



Warrumbungle Shire Council

Council meeting

Thursday, 20 April 2017

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

commencing at 8.30 am

Mayor

Councillor Peter Shinton

Deputy Mayor

Councillor Denis Todd

COUNCILLORS

Councillor Kodi Brady

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Ambrose Doolan

Councillor Wendy Hill

Councillor Aniello Iannuzzi

Councillor Ray Lewis

MANAGEMENT TEAM

Steve Loane (General Manager)

Michael Jones (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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 20 April 2017 at the Council Chambers, John Street, Coonabarabran commencing at 8.30am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Forum

Apologies

Disclosure of Interest

 Pecuniary Interest

 Non Pecuniary Conflict of Interest

Reports

Questions for Next Meeting

Reports to be considered in Closed Council

Item 1C Waste - Information Report

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Matter to be dealt with “in committee”

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

The items relate to commercial information and is classified CONFIDENTIAL under Section 10A(2) (c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

FURTHER that Council resolve:

- (a) that Council go into closed committee to consider business relating to 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) (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.

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Minutes of Ordinary Council Meeting – 16 February 2017

Division:	Executive Services
Management Area:	Governance
Author:	Administration Officer – Erin Player (minutes), PA to Director Technical Services – Tracy Cain, Casual Administration Assistant – 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 Capel, Cr Clancy, Cr Iannuzzi, Cr Lewis and Cr Todd, General Manager (Steve Loane), Director Corporate & Community Services (Michael Jones), Corporate & Community Special Projects (Stefan Murru), Director Technical Services (Kevin Tighe) and Director Development Services (Leeanne Ryan).

In attendance: Administration Officer – Erin Player (minutes), PA to Director Technical Services – Tracy Cain, Casual Administration Assistant – Sally Morris

APOLOGIES: Cr Doolan

152/1617 RESOLVED that the apologies of Cr Doolan be accepted.

Lewis / Todd

The motion was put and carried by majority

8.33am

153/1617 RESOLVED that standing orders be suspended for the Mayor to provide information to the meeting on the Sir Ivan Fire.

Capel / Lewis

The motion was put and carried by majority

8.35am

154/1617 RESOLVED that standing orders be resumed.

Capel / Todd

The motion was put and carried by majority

155/1617 A motion was moved by Councillor Capel seconded by Councillor Todd that staff be thanked for the huge support put into fire efforts in relation to the Sir Ivan Fire.

The motion was put and carried by majority

The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest
Nil.

8.36am

Cr Brady joined the meeting.

WARRUMBUNGLE SHIRE COUNCIL

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REPORTS

Item 1 Mayoral Minute – Monthly Mayoral Commitments

Received.

Item 2 Minutes of Ordinary Council Meeting – 15 December 2016

156/1617 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 15 December 2016 be endorsed. Further that it be noted that the Development Applications referred to in the December Business Paper were for the month of November 2016 not October as indicated in the Minutes.

Capel / Lewis

The motion was put and carried by majority

8.44am

Cr Hill joined the meeting.

Item 3 Minutes of the Consultative Advisory Committee Meeting – 6 December 2016

Received.

Item 4 TRRRC 355 Advisory Committee Minutes – 1 February 2017

157/1617 RESOLVED that the minutes of the TRRRC 355 Advisory Committee held on 1 February 2017 be accepted and endorsed by Council.

Iannuzzi/Capel

The motion was put and carried by majority

Item 5 Minutes of the Finance and Projects Committee Meeting – 8 February 2017

158/1617 RESOLVED that Council accepts the Minutes of the Finance and Projects Committee Meeting held on 8 February 2017 at Coolah.

Lewis / Hill

The motion was put and carried by majority

Item 6 Minutes of Dunedoo Community Consultation Meeting – 21 November 2016

159/1617 RESOLVED that Council accept the minutes from the Dunedoo Town Committee meeting held on 21 November 2016 at Dunedoo Old Bank Building.

Todd / Hill

The motion was put and carried by majority

Business Arising

It was noted that concerns were raised at the meeting on the removal of the large skip bins.

Item 7 Minutes of Coolah Community Consultation Meeting – 22 November 2016

160/1617 RESOLVED that Council accept the minutes from the Coolah Town Committee meeting held on 22 November 2016 at Coolah Council Chambers.

Capel / Hill

The motion was put and carried by majority

Business Arising

Cr Doolan was present at the meeting and is to be noted in the minutes.

Item 8 Minutes of Baradine Community Consultation Meeting – 28 November 2016

161/1617 RESOLVED that Council accept the minutes from the Baradine Town Committee meeting held on 28 November 2016 at Baradine RTC.

Todd / Clancy

The motion was put and carried by majority

Item 9 Minutes of Coonabarabran Community Consultation Meeting – 29 November 2016

162/1617 RESOLVED that Council accept the minutes from the Coonabarabran Town Committee meeting held on 29 November 2016 at Coonabarabran Council Chambers.

Clancy / Brady

The motion was put and carried by majority

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Item 10 Minutes of Binnaway Community Consultation Meeting – 30 November 2016

163/1617 RESOLVED that Council accept the minutes from the Binnaway Town Committee meeting held on 30 November 2016 at Binnaway Memorial Hall.

Todd / Capel

The motion was put and carried by majority

Item 11 Minutes of Mendooran Community Consultation Meeting – 1 December 2016

164/1617 RESOLVED that Council accept the minutes from the Mendooran Town Committee meeting held on 1 December 2016 at Mendooran Mechanics Institute.

Hill / Brady

The motion was put and carried by majority

Business Arising

It was noted that concerns were raised at the meeting regarding overgrown blocks.

Item 12 Notice of Motion – Coonabarabran Historical Precinct

165/1617 A motion was moved by Councillor Lewis seconded by Councillor Todd that Council undertake a review of the heritage conservation area of Coonabarabran CBD (Central Business District) and a response be brought back and be taken to a State level.

The motion was put and carried by majority

Item 13 Notice of Motion – Delegations

166/1617 A motion was moved by Councillor Iannuzzi seconded by Councillor Clancy that the General Manager's delegations regarding legal documents be altered in such a way that the Mayor must co-sign contract, deeds, licences, leases and other legal documents.

The motion was put and carried by majority

167/1617 A motion was moved by Councillor Iannuzzi seconded by Councillor Clancy

that the General Manager's delegations regarding complaints and requests be altered in such a way that the word "major" be deleted.

The motion was put and carried by majority

168/1617 A motion was moved by Councillor Iannuzzi seconded by Councillor Todd

that the General Manager's delegations with respect to leases be altered in such a way that short term lease be re-defined as less than or equal to 2 years except for Crown Land.

The motion was put and carried by majority

Item 14 Notice of Motion – Internal Committees

A motion was moved by Councillor Iannuzzi seconded by Councillor Clancy

- a) That only Councillors may have voting rights at internal committees of Warrumbungle Shire Council.
- b) That Councillors attending internal committee by telephone or video are able to vote and participate as though they were present in person.

The motion was withdrawn.

169/1617 A motion was moved by Councillor Iannuzzi seconded by Councillor Lewis

that the notice of motion regarding Internal Committees be left on the table with a report to be brought back for Council's consideration.

The motion was put and carried by majority

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Item 15 Notice of Motion – Voice recording

170/1617 A motion was moved by Councillor Clancy seconded by Councillor Todd that Council develop a system to voice record all monthly meetings including confidential considerations. All recordings should be retained for reference for a period of 4 years. **FURTHER** that a report be brought back to Council with options on how Council meetings will be recorded in the future.

The motion was put and carried by majority

Item 16 Notice of Motion – Warrumbungle Quarry

171/1617 A motion was moved by Councillor Clancy seconded by Councillor Todd

- 1. That Council facilitate a site inspection of Warrumbungle Quarry to establish quality of product, ongoing resources and dispersal of product deemed not suitable for sale. Also any future expansion and site management.*
- 2. That following the site inspection Council conduct a workshop to inform Councillor of account methods deployed when annual profit and loss reports are included in Council's balance sheet and annual reporting.*

The motion was put and carried by majority

Item 17 Notice of Motion – Buy Local Policies

172/1617 A motion was moved by Councillor Clancy seconded by Councillor Todd that Council review all aspects of its "Buy Local" policies and **FURTHER** that a report be brought back to the following Council meeting.

The motion was put and carried by majority

Item 18 Matters of Concern

173/1617 RESOLVED that Council introduce a regular item on its ordinary monthly Council meeting Agenda called "Questions for the Next (where practical) Meeting", as per the advice from the Office of Local Government and clause 1.4.11 of the revised Practice Note.

FURTHERMORE, these questions should be limited to three per Councillor and should be submitted in writing at the conclusion of the ordinary meeting.

Hill / Capel

The motion was put and carried by majority

Item 19 Pecuniary Interest Returns

174/1617 RESOLVED that Council note the tabling of the Register of Disclosures.

Iannuzzi / Brady

The motion was put and carried by majority

Item 20 Community Financial Assistance Donation Requests 2016/17 (Round Two)

175/1617 RESOLVED that all of the following Financial Assistance grant applications be approved.

Community Financial Assistance Donations 2016/17 Round Two (2)

Ref	Applicant	Amount Provided
1	Coonabarabran Showground Trust	\$500
2	Binnaway PAH & I Association	\$500
4	Binnaway Rail Heritage and Preservation Group	\$500
5	Coonabarabran Veteran Golfers	\$500
6	Coonabarabran Bowling Club	\$500
7	Baradine RSL Women's Auxiliary	\$110
8	The Mendooran Singers	\$300
9	Dunedoo District & Development Group	\$500
10	Dunedoo Men's Shed Inc.	\$500
11	Dunedoo Men's Shed Inc.	\$500

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Ref	Applicant	Amount Provided
12	Dunedoo Preschool and Kindergarten	\$500
13	Dunedoo Bowling Club	\$500
14	Dunedoo Touch Football Club Inc.	\$500
15	Dunedoo Amateur Swimming Club	\$500
16	Dunedoo Central School	\$500
17	Mendooran Tennis Club	\$500
18	Coolah Central School	\$500
19	Coolah Central School	\$500
20	Dunedoo Polocrosse Club	\$500
21	Coonabarabran Swimming Club	\$500
Total		\$9,410

Clancy / Capel

The motion was put and carried by majority

Item 21 Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors

176/1617 RESOLVED that Council endorse the following amended Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors with the exclusion of the words "*Where the attendee is accompanied at the annual LGNSW Conference and/or annual Roads Congress and/or annual ALGA National General Assembly by his or her spouse or partner or accompanying person, Council will meet all costs associated with their spouse or partner or accompanying person's travel expenses, accommodation expenses, tours and attendance.*" in section 2.6 of the Policy.

Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors

(Pursuant to Sections 12, 2 3A, 252, 253 and 254 of the Local Government Act and Clauses 217 and 403 of the Local Government (General) Regulation 2005)

Part 1 - INTRODUCTION

Title and Commencement of the Policy

This Policy shall be cited as the Policy for the Payment of Expenses and Provision of Facilities to Councillors and is effective from 16 February 2017 and replaces the previous policy titled Policy for the Payment of Expenses and Provision of Facilities to Councillors adopted by Council on 19 November 2015.

Purpose of the Policy

The purpose of this Policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by the Councillors. The Policy also ensures that the facilities provided to assist and support the Councillors to carry out their civic functions are reasonable.

Objectives and Coverage of the Policy

The objectives of this Policy are to:

- Provide a guide to councillors expenses and facilities
- Outline the process for paying expenses so that they can be properly recorded, reported and audited
- Comply with the guidelines issued by the Office of Local Government.

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In this Policy, unless otherwise stated, the expression "Councillor" refers to all Councillors of Warrumbungle Shire Council including the Mayor and Deputy Mayor.

Basis of this Policy

The relevant legislative provisions for this policy are set out below. In this legislation the expression "year" means the period from 1 July to the following 30 June.

Local Government Act 1993

- **252 Payment of expenses and provision of facilities**
 - (1) *Within the first 12 months of each term of Council, the Council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.*
 - (2) *The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.*
 - (3) *A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.*
 - (4) *A council may from time to time amend a policy under this section.*
 - (5) *A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.*

- **253 Requirements before policy concerning expenses and facilities can be adopted or amended**
 - (1) *A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
 - (2) *Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.*
 - (3) *Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.*
 - (4) *(Repealed)*
 - (5) *A council must comply with this section when proposing to adopt a policy in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.*

Part 2 - PAYMENT OF EXPENSES

Allowances and expenses

Council does not provide general expense allowances to Councillors. Councillors are entitled to the expenses set out in this policy provided that they satisfy the stated requirements.

This Policy is intended to cover most situations where a Councillor reasonably incurs expenses in discharging the functions of civic office.

The payment of expenses and reimbursement of expenses under this Policy shall only be in respect of costs directly associated with discharging the functions of civic office.

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2.1 Establishment of Monetary Limits and Standards

This policy identifies and publishes monetary limits and standards applicable to the payment of various expenses to Councillors. This allows members of the public to know the expected cost of providing services to Councillors and to make comment during the public consultation phase of making or amending the policy. It also avoids the situation where Councillors incur expenditure that is unforeseen or considered unreasonable by other Councillors and the public.

Monetary limits prescribed in this Policy set out the maximum amount payable in respect of any expense or facility.

Where a Councillor incurs expenses in the course of discharging their civic office responsibilities, such expenses will be reimbursed. Typical examples of such expenses include:

- Course fees
- Fares / parking / tolls
- Accommodation
- Meals
- Incidentals, including telephone or facsimile charges, internet charges, laundry and dry cleaning etc. while attending conferences, seminars etc.

Wherever possible, every effort should be made to minimise the extent of such expenses to a reasonable level. Furthermore, in the majority of cases course/conference fees and accommodation will be pre-booked, negating the need for out-of pocket expenses to be incurred.

For accommodation or meals that Council has not prepaid, and for incidental expenses, Council will reimburse expenses incurred while attending conferences, seminars or official functions to the limits of the allowances set out in the Australian Tax Office's Taxation Determination TD 2016/13 or such determinations or policies of the Australian Tax Office that supersede it.

The limits will be applied as follows:

- Where Councillors' meals are not prepaid by Council or are not included in the seminar, conference, event or briefing fee, the monetary limits per day for meals are those set out under 'Food and Drink' in Table 3 paragraph 11 of TD 2016/13 (see Appendix A attached) or such determination or policies of the Australian Tax Office that supersede it. (As at July 2016 – Meal Allowance (per day) Breakfast \$34.00; Lunch \$48.00; Dinner \$67.30)
- Where Councillors incur incidental expenses, such as phone call and similar expenses, the monetary limits per day for those expenses are the rates set out under 'Incidentals' in Table 3 of paragraph 11 of TD 2016/13 or such determinations or policies of the Australian Tax Office that supersede it. (As at July 2016 – Incidental Expenses (per day) \$27.25)
- Where Councillors' accommodation expenses are not prepaid by Council or are not included in the seminar, conference, event or briefing fee, the monetary limits per day for those expenses are those set out under 'Accommodation' in Tables 3 and 4 (see Appendix A attached) of paragraph 11 of TD 2016/13 or such determinations or policies of the Australian Tax Office that supersede it.

With the approval of the Mayor and General Manager, a Councillor may expend more than the individual monetary limits per day for meals and incidental expenses, provided that the overall monetary limit per day in that case will be the sum of all of the monetary limits per day for meals and incidental expenses.

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On completion of a discretionary trip or attendance, Councillors should provide a written report to Council on the aspects of the attendance that are relevant to Council's business and/or the local community. A report is not required for the LGNSW annual conference. Where applicable the standard of any equipment, facility or service to be provided shall be to the maximum standard prescribed in this Policy.

2.2 Requirement for receipts

Council will not reimburse any expenses unless a receipt or tax invoice is produced and the necessary claim forms completed.

2.3 Payment of Reimbursed claims

Councillors are to submit all claims for reimbursement, including all travel expenses, to the General Manager or delegate in a form and manner acceptable to the General Manager in the circumstances to enable full assessment of the claim on a monthly basis and these will be paid with their monthly allowance. Tax invoices and receipts are to be supplied to support claims. All payments to Councillors will be via direct deposit to their nominated bank account. Councillors are to seek reimbursement for their expenses within three (3) months of the expense being incurred.

Should a determination be made that a claim should not be paid, the General Manager shall explain such decision to the Councillor and should the Councillor still believe that the claim should be paid, in part or in full, it shall be considered that a dispute exists.

In the event of a dispute at any time regarding this Policy, the parties to the dispute shall provide a written report on the nature of the dispute. The General Manager shall submit such reports to the next meeting of Council to have the dispute determined by a resolution of Council having regard to this Policy, the Act and any other relevant law. The decision of Council shall be binding on all of the parties.

2.4 Accommodation and meal expenses

Councillors shall be accommodated in the hotel where the conference, seminar, or training course is being held or the nearest hotel to it that is of a similar standard, or as authorised by the host organiser where the conference is not located within the Sydney metropolitan area. Accommodation shall be provided at the rate of a double room.

Such attendance to be confirmed by Council with reimbursement of costs and expenses to be made upon the production of appropriate receipts and/or tax invoices and completion of the required claim forms. Alternatively, accommodation can be booked by Council order form and allowance for incidental expenses as provided under clause (2.5).

2.5 Incidental Expenses

Incidental expenses such as public transport fares, parking fees, phone/fax expenses and expenses incurred as the result of the purchase of refreshments during meetings related to council business or meals not included in the registration fees for conferences or similar functions, will be reimbursed by Council on production by the Councillor of the relevant receipts together with an approved claim form in accordance with Table 3 of paragraph 11 of TD 2016/13 or such determinations or policies of the Australian Tax Office that supersede it. (see clause 2.1).

Council will not meet any expenses for alcohol, cigarettes or personal requirements. Council will not fully fund any activity where the Councillor is not in attendance for at least 90% of the specified activity. Other than in the most exceptional circumstances, where Councillor's expenses have been met by Council but the Councillor does not attend at least 90% of the activity, that Councillor will be required to show cause why they should not reimburse Council for any costs incurred.

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2.6 Payment of expenses for spouses, partners and accompanying persons

In this clause accompanying person means a person who has a close personal relationship with a Councillor and/or provides carer support to the Councillor.

Where the attendee is accompanied at a conference or seminar by his or her spouse or partner or accompanying person, the attendee will be required to meet all costs associated with their spouse or partner or accompanying person's travel expenses, additional accommodation expenses, tours and attendance unless otherwise resolved by Council.

Council will meet the reasonable costs of spouses and partners or an accompanying person for attendance at official council functions that are of a formal and ceremonial nature. Examples would be Australia Day award ceremonies, citizenship ceremonies and civic receptions. Such functions would be those that a Councillor's or General Manager's spouse, partner or accompanying person could be reasonably expected to attend.

By resolution of Council, costs and expenses incurred by the Mayor, Councillors (or General Manager or nominee) for other events or functions on behalf of their spouse, partner or accompanying person shall be reimbursed if the cost or expense relates specifically to the ticket, meal, travel and accommodation and/or direct cost of attending the function.

2.7 Payments in advance

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home or for the cost of service associated with a civic duty. Councillors must fully reconcile all expenses against the cost of the advance.

Within one (1) week of incurring the cost and/or returning home the Councillor shall submit the details to the General Manager for verification and pay back to Council any unspent money. The level of the supporting documentation is to be commensurate with the nature of the expenditure. The maximum value of a cash advance is \$563.20.

2.8 Approval arrangements

Approval for discretionary trips and attendance at conferences and the like should be where possible, approved by a full meeting of the Council. If this is not possible then the approval should be given jointly by the Mayor and the General Manager. If the Mayor requires approval to travel outside of council meetings it should be given jointly by the Deputy Mayor or another Councillor and the General Manager.

2.9 Attendance at seminars and conferences

Council has allocated \$31,000 to fund attendance at conferences, investigatory delegations and similar events. However, Council may agree to allocate additional funds in specific cases where it decides that there is a benefit to council from the attendance.

The following seminars, conferences and meetings are endorsed for attendance by council representatives:

- Annual conference of the Local Government NSW (Three (3) Councillors and General Manager)
- Roads Congress (Two (2) Councillors and General Manager)
- OROC meetings
- Country Mayor's Association meetings
- Mining Related Councils (Mayor and General Manager)
- ALGA – National General Assembly Local Government (Canberra) (Mayor and General Manager)

After returning from the conference, Councillors or a member of council staff accompanying the councillor/s, should provide a written report to council on the aspects of the conference relevant to council business and/or the local community.

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No written report is required for the Annual Conferences of Local Government NSW.

Requests for attendance at other conferences or seminars should be lodged in writing outlining the benefits for Council.

Council will meet the costs of conference / seminar registration fees including the costs of related official lunches and dinners and associated tours where they are relevant to the business and interests of the Council. Council will also meet the reasonable cost of transportation and accommodation associated with attendance at the conference and Council shall meet the cost of breakfast, lunch and dinner for Councillors where any of the meals are not provided as part of the conference, seminar or training course.

2.10 Registration fees

Registration fees for attendance at Council approved conferences and seminars will be paid by Council. These fees will include the costs of related official lunches and dinners and associated tours where they are relevant to the business and interests of the council.

2.11 Travel Expenses

Council will meet all reasonable costs of transportation to and from conferences and seminars when they are not included in the conference fees. Councillors are entitled to use Taxis provided that the cost of a single trip does not exceed \$150 (including GST) unless approval is granted by the General Manager in exceptional circumstances.

All travel by councillors should be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Travel arrangements can include the use of a private vehicle, public transport, taxis, or travel using a council vehicle. Costs associated with parking fees and road tolls will be refunded on production of a receipt. The driver is personally responsible for all traffic or parking fines incurred while travelling in private or council vehicles on council business.

Claims for travelling expenses under this Policy shall include details of:

- Date and place of departure
- Date and place of arrival
- Distance travelled
- Fares and parking fees paid
- Amount claimed as travelling allowances
- Total amount of claim

Travel in a Councillor's own vehicle to Council and Committee meetings, formal or social functions or activities or other meetings involving the community whilst representing Council where attendance is approved by the Mayor and/or General Manager is to be paid at the per kilometre rate payable for claims by staff in the Local Government (State) Award.

Where the approved meeting, function or activity is within the Warrumbungle Shire Council boundary, reimbursement shall be on the basis of the distance from the Councillor's principal place of residence (if it is within the Warrumbungle Shire Council boundary) to the venue or, if the Councillor resides outside the Warrumbungle Shire Council boundary, from the Warrumbungle Shire Council boundary to the venue.

Where the Councillor uses his/her own vehicle to travel to an approved function that is outside the Warrumbungle Shire Council boundary then council's reimbursement will be based on the total distance travelled from residence to venue and return if the Councillor resides within the Warrumbungle Shire Council boundary. If the Councillor does not reside within the Warrumbungle Shire Council boundary, then Council will reimburse the distance either:

- a) from the Councillor's residence to the venue, or

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- b) from the Warrumbungle Shire Council boundary closest to the Councillor's residence to the venue, whichever is the lesser.

Claims for the above expenses require the submission of a claim form signed by the claimant detailing date, distance and reason for journey(s) with such claims to be submitted monthly. Travel associated with authorised conferences, seminars and meetings may be undertaken by Council vehicle (where available) subject to prior approval by the General Manager, with fuel expenses etc. to be met by Council.

Council will meet the cost of return economy air travel or equivalent payment for attendance at authorised conferences/seminars.

Elected members using private vehicles will be paid the kilometre rate to a maximum payment, which is not to exceed economy class air fares to and from the particular destination.

All travel by Councillors that involves an overnight stay of one or two nights must be authorised in advance by the Mayor and General Manager (or in the event that the Mayor requires approval to travel outside of council meetings approval should be given jointly by the deputy mayor or another councillor and the General Manager.)

All travel by Councillors that involves an overnight stay of more than two nights must be authorised in advance by the Council.

Where travel for Council business or approved activities outside of the local government area is to be undertaken – arrangements for both travel and accommodation must be made through the General Manager and will be by the most practical method.

Prior approval of travel should generally be required for interstate travel. The application for approval should include full details of the travel, including itinerary, costs and reasons for the travel.

Overseas travel on behalf of council must be approved by a meeting of the full council prior to a councillor undertaking the trip.

2.12 Attendance at dinners and other non-council functions

The costs of attendance by Councillors at dinners and other non-council functions which provide briefings to councillors from key members of the community, politicians and business will only be met by Council when the function is relevant to the council's interests and authorised by Council in advance.

No payment shall be made by Council for attendance by a councillor at any political fundraising event, for any donation to a political party or candidate's electoral fund, or for some other private benefit. Any expenses to be incurred that would be directed towards such events and activities will not be approved for payment.

2.13 Gifts

Where it is appropriate for councillors **to give** a gift or benefit, these gifts and benefits will be of token value and in accordance with council's Code of Conduct.

2.14 Training and Educational expenses

Council will only meet the costs of training or attendance at an educational course that is directly related to the Councillor's civic functions and responsibilities and is approved by Council prior to undertaking such training or attendance. Council has allocated \$5,000 to fund relevant training and educational courses and attendances at briefings.

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2.15 Telephone and internet expenses

Except as otherwise set out in this policy, Council will not reimburse Councillors for telephone expenses incurred in using their private/mobile phones for Council business. Phones are available for Councillors' use at the Coolah and Coonabarabran offices of Council.

2.16 Mobile telephone

Council shall meet the cost of a mobile telephone for the Mayor, for which Council shall pay rental and 100% of metered calls charged against that service, to a limit of \$205 per month for Council business calls and \$20 per month for incidental personal calls, provided that the number is available to be given out for general public information.

2.17 iPads

Council shall meet the cost of providing and maintaining a mobile iPad device costs of communication via computer OR provision of an iPad with internet connectivity.

2.18 Insurance Provisions

Council will maintain adequate insurance against public liability and professional indemnity for matters arising out of Councillors' performance of their civic duties and/or exercise of their council functions.

Council shall pay the insurance policy excess in respect of any claim made against a Councillor arising from Council business where any claim is accepted by Council's insurers, whether defended or not.

