



# **Warrumbungle Shire Council**

**Council meeting**

**Thursday, 21 July 2016**

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

**commencing at 10.00 am**

***Mayor***

Councillor Peter Shinton

***Deputy Mayor***

Councillor Murray Coe

***COUNCILLORS***

Councillor Gary Andrews

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Victor Schmidt

Councillor Chris Sullivan

Councillor Ron Sullivan

Councillor Denis Todd

***MANAGEMENT TEAM***

Steve Loane (General Manager)

Stefan Murru (Director Corporate & Community  
Services)

Kevin Tighe (Director Technical Services)

Leeanne Ryan (Director Development Services)

# Warrumbungle Shire Council

## Vision

Excellence in Local Government

## Mission

We will provide:

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

## We Value

### Honesty

Frank and open discussion, taking responsibility for our actions

### Integrity

Behaving in accordance with our values

### Fairness

Consideration of the facts and a commitment to two way communication

### Compassion

Working for the benefit and care of our community and the natural environment

### Respect

To ourselves, colleagues, the organisation and the community listening actively and responding truthfully

### Transparency

Open and honest interactions with each other and our community

### Passion

Achievement of activities with energy, enthusiasm and pride

### Trust

Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill

### Opportunity

To be an enviable workplace creating pathways for staff development

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 July 2016**

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**NOTICE** is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 21 July 2016 at the Council Chambers, John Street, Coonabarabran commencing at 10.00am

# **AGENDA**

Welcome

Turn Off Mobile Phones

## **Order of Business**

Forum

Apologies

Disclosure of Interest

    Pecuniary Interest

    Non Pecuniary Conflict of Interest

Reports

Matters of Concern

Reports to be considered in Closed Council

Item 1C Tender – Allison Bridge Project

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**STEVE LOANE**  
**GENERAL MANAGER**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 July 2016**

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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 item relates to Tenders 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

## Ordinary Meeting – 21 July 2016

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**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
COMMENCING AT 10.00AM**

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**Item 1 Minutes of Ordinary Council Meeting – 16 June 2016**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Manager Administration & Customer Service – Liz Webster and Administration Officer – Erin Player (minutes)
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

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

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

**The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest**  
Councillor Ron Sullivan declared a non pecuniary interest in the matter 2C Financial Tendering for Supply of Bulk Fuel.

**10.01am**

Deputy Surveyor General Paul Harcombe of the Geographical Names Board spoke about property addressing and the various meetings held around the Shire on this subject.

**REPORTS**

**Item 1 Minutes of Ordinary Council Meeting – 19 May 2016**

**312/1516 RESOLVED** that the resolutions contained in the Minutes of the Ordinary Council meeting held on 19 May 2016 be endorsed.

**Todd / C Sullivan**  
**The motion was put and carried**

**Item 2 Minutes of Traffic Advisory Committee Meeting held on 26 May 2016**

**313/1516 RESOLVED**

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 26 May 2016.
  2. That Council undertakes an assessment of Speed Advisory Warning Signs on Observatory Road, Coonabarabran.
  3. That application for the installation of Railway Barracks accommodation signage at the intersections of Warrumbungle Way / Newell Highway and Binnaway Road / Mollyan Road (MR334) be referred to RMS for consideration **FURTHER** that Council advise the Binnaway Rail Heritage & Preservation Society of the option to install signage on private property for proposed locations at the intersection of Coolah Road / Tambar Springs Road, Binnaway Road and Binnaway CBD.
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**WARRUMBUNGLE SHIRE COUNCIL**

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4. That request by the Warrumbungle Wheelers to conduct the Annual Tour de Warrumbungles Bike Ride Event on Saturday, 27 August 2016 and Sunday, 28 August 2016 be approved subject to application being referred to RMS for approval of the State Road component and concurrence from RMS Network and Safety for the Regional Road component **FURTHER** that the Traffic Control Plan be prepared, signed and dated by a qualified person and that the riders be released intermittently from the various starting points.
5. That timed bus zone signs be erected in front of the Mendooran Preschool in Napier Street, Mendooran as per AS1742.11.
6. That Council install posts to close off the access road to the property frontage of Bugaldie Store, which will allow the property owner to install their own driveway access at the agreed location between the trees on the island as per the attached map **FURTHER** that W6-3 Children Warning signage be installed on approaches to the bus stop area in accordance with AS1742.10.
7. That safety concerns in relation to the northbound and southbound approaches to Warkton Road turnoff via the Newell Highway be referred to the RMS and that Council undertakes a traffic count.
8. That safety concerns in relation to continuous broken lines on the Golden Highway, East of Dunedoo from the start of the 100 km Zone to the property 'Talbragar Park' be referred to RMS for consideration.
9. That Council prepare a sketch map and undertakes a full survey to determine sight distances at the intersections of Wallaroo and Digilah Streets and Wallaroo and Cobbora Streets, Dunedoo with a report to be brought back to the next Traffic Advisory Committee meeting.
10. That request for installation of an 80 km Speed Zone between the existing 100 km and 50 km Speed Zones on the Golden Highway heading west out of Dunedoo be referred to RMS for consideration **FURTHER** that, if needed, Council replace the current 50 kph ahead sign with a larger version and that Council advise the Dunedoo District Development Group that Buffer Zones are no longer included in the NSW Speed Zoning Guidelines.

**Schmidt / C Sullivan  
The motion was put and carried**

**Item 3 Minutes of Local Emergency Management Committee Meeting – 16 May 2016**

**314/1516 RESOLVED** that Council notes the minutes from the Local Emergency Management Committee held on 16 May 2016 at Coolah.

**Schmidt / Capel  
The motion was put and carried**

**Item 4 Minutes Bushfire Appeal Advisory Panel – 20 May 2016**

**315/1516 RESOLVED**

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 20 May 2016
2. That the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.

**Schmidt / Capel  
The motion was put and carried**



## WARRUMBUNGLE SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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#### **Item 5 Notice of Motion – Temporary Fencing not permitted along Council Road Reserves**

**A motion was moved by Councillor Todd and seconded by Councillor Clancy** that Warrumbungle Council rule that temporary fencing is not permitted to be erected on Council Road Reserves.

**316/1516 An amendment was moved by Councillor Coe, seconded by Councillor Clancy** that temporary fencing be removed after grazing permit rights have expired.

**The amendment was put and carried.**

**The amendment became the substantive motion and was put and carried.**

#### **Item 6 Determination of the Local Government Remuneration Tribunal 2016**

**317/1516 RESOLVED** that Warrumbungle Shire Council adopts the maximum annual fee of \$11,290 for Councillors and \$24,630 for the Mayor/Chairperson Additional Fee for the 2016/17 financial year effective from 1 July 2016, being in accordance with the determination of the Local Government Remuneration Tribunal under Sections 239 and 241 of the Local Government Act 1993.

**Schmidt / Clancy**  
**The motion was put and carried**

#### **Item 7 Legal Assistance Bathurst Regional Council**

**318/1516 RESOLVED** that Council contribute \$701.85 to Local Government NSW to support Bathurst Regional Council towards the legal costs incurred in an appeal to the NSW Court of Appeal from the 2015/16 Donations budget.

**Schmidt / Coe**  
**The motion was put and carried**

**Councillor Clancy recorded his vote against the motion.**

#### **Item 8 Adoption of 2016 Agency Information Guide**

**319/1516 RESOLVED** that Council endorse and adopt the 2016 Agency Information Guide.

**R Sullivan / Schmidt**  
**The motion was put and carried**

#### **Item 9 Adoption of Draft Internal Reporting Policy**

**320/1516 RESOLVED** that Council endorse and adopt the Internal Reporting Policy.

#### **Public Interest Disclosures Act 1994 – Internal Reporting Policy**

##### BACKGROUND

Under section 6D of the Public Interest Disclosures Act 1994 (PID Act), public authorities are required to have a policy and procedures for receiving, assessing and dealing with public interest disclosures (PIDs). The definition of public authorities includes Councils. As prescribed by the PID Act, this policy was developed with due regard to the NSW Ombudsman's guidelines and the model internal reporting policies for local government.

##### OBJECTIVE

Council recognises that Councillors and staff have an important role in ensuring a high ethical standard and enhancing administrative and management practices, and strongly supports disclosures which expose:

- Corrupt conduct;
- Fraud;
- Maladministration;
- Serious and substantial waste of public money, or;
- Breaches of the Government Information (Public Access) Act 2009.

## WARRUMBUNGLE SHIRE COUNCIL

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The objective of this policy is therefore to encourage and facilitate public interest disclosures, to ensure that personnel who make such disclosure receive protection from reprisals, and to ensure that matters raised in the disclosures are properly investigated and acted upon.

#### POLICY STATEMENT

- 1 Council is committed to the aims and objectives of the Public Interest Disclosures Act 1994 (The PID Act).
- 2 The Mayor, General Manager and Council management acknowledge the value and importance of Councillor and staff contributions to high standards of administrative and management practices and strongly endorse reporting of corrupt conduct, fraud, maladministration, serious and substantial waste of public money or government information contravention.
- 3 Council is committed to an effective response to internal disclosures in a way that will protect the identity of the whistle blower, wherever possible and appropriate.
- 4 Council will not tolerate reprisals or retribution against those making legitimate public interest disclosures as prescribed by the PID Act.

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#### **1. Purpose and context of the policy**

The purpose of this policy is to establish an internal system for staff and Councillors to report wrongdoing without fear and reprisal. The policy sets out who you can report wrongdoing to in Warrumbungle Shire Council, what can be reported and how reports of wrongdoing will be dealt with by Warrumbungle Shire Council.

This policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to raise matters of concern at any time with their supervisors, but also have the option of making a report about a public interest issue in accordance with this policy and the Public Interest Disclosures Act 1994 (PID Act).

The internal reporting system established under this policy is not intended to be used for staff grievances, which should be raised through the Grievance and Dispute Policy. If a staff member makes a report under this policy which is substantially a grievance, the matter will be referred to Human Resources to be dealt with in accordance with the Grievance and Dispute procedure.

## WARRUMBUNGLE SHIRE COUNCIL

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The Act aims to encourage and facilitate the disclosure — in the public interest — of corrupt conduct, maladministration and serious and substantial waste in the public sector. This is achieved by:

- enhancing and augmenting established procedures for making disclosures concerning such matters;
- protecting persons from reprisals that might otherwise be inflicted on them because of these disclosures; and
- providing for those disclosures to be properly investigated and dealt with.

The Warrumbungle Shire Council does not tolerate corrupt conduct, maladministration or serious and substantial waste of public money.

This Policy establishes an internal reporting system for the reporting of disclosures of corrupt conduct, maladministration or serious and substantial waste of public money by Warrumbungle Shire Council its staff, and councillors. The system enables such internal disclosures to be made to the Disclosure Co-ordinator (the Human Resources Manager), Nominated Disclosure Officers (the Director Technical Services and Director Corporate and Community Services), the Mayor, and the General Manager.

#### **2. Organisational commitment**

Warrumbungle Shire Council is committed to:

- the aims and objectives of the Public Interest Disclosures Act;
- creating a climate of trust, where people are comfortable and confident about reporting wrongdoing;
- encouraging staff to come forward if they are aware of wrongdoing within the council;
- keeping the identity of the person disclosing wrongdoing confidential, where this is possible and appropriate;
- protecting staff who make disclosures from any adverse action motivated by their reports;
- dealing with reports thoroughly and impartially and if some form of wrongdoing has been found, taking appropriate action to rectify it;
- keeping staff who make reports informed of their progress and the outcome;
- encouraging staff to report wrongdoing within the council, but respecting any decision to disclose wrongdoing outside the council - provided that disclosure out the council is made in accordance with the provisions of the PID Act;
- ensuring managers and supervisors at all levels in the council understand the benefits of reporting wrongdoing, are familiar with this policy, and aware of the needs of those who report wrongdoing.
- review the policy periodically to ensure it is relevant and effective
- provide adequate resources, to:
  - encourage reports of wrongdoing
  - protect and support those who make them
  - provide training about how to make reports and the benefits of internal reports to the council and the public interest generally
  - properly investigate allegations
  - properly manage any workplace issues that the allegations identify or that result from a report
  - appropriately address any identified problems

This policy recognises the value and importance of contributions of staff to enhance administrative and management practices and strongly supports disclosures being made by staff, Councillors or independent contactors and volunteers, which disclose corrupt conduct, maladministration, serious and substantial waste, government information contravention or and local government pecuniary interest contravention.

## WARRUMBUNGLE SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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Warrumbungle Shire Council will take all reasonable steps to provide protection to Councillors, staff and independent contractors who make such disclosures, from any detrimental action in reprisal for the making of the disclosure.

#### **3. Roles and responsibilities of staff**

This Internal Reporting Policy places responsibilities upon people at all levels within the Warrumbungle Shire Council.

##### **3.1 Employees and independent contractors**

Employees are encouraged to report known or suspected incidences of corrupt conduct, maladministration, serious and substantial waste, government information contravention or a local government pecuniary interest contravention in accordance with this Policy.

All employees of Warrumbungle Shire Council have an important role to play in supporting those who have made legitimate disclosures. They must abstain from any activity that is or could be perceived to be victimisation or harassment of persons who make disclosures. Further, they should protect/maintain the confidentiality of persons they know or suspect to have made disclosures.

Additionally, the behaviour of all Council Staff and Councillors, involved in the internal reporting process must adhere to the Warrumbungle Shire Council Code of Conduct. A breach of the code could result in disciplinary action.

##### **3.2 Nominated Disclosure Officers**

Nominated Disclosure Officers are responsible for receiving, forwarding and or acting upon disclosures in accordance with the Policy. Nominated Disclosure Officers will:

- clearly explain to persons making disclosures what will happen in relation to the information received;
- when requested, make arrangements to ensure that disclosures can be made privately and discreetly (if necessary away from the workplace);
- reduce to writing and date any disclosures received orally (and have the person making the disclosure sign the document);
- deal with disclosures impartially;
- forward disclosures to the Disclosure Co-ordinator or the General Manager, for assessment;
- take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and the persons the subject of disclosures, are kept confidential; and
- support persons who make disclosures and protect them from victimisation, harassment or any other form of reprisal.

##### **3.3 Disclosure Co-ordinator**

The Disclosure Co-ordinator has a pivotal position in the internal reporting system and acts as a clearing house for disclosures. The Disclosure Co-ordinator will:

- provide an alternative internal reporting channel to Nominated Disclosure Officers and to the General Manager - Warrumbungle Shire Council;
- impartially assess each disclosure to determine:
  - whether the disclosure appears to be a public interest disclosure within the meaning of the Act; and
  - the appropriate action to be taken in relation to the disclosure, for example:
    - no action/decline;
    - the appropriate person to take responsibility for dealing with the disclosure;
    - preliminary or informal investigation;
    - formal investigation;
    - prosecution or disciplinary action;
    - referral to an investigating authority for investigation or other appropriate action; or

## WARRUMBUNGLE SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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- referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct).
- consult with the General Manager;
- be responsible for carrying out or co-ordinating any internal investigation arising out of a disclosure, subject to the direction of the General Manager in carrying out his/her functions;
- report to the General Manager on the findings of any investigation and recommended remedial action;
- take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and persons the subject of the disclosures, are kept confidential;
- support persons who make disclosures and actively protect them from victimisation, harassment or any other form of reprisal; and
- report actual or suspected corrupt conduct to the General Manager in a timely manner to enable that officer to comply with the ICAC Act.
- provide six-monthly reports to the NSW Ombudsman in accordance with section 6CA of the PID Act.

#### **3.4 General Manager**

The General Manager of Warrumbungle Shire Council must ensure that Council has a public *interest disclosures policy, that the policy designates at least one officer of the Council as being* responsible for receiving disclosures on behalf of the Council, that staff are aware of the policy and the protections of the Act and that the authority complies with the policy and the Act.

Disclosures may be made direct to the General Manager, rather than by way of the Internal Reporting System established under this Policy. The General Manager will:

- impartially assess each disclosure to determine:
  - whether the disclosure appears to be a public interest disclosure within the meaning of the Act;
  - the appropriate action to be taken in relation to the disclosure, for example:
    - no action/decline;
    - the appropriate person to take responsibility for dealing with the disclosure;
    - preliminary or informal investigation;
    - formal investigation;
    - prosecution or disciplinary action;
    - referral to an investigating authority for investigation or other appropriate action; or
    - referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct);
- receive reports from the Disclosure Co-ordinator on the findings of any investigation and any recommendations for remedial action, and determine what action should be taken;
- conduct his/her own investigation if deemed necessary;
- take all necessary and reasonable steps to ensure that the identity of persons who make disclosures, and the persons the subject of disclosures, are kept confidential;
- have primary responsibility for protecting staff who make disclosures, or provide information to any internal or external investigation of a disclosure, from victimisation, harassment or any other form of reprisal;
- be responsible for implementing organisational reform identified as necessary following investigation of a disclosure; and
- report criminal offences to the Police and actual or suspected corrupt conduct to ICAC (unders.11 of the ICAC Act).

#### **3.5 The Mayor**

The Mayor may receive internal disclosures from any member of staff of the council, contracted staff or any councillor concerning the General Manager or a councillor. The Mayor will:

- impartially assess each disclosure made to him/her about the General Manager or a councillor to determine:
  - whether the disclosure appears to be a public interest disclosure within the meaning of the Act;

## WARRUMBUNGLE SHIRE COUNCIL

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- the appropriate course of action to be taken in relation to the disclosure (in consultation with the General Manager, if appropriate), for example:
  - no action/decline;
  - the appropriate person to take responsibility for dealing with the disclosure;
  - preliminary or informal investigation;
  - formal investigation;
  - prosecution or disciplinary action;
  - referral to an investigating authority for investigation or other appropriate action; or
  - referral to the police (if a criminal matter) or the ICAC (if the matter concerns corrupt conduct);
  - conduct his/her own investigation if the disclosure is in relation to the General Manager and if deemed necessary.
- refer disclosures to the General Manager for appropriate action if they concern the council's administration, within the day to day responsibilities of the General Manager;
- protect/maintain the confidentiality of:
  - the identity of persons who make disclosures (unless any of the criteria in s.22 of the Act apply); and
  - the identity of persons the subject of the disclosures (unless disclosure is required to enable the allegations to be investigated or otherwise appropriately dealt with).

**Note:** In making this assessment the Mayor may seek guidance from: the Disclosure Co-ordinator or General Manager (if appropriate); an investigating authority (i.e. the ICAC, or NSW Ombudsman); or the Director-General of the Division of Local Government (Department of Premier and Cabinet).

#### **4. What should be reported?**

You should report any suspected wrongdoing you see within the *Warrumbungle Shire Council*. Reports about the five categories of serious wrongdoing – corrupt conduct, maladministration, serious and substantial waste of public money, government information contravention, and local government pecuniary interest contravention – will be dealt with under the PID Act as public interest disclosures and according to this policy.

All other wrongdoing or suspected wrongdoing should be reported to a supervisor, to be dealt with in line with the relevant policies. This might include:

- harassment or unlawful discrimination
- practices that endanger the health or safety of staff or the public.

Even if these reports are not dealt with as public interest disclosures, Warrumbungle Shire Council recognises such reports may raise important issues. We will respond to all reports and make every attempt to protect the staff member making the report from reprisal.

##### **a. Corrupt conduct**

Corrupt conduct is the dishonest or partial exercise of official functions by a public official.

For example, this could include:

- the improper use of knowledge, power or position for personal gain or the advantage of others
- acting dishonestly or unfairly, or breaching public trust
- a council official using their position in a way that is dishonest, biased or breaches public trust.

For more information about corrupt conduct, see the NSW Ombudsman's guideline on [what can be reported](#).

##### **b. Maladministration**

Maladministration is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives.

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For example, this could include:

- making a decision and/or taking action that is unlawful
- refusing to grant an approval for reasons that are not related to the merits of their application.

For more information about maladministration, see the NSW Ombudsman's guideline on [what can be reported](#).

#### **c. Serious and substantial waste in local government**

Serious and substantial waste is the uneconomical, inefficient or ineffective use of resources that could result in the loss or wastage of local government money. This includes all revenue, loans and other money collected, received or held by, for or on account of the council.

For example, this could include:

- poor project management practices leading to projects running over time
- having poor or no processes in place for a system involving large amounts of public funds.

For more information about serious and substantial waste, see the NSW Ombudsman's guideline on [what can be reported](#).

#### **d. Government information contravention**

A government information contravention is a failure to properly fulfil functions under the *Government Information (Public Access) Act 2009* (GIPA Act).

For example, this could include:

- destroying, concealing or altering records to prevent them from being released
- knowingly making decisions that are contrary to the legislation
- directing another person to make a decision that is contrary to the legislation.

For more information about government information contravention, see the NSW Ombudsman's guideline on [what can be reported](#).

#### **e. Local government pecuniary interest contravention**

A local government pecuniary interest contravention is a failure to fulfil certain functions under the *Local Government Act 1993* relating to the management of pecuniary interests. These include obligations to lodge disclosure of interests returns, lodge written declarations and disclose pecuniary interests at council and council committee meetings. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. For example, this could include:

- a senior council staff member recommending a family member for a council contract and not declaring the relationship
- a general manager holding an undisclosed shareholding in a company competing for a council contract
- A Councillors participating in consideration for a DA for a property they or their family have an interest in.

For more information about local government pecuniary interest contravention, see the NSW Ombudsman's guideline on [what can be reported](#).

#### **f. Other wrongdoing**

Although reports about the previous four categories of conduct can attract the specific protections of the PID Act, you should report all activities or incidents that you believe are wrong.

For example, these could include:

- harassment or unlawful discrimination
- reprisal action against a person who has reported wrongdoing
- practices that endanger the health or safety of staff or the public.

## WARRUMBUNGLE SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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These types of issues should be reported to a supervisor, in line with the *Warrumbungle Shire Council's* policies:

- Code of Conduct
- Grievance Policy
- Harassment Policy
- Fraud and Corruption Policy
- GIPA Agency Information Guide

Even if these reports are not dealt with as public interest disclosures, *Council* will consider each matter and make every attempt to protect the staff member making the report from any form of reprisal.

Staff should contact Council's Manager Human Resources or access the Council Intranet to obtain a copy of the staff Grievance Policy, Work Harassment Policy, Code of conduct and other relevant staff policies.

#### **When will a report be protected?**

*Warrumbungle Shire Council* will support any staff who report wrongdoing. For a report to be considered a public interest disclosure, it has to meet all of the requirements under the PID Act.

These requirements are:

- The person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show wrongdoing.
- The report has to be made to a position nominated in this policy (see section 9) or an investigating authority (see section 10).

Reports by staff and councillors will not be considered to be public interest disclosures if they:

- mostly question the merits of government policy, including the policy of the governing body of the council.
- are made with the sole or substantial motive of avoiding dismissal or other disciplinary action.

#### **5. How to make a report**

You can report wrongdoing in writing or verbally. You are encouraged to make a report in writing as this can help to avoid any confusion or misinterpretation.

If a report is made verbally, the person receiving the report must make a comprehensive record of the disclosure and ask the person making the disclosure to sign this record. The individual making the report should keep a copy of this record.

If you are concerned about being seen making a report, ask to meet in a discreet location away from the workplace.

#### **6. Can a report be anonymous?**

There will be some situations where you may not want to identify yourself when you make a report.

Although these reports will still be dealt with by the *Warrumbungle Shire Council*, it is best if you identify yourself. This allows us to provide you with any necessary protection and support, as well as feedback about the outcome of any investigation into the allegations.

It is important to realise that an anonymous disclosure may not prevent you from being identified. If we do not know who made the report, it is very difficult for us to prevent any reprisal action.

#### **7. Maintaining confidentiality**

The *Warrumbungle Shire Council* realises many staff will want their report to remain confidential.



## WARRUMBUNGLE SHIRE COUNCIL

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This can help to prevent any action being taken against you for reporting wrongdoing.

We are committed to keeping your identity, and the fact you have reported wrongdoing, confidential. However there may be situations where this may not be possible or appropriate. We will discuss with you whether it is possible to keep your report confidential.

If confidentiality cannot be maintained, we will develop a plan to support and protect you from risks of reprisal. You will be involved in developing this plan. You will also be told if your report will be dealt with under the council's code of conduct, as this may mean certain information will have to be tabled at a council meeting.

If you report wrongdoing, it is important that you only discuss your report with those dealing with it.

This will include the disclosures coordinator and the General Manager. In the case of a report about the General Manager, you should only discuss your report with the disclosures coordinator and the Mayor.

Where your complaint is made under the council's Code of Conduct and relates to the General Manager or a Councillor, you may be required to discuss it with a conduct reviewer.

#### **8. Who can receive a report within the *Warrumbungle Shire Council*?**

You are encouraged to report general wrongdoing to your supervisor. However the PID Act requires that for a report to be a public interest disclosure, it must be made to a public official in accordance with the council's disclosure procedures. For Warrumbungle Shire Council, this means this policy and any supporting procedures.

Any supervisor who receives a report that they believe may be a public interest disclosure must refer the staff member making the report to one of the positions listed below.

If your report involves a Councillor, you should make it to the General Manager. If your report relates to the General Manager, you should make it to the Mayor.

The following positions are the only staff within the *Warrumbungle Shire Council* who can receive a public interest disclosure.

##### **a. General manager**

You can report wrongdoing directly to the General Manager. The General Manager is responsible for:

- deciding if a report is a public interest disclosure
- determining what needs to be done next, including referring it to other authorities
- deciding what needs to be done to correct the problem that has been identified.
- ensuring there are systems in place in to support and protect people who report wrongdoing
- dealing with disclosures made under the council's code of conduct in accordance with the council's adopted code of conduct procedures
- referring actual or suspected corrupt conduct to the Independent Commission Against Corruption.

