reports have been given to appropriate Managers and MANEX and required actions to resolve WHS concerns are in progress

During April, inspections were conducted at Coolah and Dunedoo Sewerage Treatment Plants and a roadwork site on Baradine Road, with comprehensive feedback being provided to responsible managers and to MANEX.

RECOMMENDATION

For Council's information.

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Item 10 Warrumbungle Shire Council Website Upgrade Project

Division:	Corporate and Community Services
Management Area:	Communications and IT
Author:	Manager Communications and IT – Chris White
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7.1 Ensure that communities of the shire have opportunities to be informed about and involved in Council's activities and decision making.

Reason for Report

To provide a brief to Council on the upgraded Warrumbungle Shire Council website.

Background

The use of the internet for sourcing information and engaging with organisations is becoming a larger part of day to day life, with the trend now towards accessing the web from mobile devices. In order to ensure that Warrumbungle Shire Council's website is Fit for Purpose Council initiated an upgrade project that involves revising the layout and menu structure of Council's website to more easily enable the use of touch screen technology deployed with smart devices.

The menu structure of the website has been revised to enable the public to more easily find the information they are seeking, with the revised menu groups based on the services provided to residents. In addition, a menu tab provides links to information about the Council and the Warrumbungle Shire, including economic and community profile data sourced from the Australian Bureau of Statistics.

The website upgrade project is being undertaken in stages, with the revised menu structure now implemented as stage one. Stage two is in progress, and involves revising the content of the existing web pages to ensure information about the functions and services provided by Council are up to date and informative. Stage three involves creating new web pages to provide additional information on top of information that is currently available.

The revised layout includes Quick Links on the Home Page, enabling visitors to quickly and easily find the more frequently visited web pages with one click. For example, visitors can click on the "I Want To" tab to quickly find information on water restrictions, Animals in the Pound, and pay rates. The Home Page also contains News and Events information, which was on the previous website home page layout.

The project also involves moving the Warrumbungle Region website onto the same software platform as the WSC website as stage four. The current Warrumbungle Region website is hosted on another website software platform which is no longer supported or updated by the vendor.

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Improving the WSC website to provide engaging, up to date and informative content encourages community engagement and links with other media communications such as newspaper notices, media releases, social media and websites from other organisations.

Issues

The changed user interface may lead to regular visitors of the WSC website having to re-learn the revised menu structure to locate the web page content they regularly visit.

There may also be inconsistencies in the flow of the revised menu structure whilst the current web page content is revised, updated and reformatted to the new style.

The website upgrade project is not a new website, but a revised menu structure and web page layout. The previous web pages remain as is with revised layout and formatting applied.

Options

Nil

Financial Considerations

Funding of the upgrade was included in the 2014/15 capital budget.

RECOMMENDATION

For Council's information.

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Item 11 Water Charge Request for Write Off Assessment No 10051803

Division:	Corporate and Community Services
Management Area:	Finance
Author:	Water Debtor Officer – Rachael Carlyle
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council Governance and organisational structure reflects the vision, directions and priorities outlined in the community Strategic Plan.

Reason for Report

To seek Councils approval to write off water consumption charges for Assessment Number 10051803.

Background

The owner of the property initially contacted Council by phone after receiving notification from Council of a leak which was detected at the time of processing the water notices issued 04/01/2016. The consumption for this property was extraordinarily high and the owner has requested that Council reduce the water bill to a figure that is similar to normal accounts.

The reason for the high bill was a leak at the back of the property under cement footpaths, which could not have been found without the consumption showing on the water notice. The leak has now been repaired and the water turned off at the meter as the business generally only uses the water to flush a single toilet.

The owner suggests that Council may have contributed to the situation due to a possible erroneous read in August (the zero read in the table below). Average consumption for the 2013/14 and 2014/15 financial years was 4.28kl per bill. Details of the most recent reads are provided in the table below:

Date	Read	Consumption	Comments
20/09/2014	557	3	-
21/01/2015	563	6	0.0487 kl per day
28/04/2015	567	4	0.0412 kl per day
25/08/2015	567	0	Zero read – 0 kl per day -
25/11/2015	6,759	6,192	67.3kl per day (or 29.34kl per day since 28/04/2015)
23/12/2015	7,580	823	29.3kl per day

The bill in question had consumption of 6,192Kl and a follow up consumption figure of 823k resulting in a total water and sewer consumption bill of \$18,888 (water usage charges of \$13,328, and sewer usage charges of \$5,265). Interest totaling \$295 has also been accrued. This figure is considerably higher than the expected bill of \$23 for the period based on previous average consumption of 4.28kl per bill.

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A detailed breakdown of the water bill is as follows:

Details	Kl	Amount
Assumed water usage pre zero read (119 days @ 29.34)	3,492	\$6,634
Assumed water usage post zero read (92 days @ 29.34 + 821kl)	3,523	\$6,694
Sewer usage (@0.75 per kl) – Pre zero read	3,492	\$2,621
Sewer usage (@0.75 per kl) – Post zero read	3,523	\$2,644
Interest	-	\$295
Total:		\$18,888

Issues

Water Meter Read

Council when reading water meters generally requests a re-read if the water meter figure varies considerably from normal consumption patterns. This is evidenced in this case by the re-read carried out on 23 December. The 25 August reading showed zero consumption which is close to previous reads, and would most likely not have triggered a re-read.

Judging from the average consumption in the comments section of the table above, the leak most likely started some time post the 28 April 2015 reading. This is evidenced by the fact that the average consumption between 28 April and 25 November was roughly per the average consumption between 25 November and 23 December. It can therefore be assumed that the leak commenced some time prior to the 25 August read.

If the leak had commenced prior to 25 August, and the reading had not accurately picked up the leak, then the resident may not have noticed the leak. It should be noted that water leaks on the resident's side of the property are the resident's responsibility.

The total above average water bill (3,523kl less 4.28kl multiplied by \$1.90) resulting from the leak post the zero read was \$6,686.

Sewer Usage

The property in question is rated as "Business" and therefore sewer charges are calculated using the water consumption multiplied by a discharge factor to capture the amount of effluent entering into Council's sewer system. As the exceptional water consumption figures resulted from a leak under the ground, the water would not have passed through Council's sewer system.

The total above average sewer bill resulting from the leak post the zero read was \$2,641, with the total sewer usage bill for the whole period of the leak being \$5,265.

Options

Council can either:

1. Write off the full amount of \$18,888 being for water and sewer usage including accumulated interest of \$295;
2. Write off the above average sewer usage (\$2,641) and above average water usage (\$6,686) since August for a total write off of \$9,327.
3. Write off the sewer usage component only (\$5,265);
4. Deny the request.

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Financial Considerations

Any write off of water or sewer consumption will reduce Council's revenue by the amount written off.

RECOMMENDATION

That Council write off the above average sewer usage (\$2,641) and above average water usage (\$6,686) since August for a total write off of \$9,327.

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Item 12 Bank Reconciliation for the month ending 30 April 2016

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Supervisor Finance – Lisa Grammer
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

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

Background

Reconciliations are being completed monthly and balanced, payments and receipts reconcile to the monthly bank statement. They are completed by the Supervisor Finance and signed off by the Chief Financial Officer then referred to the Director Corporate and Community Services for final review as part of Council's Monthly checklist procedures.

Issues

Outstanding deposits refer to cash amounts recorded in 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 refers to cheques and EFT Payments that have not been processed by the recipient but are recorded as being paid in Council's General Ledger.