2.19 Legal Expenses and Obligations

Council shall, if requested, indemnify or reimburse the reasonable legal expenses to a maximum of \$200,000 of:

- a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act; or
- a Councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act, provided that the outcome of the legal proceedings is favourable to the councillor; or
- a Councillor for proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an investigative body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter before investigative or review body has proceeded past any initial assessment phase to a formal investigation or review. In the case of a conduct complaint made against a councillor, legal costs will only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with the procedures in the Code of Conduct. In the case of a pecuniary interest or misbehaviour matter legal costs will only be made available where a formal investigation has been commenced by the Division of Local Government. Legal costs must only be provided where the investigative or review body makes a finding that is not substantially unfavourable to the councillor. This can include circumstances in which a matter does not proceed to a finding.

Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act shall be distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly by using knowledge of a proposed rezoning for private gain is not covered by this provision.

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Council shall not meet the costs for any legal assistance in respect of legal proceedings initiated by a Councillor in any circumstances.

Council must not meet the legal costs of a councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

Council shall not meet the costs of any enquiry, investigation or hearing initiated at the request of, or to any legal proceedings taken by, Council itself.

2.20 Special requirements of Councillors – Care and Other Related Expenses

Council shall meet reasonable expenses associated with any special requirements of a Councillor, such as disability and access needs, in order to discharge the functions of civic office. Council will meet reasonable costs of facilitating access to council premises, functions and activities where, by reason of disability, care-giver role or other special need, a councillor would not otherwise have equity of access with other councillors. Such support will allow the fullest participation reasonably possible. Council will reimburse the reasonable cost of care arrangements, including childcare expenses and the care of elderly, disabled and/or sick immediate family members of councillors to allow councillors to undertake their council business obligations.

The total amount paid to a Councillor under this provision shall not exceed \$3,000 per year of term.

Part 3 – PROVISION OF FACILITIES

Councillors shall not generally obtain private benefit from the provision of equipment and facilities. However, incidental personal use of Council equipment and facilities may occur from time to time without requiring reimbursement of the cost by a Councillor. No entitlement under this Policy shall be treated as being a private benefit that requires a reduction in the Mayoral fee or the Councillors fee.

Unless otherwise authorised in this Policy, if a Councillor does obtain a private benefit for the use of a facility provided by Council the Councillor shall be invoiced for the amount of the private benefit with repayment to be in accordance with Council's normal terms. The value of the private benefit shall be determined by Council in non-confidential session of a Council meeting.

Equipment, facilities and services provided under this Policy shall not be used to produce election material or for any other political purposes.

3.1 Mayoral Expenses, Facilities, Equipment and Services

The Mayor will be entitled to receive the following benefits:-

- a) Provision of a Council vehicle for appropriate use by the Mayor to carry out his duties as Mayor. Council to meet all costs associated with the provision of the vehicle. The Mayor will have no right of private use of this vehicle with the exception that he may use the vehicle for limited private use travel within the Shire only when attending different functions on the same day.
- b) Secretarial services relating to the discharge of his/her civic functions, including use of official stationery, writing pads, pens, diaries, folders and postage of official correspondence.
- c) Administrative assistance associated with civic functions, meetings and the like.
- d) Office refreshments
- e) Supply of Name Badges, Business Cards, Diaries and Attaché Case.

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3.2 Elected Members – Facilities, Equipment and Services

The Councillors including the Deputy Mayor are entitled to receive the following benefits:-

- a) Use of Council Chambers, telephone and limited hospitality facilities (tea and coffee) for Council business or functions or community consultation.
- b) Secretarial services relating to the discharge of his/her civic functions, including use of official stationery where authorised by Mayor or General Manager.
- c) Postage of official correspondence dealing with Council business.
- d) Access to facsimile and photocopying facilities for Council related business.
- e) Transport to official functions when deputising for the Mayor (ie) Use of Mayoral vehicle if required.
- f) Supply of Name Badges and Note Books.

3.3 Bluetts Handbook

Provide all Councillors with a copy of the Bluetts Handbook after their election.

3.4 Policies

Policies are available on Council's website.

Part 4 – OTHER MATTERS

4.1 Acquisition and return of equipment and facilities by Councillors

At the completion of their term of office, during extended leave of absence or cessation of civic duties, Councillors are to return equipment and other facilities to the General Manager.

At the cessation of their duties, the option to purchase at a fair market price or written down value of equipment previously allocated to Councillors will be subject to determination by Council.

4.2 Status of the Policy

This Policy replaces the previous version of the Policy adopted by Council on 19 November 2015 Minute No. 128/1516.

The Policy shall only be amended at a subsequent meeting of Council, subject to compliance with the Act.

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Appendix A

Table 3: Employee's annual salary – \$209,001 and above				
Place	Accomm. \$	Food and drink \$ B'fast 34.00 Lunch 48.00 Dinner 67.30	Incidental s \$	Total \$
Adelaide	209	149.30	27.25	385.55
Brisbane	257	149.30	27.25	433.55
Canberra	246	149.30	27.25	422.55
Darwin	287	149.30	27.25	463.55
Hobart	195	149.30	27.25	371.55
Melbourne	265	149.30	27.25	441.55
Perth	265	149.30	27.25	441.55
Sydney	265	149.30	27.25	441.55

Table 3: Employee's annual salary – \$209,001 and above				
Place	Accomm. \$	Food and drink \$ B'fast 34.00 Lunch 48.00 Dinner 67.30	Incidental s \$	Total \$
Country centres	\$195, or the relevant amount in Table 4 if higher	149.30	27.25	Variable – see Table 4 if applicable

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Table 4: High cost country centres – accommodation expenses			
Country centre	\$	Country centre	\$
Albany (WA)	179	Jabiru (NT)	200
Alice Springs (NT)	150	Kalgoorlie (WA)	159
Bordertown (SA)	135	Karratha (WA)	300
Bourke (NSW)	165	Katherine (NT)	134
Bright (VIC)	152	Kingaroy (QLD)	134
Broome (WA)	260	Kununurra (WA)	202
Bunbury (WA)	155	Mackay (QLD)	161
Burnie (TAS)	160	Maitland (NSW)	152
Cairns (QLD)	153	Mount Isa (QLD)	160
Camarvon (WA)	151	Mudgee (NSW)	135
Castlemaine (VIC)	146	Newcastle (NSW)	165
Chinchilla (QLD)	143	Newman (WA)	195
Christmas Island (WA)	180	Norfolk Island (NSW)	329
Cocos (Keeling) Islands (WA)	285	Northam (WA)	163
Colac (VIC)	138	Orange (NSW)	155
Dalby (QLD)	150	Port Hedland (WA)	260
Dampier (WA)	175	Port Lincoln (SA)	170
Derby (WA)	190	Port Macquarie (NSW)	140
Devonport (TAS)	145	Port Pirie (SA)	150
Emerald (QLD)	156	Roma (QLD)	139
Esperance (WA)	141	Thursday Island (QLD)	200

Table 4: High cost country centres – accommodation expenses			
Country centre	\$	Country centre	\$
Exmouth (WA)	255	Townsville (QLD)	143
Geraldton (WA)	175	Wagga Wagga (NSW)	144
Gladstone (QLD)	187	Weipa (QLD)	138
Gold Coast (QLD)	200	Whyalla (SA)	163
Gosford (NSW)	140	Wilpena-Pound (SA)	167
Halls Creek (WA)	199	Wollongong (NSW)	136
Hervey Bay (QLD)	157	Wonthaggi (VIC)	138
Horn Island (QLD)	200	Yulara (NT)	300

POLICY DOCUMENT CONTROL:

Policy		Resolution	Date
Payment of Expenses Policy	Endorsed	233	16 June 2005
Payment of Expenses Policy	Amendment	49	18 August 2005
Payment of Expenses Policy	Amendment	393	18 May 2006
Payment of Expenses Policy	New Policy endorsed	199	17 December 2009
Payment of Expenses Policy	Revised Version	123	21 October 2010
Payment of Expenses Policy	Revised Version	181/1112	24 November 2011

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Payment of Expenses Policy	Revised Version – 4	235/1213	21 February 2013
Payment of Expenses Policy	Revised Version – 5	168/1314	21 November 2013
Payment of Expenses Policy	Revised Version – 6	160/1415	20 November 2014
Payment of Expenses Policy	Revised Version – 7	128/1516	19 November 2015
Payment of Expenses Policy	Revised Version – 8	176/1617	16 February 2017

Hill / Brady

The motion was put and carried by majority

Item 22 Council Resolutions Report February 2017

Received.

Item 23 Monthly Report from Human Resources – February 2017

Received.

Item 24 Yearly and Quarterly Winners of Excellence in Achievement Awards

177/1617 RESOLVED that Council approve the MANEX and Managers' Group nomination of Joanne Hadfield as the Employee of the Year 2016 and the Northern Plumbing Team as the Team Achievement of the Year 2016 winners. Also Council approve MANEX's nomination of Geoff Stephenson as the winner of the 2017 1st Quarter Staff Excellence in Achievement Award, to be presented at this meeting.

Clancy / Capel

The motion was put and carried by majority

10.23am

178/1617 RESOLVED that standing orders be suspended to break for morning tea.

Clancy / Hill

The motion was put and carried by majority

10.48am

179/1617 RESOLVED that standing orders be resumed.

Clancy / Hill

The motion was put and carried by majority

10.48am

The General Manager, Mr Steve Loane and Cr Capel requested leave to allow travel to a meeting with Emergency Services in Coolah regarding the Sir Ivan Fire.

At this time the Director Technical Services (Mr Kevin Tighe) assumed the role of Acting General Manager.

Item 25 Stocktake November 2016

180/1617 RESOLVED that Council note the result of the November 2016 Stores Stocktake and approve a stock Write Off of \$632.96.

Lewis / Todd

The motion was put and carried by majority

Item 26 Capital Funds Allocation Strategic Policy

181/1617 A motion was moved by Councillor Clancy seconded by Councillor Lewis that the amount referred to in the Capital Funds Allocation Strategic Policy increase from \$100k to \$200k as mentioned in the past policy and that the Policy be placed on public exhibition for a period of 28 days.

The motion was put and carried by majority

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Item 27 Quarterly Budget Review Statement for the Quarter Ending 31 December 2016
182/1617 RESOLVED that Council accept the Quarterly Budget Review Statement for the quarter ending 31 December 2016 and approve the requested supplementary votes for a net value of \$9k.

Clancy / Lewis

The motion was put and carried by majority

Item 28 Bank Reconciliation for the month ending 31 December 2016
183/1617 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 December 2016.

Clancy / Lewis

The motion was put and carried by majority

Item 29 Bank Reconciliation for the month ending 31 January 2017
184/1617 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 January 2017.

Clancy / Lewis

The motion was put and carried by majority

Item 30 Investments and Term Deposits for Month ending 31 December 2016
185/1617 RESOLVED that Council accept the Investments Report for the month ending 31 December 2016.

Iannuzzi / Brady

The motion was put and carried by majority

Item 31 Investments and Term Deposits for Month ending 31 January 2017
186/1617 RESOLVED that Council accept the Investments Report for the month ending 31 January 2017.

Iannuzzi / Clancy

The motion was put and carried by majority

Item 32 Rates Report for Month Ending 31 December 2016
Received.

Item 33 Rates Report for Month Ending 31 January 2017
Received.

Item 34 Nominations for Warrumbungle Aerodromes Advisory Committee
187/1617 RESOLVED that the following nominations are accepted for membership of the Warrumbungle Aerodromes Committee;

- Mr Phillip Henbsy
- Mr John Farrell
- Mr David Sturtridge
- Mr Colin Tink

Iannuzzi / Clancy

The motion was put and carried by majority

Item 35 Nominations for the Robertson Oval Advisory Committee
188/1617 RESOLVED that the following nominations are accepted for membership of the Robertson Oval Advisory Committee;

- Mr Chris Sullivan
- Mr Matthew Guan
- Mrs Monica Foran

Hill / Iannuzzi

The motion was put and carried by majority

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Item 36 Annual Code of Conduct Complaints Statistics

189/1617 RESOLVED that the annual Code of Conduct Complaints Statistics report shown in attachment 1.0 in the Business Paper is noted as information.

Brady / Hill

The motion was put and carried by majority

Item 37 2016/17 Technical Services Works Program – Road Operations, Urban Services & Water Services

Received.

Item 38 Amendment to Development Control Plan 2015

190/1617 RESOLVED that Council adopt the amended Development Control Plan 2015 as exhibited pursuant to Clause 21 of the Environmental Planning & Assessment Regulation 2000 and **FURTHERMORE** place a public notice of its decision to adopt the amended plan in local newspapers.

Hill / Brady

The motion was put and carried by majority

Item 39 Coonabarabran Administration Building & Swimming Pool – Storm Damage

191/1617 A motion was moved by Councillor Clancy seconded by Councillor Todd that this item be held over for consideration at the March Council meeting.

The motion was put and carried by majority

Item 40 Development Applications

192/1617 RESOLVED that Council note the Applications and Certificates Approved during December 2016 and January 2017, under Delegated Authority.

Iannuzzi / Hill

The motion was put and carried by majority

11.27am

193/1617 RESOLVED that:

- (a) Council go into closed committee to consider business relating to commercial information
- (b) 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)(c) as outlined above
- (c) 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.

Clancy / Brady

The motion was put and carried by majority

11.36am

194/1617 RESOLVED that Council move out of closed Committee.

Iannuzzi / Clancy

The motion was put and carried by majority

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

Item 1C Tenders for Hire of Various Plant Items on a Casual Basis – 2017

195/1617 RECOMMENDATIONS

1. That tendered rates for casual plant hire for the period 1 March 2017 to 28 February 2018 under the hourly rate schedule be accepted as follows:

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Schedule 1.0 – Plant Rate Schedule

Contractor	Plant Type	Tendered Plant Rate (incl GST)		
		"A" Rate \$/hr	"A1" Rate \$/hr	"C" Rate \$/hr
BMR T/as Roadwork Ind	Soil Stabiliser - Wirtgen W200-2014	300.00	360.00	0.00
BMR T/as Roadwork Ind	Profiler - Wirtgen W100F-2007	290.00	350.00	0.00
BMR T/as Roadwork Ind	Lime Spreader Truck - MAN SW20-2013	110.00	132.00	0.00
BMR T/as Roadwork Ind	Wheel Loader - Caterpillar 928GZ-2006	140.00	168.00	0.00
BMR T/as Roadwork Ind	Grader - Caterpillar 12M-2009	145.00	174.00	0.00
BMR T/as Roadwork Ind	Tandem Drum- Caterpillar CB224D-2004	100.00	120.00	0.00
	Smooth Drum Roller - Caterpillar C556-2010	100.00	120.00	0.00
BMR T/as Roadwork Ind	Padfoot Roller - Caterpillar C556-2010	100.00	120.00	0.00
BMR T/as Roadwork Ind	Bobcat - S590H-Bobcat	130.00	156.00	0.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM300	418.00	433.00	165.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM300	418.00	433.00	165.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM300	418.00	433.00	165.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM300	418.00	433.00	165.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM500	462.00	477.00	185.00
Earth Plant Hire Pty Ltd	Soil Stabiliser - Caterpillar - RM500	462.00	477.00	185.00
Earth Plant Hire Pty Ltd	Spreader Truck - Volvo/Flocon - FM12	209.00	224.00	90.00
	Spreader Truck - International			
Earth Plant Hire Pty Ltd	Acco/Flocon	209.00	224.00	90.00
Earth Plant Hire Pty Ltd	Spreader Truck - Inter/Flocon - 235093A	209.00	224.00	90.00
	Spreader Truck - Mitsubishi Fuso			
Earth Plant Hire Pty Ltd	FS5099A	209.00	224.00	90.00
Earth Plant Hire Pty Ltd	Tanker - Fowler RX - OOTRAIL	0.00	0.00	45.00
	Tanker - Blue Barker Tri-axle semi - B-Double			
Earth Plant Hire Pty Ltd	0.00	0.00	45.00	
Earth Plant Hire Pty Ltd	Tanker - Kockum - Stf3-34 - B-Double	0.00	0.00	45.00
Earth Plant Hire Pty Ltd	Tanker - Gitsam	0.00	0.00	45.00
Earth Plant Hire Pty Ltd	Water Cart - Hino/AGM -FM1JOOA	110.00	125.00	70.00
Earth Plant Hire Pty Ltd	Water Cart - Freightliner CL112	110.00	125.00	70.00
Earth Plant Hire Pty Ltd	Water Cart - International - Acco01A	110.00	125.00	70.00
Earth Plant Hire Pty Ltd	Grader - Caterpillar - 12H	165.00	180.00	70.00
EMS Group Pty Ltd	Roller - Bomag SD 2014 - BW211D	110.00	120.00	30.00
EMS Group Pty Ltd	Loader - Caterpillar 924H	125.00	135.00	45.00
EMS Group Pty Ltd	Loader - Caterpillar 930H	125.00	135.00	45.00
EMS Group Pty Ltd	Loader - Caterpillar 962G	135.00	145.00	55.00
EMS Group Pty Ltd	Excavator - Caterpillar 313CSR	125.00	135.00	45.00
EMS Group Pty Ltd	Excavator - Caterpillar 320DL	130.00	140.00	50.00
EMS Group Pty Ltd	Excavator - Caterpillar 336DL	160.00	170.00	65.00
EMS Group Pty Ltd	Loader - Volvo - L120V	130.00	145.00	50.00
EMS Group Pty Ltd	Possie Track - Caterpillar 247B	100.00	110.00	30.00
EMS Group Pty Ltd	Excavator - Caterpillar - 304C	100.00	110.00	30.00
EMS Group Pty Ltd	Grader - Caterpillar - 140M	140.00	150.00	60.00
EMS Group Pty Ltd	Grader - Caterpillar - 140H	140.00	150.00	50.00
Hollis Agricultural Welding	Bull Dozer - Caterpillar - D9H	385.00	385.00	0.00
Hollis Agricultural Welding	Bull Dozer - Caterpillar - D7H	242.00	242.00	0.00
Hollis Agricultural Welding	Bull Dozer - Caterpillar - D6D	187.00	187.00	0.00
Jacks Hire	Cherry Picker - Genie TZ234/20	0.00	285.00	285.00

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Contractor	Plant Type	Tendered Plant Rate (incl GST)		
		"A" Rate \$/hr	"A1" Rate \$/hr	"C" Rate \$/hr
Jacks Hire	Kanga Loader DA625	0.00	340.00	340.00
Jacks Hire	Excavator - Bobcat 224		356.00	356.00
Jacks Hire	VSM Boards - A1 Road Line 12/2012	0.00	90.00	90.00
Jacks Hire	VSM Boards - A1 Road Line 12/2012	0.00	90.00	90.00
Jacks Hire	Traffic Lights A1 Road Lines OOTRLR	0.00	85.00	85.00
Jacks Hire	Traffic Lights A1 Road Lines OOTRLR	0.00	85.00	85.00
Jacks Hire	Traffic Lights A1 Road Lines TRAF98A	0.00	85.00	85.00
Jacks Hire	Traffic Lights A1 Road Lines TRAF98A	0.00	85.00	85.00
Jacks Hire	Hifty Height Rider - Nifty - HR10	0.00	350.00	350.00
McEvoy Earthmoving	Wheel Loader - Victory VL470	165.00	0.00	0.00
McEvoy Earthmoving	Grader - John Deere - 670C97A	165.00	0.00	0.00
M & I Plant	Roller - Bomag - BW214	120.00	0.00	0.00
Newbold Bulk Pty Ltd	Roller - tired - Multipac MP2400	121.00	121.00	0.00
Newbold Bulk Pty Ltd	Excavator - Komatsu PC200	132.00	132.00	0.00
Newbold Bulk Pty Ltd	Excavator - Hyundai R55-7A	110.00	110.00	0.00
Newbold Bulk Pty Ltd	FE Loader Case 621B 94A	121.00	121.00	0.00
Newbold Bulk Pty Ltd	Skid Steer Loader - Takeuchi TL230 2012	110.00	110.00	0.00
Newbold Bulk Pty Ltd	Grader - Caterpillar 140H	143.00	143.00	0.00
Remote Tech Land Control	Slope Mover - Dvorak - ILD02 - 2011	203.50	0.00	0.00
Remote Tech Land Control	Slope Mower - Dvorak - ILD02 - 2008	203.50	0.00	0.00
Remote Tech Land Control	Bobcat - S250	159.50	0.00	0.00
Remote Tech Land Control	Skid Steer - Bocat - S250	126.50	0.00	0.00
Jace Russell	Skid Steer - Bocat - S185	0.00	0.00	0.00
Universal Mobile Tower Hire *	Cherry Picker - Holden 10 metre Nifty Lift	171.00	216.00	43.00
Universal Mobile Tower Hire *	Cherry Picker - Mitsubishi - 12 metre Nifty Lift	176.00	221.00	50.00
Universal Mobile Tower Hire *	Cherry Picker - Mercedes - 14 m	187.00	232.00	50.00
Universal Mobile Tower Hire *	Cherry Picker - Mitsubishi - 16 metre Snorkel	187.00	232.00	50.00
Universal Mobile Tower Hire *	Cherry Picker - Isuzu - 18 metre GMJ	204.00	249.00	78.00
Universal Mobile Tower Hire *	Cherry Picker - Isuzu - 19m	204.00	249.00	86.00
Universal Mobile Tower Hire *	Cherry Picker - Isuzu - 19 metre GMJ	204.00	249.00	86.00
Universal Mobile Tower Hire *	Cherry Picker - Isuzu - 23 metre GMJ	208.00	253.00	86.00
Universal Mobile Tower Hire *	Cherry Picker - Tatra - 32 metre Terex	270.00	315.00	100.00
Universal Mobile Tower Hire *	Cherry Picker - Scania - 37 metre Bronto	281.00	326.00	150.00
Universal Mobile Tower Hire *	Cherry Picker - Nissan - 43 metre Aichi	308.00	353.00	0.00
Universal Mobile Tower	Cherry Picker - MAN - 55 metre Italamec	418.00	463.00	0.00

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Contractor	Plant Type	Tendered Plant Rate (incl GST)		
		"A" Rate \$/hr	"A1" Rate \$/hr	"C" Rate \$/hr
Hire *				
Western Plant Hire Pty Ltd	Bomag - Roller Smooth/Pad - BW2110-4	104.55	120.23	1,317.50
Western Plant Hire Pty Ltd	Bomag - Roller Smooth/Pad - BW2140H-3	104.55	120.33	1,232.50
Western Plant Hire Pty Ltd	Bomag - Roller Smooth/Pad - BW2160-4	104.55	120.33	1,449.25
Western Plant Hire Pty Ltd	Bomag - Roller Smooth/Pad - BW2190-4	124.10	142.71	1,963.50
Western Plant Hire Pty Ltd	Bomag - Roller Multi - BW24R	113.05	130.00	1,232.50
Western Plant Hire Pty Ltd	Ammann - Roller Multi - AP240	113.05	130.00	1,232.50
Coates Hire	Various Plant & Machinery	Refer Schedule of Rates for Dry Hire		
Conplant Pty Ltd	Various Plant & Machinery	Refer Schedule of Rates for Dry Hire		
FK Gardner -Ezyquip Hire	Various Plant & Machinery	Refer Schedule of Rates		
Kennards Hire	Various Plant & Machinery	Refer Schedule of Rates for Dry Hire		
Premi Air Hire	Various Plant	Refer Schedule of Rates for Dry Hire		
Rollers Australia Pty Ltd	Various Rollers & Machinery	Refer Schedule of Rates		
Sharpe Bros	Various Plant & Machinery	Refer Schedule of Rates		

Notes

* **Minimum 8 hours - Universal Mobile Tower Hire**

Notes on Rates

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

RECOMMENDATIONS (CONT'D)

2. Council advise Contractors that the following rates for supply of trucks under the hourly rate and distance schedule will be accepted for the period 1 March 2017 to 28 February 2018.

Schedule 2.0 – Hourly Rate and Distance Truck Schedule.

Truck Type	GVM (tonnes)	"A" & "A1" Rate (incl GST)			"B" Rate (incl GST)	
		"A"	"A1"	Distance	"B"	Distance
Truck only	21 to 27	\$105.00/hr	\$110.00/hr	\$2.00 / km	\$80.00/hr	\$1.20 / km
Truck & trailer	42 to 53	\$160.00/hr	\$160.00/hr	\$1.00 / km	\$90.00/hr	\$1.00 / km

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Truck Type	Capacity (litres)	"A" & "A1" Rate (incl GST)			"B" Rate (incl GST)	
		"A"	"A1"	Distance	"B"	Distance
Water Carts	12,000 – 15,000	\$112.50/hr	\$125/hr	\$0/km	\$80/hr	\$0/km

Notes on Rates

A Rate – Wet hire rate applicable for operating weekdays.

A1 Rate – Wet hire rate applicable for operating weekends.

B Rate – Rate applicable for traveling.

C Rate – Dry hire rate.

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RECOMMENDATIONS (CONT'D)

3. Council advise Contractors that the following rates for supply of trucks under the float hourly rate and distance schedule will be accepted for the period 1 March 2017 to 28 February 2018.

SCHEDULE 3.0

Contractor	Model	GVM (tonnes)	Rate Tendered		
			"A" Rate (\$/hr) incl GST	"A1" Rate (\$/hr) incl GST	Distance (\$/km) incl GST
BMR T/as Roadwork Industries	Tri Axle Float Trailer 3x8	90.000	66.00	79.20	2.37
BMR T/as Roadwork Industries	Float Trailer 3x8 & 2x8 Dolly	44.000	66.00	79.20	2.37
BMR T/as Roadwork Industries	Tri axle lusty 13.5m deck trailer	45.000	66.00	79.20	2.37
BMR T/as Roadwork Industries	Tri axle extendable step deck trailer	42.000	66.00	79.20	2.37
BMR T/as Roadwork Industries	Tri float LOWAA	50.000	66.00	79.20	2.37
BMR T/as Roadwork Industries	b double side tipper	47.000	60.00	72.00	2.37
Earth Plant Hire Pty Ltd	4900A	24.500	0.00	0.00	0.00
Earth Plant Hire Pty Ltd	Semi Trailer	31.000	0.00	0.00	0.00
McEvoy Earth & Haulage	3 Axle	26.000	165.00	0.00	5.50
Newbold Bulk Haulage Pty Ltd	Hbusch low loader Float 2013 HBT	44.000	143.00	143.00	5.50
River Road Transport *	1997 FH12	23.500	200.00	200.00	3.60
Sharpe Bros	Tri Axle Float		385.00	385.00	0.00
Sharpe Bros	Quad Axle Float		385.00	385.00	0.00

Notes

* **Wet Prime Mover Hire (Truck Only) \$140.00 per hour. Min Charge \$300.00 - River Road Transport**

Notes on Rates

A Rate – Wet hire rate applicable for operating weekdays.