Steve Loane

General Manager

Warrumbungle Shire Council

Phone 02 6849 2000

Fax 02 6842 1337

Mob 0418 848 593

Email: [steve.loane@warrumbungle.nsw.gov.au](mailto:steve.loane@warrumbungle.nsw.gov.au)

Postal address: P O Box 191, Coonabarabran NSW 2357

## WARRUMBUNGLE SHIRE COUNCIL

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#### **b. Mayor**

If you are making a report about the general manager, you should make your report to the Mayor.

They are responsible for:

- deciding if a report is a public interest disclosure
- determining what needs to be done next, including referring it to other authorities
- deciding what needs to be done to correct the problem that has been identified.
- dealing with disclosures made under the council's code of conduct in accordance with the council's adopted code of conduct procedures

The Mayor must make sure there are systems in place in the *Warrumbungle Shire Council* to support and protect people who report wrongdoing.

If the report is about the General Manager, the Mayor is also responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption.

*Councillor Peter Shinton*

*Mayor*

*Warrumbungle Shire Council*

*Phone 026842 2055*

*Fax 026842 2169*

*Mob 0428 255 420*

*Email: [Peter.Shinton@warrumbungle.nsw.gov.au](mailto:Peter.Shinton@warrumbungle.nsw.gov.au)*

*Postal address: P O Box 191, Coonabarabran NSW 2357*

#### **c. Disclosures coordinator**

The disclosures coordinator has a central role in dealing with reports made by staff, councillors, contractors and volunteers.

They receive them, assess them, and refer them to the people within or contracted by the council to be dealt with appropriately.

*Council's Disclosures Coordinator is:*

*Val Kearnes*

*Manager Human Resources*

*Phone 02 6849 2000*

*Fax 02 6842 1337*

*Mob 0429 928 597*

*Email: [Val.Kearnes@warrumbungle.nsw.gov.au](mailto:Val.Kearnes@warrumbungle.nsw.gov.au)*

*Postal address: P O Box 191, Coonabarabran NSW 2357*

#### **d. Disclosures officers**

Disclosures officers are responsible for receiving, forwarding and/or dealing with reports made in accordance with this policy.

*Council's Disclosures Officers are:*

*Stefan Murru*

*Director Corporate Services and Community Services*

*Phone 02 6849 2000*

*Fax 02 6842 1337*

*Mob 0401 229 225*

*Email: [Stefan.Murru@warrumbungle.nsw.gov.au](mailto:Stefan.Murru@warrumbungle.nsw.gov.au)*

*Postal address: P O Box 191, Coonabarabran NSW 2357*

## WARRUMBUNGLE SHIRE COUNCIL

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Kevin Tighe  
Director Technical Services  
Phone 02 6849 2000  
Fax 02 6842 1337  
Mob 0417 464 438  
Email: Kevin.Tighe@warrumbungle.nsw.gov.au  
Postal address: P O Box 191, Coonabarabran NSW 2357

#### **9. Who can receive a report outside of the *Warrumbungle Shire Council***

Staff and councillors are encouraged to report wrongdoing within the *Warrumbungle Shire Council*, but internal reporting is not your only option. If you follow the guidance below, you can make a public interest disclosure to:

- an investigating authority. If your report is about both the General Manager and the Mayor, you may wish to consider making the report to an investigating authority.
- a Member of Parliament or a journalist, but only in limited circumstances outlined below.

##### **a. Investigating authorities**

The PID Act lists a number of investigating authorities in NSW that staff and councillors can report wrongdoing to and the categories of wrongdoing each authority can deal with. In relation to council, these authorities are:

- the Independent Commission Against Corruption (ICAC) — for corrupt conduct
- the Ombudsman — for maladministration
- the Director-General of the Division of Local Government, Department of Premier and Cabinet — for disclosures about local government agencies
- the Information Commissioner — for disclosures about a government information contravention.

You should contact the relevant authority for advice about how to make a disclosure to them. Contact details for each investigating authority are provided at the end of this policy.

You should be aware that it is very likely the investigating authority will discuss the case with the *Warrumbungle Shire Council*. We will make every effort to assist and cooperate with the investigating authority to ensure the matter is dealt with appropriately and there is a satisfactory outcome. We will also provide appropriate support and assistance to individuals who report wrongdoing to an investigating authority.

##### **b. Members of Parliament or journalists**

To have the protections of the PID Act, a person reporting wrongdoing to a Member of Parliament (MP) or a journalist must have already made substantially the same report to one of the following:

- the General Manager
- a person nominated in this policy
- an investigating authority in accordance with the PID Act.

Also, the *Warrumbungle Shire Council* or investigating authority that received the report must have either:

- decided not to investigate the matter
- decided to investigate the matter, but not completed the investigation within six months of the original report
- investigated the matter but not recommended any action as a result
- not told the person who made the report, within six months of the report being made, whether the matter will be investigated.

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Most importantly – to be protected under the PID Act – if you report wrongdoing to an MP or a journalist you will need to be able to prove that you have reasonable grounds for believing that the disclosure is substantially true and that it is in fact substantially true.

If you report wrongdoing to a person or an organisation that is not listed above, you will not be protected under the PID Act. This may mean you will be in breach of legal obligations or our code of conduct – by, for example, disclosing confidential information.

For more information about reporting wrongdoing outside the *Warrumbungle Shire Council*, contact the disclosures coordinator or the NSW Ombudsman's Public Interest Disclosures Unit. Their contact details are provided at the end of this policy.

#### **10. Feedback to the individual who reported wrongdoing**

The individual who reported wrongdoing will be told what is happening in response to their report. When you make a report, you will be given:

- an acknowledgement that your disclosure has been received
- the timeframe for when you will receive further updates
- the name and contact details of the people who can tell you what is happening.

The PID Act requires that you are provided with an acknowledgement letter and a copy of this policy within 45 days after you have made your report. We will attempt to get this information to you within two working days from the date you make your report.

After a decision is made about how your report will be dealt with, you will be given:

- information about the action that will be taken in response to your report
- likely timeframes for any investigation
- information about the resources available within *Warrumbungle Shire Council* to handle any concerns you may have
- information about external agencies and services you can access for support.

This information will be given to you within 10 working days from the date you make your report. During any investigation, you will be given:

- information on the ongoing nature of the investigation
- information about the progress of the investigation and reasons for any delay
- advice if your identity needs to be disclosed for the purposes of investigating the matter, and an opportunity to talk about this.

At the end of any investigation, you will be given:

- enough information to show that adequate and appropriate action was taken and/or is proposed to be taken in response to your disclosure and any problem that was identified
- advice about whether you will be involved as a witness in any further matters, such as disciplinary or criminal proceedings.

Behaviour of all people involved in the PID process needs to adhere to council's code of conduct. A breach of the code of conduct could result in disciplinary action.

#### **11. Protection against reprisals**

The PID Act provides protection for people reporting wrongdoing by imposing penalties on anyone who takes detrimental action substantially in reprisal for them making the public interest disclosure. It may also be a breach of the council's code of conduct.

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The *Warrumbungle Shire Council* will not tolerate any reprisal action against a person who report wrongdoing. The criminal penalties that can be imposed include imprisonment or fines. Detrimental action is also misconduct that justifies disciplinary action. People who take detrimental action against someone who has made a disclosure can also be required to pay damages for any loss suffered by that person.

Detrimental action means action causing, comprising or involving any of the following:

- injury, damage or loss
- intimidation or harassment
- discrimination, disadvantage or adverse treatment in relation to employment
- dismissal from, or prejudice in, employment
- disciplinary proceedings.

#### **a. Responding to reprisals**

The *Warrumbungle Shire Council* will act to protect those who report wrongdoing from reprisals. When a report is received, we will ensure that a thorough risk assessment is conducted. This will identify any risks to the member of staff or councillor who reported the wrongdoing, as well as strategies to deal with those risks.

If you believe that detrimental action has been or is being taken against you or someone else who has reported wrongdoing in reprisal for making a report, you should tell your supervisor, the disclosures coordinator or the general manager immediately, or in the case of an allegation of reprisal action by the General Manager, the Mayor.

All supervisors must report any suspicions they have that reprisal action against a staff member is occurring, or any reports that are made to them, to the disclosures coordinator or the general manager, or in the case of an allegation of reprisal by the General Manager, to the Mayor.

If the disclosures coordinator becomes aware of or reasonably suspects that reprisal action is or has been taken against a person who has made a disclosure, they will ensure that the matter is reported under the council's code of conduct and dealt with in accordance with the council's code of conduct procedures.

If you report reprisal action, you will be kept informed of the progress of any investigation and the outcome.

The General Manager may issue specific directions to help protect against reprisals, including:

- issuing warnings to those alleged to have taken reprisal action against the individual who made the disclosure
- relocating the member of staff who made the disclosure or an officer the subject of the allegations within the current workplace
- transferring the member of staff who made the disclosure or the staff member who is the subject of the allegations to another position for which they are qualified
- granting the member of staff who made the disclosure or the subject officer leave of absence during the investigation of the disclosure.

In relation to staff who make reports, such directions will only be made if the member of staff agrees to it. The disclosures coordinator will make it clear to other staff that this action was taken in consultation with the staff member and with management support – and it is not a punishment.

If you have reported wrongdoing and feel that any reprisal action is not being dealt with effectively, contact the Ombudsman, the ICAC, or the Chief Executive of the Division of Local Government – depending on the type of wrongdoing you reported. Contact details for all these investigating authorities are included at the end of this policy.

#### **b. Protection against legal action**

If you make a disclosure in accordance with the PID Act, you will not be subject to any liability and no action, claim or demand can be taken against you for making the disclosure. You will not have

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breached any confidentiality or secrecy obligations and you will have the defence of absolute privilege in defamation.

#### **12. Support for those reporting wrongdoing**

The *Warrumbungle Shire Council* will make sure that staff who have reported wrongdoing, regardless of whether they have made a public interest disclosure, are provided with access to any professional support they may need as a result of the reporting process – such as stress management, counselling services, legal or career advice.

Our Disclosure Officers will provide support for those who report wrongdoing. They are responsible for initiating and coordinating support, particularly to those who are suffering any form of reprisal.

Council also has in place an Employee Assistance Program (EAP) to provide independent confidential Counselling to employees or members of their families. This program is provided to assist employees deal with personal, family and or/work issues that may or could affect employees' quality of life. Your Council's HR Department is able to provide you with contact details for this service. Details about the service are also available on the Council Intranet.

All supervisors must notify the disclosures coordinator if they believe a staff member is suffering any detrimental action as a result of disclosing wrongdoing.

#### **13. Sanctions for making false or misleading disclosures**

It is important that all staff and councillors are aware that it is a criminal offence under the PID Act to wilfully make a false or misleading statement when reporting wrongdoing. It may also be a breach of the council's code of conduct and may result in disciplinary action. In the case of councillors, such disciplinary action may be taken under the misconduct provisions of the Local Government Act 1993 and may include suspension or disqualification from civic office.

#### **14. Support for the subject of a report**

*Warrumbungle Shire Council* is committed to ensuring people who are the subject of a report of wrongdoing are treated fairly and reasonably. This includes keeping the identity of any person the subject of a report confidential, where it is practical and appropriate.

If you are the subject of a report, you will be advised of the allegations made against you at an appropriate time and before any adverse findings. At this time you will be:

- treated fairly and impartially
- advised of the details of the allegation
- advised of your rights and obligations under our policies and procedures
- kept informed during any investigation
- given the opportunity to respond to any allegation made against you
- told the result of any investigation

Where the reported allegations against the subject officer are clearly wrong, or have been investigated and unsubstantiated, the subject officer will be supported by Warrumbungle Shire Council. The fact of the allegations and any investigation will be kept confidential unless otherwise agreed to by the subject officer.

#### **15. Review**

This policy will be reviewed by council every two years. For any advice or guidance about this review, contact the NSW Ombudsman's Public Interest Disclosures Unit.

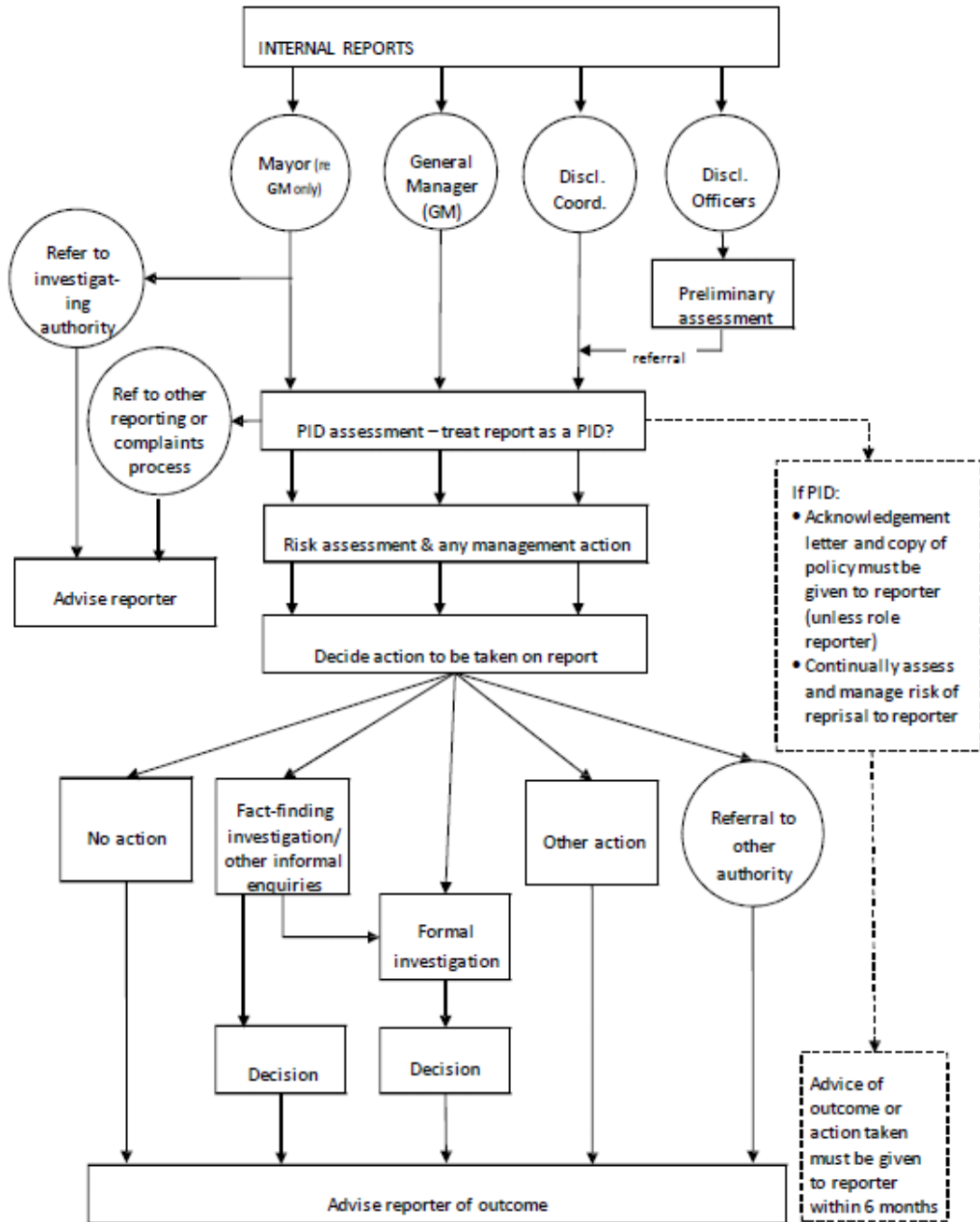
#### **16. More information**

More information around public interest disclosures is available on our intranet. Staff and councillors can also access advice and guidance from the disclosures coordinator and the NSW Ombudsman's website at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au).

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**17. Flow Chart of Internal Reporting Process**



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#### 19. Resources

The contact details for external investigating authorities that staff and councillors can make a public interest disclosure to or seek advice from are listed below.

##### **For disclosures about corrupt conduct:**

Independent Commission Against Corruption (ICAC)  
Phone: 02 8281 5999  
Toll free: 1800 463 909  
Tel. typewriter (TTY): 02 8281 5773  
Facsimile: 02 9264 5364  
Email: [icac@icac.nsw.gov.au](mailto:icac@icac.nsw.gov.au)  
Web: [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)  
Address: Level 21, 133 Castlereagh Street, Sydney NSW 2000

##### **For disclosures about maladministration:**

NSW Ombudsman  
Phone: 02 9286 1000  
Toll free (outside Sydney metro): 1800 451 524  
Tel. typewriter (TTY): 02 9264 8050  
Facsimile: 02 9283 2911  
Email: [nswombo@ombo.nsw.gov.au](mailto:nswombo@ombo.nsw.gov.au)  
Web: [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)  
Address: Level 24, 580 George Street, Sydney NSW 2000

##### **For disclosures about breaches of the GIPA Act:**

Information Commissioner  
Toll free: 1800 472 679

Facsimile: 02 8114 3756

Email: [oiinfo@oic.nsw.gov.au](mailto:oiinfo@oic.nsw.gov.au)

Web: [www.oic.nsw.gov.au](http://www.oic.nsw.gov.au)

Address: Level 11, 1 Castlereagh Street, Sydney NSW 2000

##### **For disclosures about council:**

Director-General, Division of Local Government in the Department of Premier and Cabinet

Phone: 02 4428 4100

Tel. typewriter (TTY): 02 4428 4209

Facsimile: 02 4428 4199

Email: [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au)

Web: [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au)

Address: 5 O'Keefe Avenue, Nowra, NSW 2541

##### **For disclosures about police misconduct:**

Police Integrity Commission (PIC)

Phone: 02 9321 6700

Toll free: 1800 657 079

Facsimile: 02 9321 6799

Email: [contactus@pic.nsw.gov.au](mailto:contactus@pic.nsw.gov.au)

Web: [www.pic.nsw.gov.au](http://www.pic.nsw.gov.au)

Address: Level 3, 111 Elizabeth Street, Sydney NSW 2000

**Schmidt / C Sullivan**  
The motion was put and carried

#### **Item 10 Council Resolutions Report June 2016**

Received.

#### **Item 11 Monthly Report from Human Resources – June 2016**

Received.

#### **Item 12 Stocktake May 2016**

**321/1516 RESOLVED** that Council note the result of the May 2016 Stores Stocktake and approve a stock Write On of \$327.15.

**C Sullivan / Capel**  
The motion was put and carried

#### **Item 13 Fit for the Future Financial Criteria Reassessment Update**

Received.



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**Item 14 Long Term Financial Plan 2016/17 – 2025/26**

**322/1516 RESOLVED** that Council endorse the 2016/17 Long Term Financial Plan.

**Schmidt / Capel**

**The motion was put and carried**

**Item 15 Operational Plan and Delivery Program 2016/17 to 2019/20**

**323/1516 RESOLVED:**

That subject to further significant submissions Council adopts the Warrumbungle Shire Council Operational Plan and Delivery Program 2016/17 to 2019/20 **FURTHERMORE:**

1. In accordance with s514 of the Local Government Act 1993, Council has declared the category of each parcel of rateable land within its area within one or other of the following categories:
  - Residential
  - Farmland
  - Business
  - Mining
2. In accordance with s535 of the Local Government Act 1993 that Council make and levy the following ordinary rates and annual charges for the 2016/2017 financial year.

**Residential Rate (sub category Baradine)** ad valorem amount be set at two point four five one cents (\$0.02451) in the dollar plus a base rate amount of one hundred and seventy nine dollars (\$179.00). The amount raised via base amount is equal to 42% of the total levy.

**Residential Rate (sub category Binnaway)** ad valorem amount be set at one point two four six cents (\$0.01246) in the dollar plus a base rate amount of one hundred and thirty one dollars (\$131.00). The amount raised via base amount is equal to 48% of the total levy.

**Residential Rate (sub category Coolah)** ad valorem amount be set at one point three seven three cents (\$0.01373) in the dollar plus a base rate amount of two hundred and twenty eight dollars (\$228.00). The amount raised via base amount is equal to 37% of the total levy

**Residential Rate (sub category Coonabarabran)** ad valorem amount be set at zero point nine three nine two cents (\$0.009392) in the dollar plus a base rate amount of two hundred and sixty four dollars (\$264.00). The amount raised via base amount is equal to 43% of the total levy.

**Residential Rate (sub category Dunedoo)** ad valorem amount be set at zero point seven zero seven cents (\$0.00707) in the dollar plus a base rate amount of two hundred and seventy seven dollars (\$277.00). The amount raised via base amount is equal to 49% of the total levy.

**Residential Rate (sub category Mendooran)** ad valorem amount be set at one point eight nine five cents (\$0.01895) in the dollar plus a base rate amount of one hundred and ninety six dollars (\$196.00). The amount raised via base amount is equal to 43% of the total levy.

**Residential Rate (sub category Cobbora)** ad valorem amount be set at zero point four eight five cents (\$0.00485) in the dollar plus a base rate amount of one hundred and twenty four dollars (\$124.00). The amount raised via base amount is equal to 45% of the total levy.

**Residential Rate (sub category Coolabah Estate)** ad valorem amount be set at zero point four four four cents (\$0.00444) in the dollar plus a base rate amount of one hundred and forty two dollars (\$142.00). The amount raised via base amount is equal to 47% of the total levy.

**Residential Rate (sub-category Rural)** ad valorem amount be set at zero point seven six three cents (\$0.00763) in the dollar plus a base rate amount of two hundred and thirty two dollars (\$232.00). The amount raised via base amount is equal to 32% of the total levy.

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**Residential Rate (sub category – Village One – Kenebri, Ulamambri, Neilrex, Bugaldie, Rocky Glen, Purlewaugh)** ad valorem amount be set at two point two five four cents (\$0.02254) in the dollar plus a base rate amount of one hundred and nineteen dollars (\$119.00). The amount raised via base amount is equal to 44% of the total levy.

**Residential Rate (sub category Village Two – Leadville, Merrygoen, Uarbry)** ad valorem amount be set at one point four four three cents (\$0.01443) in the dollar plus a base rate amount of ninety nine dollars (\$99.00). The amount raised via base amount is equal to 46% of the total levy.

**Farmland Rate** ad valorem amount be set at zero point four four two six cents (\$0.004426) in the dollar plus a base rate amount of five hundred and fifty five dollars (\$555.00). The amount raised via base amount is equal to 20% of the total levy.

**Business Rate (sub category Baradine)** ad valorem amount be set at three point four two seven cents (\$0.03427) in the dollar plus a base rate amount of two hundred and sixty four dollars (\$264.00). The amount raised via base rate amount is equal to 42% of the total levy.

**Business Rate (sub category Binnaway)** ad valorem amount be set at two point two eight two cents (\$0.02282) in the dollar plus a base rate amount of two hundred and five dollars (\$205.00). The amount raised via base rate amount is equal to 42% of the total levy.

**Business Rate (sub category Coolah)** ad valorem amount be set at two point seven five zero cents (\$0.02750) in the dollar plus a base rate amount of three hundred and sixty four dollars (\$364.00). The amount raised via base amount is equal to 40% of the total levy.

**Business Rate (sub category Coonabarabran)** ad valorem amount be set at three point zero five five cents (\$0.03055) in the dollar plus a base rate amount of four hundred and thirty six dollars (\$436.00). The amount raised via base amount is equal to 18% of the total levy.

**Business Rate (sub category Dunedoo)** ad valorem amount be set at one point one four zero cents (\$0.01140) in the dollar plus a base rate amount of three hundred and thirty one dollars (\$331.00). The amount raised via base amount is equal to 47% of the total levy.

**Business Rate (sub category Mendooran)** ad valorem amount be set at one point seven two six cents (\$0.01726) in the dollar plus a base rate amount of two hundred dollars (\$200.00). The amount raised via base amount is equal to 38% of the total levy.

**Business Rate (sub category General)** ad valorem amount be set at two point four six two cents (\$0.02462) in the dollar plus a base rate amount of two hundred and ninety three dollars (\$293.00). The amount raised via base amount is equal to 22% of the total levy.

**Business Rate (sub category Village One – Kenebri, Ulamambri, Neilrex, Bugaldie, Rocky Glen, Purlewaugh)** ad valorem amount be set at six point one nine six cents (\$0.06196) in the dollar plus a base rate amount of one hundred and fifty one dollars (\$151.00). The amount raised via base amount is equal to 21% of the total levy.

**Business Rate (sub category Village Two – Leadville, Merrygoen, Uarbry)** ad valorem amount be set at seven point one zero seven cents (\$0.07107) in the dollar plus a base rate amount of one hundred and seventeen dollars (\$117.00). The amount raised via base amount is equal to 24% of the total levy.

**Mining Rate** ad valorem amount be set at twenty cents (\$0.2000) in the dollar plus a base rate amount of ten thousand dollars (\$10,000.00).

***Water Access Charges***

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## WARRUMBUNGL SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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**Mendooran Water Access charge** be set at eight hundred and sixteen dollars (\$816.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Mendooran Water supply and further any other properties outside the town boundary that are connected to or able to be connected to the water supply.

**Coonabarabran Water Access charge** be set at three hundred and seventy five dollars (\$375.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Coonabarabran Water supply and further any other properties outside the town boundary that are connected to or able to be connected to the water supply.

**Timor Gravity Main Water access charge** be set at three hundred and seventy five dollars (\$375.00) for all properties connected to the Timor Dam Gravity Main outside of the town boundary.

**Baradine Water access charge** be set at three hundred and seventy five dollars (\$375.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Baradine Water supply and all rural properties not within the town boundary that are connected to or able to be connected to the Baradine Water supply.

**Binnaway Water access charge** be set at three hundred and seventy five dollars (\$375.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Binnaway Water supply and all rural properties not within the town boundary that are connected to or able to be connected to the Binnaway Water supply

**Village Water access charge** be set at three hundred and seventy five dollars (\$375.00) for all properties in the villages of Kenebri, Bugaldie and Merrygoen that are connected to the village water supplies.