Options

Nil

Financial Considerations

At Council's request the Trust Fund bank account and Mayors Bushfire Appeal Bank Account has been separated for the purpose of presenting an accurate balance of Council's funds.

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Summary

Balance per General Ledger – 30 April 2016

General Ledger	Amount
Trust Bank Account	425,458
Bushfire Trust Account	10,749
Bushfire Trust Investment Account	224,551
General Bank Account	344,183
Investment At Call General	9,188,493
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
Total per General Ledger	14,065,434

Bank	Balance
General	
Commonwealth General Account	259,307
Total – General	259,307
Investments	
Term Deposits	13,060,493
Total Investments	13,060,493
Sub Total WSC Operational Accounts	13,319,800

Trust	
Commonwealth Trust Account	425,458
Total – Trust	425,458
WSC Mayors Bush Fire Appeal Trust	
Commonwealth Mayors Fund General Account	10,749
Commonwealth Mayors Fund Savings Account	224,551
Total - WSC Mayors Bush Fire Appeal Trust	235,300
Total All Bank Accounts	13,980,558
<i>Add:</i>	
Outstanding Deposits - General	87,826
Outstanding Deposits - Trust	
Outstanding Deposits – WSC Mayors Bushfire Appeal	
<i>Less:</i>	
Unpresented cheques - General	(2,950)
Unpresented cheques - Trust	
Unpresented cheques- WSC Mayors Bushfire Appeal	
Balance adjusted for outstanding deposits & Un-presented cheques (Final Bank Balance)	14,065,434
Variance between Final Bank Balance and General Ledger	-

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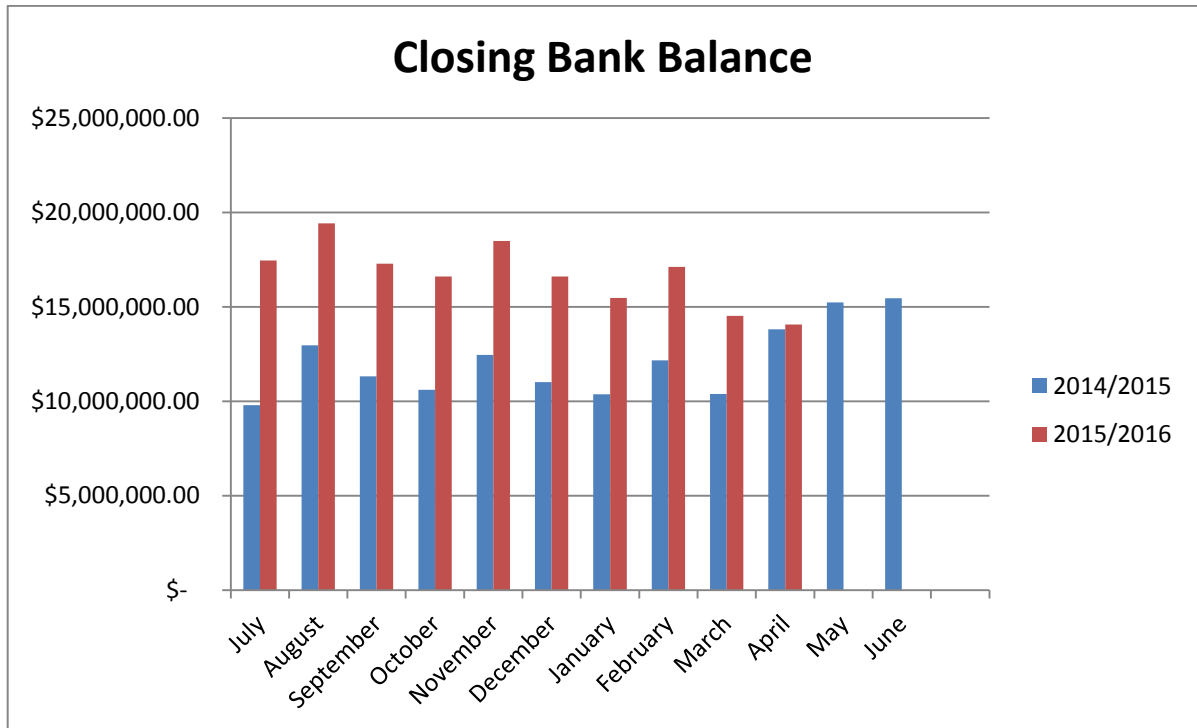
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Balance as per Bank Account History as at 30 April 2016.

Month	Funds Held in General Account	Funds Held in Trust Account	Mayors Bushfire Appeal Trust Account	Investment	TOTAL	Net of Outstanding Deposits and Un-presented Cheques	End of Month Closing Bank Balance
Jun-15	300,089	269,553	285,549	14,588,295	15,443,486	9,906	15,453,392
July-15	1,206,649	269,553	285,682	15,543,572	17,305,456	141,326	17,446,782
Aug-15	2,078,478	269,553	281,051	16,223,368	18,852,450	559,910	19,412,360
Sep-15	737,774	277,125	276,416	15,956,987	17,248,302	43,169	17,291,471
Oct-15	446,724	283,870	276,758	15,506,080	16,513,432	84,368	16,597,800
Nov-15	317,599	395,362	247,101	16,937,552	17,897,614	581,263	18,478,877
Dec-15	392,311	396,442	247,414	15,510,452	16,546,619	65,208	16,611,827
Jan-16	267,520	399,642	247,705	14,512,055	15,426,922	45,124	15,472,046
Feb-16	1,796,369	425,273	248,008	14,379,019	16,848,669	259,770	17,108,439
Mar-16	2,785,458	425,458	235,300	11,603,595	15,049,811	(532,198)	14,517,613
Apr-16	259,307	425,458	235,300	13,060,493	13,980,558	84,876	14,065,434

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RECOMMENDATION

That Council accept the Bank Reconciliation Report for the month ending 30 April 2016.

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Item 13 Investments and Term Deposits for Month ending 30 April 2016

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Supervisor Finance – Lisa Grammer
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

As required by Clause 212 of the Local Government (General) Regulation 2005, the details of all monies invested by Council under Section 265 of the Local Government Act 1993 must be reported to Council at each monthly ordinary meeting.

Background

Council is authorised by S.265 of the Local Government Act (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

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

Issues

Comments on Performance for the Month

Term Deposits and At Call Accounts

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

During the month \$3m of term deposits matured, earning \$19,808 in interest and the month end balance was \$5m.

At call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month net transfers of \$4.431m were made from these accounts and \$26,114 interest was received on the balances in the accounts resulting in a month end "At Call" balance of \$8.060m.

Income Return

The average rate of return on Investments for the month of 2.44% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 2.05% by 0.40% or 18.14%.

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On a year to date basis, interest received, and accrued, totals \$315,868 which is 92.9% of the annual budget (i.e 11.5% over the YTD Budget).

Depending upon the timing of forecast cash flows, consideration will be given to investing for higher interest yields.

Options

Nil

Financial Implications

Based on the current investment market and Council's current investment holdings and maturity dates, the average rate of return on Council's investment portfolio will continue to exceed the BBSW benchmark rate.