A1 Rate – Wet hire rate applicable for operating weekends.

RECOMMENDATIONS (CONT'D)

4. Council advise Contractors that the following rates for supply of trucks under the quantity and distance schedule for the period 1 March 2017 to 28 February 2018 will be accepted:

SCHEDULE 4.0 – Truck Quantity and Distance Schedule

Haul Length (km)	Rate \$/tonne (incl GST)	Haul Length (km)	Rate \$/tonne (incl GST)
0.5	2.00	19.5	9.19
1.0	2.17	20.0	9.34
1.5	2.33	20.5	9.60

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2.0	2.53	21.0	9.78
Haul Length (km)	Rate \$/tonne (incl GST)	Haul Length (km)	Rate \$/tonne (incl GST)
2.5	2.68	21.5	9.97
3.0	2.86	22.0	10.18
3.5	3.02	22.5	10.38
4.0	3.24	23.0	10.51
4.5	3.42	23.5	10.72
5.0	3.62	24.0	10.91
5.5	3.78	24.5	11.12
6.0	3.97	25.0	11.35
6.5	4.18	25.5	11.52
7.0	4.43	26.0	11.74
7.5	4.54	26.5	11.94
8.0	4.74	27.0	12.15
8.5	4.94	27.5	12.35
9.0	5.13	28.0	12.56
9.5	5.33	28.5	12.76
10.0	5.53	29.0	12.97
10.5	5.71	29.5	13.20
11.0	5.89	30.0	13.37
11.5	6.09	30 - 35	13.97
12.0	6.19	35 - 40	14.57
12.5	6.37	40 - 45	15.18
13.0	6.57	45 - 50	15.78
13.5	6.77	50 - 55	16.38
14.0	6.96	55 - 60	16.98
14.5	7.20	60 - 65	17.59
15.0	7.37	65 - 70	18.19
15.5	7.64	70 - 75	18.79
16.0	7.72	75 - 80	19.40
16.5	7.96	80 - 85	20.00
17.0	8.16	85 - 90	20.60
17.5	8.37	90 - 95	21.21
18.0	8.56	95 - 100	21.81
18.5	8.77	100 - 110	22.81
19.0	8.97	110 - 120	23.82
		120 - 130	24.82

Clancy / Brady

The motion was put and carried by majority

There being no further business the meeting closed at 11.38 am.

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CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 16 February 2017 be endorsed.

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Ordinary Meeting – 20 April 2017

Item 2 Minutes of Ordinary Council Meeting – 16 March 2017

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration and Executive Assistant to the General Manager – Glennis Mangan (minutes) 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 Brady, Cr Capel, Cr Clancy, Cr Doolan, Cr Hill, Cr Iannuzzi, Cr Lewis and Cr Todd, General Manager (Steve Loane), Director Corporate & Community Services (Michael Jones), Director Technical Services (Kevin Tighe) and Director Development Services (Leeanne Ryan).

In attendance: Manager Administration and Executive Assistant to the General Manager – Glennis Mangan (minutes) and Administration Officer – Erin Player (minutes).

8.32am

The Mayor called for a minute silence in honour of the late Mark Powell.

Forum

8.34am

Quinton Hutchinson spoke about the contribution and effort the Lions Club made toward the recent Sir Ivan fire.

The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest
Nil.

REPORTS

Item 1 Mayoral Minute – Monthly Mayoral Commitments

Received.

Item 2 Minutes of Ordinary Council Meeting – 16 February 2017

196/1617 A motion was moved by Councillor Capel and seconded by Councillor Todd that the resolutions contained in the Minutes of the Ordinary Council meeting held on 16 February 2017 be endorsed.

The motion was put and lost on the casting vote of the Mayor and the February 2017 Council meeting minutes will be presented to the April Council meeting.

Councillor Iannuzzi objected to the minutes as presented.

Councillors Hill, Brady, Capel and Shinton voted for the motion to endorse the minutes.

Councillors Todd, Lewis, Iannuzzi and Clancy voted against the motion.

Councillor Doolan abstained due to his absence from the February Council meeting.

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Ordinary Meeting – 20 April 2017

Item 3 Minutes of Traffic Advisory Committee Meeting held on 23 February 2017

197/1617 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 23 February 2017.
2. Street on 15 April 2017 for the Annual Easter Bunny Bazaar street event subject to no changes to the previous approved Traffic Control Plan **FURTHER** the event information be forwarded to RMS Traffic Operations.
3. That approval be given to close the following roads on Tuesday, 25 April 2017 for the purpose of conducting an ANZAC Day March and Ceremony, subject to compliance with guidelines and Road Closure Policy:
 - Coolah RSL Sub Branch - Binnia Street between Booyamurra Street and Campbell Street between 10.00 am and 12.30 pm.
 - Coonabarabran RSL Sub Branch – John Street between Edwards Street and Essex Street between 10.00 am and 1.00 pm.
 - Dunedoo/Leadville RSL Sub Branch – Bolaro Street between Wargundy Street and Merrygoen Street between 10.00 am and 12 noon.
 - Mendooran RSL Sub Branch – Bandulla Street between Pampoo Street and Napier Street between 9.00 am and 12 noon.
 - Binnaway RSL Sub Branch – Renshaw Street between Bullindah Street and Yarran Street between 9.30 am and 12 noon.
 - Baradine RSL Sub Branch – Wellington Street and Narran Street between 10.00 am and 12.30 pm.

FURTHER a copy of each Traffic Control Plan to be forwarded to Luke Hodges, Traffic Operations, Western Region (RMS).

4. To approve the proposed road closure in John Street at the intersection of Dalgarno Street and John Street on 25 April 2017 from 5.57 am to 6.20 am for the ANZAC Dawn Service, subject to compliance with RMS Guidelines and Council's Road Closure Policy **FURTHER** a copy of the Traffic Control Plan be forwarded to Luke Hodges, Traffic Operations, Western Region (RMS).
5. That the request by the Coonabarabran Local Aboriginal Lands Council to close John Street between the Tennis Club entrance and the Town Hall on Friday, 26 May 2017 for 15 minutes between 10.30 am and 10.45 am be approved subject to preparation of a Traffic Control Management Plan that involves the NSW Police Force implementing a 'rolling road closure' on the south bound lane between the bridge and the Town Hall and also submission of public liability insurance coverage for the event **FURTHER** that RMS be advised of the proposed road closure event.
6. That an assessment be undertaken at the intersection of Dalgarno Street and Cowper Street to determine if conditions are such that warrant installation of a 'Stop' sign or if 'Give Way' continuity road marking is required.
7. That the space in Cassilis Street next to the kerb blister be investigated to determine if it is suitable as a space for disabled car parking and as an alternative location, a car parking space in John Street is also investigated.
8. That the request by North West Equestrian Expo to close Reservoir Street, Coonabarabran on Saturday, 3 June 2017 and Sunday, 4 June 2017 between 9.00 am and 2.30 pm to conduct the Annual Cross Country Event be approved subject to compliance with Council's Road Closure Policy.
9. That solid white lines on either side of the driveway are marked on the road to delineate the driveway access.
10. That sight distances are investigated in White Street at the intersection of the Newell Highway to determine if installation of a 'Stop' sign is warranted.
11. That a proposal to create two (2) disabled car parking spaces, parallel to the kerb, in Cassilis Street in front of the Coonabarabran Medical Centre is adopted in principle and is subject to consultation with the two medical centres.

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12. That request by the owners of 62–64 Binnia Street Coolah for parallel parking to avoid damage to verandah posts by reversing vehicles is refused on the basis that it will reduce the number of available parking in front of adjoining food shop.

Iannuzzi / Capel

The motion was put and carried by majority

Item 4 Minutes of Plant Advisory Committee Meeting held on 7 March 2017

A motion was moved by Councillor Capel and seconded by Councillor Todd that:

1. That Council accepts the Minutes of the Plant Advisory Committee meeting held in Coonabarabran on 7 March 2017.
2. That Council purchase one (1) Tipping Truck from JT Fossey Sales Pty Ltd that complies with the tender specifications at a price of \$79,517.00 (ex GST) **FURTHER** that Council trade in Plant Item No 122 to JT Fossey Sales Pty Ltd for \$23,636.00 (ex GST) resulting in a changeover price of \$55,881.00 being \$9,119.00 under budget.
3. That Council purchase one (1) Fuso FEB71GRW/815 Crew Cab Truck from JT Fossey Sales Pty Ltd that complies with the tender specifications at a price of \$69,100.64 (ex GST) **FURTHER** that Council trade in Plant Item No 136 to JT Fossey Sales Pty Ltd for \$16,363.64 (ex GST) resulting in a changeover price of \$52,737.00 being \$7,737.00 over budget.
4. That replacement of Plant Item No 142, Urban Services Truck Binnaway be deferred for 12 months.
5. That Council purchase one (1) FWA Tractor with Loader from Peel Valley Machinery that complies with the tender specifications at a price of \$118,836.00 (ex GST) **FURTHER** that Council trade in Plant Item No 195 to Peel Valley Machinery for \$55,000.00 (ex GST) resulting in a changeover price of \$63,836.00 being \$3,836.00 over budget.
6. That due to the potential unreliability of the existing truck and the lead time for replacement, Plant Item No 1180, Garbage Truck be replaced through the normal tender process.

198/1617 An amendment was moved by Councillor Clancy and seconded by Councillor Todd that the minutes be accepted with removal of item 6.

The amendment was put and carried by majority

The amendment became the substantive motion and was put and carried

Councillors Todd, Lewis, Iannuzzi, Clancy, Hill and Doolan voted for the motion.

Councillors Shinton, Capel and Brady voted against the motion.

199/1617 A motion was moved by Councillor Clancy and seconded by Councillor Todd that the purchase of the compactor truck be withheld and a report be sent to the Office of Local Government setting out the actions taken to engage a contractor. **FURTHER** that a report be brought back to Council as a matter of urgency to the April 2017 ordinary Council meeting on the waste contract.

The motion was put and carried by majority.

10.03am

Cr Iannuzzi left the meeting.

10.06am

Cr Iannuzzi re-joined the meeting.

Item 5 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting held on 22 February 2017

200/1617 RESOLVED that:

1. That Council accepts the Minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 22 February 2017.

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2. That further investigation be undertaken by the Netball Association of the claim of \$20,000 being provided to Council from the Association.
3. That the Master Plan for the netball and car park complex be modified to include five (5) outdoor netball hard courts with each orientated in a north south direction and the car park to be located on the western side of the Youth Club building and provision is made for a small car park to enable RSL members easiest access to their rooms.
4. That funding submission under the Australian Government's Building Better Regions Fund be made for four (4) hard courts on the basis of a \$400,000 contribution from Council and a matching contribution from the Australian Government.

Clancy / Brady

The motion was put and carried by majority

Item 6 Binnaway and Mendooran Sewerage Scheme

201/1617 A motion was moved by Councillor Todd seconded by Councillor Lewis that the Warrumbungle Shire Council be proactive in ensuring that the towns of Binnaway and Mendooran be immediately put on the government list for consideration for construction of a sewerage scheme.

The motion was put and carried by majority.

10.16am

Cr Brady left the meeting.

10.18am

Cr Brady re-joined the meeting.

Item 7 Coonabarabran Netball Courts

202/1617 A motion was moved by Councillor Todd seconded by Councillor Clancy that Warrumbungle Shire Council call for a wider expression of interest to be sought for the provision of consultancy services for the construction of the proposed new Netball courts.

FURTHER that the firms of Dynamic Sports and Court Craft be invited into the process.

The motion was put and carried by majority.

10.35am

203/1617 RESOLVED that standing orders be suspended to break for morning tea.

Todd / Capel

The motion was put and carried by majority

10.49am

204/1617 RESOLVED that standing orders be resumed.

Todd / Capel

The motion was put and carried by majority

Item 8 Mendooran Water Rates

205/1617 A motion was moved by Councillor Todd seconded by Councillor Clancy that the fixed Mendooran water charges be brought in line with other villages and towns within the Warrumbungle Shire.

The motion was put and lost by majority

Councillor Todd moved a spill on the motion.

The motion was put and lost with Councillors Shinton, Hill, Capel, Brady and Doolan each recording their vote against the motion and Councillors Todd, Lewis and Clancy each recording their vote for the motion.

Councillor Iannuzzi abstained.

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206/1617 A motion was moved by Councillor Doolan and seconded by Councillor Capel that a report be brought back to Council on reducing the costs of the Mendooran water charges.

The motion was put and carried by majority.

10.57am

Cr Doolan left the meeting.

11.00am

Cr Doolan re-joined the meeting.

Item 9 Local Business Stimulation

207/1617 A motion was moved by Councillor Doolan seconded by Councillor Clancy that Council stimulate local business by holding a short, advertised meeting in the towns of Coonabarabran, Coolah and Dunedoo to inform local business owners how they can benefit by becoming both suppliers to and possibly customers of Warrumbungle Council. Specifically the meetings would outline what applicable goods and services that Council purchases and provides, and how to become involved in any tender and quoting process associated with those supplies.

The motion was put and carried by majority.

Item 10 Orana Arts Inc

Received

Item 11 Request for Financial Assistance for Dunedoo Family Medical Service

208/1617 RESOLVED that Council decline the request for matching funding for Dr Alseneid.

Iannuzzi / Hill

The motion was put and carried by majority

Item 12 Delegations of Authority to the General Manager

209/1617 A motion was moved by Councillor Shinton and seconded by Councillors Capel and Hill that Council rescind its decision, Resolution 166/1617, that the General Manager's delegations regarding legal documents be altered in such a way that the Mayor must co-sign contract, deeds, licences, leases and other legal documents. **FURTHERMORE** that Council review the General Manager's delegations at a future council meeting.

The motion was put and lost by majority.

Councillors Shinton, Capel and Hill voted for the motion.

Councillors Brady, Todd, Lewis, Iannuzzi, Clancy and Doolan voted against the motion.

Explanatory note:

Following discussion regarding the impact of the changes to the General Manager's delegations the following rescission motion was moved.

210/1617 A rescission motion was moved by Councillor Doolan and seconded by Councillor Lewis that the General Manager's original delegations remain in place until a workshop be conducted with Local Government to enable a comprehensive report be brought back to the May 2017 ordinary Council meeting.

The motion was put and carried by majority.

Councillor Iannuzzi abstained.

Councillor Clancy voted against the motion.

Item 13 Social Media Investigation

Received.

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Item 14 Progress Report Delivery Program 2016/17 – 2019/20

211/1617 RESOLVED that Council accepts the 2016/17-2019/20 Delivery Program six (6) month Progress Report to 31 December 2016.

Brady / Hill

The motion was put and carried by majority

Item 15 Section 44 Provision of Council Heavy Plant

212/1617 RESOLVED that Council provide a subsidy capped at \$1,000 per property to pay for plant hire to clear road reserves where trees are deemed a threat to new property infrastructure or road users. Conditions to include:

Full road frontage to be treated
Timber stacked on property
Prior assessment by Council
Fences deemed destroyed or damaged beyond repair
Only roads maintained by Council ie: not paper roads
Warrumbungle Shire Council ratepayers
Claimable if work undertaken by private contractor
Increase the Donations Budget by \$70,000
Works to be completed by 30 June 2017
Refer QBRS
Capel / Brady
The motion was put and carried by majority

11.57am

Cr Brady left the meeting

11.59am

Cr Brady re-joined the meeting

Item 16 Council Owned Land – Fences Damaged by Sir Ivan Fire

213/1617 RESOLVED that Council contribute to half of the cost of the component for the fencing of Council owned land.

Iannuzzi / Lewis

The motion was put and carried by majority

Item 17 Sir Ivan Fire

Received.

Item 18 Council Resolutions Report March 2017

Received.

Item 19 Monthly Report from Human Resources – March 2017

Received.

Item 20 Minutes from the Macquarie Regional Library Committee

Received.

Item 21 Building Better Regions Fund

Received.

Item 22 Queen's Baton Relay

Received.

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Item 23 Queen's Baton Relay – Council Selected Batonbearer Nomination Program

214/1617 RESOLVED that Council supports the nomination process for the Council Selected Batonbearer Nomination Program.

Brady / Capel

The motion was put and carried by majority

12.18pm

DTS left the meeting

Item 24 Related Party Disclosures Strategic Policy

215/1617 RESOLVED that Council endorses the following policy, Related Parties Disclosures Policy, to be included in the Strategic Policy Register.

Related Party Disclosure Policy Strategic

Policy Background

Under the Local Government Act 2009 and Local Government Regulation 2012, all local governments must produce annual financial statements that comply with Australian Accounting Standards.

From 1 July 2016, the Australian Accounting Standards Board amended the AASB 124-Related Party Disclosures to set out that Council's Financial Statement must also contain the necessary disclosures for Related Parties and transactions.

Objectives

This policy is to provide guidance on identifying Council's related parties, related party transactions and how to record them in Council's systems and disclose in Council's General Purpose Financial Statements in accordance with AASB 124.

Scope

This policy applies to Key management personnel (KMP) and related parties of Warrumbungle Shire Council.

Policy

1. Identifying Related Parties

Key Management Personnel

Key management personnel (KMP) have been defined for this policy as those who have authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. These include but are not limited to:

- a) Mayor;
- b) Councillors;
- c) General Manager;
- d) Directors;

All key management personnel are responsible for self-assessing theirs, their close family members' and their related entities' relationship with Council. All related parties must be included in the self assessment.

Self assessment will be recorded on the Related Party Disclosure form.

Transactions with related parties will also be identified through Council's accounts payable, accounts receivable, applications, payroll and document management systems.

Close family members of KMP

Close family members of a KMP are those who may be expected to influence, or be influenced by, the KMP in their dealings with Council. This includes but is not limited to:

- (a) The KMP's children and spouse or domestic partner;
- (b) Children of the KMP's spouse or domestic partner; and

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- (c) Dependants of the KMP or the KMP's spouse or domestic partner.

Key management personnel are responsible for identifying their close family members through the self assessment process.

Related Entities to KMP

Related Entities to Key management personnel are identified in this policy as:

- (a) Entities controlled or jointly controlled by a KMP of Council;
- (b) Entities, apart from Council, which a KMP has significant influence over or is member of the key management personnel of the entities (or of a parent of the entities);
- (c) Entities controlled or jointly controlled by a close family member of a KMP of Council;

Key management personnel are responsible for identifying their related entities through the self assessment process.

Related Entities to Council

An entity is related to Council if any of the following conditions applies:

- (a) The entity and Council are members of the same group;
- (b) The entity is an associate or joint venture of the Council (or an associate or joint venture of a member of a group of which Council is a member);
- (c) The entity is a joint venture of a third entity and Council is an associate of the third entity;
- (d) The entity is a post-employment benefit plan for the benefit of employees of Council or a Council's related entity;
- (e) The entity, or any member of a group of which it is a part, provides key management personnel services to Council.

2. Assessment of Related Party Transactions

2.1 Ordinary Citizen Transaction

Ordinary Citizen Transaction for the purpose of this policy is a transaction that happens between the Council and key management personnel and/or their related parties which satisfy the following criteria:

- (a) Occurs during the course of Council delivering its public service objectives
- (b) Contains no different term to one that are of the general public
- (c) Belongs to a class of transactions that an ordinary citizen of the community would transact with the Council.
- (d) This includes but is not limited to payment of rates for properties owned by the key management personnel and dog registration

Any transaction that are deemed to be ordinary citizen transactions (see above definition) will not be required to be disclosed in the Related Party Disclosure.

Transactions between Council and related parties that would normally be considered ordinary citizen transactions but where the terms and conditions differ from normal practice will not be considered to be an ordinary citizen transaction for the purposes of this policy. These are required to be disclosed as Non-ordinary Citizen Transactions.

2.2 Non-Ordinary Citizen Transactions

A related party transaction for the purpose of this policy is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. All related party transactions that do not satisfy the definition of an Ordinary Citizen Transaction (see definition in 2.1) are then classified as Non-ordinary Citizen Transactions and must be disclosed as part of the Related Party Disclosure in accordance with AASB 124.

The following are examples of transactions that must be disclosed if they are with a related party and are not an Ordinary Citizen Transaction:

- (a) Purchases or sales of goods (finished or unfinished);

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- (b) Purchases or sales of property and other assets;
- (c) Rendering or receiving of services;
- (d) Leases;
- (e) Transfers of research and development;
- (f) Transfers under licence agreements;
- (g) Transfers under finance arrangements (including loans and equity contributions in cash or in kind);
- (h) Provision of guarantees or collateral;
- (i) Commitments to do something if a particular event occurs or does not occur in the future, including executory contracts (recognised and unrecognised); and
- (j) Settlement of liabilities on behalf of Council or by Council on behalf of the related party.

All key management personnel are responsible for self-assessing and disclosing theirs, their close family members' and their related entities' related party transactions with Council.

Self assessment will be recorded on the Related Party Disclosure form.

3. Disclosed Information

For each category of related party transactions specified in Section 2.2., Council will disclose the following information in Council's General Purpose Financial Statements:

- (a) The nature of the related party relationship;
- (b) The amount of the transactions;
- (c) The amount of outstanding balances, including commitments, and:
 - (i) Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - (ii) Details of any guarantees given or received;
- (d) Provisions for doubtful debts related to the amount of outstanding balances; and
- (e) The expense recognised during the period in respect of bad or doubtful debts due from related parties.

4. Disclosure

For each related party category specified in Section 1, Council will disclose information specified in Section 3 for related party transactions of a similar nature in aggregate except when separate disclosure is necessary for an understanding of the effects of the transactions on the Financial Statements of Council, having regard to the following criteria:

- (a) the nature of the related party relationship;
- (b) the significance of the transaction (individually or collectively) in terms of size or value on Council's Financial Statement.

5. Information Privacy

5.1 Who can access the information

The following persons are permitted to access, use and disclose the information provided in a related party disclosure or contained in a register of related party transactions for the purposes specified in Section 5.2:

- (a) the General Manager;
- (b) the Responsible Accounting Officer, the Chief Financial Officer, Director of Corporate and Community Services;
- (c) an Auditor of Council (including an Auditor from the NSW Auditor General's Office);
- (d) Other Officers as delegated by the General Manager.

5.2. Permitted Purposes

Persons specified in Section 5.1 may access, use and disclose information in a related party disclosure or contained in a register of related party transactions for the following purposes:

- (a) to assess and verify the disclosed related party transaction;

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- (b) to reconcile identified related party transactions against those disclosed in the related party disclosure or contained in a register of related party transactions;
- (c) to comply with the disclosure requirements of AASB 124;
- (d) to verify compliance with the disclosure requirements of AASB 124.

5.3. Confidential

The following information is classified as confidential and is not available for inspection by or disclosure to the public:

- (a) information (including personal information) provided by a KMP in a related party disclosure; and
- (b) personal information contained in a register of related party transactions.

5.4. Exemption

Council and all persons specified in 5.1 must not use or disclose personal information provided in a related party disclosure or contained in a register of related party transactions for any other purpose or to any other person except those which are specified in this Policy unless a written consent has been obtained from the subject KMP.

6. Related Party Disclosures

In accordance with the policy, KMP must provide a related party disclosure in the form set out in Attachment A by no later than the following periods during a financial year:

- (a) 30 December each year;
- (b) 30 June each year.

Attachment A: Related Party Disclosure Form

Name of Key Management Personnel:

Position of Key Management Personnel:

Please read Council's **Related Party Disclosure Policy** prior to completing this form, which explains what is a related party transaction and the purposes for which Council is collecting and will use and disclose, the related party information provided by you in this form.

Please complete the table below for each related party transaction with Council that you, or a close family member or any entity related to you:

- (a) has previously entered into and which will continue in the 2016/2017 financial year
- (b) has entered into in the 2016/2017 financial year.

Related Party's name (Your name or your related party's name)	Related Party's relationship to you	Description of transactions with Council	Date of transaction	Amount (Leave blank if non-monetary)

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Related Party's name (Your name or your related party's name)	Related Party's relationship to you	Description of transactions with Council	Date of transaction	Amount (Leave blank if non-monetary)

Declaration

I _____, declare that to the best of my knowledge,
(Full name) (Position)

information and belief, as at the date of this declaration, the above list includes all existing related party transactions with Warrumbungle Shire Council involving myself, my close family members, or other related entities to me, that are relevant to the 2016/2017 financial year.

I make this declaration; after reading the Related Party Disclosure Policy of Warrumbungle Shire Council, which details the meaning of the words "related party", "related party transaction", "close family members", "related entities" and the "key management personnel" which I am a part of as well as the purposes for which this information will be used and disclosed.

I permit the Responsible Accounting Officer and the other permitted persons specified in Council's Related Party Disclosure Policy to access and use this information for the purposes specified in that policy.

Hill / Clancy

The motion was put and carried by majority

12.20pm

DTS re-joined the meeting.

Item 25 Rating Strategic Policy

216/1617 RESOLVED That Council endorses the following Rating Policy to be included in the Strategic Policy Register.

Rating Policy Strategic

Purpose

The purpose of this policy is to ensure effective controls, policies and procedures are in place with respect to Council's rating function, collection of overdue rates, and the granting of pensioner concessions.

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Objectives of the Policy

The objectives of this policy are:

- To ensure all statutory requirements of the Local Government Act 1993 (hereafter the Act) are adhered to;
- To ensure collection of rates, charges and sundry debtors is carried out in a transparent manner and complies with the Act and other relevant state and federal acts;
- To ensure that all applications for the statutory pensioner concession are:
 - managed equitably and in compliance with current legislation;
- To ensure that ratepayers experiencing genuine financial difficulties are treated sensitively on a case by case basis and
- ratepayers are assisted in meeting their rate commitments by providing mutually agreeable alternative repayment plans;
- To ensure that Council minimizes the amount of money owed in respect of overdue rates and charges.

Policy Scope

This policy applies to Council's processing of rates and annual charges, debt collection for rates and annual charges, approval of pensioner rebates, and all other rates and annual charges related issues. This policy does not seek to incorporate the Emergency Services Levy or other fees and charges that may be included in but not part of the Council's revenue.