**Coolah Water Access charge** be set at three hundred and seventy five dollars (\$375.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Coolah Water supply and further any other properties outside the town boundary that are connected to or able to be connected to the water supply.

**Dunedoo Water Access charge** be set at three hundred and seventy five dollars (\$375.00) for all rateable and non-rateable properties within the town boundary connected or able to be connected to the Dunedoo Water supply and further any other properties outside the town boundary that are connected to or able to be connected to the water supply.

#### ***Water Usage Charges***

**Water Usage Charge** in all areas be set at one dollar and ninety five cents (\$1.95) per kilolitre.

#### ***Sewerage Charges***

**User Pay Sewerage Charges Residential Properties - Connected** be set at four hundred and ninety eight dollars (\$498.00)

**User Pay Sewerage Charges Residential Properties – Not Connected** be set at three hundred and nineteen dollars (\$319.00)

**User Pay Sewerage Charges Non-Residential Properties - minimum charge** be set at four hundred and eighty six dollars (\$486.00)

**User Pay Sewerage Charges Non-Residential Properties - Access Charge 20mm water meter size** be set at three hundred and twelve dollars (\$312.00)

**User Pay Sewerage Charges Non-Residential Properties - Access Charge 25mm water meter size** be set at four hundred and eighty seven dollars (\$487.00)

**WARRUMBUNGLE SHIRE COUNCIL**

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**User Pay Sewerage Charges Non-Residential Properties - Access Charge 32mm water meter size** be set at seven hundred and ninety eight (\$798.00)

**User Pay Sewerage Charges Non-Residential Properties - Access Charge 40mm water meter size** be set at one thousand two hundred and forty six dollars (\$1,246.00)

**User Pay Sewerage Charges Non-Residential Properties - Access Charge 50mm water meter size** be set at one thousand nine hundred and forty seven dollars (\$1,947.00)

**User Pay Sewerage Charges Non-Residential Properties - Access Charge 80mm water meter size** be set at four thousand nine hundred and eighty four dollars (\$4,984.00)

**User Pay Sewerage Charges Non-Residential Properties- Access Charge 100mm water meter size** be set at seven thousand seven hundred and eighty eight dollars (\$7,788.00)

**User Pay Sewerage Charges Non-Residential Properties – Not Connected** be set at three hundred and twelve dollars (\$312.00)

**User Pay Sewerage Charges Non-Residential Properties - consumption charge** be set at eighty five cents per kL (\$0.85/kL)

***Liquid Trade Waste Charges***

Details of Councils Liquid Trade Waste Fees and Charges can be found in the following table.

<b>Liquid Trade Waste Classifications and Categories</b>	<b>Proposed 2016/17 Charges</b>
<b>Application for Approval to Discharge Trade Waste to Sewer</b>	
- Concurrence Classification A	\$150.00
- Concurrence Classification B	\$150.00
- Concurrence Classification C	\$270.00
- Concurrence Classification S	\$270.00
<b>Annual Trade Waste Fee</b>	
Category 1 Discharger - per year	\$90.00
Category 2 2S Discharger - per year	\$90.00
Category 3 Discharger - per year	\$205.00
<b>Re-Inspection Fee</b>	
- per re-inspection	\$85.00
<b>Trade Waste Usage Charge</b>	
Category 1 Discharger with appropriate pre-treatment	Nil
Category 1 Discharger without appropriate pre-treatment - per kilolitre	\$2.00
Category 2 Discharger with appropriate pre-treatment - per kilolitre	\$2.00
Category 2 Discharger without appropriate pre-treatment - per kilolitre	\$15.00
<b>Trade Waste Usage Charge</b>	
Category 2S - see Tankered Trade Waste Charges below	
Category 3 - see Excess Mass Charges per kilogram below	
<b>Food Waste Disposal Charge</b>	

**WARRUMBUNGL SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD  
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<b>Liquid Trade Waste Classifications and Categories</b>	<b>Proposed 2016/17 Charges</b>
Based on \$23/bed in 2007/08, indexed. For existing dischargers only.	
- Food Waste Disposal Charge - per bed	\$25.00
<b>Excess Mass Charges per kilogram</b>	
Charges apply for large/industrial dischargers (Charging Category 3) for all wastes that exceed concentration of pollutants in domestic sewage. Formula applies with pollutant rates of charges per kilogram (kg).	
-Aluminium	\$0.73
- Ammonia (as N )	\$2.17
- Arsenic	\$72.00
- Barium	\$36.00
- Biochemical Oxygen Demand (BOD)	\$0.73
- Boron	\$0.73
- Bromine	\$14.50
- Cadmium	\$335.00
- Chlorinated Hydrocarbons	\$36.60
- Chlorinated Phenolics	\$1,450.00
- Chlorine	\$1.50
- Chromium	\$24.50
- Cobalt	\$14.80
- Copper	\$14.80
- Cyanide	\$72.00
- Fluoride	\$3.65
- Formaldehyde	\$1.48
- Oil & Grease (Total O&G)	\$1.32
- Herbicides/defoliants	\$718.00
- Iron	\$1.50
- Lead	\$35.00
- Lithium	\$7.30
- Manganese	\$7.30
- Mercaptans	\$72.50
- Mercury	\$2,395.00
- Methylene Blue Active Substances (MBAS)	\$0.73
- Molybdenum	\$0.73
- Nickel	\$24.00
- Nitrogen* (Total Kjeldahl Nitrogen - Ammonia) as N	\$0.20
- Organoarsenic Compounds	\$718.00
- Pesticides general (excludes organochlorines and organophosphates)	\$718.00
- Petroleum Hydrocarbons (non-flammable)	\$2.40
- Phenolic Compounds (non-Chlorinated)	\$7.30
- Phosphorus (Total P)	\$1.50
- Polynuclear Aromatic Hydrocarbons	\$14.60
- Selenium	\$50.50
- Silver	\$1.35
- Sulphate (SO4)	\$0.16
- Sulphide	\$1.50
- Sulphite	\$1.62
- Suspended Solids (SS)	\$0.95
- Thiosulphate	\$0.30

**WARRUMBUNGLE SHIRE COUNCIL**

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<b>Liquid Trade Waste Classifications and Categories</b>	<b>Proposed 2016/17 Charges</b>
- Tin	\$7.20
- Total Dissolved Solids	\$0.06
- Uranium	\$7.20
- Zinc	\$14.60
<b>Non Compliance Charges</b>	
- Non-compliance pH charge	
Value of coefficient K in equation 3 of Trade Waste Policy	\$0.38
<b>Non Compliance Excess Mass Charges - per kilogram (kg)</b>	
Applied where a discharge quality fails to comply with approved concentration limits of substances specified in approval conditions. Formula applies with pollutant rates of charges per kg.	
<b>Tankered Waste Charges (Charging Category 2S) – per kilolitre (kL)</b>	
- Chemical Toilet	\$18.00
- Septic Tank and Pan Waste Disposal Charge	
- Effluent	\$3.00
- Septage	\$25.00

3. In accordance with s496 of the Local Government Act, 1993 that Council make and levy the following annual charges for the provision of domestic and non domestic waste management services, and recycling charge for each parcel of rateable land for which the service is available for the year 2016/17.

***Base Charge***

**Waste Management Charge on all rateable properties** be set at one hundred dollars (\$100.00).

***Additional Usage Charges – Domestic***

**Domestic Waste Charge (Urban – Occupied)** be set at three hundred and twenty five dollars (\$325.00) for the rendering of one (1) weekly service.

**Domestic Waste Charge (Urban – Vacant)** be set at zero dollars (\$0.00)

**Domestic Waste Charge (Rural Run – Used)** be set at three hundred and twenty five dollars (\$325.00) for the rendering of one (1) weekly service.

**Domestic Waste Charge (Rural Run – Not Used)** be set at zero dollars (\$0.00)

***Additional Usage Charge – Non Domestic***

**Non Domestic Waste Service charge** be set at three hundred and twenty five dollars (\$325.00) for the rendering of one (1) weekly service.

**Non Domestic Waste – Recycling Charge** be set at two hundred and ten dollars (\$210.00) for the rendering of one (1) weekly service.

4. In accordance with s566 (3) of the Local Government Act 1993, the Council adopt the maximum allowable interest rate of 8.0% as determined by the Minister to apply to all overdue Rates and Charges for the financial year 2016/17.
5. That the schedule of Fees and Charges contained within the Operational Plan and Delivery Program for the financial year 2016-2017 be adopted.
6. **Storm Water Levy**  
In accordance with s.496A of the Local Government Act 1993, and Sections 125A and 125AA of the Local Government (General) Regulation 2005 that Council make and levy

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the following annual charges for stormwater management for the 2016/17 financial year for each parcel of rateable land for which the service is available:

**Stormwater Levy Residential** – be set at twenty five dollars (\$25) to be charged against each eligible residential assessment;

**Stormwater Levy Business** – be set at twenty five dollars (\$25) plus an additional twenty five dollars (\$25) for each 350m<sup>2</sup> or part of 350m<sup>2</sup> by which the area of the parcel of land exceeds 350m<sup>2</sup> for eligible business assessments.

**R Sullivan / Capel  
The motion was put and carried**

**Item 16 Mendooran Service Point and Dunedoo Branch Library**

**324/1516 A motion was moved by Councillor Schmidt seconded by Councillor Capel** that consideration of this matter be deferred and the item placed on the agenda for consideration at the November round of the Community Consultation Meetings to be held at Mendooran and Dunedoo.

**The motion was put and carried.**

**Item 17 Bank Reconciliation for the month ending 31 May 2016**

**325/1516 RESOLVED** that Council accept the Bank Reconciliation Report for the month ending 31 May 2016.

**Capel / Schmidt  
The motion was put and carried**

**Item 18 Investments and Term Deposits for Month ending 31 May 2016**

**326/1516 RESOLVED** that Council accept the Investments Report for the month ending 31 May 2016.

**Capel / Schmidt  
The motion was put and carried**

**Item 19 Rates Report for Month Ending 31 May 2016**

Received.

**11.35am**

**327/1516 RESOLVED** that standing orders be suspended to break for morning tea.

**Capel / Schmidt  
The motion was put and carried**

**11.57am**

**328/1516 RESOLVED** that standing orders be resumed.

**Capel / Schmidt  
The motion was put and carried**

**Item 20 Montague Bridge on Lewis Lane**

**329/1516 RESOLVED:**

1. That application is made for funding to upgrade Lewis Lane and Montague Bridge under the next round of Fixing Country Roads program.
2. That existing debris built up against Montague Bridge on Lewis Lane is removed subject to approval from Department of Primary Industries Fisheries section.
3. That repair is done to the deck to provide up to a 20 tonne load limit.
4. That Council approve a supplementary vote of \$80,000 for this project.

**Schmidt / R Sullivan  
The motion was put and carried**

**WARRUMBUNGLE SHIRE COUNCIL**

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**Item 21 Crown Road adjoining the properties Glenshea & Pinehurst**

**330/1516 RESOLVED** that Council take no further action in relation to the Crown Road that adjoins the properties Glenshea and Pinehurst and intersects with Cobbora Road.

**Todd / Andrews**  
**The motion was put and carried**

**Item 22 2015/16 Technical Services Works Program – Road Operations, Urban Services & Water Services**

Received.

**Item 23 Stocktake Visitor Information Centre - November 2015 – May 2016**

**331/1516 RESOLVED** that Council notes the results of the November 2015-May 2016 Stocktake at the Coonabarabran Visitor Information Centre and approves a nett stock write-off of \$122.15.

**C Sullivan / Capel**  
**The motion was put and carried**

**Item 24 Addendum to Land Use Strategy and Planning Proposal**

**332/1516 RESOLVED** that Council resolve to prepare an addendum to the Warrumbungle Shire Council Land Use Strategy to investigate land around Dunedoo for rural small lot living opportunities, and **FURTHERMORE**, that Council proceeds to prepare a Planning Proposal for the rezoning of large lot residential land in accordance with the review of the Land Use Strategy Addendum.

**C Sullivan / Coe**  
**The motion was put and carried**

**Item 25 Compulsory Acquisition of Crown Road adjoining Lot 102 DP 1201959**

**333/1516 RESOLVED:**

1. Council acquires the section of Crown Road adjacent to Lot 102 in DP 1201959 pursuant to the provisions of sections 186 and 187 of the Local Government Act 1993.
2. Once acquired the land be classified as Operational Land under the Local Government Act 1993.
3. Authority be granted to the General Manager to make the necessary application to the Minister for Local Government and to pay any compensation in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.
4. Authority be granted to affix the Common Seal of the Council to any documentation required to effect acquisition of the land.

**Coe / R Sullivan**  
**The motion was put and carried**

**Item 26 Development Applications**

**334/1516 RESOLVED** that Council note the Applications and Certificates Approved during May 2016, under Delegated Authority.

**Capel / C Sullivan**  
**The motion was put and carried**

**Matters of Concern**

**Cr R Sullivan**

Nil

**Cr C Sullivan**

- Hiring of public halls for functions, look at booking charges, price for bond. The General Manager responded that the bond is for Councils security, majority receive all the money back.
- We should have instructions for using the kitchen, lights etc. when hiring halls.



**WARRUMBUNGL SHIRE COUNCIL**

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**Cr Capel**

Nil

**Cr Coe**

Nil

**Cr Shinton**

Nil

**Cr Schmidt**

- 2357 Committee – asked if the Minutes from their meeting were available.

**Cr Andrews**

Nil

**Cr Clancy**

- Advised that he had information on the RV Friendly status for Coonabarabran. To be RV friendly, Coonabarabran needs to provide a free open park area for RVs. The General Manager responded he will look into it.
- Laneway naming near Brains Garage. Director Technical Services responded that the matter is on to do list.
- Youth Club netball courts. Soil being tested. Director Technical Services responded currently consulting with Design Engineer on foundation options.
- Is Ulamambri tip closing? Meeting advised there is no change to its status.

**Cr Todd**

- Dead Kangaroos on the road who is responsible for removing them. Director Technical Services responded yes Council workers remove if they are in a dangerous position.
- Lands Protection Board say we have a wild dog problem coming out of the National Parks.
- Community Care car in Baradine. Why does it have to be serviced in Coonabarabran? Should be cleaned and fuelled in Baradine. Director Corporate and Community Services took the question on notice.
- Wangmanns sign is spelt wrong. It should two N's at the end instead on one.
- On 1st June there was an Inland Rail meeting in Gilgandra. He is a delegate so why wasn't he informed. The General Manager responded, it was only for technical people.

**1.09pm**

**335/1516 RESOLVED** that standing orders be suspended to break for lunch.

**Capel / C Sullivan  
The motion was put and carried**

**1.51pm**

**336/1516 RESOLVED** that standing orders be resumed.

**Capel / C Sullivan  
The motion was put and carried**

**1.51pm**

Erin Player left the meeting.

**1.51pm**

**337/1516 RESOLVED** that:

- (a) that Council go into closed committee to consider business relating to personnel matters and commercial information
- (b) that pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is

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- classified confidential under the provisions of Section 10A(2) (a) and (c) as outlined above
- (c) that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

**Todd / Capel**  
**The motion was put and carried**

**2.05pm**

Cr Ron Sullivan declared a non pecuniary interest in item 2C and left the room.

**2.25pm**

Cr Ron Sullivan returned to the meeting.

The General Manager and Council staff left the room prior to consideration of Item 3C.

**2.40pm**

**338/1516 RESOLVED** that Council move out of closed Committee.

**R Sullivan / Capel**  
**The motion was put and carried**

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

**Item 1C Waste Review Savings to Date**

Received.

**Item 2C Financial Tendering for Supply of Bulk Fuel**

**339/1516 RESOLVED** that Council awards Tender T051617OROC for the Supply and Delivery of Bulk Fuel to Warrumbungle Shire Council to Coona Fuel and Gas for the period 1 July 2016 to 30 June 2018 at the rates in the attached table **FURTHERMORE** that a provision be allowed for a 12 month extension based on a satisfactory supplier performance which may take the tender through to 30 June 2019.

**Andrews / Capel**  
**The motion was put and carried**

**Item 3C General Manager Annual Performance Review Report**

**340/1516 RESOLVED** that Council accept and endorse;

1. The summary report provided by Mark Anderson Manager, Local Government Management Solutions
2. That the Council award the General Manager a 2.5% increase in his remuneration based on his performance being assessed as 'Exceeding Expectations'; the increase to take effect from 2 May 2016 being the 12 month anniversary of the General Managers contract.

**Schmidt / Coe**  
**The motion was put and carried**

There being no further business the meeting closed at 2.43pm.

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**CHAIRMAN**

**RECOMMENDATION**

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 16 June 2016 be endorsed.

## WARRUMBUNGL SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 2 Minutes of Traffic Advisory Committee Meeting held on 23 June 2016

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

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**PRESENT:** Cr Peter Shinton (Chair), Senior Constable Steven Chaplin (NSW Police Force), Ms Sharon Grierson (RMS), Mr Colin Harper (Minister's Representative), Mr Kevin Tighe (Director Technical Services) and Mr Bikram Joshi (Manager Asset & Design).

**APOLOGIES:** Ms Chantelle Elsley (RMS) and Ms Cheyenne O'Brien (RSO).

**IN ATTENDANCE:** Inspector David Maher (NSW Police Force) and Mrs Tracy Cain (Minute Taker).

#### **CONFIRMATION OF MINUTES**

**65/1516 RECOMMENDED** that the minutes of the Traffic Advisory Committee meeting held on Thursday, 26 May 2016 be confirmed.

**Harper/Shinton**

#### **BUSINESS ARISING FROM THE MINUTES**

The following matters were noted as outstanding:

- o Further investigations and site visit to be undertaken of sight distance concerns at the intersection of Digilah Street and Wallaroo Street.
- o Council to investigate the preparation of a Rural Bus Stop Policy.
- o Alternative treatments to be investigated for discouraging trucks travelling via Binnia Street, Coolah. Traffic counters to be placed at Cunningham and Binnia Streets.
- o 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.
- o Naming of laneways north and south of Brains Ford, Coonabarabran.
- o Timor Road School Bus Stops Review.
- o 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.
- o River Road – B Double Field Trial – July / August Meeting.
- o Railway Level Crossing Signage – Council to investigate whether Advance Warning / Stop Signs are located at the Railway Level Crossings on the Binnaway to Coolah Road and Yeulba Street, Binnaway.
- o Pavement Markings – Council to renew 'Look' pavement markings at the roundabout in John Street and in Little Timor Street next to the Coonabarabran Bakery.

Agenda Item a) Siding Springs Observatory – Request for Speed Limit Review on Observatory Road, Coonabarabran

*Recommendation No 56/1516 of 26 May 2016 to be amended as follows:*

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**56/1516 RECOMMENDED** that Council undertakes an assessment of Advisory Warning Signs (speed) on Observatory Road, Coonabarabran.

**Grierson/Chaplin**

Agenda Item e) RSO Report - Installation of School Bus Zone and Signage at the Boundary of Bugaldie Store

The Committee was advised that 'School Bus Route' signs already existed on the approaches to Bugaldie. It was noted that the recommended installation of W6-3 Children Warning signs was the incorrect signage for this particular area and bus stop. The Committee determined that the existing 'School Bus Route' signs remain in place.

*Recommendation No 60/1516 of 26 May 2016 to be amended as follows:*

**60/1516 RECOMMENDED** that Council install posts to close off the access road to the property frontage of Bugaldie Store, which will allow the property owner to install their own driveway access at the agreed location between the trees on the island as per the attached map.

**Grierson/Chaplin**

Craboon School Bus Warning Signage

RMS advised that the school bus warning signs installed on the approaches to Craboon were incorrect. The appropriate signage must be listed on the Road Sign Register and should be yellow and black.

**66/1516 RECOMMENDED** that Council further investigate the school bus warning signs located on the approaches to Craboon and that the appropriate signage be installed as per the following table documents:

- RMS – Delineation – Section 17 Alignment Signs and Markers
- RMS Supplement – Road Sign Specifications – AS 1743-2001
- Warning Sign W6-205 – School Bus Route.

**Chaplin/Grierson**

**AGENDA ITEMS**

a) Obstruction of Traffic Flow by Bollards Located at the Corner of Binnia and Campbell Streets, Coolah

Concerns were raised regarding the safety of motorists and obstruction to traffic flow at the corner of Binnia and Campbell Streets, Coolah due to the recent installation of traffic bollards.

**67/1516 RECOMMENDED** that the NSW Police Force monitor, over the next six months, the traffic flow situation at the corner of Binnia and Campbell Streets, Coolah to determine the impact on motorists due to the introduction of traffic bollards.

**Grierson/Chaplin**

b) River Road B Double Route Proposal and Field Trial – 23 June 2016

The Committee was advised that the proposed River Road B Double Field Trial scheduled for Thursday, 23 June 2016 had been postponed due to wet weather.

It was noted that Dalgarno Street would also need to be assessed as part of the proposed River Road B Double Route.

Discussions were held regarding the clarification of delegated authority to conduct Field Trials and the role of the Traffic Committee. It was noted that the Traffic Committee could only make recommendations on regulatory devices. A report following the River Road B Double Field Trial is to be presented to the Traffic Committee for further consideration.

## WARRUMBUNGLE SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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It was determined that the proposed Field Trial be conducted on either the 28 July 2016 or 25 August 2016 and that Traffic Committee members and Councillors be invited to attend.

c) Mendooran Cyclist Warning Signs

**68/1516 RECOMMENDED** that application for the installation of cyclist warning signs on the Golden Highway between Mendooran and Gilgandra Shire Boundary be referred to RMS Traffic Management for consideration.

**Grierson/Chaplin**

d) RSO Monthly Report – June 2016

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

- Free Cuppa for the Driver Program – 1 March 2016 to 31 May 2016. Noted that Pilliga Pottery won the award for the most number of people to claim a free cuppa. The individual award went to the Two Fat Ladies from Lucknow.
- Dress up your Wheelie Bin Competition – 19-22 May 2016. Noted that the competition winner had been announced.
- Bike Week Program – RSO currently consulting with the Bike Plan Committee and Community Development Coordinators to create an event to promote Bike Week within the Shire. Noted that RMS Funding for Bike Week had been secured to conduct community based events in Coonabarabran and Coolah.
- Graduated Licensing Scheme – Workshops to be undertaken in Coonabarabran and Coolah commencing August 2016. A program developed to educate instructors of learner drivers.
- Rural School Bus Stop Policy – Noted that RMS forwarded an example of the policy to RSO to assist with development.
- Media Coverage – RSO to discuss road safety issues on local radio station, 2WCRFM once a month for a duration of 15 minutes.
- 2016/2017 Road Safety Programs – Programs include; GLS Workshops in Coonabarabran and Coolah (August 2016), Bike Week Fun Ride in Coonabarabran and Coolah (September 2016), Child Restraint Fitting Day in Coolah (October 2016), Plan B (November 2016 - January 2017), Child Restraint Fitting Day in Coonabarabran (March 2017) and Slow Down on Local Roads (April-June 2017).
- Proposed 'Cover Your Load' Promotion – NSW Police Force suggested that the RSO promote covering your load to assist with educating the community.

### **GENERAL BUSINESS**

The following matters were raised without Resolution:

- Relocation of Safe-T-Cam Sign on Newell Highway – RMS proposal to relocate Safe-T-Cam sign 300 m further north of where it is currently located on the Newell Highway. Inspection of the Warrumbungle Quarry is to be conducted following the Traffic Committee meeting as there are concerns that the sign may conflict with existing 'Truck Turning' signs.
- Sight distance concerns at the intersection of Digilah Street and Wallaroo Street, Dunedoo – Proposal to remove one tree and two car parking spaces in Wallaroo Street. Measurement for removal to be confirmed. Car parking to be formalised ie regulated / signposted. It was determined that a concept design on proposed options for parking in Wallaroo Street be brought back to the next Traffic Committee meeting for further consideration.
- Sight distance concerns at the intersection of Cobborah Street and Wallaroo Street, Dunedoo – It was determined that the obtrusive tree in Wallaroo Street be trimmed.
- 2014 Traffic Count Data for Bandulla Street, Mendooran – Concerns were raised by the NSW Police Force that trucks were travelling after hours to avoid the section of Golden Highway between Dunedoo and Mendooran. It was noted that the data

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presented to the Committee was two years old. NSW Police Force to confirm requirement for provision of data.

There being no further business the meeting closed at 11.27 am.

The next meeting is to be held on Thursday, 28 July 2016 in the Gallery Meeting Room, Coonabarabran commencing 10.00 am.

.....  
CHAIRMAN

**RECOMMENDATION**

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 23 June 2016.
2. That Council undertakes an assessment of Advisory Warning Signs (speed) on Observatory Road, Coonabarabran.
3. That Council install posts to close off the access road to the property frontage of Bugaldie Store, which will allow the property owner to install their own driveway access at the agreed location between the trees on the island as per the attached map.
4. That Council further investigate the school bus warning signs located on the approaches to Craboon and that the appropriate signage be installed as per the following table documents:
  - RMS – Delineation – Section 17 Alignment Signs and Markers
  - RMS Supplement – Road Sign Specifications – AS 1743-2001
  - Warning Sign W6-205 – School Bus Route.
5. That the NSW Police Force monitor, over the next six months, the traffic flow situation at the corner of Binnia and Campbell Streets, Coolah to determine the impact on motorists due to the introduction of traffic bollards.
6. That application for the installation of cyclist warning signs on the Golden Highway between Mendooran and Gilgandra Shire Boundary be referred to RMS Traffic Management for consideration.

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
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**Item 3 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 17  
June 2016**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services Management
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	PI1 Public transport alternatives including bus and rail services connect local towns and villages and provide links with other regional centres.