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Summary

Table 1: Investment Balances as at 30 April 2016

Financial Institution	Lodgement Date	Maturity Date	Total Days	Rating	Yield	Amount
At Call Accounts						
NAB Cash Maximiser #	1-Apr-16	At Call	at call	AA-	1.99%	3,668,888
ANZ At Call	1-Apr-16	At Call	at call	AA-	1.95%	1,050,695
Community Mutual Group	1-Apr-16	At Call	at call	-	2.35%	3,202,663
Westpac General at Call	1-Apr-16	At Call	at call	AA-	-	22,588
NAB Eftpos At Call	1-Apr-16	At Call	at call	AA-	-	115,659
						8,060,493
Term Deposits						
BOQ	05-Jan-16	09-May-16	124	AA-	3.10%	1,514,737
NAB	09-Feb-16	09-May-16	90	AA-	3.00%	1,509,959
ANZ	19-Feb-16	23-May-16	94	AA-	3.05%	1,005,916
CBA	22-Mar-16	06-Jun-16	76	AA-	2.80%	1,002,984
						5,033,596
TOTAL						13,094,089

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Table 2: At Call and Term Deposits - Monthly Movements

Bank	Opening Balance	Net Placements/ Withdrawals	Interest Accrued/ Received	Closing Balance
NAB Cash Maximiser #	1,165,492	2,500,000	3,396	3,668,888
ANZ At Call	6,116	1,026,807	17,771	1,050,695
Community Mutual Group	2,297,716	900,000	4,947	3,202,663
Westpac General at Call	39,917	(17,329)	-	22,588
NAB Eftpos At Call	94,354	21,305	-	115,659
Total at call	3,603,595	4,430,783	26,114	8,060,493
ANZ	2,015,415	(2,015,288)	(127)	-
BOQ	1,003,156	(1,004,520)	1,364	-
BOQ	1,510,926	-	3,811	1,514,737
NAB	1,506,270	-	3,689	1,509,959
ANZ	1,003,416	-	2,500	1,005,916
CBA	1,000,689	-	2,295	1,002,984
Total Term Deposits	8,039,872	(3,019,808)	13,532	5,033,596
Total	11,643,467	1,410,975	39,646	13,094,089

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 April 2016.

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Item 14 Rates Report for Month Ending 30 April 2016

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Water Officer – Rachael Carlyle
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To report on Council's monthly rates and annual charges collection performance.

Background

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

The Office of Local Government (OLG) recommends (via their accepted benchmark) a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils. Council's outstanding ratio as at 30 June 2015 was 8.44% which is below the OLG recommended benchmark.

Issues

The outstanding rates and annual charges ratio as at 30 April 2016 is lower than the 10% benchmark proposed by the OLG at 9.60%. The overall outstanding charges ratio as at 30 April 2016 is 11.72%.

On 1 July 2015 Council introduced an online rates system that provides ratepayers the ability to receive and pay their rate notices online. Details of this new online rates system were provided with the July rates notice and on Council's website. To date 152 ratepayers are utilising this system.

Options

For Council Information.

Financial Considerations

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

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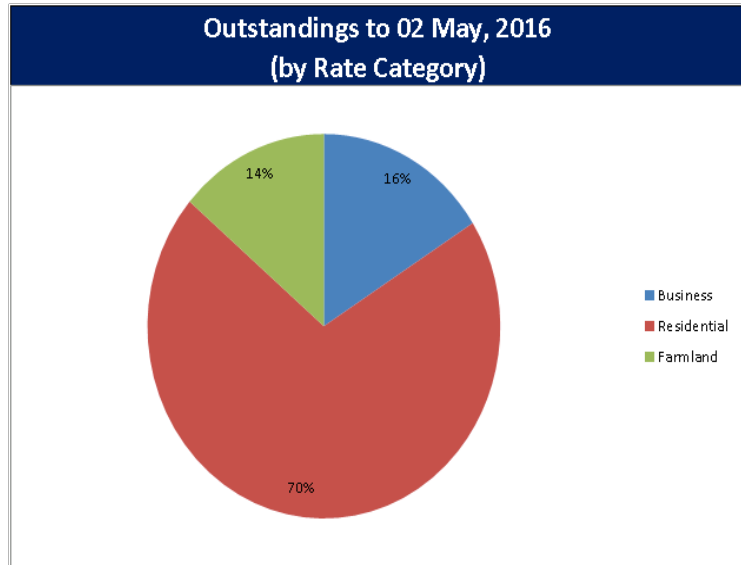
RATE/CHARGE TYPE	RATE ARREARS 2014/15	2015/16 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2015/16	COLLECTION % 2015/16	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	625,471	7,586,174	(167,482)	(9,784)	37,933	37,728	8,110,040	(5,921,344)	2,188,696	73.01%	684,662	8.44%
Water	198,238	1,341,427	(73,305)	(1,065)	11,685	-	1,476,980	(1,037,881)	439,099	70.27%	209,991	14.22%
Sewerage	67,107	1,027,856	(52,668)	(163)	4,747	-	1,046,879	(776,249)	270,630	74.15%	83,608	7.99%
Trade Waste	-	8,075	-	-	12	-	8,087	(6,656)	1,431	82.30%	268	3.31%
Garbage	220,480	1,896,033	(110,222)	(1,680)	13,263	-	2,017,874	(1,459,507)	558,367	72.33%	237,141	11.75%
TOTAL RATES AND ANNUAL CHARGES	1,111,296	11,859,565	(403,677)	(12,692)	67,640	37,728	12,659,860	(9,201,637)	3,458,223	72.68%	1,215,670	9.60%
Sewer Access (Water Billing)	188,605	207,125	-	1,842	4,100	-	401,672	(255,991)	145,681	63.73%	82,512	20.54%
Water Consumption	755,650	1,330,922	-	5,134	22,621	6,702	2,121,029	(1,556,970)	564,059	73.41%	468,221	22.08%
Sewer Consumption	49,044	86,863	-	-	687	-	136,594	(109,722)	26,872	80.33%	27,392	20.05%
Trade Waste	-	15,678	-	(86)	16	-	15,608	(12,150)	3,458	77.84%	3,458	22.16%
TOTAL WATER SUPPLY SERVICES	993,299	1,640,588	-	6,890	27,424	6,702	2,674,903	(1,934,833)	740,070	72.33%	581,583	21.74%
GRAND TOTAL	2,104,595	13,500,153	(403,677)	(5,802)	95,064	44,430	15,334,763	(11,136,470)	4,198,293	72.62%	1,797,253	11.72%

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Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 70% relates to residential properties, while 16% relates to business and 14% to farmland.

