



Warrumbungle Shire Council

Council meeting

Thursday, 20 October 2016

**to be held at the Council Chambers,
Binnia Street, Coolah**

commencing at 8.30am

Mayor

Cr Peter Shinton

Deputy Mayor

Cr Denis Todd

COUNCILLORS

Councillor Kodi Brady

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Ambrose Doolan

Councillor Wendy Hill

Councillor Aniello Iannuzzi

Councillor Ray Lewis

MANAGEMENT TEAM

Steve Loane (General Manager)

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 – 20 October 2016

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 20 October 2016 at the Council Chambers, Binnia Street, Coolah commencing at 8.30am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Oath or affirmation – Councillor Clancy to take an Oath or make an Affirmation.

Forum

Apologies

Disclosure of Interest

 Pecuniary Interest

 Non Pecuniary Conflict of Interest

Reports

Matters of Concern

Reports to be considered in Closed Council

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Matter to be dealt with “in committee”

Item 1C Code of Conduct Investigation Report Item 2C Social Media

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

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

- (i) alleged contraventions of any code of conduct requirements applicable under Section 440. and
- (a) personnel matters concerning particular individuals (other than councillors)

FURTHER that Council resolve:

- (a) that Council go into closed committee to consider business relating to an alleged contravention of a code of conduct
- (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)(i) and (a) as outlined above
- (c) that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

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STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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WARRUMBUNGLA SHIRE COUNCIL

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Item 1 Mayoral Minute – Monthly Mayoral Commitments

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Peter Shinton - Mayor
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

To advise Council of the Mayor's activities during the preceding month.

Summary

During the period September to early October, as Mayor I have represented Council as follows:

- 01.09.16 Coonabarabran Police Awards Ceremony
- 02.09.16 NPWS Regional Advisory Committee
- 13.09.16 Dunedoo Community Meeting – Doctors
- 15.09.16 Meet with Reps from Western NSW Local Health District
- 17.09.16 Open the Memorial Wall at Coonabarabran Cemetery
- 23.09.16 Celebration of Togetherness for Volunteers
- 27.09.16 Meet with Kevin Humphries
- 29.09.16 Council Meeting
- 30.09.16 Orana Regional Organisation of Councils Meeting in Dubbo
- 30.09.16 Science in the Pub
- 01.10.16 Open Day Siding Spring, Opening of RFS Timor Station
- 04.10.16 Mayors Bushfire Fund Meeting
- 10.10.16 Castlereagh Macquarie County Council Meeting with Cr. Lewis
- 12.10.16 Central West Regional Weeds Committee in Dubbo

RECOMMENDATION

That the report be noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 October 2016

Item 2 Minutes of Special Council Meeting – 29 September 2016

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

PRESENT: Cr Brady, Cr Capel, Cr Doolan, Cr Hill, Cr Iannuzzi, Cr Lewis, Cr Shinton, 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 General Manager, Steve Loane, acknowledged country and the Gamilaroi people, the traditional owners of the land on which Council were meeting, and also acknowledged the Elders past, present and future.

The General Manager then invited local Elder Aunty Maureen Sulter to perform Welcome to Country.

APOLOGIES: Cr Clancy
The apologies of Cr Clancy were noted.

The first item of business to be transacted relates to the taking of an Oath of office or making of an Affirmation of office.

The General Manager advised the meeting that the Oath or Affirmation would be conducted as per the provisions of the Oaths Act 1900 No 20.

9.37am

Item 1S Oath or Affirmation for Councillors

Each individual Councillor is to take an oath or make an affirmation at this first meeting of the Council.

The General Manager invited each Councillor to individually come forward to take the Oath or make an Affirmation

Councillor Kodi Brady came forward to take the Oath of office.

Councillor Anne-Louise Capel came forward to take the Oath of office.

Councillor Ambrose Doolan came forward to take the Oath of office.

Councillor Wendy Hill came forward to take the Oath of office.

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Councillor Aniello Iannuzzi came forward to take the Oath of office.

Councillor Ray Lewis came forward to take the Oath of office.

Councillor Peter Shinton came forward to take the Oath of office.

Councillor Denis Todd came forward to take the Oath of office.

9.50am

The General Manager (acting as Returning Officer for the election under Schedule 7 of the Local Government (General) Regulations 2005), addressed the meeting and stepped out the process and advised Council that the method of voting needed to be dealt with before taking nominations.