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**PRESENT:** Cr Denis Todd (Chair), Cr Gary Andrews, Mr John Farrell (Baradine), Mr Kevin Barrington (Coonabarabran), Mr Garry Connelly (Coolah), Mr Colin Tink (Coonabarabran), Mr Kevin Tighe (Director Technical Services) and Mr Shane Weatherall (Acting Manager Urban Services).

**IN ATTENDANCE:** Cr Fred Clancy.

**APOLOGIES:** Nil.

**CONFIRMATION OF MINUTES**

**1/1516 RECOMMENDED** that the minutes of the Warrumbungle Aerodromes Advisory Committee meeting held on Thursday, 4 June 2015 be confirmed.

**Connelly/Andrews**

**BUSINESS ARISING FROM THE MINUTES**

The following matters were discussed:

- Committee Membership – Replacement for Darren Worrell. The Committee was advised that should Phil Hensby accept nomination for membership, he will need to take leave from Council and that his nomination would need to be accepted by Council. It was noted also, that fresh nominations for Committee membership will be made following Council Elections in September. It was decided that the current vacancy be left in abeyance.
- Proposed RFS Projects at Coonabarabran Aerodrome. It was noted that RFS has received funding for installation of additional rainwater tanks at the Coonabarabran Aerodrome and that Council will be working with RFS on the project.
- Coolah Runway – Loose stones.
- Non Direction Beacon – It was noted that NDB has been switched off. Discussion on what will happen with existing tower and power supply.

**AGENDA ITEMS**

e) Airservices Australia – Navigation Rationalisation Project (NRP) – Update and Information  
The information was noted.

f) Airservices Australia – Navigation Rationalisation Project (NRP) – Click Pack 'Are you Flight Ready?'

The information was noted.

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**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
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g) Office of Transport Security – Restructure of the Transport Security Coordination Centre  
The information was noted with comment that there is no foreseeable impact of proposed changes on aerodromes in Warrumbungle Shire.

h) Airservices Australia – Implementation of CASR Part 175 – Data Product Specifications (DPS)  
The Committee was advised that information sought by Airservices Australia has already been provided.

i) Coolah Aerodrome – Results of the Obstacle Limitation Surfaces Survey – 28 October 2015  
The report was discussed and it was noted that no action is required to be undertaken.

j) Baradine Progress Association – Fire Airport at Baradine Aerodrome  
**2/1516 RECOMMENDED** that Council investigate and report on feasibility of installing and utilising water tanks at the Baradine Aerodrome for fire fighting purposes. The feasibility investigations should include consultation with the following stakeholders; Baradine Airport Committee, Rural Fire Service, Baradine Progress Association, NSW Forestry, National Parks & Wildlife Service.

**Tink/Barrington**

k) Office of Transport Security - Aviation Security Identification Card (ASIC)  
The information was noted.

l) Coonabarabran Aerodrome – Surveillance Notification – 30 May 2016 to 1 June 2016  
The information was noted.

m) Coolah Aerodrome – Surveillance Notification – 31 May 2016  
The information was noted.

n) Airservices Australia – Navigation Rationalisation Project (NRP) –Withdrawal of NDB from Coonabarabran Aerodrome on 26 May 2016  
**3/1516 RECOMMENDED** that Council investigate land ownership and proposals for disposal of the existing NDB infrastructure at Coonabarabran Aerodrome.

**Tink/Andrews**

o) Baradine Aerodrome - Firefighting Setup  
*This item dealt with in Agenda Item f).*

p) Baradine Aerodrome - Eucalyptus Sucker Control  
John Farrell advised that members of the Baradine Airport Committee will attend to removal of Eucalypt suckers within the Aerodrome.

q) Baradine Aerodrome - Prickly Pear Control  
John Farrell advised that members of the Baradine Airport Committee will attend to removal of Prickly Pear within the Aerodrome.

r) Coolah Aerodrome - Report on Lights  
The Committee was advised that lights are now working and can be activated from the air. The Committee was also advised that up to seven lights are not working and may require replacement.

s) Baradine Aerodrome - Poisoning of Trees at the End of Airstrip  
**4/1516 RECOMMENDED** that Council trim and lop the trees that are located on private property at the western end of the Baradine runway.

**Todd/Farrell**



**WARRUMBUNGLA SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD  
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**GENERAL BUSINESS**

Surface of Baradine Runway

**5/1516 RECOMMENDED** that a budget estimate to resurface and reshape the Baradine runway with gravel is prepared and reported to Council.

**Todd/Andrews**

The following matters were raised without Resolution:

- Recent treatment of rabbits has been effective, however there are additional burrows near the terminal building.
- Advice was received that CASA may change the system of aerodrome registration. The impact of potential registration changes on the Coolah Aerodrome was discussed, however no action to be taken until formal advice is received from CASA.

There being no further business the meeting closed at 1.00 pm.

The next meeting is to be held as and when required.

.....  
CHAIRMAN

**RECOMMENDATION**

1. That Council accepts the Minutes of the Warrumbungle Aerodromes Advisory Committee Meeting held on 17 June 2016.
2. That Council investigate and report on feasibility of installing and utilising water tanks at the Baradine Aerodrome for fire fighting purposes. The feasibility investigations should include consultation with the following stakeholders; Baradine Airport Committee, Rural Fire Service, Baradine Progress Association, NSW Forestry, National Parks & Wildlife Service.
3. That Council investigate land ownership and proposals for disposal of the existing NDB infrastructure at Coonabarabran Aerodrome.
4. That Council trim and lop the trees that are located on private property at the western end of the Baradine runway.

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
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**Item 4 Minutes of Robertson Oval Advisory Committee Meeting held on 29 June 2016**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Ovals
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

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**PRESENT:** Cllr Chris Sullivan(Chair), Mrs Monica Foran, Mr Matthew Guan, Mr Kevin Tighe (Director Technical Services), Mr Shane Weatherall (Acting Manager Urban Services), Mr Dale Hogden, Mr Mark Yeo.

**APOLOGIES:** None

**CONFIRMATION OF MINUTES**

**RECOMMENDED** That minutes of the meeting held on the 1<sup>st</sup> July 2015 be accepted  
Foran / Guan

**BUSINESS ARISING FROM THE MINUTES**

- General discussion on the name 'Robertson Oval Community Building' and other options.

**AGENDA ITEMS**

- a) Planning for the Robertson Oval Community Building

It was noted that whilst a preliminary sketch plan is available, a much more detailed concept plan must be prepared prior to seeking public feedback on a building proposal. It was also noted that there is a budget allocation of \$30,000 in 2016/17 for improvement works at Robertson Oval.

**RECOMMENDED** That funds allocated in the 2016/17 budget for improvement works at Robertson Oval are utilized to engage an architect to develop concept plans suitable for inclusion in a Development Application.

**Hogden / Foran**

In the meantime, the Committee requested that the preliminary sketch plan that is available is amended and sent to members of the Committee.

**GENERAL BUSINESS**

The following matters were discussed at length without resolution

- Wet condition of the surface of the Oval, particularly in the north west corner. Should the practice of sowing Rye Grass continue?
- Irrigation of the oval surface needs to be modified to ensure that no over watering occurs – may need professional advice and monitoring of soil moisture.
- Subsoil drainage infrastructure in the north west corner of the oval.
- Lack of drainage off the netball court, particularly at the south west corner.
- Lack of drainage from the kitchen sink. Why isn't connected to the sewer?
- Are both pumps in the sewer well working?

There being no further business the meeting closed around 6.20pm.

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**WARRUMBUNGL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD  
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The next meeting is scheduled for 28th August 2016.

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CHAIRMAN

**RECOMMENDATION**

1. That Council accepts the Minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on 29 June 2016.
2. That funds allocated in the 2016/17 budget for improvement works at Robertson Oval are utilized to engage an architect to develop concept plans suitable for inclusion in a Development Application.

**WARRUMBUNGLER SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLER SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
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**Item 5 Notice of Motion Cr Todd**

**Notices of Motion**

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

*“That the Warrumbungle Council Warrumbungle Shire apposes banning of greyhound racing by the State Government”*

**RATIONALE:**

- Warrumbungle Shire is the trustee of the Coonabarabran Greyhound racing track.
- Warrumbungle Shire has a number of owner/trainers who get employment and relaxation from these dogs.
- The local greyhound participants contributed a lot of money to business (Vets, Rural Supplies, Supermarkets and Eateries).
- Farmers are allowed to have greyhounds to control vermin (Rabbits, Foxes and Pigs).
- The rules should be tightened to stop the cruelty of bleeding live animals etc.
- The rules should be tightened such has had to be done in horse racing.

If closing the industry in the Warrumbungle Shire would the loss of the facility at Coonabarabran track which has been put there mostly by voluntary labour and would be another industry loss for Warrumbungle Shire

**CR Todd  
COUNCILLOR**

**RECOMMENDATION**

For Council’s consideration.

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 6 Coal Seam Gas Titles

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Manager Admin and EA to the General Manager – Liz Webster
<b>CSP Key Focus Area:</b>	Natural Environment
<b>Priority:</b>	NE2 The extraction of natural resources from our council area, including coal and coal seam gas, has minimal negative impact on our natural environment.

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#### Reason for Report

To inform Council of the response received on 1 July 2016 from The Honourable Anthony Roberts MP, Minister for Industry Resources and Energy regarding Councils request for the cancellation of Coal Seam Gas Exploration Licences within the Warrumbungle Shire area.

#### Background

At the Council meeting held on the 24 November 2011 a Notice of Motion was received from Councillor Schmidt resulting in **Resolution 189/1112**. In this resolution Council resolved: *'that with Council's current knowledge of coal seam gas extraction Warrumbungle Shire Council does not support coal seam gas mining within the Shire and encourages surrounding Councils to do likewise.'*

At the December 2015 Council meeting Councillor Schmidt raised the subject of Exploration Licences for Coal Seam Gas in the Warrumbungle Shire in Matters of Concern and requested that Council forward a letter requesting that the relevant Licences be cancelled.

A report was prepared for Councils information and presented to the March 2016 Meeting resulting in **Resolution 234/1516**, where Council resolved: *'that Council write to the Minister expressing the concerns of some of the residents of Warrumbungle Shire Council as to the Coal Seam Gas Exploration in our Shire and request that the renewal applications for the expired Titles PEL428, PEL 433, PEL 450 and PEL 462 not proceed, and that the retrospective Titles be cancelled. Council has also been requested to ask that Titles PEL 12 and PEL 328 not be renewed on their expiration date'*

Following this resolution by Council, the General Manager wrote to The Honourable Anthony Roberts MP, Minister for Industry Resources and Energy on 5 April 2016. In this letter, the General Manager requested that the Minister consider the concerns of Warrumbungle Shire Council residents and not renew licences in the Warrumbungle Shire Council area.

## WARRUMBUNGL E SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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#### **Issues**

Council received a response from the Minister on 1 July 2016. The Minister advised in his reply (attached under separate cover) that the NSW Government has implemented a raft of measures for the stronger regulation of the gas industry. In addition to these changes the NSW Government has undertaken a buyback scheme and purchased 20 Licences which reduced the footprint of PELs from 60% to 7% of the State. All licences purchased under this scheme have been cancelled.

The Minister also noted in his response that current holders of PELs are entitled to make application for their renewal, and that the Minister is required at law to assess their applications. The letter further states that all current pending applications for renewal are being assessed in accordance with the new regulatory scheme that now applies in NSW. The Minister's response indicated that the licences will only be renewed if he is satisfied that the applications meet the new requirements introduced by the State Government.

The Minister's letter in effect did not agree to Council's request that the Minister cancel/not renew prospective titles (PEL 428, PEL 433, PEL 450 and PEL 462) and not renew Titles PEL 12 and PEL 238.

#### **Options**

Council can either receive and note the response received from The Honourable Anthony Roberts or write again to the Minister to further lobby for these Titles to be cancelled.

#### **Financial Considerations**

Nil

#### **RECOMMENDATION**

That Council receives and notes the response received from The Honourable Anthony Roberts, Minister for Industry, Resources and Energy.

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### **Item 7 Extension 2WCR Radio Broadcast Services to Baradine**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Corporate Services Administration Officer – Erin Player
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P14 Local communities, businesses and public organisations need access to comprehensive telecommunications infrastructure including mobile telephone and high-speed internet services.

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#### **Reason for Report**

To present to Council a request for assistance with infrastructure provision from Warrumbungle Regional Radio Inc. (2WCR-FM).

#### **Background**

Warrumbungle Regional Radio Inc. (2WCR-FM) is requesting Council assist them with their infrastructure to be able to extend their radio service that is currently in Coonabarabran to the township and immediate surrounds of Baradine (see attached letter).

2WCR believe if they extend their services to Baradine and surrounds they will greatly benefit the community and help give them access to information relating to dialogue and essential emergency services information.

Sites have been investigated by 2WCR and they have identified the Shire Works Depot on the corner of Walker Street Baradine as the best site to re-broadcast.

#### **Issues**

During the 2013 Wambelong Bushfire the inadequacies of the local radio network were exemplified. A re-broadcast facility is essential for complete footprint coverage.

2WCR-FM have requested that Council:

- Provide a small area (the size of a small bar fridge.) to house the broadcast equipment;
- Access to mains power – max power 250 watts;
- Approval to place 2 small antennas on the roof of the Works Depot building;
- A small amount of staff assistance to help 2WCR-FM technical personnel with the installation of antennas and cabling;
- Provide access to 2WCR-FM technical personnel on a periodic basis for equipment maintenance and repair.

## WARRUMBUNGL E SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### **Options**

Council can either:

- Agree to the request from 2WCR-FM;
- Refuse the request.

#### **Financial Considerations**

2WCR-FM would like Council to become the temporary licence holder for the service (less than \$100 per year) as ACMA will not address the extension of the current licence area to cover Baradine for a number of years.

Other than assistance with installation there will be minimal ongoing cost to Council.

#### **RECOMMENDATION**

That Council become the temporary licence holder and;

- Provide a small area (the size of a small bar fridge.) to house the broadcast equipment;
- Access to mains power – max power 250 watts;
- Approval to place 2 small antennas on the roof of the Works Depot building;
- A small amount of staff assistance to help 2WCR-FM technical personnel with the installation of antennas and cabling;
- Provide access to 2WCR-FM technical personnel on a periodic basis for equipment maintenance and repair.



**WARRUMBUNGL SHIRE COUNCIL**

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**Item 8 Council Resolutions Report July 2016**

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

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**Reason for Report**

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

**Background**

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

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

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

**Issues**

This feedback is provided to Council for information purposes.

**Options**

Nil

**Financial Considerations**

Nil

**RECOMMENDATION**

For Council's Information.

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## WARRUMBUNGL SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 9 Monthly Report from Human Resources – July 2016

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

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#### **Reason for Report**

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

#### **Background**

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

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

- Manager Fleet Services (Re-Advertised)– External
- Trainee Plant Operator – External
- Supervisor Warrumbungle Water Treatment Plants – External
- Temporary Urban Services Operator Dunedoo - External

The following positions have been filled since last Council meeting:

- Trainee Water Operator Baradine
- Trainee Child Carer – 1 Year
- 2 Service NSW Officers

#### **Resignations**

There were no staff resignations from the organisation since the June Council meeting.

#### **Issues**

HR continues to ensure there is a pool of experienced and qualified casuals to fill requirements for staff on leave and areas of Council experiencing periods of high work demands.

## WARRUMBUNGL E SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### **LEARNING AND DEVELOPMENT**

Training recommenced for June and a number of training sessions were held for indoor and outdoor staff including:

- Grievance Handling for Supervisors
- Code of Conduct
- RMS Traffic Controller
- RMS Implement Traffic Control Plans
- RMS Combination Course – Blue and Yellow
- GIPA (Government Information (Public Access) Act 2009
- Backflow Prevention (Plumbers)
- Geotech Soil Testing
- Consultative Committee Training
- Water Treatment Update

#### **WORKPLACE HEALTH AND SAFETY**

A total of seven WHS incidents were reported for June 2016. One has been converted to a claim at this time.

*Workers Compensation and Incidents for June:*

<b>Directorate</b>	<b>Near Misses</b>	<b>Incidents</b>	<b>New Claims</b>
Corporate and Community Services	-	4	1
Executive Services	-	-	-
Development Services	-	1	-
Technical Services	-	1	-

Investigations are progressing and will be reviewed by MANEX in due course.

The ChemAlert audit report was received in June and a draft action plan has been presented to MANEX. Council will be working to address all items raised in the report by the end of December 2016 to bring Council into full compliance with both the Global Harmonisation System legislation, which comes into force on 1 January 2017, and existing Dangerous Goods and WHS legislation.

#### **RECOMMENDATION**

For Council's information.

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### **Item 10 Fit for the Future Financial Criteria Reassessment**

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Finance
<b>Author:</b>	Director Corporate and Community Services – Stefan Murru
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan.

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#### **Reason for Report**

To present for Council endorsement Council's draft Fit for the Future Council Reassessment Proposal.

#### **Background**

On Monday 2 May 2016 the Office of Local Government released the "Fit for the Future" Financial Criteria Reassessment document. This document details how Councils that did not meet the sustainability, service and infrastructure and efficiency benchmarks can now revise their improvement plans and resubmit them for assessment.

This document required that councils:

- Elect for re-assessment by 16 May 2016; and
- Submit a reassessment proposal to the OLG by 15 July 2016 (later adjusted to 29 July 2016).

Council has now nominated for reassessment and Fit for the Future Council Reassessment Proposal is attached for Council endorsement. Council has until 29 July to submit the re-assessment and has an interview session booked with the OLG on 25 July.

Councils who post this re-assessment are assessed as being Fit for the Future (FFF) will be eligible to access the TCorp borrowing facility.

Councils unsuccessful in the reassessment process may be referred to OLG's Financial Sustainability Program for support and capacity building, or be placed on a performance monitoring program. Where the reassessment process identifies serious or systemic sustainability issues, financial intervention will be considered.

There will be no review of the reassessment results.

#### **Issues**

Council has now completed its revised FFF Proposal, a copy of which has been provided under separate cover.

## WARRUMBUNGLE SHIRE COUNCIL

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IPART's review of Council's initial FFF Proposal found the following:

- Council meets the Scale and Capacity criteria;
- Council does not meet the financial criteria overall;
- Although Council met the financial criteria overall in the original submission, IPART did not agree with Council's assumptions around the re-distribution of FAGs grants from urban councils to rural councils and backed out revenue (roughly \$1m per annum) related to this Improvement Action Plan from the calculations;
- Once the \$1m expected annual increase in FAGs grants were backed out from the calculations, Council no longer met the Operating Performance Ratio and Efficiency Ratio;
- Council met all other ratios, even after IPART adjustments for the \$1m annual increase in FAGs grants.

Council in its revised proposal has removed assumptions around the re-distribution of FAGs grants, and has shown success to date in the implementation of its IAP as well as additional Improvement Action Plans considered by Council. Most importantly Council has factored IAPs included in the recommendation from the extraordinary Council meeting held on 28 October 2015 into its Proposal:

- Staff restructure over the following 5 years (annual savings of \$300,000);
- Introduction of a Stormwater Levy to fund stormwater works in accordance with the Local Government Act (annual savings of \$105,000);
- Either a 10% Special Rates Variation or a corresponding 10% cost saving due to a reduction in service levels (annual savings of \$750,000) FURTHERMORE that Council finalise its current service levels, determine what level of service can be provided within the current budget and then consult with the community on what level of service they are willing to pay for, and whether or not Council should submit a Special Rates Variation application in either the 2016/17 or 2017/18 financial year.

Council's success in implementing its IAP, as well as hard decisions made by Council to identify further savings are detailed in the Re-assessment. According to Council's LTFP data which includes all of Council's IAPs Council will meet all the required FFF benchmarks within the following five years if it abides by its IAP.

It should be noted that despite successes to date, there is still significant work to be done going forward to ensure that Council remains "Fit", particularly in the area of asset management. Asset management has been identified during the FFF process as an area of concern for all councils, and with increasing emphasis on the importance of Asset Management by the OLG Council will face increasing reporting requirements and pressure to ensure that asset management processes and plans are complete and effective in the future. Council staff have been attending training to up skill in this field.

#### **Options**

Council can either endorse the Fit for the Future Council Reassessment Proposal as is, or make changes to the Proposal and endorse the adjusted Proposal.

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**Financial Considerations**

Council has already made significant progress in moving towards meeting the Fit for the Future benchmarks, and has also already implemented many of its Fit for the Future Improvement Action Plans (IAP). Council's success in implementing its IAP is detailed in the Re-assessment, and according to Council's LTFP data Council will meet all the required FFF benchmarks within the following five years (earlier than required) if it abides by its IAP.

Council is currently in the process of completing its 2015/16 financial statements and will incorporate the latest data as at 29 July before submitting its final Proposal. Based on current trends it is expected that Council will meet a majority of the FFF benchmarks in the 2015/16 financial year.

Despite the positive financial trends this financial year, Council will need to closely review its operations and the implementation of the IAP going forward to ensure that it is able to demonstrate to the OLG that Council is Fit for the Future. It now appears that any re-distribution of FAGs grants will be tokenistic and uncertain, and it is therefore imperative that Council seriously considers what level of service it can afford to provide to its ratepayers.

The OLG has been very clear in its message that Councils that do not abide by their Improvement Action Plan will be re-assessed going forward as "Not Fit", with the "stick" of financial intervention available to the OLG.

**RECOMMENDATION**

That Council endorse the revised Fit for the Future Council Reassessment Proposal and that the revised proposal be forwarded to the Office of Local Government incorporating the most current financial data from the 2015/16 financial year.

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#### Item 11 Emirates Melbourne Cup Tour

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Children's and Community Services
<b>Author:</b>	Manager Children's and Community Services – Louise Johnson
<b>CSP Key Focus Area:</b>	Community and Culture
<b>Priority:</b>	CC3 Our shire is home to a vibrant arts and cultural life which is promoted and supported as an essential aspect of community well-being.

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#### **Reason for Report**

To provide Council with a report as to the success of the Emirates Melbourne Cup Tour of Warrumbungle Shire.

#### **Background**

Each year, the Emirates Melbourne Cup Tour provides rural, regional and metropolitan communities across Australia and New Zealand with a once-in-a-lifetime opportunity to experience the Emirates Melbourne Cup first hand.

The annual Tour celebrates the heroes and stories intrinsically linked to the Melbourne Cup and its contribution to Australia's historical and cultural heritage before returning to Flemington Racecourse for the 'race that stops a nation™' on the first Tuesday in November.

Since the Tour began in 2003, it has travelled more than 456,000 kilometres engaging tens of thousands of people.

On Tuesday 7 June, 2016, it was announced that in 2016 the \$175,000 trophy will tour 34 destinations across Australia and New Zealand in an effort to unite communities by engaging schools, councils, hospitals, aged-care facilities and racing clubs in events to raise funds for local causes.

In April, Warrumbungle Shire Council in partnership with local Development Groups and Progress Associations, from towns within the Shire, put together a proposal to host the Emirates Melbourne Cup in our local towns.

Pleasingly Warrumbungle Shire Council was selected as one of only 34 destinations across Australia and New Zealand, and one of only six destinations in NSW, to host the Emirates Melbourne Cup in 2016. Warrumbungle Shire was also the first destination to be visited on the 2016 Tour.

Local community groups and organisations across Warrumbungle Shire were offered the opportunity to host the Emirates Melbourne Cup when it visited their local town. A number of community groups and organisations put their hands up to host the Cup,

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however most events were organised by the Council-funded Community Development Coordinators and the Development Groups and Progress Associations.

The Emirates Melbourne Cup arrived in Warrumbungle Shire on Monday 11 July, 2016, and departed on Wednesday 13 July, 2016, bound for West Wyalong.

#### **Issues**

In the late afternoon on Monday 11 July, 2016, the Emirates Melbourne Cup arrived in Warrumbungle Shire. The Cup was received at a Welcome Reception held at the Council Chambers in Coonabarabran that evening. Community members from across the Shire were invited to attend the Welcome Reception hosted by Mayor Peter Shinton.

During the visit, the Cup was accompanied by John Marshall, 1999 Melbourne Cup winning jockey; Joe McGrath, Victorian Racing Club; and Jodie Carlson, Professional Public Relations Australia.

On Tuesday 12 July, 2016, the Emirates Melbourne Cup Tour of Warrumbungle Shire commenced at Siding Spring Observatory. The Cup was given a VIP tour of Siding Spring Observatory and photo opportunities were captured overlooking Warrumbungle National Park.

Following the visit to Siding Spring Observatory, the Cup visited the Coonabarabran Racecourse and Coonabarabran Jockey Club, Yuluwirri Kids Preschool and Long Day Care Centre and Coinda Nursing Home.

After four (4) stops in Coonabarabran the Cup moved on to Binnaway where it was received by a large crowd in the main street. Following the general reception in town, attended by around 100 people, the Cup then visited the Binnaway Racecourse with the Binnaway Jockey Club.

Moving on from Binnaway, the Cup made its way to Mendooran for a lunch event. Whilst in Mendooran the Cup visited the Mechanics Institute Hall, Mendooran Post Office and Mendooran Central School. This year is a significant year for the Mendooran Turf Club with the Mendooran Races being held for the 160<sup>th</sup> time.

Following its trip to Mendooran, the Emirates Melbourne Cup moved on to Dunedoo. In Dunedoo the Cup was greeted by the largest crowd in the Shire. More than 200 people attended the event in Dunedoo, held at the newly refurbished Jubilee Hall. As well as the Emirates Melbourne Cup, Dunedoo had another star attraction in the form of champion jockey Hugh Bowman.

After Dunedoo the Cup made its way to Merotherie the childhood home of Hugh Bowman. The Cup was welcome by Hugh's parents Jim and Mandy, along with some of their closest family and friends. It is hoped that the 2016 Emirates Melbourne Cup will be back at Merotherie later this year after the running of the 'race that stops a nation™' on the first Tuesday in November.