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



Rates Type	Rates levy				Water levy				Grand Total
	General	Domestic Waste	Water Access	Trade Waste	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
Business	86,591	32,537	16,318	268	36,895	83,772	27,392	3,458	287,231
Residential	354,717	200,557	193,672	-	129,226	384,449	-	-	1,262,621
Farmland	243,354	4,047	-	-	-	-	-	-	247,401
Total	684,662	237,141	209,990	268	166,121	468,221	27,392	3,458	1,797,253

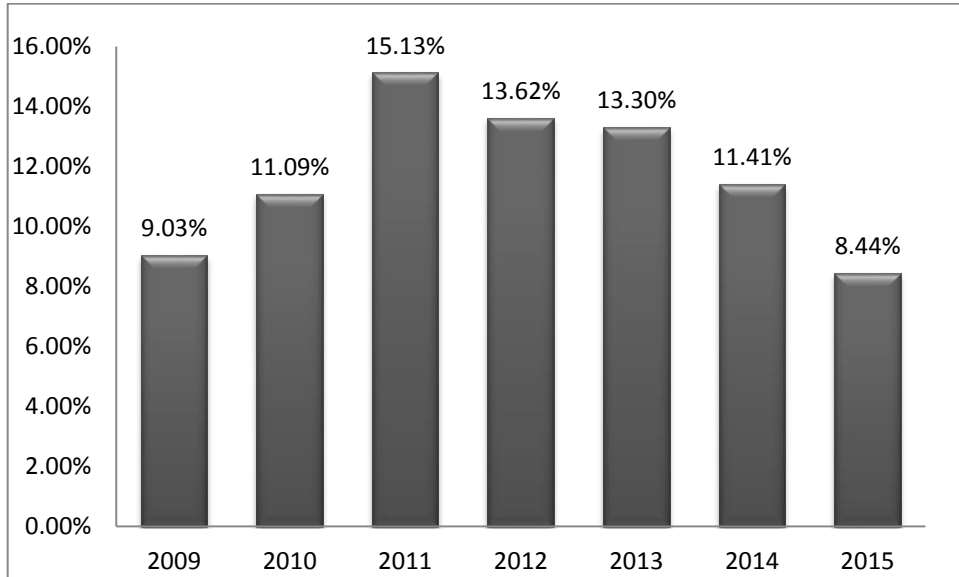
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

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

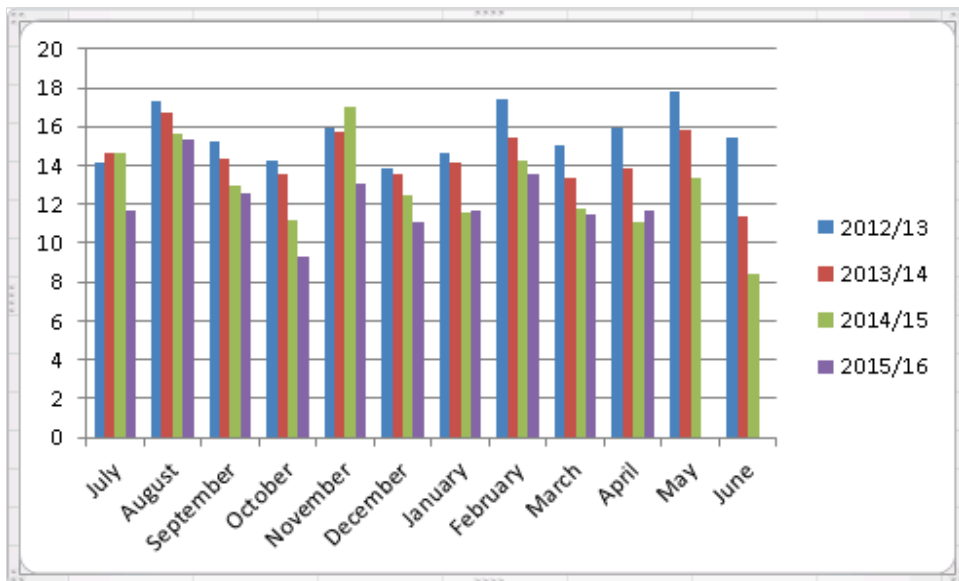
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Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

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Item 15 Warrumbungle Pedestrian and Mobility Plan 2015 (PAMP)

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Asset and Design Manager – Bikram Joshi
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI 2 The Long-term wellbeing of our communities is dependent on the ongoing provision of high quality services in health and aged care, education, policing and public safety, child, youth and family support, environment protection and land management.

Reason for Report

A final version of Pedestrian and Mobility Plan (PAMP) for Warrumbungle Shire has been prepared and is presented for consideration by Council for approval and adoption.

Background

Council formed the Pedestrian and Mobility Access Advisory Committee (PAMAAC) during May 2014. PAMAAC community member representatives, Councillors and staff have conducted meetings throughout the Shire and prepared draft version of PAMP document for 20th November 2014 Council Meeting. The Pedestrian Access Mobility Plan (PAMP) prepared for each town in the Shire was endorsed as a draft document for public exhibition. The PAMP prepared for each town in the Shire was endorsed as a draft document for public exhibition from 20 November 2014 to 5 January 2015. Incorporating public feedback the draft PAMP document was provided to RMS for their review and approval. RMS reviewed and approved the PAMP document on May 2015. The draft version of PAMP document was presented on 18th June 2015 Council Meeting which resolved that the PAMP prepared for each town in the Shire is accepted as a final document AND further that the Committee be recalled for further consultation on final report.

Issues

PAMPAAC Meetings were held from 29 March to 6 April 2016 in all towns addressed by PAMP for further consultation on final PAMP report. Recommendations from the PAMPAAC Meetings held at Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran in March and April 2016 was that Warrumbungle Shire Council accept the Draft Pedestrian and Mobility Plan as a final document and consider it in future RMS grant applications.

This PAMP document has been distributed under separate cover to Councillors as an enclosure for the May Council Meeting.

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Options

Council has discretion in this matter and can make changes to the final version of the PAMP document.

Financial Considerations

A systematic approach based on a risk assessment and probability matrix, commonly used in the engineering industry was used to prioritise the existing infrastructure issues. Estimated costs to correct current issues and construct new infrastructure are based on estimates in 2014.

Priority:	Total Estimated Cost as at 2015
Existing issues	\$ 729,700
Short Term Plan (future path)	\$ 517,377
Medium Term Plan (future path)	\$ 713,925
Long Term Plan (future path)	\$ 2,756,350
Total PAMP Estimated Cost as at 2014	\$ 4,717,352.00

RECOMMENDATION

The Pedestrian Access Mobility Plan prepared for each town in the Shire is accepted as a final document.

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Item 16 2015/16 Technical Services Works Program – Road Operations, Urban Services & Water Services

Division:	Technical Services
Management Area:	Road Operations & Urban Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	P13 Road networks throughout the Shire need to be safe, well maintained and adequately funded.

Reason for Report

The works program for the technical services division of Council for 2015/16 is presented for information.

Background

The 2015/16 works program including expenditure until the end of April 2016 for all projects in Technical Services is presented in attachment 1.0. The report includes some of the significant projects commenced in 2014/15 that are ongoing.

Attachment 2.0 contains a list of unsealed roads scheduled for maintenance grading over the next two months. Attachment 2.0 now also contains a list of roads which have been the subject of a maintenance request over the last month.

Issues

The works program presented in attachment 1.0 contains draft finish dates for each project.

Options

Council has discretion in relation to the capital works program and the works program in general. However, any changes must include consideration of funding sources, time requirements for pre construction activities, and impact on staff resources.

Financial Considerations

The works program in attachment 1.0 contains budget allocations and expenditure on the projects.

RECOMMENDATION

The 2015/16 works program presented in attachment 1.0 and attachment 2.0 is noted for information only.