Cr Iannuzzi and Cr Doolan addressed the meeting.

47/1617 RESOLVED that the election of the Mayor proceed by Open Vote by show of hands.

Todd/Lewis

The motion was put and carried

Item 2S Election of Mayor

The General Manager called for nominations for the position of Mayor.

The General Manager announced that two (2) nominations had been received for the position of Mayor being a nomination for Councillor Lewis and a nomination for Councillor Shinton.

The vote was conducted by show of hands with Councillor Lewis receiving four (4) votes and Councillor Shinton also receiving four (4) votes.

As the votes were of equal numbers the names were written on slips and placed in a bowl. The name on the slip drawn from the bowl is chosen.

A member of the gallery, Mr Richard Blackman was invited to draw the slip from the bowl.

The General Manager declared Councillor Shinton elected to the position of Mayor for the period 29 September 2016 to the September 2018 Council meeting.

Item 3S Election of Deputy Mayor

Councillor Hill addressed the meeting.

The General Manager called for nominations for the position of Deputy Mayor.

The General Manager announced that two (2) nominations had been received for the position of Deputy Mayor, being a nomination for Councillor Denis Todd and a nomination for Councillor Anne-Louise Capel.

48/1617 RESOLVED that the election of the Deputy Mayor proceed by Open Vote by show of hands.

Lewis/Todd

The motion was put and carried

The vote was conducted by show of hands with Councillor Todd receiving four (4) votes and Councillor Capel also receiving four (4) votes.

As the votes were of equal numbers the names were written on slips and placed in a bowl. The name on the slip drawn from the bowl is chosen.

A member of the gallery, Mr Peter Brookhouse, was invited to draw the slip from the bowl.

WARRUMBUNGL E SHIRE COUNCIL

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The General Manager declared Councillor Denis Todd elected to the position of Deputy Mayor for the period 29 September 2016 to the September 2017 Council meeting

49/1617 RESOLVED that that the ballot papers be destroyed.

Todd/Capel
The motion was put and carried

There being no further business the meeting closed at 10.00am.

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CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Special Council meeting held on 29 September 2016 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 October 2016

Item 3 Minutes of Ordinary Council Meeting – 29 September 2016

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

PRESENT: Cr Brady, Cr Capel, Cr Doolan, Cr Hill, Cr Iannuzzi, Cr Lewis, Cr Shinton, 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)

APOLOGIES: Cr Clancy

50/1617 RESOLVED that the apologies of Cr Clancy be accepted.

Capel/Brady
The motion was put and carried

3.00pm Forum

Mr Peter Small addressed the meeting about Coal Seam gas. Peter represented the Coonabarabran Residents Against Coal Seam Gas Group.

3.06pm

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

Councillor Capel declared a pecuniary interest in the Liverpool range windfarm and could therefore not nominate or be selected as a Council representative on that Committee – Councillor Iannuzzi declared a pecuniary interest in relation to work undertaken for council through his Medical practice. This was noted.

REPORTS

Item 1 Minutes of Ordinary Council Meeting – 18 August 2016

51/1617 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 18 August 2016 be endorsed.

Todd/Capel
The motion was put and carried

Business Arising

Item 7 Notice of Motion – Waste Collection – Status of replacement of skip bins – skip bins now in transfer stations as required. New councillors are to be provided with further information in relation to the waste matter.

Item 14 Community Financial Assistance Donations 2016/17 (Round One) - notifications have been sent to applicants.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 October 2016

Item 2 Minutes of the Finance and Projects Committee Meeting – 12 August 2016

52/1617 RESOLVED that Council accepts the Minutes of the Finance and Projects Committee Meeting held on 12 August 2016 at Coolah.

Capel/Shinton
The motion was put and carried

Item 3 TRRRC 355 Advisory Committee Minutes – 7 September 2016

53/1617 RESOLVED that the minutes of the TRRRC 355 Advisory Committee held on 7 September 2016 be accepted and endorsed by Council.

Capel/Shinton
The motion was put and carried

Item 4 Council Committees

54/1617 RESOLVED that the following nominations be endorsed:

External Committees

Castlereagh Macquarie County Council

Two (2) Councillor representatives being Councillor Shinton and Councillor Lewis

Macquarie Regional Library (MRL) Service Committee

Two (2) Councillor representatives being Councillor Iannuzzi and Councillor Hill

Castlereagh (changed from Warrumbungle) Bushfire Management Committee (BFMC)

The Mayor and the General Manager represent Council.