Background

Roughly 30% of Council's funding is derived from rates and annual charges, and this revenue is used in the provision of a variety of services to the residents of the shire. It is important that Council ensures that all statutory requirements of the Local Government Act are adhered to in Council's making and levying of rates, and that the collection of rates and annual charges is transparent, fair, effective and protected. As an important source of income to fund council's objectives the income from rates and annual charges should fairly imposed and be protected through a process of making payment processing accessible, deterring non payment and debt recovery without causing undue stress or hardship.

Definitions

N/A

Policy Statement

6.1 Making and Levying of Rates and Charges

Council levies Rates and Charges in accordance with the provisions of the Act and the Local Government (General) Regulations 2005 (hereafter the Regulations), including but not limited to:

- Council must make and levy an ordinary rate for each year on all rateable land in its area (s.494),
- may make and levy a special rate in accordance with Act (s.495);
- make and levy an annual charge for domestic Waste Management (s.496);
- make an annual Stormwater Levy (s.496A);
- make and levy an annual charge for sewerage & drainage services (s.501);
- make and levy an annual charge for non domestic waste services (s.501);
- make and levy an annual charge for any service prescribed by the Regulations (s.501)

Council's current rating structure is determined in accordance with of the Act (s.497) being a rate based on land value, together with a Base Amount.

Council issues its annual rates notice to all rateable properties in the Council's area in July of each year for the financial year. Supplementary rate levies may also be issued during the year.

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The General Rates notice currently includes but is not limited, to

- all ordinary rates,
- special rates (including the Stormwater levy) and
- annual charges
- State levied annual charges such as the Fire and Emergency Service Levy (and potentially others as yet unknown) as applicable.

Rates and annual charges may be paid by a single instalment or by quarterly instalments. If the payment is made by quarterly instalments, the instalments are payable as follows:

Instalment	Due Date
1	31 August
2	30 November
3	28 February
4	31 May

If the payment is made by a single instalment, the instalment is payable by the 31 August of each year. Council issues instalment notices to those ratepayers who elect to pay by instalments and such notices are issued at least one month prior to the due date for the instalment. Where the Council levies rates and annual charges after an instalment was due, the amount payable is apportioned equally across the remaining instalments.

Council also issues a separate water notice which currently includes but is not limited to:

- access charges – water and sewer
- consumption charges - water, sewer and trade waste

Water notices are payable as follows:

Water Notice	Due Date
1	31 October
2	31 January
3	30 April
4	31 July

6.2 Payment of Rates

The collection of rates and charges is to be carried out in a transparent manner, and in compliance with the Act and Regulations.

6.2.1 Recovery Action

Recovery action will commence when rates and/or charges are not paid by the due date for each quarterly instalment unless arrangements have been entered into (in writing) to make periodical payments under of the Act (s.564).

Recovery action will commence if other debts (*other than amounts due from Government Departments*) are not paid within thirty (30) days unless arrangements have been entered into.

6.2.2 Agreements for Periodical Payments

Ratepayers who are unable to pay rates and charges and/or water usage charges by the due date, either because of reasons beyond their control or because payment would cause hardship, may apply to enter into an agreement with Council to make periodical payments [henceforth called the 'Agreement']. The payments made under this said agreement should adequately repay the rates and charges levy.

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In order for such an agreement to be considered a 'Payment Arrangement' form is to be completed subject to mutual agreement of payment amounts. The ratepayer is to specify the dates and the amounts that are to be paid and an appropriate contact number and address must be supplied to Council. Verbal agreements shall not provide a reprieve from the debt recovery process.

If a ratepayer fails to meet the terms of an agreement, the agreement shall be terminated and the full amount of the outstanding rates and charges and/or water usage and accrued interest shall be due and payable immediately. Recovery action shall be taken immediately for recovery of the amount due and payable.

If a sundry debtor fails to meet the terms of an agreement, the agreement shall be terminated and the full amount of the outstanding sundry debt shall be due and payable immediately. Recovery action shall be taken immediately for recovery of the amount due and payable.

6.2.3 Use of Water Restrictors

In the case of unpaid water and sewer rates and charges, council may install a water flow restrictor. The use of a water flow restrictor shall be determined on the merits of each individual case. The lodgement and removal of a water restrictor will incur a fee as per the Revenue Policy.

6.2.4 Requests for Write off must be in writing

All applications requesting the writing off of rates, charges, interest and legal fees must be made in writing and may be in either hard or soft copy.

6.2.5 Writing off of Rates, Charges, Interest and Legal Fees

Applications for writing off or rates, charges, interest or Legal fees under the hardship provisions of the Act shall be determined on the merits of each individual case, on the basis of whether or not the hardship criteria have been satisfied by the applicant and a proper opinion can be formed.

6.2.6 Writing Off by Resolution

Rates and/or Charges (including accrued interest) or other debts can be written off by resolution of Council or by delegated authority.

6.2.7 Sale of Land for Overdue Rates

Should all avenues of recovery action be unsuccessful, Council is able, under of the Act (Section 713), to sell land for overdue rates and charges where the rates and charges remain unpaid for a period of more than five years.

6.2.8 Change of Rating Categorization – date of

Should the Rating categorization be changed (for example from Business to Residential) then the effective date of the change will be the beginning of the next Rating Quarter.

The Act and the associated Regulations detail the procedures to be followed should Council choose to follow this course of action.

6.3 Pensioner Concessions

Eligible pensioners are entitled to a statutory pensioner concession provided for under the Act, (s. 575).

6.3.1 Eligibility for Pensioner Concessions

6.3.1.1 Eligible Person

An eligible person must be an eligible pensioner. Eligible pensioners are those who receive any of the following:

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- A pension, benefit, or allowance under Chapter 2 of the Social Security Act 1991 (Cth), and hold a pensioner concession card issued by or on behalf of the Commonwealth Government;
- A service pension under part III of the Veterans' Entitlements Act 1986 (Cth) and hold a pensioner concession card issued by or on behalf of the Commonwealth Government;
- A pension from the Commonwealth Department of Veterans' Affairs, who are also eligible for a pensioner concession card from Centrelink;
- A general rate pension adjusted for extreme disablement under section 22(4) of the Veterans' Entitlements Act 1986 (Cth), or a special rate of pension under section 24 of that Act.

6.3.1.2 Other Conditions of Eligibility for Concession include

The pensioner concessions are granted where a pensioner/owner or joint pensioner/owners:

- Occupy a dwelling on the property, for which a concession is sought, as their sole or principal place of abode.
- Rebates are not granted for vacant or unoccupied land;
- Do not reside on the land subject to the rates in respect of which a rebate is claimed during periods of hospitalisation or convalescence (subject to eligibility reviews);
- Where an application is received for a rebate of rates payable on land held in joint ownership, the applicant pensioners are granted a rebate in accordance with the above and in accordance with the proportion of their interest in the premises;
- A rebate is granted to an eligible pensioner where the land is owned by the Estate of a deceased person and is occupied by the eligible pensioner, who is liable for the payment of rates. This is subject to the granting of probate and the production of documentary evidence of a life tenancy agreement by the eligible pensioner.

6.3.1.3 Liable for the Payment of the Rates

The eligible person must be solely liable, or a person jointly liable with one or more other persons for the rates and/or charges levied on that property.

6.3.2 Application for Concession

6.3.2.1 Application Form

The eligible person must fully complete the Pensioner Concession Application Form. Applicants must sign the customer consent, which allows Council to confirm with the appropriate Government agencies, the accuracy of the details provided by the applicant. Applicants who fail to sign this section will not be granted the rebate.

6.3.2.2 Evidence

Evidence in the form of the Pensioner Concession Card provided by Centrelink must be produced as evidence when applying for the concession. A concession can only be provided for the "place of Residence" as listed on the Pensioner Concession Card. If a Pensioner Concession Card is not available then a letter from Centrelink supporting the applicant's eligibility is sufficient. A rebate can not be granted without providing sufficient evidence.

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6.3.2.3 Confirmation

Council will from time to time seek to confirm eligibility. Eligibility will be sought at least annually through use of the electronic Pensioner Confirmation Service provided by Centrelink.

6.3.3 Applying the Concession

6.3.3.1 Date of Grant

After first day of current financial year

If a person becomes an eligible pensioner after the first day of the current financial year, the amounts of the rebate will be proportioned to the number of full quarters remaining after the day on which the person becomes an eligible pensioner.

Before the first day of current year

If a person had become an eligible pensioner prior to the start of the financial year they will be eligible only for the full annual rebate for the current financial year. A pensioner concession rebate can not be back dated beyond the start of the current financial year.

6.3.3.2 Value of Rebate

The amounts of the concession available on an annual basis (current as the 1 July 2016) are:

- 1 Up to \$250.00 on all ordinary rates and domestic waste management service charges, and
- 2 Up to \$87.50 on the water supply service charge: and
- 3 Up to \$87.50 on the Sewer Access Charges.

6.3.3.3 Payment Options

Under Council's policy, eligible pensioners have three payment options:

- Pay the full amount of rates as set out on the Rates Notice by the due date; Pay the full amount of the rates as set out on the Rates Notice by four instalments. Details of this option and amounts payable each quarter and the due dates are included on the Rates Notice.
- Special payment arrangements can be made with Council whereby rates are paid over an extended period at an agreed amount. For example, a pensioner may request to pay their rates at \$50.00 per month, ensuring that the agreed amount paid will satisfy the total amount owing for rates.

Responsibilities

Council's Financial Services Branch is responsible for the day to day application of the policy

Associated Documents

N/A

Getting Help

The staff member who can assist with enquiries about the policy

Position: Supervisor of Finance Coolah

Department: Financial Services

Version Control

Review Date: 15/11/2016

Staff Member Responsible for Review: Chief Financial Officer

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Policy Name	Version	Resolution	Date
Rating Policy	1	433	18 June 2009
Rating Policy	2	108/1314	19 September 2013
Rating Policy	3	216/1617	16 March 2017

Clancy / Capel

The motion was put and carried by majority

Item 26 Bank Reconciliation for the month ending 28 February 2017

217/1617 RESOLVED That Council accept the Bank Reconciliation Report for the month ending 28 February 2017.

Iannuzzi / Capel

The motion was put and carried by majority

Item 27 Investments and Term Deposits for Month ending 28 February 2017

218/1617 RESOLVED that Council accept the Investments Report for the month ending 28 February 2017.

Capel / Hill

The motion was put and carried by majority

Item 28 Rates Report for Month Ending 28 February 2017

Received.

Item 29 Naming of Laneways; Coonabarabran, Binnaway & Coolah

219/1617 RESOLVED That Council call for submissions for naming of the following laneways:

- Laneways either side of Brains Ford in Coonabarabran.
- Laneway off Bullinda Street and between David Street and Renshaw Street in Binnaway.
- Laneway off Central Lane and between Goddard Street and Martin Street in Coolah.

Lewis / Clancy

The motion was put and carried by majority

Item 30 Connection of Sewer to Camp Cypress

220/1617 RESOLVED that Council undertake further investigations on the feasibility of installing a sewer line along road corridors between Camp Cypress and the sewage treatment plant. **FURTHERMORE** a budget allocation of \$20,000 is made for the environmental investigation in 2016/17, which is funded from within the existing allocation for Capital works in 2016/17.

Todd / Clancy

The motion was put and carried by majority

Item 31 Nominations for Warrumbungle Aerodromes Advisory Committee

221/1617 RESOLVED that the following nominations are accepted for membership of the Warrumbungle Aerodromes Committee;

- Mr Ian Munns – as an alternate delegate for Coonabarabran
- Mr Grant Piper.

Clancy / Todd

The motion was put and carried by majority

Item 32 2016/17 Technical Services Works Program – Road Operations, Urban Services & Water Services

Received.

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Item 33 Planning Legislation Update

222/1617 RESOLVED that a submission to be made on behalf of Council to the NSW Department of Planning and Environment in relation to the following issues that will affect Council:

- The 'online portal' that will allow Development Applications, Construction Certificates and Complying Development Applications to be lodged online by the public will increase the work load for Council assessing officers;
- A 'statement of reasons' to be provided with all development applications may have legal implications on Council;
- The renewal of Council's *Local Environmental Plan (LEP)* every 5 years will result in financial and work load implications;
- The removal of interim occupation certificates will mean that it will be unclear to the owners and Council as to when the development has been finalised with a final occupation certificate.

Brady / Hill

The motion was put and carried by majority

Item 34 Coonabarabran Administration Building & Swimming Pool – Storm Damage
Received.

Item 35 Baradine Hall Outstanding Resolution 223/1516

223/1617 RESOLVED that Council resolve to continue with the goal to remove and replace the trees at the front of the building with like and that an appropriate irrigation system is installed to stop the new trees from suffering from lack of water **FURTHERMORE**, that Warrumbungle Shire Council to supply the Baradine & District Progress Association a draft MOU/Licence for management of the hall when acquisition of Lot 2, Section 23, Deposit Plan 758051 is completed as resolved in 65/1617.

Todd / Iannuzzi

The motion was put and carried by majority

Item 36 Contaminated Land Policy Review

224/1617 RESOLVED that Council endorses the following Contaminated Lands Policy and it be included in Council's Strategic Policy Register.

Contaminated Land Policy Strategic

Purpose

The purpose of this Policy is to provide a framework to assist Council, residents and proponents of current and proposed development to respond positively and proactively to contaminated land based hazards and risks, both past and present.

The objectives of this Policy will aim to ensure compliance with the requirements of the *Contaminated Land Management Act 1997*, *State Environmental Planning Policy (SEPP) 55 – Remediation of Land 2005*, *Managing Land Contamination: Planning Guidelines 1998* and the *Central NSW Regional Contaminated Land Policy*.

Objectives of the Policy

The objectives of this Policy are:

- To maintain a database of contaminated or potentially contaminated land and any information on remediation, abatement, or site audits of work on contaminated land undertaken in the Warrumbungle Shire Council area.

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- Provide information to support decision making and to inform and liaise with the community
- Ensure that appropriate consideration of contamination issues is made during the rezoning and development assessment process.
- Ensure that changes to land use will not increase the risk to health or the environment.

Policy Scope

This policy applies to Councils Development Services Department and will be referenced in planning decisions for all contaminated or potentially contaminated land parcels within the shire area.

Background

This Policy forms the basis for the management of land, which is either contaminated or potentially contaminated, within the Warrumbungle Local Government Area.

The management of contaminated land is a shared responsibility between Office of Environment & Heritage (OEH) (which includes the Environment Protection Authority (EPA), the Department of Planning and Infrastructure (DP&I) and Council. The EPA is the regulatory arm of OEH.

Under the Contaminated Land Management Act, the EPA regulates contaminated sites that pose a significant risk of harm to human health or the environment.

The EPA:

- Regulates the appropriate investigation and clean-up of significantly contaminated land;
- Administers the NSW site auditor scheme under Part 4 of the Contaminated Land Management Act;
- Makes or approves guidelines for use in the assessment and remediation of contaminated sites;
- Administers the public record of regulated sites under the Contaminated Land Management Act.

Contaminated or potentially contaminated sites that are not regulated by the EPA will be managed by Warrumbungle Shire Council through land use planning processes, ie., SEPP 55, Warrumbungle LEP 2013.

Under the provisions of this policy, Warrumbungle Shire Council has adopted a framework to manage those sites which are contaminated or potentially contaminated, that do not pose an unacceptable risk to human health or the environment under its current or approved use.

The planning and development process will determine what remediation or abatement is required to ensure the land is suitable for a different use. It is important to note that this policy is a land-based policy only.

Part 7A of the Environmental Planning and Assessment Act 1979 (EP&A Act) provides that planning authorities who act substantially in accordance with the SEPP 55 Guidelines are taken to have acted in good faith when carrying out planning functions.

Definitions

Refer to definitions as provided in the attached *Central West Regional Contaminated Land Policy*.

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Policy Statement

6.1 Database of Contaminated or Potentially Contaminated Land

Council will develop and maintain a database of contaminated or potentially contaminated land within the local government area. Development of this database will be assisted by a community engagement program to identify contaminated or potentially contaminated land not known to Council. This database may not be a complete list, and will only identify properties known to Council which have a history of contamination, or that have been associated with uses that may have resulted in contamination. Persons should also make their own enquiries or investigations into whether land is contaminated, or potentially contaminated. The Database will also record details of any site remediation or abatement that has been undertaken, validation records, and audits of remediation work. Information regarding individual properties will be located in Council's Database. Any enquiries associated with a property should be checked against information contained within the Council Database.

6.2 Council's Decision Making Process

In determining all rezoning and development applications, Council must consider the possibility of land contamination and the implications it has for any proposed or permissible futures uses of the land. A precautionary approach will be adopted as outlined in the attached *Central NSW Regional Contaminated Land Policy* to ensure that any land contamination issues are identified and dealt with early in the planning process.

6.3 Section 149 Planning Certificates

Section 59(2) of the Contaminated Land Management Act prescribes certain matters to be specified in a section 149(2) planning certificate as noted in the attached Central NSW Regional Contaminated Land Policy.

Responsibilities

Development Services

Associated Documents

This policy should be read in conjunction with the following:

- *Contaminated Land Management Act 1997*
- *Contaminated Land Management Regulation 2013*
- *Environment Planning and Assessment Act 1979*
- *Environment Planning and Assessment Regulation 2000*
- Central NSW Regional Contaminated Land Policy

Getting Help

Position: Manager Regulatory Services

Department: Development Services

Position: Town Planner

Department: Development Services

Position: Environment and Health Officer

Department: Development Services

Version Control

Review Date:

Staff Member Responsible for Review:

WARRUMBUNGLE SHIRE COUNCIL

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Policy Name	Action	Resolution No.	Date
Contaminated Land Policy	<i>Adopted</i>	278/1415	19 March 2015
Contaminated Land Policy	<i>Review</i>		1 April 2016
Contaminated Land Policy	<i>Review</i>	224/1617	16 March 2017

Lewis / Iannuzzi

The motion was put and carried by majority

Item 37 Development Applications

225/1617 RESOLVED That Council note the Applications and Certificates Approved, during February 2017, under Delegated Authority.

Todd / Hill

The motion was put and carried by majority

There being no further business the meeting closed at 12.43 pm.

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CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 16 March 2017 be endorsed.

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Item 3 Minutes of Traffic Advisory Committee Meeting held on 23 March 2017

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
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 Sharon Grierson (RMS), Mr Kevin Tighe (Director Technical Services), Mr Bikram Joshi (Manager Asset & Design) and Ms Cheyenne O'Brien (RSO).

APOLOGIES: Ms Jackie Barry (RMS), Senior Constable Steven Chaplin (NSW Police Force), Mr Colin Harper (Minister's Representative). (Note that Minutes need to be referred to Police for confirmation.)

CONFIRMATION OF MINUTES

24/1617 RECOMMENDED that the Minutes of the Traffic Advisory Committee meeting held on Thursday, 23 February 2017 be confirmed.

Shinton/Grierson

BUSINESS ARISING FROM THE MINUTES

- RMS referrals for planned events to be forwarded to Network Safety Officer.
- Disabled Parking – Standards supplied by RMS.
- Proposed Road Closures – to be forwarded to RMS Representative.
- 21/1617 – determined that sight distances at the intersection of White Street and Newell Highway, Coonabarabran are adequate for cars. Further investigation for trucks is required. A trial may be required. It was determined that no 'Stop' sign is required.
- 17/1617 – determined that a 'Stop' sign is not required at the intersection of Dalgarno Street and Cowper Street, Coonabarabran. The intersection will be monitored to determine whether narrowing of the intersection is warranted.

The following matters were noted as outstanding:

- 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.
- 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.
- 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.
- Pavement Markings – Council to renew 'Look' pavement markings at the roundabout in John Street and in Little Timor Street next to the Coonabarabran Bakery.
- Assessment of advisory warnings signs on Observatory Road.
- Installation of bollards in front of Bugaldie Store.

WARRUMBUNGLE SHIRE COUNCIL

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AGENDA ITEMS

a) Request for the Installation of School Bus Route Signage on Tooraweenah Road – Mendooran to Yarragrinn Bridge

25/1617 RECOMMENDED that 'Bus Route' signs be installed on Tooraweenah Road from Mendooran to Yarragrinn Bridge, subject to confirmation of bus route extent, **FURTHER** that reminder signs be included.

Grierson/Shinton

b) RSO Monthly Report – March 2017

The RSO Monthly Report was received and noted and in particular the following road safety projects were discussed:

- Free Cuppa Launch. The Hon. Troy Grant, MP was in attendance.
- Mobility Scooter Workshop to be held 21 April 2017.
- Child Car Seat Checking Day to be held 27 April 2017.
- Slow Down on Local Roads.
- Speed Trailer schedule – undertaken in conjunction with traffic counters.
- School Bus Stop Policy in abeyance until State Government policy is released.

LATE ITEMS

Coona Can Do – Request for Closure of Bingie Grumble Road, Coonabarabran for the Mother's Day Classic on 14 May, 2017

26/1617 RECOMMENDED that the request by Coona Can Do to close Bingie Grumble Road, Coonabarabran on Sunday, 14 May 2017 to conduct the Mother's Day Classic Fun Run/Walk event not be approved, **FURTHER** that Council enter into discussions with the group.

Grierson/Shinton

GENERAL BUSINESS

Bicycle racks in front of the Library in John Street, Coonabarabran

Following discussion, Council will further investigate the request for installation of bicycle racks in front of the Library in John Street, Coonabarabran.

Hickey Falls

Discussion on maintenance and responsibility.

Disabled Parking in Front of Medical Centres in Cassilis Street, Coonabarabran

The site was discussed and it was agreed that further design and investigation is required.

Bike Forum

Cheyenne O'Brien delivered a presentation on the Coolah Fun Ride.

Girl Guides

Feedback is sought on trial of 'QR' codes that were located around streets of Coonabarabran to indicate bicycle routes.

There being no further business the meeting closed at 11.45 am.

The next meeting is to be held on Thursday, 27 April 2017 in the Gallery Meeting Room, Coonabarabran commencing 10.00 am.

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CHAIRMAN

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 23 March 2017.
2. That 'Bus Route' signs be installed on Tooraweenah Road from Mendooran to Yarragrinn Bridge, subject to confirmation of bus route extent, **FURTHER** that reminder signs be included.
3. That the request by Coona Can Do to close Bingie Grumble Road, Coonabarabran on Sunday, 14 May 2017 to conduct the Mother's Day Classic Fun Run/Walk event not be approved, **FURTHER** that Council enter into discussions with the group.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 4 Minutes Bushfire Appeal Advisory Panel – 7 March 2017

Division:	Executive Services
Management Area:	Governance
Author:	PA to Director Corporate & Community Services – Liz Webster
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2 The demographic makeup of the community is well-represented in local activities, service delivery and decision-making.

PRESENT: Mayor Peter Shinton (Chairperson), Steve Loane (General Manager Warrumbungle Shire Council/WSC), Ken Harrison (NSW DPI), Peter Manning (Coolah St Vincent de Paul), Chris Sullivan (Dunedoo St Vincent de Paul), Laurie Dawson (BlazeAid), Bronwyn Drew (Caring for Coolah/C), Rose Scott (Caring for Coolah/C4C), Joy Beames (Dunedoo CWA) Irene Osborne (Anglican Church Coolah)

ATTENDING: Glennis Mangan (WSC), Michael Jones (Director Corporate and Community Services WSC), Lisa Grammer (WSC) and Liz Webster (WSC-Minutes)

APOLOGIES: NIL

WELCOME AND INTRODUCTION:

Steve Loane welcomed and thanked all attendees for their commitment to the fund explained it is a long process and gave an outline of the fund, as the Mayor is to be the Chair of the committee. All decisions are to be made by the committee members Council staff are only attending in an advisory role.

Also clarified was the fact that Council does not use any of the fund for cover costs such as wages, administration costs or staff costs.

All monies collected are used entirely for the needs of the fire affected. Unlike some Facebook or go fund accounts there are no administration costs at all. Every dollar donated is used entirely for the benefit of those affected.

Laurie Dawson was invited to speak of the role BlazeAid. Laurie explained BlazeAid provide labour required to pull down damaged fences and rebuild replacement fences. BlazeAid will use whatever type of materials the landholder provides. Concentrating on Roadside and Boundary fencing. In some exceptional case some internal fencing will be replaced as well.

Materials are to be supplied by the landholder. He did acknowledge the substantial donation made by the Dunedoo CWA Sir Ivan Bushfire Appeal of materials which was being dispersed at present as ten (10) end units per property.

He also advised currently it is costing approx. \$10 per head to feed the volunteers as ingredients are purchased and it is costing \$6 per head to have the meals prepared. Currently there are 60 volunteers though this figure could rise and it is expected they will be in the area for at least 6 months before work has finished.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

PUBLIC FUND RULES

Members provided with a copy of the Wambelong and Redbank fires Mayors Fund Public Fund Rules to be considered and discussed and or adopted at the next meeting.

ACTION: Public Fund Rules to be amended to reflect the details for the Sir Ivan Fire.

GUIDING PRINCIPLES

Members provided with a copy of the Wambelong and Redbank fires Mayors Guiding Principles to be considered and discussed and or adopted at the next meeting.

ACTION: Guiding Principles to be amended to reflect the details for the Sir Ivan Fire.

PHASE ONE (1) FUNDING

The Mayor reported as at 7 March February 2013 the Bushfire Appeal has received \$107,282.58

The following amounts were decided by consensus to be dispersed as Phase 1 funding;

- \$40,000 to BlazeAid to cover catering costs for Volunteers
- \$10,000 to be allocated to potable water program being for the cartage, water is supplied by Council at no cost.
- \$20,000 to be reserved for Community renewal

Passed by Consensus

The remaining \$37,282.58 to be allocated at the next meeting to partner agencies to be used for any emerging needs

Passed by Consensus

ADVISORY PANEL TERMS OF REFERENCE

Members provided with a copy of the Wambelong and Redbank fires Mayors Find Terms of Reference to be reviewed discussed and adopted at the next meeting.

ACTION: Terms of Reference to be amended to reflect the details for the Sir Ivan Fire.

GENERAL BUSINESS

Ken Harrison (DPI) explained current assistance available from the Rural Assistance Authority (RAA) at present;

CAT A: Assistance to alleviate personal hardship and distress including;

- Emergency food, clothing and accommodation.
- Repair or replacement of essential household items.
- Essential repairs to housing to a habitable condition.
- Demolition or rebuilding to restore housing to a habitable condition.
- Removal of debris from residential properties
- Extraordinary counter-disaster operations of direct assistance to an individual.
- Personal and Financial counselling.
- Extraordinary costs associated with the delivery of the above forms of assistance (e.g. costs of evacuation and operation of recovery centres).