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Attachment 1.0 – Technical Services 2015/16 Works Program

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Technical Services	Fri 25/11/16	22,652,932	11,737,220	70%
Asset & Design Services	Tue 3/05/16	148,631	90,890	80%
Survey equipment	Tue 3/05/16	12,337	12,337	100%
Eng design software	Thu 14/04/16	14,794	740	10%
Bike Plan	Wed 25/11/15	40,000	379	20%
Kerb blister, Edwards/John	Mon 9/11/15	43,592	44,136	100%
Shared path, Edwards	Thu 17/12/15	36,408	31,798	100%
Road Safety Programme	Thu 14/01/16	1,500	1,500	0%
Just Slow Down	Thu 14/01/16	1,500	1,500	100%
Free Cuppa for driver	Thu 14/01/16	0	0	0%
Fleet Services	Fri 27/05/16	3,563,639	2,062,966	70%
Minor plant purchases	Fri 27/05/16	7,662	0	0%
Shed at Coolah depot	Fri 4/03/16	10,000	9,903	30%
Coona Workshop	Tue 22/03/16	25,000	0	0%
Dunedoo depot underground storage	Fri 25/09/15	81,131	81,131	100%
Plant & equipment purchases	Fri 27/05/16	3,439,846	1,971,932	70%
Road Operations	Thu 30/06/16	13,280,072	7,543,228	25%
RMS Work Orders	Fri 29/04/16	1,900,000	1,111,477	80%
Works orders	Fri 29/04/16	1,900,000	1,111,477	80%
Local Roads	Thu 30/06/16	5,624,772	3,643,518	0%
Local Roads reseals	Thu 31/03/16	428,116	165,696	100%
Bugaldie Goorianawa Rd	Thu 31/03/16	42,400	0	0%
Cooks Rd	Thu 31/03/16	26,951	0	0%
Coolah Crk Rd	Thu 31/03/16	13,765	13,765	100%
Digilah East Rd	Thu 31/03/16	30,000	16,730	100%
Spring Ridge Rd	Thu 19/11/15	30,000	3,434	10%
Sir Ivan Dohety Rd	Thu 31/03/16	30,000	14,141	100%
Kanoona Rd	Thu 31/03/16	30,000	18,219	100%
Lawson Park Rd	Thu 31/03/16	30,000	17,594	100%
Premer Tambar Springs Rd *	Thu 31/03/16	60,000	8,065	100%
Maranoa Rd	Thu 31/03/16	35,000	18,824	100%
Sansons Lane	Thu 31/03/16	30,000	15,080	100%
Box Ridge Rd	Thu 31/03/16	70,000	39,844	100%
Local Roads bridges	Thu 30/06/16	3,461,044	2,599,514	80%
Coonagoony bridge	Tue 12/04/16	261,000	132	5%
Orana Road bridge	Wed 23/03/16	626,356	486,179	95%
Ross Crossing bridge	Thu 30/06/16	698,855	169,027	40%
Worrigal Creek bridge(1)	Fri 28/08/15	312,908	363,773	100%
Baradine Creek bridge	Fri 27/11/15	967,000	985,671	100%
Kenebri bridge	Fri 29/01/16	594,925	594,732	100%
Local Road pavements	Wed 29/06/16	772,884	405,528	60%
Box Ridge Rd causeway rehab.	Wed 29/06/16	52,500	0	0%
Bugaldie/Goorianawa Rd rehab.	Fri 18/12/15	160,000	13,178	2%
Coolah Ck Rd rehab.	Fri 18/12/15	133,384	133,384	100%
Intersection Digilah/Lockerbie, pipes	Wed 29/06/16	60,000	0	0%
Mitchell Springs Rd, erosion control	Fri 29/01/16	97,000	16,210	100%
Neilrex Rd pavement rehab.	Fri 18/12/15	270,000	242,756	80%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Local Roads Gravel Resheeting	Fri 24/06/16	962,728	472,780	60%
Box Ridge Rd	Fri 30/10/15	120,000	14,851	10%
Mitchell Springs Rd	Fri 27/11/15	110,000	115,818	100%
Sansons Lane	Fri 27/11/15	55,000	53,758	100%
Uliman Rd	Fri 27/11/15	50,000	9,352	10%
Yuggel Rd	Fri 27/11/15	100,000	25,911	10%
Baradine Showground	Fri 25/09/15	35,000	4,602	5%
Barwon	Fri 25/09/15	30,000	11,372	10%
Narrawa (south)	Fri 25/09/15	60,000	393	0%
Orana Rd	Fri 28/08/15	75,000	27,870	60%
Boomley Rd	Fri 27/11/15	150,000	90,196	80%
Merryula Rd	Fri 24/06/16	90,000	85,666	100%
Toorawandi Rd	Fri 24/06/16	40,000	32,991	100%
Carmel Ln	Fri 24/06/16	47,728	0	0%
Regional Roads	Fri 24/06/16	5,755,300	2,788,233	60%
Regional Roads reseals	Thu 31/03/16	452,300	267,179	100%
MR 129 Segs; 255,270,290,295,300*	Thu 31/03/16	292,315	184,505	100%
MR396 Segs; 1470,1580	Thu 31/03/16	159,985	82,674	100%
Pavement Rehab	Fri 26/02/16	969,000	951,811	0%
Black Stump Way rehab.	Wed 20/01/16	800,000	926,412	100%
Baradine Rd shlder widening	Fri 26/02/16	169,000	25,399	10%
Black Spot programme	Thu 5/05/16	1,074,000	578,287	0%
Black Stump Way, Sth Tambar shlder	Thu 22/10/15	239,000	251,694	80%
Black Stump Way, Sth Coolah, shlder	Wed 2/12/15	335,000	116,288	80%
Baradine Rd, shlder, guardrail	Thu 5/05/16	500,000	210,305	25%
Regional Road Bridges	Fri 24/06/16	3,260,000	990,956	0%
Mow Creek bridge(1)	Fri 11/09/15	1,250,000	990,956	100%
Allison bridge	Fri 24/06/16	2,010,000	0	5%
Urban Services	Fri 24/06/16	2,279,884	1,416,809	65%
Ovals	Fri 18/03/16	646,250	511,927	80%
Robertson Oval netball (1)	Fri 28/08/15	480,000	493,927	100%
Canteen - Baradine Oval	Fri 18/03/16	70,000	18,000	40%
Sporting precinct master plan	Fri 26/02/16	5,000	0	0%
Netball Courts - Coonabarabran	Fri 25/09/15	91,250	0	0%
Swimming Pools	Fri 27/05/16	108,000	38,162	40%
Baradine	Fri 13/11/15	12,500	4,210	0%
Renewal of pool lights	Fri 13/11/15	12,000	3,940	30%
Renewal of signs	Fri 25/09/15	500	270	100%
Binnaway	Fri 27/05/16	20,500	17,887	0%
Pump Room rehab	Fri 27/05/16	5,000	4,191	100%
Renewal of signs	Fri 25/09/15	500	416	100%
Shade structure	Fri 25/09/15	15,000	13,280	0%