Following the trip to the Bowman Property the Cup headed to Coolah. In Coolah the Cup visited the Aged Care wing of the Coolah Hospital along with the local Aged Care Hostel. The Cup then made its way to its final destination, the Coolah Sporting Club. It was another great crowd that welcomed the Emirates Melbourne Cup to the last event on the



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Cups trip around Warrumbungle Shire and a great way to end the Tour of Warrumbungle Shire.

All in all the Cup attended 13 events across Warrumbungle Shire and travelled more than 360kms.

The Cup was seen by around 800 members of the local community with many more sure to be sad they missed it. Many who attended took up the offer of a photo opportunity, donning the white glove to feel the weight and grandeur of the 3.5kg, 18ct, \$175,000, 2016 Emirates Melbourne Cup.

The Emirates Melbourne Cup Tour is a once in a lifetime experience for our Shire and Council is pleased to have been able to bring the Cup to our local towns.

Local events were primarily organised by Community Development Coordinators, along with the local Development Groups and Progress Associations and local Jockey Clubs.

There was high praise from the Victorian Racing Club (VRC) representative for all the events that took place in our Shire. There was also high praise from members of local communities for the work put in by Council, and the Community Development Coordinators, to bring the Emirates Melbourne Cup to Warrumbungle Shire.

The opportunity to bring the Emirates Melbourne Cup to Warrumbungle Shire will not only benefit those who have seen the Cup and had the chance to take part in events in the local community, but it will also have ongoing benefits for the Shire in terms of an increased national profile and future tourism opportunities.

**RECOMMENDATION**

That Council notes the report provided on the Emirates Melbourne Cup Tour.

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#### **Item 12 Proposed Adjustment to Locality boundaries for Bomera, Binnaway and Dunedoo**

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Communications and IT
<b>Author:</b>	Manager Communications & IT – Chris White
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	PI2.2 Ensure that local emergency services are equipped, trained and prepared to manage natural disasters and critical incidents.

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#### **Reason for Report**

To report to Council an update on the Residential Property Addressing System, including submissions received from public exhibition of proposed locality mergers and road names in the Bomera, Binnaway and Cobbora areas of the Warrumbungle Shire Local Government Area.

#### **Background**

The Residential Property Addressing System is a Land and Property Information (LPI) initiative to improve the database accuracy and accessibility of rural roadside and town street addressing. The residential addressing database is utilised by government agencies, utilities and emergency services.

Warrumbungle Shire Council has a number of addressing issues, and in partnership with the state agency Geographical Names Board, Council is proceeding with updating the address database in stages across the shire.

The first stage of the program encompassed residents surrounding the Locality of Baradine, including adjustment of Locality Boundaries and gazettal of Silo and Mani Road in Baradine.

Community consultation with residents in the Bomera, Binnaway and Cobbora areas was undertaken in June in partnership with the Deputy Surveyor General of the Geographical Names Board, Paul Harcombe, and Statutory Officers from the GNB. Consultation requested resident feedback on the following items:

1. Creation of a new Locality of Cobbora, to be excised from the Locality of Dunedoo;
2. Renaming of streets in the village of Cobbora;
3. Adjusting boundaries for the localities of Binnaway to include Ropers Road, Box Ridge, Weetaliba and possibly Neilrex;
4. Splitting the Locality of Bomera between Tambar Springs, Premer and Coolah.

Residents potentially impacted by these proposed changes received letters describing the residential property addressing program, inviting their feedback by 4 July 2016 and

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inviting them to attend a community information session on 16 June 2016 at Coolah, Cobbora or Binnaway. Notices were also placed in local papers, Council's website and social media.

#### Issues

The table below summarises the responses to the June community consultation for each area within the Warrumbungle Shire:

Locality of Warrumbungle LGA	Received	Agree	Disagree	No response
Cobbora – Locality boundary	20	18	1	1
Cobbora – street name changes	20	18	1	1
Binnaway – Ropers Road, Box Ridge and Weetaliba	21	17	4	-
Binnaway - Neilrex	6	-	6	-
Bomera – Tambar Springs	6	4	2	-

There were other issues raised by residents encompassing clarification of road names, road signage, street and rural roadside addressing numbers.

Following on from the community feedback, it is proposed that Council seek formal feedback by placing on public exhibition for 21 days the following suggested changes to property addressing within Warrumbungle Shire:

1. Creation of a new Locality of Cobbora from the western area of the Locality of Dunedoo. Proposed boundary to align with the current Rural Fire Service brigade boundaries (see attached map);
2. Proposed adjustment to the locality boundaries of Weetaliba and Ropers Road, with these two localities to be merged into the locality of Binnaway.
3. Proposed adjustment to the boundary of Box Ridge with Box Ridge amalgamated into Binnaway in the south and Purlewaugh in the north (see attached map);
4. Incorporation of the locality of Bomera into Tambar Springs, with the southern area of Bomera to be included in the locality of Coolah (see attached map);
5. The proposed renaming of Merotherie Street and the section of Martin Street that aligns with Cobbora Road to Cobbora Road, so that Cobbora Road consistently traverses from the intersection with the Golden Highway through to the Castlereagh Highway intersection in the north.(see attached map).

It is also proposed that Council collate suggested new street names within the village of Cobbora before conducting further community consultation on changes to street names in the village.

Gazettal of Mani Road, Baradine, has been completed. Gazettal of Silo Road, Baradine, requires compulsory acquisition of land parcels and is proceeding (**Resolution 240/1516**). The Geographical Names Board currently has on public exhibition the proposed adjustment to locality boundaries of Teridgerie, Barwon, Kenebri, Goorianawa and Baradine as part of the gazettal process for locality boundary adjustments.

#### Options

Council may choose either proceed or to not proceed with the Residential Property Addressing System project.

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**Financial Considerations**

There are no costs to Council for gazettal of the proposed locality mergers or gazettal of road names other than staff resources. However, the compulsory acquisition of Crown Land where required will incur costs to council, with the amount yet to be advised. Staff resources are required for engaging with residents of the village of Cobbora on any proposed street name changes.

**RECOMMENDATION**

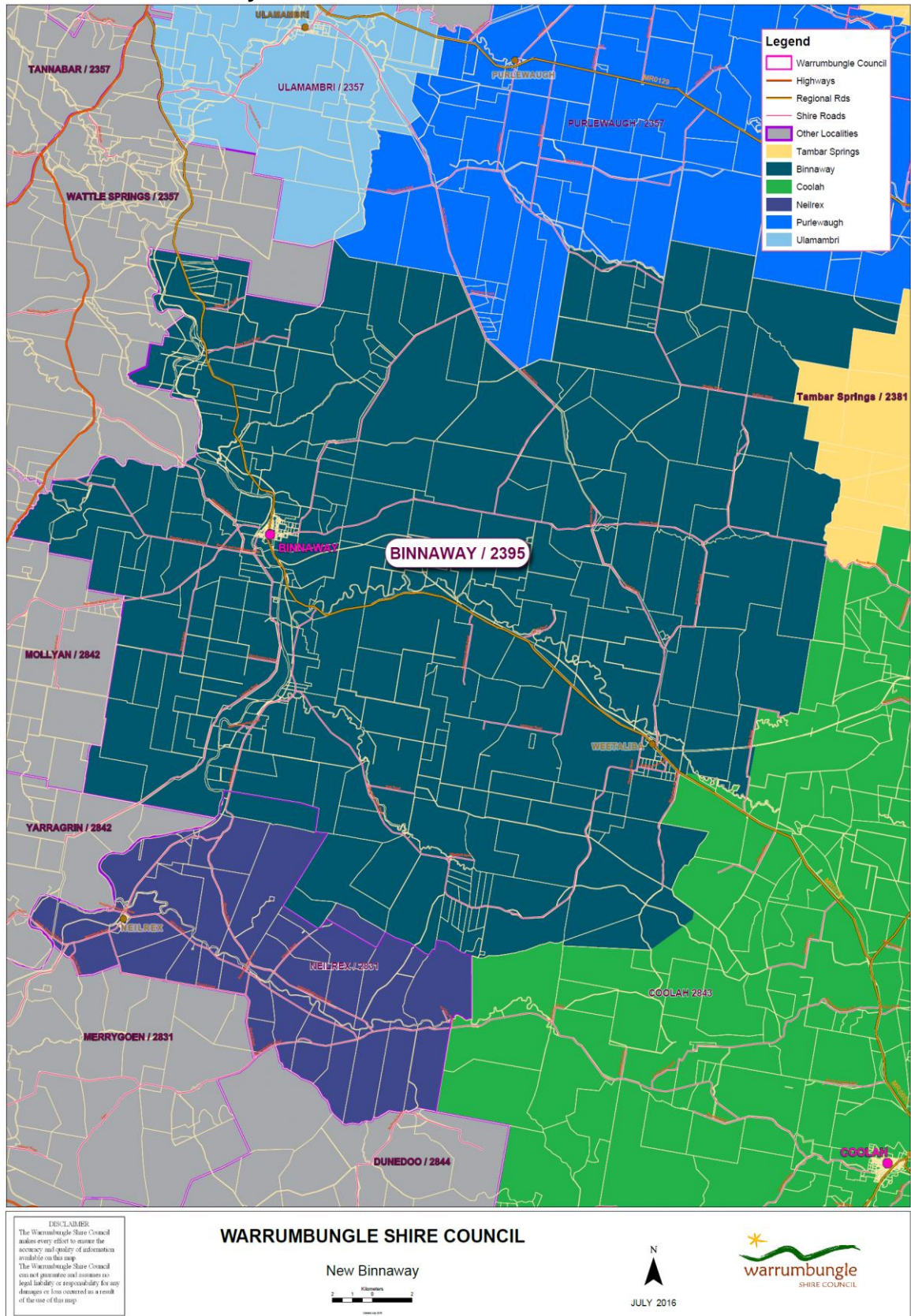
It is recommended that Council place on public exhibition for 21 days the following suggested changes to property addressing within Warrumbungle Shire:

1. The creation of a new Locality of Cobbora, with proposed boundaries to align with the current Rural Fire Service brigade boundaries;
2. Proposed adjustment to the locality boundaries of Weetaliba and Ropers Road, with these two localities to be merged into the locality of Binnaway;
3. Proposed adjustment to the boundary of Box Ridge with Box Ridge amalgamated into Binnaway in the south and Purlewaugh in the north;
4. Incorporation of the locality of Bomera into Tambar Springs, with the southern area of Bomera to be included in the locality of Coolah;
5. The proposed renaming of Merotherie Street and the section of Martin Street that aligns with Cobbora Road to Cobbora Road, so that Cobbora Road consistently traverses from the intersection with the Golden Highway through to the Castlereagh Highway intersection in the north.

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**Attachment - Binnaway**

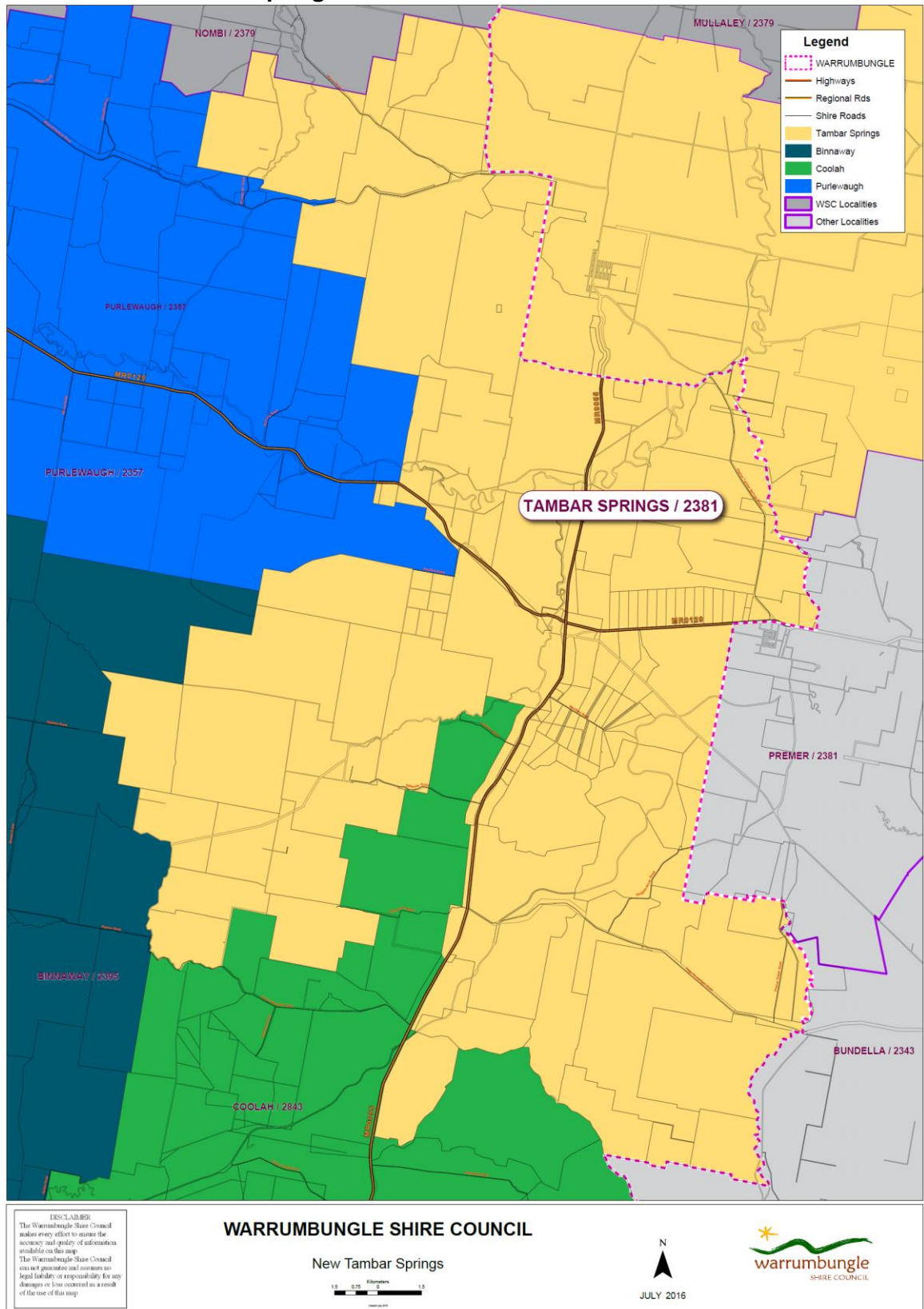




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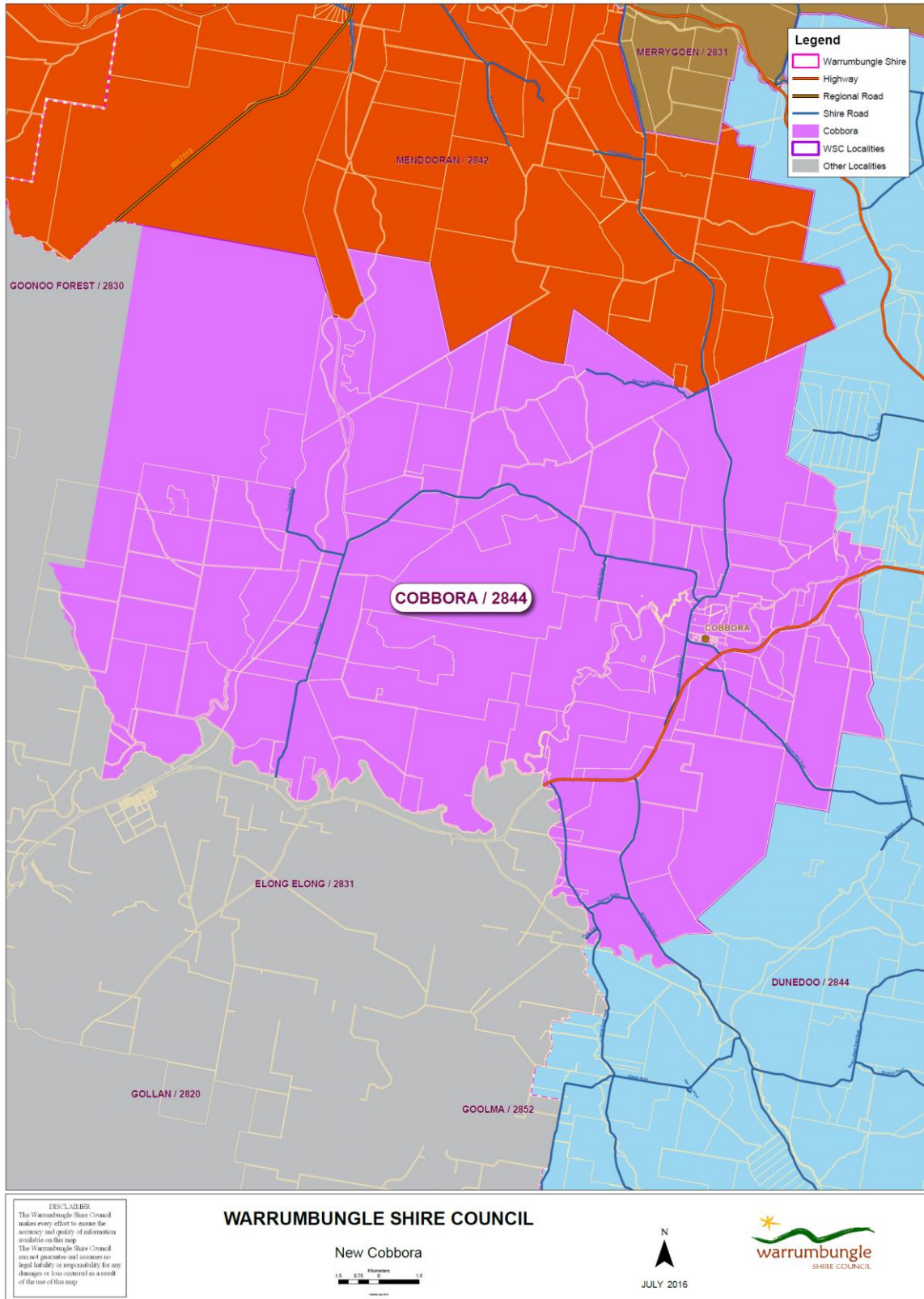
**Attachment – Tambar Springs**



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**Attachment - Cobbora**



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#### Item 13 Revote Request Capex 2015/16

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Finance
<b>Author:</b>	Chief Financial Officer – Lawrence Amato
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4 Council Governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan.

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#### **Reason for Report**

To seek Council approval to revote uncompleted capital projects into the 2016/17 financial year.

#### **Background**

Council's capital works program for the 2015/16 financial year includes a number of projects that remain incomplete as at 30 June 2016. Each year Council will generally review the listing of projects yet to be completed and revote a portion of the amount relating to these projects into the following financial year. A list of CAPEX (Annexure A) for which a revote of the Budget is necessary to complete the works is attached to this report.

The total suggested revote for the 2016/17 financial year is \$9.704m (as at 14/07/16). Assuming that Council approves the revote above, Council's capital works program for the 2015/16 financial year will be \$29.323m.

#### **Issues**

Points of consideration in relation to the revote include:

- The financial impact of the revote as detailed in the financial considerations section below;
- Community expectations associated with Council's capital program. Assuming a project is in Council's capital works program, there would be a valid community expectation that the works will be completed by Council;
- Many projects would have already commenced meaning any cessation of funding to these projects would result in expenditure and works to date being a dead loss to Council.

#### **Options**

Council has three options in regard to the revote amount above:

1. Revote the whole amount;
2. Exclude individual projects from the revote request to arrive at a lower revote amount;
3. Approve the amended revote request but postpone selected current year projects to reduce the capital budget;



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**Financial Considerations**

The total cost to Council of the suggested revote is \$9.704m. As at 30 June 2016 Council's cash and cash equivalents balance including investments was \$15.886m. Council has budgeted for a cash surplus of \$19k in the 2016/17 financial year as per Council's 2016/17 Operational Plan and any revotes that are not funded will reduce this surplus by the amount revoted.

In the 2016/17 financial year, Council has budgeted for a cash surplus of \$19k in General Fund. All General Fund revotes in the 2015/16 Financial Year are fully funded from the 2015/16 Budget.

The Table below outlines the split of proposed revotes by funding source.

<b>Source of Funding</b>	<b>Sum of Potential Revote Amount</b>
<b>Total Revote Amount</b>	<b>\$9,704,478</b>
Funded by:	
S94 Contributions	20,000
Restricted Asset – General	43,000
Restricted Assets – Water	306,039
Grants – Water	1,708,000
RFS Grant	472,724
Cobbora Transition Fund (Three Rivers Retirement Fund)	4,039,442
<b>General Fund</b>	<b>2,203,786</b>
Regional Roads	564,643
Grant Funding Other	102,240
Plant Fund	244,604
<b>Total:</b>	<b>\$9,704,478</b>

**RECOMMENDATION**

That Council approve the 2015/16 CAPEX revote request totalling \$9.7m.

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Description	Revote amount	Asset Being Created	Expansion / Renewal	Funded ? (Y/N)	Source of Funds
CTF - Three Rivers Retirement Village	4,019,442	Land & Buildings	Expansion	Yes	CTF Grant
CTF – Bolaro St Landscape	20,000	Land & Buildings	Expansion	Yes	CTF Grant
<b>Executive Services Total</b>	<b>4,039,442</b>				
RFS - Fire Control Centre Coonabarabran (RFS to reimburse)	472,724	Land & Buildings	Expansion	Yes	RFS Grant
RFS - Fire Control Centre Coonabarabran (Council portion)	62,637	Land & Buildings	Expansion	No	General Fund
<b>Bushfire and Emergency Services Total</b>	<b>535,361</b>				
Blue point Integration	23,625	Land & Buildings	Expansion	No	General Fund
Point to point WIFI for remote sights	18,693	Land & Buildings	Expansion	No	General Fund
Microsoft Server Licenses & SA	39,025	Intangibles	Renewal	No	General Fund
Replacement IT Server Hardware	16,230	Plant & Equipment	Renewal	No	General Fund
Replacement PCs	9,887	Plant & Equipment	Renewal	No	General Fund
<b>Communications &amp; IT Total</b>	<b>107,460</b>				
Dunedoo Library Extension	43,000	Land & Buildings	Expansion	Yes	Restricted Asset
Yuluwirri Kids Bike Path	20,000	Other Structures	Expansion	Yes	S94 Contrib
<b>Children's and Community Services</b>	<b>63,000</b>				
<b>Corporate Services Total</b>	<b>705,821</b>				
Shire Entrance Signs	17,999	Other Structures	Expansion	No	General Fund
<b>Tourism and Development Services Total</b>	<b>17,999</b>				
Disabled access Coolah Office	10,000	Other Structures	Expansion	No	General Fund
Memorial Wall at old Coonabarabran Cemetery	7,197	Other Structures	Expansion	No	General Fund
Hall Baradine – Refurbishment of Toilets	20,208	Other Structures	Renewal	No	General Fund
Hall Baradine - Disabled Access	27,500	Other Structures	Expansion	No	General Fund
Roof Repairs - Coona Office	10,000	Land & Buildings	Renewal	No	General Fund
Coona Youth Centre - Refinish Indoor Court	27,000	Land & Buildings	Expansion	No	General Fund
<b>Property &amp; Risk Total</b>	<b>101,905</b>				
<b>Development Services Total</b>	<b>119,904</b>				

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Description	Revote amount	Asset Being Created	Expansion / Renewal	Funded ? (Y/N)	Source of Funds
Design Services Software Upgrade	12,160	Intangibles	Expansion	No	General Fund
Bike Plan o	4,258	Intangibles	Expansion	No	General Fund
<b>Asset Design Services Total</b>	<b>16,418</b>				
Plant & Equipment Purchases	226,604	Plant & Equipment	Renewal	Yes	Plant Fund
Coona Workshop Capital Items	18,000	Plant & Equipment	Renewal	Yes	Plant Fund
<b>Fleet Services Total</b>	<b>244,604</b>				
Baradine Streets Reseals	12,606	Roads	Renewal	No	General Fund
Coonabarabran Streets Reseals	72,025	Roads	Renewal	No	General Fund
Reseals - Bugaldie Goorianawa Rd	42,400	Roads	Renewal	No	General Fund
<b>Total Reseals</b>	<b>127,031</b>				
Box Ridge Rd - Resheeting	93,561	Roads	Renewal	No	General Fund
Uliman Rd - Resheeting	40,648	Roads	Renewal	No	General Fund
Yuggel Rd - Resheeting	74,089	Roads	Renewal	No	General Fund
Narrawa (south) - Resheeting	17,700	Roads	Renewal	No	General Fund
Boomley – Resheeting	30,505	Roads	Renewal	No	General Fund
Carmel Ln - Resheeting	47,728	Roads	Renewal	No	General Fund
<b>Total Resheeting</b>	<b>304,231</b>				
Coonagoony Bridge	260,868	Bridges	Renewal	No	General Fund
Ross Crossing	161,630	Bridges	Renewal	Partial	Grant / General
<b>Total Bridges:</b>	<b>422,498</b>				
Box Bridge Road	52,500	Roads	Renewal	No	General Fund
Bugaldie/Goorianawa Road (Just east of Baradine Road)	125,576	Roads	Renewal	No	General Fund
Neilrex Rd Pavement Rehabilitation	245,472	Roads	Renewal	No	General Fund
<b>Total Local Roads Rehab</b>	<b>423,548</b>				
Regional Roads Reseals - MR129 (Quirindi Quambone Rd)	107,810	Roads	Renewal	Yes	Regional Roads
Shoulder widening MR129 - Baradine Road (Coonamble)	139,978	Roads	Renewal	Yes	Regional Roads