CAT B: Assistance available includes;

- Restoration or replacement of essential public assets (that are not operating on a commercial basis) such as roads, bridges and schools to their pre-disaster standard.
- Concessional loans, subsidies or grants to small businesses, primary producers, voluntary non-profit bodies and needy individuals.
- Counter disaster operations for the protection of the general public.

CAT C is yet to be declared.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

He also explained that RFS had indicated that they were organising a contractor to clean water tanks and homesteads of retardant and was disappointed that this had not happened as yet. Most affected properties have been cleaned by their owners but did acknowledge that some affected persons would be unable to complete this task themselves and he will be contacting RFS again to see what progress has been made.

He has also been advised by Steve Bradshaw that at present fodder is not required and if those wishing to donate fodder or hard goods to be advised to please consider selling and donating the cash instead.

It was noted was Mayors Fund and the Dunedoo CWA Sir Ivan Bushfire Appeal both have no fees and have probity in place. For those wanting to assist with fencing the Delta Agribusiness Dunedoo Fencing Fund and Rural Aids fencing funds would be suitable and able to assist BlazeAid with materials.

It was mentioned by many of the panel that some fire affected residents were not coming forward as they felt that many are doing it harder than they were or had not had contact with support services since the fire event. It was noted that assistance is for all affected persons and all should be encouraged to access the assistance and to please get the word out of the help and assistance available.

ACTIONS:

1. Steve (GM) to facilitate meeting with Upper Hunter and Mid Western with a view to having a consistent approach to allocation of funds.
2. That the Director of Development Services (WSC) to prepare a report to Council to have DA Fees waived for people who have had their homes and structures destroyed by the Sir Ivan Fire.

NEXT MEETING: 2:00pm Tuesday 11 April 2017 Dunedoo

MEETING CLOSED: 3:45pm

.....
CHAIRPERSON

RECOMMENDATION

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 7 March 2017
2. The following amounts were decided by consensus to be dispersed as Phase 1 funding;
 - \$40,000 to BlazeAid to cover catering costs for Volunteers
 - \$10,000 to be allocated to potable water program being for the cartage, water is supplied by Council at no cost.
 - \$20,000 to be reserved for Community renewal
3. The remaining \$37,282.58 to be allocated at the next meeting to partner agencies to be used for any emerging needs

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 5 Minutes of the Consultative Advisory Committee Meeting – 7 March 2017

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Manager Human Resources – Val Kearnes
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

PRESENT: James O'Malley (Chairperson), Ben Smith, Steve Loane, Deanne Britton, Kelly Dewar, Michael Bacon, Dale Oliver.

IN ATTENDANCE: Val Kearnes (Manager HR), Michael Jones (Director Corp & Community Services).

APOLOGIES: Jamie McKinnon (Union Organiser), Kathryn Weatherall.

10.00 AM Meeting Opened

CONFIRMATION OF MINUTES

RECOMMENDED that the Minutes of the Ordinary Consultative Advisory Committee held on 6 December 2016 be confirmed.

Dewar/Britton

AGENDA ITEMS

1. Vacant Positions on the Consultative Committee

Clarification to be sought from Jamie McKinnon (Union Organiser) and brought to next meeting.

2. Voting and Recording of Consensus Items

Clarification to be sought from Jamie McKinnon (Union Organiser) and brought to next meeting.

3. Draft Civil Emergency Leave Policy

Discussions took place regarding contents of draft policy.

Changes to be made: include reference of employment details of secondary or volunteer work to 5.1.2; change to 5.9.1 includes overtime in the rest break; 5.9.2 add annual in from of 5 day allowance.

With these changes made the committee agreed to the policy.

Consensus

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

4. Draft Workplace Monitoring Policy

Committee discussed contents with a question of whether there was another reason for the monitoring and that staff would not be indiscriminately monitored. Assurances given that this was not going to be the case.

Committee agreed to the policy.

Consensus

GENERAL BUSINESS

1. Drug & Alcohol Policy

This was from last meeting; MANEX not yet considered the proposed change of work team testing instead of individual testing. To be considered at next MANEX meeting.

2. OO Soft System

Discussions on the suitability of the system took place. Noted that Form 19 and Form 20 are outdated and new alternative system needs to be considered.

3. Recruitment and Selection

Question asked as to what is an acceptable pool of applicants to be considered for interviewing. Committee as advised that this is dependant on if they have all the essential criteria. Committee asked whether this has happened and what was to be undertaken in the future.

Steve Loane stated that if only one staff member or external applicant applied for the position and they had all the essential criteria then they would be interviewed, this would be considered a suitable number to interview.

Meeting Closed 10.55am.

Next meeting to be held on 6 June 2017 in the Coonabarabran Gallery Room.

.....
JAMES O'MALLEY
Chairperson

RECOMMENDATION

That Council notes the Minutes of the Consultative Advisory Committee meeting held 7 March 2017 in Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 6 Minutes of Local Emergency Management Committee Meeting – 20 February 2017

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Emergency Services Coordinator – Phil Southwell
CSP Key Focus Area:	Our Natural Environment
Priority:	PI2 The long-term wellbeing of our communities is supported by ongoing provision of high quality health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management

CHAIRPERSON	Kevin Tighe	LEMO
PRESENT	David Maher Russell McArthur Kel Wise, Bob Cosgrove Phil Lalor Rod Williams Glen Clark Rodney Coombes Dave Hunter Alex Hay Clinton Baglee	LEOCON Deputy LEOCON REMO SES Baradine SES VRA Coolah VRA Coolah VRA Coonabarabran Ambulance NSW Ambulance NSW F&R
MINUTES:	Phil Southwell	WSC
APOLOGIES	Dave Smith Corey Philip June Buck Nigel Boyce Barry Johnson	SES Dunedoo RFS Red Cross LLS SES Baradine

MINUTES OF PREVIOUS MEETING:

The minutes for the previous meeting, were available prior to the meeting and at the meeting for all committee members.

Minutes accepted Bob Cosgrove / Russel McArthur

BUSINES ARISING:

1. Trees on Roads *see Agenda Item*
2. SOP for Stock Transport Accident *see Agenda Item*
3. Rural Address and the *Suburb* issue around Coonabarabran Township will be discussed at a Public Meeting on 24th Feb 2017 at Council Chambers. Agencies were encouraged to attend and provide their

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

AGENDA ITEMS

1. REMO Report (*attached previously to minutes*)

2. Contact Lists

Distributed to the meeting for amendments.

3. Events (*summary of events within the Shire*)

- | | |
|---|--------------|
| 1. Binnaway Show | 25/2/17 |
| 2. Coonabarabran Show | 11/3/17 |
| 3. Baradine Show | 18/3/17 |
| 4 Hartwood Music Festival | 12 – 17/4/17 |
| 5. Various Easter events throughout Shire | |

4. SOP on Animal Destruction at Accidents

The committee decided that an SOP for Animal Destruction was not necessary and that the LLS / DPI guidelines should be sent out to all members prior to the next Meeting with the objective of reviewing this document and include it in the attachments to the EM Plan

The Disposal of Animals still remains a problem with the LLS document indicating that it is Council's responsibility.

5. Trees on Roads

A further draft SOP was presented to the committee. Discussion on the actions of agencies suggested that the flow chart was correct and to be included in EM Plan attachments. The emphasis was that all agencies need to inform Council that they have received *tasks* to clear trees off Roads.

The committee indicated that communication between agencies was still the key to stopping duplication of tasks.

6. Cowal Gold Mine Transport of Dangerous Goods

Kevin Tighe presented a letter to the committee asking for comments about the transport of both Ammonia Nitrate and Sodium Cyanide through the main street of Coonabarabran. The following motion was passed:-

“The Committee recommended that the proponent – Cowal Gold Operations – provide an Emergency Response plan to an event in town that involves transportation of hazardous substances associated with Cowal Gold Operations. The plan should comply with requirements by NSW Government for preparation of emergency response plans.

At the very least the plan should outline the potential hazards associated with transportation of AN through Coonabarabran and it should provide guidance on how to manage an emergency event involving the transportation of AN through Coonabarabran.”

Moved Kevin Tighe / Kel Wise

7. The EM Plan

The CMG for Power Failure was amended after contacting Jeff Pattison, Area Manager of Essential Energy, Northern Region. No local representative was available for the meeting.

The committee did not endorse the document and requires some further verification on Aged Care Emergency Plans and their plans for Power Failures.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

GENERAL BUSINESS

1. Kel Wise spoke (part of REMO Report) about Recovery and the use of the Community Recovery Guide.
2. A new document for Emergency Services is the LEMC Handbook. This is to be sent out to all committee members.
3. Kel Wise spoke of the Baradine example of how the Community has developed an Emergency Hub after receiving funding from a grant following the Wambelong Fire.

He suggested that we should encourage other communities to use this as an example to create a location for the distribution of information during emergencies.

4. Kel Wise asked if Council had completed the 'Natural Disaster Assessment Form' that provides funding for the Sir Ivan Fire.

CORRESPONDENCE

1. David Monk – Trees on Roads;
2. Kel Wise – Exercise documents;
3. Kel Wise – DPI (LLS) Stock Transport Accident
4. To LEMC – CW Training Schedule for 2017
5. To LEMC – LEMC Handbook (Information on ES)
6. To Haley Estreich – Best wishes in new position.

DATE OF NEXT MEETING

The date of the next meeting will be: Monday, 15 May 2017 at Coolah RFS Building following the Rescue Meeting.

MEETING CONCLUDED

As there was no further business the formal part of the meeting concluded at 9.14 pm.

.....
CHAIRMAN
KEVIN TIGHE
LEMO

RECOMMENDATION

That Council notes the minutes from the Local Emergency Management Committee held on 20 February 2017 at Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 7 Weight of Loads Group – Meeting March 2017

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	Roads throughout the Shire are safe, well maintained and appropriately funded.

Purpose

To provide Council with a report on the latest meeting of the North West Weight of Loads Group.

Background

Council has a Memorandum of Understanding with eight (8) other Councils in the North West region of the State to employ inspectors and staff for the purpose of enforcing compliance with truck weight regulations.

Councillor Todd is the Chairman of the Management Committee. Three meetings of the Committee are held each year and the latest was at Bingara on the 6 March 2017. A copy of the minutes from that meeting is attached to this report. The agenda papers, which include financial report and statistical reports have been forwarded to Councillors under separate cover.

Issues

A focus at recent meetings is finalisation of levels of service for each of the member Councils.

Options

Council has discretion in this matter.

Financial Considerations

Council has a budget allocation of \$30,000 to meet the cost of employing inspectors on roads within Warrumbungle Shire.

The financial contribution to the Group by Warrumbungle Shire Council is a direct result of the number of hours inspectors spend patrolling roads within the Shire. That is, the enforcement program of the Group is on a fee for service program. Furthermore, the cost of the inspections within the Shire is offset by income received through fines and Council's share of Roads & Maritime Services funding for the Group.

RECOMMENDATION

That minutes from the North West Weight of Loads Group meeting held on the 6 March 2017 are noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Attachment – Minutes of the North West Weight of Loads Committee – 6 March 2017

MINUTES OF THE NORTH WEST WEIGHT OF LOADS COMMITTEE
QUARTERLY ORDINARY MEETING HELD IN THE LIVING CLASSROOM, 1
KILLARNEY GAP ROAD, BINGARA ON MONDAY, 6 MARCH 2017
COMMENCING AT 2:00 PM

PRESENT: Mr Steve Clayton (Dubbo Regional Council), Cr Glenn Frendon (Glen Innes Severn Council), Mr Keith Appleby (Glen Innes Severn Council), Mr Wayne Kerr (Gunnedah Shire Council), Mr Richard Jane (Gwydir Shire Council), Cr David Coulton (Gwydir Shire Council), Mr Ian Dinham (Moree Plains Shire Council), Mrs Kylie Kerr (Moree Plains Shire Council), Ms Georgia Cruickshank (Moree Plains Shire Council), Mr David Carter (Inspector - Moree Plains Shire Council), Mr Geoff Girard (Inspector - Moree Plains Shire Council), Mrs Rosalie Peacey (Minute Taker - Moree Plains Shire Council), Mr Darren Raeck (Narrabri Shire Council), Mr Alan Lawrance (Narrabri Shire Council), Mr Michael Pepper (Roads & Maritime Services), Cr Denis Todd (Chair - Warrumbungle Shire Council) and Mr Bikram Joshi (Warrumbungle Shire Council).

APOLOGIES: Cr Jamie Chaffey (Gunnedah Shire Council), Cr Stephen Ritchie (Moree Plains Shire Council), Cr Michael Montgomery (Moree Plains Shire Council), Mr Robert Cavanagh (Livestock & Bulk Carriers Association) and Mr Kevin Tighe (Warrumbungle Shire Council)

RESOLVED: (Clayton/Appleby)

That the apologies from Cr Jamie Chaffey (Gunnedah Shire Council), Cr Stephen Ritchie (Moree Plains Shire Council), Cr Michael Montgomery (Moree Plains Shire Council), Mr Robert Cavanagh (Livestock & Bulk Carriers Association) and Mr Kevin Tighe (Warrumbungle Shire Council) be accepted.

CONFIRMATION OF MINUTES OF QUARTERLY ORDINARY MEETING HELD MONDAY, 5 DECEMBER 2016, IN THE MOREE PLAINS SHIRE COUNCIL CHAMBERS, LEVEL 2, MAX CENTRE, HEBER STREET, MOREE.

RESOLVED: (Dinham/Frendon)

That the minutes of the quarterly ordinary meeting held on Monday, 5 December 2016, in the Moree Plains Shire Council Chambers, Level 2, Max Centre, Heber Street, Moree be accepted as a true record of proceedings.

MATTERS ARISING FROM MINUTES OF QUARTERLY ORDINARY MEETING HELD MONDAY, 5 DECEMBER 2016.

Minutes North West Weight of Loads Quarterly Ordinary Committee Meeting
The Living Classroom, Bingara, Monday, 6 March 2017

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Discussion had on this matter and committee advised that current meeting start times were to remain.

Cr Denis Todd brought up the matter of interstate vehicles using our roads from last meeting.

'Mr Denis Todd advised that many Warrumbungle Shire roads (as other Shires) are carrying interstate transport that we are currently not getting external funding for. He asked the question "Is there any funding available for roads or is there something we can do as a committee to obtain?"'

Discussion was had on this matter and it was noted that Councils could seek funding from the likes of Fixing Country Roads funding streams and the Committee could assist the individual Council with enforcement data to help with the applications.

Ms Georgia Cruickshank advised committee to contact her and she would supply data for grants etc. to each individual council.

Mr Ian Dinham advised that the Committee could also supply a letter of support to help with grant applications if required.

NEXT MEETING

The next meeting scheduled for Monday, 3 July 2017 hosted by Narrabri Shire Council, venue to be advised.

Light lunch commencing at 1:30pm with meeting commencing at 2:00pm.

There being no further business meeting closed at 2:50 p.m.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

ACTION LIST PERTINENT TO NWWOL GROUP OPERATIONS				
REF	DATE	RESPONSIBLE OFFICER	ACTION	STATUS
	01/12/14	Georgia Cruickshank	That Inspectors call in to do inspections of gravel trucks /contractors to make sure they are conformant once a year for all participating Weight of Loads Councils.	Ongoing - talk to individual Councils to arrange.
	06/07/15	Kylie Kerr and Georgia Cruickshank	To investigate with Roads and Maritime Services and National Heavy Vehicle Regulator the possibility for a more comprehensive inspection process including Agricultural, over size over mass permits and load restraints on our council and state roads.	19/02/2016 ON HOLD
Report 5 oversize / overmass	07/09/15	Inspect	That the North West Weight of Loads Committee approve commencing enforcement on oversize and overmass vehicles within all participating Shires on State and Federal roads.	26/11/2015 On hold due to MPSC permits system discussions. 07/03/2016 Matter with Scales
Report 4 - Overloading of Contractors Vehicles	07/03/2016	Kylie Kerr / Georgia Cruickshank	That the WOL team make up an education package for all to use.	

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 8 Economic Development and Tourism Advisory Committee Meeting Minutes – 30 March 2017

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

Present: A. Bell, Cllor Capel, L. Ryan, J. Young, L Cutts (Baradine Progress),
M Rickert, D Burton, K Olsen, J Mercer, N Hunter

Apologies: S Edwards, B Condon, A Wherrett, Cllor Brady

Absent: J Lloyd, K Rose, M Fleming

Observers: Nil

Cllor Capel opened the meeting at 2.05pm

2016-17.39 RECOMMENDATION: that the apologies be accepted

Rickert/Young

Declaration of Pecuniary and Non Pecuniary Interests: NIL

Minutes of Previous Meeting: circulated

2016-17.40 RECOMMENDATION: that the minutes of 31/10/ 2016 meeting be accepted

Young/Rickert

Business Arising:

Recommendations from previous meeting were endorsed by Council:

1. Acceptance of minutes of 31.10.16
2. Acceptance of Budget Report
3. Representation of 2357 partnerships to the EDT Committee and Terms of Reference amended to reflect change in membership and representation
4. WSC participation in next Great Western Plains marketing activity
5. The April letter to the local member re Rail Trails and Lines be resubmitted and copies sent to other Ministers – note: rejigged letter sent as there was an email to GM acknowledging the original letter.
6. Schedule the dredging and clean up of the Billy Kings Creek crossings .. **on work schedule.**

Other Business Arising from the Minutes: covered in Manager's Report

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Financial Report: Current Year & Tourism Promotions & Economic Development Promotions budget for 2017-18.

Area of Expenditure	Budget 16/17	Exp (to 27.3.17)		Budget 17/18	
TP Contracts	7650	5790	Brochure storage and distribution \$5790; prepay on GWP 2016 campaign \$1345; ATDW support fees \$50/month	7665	
TP Materials Purchased	1000	385		1015	
TP Advertising	18000	14638	Consumer shows \$3800 to date; print media \$5838; GWP \$5000;	18270	participation in promotions, print media advertising plus Discover CW; GWP Project Marketing project; FM88
TP Other Sundry Exp	1000	122		1015	
TP Catering	200	20	EDT MEETING	203	
TP Donations/Contribs/Asst	1000	1500	Prepayment 2016 \$1500.	1000	
TP Subs & Pubs	8000	2623	2WCR; AVIC, CCIA plus prepayment 2016 for GWP	8120	
	36,850.00	25,078.00		\$37,388	
EP Contracts	3969	4825	Remplan for DDS, Airport Advertising Dbo; Prepayment GWP	4029	Remplan & EDO Regional Project.
EP Materials purchased	250	0		254	Lifestyle Showcase
EP Advertising	6000	5896	R Platters \$319; B2B \$91; Love the Life We Live \$2272; website/domain \$223; prepayment	6090	cover campaign for Lifestyle Showcase and Regional EDO project, domain name
EP Other Sundry Exp	250	1522	Prepayment of \$1400; dignitary gifts \$122	254	Lifestyle Showcase costs
EP Conferences	500	127	Regional Platters workshop	508	for registration for ED conferences
	10969.00	12371.00		\$11,134	
Total	47819.00	37463.00		\$48522.00	

20 16-17.41 RECOMMENDATION: that the financial report be accepted.

Bell/Cutts

There was discussion on budget allocation for tourism and economic development and a belief that the contribution of less than \$48,000 was not sufficient or reflective of the economic value of tourism to the shire. The need for a new EDT Strategy which is in the CSP was raised - cannot be done without a budget allocation.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

2016-17.42 RECOMMENDATION: that Council endorses the 2017-18 d budget of the EDT Unit

Rickert/Young

2016-17.43 RECOMMENDATION: that the promotions budget for 2017-18 EDT be increased to \$100,000 to fulfil expectations of the wider community.

Young/Rickert

2016-17.44 RECOMMENDATION: that once the advertising contract for the Dubbo Airport completes, the WSC withdraw from further promotion.

Cutts/Rickert

Managers Report:

1. Geotourism
2. RV Status
3. Regional Platters Project - funded by MDRB - WSC has 6 operators advertising.
4. Central West Lifestyle Mag - launch of winter edition Gilgandra 20 May; Coona features on cover.
5. Consumer Shows - attended Newcastle C&C; Sydney C&C with western Sydney in November instead of Penrith.
6. Last Minute Media campaign - 30x15 sec commercials into 2CH at \$1390 during April to advise towns of Coolah and Dunedoo still open for business in light of the Sir Ivan Fire.

2016-17.46 RECOMMENDATION: that Council endorses decision to purchase advertising on 2UE at \$1390 and **FURTHERMORE** recommends that advertising be funded from the Mayors Bushfire Appeal or the Office of Emergency Services Management

Burton/Rickert

7. EDO Network
 - a. NBN concerns were raised; Council is pursuing the issues raised
 - b. Love the Life We Live Project - extension
8. Warrumbungle Lifestyle Showcase Project. Meeting 9th May - to determine date and allocate tasks. Mger to prepare a media release about the meeting. Suggested an article be submitted to the 1/4ly newsletter of WSC.
9. Back to Business Workshops – went very well with good attendance numbers
10. Commonwealth Games Torch Relay - nomination of bearers to be in before mid May
11. ArtSpace - SSO exhibition - photographic works from the David Mallin Astrophotography Comp in June.

2016-17.47 RECOMMENDATION: that Sue Brookhouse be employed to hang the SSO Astrophotography Exhibition (\$25/hour)

Rickert/Burton

12. ABC/BBC presence at SSO
13. Discover Central NSW - a regional publication - cost is \$220/month for ¼ page advert to get ¾ page editorial purchase - pricing structure is to get 4 or 5 operators would get 2 pages.

2016-17.48 RECOMMENDATION: That Council agrees to the purchase of advertising in Discover Central West for a 12 month period

Mercer/Rickert

14. Great Western Plains Marketing Campaign - regional article in Caravanning mag - WS features heavily.
15. Travel Blogger in WNP in April
16. Pad Maps - supplies low. Cost to reprint about \$1500 - send out map to EDT Committee for reviewing prior to printing.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

2016-17.49 RECOMMENDATION: that VIC proceed with the purchase of 10,000 pad maps - funded from TP Budget - Contracts

Young/Burton

17. Promotional Paper Bags - cost of 1000 brown craft bags, medium size is \$0.92 ea. Mgr to circulate design ideas to committee prior to order.

2016-17.50 RECOMMENDATION: that the VIC proceed with purchase of 1000 brown craft bags - funded from TP Budget – Advertising

Young/Burton

2016-17.51 RECOMMENDATION: that the Managers report be accepted

Bell/Cutts

GENERAL BUSINESS:

- **Books in Nooks at primitive camps**
- **Motorcycle Tourism** - strategy to be built into tourism plan
- **Local Producers** list to provide for paddock to plate regionally.
- **Cultural Directory with Shire wide Focus** to identify locals and new artists
- **Be A Supplier to Council.** agree a good idea but needs to be driven by community and business orgs.
- **Queens Baton Relay and how we might capitalise on this** - about town image, town needs be presentable, Coona is only town it is going through.
- **ABC Night skies Program** - how do we influence this. Fred Watson is aware of the importance of pushing the shire and not just the Dark Sky and is wanting to get an evening at Imperial Hotel 4 April.
- **WSC breakdown on industries in the shire** - Remplan/ABS stats.
- **Chamber of Commerce** - Siding Spring Exploratory is now open each day from 10-4pm. Milroy Observatory is operating with a half price ticket for locals bringing guests.
- **NSW Farmers** - Billy Kings Creek is infested with Noogoora burr. Needs to be addressed as an urgent action to stop impact on local properties and the MDRB. To be referred to CMCC by DDS. The box culvert crossing at Billy Kings Crk is full of gravel and weed and requires urgent dredging and removal; water banked up and running across the road has made a crack on the roadway. Road closures create health risks. Concern was also expressed about the condition of vegetation on the roadside and impacts in time of fire. Discussion on the safety of the tree removal on Timor Road and fallen dead trees; following the fires a program of tree removal was to be undertaken to ensure safety.
- **Coolah** - Free Cuppa Program - appears to be operating successfully in each town
- **Expression of Interest:** an EOI was submitted to D NSW for the location of the office for Regional Office Of Country and Outback Region Tourism NSW to be located in Coonabarabran VIC.

2016-17.52 RECOMMENDATION: that CMCC be notified immediately of the Noogoora Burr at Billy Kings Creek

2016-17.53 RECOMMENDATION: that DTS be notified urgently regarding the need to address the dredging and clearing of crossings at Billy Kings Creek to allow waterflow.

2016-17.54 RECOMMENDATION: That the roadside vegetation on the Purlawaugh Road be assessed particularly the regrowth of suckers.

2016-17.55 RECOMMENDATION: That condition of fire damaged trees on Timor Road be investigated and removed

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Special thanks were expressed to Sean and Kylie of The Royal for providing the venue or today's meeting.

There being no further business the meeting closed at 4.22pm

RECOMMENDATION

1. That Council accepts the Minutes of the Economic Development and Tourism Advisory Committee meeting held on 30 March 2017 at Binnaway.
2. That once the advertising contract for the Dubbo Airport completes, the WSC withdraw from further promotion.
3. That Council endorses decision to purchase advertising on 2UE at \$1390 and **FURTHERMORE** recommends that advertising be funded from the Mayors Bushfire Appeal or the Office of Emergency Services Management.
4. That the promotions budget for 2017-18 EDT be increased to \$100,000 to fulfil expectations of the wider community.
5. That Sue Brookhouse be engaged to hang the SSO Astrophotography Exhibition at \$25/hour.
6. That Council agrees to the purchase of advertising in Discover Central West for a 12 month period.
7. That the VIC proceed with the purchase of 10,000 pad maps at \$1500 - funded from TP Budget – Contracts.
8. That the VIC proceed with purchase of 1,000 brown craft bags - funded from TP Budget – Advertising.
9. That CMCC be notified immediately of the Noogoora Burr at Billy Kings Creek.
10. That DTS be notified urgently regarding the need to address the dredging and clearing of crossings at Billy Kings Creek to allow waterflow.
11. That the roadside vegetation be assessed particularly the regrowth of suckers.
12. That condition of fire damaged trees on Timor Road be investigated and removed.