Coolah	Fri 25/09/15	500	274	0%
Renewal of signs	Fri 25/09/15	500	274	100%
Coonabarabran	Fri 25/09/15	56,500	1,141	0%
renewal of fence- toddlers pool	Fri 25/09/15	1,000	0	0%
renewal of signs	Fri 25/09/15	500	274	100%
concrete repairs toddlers pool	Fri 25/09/15	30,000	0	0%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Hot water installation	Fri 25/09/15	13,000	47	0%
renewals	Fri 25/09/15	12,000	820	2%
Dunedoo	Fri 25/09/15	12,500	12,003	0%
Replace filter media	Fri 25/09/15	12,000	11,729	100%
renewal of signs	Fri 25/09/15	500	274	100%
Mendooran	Fri 27/05/16	5,500	2,647	0%
renewal of pumps	Fri 27/05/16	5,000	2,231	80%
renewal of signs	Fri 25/09/15	500	416	100%
Town Streets	Fri 24/06/16	1,525,634	866,720	40%
Baradine	Fri 24/06/16	72,361	53,316	80%
Progress Ass'n - gardens	Fri 28/08/15	5,000	5,000	100%
Flood levee	Fri 24/06/16	37,261	37,261	100%
New garbage bins	Fri 25/09/15	2,000	2,045	100%
Street reseals*	Mon 11/04/16	18,100	5,494	100%
Footpath rehab	Fri 29/04/16	10,000	3,516	50%
Binnaway	Fri 29/01/16	131,950	86,580	80%
Railway Street K&G	Mon 3/08/15	90,750	55,607	100%
Progress Ass'n - gardens	Fri 28/08/15	5,000	5,000	0%
Drainage pipe renewal, Renshaw	Fri 25/09/15	10,000	5,737	100%
Street reseals	Mon 11/04/16	16,200	10,590	100%
Street light	Fri 29/01/16	10,000	9,646	100%
Coolah	Fri 22/04/16	564,356	361,039	70%
Booyamurra St rehab(1)	Fri 11/09/15	408,456	295,182	75%
Cycleway extension	Mon 11/04/16	106,000	25,744	40%
Street Light	Fri 30/10/15	8,000	748	0%
Street reseals	Mon 11/04/16	26,900	24,365	100%
Footpath rehab	Fri 22/04/16	15,000	15,000	0%
Coonabarabran	Fri 29/04/16	585,136	269,638	70%
Cycleway underpass, bridge	Fri 18/12/15	100,000	77,544	95%
Kerb blister, John/Cassilis	Fri 27/11/15	45,000	0	5%
Cycleway, north of bridge	Fri 26/02/16	160,000	67,527	40%
Footpath rehab, Dalgarno	Fri 29/04/16	20,000	4,278	100%
Pave rehab, Dalgarno St West	Fri 28/08/15	20,000	673	0%
John St. K&G rehab	Wed 26/08/15	83,329	30,219	60%
Nandi Park/Timor Rock toilet	Fri 25/09/15	10,607	4,760	50%
Street reseals*	Mon 11/04/16	86,200	14,023	100%
Shared path, Cooinda	Fri 31/07/15	60,000	70,614	100%
Dunedoo	Fri 27/05/16	139,200	75,173	90%
Heavy Vehicle Parking area	Fri 27/05/16	50,000	37,323	100%
Milling Park Toilet	Fri 25/09/15	50,000	0	100%
Footpath rehab	Fri 27/05/16	10,000	13,498	100%
Street reseals	Mon 11/04/16	24,200	24,352	100%
Wallaroo drain. Design	Fri 26/02/16	5,000	0	0%
Mendooran	Fri 29/04/16	32,631	20,974	90%
Footpath rehab.	Fri 29/04/16	10,000	0	0%
Street reseals*	Mon 11/04/16	16,200	7,229	100%
Mendooran Park Toilets	Fri 25/09/15	22,631	20,974	100%
Warrumbungle Water	Fri 25/11/16	3,137,706	503,719	50%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Baradine	Fri 24/06/16	505,000	86,234	25%
Meter replacements	Fri 24/06/16	5,000	6,000	100%
Renewal of treatment plant clarifier	Fri 27/05/16	500,000	80,234	5%
Binnaway	Fri 25/11/16	494,000	15,532	25%
Meter replacements	Fri 24/06/16	5,000	0	0%
Renewals water treatment plant	Fri 29/04/16	14,000	5,964	40%
Back up bore	Fri 25/11/16	475,000	9,568	15%
Coolah	Fri 25/11/16	490,200	29,099	25%
Mains extension - removal of dead ends	Thu 24/12/15	40,000	18,360	50%
Meter replacements	Fri 24/06/16	5,000	0	0%
Back up bore	Fri 25/11/16	445,200	10,739	15%
Coonabarabran	Fri 25/11/16	992,906	167,814	20%
meter replacements	Fri 24/06/16	10,000	8,259	70%
Tools	Fri 24/06/16	3,000	1,356	50%
Water Treatment Plant - pumps	Fri 24/06/16	6,000	2,052	100%
Main extension - Jubilee Street	Fri 30/10/15	66,051	40,542	80%
Mains extension - removal of dead ends	Thu 24/12/15	60,000	1,636	0%
Raising Timor Dam wall - study	Fri 25/11/16	600,000	52,920	20%
Timor Dam - Fence repairs	Fri 26/11/15	197,855	46,594	30%
Telemetry upgrade - design	Fri 25/03/16	50,000	14,455	10%
Dunedoo	Fri 24/06/16	233,000	192,476	100%
Tools	Fri 24/06/16	3,000	0	0%
Evans Street - new main	Thu 24/12/15	50,000	34,299	100%
Bullinda Street, reservoir roof	Fri 25/03/16	180,000	158,177	100%
Mendooran	Fri 25/11/16	422,600	12,564	25%
meter replacements	Fri 24/06/16	5,000	2,996	100%
Back up bore	Fri 25/11/16	417,600	9,568	15%
Warrumbungle Sewer	Fri 24/06/16	243,000	119,608	50%
Baradine	Fri 24/06/16	55,000	36,951	80%
Treatment plant component renewal	Fri 24/06/16	10,000	5,760	50%
Pump station odour bed	Fri 25/09/15	45,000	31,191	100%
Coolah	Fri 26/02/16	27,635	22,635	100%
STP renewal	Fri 25/09/15	22,635	22,635	100%
RV dump site	Fri 25/09/15	5,000	0	0%
Coonabarabran	Fri 24/06/16	106,225	5,882	5%
Mains relining	Fri 26/02/16	70,000	0	0%
Tools - sewer rods	Fri 24/06/16	3,000	611	0%
Pump station renewal	Fri 26/02/16	33,225	5,271	5%
Dunedoo	Fri 26/02/16	54,140	54,140	100%
Dunedoo STP - renewal of aerator	Fri 25/09/15	54,140	54,140	100%
Mains relining	Fri 26/02/16	0	0	0%