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Description	Revote amount	Asset Being Created	Expansion / Renewal	Funded ? (Y/N)	Source of Funds
Australian Black Spot Program (Widen Shoulders, Guardrails and Steep Embankment on Black Stump Way 8km South of Coolah)	218,712	Roads	Renewal	Yes	Regional Roads
Australian Govt Black Spot Program (Widen Shoulder, Install CAM's and Curve Advisories on Baradine Road Northwest of Namoi Street)	98,143	Roads	Renewal	Yes	Regional Roads
Timor Road - Shoulder Rehabilitation	350,000	Roads	Renewal	No	General Fund
<b>Regional Roads Total</b>	<b>914,643</b>				
<b>Road Operations Total</b>	<b>2,191,951</b>				
Baradine Oval Canteen	34,000	Other Structures	Renewal	No	General Fund
Nandi Park / Timor Rock Amenities Blocks	5,847	Other Structures	Renewal	No	General Fund
<b>Horticulture Total</b>	<b>39,847</b>				
Master Plan for Each Sporting Precinct	25,000	Intangibles	Expansion	No	General Fund
<b>Ovals Total</b>	<b>25,000</b>				
Baradine Re-Connection of Lights over pool	8,060	Other Structures	Renewal	No	General Fund
C'Bran Installation of Hot Water to Amenities	12,953	Other Structures	Expansion	No	General Fund
C'Bran Pool Maintenance and Repairs	11,180	Other Structures	Renewal	No	General Fund
<b>Swimming Pools Total</b>	<b>32,193</b>				
Booyamurra Street, east of Binnia, rehabilitation	124,990	Roads	Renewal	No	General Fund
Cycleway - Extension From Booyamurra Street	37,250	Footpath	Renewal	No	General Fund
<b>Town Streets - Coolah Total</b>	<b>162,240</b>				
Dalgarno Street West - Pavement Rehab	19,327	Roads	Renewal	No	General Fund
John Street. K & G Rehabilitation	53,110	Kerb & Gutter	Renewal	No	General Fund
Kerb blister, John st cassillis	44,272	Kerb & Gutter	Renewal	No	General Fund
Mary Jane Cain Bridge Path Underpass	22,456	Other Structures	Renewal	No	Grant / General
Shared Path, bridge to caravan park	43,244	Footpath	Renewal	No	General Fund
<b>Town Streets - Coonabarabran Total</b>	<b>182,409</b>				
<b>Urban Services Total</b>	<b>441,689</b>				

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
COMMENCING AT 10.00AM**

Description	Revote amount	Asset Being Created	Expansion / Renewal	Funded ? (Y/N)	Source of Funds
<b>Technical Services Total</b>	<b>2,894,662</b>				
<b>General Fund Total:</b>	<b>7,759,829</b>				
Water Treatment Clarifier	23,722	Water Network	Renewal	Yes	Water Fund
<b>Water - Baradine Total</b>	<b>23,722</b>				
New Bore	442,530	Water Network	Expansion	Yes	Grants – Water
<b>Water - Binnaway Total</b>	<b>442,530</b>				
New Bore	411,396	Water Network	Expansion	Yes	Grants – Water
<b>Water - Coolah Total</b>	<b>411,396</b>				
Timor Dam Fence Repairs	151,261	Other Structures	Renewal	Yes	Water Fund
Raising Timor Dam Wall	530,610	Water Network	Expansion	Yes	Grants – Water
<b>Water - Coonabarabran Total</b>	<b>681,871</b>				
New Bore	385,130	Water Network	Expansion	Yes	Grants – Water
<b>Water - Mendooran Total</b>	<b>385,130</b>				
<b>Warrumbungle Water Total</b>	<b>1,944,649</b>				
<b>Grand Total (Capital):</b>	<b>9,704,478</b>				

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### **Item 14 Bank Reconciliation for the month ending 30 June 2016**

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

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#### **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 Mayors Bushfire Appeal Bank Account has been separated for the purpose of presenting an accurate balance of Council's funds.

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
COMMENCING AT 10.00AM**

**Summary**

Balance per General Ledger – 30 June 2016

<b>General Ledger</b>	<b>Amount</b>
Trust Bank Account	310,949
Bushfire Trust Account	21,720
Bushfire Trust Investment Account	225,411
General Bank Account	431,638
Investment At Call General	11,033,066
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
<b>Total per General Ledger</b>	<b>15,894,784</b>

<b>Bank</b>	<b>Balance</b>
<b><u>General</u></b>	
Commonwealth General Account	438,435
<b>Total – General</b>	<b>438,435</b>
<b><u>Investments</u></b>	
Term Deposits	14,905,065
<b>Total Investments</b>	<b>14,905,065</b>
<b>Sub Total WSC Operational Accounts</b>	<b>15,343,500</b>

<b><u>Trust</u></b>	
Commonwealth Trust Account	310,949
<b>Total – Trust</b>	<b>310,949</b>
<b><u>WSC Mayors Bush Fire Appeal Trust</u></b>	
Commonwealth Mayors Fund General Account	21,720
Commonwealth Mayors Fund Savings Account	225,411
<b>Total - WSC Mayors Bush Fire Appeal Trust</b>	<b>247,131</b>
<b>Total All Bank Accounts</b>	<b>15,901,580</b>
<i>Add:</i>	
Outstanding Deposits - General	9,340
Outstanding Deposits - Trust	
Outstanding Deposits – WSC Mayors Bushfire Appeal	
<i>Less:</i>	
Unpresented cheques - General	(16,136)
Unpresented cheques - Trust	
Unpresented cheques- WSC Mayors Bushfire Appeal	
<b>Balance adjusted for outstanding deposits &amp; Un-presented cheques (Final Bank Balance)</b>	<b>15,894,784</b>
<b>Variance between Final Bank Balance and General Ledger</b>	<b>-</b>

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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Balance as per Bank Account History as at 30 June 2016

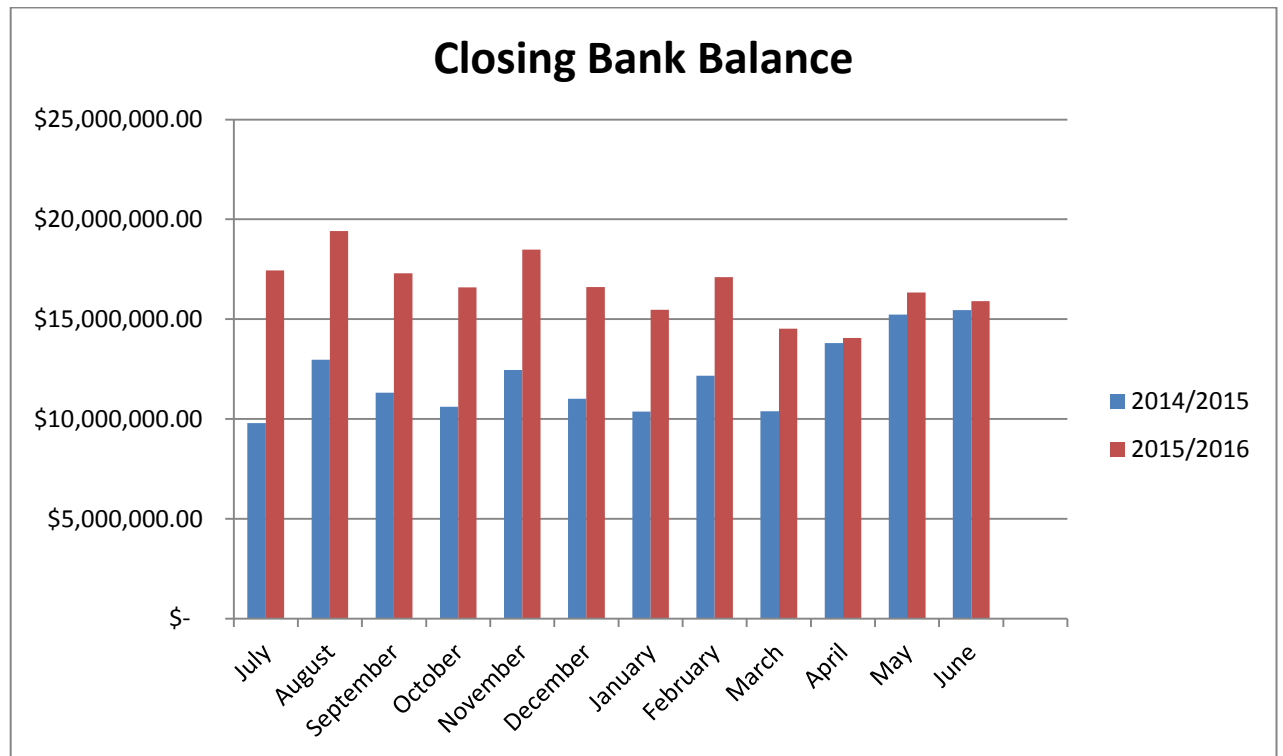
<b>Month</b>	<b>Funds Held in General Account</b>	<b>Funds Held in Trust Account</b>	<b>Mayors Bushfire Appeal Trust Account</b>	<b>Investment</b>	<b>TOTAL</b>	<b>Net of Outstanding Deposits and Un-presented Cheques</b>	<b>End of Month Closing Bank Balance</b>
Jun-15	300,089	269,553	285,549	14,588,295	<b>15,443,486</b>	9,906	<b>15,453,392</b>
July-15	1,206,649	269,553	285,682	15,543,572	<b>17,305,456</b>	141,326	<b>17,446,782</b>
Aug-15	2,078,478	269,553	281,051	16,223,368	<b>18,852,450</b>	559,910	<b>19,412,360</b>
Sep-15	737,774	277,125	276,416	15,956,987	<b>17,248,302</b>	43,169	<b>17,291,471</b>
Oct-15	446,724	283,870	276,758	15,506,080	<b>16,513,432</b>	84,368	<b>16,597,800</b>
Nov-15	317,599	395,362	247,101	16,937,552	<b>17,897,614</b>	581,263	<b>18,478,877</b>
Dec-15	392,311	396,442	247,414	15,510,452	<b>16,546,619</b>	65,208	<b>16,611,827</b>
Jan-16	267,520	399,642	247,705	14,512,055	<b>15,426,922</b>	45,124	<b>15,472,046</b>
Feb-16	1,796,369	425,273	248,008	14,379,019	<b>16,848,669</b>	259,770	<b>17,108,439</b>
Mar-16	2,785,458	425,458	235,300	11,603,595	<b>15,049,811</b>	(532,198)	<b>14,517,613</b>
Apr-16	259,307	425,458	235,300	13,060,493	<b>13,980,558</b>	84,876	<b>14,065,434</b>
May-16	1,369,348	425,628	246,844	14,678,734	<b>16,720,554</b>	(380,722)	<b>16,339,832</b>
Jun-16	438,435	310,949	247,131	14,905,065	<b>15,901,580</b>	(6,796)	<b>15,894,784</b>



**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
COMMENCING AT 10.00AM**

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**RECOMMENDATION**

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

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 15 Investments and Term Deposits for Month ending 30 June 2016

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

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#### **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, \$2m of term deposits matured, earning \$8,377 in interest. New placements of \$3m were made and the month end term deposit balance was \$10m. \$1m was re invested with CBA for a period of 62 days at an interest rate of 2.71%, \$1m was placed with CBA for a period of 59 days at an interest rate of 2.81%, and \$1m was placed with Community Mutual for a period of 31 days at an interest rate of 2.30%.

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 \$783,233 were made from these accounts and \$9,564 interest was received on the balances in the accounts resulting in a month end "At Call" balance of \$4.905m.

## WARRUMBUNGLA SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### *Income Return*

The average rate of return on Investments for the month of 2.53% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.97% by 0.56% or 28.4%.

On a year to date basis, interest received, and accrued, totals \$364,153 which is 107% of the annual budget (i.e \$24k over Budget).

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

#### *Alternative Investments*

At the June 2016 Council meeting questions were raised on alternative options available to Council to gain a higher return from Council's significant investments balance. One suggestion raised during the meeting was that Council investigate the possibility of purchasing \$USD as the consensus is that the \$AUD will soon depreciate against the \$USD. Council staff were of the view that investments in FOREX were risky in nature and that they would not meet the requirements of the Investment Order, but agreed to bring back a report detailing whether Council was able to invest in other currencies beside the \$AUD.

All Council's investments are made subject to Council's Strategic Investment Policy, and more importantly the Investment Order pursuant to section 635 of the Local Government Act 1993.

The Investment Order specifically states that all investments must be denominated in Australian Dollars, and limits investments to the following forms:

- Any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- Any debentures or securities issued by a Council;
- Interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution but excluding subordinated debt obligations;
- Any bill of exchange which has a maturity date of not more than 200 days, and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by APRA;
- A deposit with NSW TCorp or investments in an Hour-Glass investment facility with TCorp.

Council's Investment Policy also limits Council to the investment types permitted under the Investment Order, and also repeats the Investment Order's key considerations to be considered when investing Council funds. Both the requirements of the Investment Order and Council's Investment Policy prohibit Council from purchasing \$USD to bet against the \$AUD.

#### **Options**

Nil

**WARRUMBUNGL E SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD  
AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016  
COMMENCING AT 10.00AM**

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**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.

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

**Summary**

**Table 1: Investment Balances as at 30 June 2016**

<b>Financial Institution</b>	<b>Lodgement Date</b>	<b>Maturity Date</b>	<b>Total Days</b>	<b>Rating</b>	<b>Yield</b>	<b>Amount</b>
<b>At Call Accounts</b>						
NAB Cash Maximiser #	1-June-16	At Call	at call	AA-	1.64%	1,575,572
ANZ At Call	1-June-16	At Call	at call	AA-	1.60%	1,026,872
Community Mutual Group	1-June-16	At Call	at call	BBB+	2.10%	2,213,963
Westpac General at Call	1-June-16	At Call	at call	AA-	-	10
NAB Eftpos At Call	1-June-16	At Call	at call	AA-	-	88,648
						<b>4,905,065</b>
<b>Term Deposits</b>						
NAB	29-Apr-16	28-Jul-16	90	AA-	3.05%	1,000,000
NAB	11-May-16	09-Aug-16	90	AA-	3.00%	1,000,000
BOQ	31-May-16	29-Aug-16	90	A-	2.80%	1,000,000
NAB	12-May-16	12-Sep-16	123	AA-	3.05%	1,000,000
NAB	13-May-16	13-Sep-16	123	AA-	3.05%	1,000,000
BOQ	31-May-16	28-Nov-16	181	A-	3.00%	2,000,000
CBA	21-Jun-16	22-Aug-16	62	AA-	2.71%	1,000,000
Community Mutual	24-Jun-16	25-Jul-16	31	BBB+	2.30%	1,000,000
CBA	24-Jun-16	22-Aug-16	59	AA-	2.81%	1,000,000
						<b>10,000,000</b>
<b>TOTAL</b>						<b>14,905,065</b>

**WARRUMBUNGL E SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

**Table 2: At Call and Term Deposits - Monthly Movements**

<b>Bank</b>	<b>Opening Balance</b>	<b>Net Placements/ Withdrawals</b>	<b>Interest Accrued/ Received</b>	<b>Closing Balance</b>
NAB Cash Maximiser #	1,172,454	400,000	3,118	1,575,572
ANZ At Call	1,025,548	-	1,324	1,026,872
Community Mutual Group	3,208,841	(1,000,000)	5,122	2,213,963
Westpac General at Call	22,755	(22,745)	-	10
NAB Eftpos At Call	249,136	(160,488)	-	88,648
<b>Total at call</b>	<b>5,678,734</b>	<b>(783,233)</b>	<b>9,564</b>	<b>4,905,065</b>
CBA	1,005,356	(1,005,830)	474	-
CBA	1,001,262	(1,002,547)	1,285	-
NAB	1,002,583	-	2,500	1,005,083
NAB	1,001,639	-	2,459	1,004,098
BOQ	1,000,000	-	-	1,000,000
NAB	1,001,583	-	2,500	1,004,083
NAB	1,001,500	-	2,500	1,004,000
BOQ	2,000,000	-	4,918	2,004,918
CBA	-	1,000,000	666	1,000,666
Community Mutual	-	1,000,000	377	1,000,377
CBA	-	1,000,000	461	1,000,461
<b>Total Term deposits</b>	<b>9,013,923</b>	<b>991,623</b>	<b>18,140</b>	<b>10,023,686</b>
<b>Total</b>	<b>14,692,657</b>	<b>208,390</b>	<b>27,704</b>	<b>14,928,751</b>

**Certification of Responsible Accounting Officer**

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

\_\_\_\_\_  
Responsible Accounting Officer

**RECOMMENDATION**

That Council accept the Investments Report for the month ending 30 June 2016.

**WARRUMBUNGL E SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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**Item 16 Rates Report for Month Ending 30 June 2016**

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

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**Reason for Report**

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

**Background**

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

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

**Issues**

The outstanding rates and annual charges ratio as at 30 June 2016 is lower than the 10% benchmark proposed by the OLG at 9.34%. The overall outstanding charges ratio as at 30 June 2016 is 10.33%.

As at 1 July 2015 Council introduced a system that allows Ratepayers the ability to receive and pay their rate notices online. To date 182 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.

**WARRUMBUNGL SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

RATE/CHARGE TYPE	RATE ARREARS 2014/15	2015/16 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2015/16	COLLECTION % 2015/16	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	625,471	7,582,640	(167,958)	(3,224)	46,680	94,665	8,178,275	(7,553,809)	624,466	92.36%	629,300	7.69%
Water	198,238	1,341,343	(73,348)	(1,065)	14,015	-	1,479,182	(1,264,223)	214,959	85.47%	218,016	14.74%
Sewerage	67,107	1,027,773	(52,755)	(163)	5,787	-	1,047,748	(957,730)	90,018	91.41%	92,326	8.81%
Trade Waste	-	8,075	-	-	17	-	8,092	(7,646)	446	94.49%	464	5.74%
Garbage	220,480	1,894,578	(110,372)	(1,680)	15,973	-	2,018,980	(1,775,272)	243,708	87.93%	249,312	12.35%
<b>TOTAL RATES AND ANNUAL CHARGES</b>	<b>1,111,296</b>	<b>11,854,409</b>	<b>(404,433)</b>	<b>(6,132)</b>	<b>82,472</b>	<b>94,665</b>	<b>12,732,277</b>	<b>(11,558,680)</b>	<b>1,173,597</b>	<b>90.78%</b>	<b>1,189,418</b>	<b>9.34%</b>
Sewer Access (Water Billing)	188,605	220,790	-	1,842	4,784	-	416,020	(271,389)	144,631	65.23%	69,893	16.80%
Water Consumption	755,650	1,621,968	-	4,592	27,713	8,084	2,418,005	(1,698,998)	719,007	70.26%	356,565	14.75%
Sewer Consumption	49,044	114,201	-	(2,641)	854	-	161,458	(120,851)	40,606	74.85%	14,325	8.87%
Trade Waste	-	53,751	-	(86)	30	-	53,695	(14,839)	38,856	27.64%	783	1.46%
<b>TOTAL WATER SUPPLY SERVICES</b>	<b>993,299</b>	<b>2,010,710</b>	<b>-</b>	<b>3,707</b>	<b>33,381</b>	<b>8,084</b>	<b>3,049,178</b>	<b>(2,106,077)</b>	<b>943,100</b>	<b>69.07%</b>	<b>441,566</b>	<b>14.48%</b>
<b>GRAND TOTAL</b>	<b>2,104,595</b>	<b>13,865,119</b>	<b>(404,433)</b>	<b>(2,425)</b>	<b>115,853</b>	<b>102,749</b>	<b>15,781,455</b>	<b>(13,664,757)</b>	<b>2,116,697</b>	<b>86.59%</b>	<b>1,630,984</b>	<b>10.33%</b>

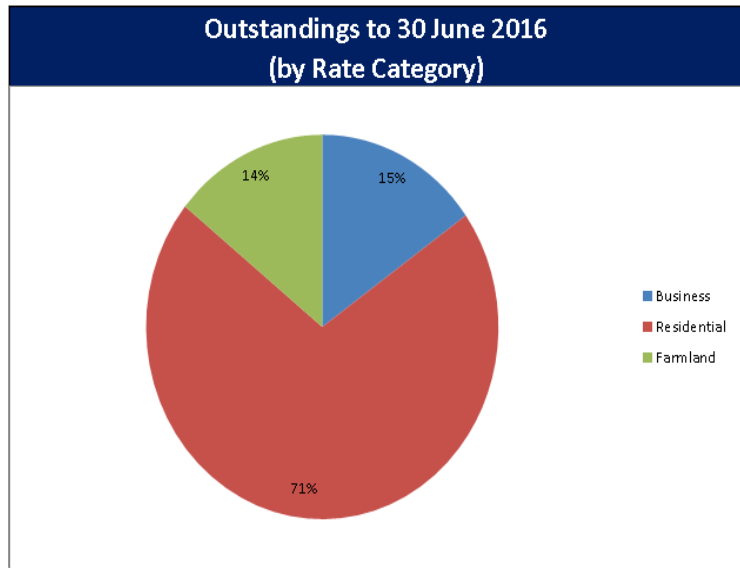


**WARRUMBUNGL E SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 71% relates to residential properties, while 14% relates to farmland and 15% 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	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
<b>Business</b>	100,308	35,773	18,059	464	26,432	50,993	14,325	783	247,137
<b>Residential</b>	301,472	209,357	199,957	-	135,787	305,572	-	-	1,152,145
<b>Farmland</b>	227,520	4,182	-	-	-	-	-	-	231,702
<b>Total</b>	<b>629,300</b>	<b>249,312</b>	<b>218,016</b>	<b>464</b>	<b>162,219</b>	<b>356,565</b>	<b>14,325</b>	<b>783</b>	<b>1,630,984</b>

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.

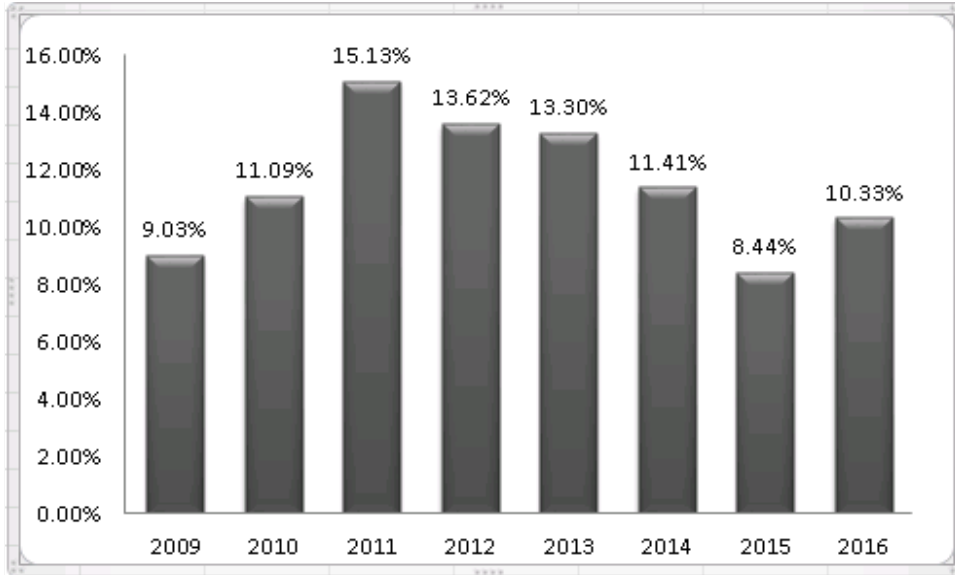
Council's historical debt recovery performance as measured by the rates and charges outstanding ratio is detailed in the graph below.

**WARRUMBUNGLE SHIRE COUNCIL**

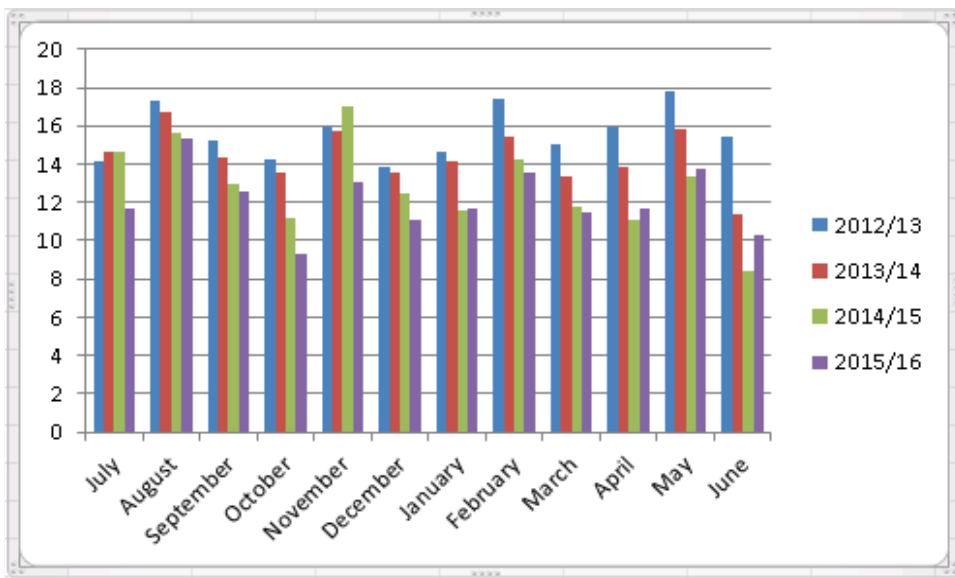
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**Graph 1: Ratio by Year**



**Graph 2: Ratio Month by Month**



**Stormwater Levy**

In the 2016/17 Statement of Fees and Charges Council introduced a stormwater levy to fund storm water projects that Council is currently unable to fund from General Fund due to funding limitations. This storm water levy was introduced and is made under Section 496A of the Local Government Act 1993. Land within an urban area rated as either residential or business for rating purposes (except vacant land) will be charged an annual levy for Council to provide a storm water management service. The stormwater levy helps Council's improve

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the management of the quality and quantity of stormwater that flows off a parcel of a privately owned land and also includes a service to manage the re-use of stormwater for any purpose.