WARRUMBUNGLA SHIRE COUNCIL

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Item 9 Minutes from the Castlereagh Macquarie County Council Meeting

Division:	Development Services
Management Area:	Development Services Management
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Natural Environment
Priority:	NE5.1 Work with appropriate agencies and land holders to ensure that the proliferation of weeds and pest animals is monitored and minimised.

Reason for Report

To table the minutes from the Castlereagh Macquarie County Council Meeting held 20 February 2017.

Background

Council is a member of the Castlereagh Macquarie County Council with Councillor Shinton and Councillor Lewis elected to represent Council at the meeting which are held every 2 months. Attached are the minutes from the February meeting held at Warren.

Issues

Nil

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

For Council's information

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE WARREN COUNCIL CHAMBERS ON MONDAY 20 FEBRUARY 2017 COMMENCING AT 10:00AM
--

1. Record of affirmation or oath:

Mark Beach oath at 10:00am 20 Feb 2017

PRESENT: Clrs D. Batten (Chairman), M. Beach, A. Brewer, G. Peart, M. Martinez, I. Woodcock, M. Webb, B. Fisher and R. Lewis

Staff Members: D. Ramsland (General Manager), J. Unwin (Senior Weeds Officer), J. Miller (Warren Weeds Inspector) and A. McCudden (Minute Secretary)

2. WELCOME: Clr Batten welcomed all councillors and staff to the meeting.

3. APOLOGIES: P. Shinton

<p>2/17/1 Resolved:</p> <p>That apologies from P. Shinton be accepted and leave of absence be granted.</p> <p>Moved: Clr Webb Seconded: Clr Woodcock</p> <p style="text-align: right;">Carried</p>
--

4. DECLARATIONS OF INTEREST- Nil

5. CONFIRMATION OF MINUTES

<p>2/17/2 Resolved:</p> <p>That the minutes of the Castlereagh Macquarie County Council meeting held at Walgett on Monday 12 December, 2016, having been circulated, be confirmed as a true and accurate record of that meeting.</p> <p>Moved: Clr Lewis Seconded: Clr Brewer</p> <p style="text-align: right;">Carried</p>

6. MATTERS ARISING FROM MINUTES - Nil

7. CHAIRMAN'S REPORT

No Chairperson's report was presented.

WARRUMBUNGLE SHIRE COUNCIL

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8. GENERAL MANAGER'S REPORT

Item 8.1 Reconciliation Certificate 30 December 2016 & 31 January 2017

Recommendation: That the Statement of Bank Balances as at 30 December 2016 and 31 January 2017 be received and noted.

2/17/3 Resolved:

That the Bank Reconciliations as at 30 December 2016 and 31 January be received and noted.

Moved: Clr Webb

Seconded: Clr Peart

Carried

2/17/4 Resolved:

That the General Manager discusses the outstanding debt with the Local Land Services and Council give him authority to commence collection action to see it be paid.

Moved: Clr Lewis

Seconded: Clr Woodcock

Carried

Item 8.2 Quarterly Budget Review Statement – Period Ended 31 January, 2017

Recommendation: That the Quarterly Budget Review Statement for the period ended 31 January, 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

2/17/5 Resolved:

That the Quarterly Budget Review Statement for the period ended 31 January 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Webb

Seconded: Clr Martinez

Carried

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 April 2017

Item 8.3. Organisations Review Update – January 2017

Recommendation: That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

2/17/6 Resolved:

That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

Moved: Clr Lewis

Seconded: Clr Webb

Carried

Item 8.4 Review of Policy Documents

Recommendation: That as no submissions was received during the public exhibition period Council now adopt the following policies:

Code of Conduct

Code of Meeting Practice

Councillor Access to Information and Interaction with Council Staff Policy

Payment of Expenses and Provision of Facilities for Councillors

2/17/7 Resolved:

That as no submissions was received during the public exhibition period Council now adopt the following policies:

Code of Conduct

Code of Meeting Practice

Councillor Access to Information and Interaction with Council Staff Policy

Payment of Expenses and Provision of Facilities for Councillors

Moved: Clr Martinez

Seconded: Clr Fisher

Item 8.6 Matters for Brief Mention or Generally for Information Only

Recommendation: That the above issues for brief mention or information only as detailed in the General Manager's report to the December, 2016 meeting be received and noted and Council determine any other action required.

WARRUMBUNGLE SHIRE COUNCIL

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2/17/8 Resolved:

That the above issues for brief mention or information only as detailed in the General Manager's report to the February, 2017 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.

Moved: Clr Peart
Seconded: Clr Lewis

Carried

2/17/9 Resolved:

That Council coordinate a response to both North West and Central West Local Land Services via email through the General Manager by the 1st March with a view to a draft being circulated to the delegates by the 3rd and submitted to the LLS board by the 8th March.

Moved: Clr Brewer
Seconded: Clr Woodcock

Carried

9. SENIOR WEEDS OFFICER'S REPORT

Item 9.1 Senior Weeds Officer's Report

Recommendation: That Council receive and note the Senior Weeds Officer's Report.

2/17/10 Resolved:

That Council receive and note the Senior Weeds Officer's report for December 2016 / January 2017

Moved: Clr Webb
Seconded: Clr Fisher

Carried

Item 9.2 Noxious Plant Reports

Recommendation: That Council receive and note the Noxious Plant reports for Coonamble, Gilgandra, Walgett, Warren and Warrumbungles.

2/17/11 Resolved:

That Council receive and note the Noxious Plant reports for Coonamble, Gilgandra, Walgett, Warren and Warrumbungles.

Moved: Clr Woodcock

WARRUMBUNGLE SHIRE COUNCIL

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Seconded: Clr Webb

Carried

CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

2/17/12 Resolved:

That at 11.25am Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (a) and (c) of the Local Government Act 1993 on the basis that the matters being considered are in relation to staff and/or commercial in confidence.

Moved: Clr Martinez

Seconded: Clr Webb

Carried

2. Property Inspections Report

Recommendation: That the Property Inspections Report be received and noted as a whole

2/17/13 Resolved:

That Council receive and note all confidential Property Inspections report matters as a whole.

Moved: Clr Woodcock

Seconded: Clr Peart

Carried

3. Motion to move out of Confidential Session

2/17/14 Resolved:

That at 11.30am Council move out of Confidential Session.

Moved: Clr Brewer

Seconded: Clr Webb

Carried

WARRUMBUNGLE SHIRE COUNCIL

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Adoption of Closed Section Reports

2/17/15 Resolved:

That Council adopt the recommendations of the Closed Committee Reports.

- Property Inspections Report

Moved: Clr Brewer

Seconded: Clr Woodcock

Carried

GENERAL BUSINESS

1. Council reviewed the Business Activity Strategic Plan 2016-2025 and noted various amendments to be made following the commencement of the new NSW Biosecurity Act 2015 on 1 July 2015.

NEXT MEETING

The next meeting is scheduled for Monday 10 April, 2017 at Coonabarabran.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 12:30PM.

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 10 April 2017.

CHAIRMAN

GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 10 Health/Medical Council Committee

Notices of Motion

Health/Medical Council Committee

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

“That Council establish a Health/Medical Council committee to respond and report all matters of Health concerns.

Membership of this committee should be drawn from Councillor who represent Coolah, Dunedoo, Baradine and Coonabarabran Centres. (Hospitals and MPS's) “

CR FRED CLANCY

RECOMMENDATION

For Council's consideration.

WARRUMBUNGLA SHIRE COUNCIL

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Item 11 Inspection of Dunedoo Medical Centre

Notices of Motion

Inspection of Dunedoo Medical Centre

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

“That an inspection of the Dunedoo Medical Centre be facilitated for all Councillors to establish future expansion and upgrade of the centre. Further, that Council’s Manager Property and Risk and Project Manager be present at the meeting to provide any advice needed for the Tenant.”

CR FRED CLANCY

RECOMMENDATION

For Council’s consideration.

WARRUMBUNGLE SHIRE COUNCIL

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Item 12 3000 Litre Skip Bins

Notices of Motion

Title Name 3000 Litre Skip Bins

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

“That all steel 3000 litre skip bins be returned to the Coolah, Dunedoo, Binnaway, Mendooran, Ulamambri and Baradine Waste Management sites immediately.”

Rational:

Users of these Waste Management Sites are totally disgruntled and disgusted with the current system that is currently place.

At the monthly Warrumbungle Shire Council meeting held on August 18th 2016, a Motion was moved by Councillor Murray Coe/seconded by Councillor Chris Sullivan, (resolution 31/1617) stating that 50 percent of these 3000 litre steel Skip Bins be replaced for a trial and this was passed by the sitting Council. This has been totally ignored by Management and the replacement 1000 Litre plastic bins which were designed as Back Load bins to go into the back of Garbage trucks. The current 240 Litre Bins are not only extremely difficult to use but are exceptionally heavy for ratepayers, particularly pensioners, to be expected to lift up to empty.

Originally there were 10 X 3000 Litre Bins at all of the Waste Management Facilities except for Ulamambri which had 4 X 3000 Litre Bins. It is my belief that the former Contractor should be approached to negotiate to reinstate these Skip Bins back into all of the facilities.

It was stated by Management at a Waste Management Workshop held at Coolah recently that the system currently in use may save the rate payer \$12 per year which equates to 23 cents per week which is farcical and the general opinion of the ratepayers is that this saving is of no consequence and the savings equate to zero.

It is high time that Councillors had a vote for what system the ratepayer wants. Ratepayers are insulted that their voice and concerns are being dismissed out of hand and Council Motions that were passed are being totally ignored by Management who are dictating to the Ratepayer what system they will use. Petitions presented to Council and opposition to the current system voiced at Community meetings is being completely ignored and ratepayers are being provided with a second rate service.

**CR DENIS TODD
DEPUTY MAYOR**

RECOMMENDATION

For Council's consideration.

WARRUMBUNGLA SHIRE COUNCIL

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Item 13 Current Zoning Rules - LEP

Notices of Motion

Title Name – Current Zoning Rules - LEP

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

“That a report be prepared for Council outlining the current zoning rules that govern if a block of land has a building entitlement, and what impacts will arise if the LEP is changed to allow the construction of dwellings on blocks smaller than the current minimum size. “

CR AMBROSE DOOLAN

RECOMMENDATION

For Council's consideration.

WARRUMBUNGLA SHIRE COUNCIL

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Item 14 Building Entitlements

Notices of Motion

Title Name – Building Entitlements

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

“That Council immediately start a review of LEP in regards to lot size rural blocks. Also a process started to extinguish native titles in villages to enable development.”

Rational:

We need population increase for our shire to foster, these calls have been made in the past but are put in the “to hard basket”.

CR RAY LEWIS

RECOMMENDATION

For Council's consideration

WARRUMBUNGLE SHIRE COUNCIL

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Item 15 Cost Analysis of Coolah Showground and Dunedoo Aged Care Unit Projects

Notices of Motion

Title Name – Cost Analysis of Coolah Showground and Dunedoo Aged Care Unit Projects

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

“Cost analysis Coolah Showground work & Dunedoo Aged Care Unit projects at request of constituency.”

CR RAY LEWIS

RECOMMENDATION

For Council's consideration

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Item 16 Council Resolutions Report April 2017

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 April 2016 to March 2017. 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

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Item 17 Monthly Report from Human Resources – April 2017

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Manager Human Resources – Val Kearnes Learning & Development – Vacant Human Resource Projects Officer – Chris Kennedy Workplace Health & Safety – Mel Chapple
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, Staff Welfare, Learning and Development and Workplace Health and Safety.

Since the last Council Meeting in March 2017 the following positions have been advertised either internally or externally:

- Supervisor Fleet – Coonabarabran
- Trainee Plant Operator – Coolah
- Manager Road Operations
- Plumber – Dunedoo
- Supervisor Roads North – External
- Tar Patching Operator
- Temporary PA to Director Technical Services
- Learning & Development Co-ordinator

Positions have been filled since last Council meeting:

- Temporary PA to Director Technical Services

Resignations

There have been two resignations from Technical Services since the March Council meeting, Supervisor W & WW South and Urban Services Truck Driver.

Issues

No issues.

WARRUMBUNGLE SHIRE COUNCIL

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LEARNING AND DEVELOPMENT

Training courses undertaken in February include:

- Food Act, Food Standards & Public Health Workshop;
- Laboratory Techniques for Water Staff;
- State Cover Conference.

HR PROJECTS

Chemical Management

The Chemical Management Action plan is 98% complete.

Echelon

The Echelon WHS Action Plan is also 97% complete, with a number of items outstanding still outstanding.

Workforce Management Plan

Surveys to go to staff in April to be returned by first week in May. Draft copy of Workforce Management Plan to be brought to Council for May meeting.

WORKPLACE HEALTH AND SAFETY

There were incidents in the month of March.

Workers Compensation and Incidents for February

Directorate	Near Misses	Incidents	New Claims
Corporate and Community Services	-	3	-
Executive Services	-	-	-
Development Services	-	-	-
Technical Services	-	2	-

RECOMMENDATION

For Council's information.

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Item 18 Second Quarter Excellence in Achievement Award

Division:	Corporate & Community Services
Management Area:	Human Resources
Authors:	Manager Human Resources – Val Kearnes
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:

Each quarter all staff are asked to nominate a staff member or team whom they believe go above and beyond the normal requirements for their position and show excellence in their profession. The annual award winner will be chosen from one of the four quarterly award winners.

Background

Applications for the 2017 Second Quarter Employee Excellence in Achievement Award and Team Excellence in Achievement Award closed on March 31, 2017

Issues

MANEX considered the following team, nominated by their fellow employees, for their excellence and dedication in their individual work team.

Team Excellence Nomination

- Casual Coolah Pool Lifeguards
- Warrumbungle Waste & Recycling Team

The MANEX team considered all nominations and agreed that the 2nd Quarter Team Excellence in Achievement Award should be awarded to the Warrumbungle Waste & Recycling Team

Options

Consideration of decision made by MANEX to award the 2nd Quarterly Team Excellence in Achievement Award to the above team.

Financial Considerations

One of the four Individual quarterly award winners will be selected in December to receive the yearly award. This staff member will be awarded an extra one week's annual leave as their prize. The winner of the yearly Team Staff Excellence in Achievement Award will nominate their favourite charity to which Council will pay \$500.

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RECOMMENDATION

That Council approve MANEX's nomination of the Warrumbungle Waste and Recycling Team as winners of the 2nd Team Staff Achievement Award to be presented at this meeting.

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Item 19 Global Financial Crisis (GFC) Impact on Council Investments

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Director of Corporate and Community Services – Michael Jones
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

At the February 2017 Council meeting, council requested a report be brought back on the impact to investments from the GFC.

Background

Council prior to the GFC invested \$15m in 16 Capital Floating Notes and Collateralised Debt Obligation (CDOs) with investment time frames ranging from 5 to 10 years.

Post the GFC many of these did not pay coupons, and although Council did not lose any of the principal it invested, it has lost funds in that the balance invested was not making any money for Council.

Issues

Nil.

Options

Nil.

Financial Considerations

An estimate of the total interest revenue forgone as a result of Council entering into these investments has been calculated below. This estimate has been calculated by:

1. Arriving at the total interest that should have been earned with reference to the Bank Bill Swap Rate (BBSW) and the investment terms for each individual investment;
2. Estimating the total interest revenue relating to Council's cash balance by multiplying the cash balance (less \$500k assumed to be held out of Term Deposits for operating purposes) by the BBSW plus 0.5%;
3. Summing these two amounts and then subtracting the actual interest revenue reported in Council's financial statements.

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	2007/08	2008/09	2009/10	2010/11	2011/12
Expected Interest Return (investments)	1,228,763	1,023,434	962,411	758,951	314,055
Interest From Cash	119,742	97,526	264,179	431,225	507,384
Total Interest Expected	1,348,505	1,120,960	1,226,590	1,190,177	821,439
Interest Reported	815,000	341,000	255,000	978,000	515,000
Interest Lost or Gained	(533,505)	(779,960)	(971,590)	(212,177)	(306,439)
TOTAL LOSS					(2,803,670)

This calculation arrived at a total loss of \$2.8m over the 5 year period commencing in the 2007/08 financial year and ending at 30 June 2012.

Although this figure is just an estimate, it should be quite close to the amount that Council would have foregone over this five year timeframe.

RECOMMENDATION

For Council's information.

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Item 20 Internal Committees

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Director of Corporate and Community Services – Michael Jones
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.

Reason for Report

Resolution 169/1617 – 'A motion was moved by Councillor Iannuzzi seconded by Councillor Lewis that the notice of motion regarding Internal Committees be left on the table with a report to be brought back for Council's consideration.'

Notice of Motion was:

- 'a) That only Councillors may have voting rights at internal committees of Warrumbungle Shire Council;
(See 31.4 extract from WSC Code of Meeting Practice)*
- b) That Councillors attending internal committee by telephone or video are able to vote and participate as though they were present in person.
(See 5.1 extract from WSC Code of Meeting Practice)'*

Background

- 'a) That only Councillors may have voting rights at internal committees of Warrumbungle Shire Council;'*

Guidance on this matter is found under:

- Local Government Act 1993 No 30
- Local Government (General) Regulations 2005
- WSC Code of Meeting Practice

Extracts from WSC Code of Meeting Practice

Page 17 of 23 – 31 Council May Appoint/Establish Advisory Committees
(Clause 260 Regulation)

- 31.1 Council may by resolution, appoint or establish such Advisory Committees as it considers necessary.
- 31.2 Advisory committees are bound by the provisions of this Code of Meeting Practice except for:

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Clause 3 relating to procedures to go into Closed Committee,
and

Clause 2.3 relating to the requirement to advertise meeting date
times and places

- 31.3 Advisory Committees are to consist of such number of Councillors, Council employees and outside representatives, as the Council decides.
- 31.4 In all instances, except where specifically resolved by Council, Council employees shall have no voting rights.
- 31.5 The quorum for a meeting of an Advisory Committee is to be such number of members as the Council decides, or if the council has not decided a number – a majority of the members of the Advisory Committee.
- 31.6 A Council committee must keep minutes.
- b) That Councillors attending internal committee by telephone or video are able to vote and participate as though they were present in person.*

Guidance on this matter is found under:

- Local Government (General) Regulations 2005
- WSC Code of Meeting Practice

Clause 235 of the Local Government (General) Regulation reads:

'A Councillor cannot participate in a meeting of a Council unless personally present at the meeting.'

Section 5.1 of the WSC Code of Meeting Practice states:

*'A Councillor **cannot** participate in a meeting of a Council or Committee unless personally present at the meeting.'*

Council has previously resolved to include committee meetings in its Code of Meeting Practice using the guidelines below:

Meeting Practice Note August 2009 (Guidelines) states:
Page 27 Part 4 – Quorum and Attendance

4.1 Attendance at Meetings

- 4.1.1 Can a councillor participate in a council meeting by video or teleconferencing? Answer states No. A councillor must be personally present in order to participate in a council or committee meeting (cl 235 of the regulation)

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Issues

- a) Voting doesn't occur in every committee, and quorums may be difficult to reach.
- b) Issues include:
 - It is unlawful and conflicts the Local Government Act and Regulations noted above (cl 235 of the regulation).
 - Inconsistency of telecommunication services across the shire
 - Quorums being reached
 - *Members of internal committees include community members – these members may not have access to the same level of technology or connectivity.*

Options

- a) Leave the WSC Code of Meeting Practice unchanged, review and / or amend as required.
- b) Leave the WSC Code of Meeting Practice unchanged.

Financial Considerations

That there may be additional costs (travel and time) if quorums are not reached.

RECOMMENDATION

- a) That Council adopts the motion that only Councillors may have voting rights at internal committees of Warrumbungle Shire Council and that the WSC Code of Meeting Practice be updated to reflect this.
- b) That Council reject the motion 'That Councillors attending internal committee by telephone or video are able to vote and participate as though they were present in person' because it is deemed to be unlawful and in conflict with Local Government Act 1993 No 30 and Clause 235 of the Regulation.

WARRUMBUNGLE SHIRE COUNCIL

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Item 21 Mendooran Water Augmentation Scheme Loan Options

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Director of Corporate and Community Services – Michael Jones
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Councils governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan (CSP)

Reason for Report

206/1617 'A motion was moved by Councillor Doolan and seconded by Councillor Capel that a report be brought back to Council on reducing the costs of the Mendooran water charges.'

Background

On the 22 January 2009 Council entered into a \$1 million loan facility with the NAB for the purpose of funding the implementation of the Mendooran Water Augmentation Scheme. The facility to be paid by the Mendooran water users in the form of an extra charge until the loan is repaid in 2022.

This charge equates to approximately \$431 additional per year per Mendooran water access fee payer. This takes Mendooran water access charge per annum to \$816 per user, compared to \$385 of the rest of the Shire.

Issues

- Community feedback indicates that this charge is too high on Mendooran rate payers and is negatively impacting the local economy.
- Any infrastructure spend in the Shire should be paid by the entire Shire and not just one town.
- The rest of the Shire may adversely react to an increase in rates for an arrangement previously agreed to by the Mendooran residents. Any change in the current arrangement would set a precedent, which may be negatively received across the Shire.

Options

- **Option 1.**
 - Spread the existing charge over an additional 2 years (7 remaining years in total) thereby reducing the annual charge on Mendooran residents.
 - This would decrease water access charges for Mendooran users from approximately \$431 to \$295 per annum. However the charge would remain in place for an additional 2 years.

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- **Option 2.**
 - Spread the existing charge over the entire Shire for the current remaining period of 5 years.
 - This would increase water access charges by approximately \$35 per annum per rate payer for the next 5 years.

- **Option 3.**
 - Spread the existing charge over the entire Shire for a 7 year period.
 - This would increase water access charges by approximately \$24 per annum per rate payer for the next 7 years.

- **Option 4.**
 - The current arrangement remains in place unchanged.

Refer attached calculation for details.

Financial Considerations

Administration and communication costs associated with changes.

RECOMMENDATION

That Council adopts Option 1 regarding the Mendooran Water Augmentation Scheme repayment time frame.

Option 1, being to spread the existing charge over an additional 2 years (7 remaining years in total) thereby reducing the annual charge on Mendooran residents.

This would decrease water access charges for Mendooran users from approximately \$431 to \$295 per annum.

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Attachment – Calculation - Mendooran Water Augmentation Scheme Loan Options

Total Estimated Project Cost																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
Loan Interest (Mendooran)	\$ 12,871	\$ 51,217	\$ 50,132	\$ 47,618	\$ 45,955	\$ 32,663	\$ 39,029	\$ 35,606	\$ 32,090	\$ 28,211	\$ 24,224	\$ 20,092	\$ 15,641	\$ 10,998	\$ 6,192	\$ 1,306	\$ 453,845	
Loan Repayments (Mendooran)	\$ 7,577	\$ 30,575	\$ 31,660	\$ 34,173	\$ 35,837	\$ 35,040	\$ 67,622	\$ 71,036	\$ 74,689	\$ 78,205	\$ 82,324	\$ 86,423	\$ 90,837	\$ 95,442	\$ 100,230	\$ 78,331	\$ 1,000,000	
Total Loan Repayments	\$ 20,448	\$ 81,792	\$ 81,792	\$ 81,792	\$ 81,792	\$ 67,703	\$ 106,651	\$ 106,642	\$ 106,779	\$ 106,416	\$ 106,549	\$ 106,515	\$ 106,478	\$ 106,440	\$ 106,422	\$ 79,637	\$ 1,453,845	
Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
No of water bills - Mendooran	272	272	272	272	272	272	272	272	272	272	272	272	272	272	272	272		
No of water bills - Rest of Shire	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073	3,073		
Total Number of Water Bills - Shire	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345	3,345		
Amount Non-Mendooran	\$ 266	\$ 345	\$ 345	\$ 345	\$ 345	\$ 355	\$ 360	\$ 364	\$ 375	\$ 384	\$ 394	\$ 404	\$ 414	\$ 424	\$ 435	\$ 446		
Amount Mendooran	\$ 266	\$ 723	\$ 742	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	\$ 816	Total	
Total Repaid	\$ -	\$ 102,816	\$ 107,930	\$ 128,112	\$ 128,112	\$ 125,392	\$ 124,032	\$ 122,944	\$ 119,952	\$ 117,402	\$ 114,788	\$ 112,109	\$ 109,363	\$ 106,548	\$ 103,663	\$ 100,706	\$ 1,723,870	
													\$ 1,519,500	A				
Remaining balance due from 2018										\$ 560,210.85						\$ 560,210.85		
Remaining balance due spread over 2 extra years in line with loan term										\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 80,030.12	\$ 560,210.85
Current annual levy per Mendooran Rate payer										\$ 431.63	\$ 431.63	\$ 431.63	\$ 431.63	\$ 431.63	\$ 431.63	\$ 431.63	\$ 2,158.13	
Option 1	Spread current levy over two more years for Mendooran rate payers									\$ 294.23	\$ 294.23	\$ 294.23	\$ 294.23	\$ 294.23	\$ 294.23	\$ 294.23	\$ 2,059.60	
	Variance									\$ 137.40	\$ 137.40	\$ 137.40	\$ 137.40	\$ 137.40	\$ 137.40			
	% Reduction									32%								
Option 2	Spread current levy over the entire Shire (current term 5 years)									\$ 35	\$ 34	\$ 34	\$ 33	\$ 32				
										\$ 117,402	\$ 114,788	\$ 112,109	\$ 109,363	\$ 106,548			\$ 560,211	
	% increase on remaining shire over 5 years									9.1%	8.7%	8.3%	7.9%	7.5%				
Option 3	Spread current levy over the entire Shire (current term 7 years)									\$ 24	\$ 24	\$ 24	\$ 24	\$ 24	\$ 24	\$ 24		
										\$ 80,030	\$ 80,030	\$ 80,030	\$ 80,030	\$ 80,030	\$ 80,030	\$ 80,030	\$ 560,211	
	% increase on remaining shire over 7 years									6.2%	6.1%	5.9%	5.8%	5.6%				

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Item 22 NSW Local Government Excellence Awards

Division:	Corporate and Community Services
Management Area:	Children's and Community Services
Author:	Manager Children's and Community Services Louise Johnson
CSP Key Focus Area:	Local Governance and Finance
Priority:	CGF5: Council has guaranteed access to diverse sources of funding to address its responsibilities in service planning and delivery.