Notes

(1) Includes budget allocation and expenditure from 2014/15 & 2015/16

* Awaiting invoices from sealing Contractor

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Attachment 2.0 - Completed maintenance grading, year to date.

Road Name	Category	Length	Road Name	Category	Length
Angus	2	8.8	Iona North	3	1.8
Avonside East/North	1	4.2	Keech's	2	4.2
Avonside West	2	5.4	Kennedys	3	5
Baradine Aerodrome	3	0.5	Kurrajong North	2	1.5
Barwon	3	2	Leaders	2	20.5
Beers	3	0.8	Madigan	3	2.9
Bellings	2	3	Marona	2	1.3
Beni Crossing	1	5	Merebene	3	1.7
Beni Crossing	1	0.5	Merryula	2	8.7
Bimbadeen	3	1.2	Mia Mia	2	9.3
Boogadah	3	4.21	Minemoorang	3	6.5
Boomley	1	26.2	Mitchell Spring	1	39.1
Borah Creek	2	5.8	Monks	2	1
Brooklyn	1	4.1	Morrisseys	1	4.7
Brooks	1	16	Mowrock	3	4.8
Bullinda	3	2.6	Mt Hope	1	18.1
Bungabah	3	3.9	Munns	1	14
Caigain	3	8.1	Neilrex	1	7
Caledonia	1	11.4	Newbank	2	6.1
Carmel Lane	1	2.4	Oakdale	3	1.7
Cobborah	1	17.9	Old Baradine	3	3
Creek	3	0.5	Pandora	3	2.5
Cumberdeen	2	3	Patrick	2	6.3
Cumbil	2	10.3	Pibbon	2	14.7
Dandry	1	11.5	River	1	9.5
Dapper	2	15	Ropers	1	10.7
Dennykymine	1	6.4	Salaks	2	8
Digilah	1	8	Sandy Creek	2	21.5
Dinby	1	3.5	Sansons Lane	2	3.3
Eastburn	3	2	Sherbrooke	3	2
Eckroyds	3	3.5	State Forest		10
Farifield	1	7.3	Table Top	3	4
Finlays	3	14.8	Tibuc	3	2
Girragulang	2	1	Tonniges	3	0.5
Gollan	1	1.3	Toorawenah	3	4.8
Goolma	1	3.2	Ulungra	3	1.6
Guinema	1	30.4	Uphills	2	1.4
Guinema Bugaldie	1	5.3	Upper Laheys Creek	3	16
Hawkers	3	2	Wattle Springs	2	5.5
Hawkins	3	1	Wingabutta	2	3.3
Head	3	2	Wongoni	2	5.2
Hotchkiss	2	2	Yaminbah	2	9.8
			Yearinan	2	2.3

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Unsealed Road - Upcoming Grading Maintenance program

Napier Lane	Tandara Estate
Wyuna Road	Major Mitchell Road
Box Ridge Road	
Galashiels	
North Pine Ridge Road	
Berowra Road	
Lawson Park Road	
Dennykymine Road	
Forans Lane	
Wingabutta Road	

Maintenance requests received in the past month for unsealed roads

Narangarie Road
Werribee Road
Piambra Road
Evans Road
Narrawa / Dandry
Roads
Creenaunes Road
Neilrex Road

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Item 17 Location of the Materials Recovery Facility

Division:	Development Services
Management Area:	Warrumbungle Waste
Author:	Manager Regulatory Services – Robert Jehu
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P18 Local communities have access to effective and efficient waste and recycling services

Reason for Report

To establish an appropriate location for the Materials Recovery Facility within the Warrumbungle Shire.

Background

Council resolved at the Ordinary Council meeting held December 2015 to conduct all waste services in-house. Along with various management changes within the waste division this also included the establishment of a Materials Recovery Facility (MRF) within the Shire to enable the blue recycling crates to be replaced with 240lt recycling wheelie bins.

To progress forward with the installation of a MRF a report has been requested to resolve the location of the MRF. The MRF will be utilised to sort recyclables collected from the 240lt wheelie bins from rural and urban runs. These recyclables will be transported via garbage truck to the waste depot where they will be emptied into a collection chute for transport via conveyor belt onto a sorting platform.

It is noted that particular infrastructure will be required to house the MRF. This includes the following;

Shed – for the MRF to be located in. This includes - sorting platform consisting of a large table with individual stations situated along it. The table has a large conveyor belt that transports the contents and at each station specific recyclable items are removed and eventually baled for sale.

Balers – required to bale the recyclable items i.e. plastic bottles and cardboard.

Shed – for storage area of baled recyclables ready for sale and transport

Issues

There are currently two sites used for the processing of the recycling materials by Warrumbungle Shire those being Coonabarabran and Dunedoo.

There is currently five (5) permanent employees employed working from the Coonabarabran site and two (2) permanent employees working from the Dunedoo site.

Coonabarabran has two large sheds on site one that would facilitate the siting of the MRF and one available for the storage of items awaiting transport after sorting and baling.

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Dunedoo has only one shed that could facilitate the siting of the MRF and would require a second storage shed to be constructed for the storage of items awaiting transportation to recyclers.

Coonabarabran is situated towards the northern end of the shire more central to a greater number of the Shires population for the collection of recycling receptacles compared to Dunedoo.

Coonabarabran is the only landfill within Warrumbungle Shire, all waste generated from the MRF such as contaminates and non-recyclables placed in recyclable bins needs to be deposited to landfill. This process can be dealt with onsite at Coonabarabran by a truck being used to take the waste to the landfill cell as needed. If the facility was located at Dunedoo then this process would require transportation from Dunedoo to Coonabarabran as required.

A staff restructure would be required if the facility was to be situated at Dunedoo and not Coonabarabran due to the supervisor and majority of recycling staff being currently employed and located at Coonabarabran.

If the Coonabarabran Waste Depot is the site chosen for the MRF this would require the current equipment used for baling currently at Dunedoo to be relocated to Coonabarabran. The toilet facilities and lunchroom within the shed at Dunedoo would still be required for the waste staff manning the transfer station at Dunedoo.

The Dunedoo shed in the future could be used for the following concepts:-

- Collection depot for the newly announced container deposit scheme being introduced by State Government
- For use and the relocation of Councils plumbing department from the Depot at Dunedoo
- For use by an external agency such as the Dunedoo Men's Shed
- For use by an external business via a commercial lease of the shed.

Options

Install the MRF at either Coonabarabran or Dunedoo

Financial Considerations

The cost of constructing a MRF at \$200,000 would be marginal between either of the sites.

Dunedoo would require an additional cost of approximately \$70,000 for the construction of the additional storage shed for the baled products whilst awaiting transport to sale.

The cost to transport the Dunedoo baler to Coonabarabran is approximately \$2,000.

Dunedoo would also require extra yearly ongoing costs of \$115,000 per year for the additional labour and transport costs to transport the non-recyclable wastes to the landfill in Coonabarabran.

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All current workers would be required to fill positions at the MRF. If redundancies were needed to be implemented due to staff unwilling to travel to the chosen site the cost for the staff at Dunedoo would be \$48,963 and Coonabarabran \$108,980.

RECOMMENDATION

That Council establish the Materials Recovery Facility at Coonabarabran.

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Item 18 Inland NSW Regional Tourism Organisation Inc

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Manager EDT – Aileen Bell
CSP Key Focus Area:	Local Economy
Priority / Strategy:	LE3 Implementation of a cost effective tourism and marketing campaign aligned to market research

Reason for Report

To provide information about the ongoing operations of the Inland NSW Regional Tourism body which went into Voluntary Administration on 31st March 2016. This report has been constructed with materials prepared and circulated by the Administrators of the Inland NSW Regional Tourism Organisation Inc.

Background

About Inland and Warrumbungle Shire's Place in the Organisation: Inland is the Regional Tourism Organisation (RTO) covering more than 25% of NSW, incorporated in 2011, with a population base of more than 500,000 people, representing 27.5% of all tourism operators and destinations in NSW, and 34% of the LGA's in NSW. The membership base of the RTO includes New England North West, Capital Country and Southern Highlands, Outback and seven councils from Central NSW Tourism Region; Warrumbungle Shire is a partner in Central Inland with Dubbo City, Gilgandra, Narromine, Warren, Wellington and Coonamble Shires. Inland provides professional development tools, research, advice and support to assist each tourism unit (in LGA's) to collectively achieve the goal of the State Plan of doubling overnight tourism expenditure by 2020. Inland's office was at Level 5, 35 Clarence Street, Sydney – a sub let arrangement with a simple month by month tenancy agreement. There are no regional offices; Inland uses the premises of members for meetings in the regions. To access tourism funding for projects, individual councils are required to be members of an RTO and also have a Destination Management Plan (DMP). Central Inland completed a DMP and established a regional working group comprising a partnership of member councils; the working group has progressed elements of the DMP.