In accordance with the Local Government (General) Regulation 2005, Section 125AA, the maximum annual charge for stormwater management services levied in respect of a parcel of rateable land is for land categorised as urban residential land at \$25 and for businesses up to \$25 per 350m<sup>2</sup>. Although not specifically outlined in Council's Statement of Fees and Charges, Council will ensure that there is a \$200 cap for all business assessments to ensure that the cost of the stormwater levy to businesses within the shire is minimised. Assuming Council was to remove this cap, 19 businesses would pay in excess of \$1,000 per annum on the stormwater levy, with the maximum bill payable of \$4,575 per annum, and 7 businesses paying in excess of \$2,000 per annum. The total revenue receivable from the levy with the \$200 cap for business assessments is \$108k in the 2016/17 financial year.

**RECOMMENDATION**

For Council's information.

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### **Item 17 Proposal to Name the following bridges; Kenebri Bridge, Baradine Creek, Mow Creek**

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

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### **Purpose**

To report on submissions received in relation to naming of three bridges within the Shire.

### **Background**

The following resolution was adopted by Council on the 18th February 2016.

*That the following bridge name proposals are advertised and a report is prepared for Council consideration at the close of the submission period;*

- *The bridge over Mow Creek on the Binnaway Road is named the 'Kerr Brothers Bridge'.*
- *The bridge over Baradine Creek on Wangmans Road is named the 'Wilbur Wangman Bridge'.*
- *The bridge over Baradine Creek on Worrigal Street Baradine is named the 'Baradine 150 Year Bridge'.*

The proposed names were advertised and submissions closed on the 7<sup>th</sup> July 2016.

### **Issues**

The one submission received in relation to the proposed bridge names sought to correct the spelling in relation to the Kenebri bridge, being *Wangmann* rather than *Wangman*.

There are no guidelines or conditions from the Geographical Names Board (GNB) for naming of bridges. The GNB recommend that the process of naming a bridge should observe the guidelines established for naming a road. The Roads & Maritime Services (RMS) does have guidelines for naming bridges on State Roads.

Bridges are often named to recognize a significant cultural event, feature or person associated with the district near the bridge.

### **Options**

Council has discretion in this matter. .

### **Financial Considerations**

There are not expected to be any budget implications as a result of naming a bridge.

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**RECOMMENDATION**

That the following bridge name proposals are adopted and a name plate installed on either end of each bridge;

- The bridge over Mow Creek on the Binnaway Road is named the **Kerr Brothers Bridge**.
- The bridge over Baradine Creek on Wangmans Road is named the **Wilbur Wangmann Bridge**.
- The bridge over Baradine Creek on Worrigal Street Baradine is named the **Baradine 150 Year Bridge**.

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**Item 18 Revised Memorandum of Agreement for North West Weight of Loads Group**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Public Infrastructure & Services
<b>Priority:</b>	P13 Road Networks throughout the Shire need to be safe, well maintained and adequately funded

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**Reason for Report**

A resolution is required to authorise the General Manager to use Council's Seal on an agreement with the North West Weight of Loads Group.

**Background**

Council currently has a Memorandum of Agreement with seven(7) other Councils in the North West to employ inspectors and staff for the purpose of enforcing compliance with truck weight regulations. Due to the recent amalgamation involving the former Dubbo City Council and Wellington Shire Council, it is now necessary renew the MOA between all eight(8) Councils. The eight Councils in the Group are; Moree, Narrabri, Western Plains Regional, Glen Innes Severn, Gunnedah, Gwydir, Inverell & Warrumbungle.

Furthermore, a modification has been made to the agreement to reflect the fact a Level of Service agreement now applies to each Council.

A copy of the revised MOA is included in attachment 1.0.

Council's Common Seal is required to formalise the agreement.

**Issues**

Moree Shire Council is the administrative centre for the North West Weight of Loads Group and the Support Officers and Inspectors are employed by that Council.

The inclusion of Western Plains Regional Council expands the patrol area of the Group. Furthermore, the Golden Highway and the adjoining roads can now be more effectively patrolled as the full length of the Highway in the Western Region is now within the patrol area of the Group.

A statistical report on breach numbers, type and trends is provided in Attachment 2.0. The report indicates a downward trend in the number of breaches, however, breaches are still occurring.

**Options**

Council has discretion in this matter, however the North West Weight of Loads Committee cannot function without formal agreement from all members.

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**Financial Considerations**

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.

Under the new level of service agreement, annual payments to Moree Plains Shire council are not expected to exceed \$30,000 and the number of enforcement hours within Warrumbungle is expected to be around 500 per year.

**RECOMMENDATION**

That the General Manager is authorised to sign a revised memorandum of agreement with the North West Weight of Loads Committee and that Council's Common Seal is affixed to this agreement.

**WARRUMBUNGLE SHIRE COUNCIL**

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**Attachment 1.0 Copy of Revised Memorandum of Agreement**

**NORTH WEST WEIGHT OF LOADS COMMITTEE**

**MEMORANDUM OF AGREEMENT**

MEMORANDUM OF AGREEMENT made BETWEEN THE COUNCIL OF THE SHIRE OF MOREE PLAINS of the First Part and the COUNCIL OF THE SHIRE OF NARRABRI of the Second Part and the WESTERN PLAINS REGIONAL COUNCIL of the Third Part and the COUNCIL OF THE SHIRE OF GLEN INNES SEVERN of the Fourth Part and the COUNCIL OF THE SHIRE OF GUNNEDAH of the Fifth Part and the COUNCIL OF THE SHIRE OF GWYDIR of the Sixth Part and the COUNCIL OF THE SHIRE OF INVERELL of the Seventh Part and the COUNCIL OF THE SHIRE OF WARRUMBUNGLE of the Eighth Part.

**WHEREBY IT IS AGREED AS FOLLOWS:**

1. The date of commencement of this Agreement shall be the 31st of July 2016.
2. That the control of the operation shall be in accordance with the North West Weight of Loads Committee Constitution.
3. That the time spent in a Council area shall be by agreement with the North West Weight of Loads Committee and the Council concerned in accordance with the Level of Service stated and agreed annually.
4. The said Councils shall jointly employ Ordinance Inspectors (hereinafter called "the inspectors") to the said Councils under and subject to the provisions of the Local Government Act 1993, Heavy Vehicle National Law and the Regulations made or to be made thereunder in accordance with the pertinent agreements.
5. The council of the Shire of Moree Plains shall act as the administrative body in accordance with the Constitution for the joint employment of the inspectors and shall be responsible for actually paying the wage of the inspectors.
6. The inspectors shall be employed under the terms of the Local Government (State) Award, 2014.
7. The liability of each of the said Councils of respect of wages and other conditions of employments shall be proportional to the amount of time spent in a working week (or any other relevant period) by the inspectors actually working in a Council's area.
8. The Council of the Shire of Moree Plains shall receive from the other Councils party to this Agreement a contribution towards the payments due to the inspector in respect of his work for the said Councils. The contribution shall be calculated in accordance with Clause 6 hereof.

<b>North West Weight of Loads Memorandum of Agreement</b>	<b>Authorised by:</b> Signature	<b>Draft Date:</b> 05/07/2016
<b>Review Date:</b> July 2016	<b>Reviewed by:</b> Kylie Kerr (Asset Manager)	<b>Page:</b> 1 of 2



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9. That each Council charge its own costs against the Moree Plains Shire Council and remit all receipts to that Council.
10. That the operational costs for work carried out within the area of each Council shall be charged to that Council by means of a hire rate, based on the time spent in that Council's area.
11. a). That the administration of the undertaking shall be in accordance with the North West Weight of Loads Committee Constitution, with an administrative charge of 8% of the total expenditure incurred within each of the Shires, to be included in the cost of operation, and charged against each Council in accordance with the formula hereto annexured.  
  
b). The per centum of Administrative charge be reviewed on a biennial basis at the Committee's March Meeting.
12. That the capital costs for equipment items, other than those for which hire rates are charged, be shared equally amongst the constituent Councils.
13. That the above terms of agreement shall be binding on the constituent Councils until 31 July 2021.
14. That this agreement may be terminated by six (6) months notice in writing by any of the parties to the others of them, and shall not extend for a period longer than five (5) years from the date of commencement of the agreement.
15. This agreement may be executed in any number of counterparts each of which will be an original but such counterparts together will constitute one and the same instrument.

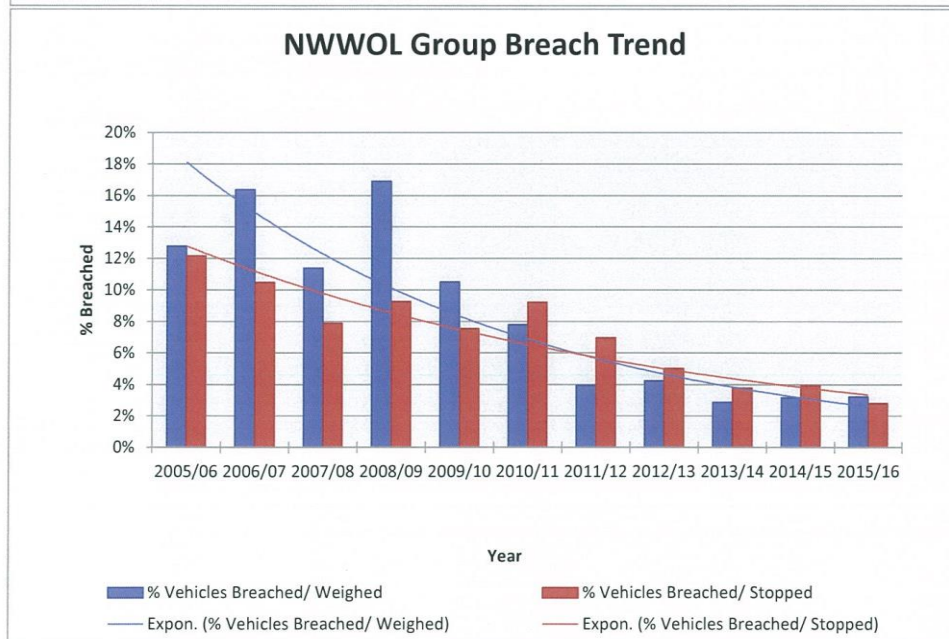
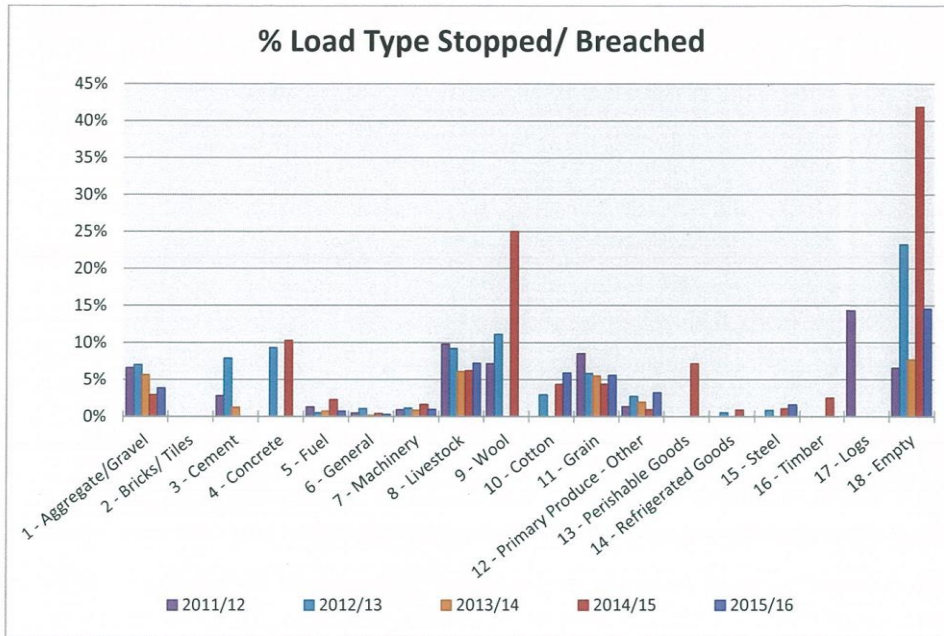
IN THE WITNESS THEREOF the Common Seals of the Said Councils have been hereunto affixed.

North West Weight of Loads Memorandum of Agreement	Authorised by: Signature	Draft Date: 05/07/2016
Review Date: July 2016	Reviewed by: Kylie Kerr (Asset Manager)	Page: 2 of 2



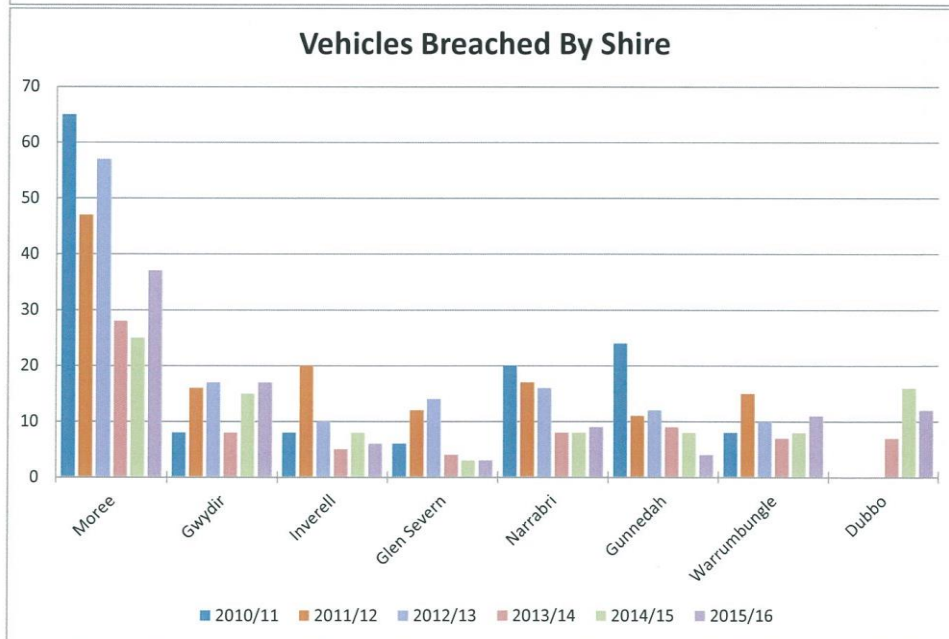
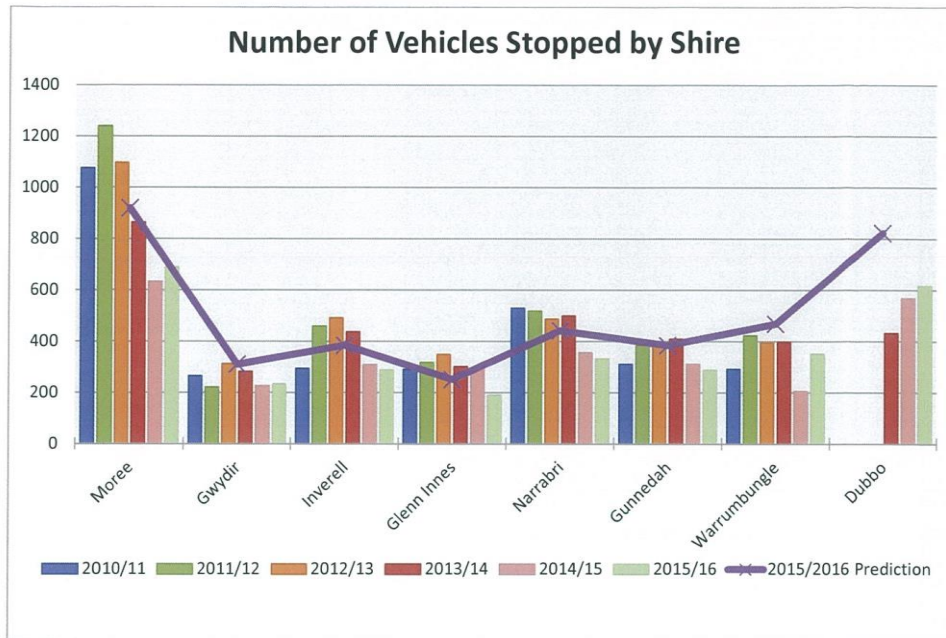
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**WARRUMBUNGLE SHIRE COUNCIL**

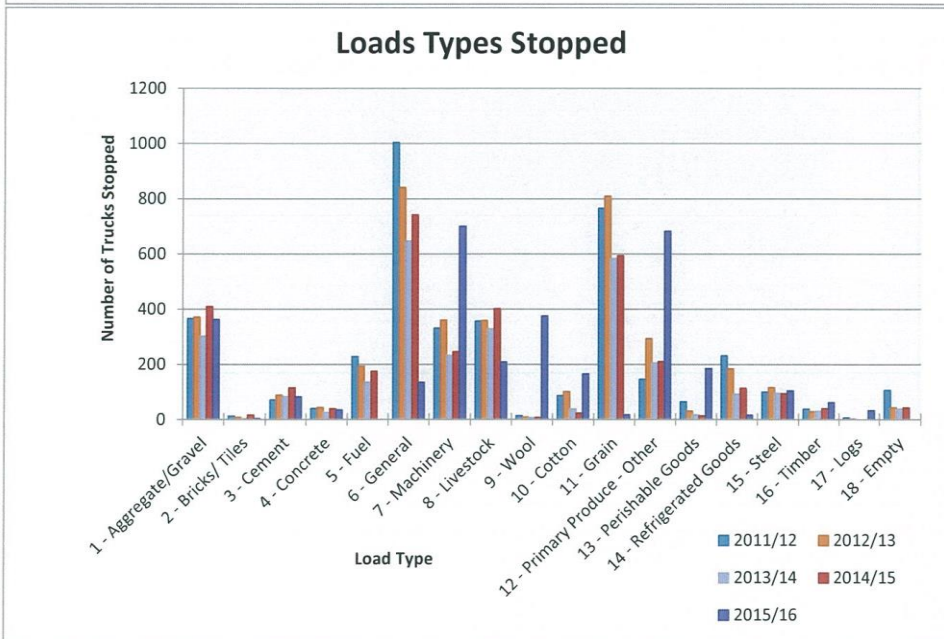
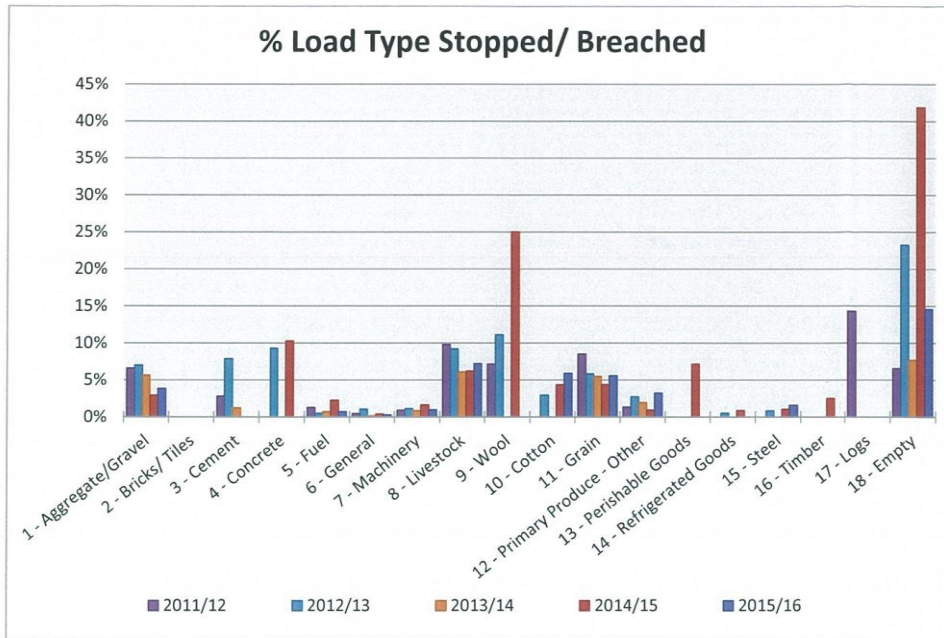
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**Item 19 2015/16 Technical Services Works Program – Road Operations, Urban Services & Water Services**

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

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**Reason for Report**

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

**Background**

The 2015/16 works program including expenditure until the end of June 2016 for all projects in Technical Services is presented in attachment 1.0.

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

**Issues**

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

**Options**

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

**Financial Considerations**

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

**RECOMMENDATION**

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

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Attachment 1.0 – Technical Services 2015/16 Works Program

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
<b>Technical Services</b>	<b>Fri 25/11/16</b>	<b>18,254,210</b>	<b>12,967,915</b>	90%
<b>Asset &amp; Design Services</b>	<b>Tue 3/05/16</b>	<b>148,631</b>	<b>127,603</b>	80%
Survey equipment	Tue 3/05/16	12,337	12,337	100%
Eng design software	Thu 14/04/16	14,794	2,090	100%
Bike Plan	Wed 25/11/15	40,000	35,742	90%
Kerb blister, Edwards/John	Mon 9/11/15	43,592	44,136	100%
Shared path, Edwards	Thu 17/12/15	36,408	31,798	100%
<b>Road Safety Programme</b>	<b>Thu 14/01/16</b>	<b>1,500</b>	<b>1,500</b>	0%
Just Slow Down	Thu 14/01/16	1,500	1,500	100%
<b>Fleet Services</b>	<b>Fri 27/05/16</b>	<b>2,663,639</b>	<b>2,417,830</b>	70%
Minor plant purchases	Fri 27/05/16	7,662	6,809	100%
Shed at Coolah depot	Fri 4/03/16	10,000	14,830	100%
Coona Workshop	Tue 22/03/16	25,000	1,818	5%
Dunedoo depot underground storage	Fri 25/09/15	81,131	81,131	100%
Plant & equipment purchases	Fri 27/05/16	2,539,846	2,313,242	90%
<b>Road Operations</b>	<b>Thu 30/06/16</b>	<b>10,829,478</b>	<b>8,612,383</b>	25%
<b>RMS Work Orders</b>	<b>Fri 29/04/16</b>	<b>1,679,857</b>	<b>1,679,857</b>	80%
Works orders	Fri 29/04/16	1,679,857	1,679,857	100%
<b>Local Roads</b>	<b>Thu 30/06/16</b>	<b>5,755,482</b>	<b>4,187,977</b>	0%
<b>Local Roads reseals</b>	<b>Thu 31/03/16</b>	<b>428,116</b>	<b>166,440</b>	100%
Bugaldie Goorianawa Rd*	Thu 31/03/16	42,400	0	100%
Cooks Rd	Thu 31/03/16	26,951	0	0%
Coolah Crk Rd	Thu 31/03/16	13,765	13,765	100%
Digilah East Rd	Thu 31/03/16	30,000	16,730	100%
Spring Ridge Rd	Thu 19/11/15	30,000	3,434	10%
Sir Ivan Dohety Rd	Thu 31/03/16	30,000	14,141	100%
Kanoona Rd	Thu 31/03/16	30,000	18,219	100%
Lawson Park Rd	Thu 31/03/16	30,000	17,594	100%
Premer Tambar Springs Rd *	Thu 31/03/16	60,000	8,065	100%
Maranoa Rd	Thu 31/03/16	35,000	18,824	100%
Sansons Lane	Thu 31/03/16	30,000	15,824	100%
Box Ridge Rd	Thu 31/03/16	70,000	39,844	100%
<b>Local Roads bridges</b>	<b>Thu 30/06/16</b>	<b>3,355,087</b>	<b>2,822,577</b>	80%
Coonagoony bridge	Tue 12/04/16	261,000	926	5%
Orana Road bridge	Wed 23/03/16	626,356	498,430	100%
Ross Crossing bridge	Thu 30/06/16	698,855	537,577	90%
Worrigal Creek bridge	Fri 28/08/15	206,951	205,241	100%
Baradine Creek bridge	Fri 27/11/15	967,000	985,671	100%
Kenebri bridge	Fri 29/01/16	594,925	594,732	100%
<b>Local Road pavements</b>	<b>Wed 29/06/16</b>	<b>1,009,551</b>	<b>582,898</b>	60%
Box Ridge Rd causeway rehab.	Wed 29/06/16	52,500	0	0%
Bugaldie/Goorianawa Rd rehab.	Fri 18/12/15	160,000	48,301	50%
Coolah Ck Rd rehab.	Fri 18/12/15	133,384	133,384	100%
Intersection Digilah/Lockerbie, pipes	Wed 29/06/16	60,000	39,682	100%
Mitchell Springs Rd, erosion control	Fri 29/01/16	16,210	16,210	100%
Neillrex Rd pavement rehab.	Fri 18/12/15	587,457	345,321	75%
<b>Local Roads Gravel Resheeting</b>	<b>Fri 24/06/16</b>	<b>962,728</b>	<b>616,062</b>	60%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Box Ridge Rd	Fri 30/10/15	120,000	26,439	10%
Mitchell Springs Rd	Fri 27/11/15	110,000	115,818	100%
Sansons Lane	Fri 27/11/15	55,000	53,772	100%
Uliman Rd	Fri 27/11/15	50,000	10,157	10%
Yuggel Rd	Fri 27/11/15	100,000	25,911	10%
Baradine Showground	Fri 25/09/15	35,000	27,028	100%
Barwon	Fri 25/09/15	30,000	34,425	100%
Narrawa (south)	Fri 25/09/15	60,000	42,300	60%
Orana Rd	Fri 28/08/15	75,000	42,090	100%
Boomley Rd	Fri 27/11/15	150,000	119,465	80%
Merryula Rd	Fri 24/06/16	90,000	85,666	100%
Toorawandi Rd	Fri 24/06/16	40,000	32,991	100%
Carmel Ln	Fri 24/06/16	47,728	0	0%
<b>Regional Roads</b>	<b>Fri 24/06/16</b>	<b>3,394,139</b>	<b>2,744,549</b>	<b>75%</b>
<b>Regional Roads reseals</b>	<b>Thu 31/03/16</b>	<b>374,989</b>	<b>267,179</b>	<b>100%</b>
MR 129 Segs; 255,270,290,295,300*	Thu 31/03/16	292,315	184,505	100%
MR396 Segs; 1470,1580	Thu 31/03/16	82,674	82,674	100%
<b>Pavement Rehab</b>	<b>Fri 26/02/16</b>	<b>1,419,000</b>	<b>1,178,909</b>	<b>0%</b>
Black Stump Way rehab.	Wed 20/01/16	900,000	1,148,927	100%
Baradine Rd shlder widening	Fri 26/02/16	169,000	29,982	10%
Timor Rd - Shlder Rehabilitation	Fri 24/06/16	350,000	0	0%
<b>Black Spot programme</b>	<b>Thu 5/05/16</b>	<b>1,074,000</b>	<b>777,161</b>	<b>0%</b>
Black Stump Way, Sth Tambar shlder	Thu 22/10/15	239,000	252,279	100%
Black Stump Way, Sth Coolah, shlder	Wed 2/12/15	335,000	116,288	80%
Baradine Rd, shlder, guardrail	Thu 5/05/16	500,000	408,594	75%
<b>Regional Road Bridges</b>	<b>Fri 24/06/16</b>	<b>526,150</b>	<b>521,300</b>	<b>0%</b>
Mow Creek bridge	Fri 11/09/15	526,150	494,536	100%
Allison Bridge	Fri 24/06/16	0	26,764	2%
<b>Urban Services</b>	<b>Fri 24/06/16</b>	<b>1,692,957</b>	<b>929,860</b>	<b>80%</b>
<b>Ovals</b>	<b>Fri 18/03/16</b>	<b>95,000</b>	<b>39,015</b>	<b>80%</b>
Canteen - Baradine Oval	Fri 18/03/16	70,000	36,000	70%
Sporting precinct master plan	Fri 26/02/16	25,000	0	0%
Netball Courts - Coonabarabran	Fri 25/09/15	0	3,015	0%
<b>Swimming Pools</b>	<b>Fri 27/05/16</b>	<b>77,000</b>	<b>38,162</b>	<b>40%</b>
<b>Baradine</b>	<b>Fri 13/11/15</b>	<b>12,500</b>	<b>4,210</b>	<b>0%</b>
Renewal of pool lights	Fri 13/11/15	12,000	3,940	30%
Renewal of signs	Fri 25/09/15	500	270	100%
<b>Binnaway</b>	<b>Fri 27/05/16</b>	<b>20,500</b>	<b>17,887</b>	<b>0%</b>
Pump Room rehab	Fri 27/05/16	5,000	4,191	100%
Renewal of signs	Fri 25/09/15	500	416	100%
Shade structure	Fri 25/09/15	15,000	13,280	0%
<b>Coolah</b>	<b>Fri 25/09/15</b>	<b>500</b>	<b>274</b>	<b>0%</b>
Renewal of signs	Fri 25/09/15	500	274	100%
<b>Coonabarabran</b>	<b>Fri 25/09/15</b>	<b>25,500</b>	<b>1,141</b>	<b>0%</b>
renewal of signs	Fri 25/09/15	500	274	100%
Hot water installation	Fri 25/09/15	13,000	47	0%
renewals	Fri 25/09/15	12,000	820	5%
<b>Dunedoo</b>	<b>Fri 25/09/15</b>	<b>12,500</b>	<b>12,003</b>	<b>0%</b>