Reason for Report

To advise Council of the recent success at the *NSW Local Government Excellence Awards*.

Background

The *NSW Local Government Excellence Awards* are some of the most prestigious awards in the Local Government sector.

The awards recognise the excellent contributions and outstanding achievements and innovations being implemented to advance and improve the Local Government sector in New South Wales.

They are designed to recognise both project based initiatives, and continuous improvement programs undertaken by individuals acting individually or within a team.

LG Professionals NSW advised that their judging panel went through a gruelling process to determine the finalists for each category with Warrumbungle Shire selected as a finalist in the *Community Partnerships and Collaboration* category for the *Community Development Coordinator Program* and the *Warrumbungle Shire Mayor's Bushfire Appeal*.

Issues

The *NSW Local Government Excellence Awards* were presented at an awards evening held in Sydney last night. Warrumbungle Shire Council was represented at the awards evening by General Manager, Steve Loane.

The *Community Development Coordinators Program* was the winner of the *Community Partnerships and Collaboration* category for Council's with a population under 15,000.

This award highlights genuine and effective partnerships and collaborations that have resulted in better outcomes for Council, as well as initiatives that demonstrate a commitment to working with and / or in the community to achieve positive outcomes.

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This category recognises excellence in cross-Council collaboration, community partnerships and partnerships created to provide or improve services that strengthen and enhance the physical or social infrastructure of a region, including integration with other spheres of government.

This award recognises individuals, groups or councils who have demonstrated strategic cross-Council collaboration or alignment of policies, programmes or frameworks for regional development and growth.

Prior to winning this award, *LG Professionals NSW* had announced the *National Federation Awards* founded by *LG Professionals Australia* with the winner of the *Community Partnerships and Collaboration*, and one other category, being automatically shortlisted as a finalist for the corresponding national award.

The *National Federation Awards* will be presented at the *LG Professionals Australia National Congress* to be held in late May in Hobart.

This is further recognition of the *Community Development Coordinator Program* as something that not only has significance for Local Government in NSW, but for Local Government across Australia.

Options

For information only.

Financial Considerations

Nil.

RECOMMENDATION

That Council notes the report provided on the NSW Local Government Excellence Awards.

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Item 23 Bank Reconciliation for the Month Ending 31 March 2017

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. E.g. 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 Mayor's Bushfire Appeal (MBA) Bank Account has been separated for the purpose of presenting an accurate balance of Council's funds.

The Mayor's Bushfire Appeal bank account has been utilised for the purpose of the Sir Ivan Bushfire which started on the 12th February 2017.

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Summary

Balance per General Ledger – 31 March 2017:

General Ledger	Amount
Trust Bank Account	341,094
Bushfire Trust Account	146,905
Bushfire Trust Investment Account	-
General Bank Account	264,824
Investment At Call General	8,762,179
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
Total per General Ledger	13,387,002

Bank	Balance
<u>General</u>	
Commonwealth General Account	251,975
Total – General	251,975
<u>Investments</u>	
Term Deposits	12,634,179
Total Investments	12,634,179
Sub Total WSC Operational Accounts	12,886,154

<u>Trust</u>	
Commonwealth Trust Account	341,094
Total – Trust	341,094
<u>WSC Mayors Bush Fire Appeal Trust</u>	
Commonwealth Mayors Fund General Account	146,655
Commonwealth Mayors Fund Savings Account	-
Total - WSC Mayors Bush Fire Appeal Trust	146,655
Total All Bank Accounts	13,373,903
<i>Add:</i>	
Outstanding Deposits - General	14,667
Outstanding Deposits - Trust	-
Outstanding Deposits – WSC Mayors Bushfire Appeal	250
<i>Less:</i>	
Unpresented cheques - General	1,818
Unpresented EFT - General	-
Unpresented cheques- WSC Mayors Bushfire Appeal	-
Balance adjusted for outstanding deposits & Un-presented cheques (Final Bank Balance)	13,387,002
Variance between Final Bank Balance and General Ledger	-

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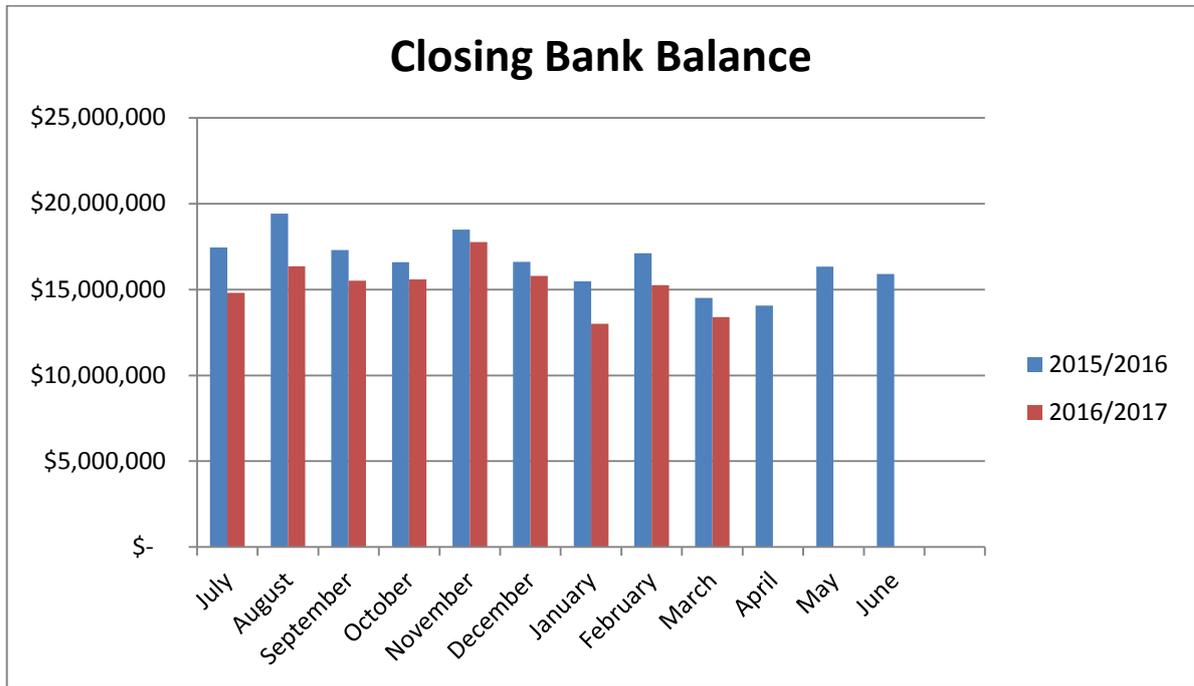
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Balance as per Bank Account History as at 31 March 2017:

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
Jul-16	1,581,425	311,052	247,373	12,510,106	14,649,956	165,023	14,814,979
Aug-16	2,106,135	313,021	247,624	13,213,693	15,880,473	477,693	16,358,166
Sep-16	1,427,158	319,109	247,855	14,099,006	16,093,128	(582,053)	15,511,075
Oct-16	2,285,751	319,492	203,436	13,138,963	15,947,642	(364,047)	15,583,595
Nov-16	3,643,564	319,542	203,633	13,252,420	17,419,159	344,165	17,763,324
Dec 16	1,543,777	320,292	203,808	14,066,767	16,134,644	(337,386)	15,797,258
Jan-17	2,459,369	340,292	-	10,553,042	13,352,703	(353,934)	12,998,769
Feb-17	2,306,088	340,292	100,474	12,446,285	15,193,139	53,065	15,246,204
Mar-17	251,975	341,094	146,655	12,634,179	13,373,903	13,099	13,387,002

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RECOMMENDATION

That Council accept the Bank Reconciliation Report for the month ending 31 March 2017.

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Item 24 Investments and Term Deposits for the Month Ending 31 March 2017

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 \$4m worth of term deposits matured, earning Council a total of \$41,978 in interest.

New placements of \$2m were made and the month end balance was \$12.634m. Placements made during the month included:

- \$1m placed with NAB for 90 days at 2.49%.
- \$1m placed with Bank of Sydney for 90 days at 2.60%.

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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 \$2.186m were made from these accounts and \$2,246 interest was received on the balances in the accounts resulting in a month end "At Call" balance of \$4.634m.

Income Return

The average rate of return on Investments for the month of 2.20% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.80% by 40 points or 22.22%.

On a year to date basis, interest received, and accrued, totals \$265,576 which is 74.71% of the annual budget.

Depending upon the timing of forecast cash flows, consideration is 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. Depending on interest rate movements Council may need to reconsider its projected interest revenue.

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Summary

Table 1: Investment Balances as at 31 March 2017

Financial Institution	Lodgement Date	Maturity Date	Total Days	Rating	Yield	Amount
At Call Accounts						
NAB Cash Maximiser #	1-Mar-17	At Call	at call	AA-	1.39%	4,289,711
ANZ At Call	1-Mar-17	At Call	at call	AA-	1.35%	94
Regional Australia Bank	1-Mar-17	At Call	at call	Unrated	2.10%	252,996
NAB Bpay Account	1-Mar-17	At Call	at call	AA-	-	91,378
						4,634,179
Term Deposits						
BOQ	01-Dec-16	04-Apr-17	124	A-	2.75%	1,000,000
Bank of Sydney	03-Feb-17	05-May-17	91	Unrated	2.75%	1,000,000
Bank of Sydney	03-Feb-17	05-May-17	91	Unrated	2.75%	1,000,000
NAB	21-Feb-17	22-May-17	90	AA-	2.60%	1,000,000
Regional Australia Bank	22-Feb-17	30-May-17	97	Unrated	2.63%	1,000,000
NAB	17-Mar-17	15-Jun-17	90	AA-	2.49%	1,000,000
Bank of Sydney	21-Mar-17	19-Jun-17	90	Unrated	2.60%	1,000,000
Regional Australia Bank	22-Feb-17	22-Jun-17	120	Unrated	2.66%	1,000,000
						8,000,000
TOTAL						12,634,179

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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 #	1,687,862	2,600,000	1,849	4,289,711
ANZ At Call	109	(15)	-	94
Community Mutual Group	252,599	-	397	252,996
NAB Eftpos At Call	505,715	(414,337)	-	91,378
Total at call	2,446,285	2,185,648	2,246	4,634,179
SUNCORP	1,006,468	(1,006,923)	455	-
ME BANK	1,007,739	(1,009,041)	1,302	-
ME BANK	1,007,739	(1,009,041)	1,302	-
AMP	1,014,590	(1,016,973)	2,383	-
BOQ	1,006,687	-	2,329	1,009,016
Bank of Sydney	1,001,878	-	2,329	1,004,207
Bank of Sydney	1,001,878	-	2,329	1,004,207
NAB	1,000,497	-	2,202	1,002,699
Regional Australia Bank	1,000,431	-	2,228	1,002,659
NAB	-	1,000,000	952	1,000,952
Bank of Sydney	-	1,000,000	710	1,000,710
Regional Australia Bank	1,000,436	-	2,253	1,002,689
Total Term deposits	10,048,343	(2,041,978)	20,774	8,027,139
Total	12,494,628	143,670	23,020	12,661,318

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 31 March 2017.

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Item 25 Rates Report for Month Ending 31 March 2017

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 2016 was 8.32% which is below the OLG recommended benchmark.

Issues

The outstanding rates and annual charges ratio as at 31 March 2017 is higher than the 10% benchmark proposed by the OLG at 10.31%. The overall outstanding charges ratio as at 31 March 2017 is 11.20%.

In 2015 Council introduced a system that allows Ratepayers the ability to receive and pay their rate notices online, to date 343 ratepayers are utilising this system.

Options

For Council's 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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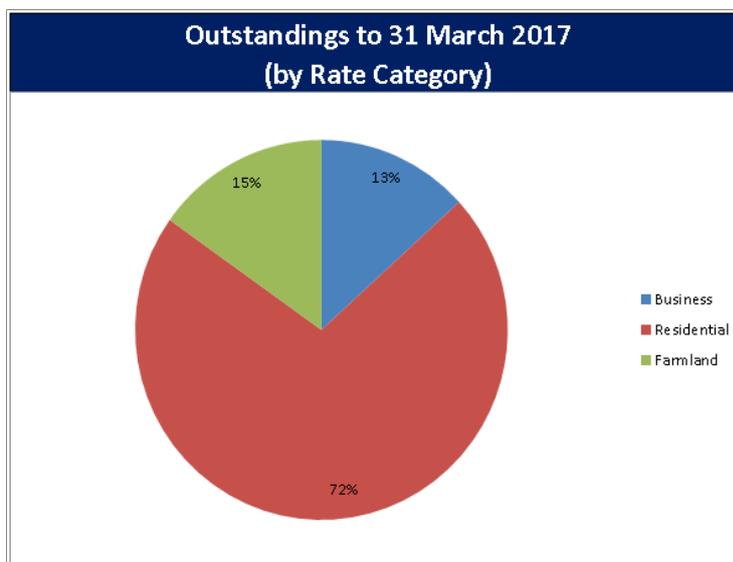
RATE/CHARGE TYPE	RATE ARREARS 2015/16	2016/17 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2016/17	COLLECTION % 2016/17	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	623,133	7,649,345	(164,426)	5,010	28,023	117,890	8,258,975	(5,962,375)	2,296,600	72.19%	745,762	9.03%
Water	217,764	1,373,952	(71,925)	(110)	9,466	-	1,529,147	(1,056,507)	472,640	69.09%	227,781	14.90%
Sewerage	92,180	1,062,886	(51,574)	-	4,297	-	1,107,789	(797,167)	310,622	71.96%	107,318	9.69%
Trade Waste	464	8,665	-	-	25	-	9,154	(7,064)	2,090	77.17%	735	8.03%
Storm Water	-	108,057	-	(1,775)	204	-	106,486	(78,521)	27,965	73.74%	8,194	7.69%
Garbage	248,844	1,899,658	(107,719)	(524)	10,867	511	2,051,637	(1,461,009)	590,628	71.21%	257,588	12.56%
TOTAL RATES AND ANNUAL CHARGES	1,182,385	12,102,563	(395,644)	2,601	52,882	118,401	13,063,188	(9,362,643)	3,700,545	71.67%	1,347,378	10.31%
Sewer Access (Water Billing)	144,631	300,344	-	(316)	2,977	-	447,636	(189,719)	257,917	42.38%	58,408	13.05%
Water Consumption	718,090	1,373,032	-	(6,925)	20,285	24,181	2,128,663	(947,556)	1,181,107	44.51%	351,128	16.50%
Sewer Consumption	40,606	139,696	-	-	628	-	180,930	(68,723)	112,207	37.98%	12,104	6.69%
Trade Waste	38,856	26,000	-	-	837	-	65,693	(88,502)	(22,809)	134.72%	10,560	16.07%
TOTAL WATER SUPPLY SERVICES	942,183	1,839,072	-	(7,241)	24,727	24,181	2,822,922	(1,294,500)	1,528,422	45.86%	432,200	15.31%
GRAND TOTAL	2,124,568	13,941,635	(395,644)	(4,640)	77,609	142,582	15,886,110	(10,657,143)	5,228,967	67.08%	1,779,578	11.20%

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Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 72% relates to residential properties, while 15% relates to farmland and 13% to business.

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	Storm Water	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
Business	63,406	31,484	17,616	735	2,920	33,164	63,621	12,104	10,560	235,610
Residential	417,882	220,800	210,165	-	5,274	132,562	287,507	-	-	1,274,190
Farmland	264,474	5,304	-	-	-	-	-	-	-	269,778
Total	745,762	257,588	227,781	735	8,194	165,727	351,128	12,104	10,560	1,779,578

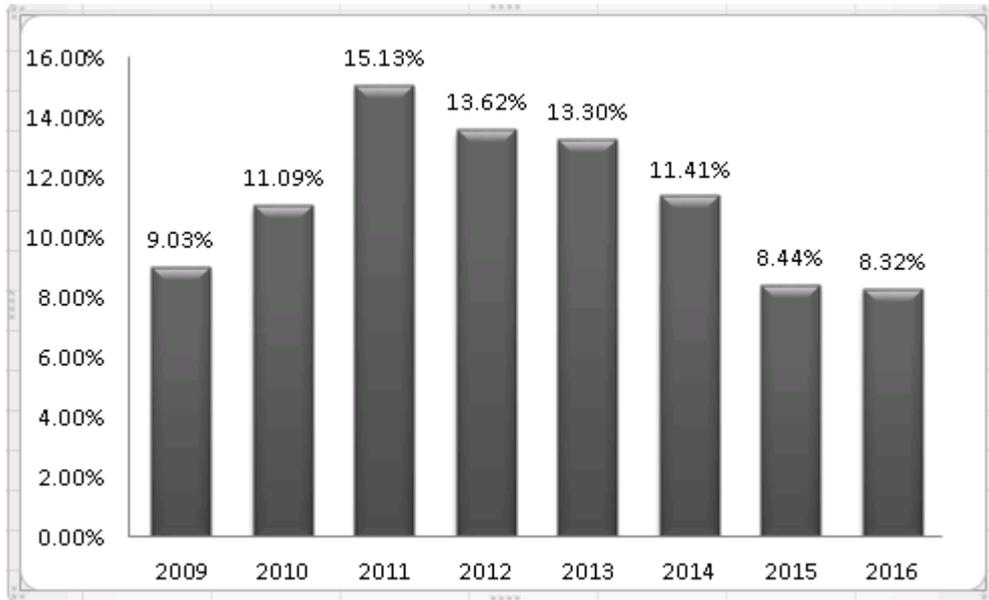
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

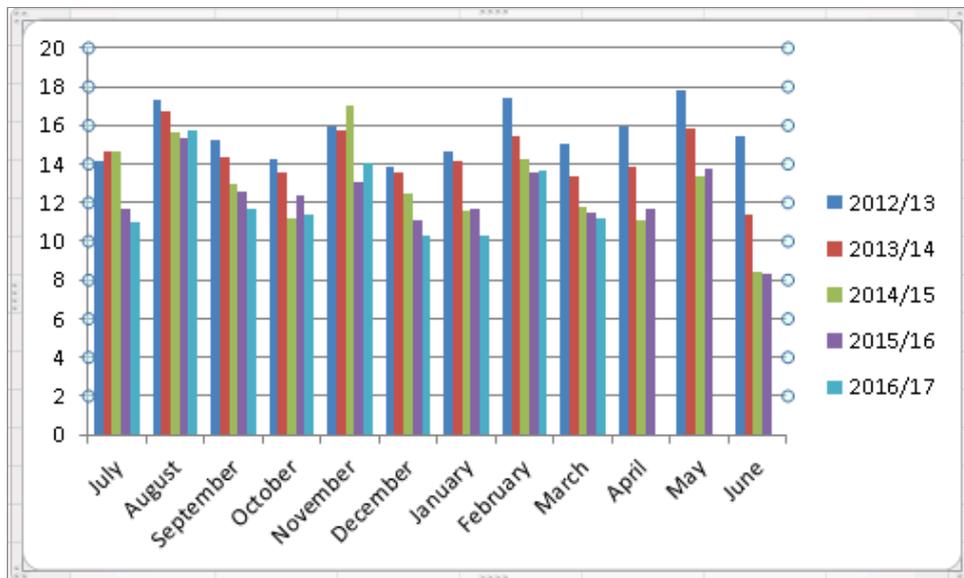
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Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

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Item 26 Summary of 2015/16 Triple Bottom Line Performance Report for Council's Water Supply and Sewerage Schemes

Division:	Technical Services
Management Area:	Warrumbungle Water
Author:	Manager Water & Sewerage, Special Projects – Neil Johnston
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 Appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire.

Reason for Report

The purpose of this report is to provide Council with a brief summary of the 2015/16 NSW Triple Bottom Line (TBL) Performance Report for Council's water supply and sewerage schemes.

Background

The TBL Report forms part of the overall NSW Water Supply and Sewerage Performance Monitoring Report. The TBL Report provides a summary of the individual local water utility's (LWU) performance for water and sewerage for over 50 key performance indicators (KPIs). It compares Council's KPIs against similarly sized LWU's and the statewide and national medians. It enables each LWU to monitor and improve its performance through benchmarking against similarly sized utilities. For both water supply and sewerage Council is in Size Group 3 (1,500 to 4,000 connected properties).

The TBL Performance Report is based on social, environmental and economic KPIs. The report rankings are based on quintile groupings: the top 20% of LWUs for each KPI are ranked 1, the bottom 20% are ranked 5. It should be noted that the ranking is not an absolute indication of performance; it's only an indication of performance relative to other LWUs.

The TBL Performance Report also provides an assessment of the individual LWU's implementation of the Best-Practice Requirements. A full version of the summary report from NSW DPI has been forwarded as an enclosure under separate cover.

Issues

For both water supply and sewerage, Council complies with 7 of the 9 outcomes required for the implementation of the Best-Practice Management Framework (BPM). The outcomes still to be implemented are as follows:

- Finalise preparation of the IWCM Strategy, Financial Plan and Report;
- Implement a Development Servicing Plan with commercial developer charges;
- Implement appropriate non-residential charges for water supply;
- Implement full cost recovery for sewerage.

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Warrumbungle Water

Council's water supply performance is generally in or around the median level for Group 3 LWUs with respect to the KPIs, with rankings mostly between 2 and 4. Council's focus on future performance improvement would be directed at those areas where the performance rank is 5, i.e. in the bottom 20%. These areas are as follows:

1. Utility

Expenditure on renewals (Item 9) is below the state median, but this depends on the capital works program in any particular year. For example, in 2014-15 expenditure on renewals was well above the median.

Council has 3.8 employees per 1,000 properties (Item 10) compared to a state median of 1.5. Council operates a large number of geographically separate schemes, so Council will always rank poorly as it cannot utilise economies of scale. Large treatment plants are automated and often require fewer employees; smaller plants generally require more manual operation.

2. Social

Typical developer charges (Item 15) are \$1,620 per property, well below the state median amount of \$5,600. However, it is unlikely that Council charges would ever be increased to those levels.

Water main breaks (Item 30) are 4 times higher than the state median, which is probably indicative of ageing infrastructure. In 2014-15 the number was about median.

3. Environmental

Average residential water supplied (Item 33) was 231 kL/property, which is above the state-wide median of 162 kL, but is the same as the Inland LWU median value (Item 33a).

Real water losses (Item 34) are very high relative to the state median. This would be related to some extent on the number of water main breaks. The losses are similar to those in 2014-15.

4. Economic

Operating cost (Items 49 and 50) is above the state median and has a LWU ranking of 4. This is a factor of low development density, economies of scale, and the number of discrete schemes. Never the less, a review is now underway of operations to determine where costs may be reduced.

Capital expenditure (Item 56) is \$93 per property, which is well below the state median of \$212.

Warrumbungle Sewer

Council's sewerage performance is generally below the median level for Group 3 LWUs with respect to the KPIs, with rankings mostly between 3 and 5. Council's focus on future performance improvement would be directed at those areas where the performance rank is 5, i.e. in the bottom 20%.

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These areas are as follows:

1. *Utility*

As for water, expenditure on renewals and number of employees per 1,000 properties are the two areas that Council has a poor ranking.

2. *Social*

Typical residential bill (Item 12), typical developer charges (Item 13), and non-residential sewer charges (Item 14) are all low compared to the state median.

3. *Environmental*

Compliance with licence requirements (Items 34 and 35) for sewage treatment plant effluent discharge quality is below standard. This will be addressed in the long-term by the planned treatment plant upgrades.

Sewer main breaks and chokes (Item 36) have decreased from 2014/15, but are still relatively high at 45 per 100km of main.

4. *Economic*

Operating cost (Items 50 and 51) is above the state median and has a LWU ranking of 5. This is a factor of low development density, economies of scale, and the number of discrete schemes.

Capital expenditure (Item 57) is \$50 per property, which is well below the state median of \$186.

Conclusion

Overall, performance of the water supply and sewerage schemes is on par with similar size LWUs. There are a number of factors that mitigate against Council achieving a high ranking in certain performance areas, such as the number of discrete schemes, low development density, and the inability to utilise economies of scale. However, there are many areas that Council can continue to influence the performance outcomes by managing the operation of existing schemes to their best potential.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

That Council notes the summary of the 2015/16 Triple Bottom Line Performance Report for Council's water supply and sewerage schemes.

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Item 27 2016/17 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 2016/17 is presented for information.

Background

The 2016/17 works program including expenditure until the end of March 2017 for all projects in Technical Services is presented in Attachment 1.0.

Attachment 2.0 contains three tables a list of roads that have been graded since the 1 July 2016. A list of road maintenance requests and roads scheduled for maintenance over the next two months can also be found in Attachment 2.0.