The Administration

Due to concerns about the operation of Inland, auditors were engaged by the Board to review the organisation's financial position and prepare a solvency report. The report of 4 March 2016 stated that the organisation was solvent contingent upon funding applications lodged with Destination NSW (DNSW), but should the pending grants for 2015/16 Regional Visitor Economy Fund (RVEF) not be approved by 31 March 2016 the report recommended that Inland be placed into Voluntary Administration. As no decision was made by DNSW by 31 March 2016, this occurred and Jirsch Sutherland, a specialist Insolvency, Turnaround Management and Forensic Accounting services firm was appointed by the Board as Administrators.

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The first meeting of Creditors of the organisation was held on 12 April 2016. The appointed Administrators identified the importance of future support of both DNSW and Bauer (a media and marketing partner) to determine the future of the organisation. They met with stakeholders to establish a model under which the organisation could continue to operate and service tourism for the Inland region; they acknowledged that regions are strong and have developed strong collaborative relationships between stakeholders. The response from regional people is that the failure of Inland NSW Tourism is another example of tourism in regional NSW being let down by the decision makers in Macquarie Street. The Administrators have received correspondence in support of the organisation and the continued involvement of Bauer. It seems that while Bauer are willing to pursue a future for the organisation, the practical reality is about achieving a commercially viable model that allows the organisation to continue but the absence of an ongoing commitment by government means the likely scenario is that the organization will be placed in liquidation.

Inland is in a holding pattern and continues to trade under the control of the Administrators in a scaled back model with no new campaigns or project work commenced. The Administrators also undertook a review of the future cashflows and determined that without 3rd party support, the organisation was unable to fund future financial commitments and therefore unable to continue to trade. The Administrators have written to State Govt seeking clarification of the position of Inland and seeking to meet with them for discussions on the future of the organization.

To add to the discomfort and suspicion of the stakeholders, DNSW sought input from LGA's in 2015 in a Review of RTO's; there was also a Review of Visitor Information Centre. Reports on these reviews have not been released despite repeated requests for the government to do so. Prior to the Voluntary Administration, two other RTO's also ceased operation - the Blue Mountains RTO was deregistered in 2015 and Hunter RTO has also ceased operation – each citing difficulties with accessing RVEF funding and DNSW.

Issues

Warrumbungle Shire is a financial member of Inland; a total of \$4,794 was paid on 1st July 2015 for the year ending 30 June 2016. (membership fees are \$0.50 per shire resident –this membership fee is the lowest fee of any RTO in NSW). Inland has been dependant on funding from DNSW (previously known as Tourism NSW and the NSW Tourism Commission) and had not been successful in the most recent round of RVEF funding.

Dissolution of the organisation is proposed by the Administrators but, the period is not sufficient for Bauer and Destination NSW to engage to find a way through the issues that have arisen.

A second Creditors meeting was held 6 May 2016 to determine whether:

1. The organisation should execute a Deed of Company Arrangement (DOCA);
2. The organisation should be placed into liquidation; or
3. The Administration should end.

All creditors were invited to the meeting in Sydney; creditors could teleconference into the meeting or appoint a proxy to vote as directed. In consultation with the GM, and other

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staff with experience in this field, it was agreed to appoint a proxy and have the proxy vote in the following ways:

- to vote against the motion that the Organisation be wound up/placed into liquidation
- to vote against the motion that the administration of the Company should end and the control of the Company revert back to the Directors
- to vote in favour of adjournment of the meeting for up to 45 business days.

Financial Considerations

Participation in the Creditors Meeting was at no cost to WSC as the Proxy, Andrea Boustany, attended the meeting in her own right as a creditor. Warrumbungle Shire had paid \$4,794 for a full years membership of the RTO and is listed as an **Unsecured Creditor** at \$1,198.50 in the Remuneration Report prepared by the Administrators (this equates to balance of membership for the year). The Administrators report that there should be funds available for a dividend to be paid to unsecured creditors but that the quantum of the dividend is dependent on recoveries and the extent of admitted claims. Should the organisation be placed in liquidation, then the employees will be entitled to claim and be paid their unpaid entitlements (they are ranked as priority creditors).

In the schedule of Estimated Recoveries the Assets/Funds and Other Recoveries, the funds available for Priority Creditors totals between \$124,000 and \$132,990; in addition there is still Annual Leave and Pay in Lieu of Notice of \$70,235. Once these commitments are met the balance for Unsecured Creditors is \$53,865-\$62,755. Based on the worst case scenario for distribution of surplus to Unsecured Creditors (ie 2c in the dollar), settlement for Warrumbungle Shire at \$0.2/\$ would be \$23.97.

After the meeting:

At the meeting of creditors on 6th May 2016 a decision was made for a 20 business day adjournment to enable more time for DNSW and Bauer to look at creating a way through. Also Natasha Comber, a previous board member, asked about notification and decisions on the RVEF funding rejection which was communicated to the Administrators and not the members; she is seeking clarification of the specific non compliance which led to an unsuccessful bid; this information will assist us all with future applications. She also asked about the \$900,000 in the Quarantined Funding that is **now not going** be invested in supporting regional tourism – and the rejection announcement came after the contestable applications had closed. This leaves little option for regions to maximise their investment.

RECOMMENDATION

1. That Council endorses the action of staff re the appointment of a Proxy and directions given for the meeting of Creditors of Inland NSW Regional Tourism Organisation Incorporated held 6 May 2016.
2. That Council requests of Destination NSW what action they will take to ensure that the unspent quarantined funds of \$900,000 are made accessible to support Inland Regional destinations impacted by the demise of the RTO.

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3. That the Manager of Economic Development and Tourism continue to work with the Central Inland Destination Management Working Group to positively influence a potential outcome of funding to be directed into the Central Inland region.

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Item 19 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: PA to Director Development Services – Kelly Dewar

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

Development Applications

(i) Approved – April 2016

Complying Development (Set Criteria) Development Application (Specialised Conditions)	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA 4/2016	13/01/2016	11/04/2016	LC Projects	39 Charles Street	Coonabarabran	Subdivision	16
DA 13/2016	07/03/2016	07/04/2016	Leonard William Roberts	11 Kirban Street	Coonabarabran	Alterations/Additions to verandah / deck – residential	0
DA 16/2016	14/03/2016	20/04/2016	Warrumbungle Shire Council	38 Narren Street	Baradine	Installation of manufactured toilet block and disabled access ramp to hall	18
DA 17/2016	24/03/2016	21/04/2016	Modus Projects Pty Ltd	37 John Street	Coonabarabran	New awning – commercial	16

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DA 18/2016	29/03/2016	26/04/2016	Warrumbungle Steel Buildings	1-13 Martin Street	Coolah	New garage/shed – commercial	0
CDC 7/2016	14/03/2016	04/04/2016	Brian Foggett	17 Yalcogran Street	Mendooran	New garage/shed – residential	0
CDC 8/2016	29/03/2016	18/04/2016	John Ratcliff	28 Digilah Street	Dunedoo	Alterations and additions to Change of Use (Com to Res)	0

***Development from the January 2013 Wambelong Bushfires**

RECOMMENDATION

That Council note the Applications and Certificates Approved, during April 2016, under Delegated Authority.