**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Replace filter media	Fri 25/09/15	12,000	11,729	100%
renewal of signs	Fri 25/09/15	500	274	100%
<b>Mendooran</b>	<b>Fri 27/05/16</b>	<b>5,500</b>	<b>2,647</b>	0%
renewal of pumps	Fri 27/05/16	5,000	2,231	100%
renewal of signs	Fri 25/09/15	500	416	100%
<b>Town Streets</b>	<b>Fri 24/06/16</b>	<b>1,520,957</b>	<b>852,683</b>	40%
<b>Baradine</b>	<b>Fri 24/06/16</b>	<b>235,138</b>	<b>53,316</b>	80%
Progress Ass'n - gardens	Fri 28/08/15	5,000	5,000	100%
Flood levee	Fri 24/06/16	200,038	37,261	100%
New garbage bins	Fri 25/09/15	2,000	2,045	100%
Street reseals*	Mon 11/04/16	18,100	5,494	100%
Footpath rehab	Fri 29/04/16	10,000	3,516	50%
<b>Binnaway</b>	<b>Fri 29/01/16</b>	<b>131,950</b>	<b>86,580</b>	80%
Railway Street K&G	Mon 3/08/15	90,750	55,607	100%
Progress Ass'n - gardens	Fri 28/08/15	5,000	5,000	0%
Drainage pipe renewal, Renshaw	Fri 25/09/15	10,000	5,737	100%
Street reseals	Mon 11/04/16	16,200	10,590	100%
Street light	Fri 29/01/16	10,000	9,646	100%
<b>Coolah</b>	<b>Fri 22/04/16</b>	<b>496,902</b>	<b>328,448</b>	70%
Booyamurra St rehab	Fri 11/09/15	341,002	216,012	75%
Cycleway extension	Mon 11/04/16	106,000	79,717	80%
Street Light	Fri 30/10/15	8,000	748	5%
Street reseals	Mon 11/04/16	26,900	24,365	100%
Footpath rehab	Fri 22/04/16	15,000	7,606	50%
<b>Coonabarabran</b>	<b>Fri 29/04/16</b>	<b>585,136</b>	<b>325,515</b>	70%
Cycleway underpass, bridge	Fri 18/12/15	100,000	77,544	95%
Kerb blister, John/Cassilis	Fri 27/11/15	45,000	891	5%
Cycleway, north of bridge	Fri 26/02/16	160,000	122,513	100%
Footpath rehab, Dalgarno	Fri 29/04/16	20,000	4,278	100%
Pave rehab, Dalgarno St West	Fri 28/08/15	20,000	673	0%
John St. K&G rehab	Wed 26/08/15	83,329	30,219	60%
Nandi Park/Timor Rock toilet	Fri 25/09/15	10,607	4,760	50%
Street reseals*	Mon 11/04/16	86,200	14,023	100%
Shared path, Coinda	Fri 31/07/15	60,000	70,614	100%
<b>Dunedoo</b>	<b>Fri 27/05/16</b>	<b>39,200</b>	<b>37,850</b>	90%
Footpath rehab	Fri 27/05/16	10,000	13,498	100%
Street reseals	Mon 11/04/16	24,200	24,352	100%
Wallaroo drain. Design	Fri 26/02/16	5,000	0	0%
<b>Mendooran</b>	<b>Fri 29/04/16</b>	<b>32,631</b>	<b>20,974</b>	90%
Footpath rehab.	Fri 29/04/16	10,000	0	0%
Street reseals*	Mon 11/04/16	16,200	7,229	100%
Mendooran Park Toilets	Fri 25/09/15	22,631	20,974	100%
<b>Warrumbungle Water</b>	<b>Fri 25/11/16</b>	<b>2,632,949</b>	<b>634,716</b>	70%
<b>Baradine</b>	<b>Fri 24/06/16</b>	<b>105,944</b>	<b>97,338</b>	50%
Meter replacements	Fri 24/06/16	5,944	6,110	100%
Main extension - Cypress Street	Fri 24/06/17	0	14,466	100%
Renewal of treatment plant clarifier	Fri 27/05/16	100,000	76,762	15%
<b>Binnaway</b>	<b>Fri 25/11/16</b>	<b>494,000</b>	<b>38,434</b>	25%

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Meter replacements	Fri 24/06/16	5,000	0	0%
Renewals water treatment plant	Fri 29/04/16	14,000	5,964	40%
Back up bore	Fri 25/11/16	475,000	32,470	20%
<b>Coolah</b>	<b>Fri 25/11/16</b>	<b>490,200</b>	<b>55,597</b>	<b>25%</b>
Mains extension - removal of dead ends	Thu 24/12/15	40,000	21,793	50%
Meter replacements	Fri 24/06/16	5,000	0	0%
Back up bore	Fri 25/11/16	445,200	33,804	20%
<b>Coonabarabran</b>	<b>Fri 25/11/16</b>	<b>902,906</b>	<b>215,405</b>	<b>20%</b>
meter replacements	Fri 24/06/16	10,000	8,259	100%
Main replacement	Fri 24/06/16	0	8,632	0%
Tools	Fri 24/06/16	3,000	1,356	100%
Water Treatment Plant - pumps	Fri 24/06/16	6,000	2,052	100%
Main extension - Jubilee Street	Fri 30/10/15	66,051	54,625	80%
Mains extension - removal of dead ends	Thu 24/12/15		5,652	0%
Raising Timor Dam wall - study	Fri 25/11/16	600,000	73,780	50%
Timor Dam - Fence repairs	Fri 26/11/15	197,855	46,594	30%
Telemetry upgrade - design	Fri 25/03/16	20,000	14,455	100%
<b>Dunedoo</b>	<b>Fri 24/06/16</b>	<b>217,299</b>	<b>192,476</b>	<b>100%</b>
Tools	Fri 24/06/16	3,000	0	0%
Evans Street - new main	Thu 24/12/15	34,299	34,299	100%
Bullinda Street, reservoir roof	Fri 25/03/16	180,000	158,177	100%
<b>Mendooran</b>	<b>Fri 25/11/16</b>	<b>422,600</b>	<b>35,466</b>	<b>25%</b>
meter replacements	Fri 24/06/16	5,000	2,996	100%
Back up bore	Fri 25/11/16	417,600	32,470	15%
<b>Warrumbungle Sewer</b>	<b>Fri 24/06/16</b>	<b>286,556</b>	<b>245,523</b>	<b>75%</b>
<b>Baradine</b>	<b>Fri 24/06/16</b>	<b>41,191</b>	<b>36,951</b>	<b>90%</b>
Treatment plant component renewal	Fri 24/06/16	10,000	5,760	100%
Pump station odour bed	Fri 25/09/15	31,191	31,191	100%
<b>Coolah</b>	<b>Fri 26/02/16</b>	<b>85,000</b>	<b>85,592</b>	<b>80%</b>
STP renewal	Fri 25/09/15	22,635	22,635	100%
Mains relining	Fri 24/06/16	50,000	60,220	100%
Grit chamber investigation	Fri 24/06/16	7,365	0	0%
RV dump site	Fri 25/09/15	5,000	2,737	80%
<b>Coonabarabran</b>	<b>Fri 24/06/16</b>	<b>106,225</b>	<b>68,840</b>	<b>5%</b>
Mains relining	Fri 26/02/16	70,000	59,417	100%
Tools - sewer rods	Fri 24/06/16	3,000	3,726	100%
Pump station renewal	Fri 26/02/16	33,225	5,697	100%
<b>Dunedoo</b>	<b>Fri 26/02/16</b>	<b>54,140</b>	<b>54,140</b>	<b>100%</b>
Dunedoo STP - renewal of aerator	<b>Fri 25/09/15</b>	54,140	54,140	100%

Notes

\* Awaiting invoices from sealing Contractor

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

Attachment 2.0 – Schedule of completed maintenance grading of unsealed roads

Road Name	Category	Length	Road Name	Category	Length
Angus	2	8.8	Leaders	2	20.5
Avonside East/North	1	4.2	Lewis	2	1.2
Avonside West	2	5.4	Madigan	3	2.9
Baradine Aerodrome	3	0.5	Major Mitchell	2	1
Barwon	3	2	Marona	2	1.3
Beers	3	0.8	Masman	3	4.6
Bellings	2	3	Merebene	3	1.7
Beni Crossing	1	5.5	Merryula	2	8.7
Bimbadeen	3	1.2	Mia Mia	2	12.6
Boogadah	3	4.21	Miangulliah	2	4.8
Boomley	1	26.2	Minemoorang	3	6.5
Borah Creek	2	5.8	Mitchell Spring	1	39.1
Box Ridge	1	11.5	Monks	2	1
Brooklyn	1	4.1	Morrisseys	1	4.7
Brooks	1	16	Mowrock	3	4.8
Bullinda	3	2.6	Mt Hope	1	18.1
Bungabah	3	3.9	Mt Phillip	3	1
Caigain	3	8.1	Munns	1	14
Caledonia	1	11.4	Napier	1	5.5
Carmel Lane	1	2.4	Narrawa South	3	5.2
Cobbora	1	17.9	Neilrex	1	7
Collier	2	2.5	Newbank	2	6.1
Creek	3	0.5	North IPine Ridge	1	7.5
Cumberland	2	5	Oakdale	3	1.7
Cumbil	2	10.3	Old Baradine	3	3
Dandry	1	11.5	Pandora	3	2.5
Dapper	2	15	Patrick	2	6.3
Dennykymine	1	6.4	Pibbon	2	14.7
Digilah	1	8	Pine Ridge	1	4
Dinby	1	3.5	River	1	9.5
Eagleview	3	1	Ropers	1	10.7
Eastburn	3	2	Salaks	2	8
Eckroyds	3	3.5	Sandy Creek	2	21.5
Fairfield	1	8.7	Sansons Lane	2	3.3
Finlays	3	14.8	Sherbrooke	3	2
Girragulang	2	2.1	State Forest		10
Gollan	1	1.3	Table Top	3	4
Goolma	1	3.2	Tibuc	3	2
Guinema	1	30.4	Tonniges	3	0.5
Guinema Bugaldie	1	5.3	Toorawenah	3	4.8
Gum Nut	3	1	Ulungra	3	1.6
Hawkers	3	2	Uphills	2	1.4
Hawkins	3	1	Upper Laheys Creek	3	16
Head	3	2	Wattle Springs	2	5.5

**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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<b>Road Name</b>	<b>Category</b>	<b>Length</b>	<b>Road Name</b>	<b>Category</b>	<b>Length</b>
Hotchkiss	2	2	Wingabutta	2	3.3
Iona North	3	1.8	Wongoni	2	5.2
Keech's	2	4.2	Wyuna	1	8.3
Kennedys	3	5	Yaminbah	2	9.8
Kurrajong North	2	1.5	Yarrigrin Forest	2	5
Lawson Park	1	1.2	Yearinan	2	2.3

**Unsealed Road - Upcoming Grading Maintenance program**

Napier Lane  
Wyuna Road  
Homeleigh Rd  
Tibuc Rd  
Evans Rd  
Dennykymine Road  
Forans Lane  
Wingabutta Road  
Cumbil Road  
Creenaunes Road  
Blackburns Rd  
Dandry Rd  
Mt Hope Rd  
Bourke & Halls Rd

**Maintenance requests received in the past month for unsealed roads**

Banoon Rd  
Bingie Grumble Rd  
Borambitty Rd  
Bourke & Halls Rd  
Burma Rd  
Digilah Rd  
Homeleigh Rd  
Keech's Rd  
Marombie Rd  
Mancers Lane  
Mt Hope Rd  
Napier Lane  
Tibuc Rd

## WARRUMBUNGL E SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL E SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 20 Changes to Companion Animals Regulation 2008

<b>Division:</b>	Development Services
<b>Management Area:</b>	Regulatory Services
<b>Author:</b>	Senior Compliance Officer – Samantha Robinson
<b>CSP Key Focus Area:</b>	Natural Environment
<b>Priority:</b>	NE5.2 Conduct regular community education programs and ensure that information is available regarding responsible domestic animal ownership and management.

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#### **Reason for Report**

To advise Council of increases to companion animal fees under the Companion Animals Regulation 2008 for the 2016/17 financial year; as well as other changes to the Companion Animals Register.

#### **Background**

Each year the Office of Local Government review and generally increase companion animal fees under the Companion Animals Regulation 2008. Council has been informed the changes to fees for the 2016/17 financial year (due to commence on 18 July 2016) are as follows;

Desexed animal - \$53.00 (increase of \$1.00)  
Pensioner with desexed animal - \$22.00 (no change)  
Not desexed animal - \$195.00 (increase of \$3.00)  
Recognised breeder - \$53.00 (increase of \$1.00)  
Desexed animal sold by pound/shelter \$26.00 (increase of \$1.00)

#### Changes to the Companion Animal Register

The Companion Animal Register upgrade will occur in two phases. Phase 1 commences July 4 2016 (Public portal added). Phase 2 will commence early 2017 and will consist of upgrades to the register for Council use only; some of the upgrades will be based on anticipated changes to legislation and will provide enhanced enforcement and reporting functionality.

Phase 1 will include a new logo and will be designed to be more user friendly. One of the major changes will be that the register will now be available to the public for certain functions.

Members of the public will now be able to create an owner profile which will have to be verified by a form of identification (Drivers Licence, Passport or Medicare Card) two types of profiles will be available, owners and breeders.

The public will be able to login and perform certain functions such as change of details for their companion animal; notify their dog or cat is missing, pay for registration of animal (except working dog, recognized breeder and assistance animals). Owners will be able to update their own details online. A breeder ID will be created for tracking litters.

The register will also be available to vets and approved authorised identifiers. All vets will be approved persons and will have the ability to search microchip numbers to locate owners of

## WARRUMBUNGLER SHIRE COUNCIL

### **MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLER SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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lost animals. Vets will also be able to change the status of a dog, for example missing or deceased. Only vets and Councils will have the ability to update desexing details of an animal. Authorised Identifiers will only be able to add new pets.

All forms will still be available to use but the Office of Local Government will not be supplying them once the current stocks run out, however forms will be available to download and print from the Office of Local Government website.

There will be an online guide for Authorised Identifiers, Approved persons, Vets, owners and breeders

Posters and flyers and information sheets will be available for councils to download and use. There will be online and radio advertising and vet/breeder information packs will be distributed.

The Office of Local Government requests that councils cooperate by updating their websites, adding the link to the Pet Register on website, update forms and advising the local community.

#### **Issues**

Nil

#### **Options**

Nil

#### **Financial Considerations**

Nil

#### **RECOMMENDATION**

That Council adopt the fee changes as per the Companion Animals Regulation 2008 for the 2016/17 Financial Year (due to commence on 18 July 2016) as follows;

- Desexed animal – \$53.00
- Pensioner with desexed animal – \$22.00
- Not desexed animal – \$195.00
- Recognised breeder – \$53.00
- Desexed animal sold by pound/shelter – \$26.00

## WARRUMBUNGLE SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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### Item 21 Changes to Planning Legislation

<b>Division:</b>	Development Services
<b>Management Area:</b>	Regulatory Services
<b>Author:</b>	Town Planner – Ashleigh Stewart
<b>CSP Key Focus Area:</b>	Rural and Urban Development
<b>Priority:</b>	RU1 Land use planning across the shire acknowledges the rural character of the area whilst encouraging ecologically sustainable development.

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### Reason for Report

To notify Council that the NSW Department of Planning and Environment has repealed 16 State Environmental Planning Policies' (SEPP's) including the *Orana Regional Environmental Plan No1 – Siding Spring* (the only relevant repealed SEPP to WSC) and has transferred certain provisions of these SEPP's to other environmental planning instruments and to the Standard Instrument Order. As a result Council's *Development Control Plan No.1 – Warrumbungle Shire Council – Lighting to Protect Siding Spring Observatory* will need to be rescinded.

### Background

On the 17<sup>th</sup> February 2005 Council adopted a Development Control Plan called *Development Control Plan No.1 – Warrumbungle Shire Council – Lighting to Protect Siding Spring Observatory*, which aims to help the Siding Spring Observatory by preventing the Warrumbungle Shire's dark skies from deteriorating. This plan is also a guide to residents and lighting consultants to install and manage good lighting with little or no disruption to people's normal activities.

Since this Development Control Plan as been adopted by Council, the NSW Department of Planning and Environment has been working with Council and Siding Spring Observatory to develop a 'Dark Sky Planning Guideline' and to amend the NSW Legislation to promote better lighting practices and to minimise lighting pollution within 200 kilometres of the Siding Spring Observatory. In order to achieve this, the NSW Department of Planning and Environment have repealed the *Orana Regional Environmental Plan No1 – Siding Spring* and transferred the provisions of this SEPP to other Environmental Planning Instruments and the Standard Instrument Order. These transfers include the following:

- amending the *State Environmental Planning Policy (Infrastructure) 2007* to require consultation with the Siding Spring Observatory Director for proposed development within 200 kilometres of the Siding Springs Observatory; and
- Transferring updated provisions from the *Orana Regional Environmental Plan No.1* by adding *Clauses 5.14 – Siding Springs Observatory – maintaining dark sky* to the *Warrumbungle Local Environmental Plan 2013*.

The new Clause 5.14 ensures ongoing protection of the observing conditions for the Siding Spring Observatory. The relevant LEP's for the land within the Coonamble, Dubbo, Gilgandra

## WARRUMBUNGLE SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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and Warrumbungle LGAs include a statement that is a compulsory provision for the purposes of clause 4A of the Standard Instrument Order.

The amendment has now officially been gazetted and comes into effect on the 5<sup>th</sup> August 2016. Due to this, Council's *Development Control Plan No.1 – Warrumbungle Shire Council – Lighting to Protect Siding Spring Observatory* has now been overridden by the *Infrastructure SEPP* and *clauses 5.14* under the amended Warrumbungle LEP and is therefore no longer required.

#### **Issues**

Nil

#### **Options**

Nil

#### **Financial Considerations**

Nil

#### **RECOMMENDATION**

That Council's *Development Control Plan No.1 – Warrumbungle Shire Council – Lighting to Protect Siding Spring Observatory* be rescinded due to the addition and gazettal of *clause 5.14* to *Warrumbungle Local Environmental Plan 2013*.



## WARRUMBUNGLE SHIRE COUNCIL

### MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM

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#### Item 22 2016/2017 NSW Heritage Grants

<b>Division:</b>	Development Services
<b>Management Area:</b>	Regulatory Services
<b>Author:</b>	PA to Director Development Services – Kelly Dewar
<b>CSP Key Focus Area:</b>	Rural and Urban Development
<b>Priority:</b>	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

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#### Reason for Report

To advise that funding has been provided under the NSW Heritage Grants 2016/17 to Council for two streams of funding relating to Council's Local Heritage Fund and Heritage Advisors Service.

#### Background

Council has been successful in receiving two streams of funding from the NSW Office of Environment & Heritage for the 2016/17 funding year.

The first stream is as follows;

Local Government Heritage Places Grant (formerly known as Local Heritage Fund) – Funding up to \$7,500 (ex GST) on a ratio of \$1:\$2 (meaning OEH pays \$1 for every \$2 matched by Council).

Council has been offering the Local Heritage Fund for the past 5 years to residents who may own a property that is a heritage item or within a heritage conservation area listed in the *Warrumbungle Local Environmental Plan 2013* or is of heritage significance as assessed by Council's Heritage Advisor. Council will be advertising for applications in local papers during September 2016.

After applications are received, Council's Heritage Advisor will assess and make recommendations to Council for allocation of funds. A further report will be presented to Council at this time.

The funding from OEH will be reimbursed to Council on completion of the Annual Report being finalised in May 2017.

The second stream of funding is;

Local Government Heritage Advisor Service – Funding up to \$8,000 (ex GST) on a ratio of \$1:\$2 (meaning OEH pays \$1 for every \$2 matched by Council).

Council's Heritage Advisor provides a valuable service to residents and Council through the provision of advice on a regular basis. Council is required to refer DAs related to heritage items to our heritage advisor for comments before determining the DA.

#### Issues

Nil

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**WARRUMBUNGLE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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**Options**

Nil

**Financial Considerations**

Funding is offered on a ratio basis, with OEH contributing \$1 and Council \$2.

It is noted Council's 2016/2017 budget provides an allocation of \$12,000 for heritage; if all funding is utilised as per the above funding streams this may provide a shortfall in the heritage budget area of \$8,700. Over the past years, generally not all the funding has been allocated; on this basis, if a shortfall is predicted this matter should be addressed at quarterly budget reviews.

**RECOMMENDATION**

That Council continue with the Heritage program.

**WARRUMBUNGL SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGL SHIRE COUNCIL HELD AT THE COUNCIL CHAMBERS, COONABARABRAN  
ON THURSDAY, 21 JULY 2016 COMMENCING AT 10.00AM**

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**Item 23 Development Applications**

**Division:** Development Services

**Management Area:** Regulatory Services

**Author:** PA to Director Development Services – Kelly Dewar

**CSP Key Focus Area:** Rural and Urban Development

**Priority / Strategy:** RU 4 – The attractiveness appearance and amenity of our towns and villages need to be improved

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**Development Applications**

(i) Approved – June 2016

<b>Complying Development (Set Criteria) Development Application (Specialised Conditions)</b>	<b>Date Lodged</b>	<b>Date Approved</b>	<b>Applicant's Name</b>	<b>Location</b>	<b>Town</b>	<b>Type Of Development</b>	<b>Stop the Clock Referral Days</b>
DA 19/2016	04/04/2016	03/06/2016	Gregory John Romans	1067 Box Ridge Road	Binnaway	Single storey dwelling	0
DA 26/2016	29/04/2016	21/06/2016	Maria Laura Moulin	54 Dalgarno Street	Coonabarabran	Change of Use – Commercial	0
DA 31/2016	16/06/2016	28/06/2016	Phillip Southwell	39 Little Timor Street	Coonabarabran	New Patio	0

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

**RECOMMENDATION**

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

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