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 2016/17 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 2016/17 Works Program

Task Name	Budget Allocation (\$)	Expend. (\$)	% complete
Technical Services	22,452,798	8,413,236	60%
Asset & Design Services	75,018	23,807	10%
Survey equipment	12,000	0	0%
Eng design software	25,160	4,897	20%
traffic counters	7,500	0	0%
Bike Plan	9,019	9,019	100%
GPS handheld units	5,239	0	0%
Road Safety Programme	16,100	9,891	75%
Plan B	5,000	3,434	69%
Child Restraint	1,400	559	40%
Wksp Supervisors of L Drivers	1,200	842	70%
Bike Week	2,000	1,241	62%
Just Slow Down	4,000	1,075	27%
Free Cuppa for driver	2,500	2,740	100%
Fleet Services	2,774,604	1,267,284	40%
Minor plant purchases	15,000	0	0%
Coona Workshop	18,000	3,345	20%
Plant & equipment purchases	2,741,604	1,263,939	60%
Road Operations	12,099,405	5,818,704	35%
RMS Work Orders	3,115,000	1,953,011	75%
Heavy Patching	500,000	829,993	100%
South Merrygoen	500,000	126,334	35%
Mendooran Widen	350,000	164,629	100%
Vegetation Control*	15,000	10,952	100%
North Mendooran Shlr widening*	35,000	0	0%
West Mendooran Shlr widening*	115,000	94,128	100%
Truck Stops Golden Hwy	500,000	14,141	0%
Truck Stop Dunedoo	500,000	0	0%
Resealing program	600,000	712,834	100%
Local Roads	3,708,601	1,700,724	50%
Local Roads reseals	535,537	291,602	90%
Spring Ridge Road	218,832	2,447	10%
Bugaldie Goorianawa Rd	42,400	33,673	100%
Baradine Goorianawa Rd (9000)	57,617	57,617	100%
Ropers rd (17000)	39,864	39,864	100%
Dandry Rd (2500)	42,300	42,300	100%
Bingie Grumble Rd (5500)	20,163	20,163	100%
River Rd (3700)	7,081	4,081	100%
Digilah East Rd (6000)	10,000	7,885	50%
Merrygoen Rd (6000)	13,119	13,119	100%
Kanoona Rd (6000)	10,000	4,969	50%
Neilrex Rd (12000)	0	0	0%
Wyuna Rd (5600)	14,075	14,075	100%
Homeleigh Drive (1800)	9,458	9,458	100%
Avonside East Rd (6000)	10,000	1,323	50%
Tongy Rd (12000)	26,670	26,670	100%
Merryula Rd (6000)	13,958	13,958	100%
L R bridges & cwys	624,998	509,593	80%

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Task Name	Budget Allocation (\$)	Expend. (\$)	% complete
Coonagoony bridge	330,868	338,591	90%
Ross Crossing Bridge - approaches	161,630	80,291	90%
Box Ridge Rd Cwy	52,500	8,251	0%
Montague Bridge - repairs	80,000	82,460	100%
Local Road pavements	1,911,108	659,151	30%
Bugaldie Goorianawa Pave Rehab	125,576	95,324	100%
Neilrex Rd - Seal Pave rehab.	245,472	146,377	80%
Neilrex Rd - unsealed pave rehab.	200,000	0	0%
Quia Rd - sealed pavement rehab.	200,000	0	0%
Rotherwood Rd - sealed rehab.	150,000	0	0%
Turee Vale Rd - sealed pave rehab	150,000	0	0%
Wyuna Rd - Extension of seal	200,000	945	0%
Piambra Rd - extension of seal	300,000	257,511	100%
Beni Xing Rd - safety	190,060	0	0%
Lawson Park Rd - sealed pave rehab	150,000	158,994	100%
Local Roads Gravel Resheeting	636,958	240,378	35%
Box Ridge Rd	93,561	96,582	100%
Uliman Rd	40,648	24,935	100%
Yuggel Rd	74,089	13,253	35%
Carmel Lane	47,728	0	0%
Narrawa (south)	17,700	773	0%
Boomley Rd	30,505	8,787	75%
Munns Rd	122,727	0	0%
Evans Rd	55,000	26,567	100%
Forans Lane	75,000	21,992	100%
Wyuna Rd	80,000	47,489	50%
Regional Roads	5,255,804	2,164,969	35%
Regional Roads reseals	615,891	379,326	100%
Reseals - Regional Roads	615,891	379,326	100%
Pavement Rehab	994,000	245,247	30%
Black Stump Way rehab.	800,000	212,552	10%
Baradine Rd Shlder widening	169,000	12,644	100%
Intersection Ashby Rd	25,000	20,051	100%
Black Spot programme	1,635,913	553,846	30%
Black Stump Way - Orana Rd	218,712	62,743	100%
Baradine Rd - Old Baradine Rd	98,143	139,724	100%
Timor Road - Shlder Rehab	350,000	186,676	50%
Purlewaugh Rd - Shlder widening	135,015	3,319	0%
Baradine Rd - widening, guardrail	665,043	142,634	35%
Vinegaroy Rd - pave rehab	169,000	18,750	5%
Regional Road Bridges	2,010,000	986,550	15%
Allison bridge	2,010,000	986,550	15%
Aerodromes	20,000	0	0%
Repainting of Coona terminal blding	20,000	0	0%
Urban Services	2,593,454	638,080	35%
Parks & Gardens	138,847	0	0%
Baradine	33,000	0	0%
Lions Park - internal path	15,000	0	0%
Lions Park - from Darling street	8,000	0	0%

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Task Name	Budget Allocation (\$)	Expend. (\$)	% complete
Lions Park - shade renewal	10,000	0	0%
Binnaway	20,000	0	0%
Len Guy Park - softfall upgrade	20,000	0	0%
Coolah	45,000	0	0%
McMasters Park - path to toilet	25,000	0	0%
Softfall under playground equip	20,000	0	0%
Coonabarabran	5,847	0	0%
Timor Rock toilet	5,847	0	0%
Dunedoo	35,000	0	0%
Milling Park Irrigation System	35,000	0	0%
Ovals	297,000	55,329	10%
Netball Courts - Coonabarabran	200,000	3,700	5%
Bowen Oval - canteen bird proofing	8,000	7,876	0%
Robertson Oval - Amenities	30,000	0	0%
Baradine Oval Canteen	34,000	43,753	100%
Master plan	25,000	0	0%
Swimming Pools	165,193	4,309	5%
Baradine	61,060	1,300	0%
Shade structure	40,000	0	0%
Painting, stage 1 & 2	11,500	0	0%
Upgrade Kiosk & hot water	1,500	1,300	100%
Reconnection lights	8,060	0	0%
Coolah	67,000	0	0%
Rain tank & pump for irrigation	4,000	0	0%
Lighting over main pool	20,000	0	0%
Solar project to heat pool	43,000	0	0%
Coonabarabran	31,133	295	0%
Pool repairs	11,180	295	0%
Rain tank & pump for irrigation	7,000	0	0%
Hot water facility	12,953	0	0%
Dunedoo	5,000	2,314	0%
pool improvements	5,000	2,314	50%
Mendooran	1,000	400	0%
Upgrades to club room	1,000	400	0%
Town Streets	1,992,414	578,442	15%
Baradine	109,644	115,110	0%
Street reseals	48,500	76,107	2%
Namoi St (2000)	48,500	378	100%
Darling St (3000)	0	75,729	100%
Progress Ass'n - gardens	5,000	5,000	100%
Flood levee	33,644	33,644	100%
New garbage bins	2,500	0	0%
Footpath rehab	20,000	359	0%
Binnaway	166,600	22,199	5%
Street reseals	46,600	17,199	100%
Progress Ass'n - gardens	5,000	5,000	0%
Bullinda Street, new K & G	55,000	0	0%
Footpath Rehabilitation	10,000	0	0%
Shared path - Renshaw St to River	50,000	0	0%

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Task Name	Budget Allocation (\$)	Expend. (\$)	% complete
Coolah	503,015	128,823	40%
Booyamurra St pave rehab	120,490	5,901	5%
Cycleway extension	39,425	39,425	100%
Street reseals	57,600	38,186	100%
Footpath rehabilitation	30,000	3,549	10%
Booyamurra St K&G	55,000	34,642	10%
Drainage study	16,000	0	0%
Street Light	4,500	4,500	100%
Goddard Street shared path	180,000	2,620	5%
Coonabarabran	723,755	280,282	35%
Cycleway underpass, MJC bridge	22,456	83	100%
Cycleway north of bridge	58,168	58,470	100%
Kerb blister, John/Cassilis	66,128	66,128	100%
Dalgarno, Western end Pave Rehab	5,593	0	0%
John St., K & G rehab	53,110	18,182	50%
Street reseals	118,300	22,662	100%
FP Rehab Dalgarno (John/Cowper)	20,000	0	0%
John ST. K&G rehab	20,000	18,182	100%
Street Trees - Cowper	30,000	0	0%
John Street - asphalt	10,000	10,400	100%
Drainage - Belar / Merebene	70,000	0	0%
Edwards Street - shared path	250,000	86,175	20%
Dunedoo	442,800	28,172	0%
Street reseals	54,800	28,172	0%
Talbragar St, Caigan to Bandulla	54,800	28,172	100%
Footpath rehab	20,000	0	0%
Dish - Yarrow at Bandulla, sth side	18,000	0	0%
Walleroo St, drainage & sealing	350,000	0	0%
Mendooran	46,600	3,856	0%
Street reseals	16,600	3,856	100%
Footpath rehab.	30,000	0	0%
Warrumbungle Water	4,284,649	629,671	10%
Baradine	1,119,722	76,486	5%
Meter replacements	5,000	110	0%
Mains Narren, Walker to Queen	80,000	3,527	0%
Mains - Bligh to Castlereagh	50,000	18,736	50%
Reservoir Clean	120,000	43,000	60%
Renewal of treatment plant clarifier	864,722	11,113	2%
Binnaway	517,530	21,378	5%
Meter replacements	5,000		0%
Mains Ext - Yeubla St railway	70,000	17,338	10%
Back up bore	442,530	4,040	2%
Coolah	551,396	23,940	5%
Mains ext. Cliff Lane, Erwin St	70,000	12,284	0%
Meter replacements	5,000	6,700	100%
Standby pumps	5,000	0	0%
Mains replacement	60,000	0	0%
Back up bore	411,396	4,956	2%
Coonabarabran	1,627,871	423,060	10%

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Task Name	Budget Allocation (\$)	Expend. (\$)	% complete
Mains Ext. Castlereagh St	160,000	28,287	10%
Mains replacement	50,000	3,500	10%
meter replacements	10,000	3,195	0%
Timor Fence repairs	191,261	0	0%
Tools	3,000	354	0%
Mains ext. Camp St, Namoi - Anne	60,000	1,493	10%
Mains ext. - under hwy to depot	60,000	16,142	100%
Raising Timor Dam wall - study	530,610	234,258	10%
Timor Dam - low level extraction	140,000	0	0%
Telemetry software	3,000	7,128	0%
Timor Dam - replacement of mixer	120,000	119,562	100%
Telemetry upgrade - all towns	300,000	9,141	5%
Dunedoo	53,000	715	0%
Tools	3,000	0	0%
Main replacement Wargundy st	50,000	715	0%
Mendooran	415,130	84,092	5%
mains extension	30,000	0	0%
Back up bore	385,130	84,092	20%
Warrumbungle Sewer	625,668	35,690	0%
Baradine	10,000	0	0%
Sewage Treat Plant - renewals	10,000	0	0%
Coolah	100,000	7,455	0%
Dump site	0	7,455	100%
Upgrade STP	50,000	0	0%
Mains relining	50,000	0	0%
Dunedoo	82,668	0	0
Upgrade STP	50,000	0	0%
Main relining	32,668	0	0%
Coonabarabran	433,000	28,235	2%
Mains relining	100,000	777	0%
Tools - sewer rods	3,000	0	0%
Pump station renewal	30,000	9,961	50%
Telemetry upgrade - all towns	200,000	165	0%
Upgrade STP	50,000	0	0%
re-keying sewer sites	50,000	17,332	50%

Attachment 2.0

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Albert Wright	3	3
Avonside East & North	1	14.2
Avonside West	2	10
Balmoral	3	1.5
Barney's Reef	3	0.5
Beni Crossing	1	6.4
Bingie Grumble	2	2.6

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Hynds	3	3
Kanoona	1	1.8
Kerrawah	3	4
Keswick	3	6.1
Lambing Hill	1	1.5
Lawson Park	1	3.3
Lincoln	1	3.5

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Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Blackburns	3	1.2
Bolton Creek	2	20
Boomley	1	9
Bourke & Halls	3	11.7
Box Ridge	1	34.9
Brooklyn	1	8.2
Brooks	1	17.6
Bullinda	3	11.4
Burma	3	7.7
Carmichaels (off Timor	3	0.7
Cobbora	1	10.8
Coybil	2	2.9
Cumbil	2	5
Dapper	2	1.3
Daysdale	3	1.6
Dennkymine	1	18.4
Diehm	3	1.3
Digilah	1	17.3
Doganabuganaram	2	6.7
Eastburns	3	3.1
Evans	2	1
Forans	2	3
Gentle Annie	3	5.6
Gundare	1	2
Heads	3	1.8
Homeleigh	3	3.4

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Lockerbie	2	9.6
Mancers	3	9.9
Maranoa	2	5.5
Merebene	3	3
Monks	2	1
Mt Bangalore	3	6.5
Mt Hope	1	1.3
Mt Nombi	1	3
Napier	1	4.6
Narrawa	3	5.1
Neilrex	1	1.6
Oban	3	2
Pine Ridge	1	5
Reddens	3	2
Ropers	1	17.3
Round Mountain	1	5.9
Sandy Creek	2	6.9
Tibuc	3	2
Tonniges	3	3.6
Uliman	3	1.2
Upper Laheys Creek	3	4.2
Wangmans	2	1.4
Wardens	2	13.8
Willicombes	2	5
Wingabutta	2	11.8
Wyuna	1	13.9
Yuggel	2	9.7

Maintenance requests received in February & March
Banoon Rd
Bolton Creek Rd
Dandry Rd
Dows Ln
Flags Rockedgiel Rd
Forans Ln
Gamble Creek Rd
Gentle Annie Rd
Iona Rd
Keechs Rd
Maroo Rd
Merotherie Rd
Merryula Rd
Moorefield Rd
Mt Hope Rd

Unsealed Road - Upcoming Grading Maintenance program
Brooks Rd
Merotherie Rd
Mitchell Springs Road
Mt Hope Rd
Myall Plains Road
Sansons Lane
Uphills Rd

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Maintenance requests received in February & March
Myall Plains Rd
Patrick Rd
Quaker Tommy Rd
Ropers Rd
Round Mountain Rd
Salaks Rd
Sansons Ln
Stoney Point Rd
Tonniges Rd
Tothills Rd
Uphills Rd
Wardens Rd
Warkton Rd

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Item 28 Bush Fire Recovery Assistance

Division:	Development Services
Management Area:	Regulatory Services
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Community and Culture
Priority:	CC6 – Economic and social disadvantage in communities across the Shire needs to be identified and addressed.

Reason for Report

To provide assistance to residents seeking to rebuild after the Sir Ivan bushfire in February 2017.

Background

The devastating Sir Ivan bushfire in February 2017 has caused significant hardship and disruption to many property owners in the southern section of the Shire. Whilst significant assistance has been and will continue to be provided to those affected by the various NSW government agencies the focus of this report is to recommend to Council further means that will assist people to re-establish themselves after the loss of property in the fires.

Issues

The initial inspections of the fire damaged areas indicates that there were 43 properties that had lost residences of the total of 132 of properties that had been fire affected in total as a result of the Sir Ivan fire. It is not sure at this stage how many people wish to rebuild. As a result, 37 residences were lost in WSC.

Irrespective of whether properties were insured or not, disposal of fire damaged waste requires consideration. Any Asbestos Containing Material (ACM) is required to be disposed of at approved landfills; with the approved landfill in Warrumbungle Shire being located in Coonabarabran. Costs for disposal of asbestos materials as a result of the fire is being covered to some extent by the NSW Government on the proviso that Council waives tipping fees for Sir Ivan affected residential property owners who need to dispose of ACM waste. This is due to the NSW Government indicating they are willing to cover the cost of Council's expenses to dig additional asbestos cells and manage burial of the ACM.

Another issue that will arise with the process of re-building after the fire is that the owners will be required to again obtain approval under the provisions of the Environmental Planning and Assessment Act 1979 in the same manner that occurs when persons intend to build in NSW. Unfortunately Council has no legal means of shortcutting the approval process for persons affected as the legal mechanism for approval still require appropriate plans, bushfire assessment reports and BASIX energy efficiency certificates to be lodged.

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Council will however be in a position to offer advice and assistance with fee waivers for Council related fees such as, the development application fee, construction certificate fee, inspection fees and Section 94A developer levy which are all Council controlled fees. Council will not be able to exempt people from the Long Service Corporation Levy nor the Plan First Levy which are both State Government associated fees in the development process.

Options

In relation to the issue of waiving the Council related development fees it is proposed that this proposal only relate to a principal place of residence for all properties where the owner has lost that building as a direct result of the fire to ensure that those in greatest need of assistance to meet basic living needs are assisted under this proposal.

It is not proposed to extend the proposal to secondary dwellings or sheds given the expected cost to Council of approximately \$4,805 per property (based on a rebuild value of \$250,000) with up to 37 properties potentially having lost their residence. Council may restrict any proposed fee waiver of development fees to those persons who wish to build and who do not have insurance cover that would cover the cost of Council fees and charges relating to the development approval process.

Financial Considerations

The issue of lost income for the waste operations for disposal of ACM can be compensated by the fact that the NSW government has agreed to cover the cost of the digging and subsequent covering of asbestos waste received.

The income lost from the Development Services area as a result of a decision to waive DA fees is difficult to quantify due to the fees being levied on a sliding scale based on the value of the application. Taking an average cost of \$250,000 per dwelling council could potentially be forgoing \$4,805 per application with the maximum possible amount of \$177,785 required should all properties be eligible.

Should Council resolve to waive Development Application fees as itemised in the report, approval of the supplementary vote to increase the Donations budget will be required.

Any decision to waive application fees for potential development applications could have significant financial implications for Council and it is uncertain how many potential beneficiaries will require funding. Council does have the option of placing conditions on any proposed waiver program to minimise the financial cost to Council while at the same time not impacting upon residents affected by not allowing those whose insurance covers fees for development applications to access the program.

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RECOMMENDATION

1. That Council waive Development Application, Construction Certificate, Inspection and Section 94A fees for those residents who meet all of the following criteria:
 - (a) Have lost their principle place of residence and they meet the LEP requirements that allow construction of a dwelling on that property.
 - (b) Insurance held does not cover the payment of approval related fees.
 - (c) The property has been confirmed by Council to have been destroyed by the February 2017 Sir Ivan fire.
 - (d) That the supplementary vote be referred to the next QBRS meeting.
2. That Council waive tipping fees for receipt of friable asbestos generated by the Sir Ivan Fire and funded by Office of Emergency Management (OEM).

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Item 29 Plan of Management – Community Land

Division:	Development Services
Management Area:	Property and Risk
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Recreation and Open Space
Priority:	RO1 – The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes

Reason for Report

Council is required under the Local Government Act 1993 to prepare a plan of management for Council owned public land classified as community land. Before the final plan can be adopted, Council is required to undertake an extensive public exhibition process and hold public hearings. This report summarises the consultation process undertaken and presents the final plan for Council's adoption.

Background

Under the Local Government Act 1993 (LG Act), Council is required to prepare a Plan of Management for any public land categorised as community land. In December 2016, Council resolved (**Resolution 150/1617**) to adopt the Draft Warrumbungle Shire Council Plan of Management for Community Land 2016, to place on public exhibition for 28 days and receive submissions up to 42 days from the exhibition date, and to hold a public hearing. A copy of the draft plan was supplied to Councillors as an enclosure under separate cover.

As a result, Council placed the draft Plan of Management on public exhibition from 19 January 2017 until 20 March 2017, with submissions accepted during this period. During the exhibition period no written submissions were received.

Two public hearings were held during March 2017 to enable persons to verbalise comments regarding the draft Plan of Management. The public hearings were held in Coonabarabran and Coolah to enable residents from north and south of the Shire the opportunity to comment on the draft plan. The public hearings were independently chaired by Mr Glenn Inglis from the Inglis Group based in Tamworth. Four persons attended the public hearing in Coonabarabran and one person attended the public hearing held in Coolah.

Summary of Comments from Public Hearings

Coonabarabran

The attendees at the Coonabarabran public hearing were interested in land located within Binnaway with discussion focusing on these parcels. Comments were supportive of Council's community land classification for each land parcel.

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Interestingly it was also noted by an attendee that one parcel of land identified as Map 10 was the land that Council's old works depot was located in Binnaway, though vacant now. Council have noted this land parcel on our Contaminated Land Register as requiring further investigation if proposed for a specific land use in the future.

Coolah

The person attending the public hearing in Coolah was also interested in land located in Binnaway and was supportive of Council's community land classification for each parcel of land.

In summary, no objections or changes were requested to the community land categories of the draft Plan of Management from the attendees of the public hearings. A copy of the Independent Chairpersons Public Hearing Report is included as an enclosure to this report.

Issues

Council is required to prepare and adopt a Plan of Management for our community land. Council has identified 98 parcels of community land under our control and categorised according to current land uses.

Required exhibition periods and public hearings have been held. No written submissions were received and no objections voiced at either of the public hearings held. On this basis, there are no changes to be made to the draft plan that was adopted by Council in December 2016. Council is now in the position of being able to progress adoption of the draft plan as the final plan without the need to make any changes to the document.

Options

Council has limited options in relation to this matter as it is a legal requirement that Council has a formal Plan of Management for public land classified as community land.

Council is required to adopt a Plan of Management for Community Land.

Financial Considerations

The draft Plan of Management was prepared in-house at minimal cost. Costs to appoint an Independent Chairperson and undertake relevant advertising and notifications were approximately \$3,000.

RECOMMENDATION

That Council formally adopt the Warrumbungle Shire Council Plan of Management for Community Land 2016.

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

Division:	Development Services
Management Area:	Property and Risk
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF 4.1 – Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP.

Reason for Report

To provide Council with an update on the acquisition process as resolution remains outstanding for a period greater than 12 months.

Background

At the Ordinary Meeting of Council on 18 October 2012 Council resolved:

'That Council proceed with the acquisition of the Visitor Information Centre Coonabarabran Crown Land Reserve R120017 being Lot 589 DP721790 in Coonabarabran, Coonabarabran Parish, Gowen County by compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991.

FURTHERMORE;

- 1. That the General Manager be granted authority for an application to be made for the approval of the Governor to be obtained under Section 19 of the Land Acquisition (Just Terms Compensation) Act 1991 to the gazettal of an acquisition notice.*
- 2. That Council confirm that all minerals are to be excluded from the compulsory acquisition.*
- 3. That the land when acquired be classified as operational land.*
- 4. That the Mayor and General Manager be authorised to use the Warrumbungle Shire Council seal in the process of acquisition of this land.*
- 5. That a further report will be brought back to Council when all costs involved in the compulsory acquisition including purchase price and solicitors' costs are ascertained.' (Resolution 123/1213)*

A further Council Resolution was made in December 2014 resolving:

'That Council proceed with the acquisition of the Visitor Information Centre Coonabarabran Crown Land Reserve R120017 being Lot 589 DP721790 in Coonabarabran, Coonabarabran Parish, Gowen County by compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991.'
(Resolution 217/1314)

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In April 2015, Council again reaffirmed its decision to continue on with the acquisition as per the following resolution:

'That Council continues the acquisition as resolved previously via Resolutions 123/1213 and 217/1314.' (**Resolution 312/1415**)

In April 2016, Council again reaffirmed its decision to continue on with the acquisition as per the following resolution:

'That Council continues the acquisition as resolved previously via Resolutions 123/1213, 217/1314 and 312/1415.' (**Resolution 277/1516**)

Issues

This matter is in the hands of the Office of Local Government for the acquisition approval. Correspondence has been sent to the Office of Local Government requesting an update on the application.

Options

Council has taken steps to proceed with the acquisition with the Department of Crown Lands, however the resolutions remain outstanding. It is recommended that Council continue with the acquisition process.

Financial Considerations

As reported previously, the property is approximately 0.58ha with a commercial market value of approximately \$40,000 - \$60,000. There is no comparable land available in this region so market value is related to commercial land sold in the industrial estate north of Coonabarabran.

At this point in time, no budgetary allowance has been provided, as it is unknown the timeframe when this matter will be finalised, however Council needs to be mindful that the acquisition of land could be around the abovementioned figure.

RECOMMENDATION

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

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Item 31 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer for Development Services – Kathryn Weatherall

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 – March 2017

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
DA1/2017	4/01/2017	16/03/2017	Rotary Club of Coonabarabran	Robertson Street	COONABARABRAN	New Shade Area	64
DA2/2017	5/01/2017	9/03/2017	Mark Goard	Gardener Street	COONABARABRAN	New Garages/Sheds - Industrial	0
DA4/2017	19/01/2017	14/03/2017	Darren Semmler	7 Castlereagh Street	COONABARABRAN	New Single Storey Dwelling	0
DA9/2017	7/03/2017	17/03/2017	Warrumbungle Shire Council	4202 Baradine Road	COONABARABRAN	New Garages/Sheds - Commercial	0

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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
CDC5/2017	23/02/2017	3/03/2017	Stuart Curtis	20 Clarke Street	LEADVILLE	New Verandah/Deck - Residential	0

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

RECOMMENDATION

That Council note the Applications and Certificates Approved, during March 2017, under Delegated Authority.

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Item 32 Questions for Next Meeting

Division:	Executive Services
Management Area:	Administration Services
Author:	Manager Administration and Executive Assistant to GM – Glennis Mangan
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.

Reason for Report

At the March Ordinary Council meeting, Councillors Ray Lewis and Denis Todd presented Council with questions for the next meeting. Their questions with the answers are outlined below.

Background

At the February 2017 Council meeting it was resolved:

*'that Council introduce a regular item on its ordinary monthly Council meeting Agenda called "Questions for the Next (where practical) Meeting", as per the advice from the Office of Local Government and clause 1.4.11 of the revised Practice Note. **FURTHERMORE**, these questions should be limited to three per Councillor and should be submitted in writing at the conclusion of the ordinary meeting.'* (**Recommendation 173/1617**)

Questions submitted from Councillor Ray Lewis

1. Iona Road maintenance, concerns raised last December. Malcolm Jones and Mark Scifleet.

Response

Iona Road has now been placed on Council's list of roads to inspect and schedule maintenance according to assessed condition.

2. Establishment of a garbage run. Coolah to Premer intersection – back to Coonabarabran.

Response

We are investigating this proposal and have had a couple of requests for wheelie bin pickups near the Premer intersection.

3. Concerns raised by local tradies re unable to ring building inspector (Dale) to coordinate inspections etc. His mobile diverts to the office.

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Response

In recognition of excessive interruptions Council sorted advice from other Council's. Council's Building Certifier was finding he was unable to get his work done with continual interruptions via his mobile ringing constantly especially on site with clients. His mobile phone calls are being diverted through our Admin Officer / Receptionist to enable our Certifier to manage his workload more efficiently. Tradies should contact the Building Certifier through the office; if it is urgent, we are able to contact the Certifier in the field to advise him to contact the tradie direct.

Question submitted from Councillor Denis Todd

Minutes of Weight of Loads, Castlereagh Macquarie Weeds Council and Newell Highway be included in the Business Paper so other Councillors will be up to scratch. Council include other external committees.

Response

The minutes from the Weight of Loads and Castlereagh Macquarie Weeds Council have been included in this month's Business Paper. It has been some time since there has been a meeting of the Newell Highway Taskforce and the minutes from the next meeting will be included in the Business Paper.

Issues

Nil.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's information.

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QUESTIONS FOR NEXT MEETING

Councillor: _____

Date: _____

Time: _____

1. _____

2. _____

3. _____