Castlereagh Zone Liaison Committee

The Mayor and General Manager represent Council.

Local Emergency Management Committee

The LEMO is the Council representative, being the Director Technical Services.

North West Weight of Loads Group

One (1) Councillor representative being Councillor Todd

Central Ranges Natural Gas and Telecommunications Association

The Mayor and General Manager represent Council.

Orana Regional Organisation of Councils

The Mayor and General Manager represent Council.

Warrumbungle Shire Liquor Accord

One (1) Councillor representative being Councillor Iannuzzi

Newell Highway Task Force

One (1) Councillor representative being Councillor Todd

Orana Arts Incorporated

One (1) Councillor representative being Councillor Capel

Central West Environment & Waterways Alliance

The Director Development Services represents Council.

Association of Mining Related Councils

The Mayor and General Manager represent Council.

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Liverpool Range Wind Farm Community Consultation Committee

One (1) Councillor representative being Councillor Brady

Geopark Steering Committee

WSC representatives include General Manager and Director Development Services, with secretarial duties provided by Manager Economic Development and Tourism

Traffic Advisory Committee

One (1) Councillor representative being Councillor Shinton

Internal Committees

Plant Advisory Committee

Three (3) Councillor representatives being Councillor Lewis Councillor Doolan and Councillor Capel

General Manager's Review Committee

The Mayor and three (3) Councillors being Councillor Capel Councillor Doolan and Councillor Lewis

Finance and Projects Committee

A minimum of the Mayor and three (3) Councillor representatives being Councillor Capel, Councillor Brady and Councillor Hill

Warrumbungle Shire Tourism and Economic Development Advisory Committee

Two (2) Councillor representatives being Councillor Brady and Councillor Capel

Warrumbungle Aerodromes Advisory Committee

Two (2) Councillor representatives being Councillor Todd and Councillor Doolan

Baradine Floodplain Management Advisory Committee

One (1) Councillor being Councillor Todd

Robertson Oval Advisory Committee

Two (2) Councillor representatives being Councillor Hill and Councillor Capel

Coonabarabran Sporting Complex Advisory Committee

Two (2) Councillor representatives, one (1) being Councillor Brady and determination of the second Councillor be deferred for consideration at the October 2016 Council meeting.

Warrumbungle Shire Mayors Bushfire Appeal Advisory Committee

This fund is due to wind up in January 2017 and is overseen by the Mayor.

Section 355 Committee

Three Rivers Regional Retirement Community Advisory Committee

Two (2) Councillors (and the Mayor ex officio) being Councillor Capel and Councillor Hill

Brady/Lewis

The motion was put and carried

Item 5 Meeting Schedule

55/1617 RESOLVED that Council adopts the proposed Meeting schedule, being the third Thursday of the month.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 October 2016

2016	October	Thursday 20	Coolah
	November	Thursday 17	Coonabarabran
	December	Thursday 15	Coolah

2017	February	Thursday 16	Coonabarabran
	March	Thursday 16	Coolah
	April	Thursday 20	Coonabarabran
	May	Thursday 18	Coolah
	June	Thursday 15	Coonabarabran
	July	Thursday 20	Coolah
	August	Thursday 17	Coonabarabran
	September	Thursday 21	Coolah

Capel/Hill
The motion was put and carried

56/1617 RESOLVED that Council meetings commence at 8.30am.

Lewis/Doolan
The motion was put and carried

57/1617 RESOLVED that the alternate monthly arrangements for Council meetings being held at the Coolah and Coonabarabran offices be maintained.

Todd / Hill
The motion was put and carried

Cr Doolan abstained from voting.

Item 6 2016 Local Government NSW Annual Conference

58/1617 RESOLVED that the Mayor, Councillor Shinton and one (1) Councillors, being Councillor Todd accompanied by their partners, attend the 2016 LGNSW Conference to be held in Wollongong on Sunday, 16 October to Tuesday, 18 October 2016.

Todd/Iannuzzi
The motion was put and carried

Item 7 Councillor Training

Received.

Item 8 2016 National Local Roads and Transport Congress

59/1617 RESOLVED that the Mayor, General Manager and one (1) Councillor being Councillor Todd accompanied by their partners, attend the 2016 National Local Roads and Transport Congress in Toowoomba from 9 -11 November 2016.

Capel/Hill
The motion was put and carried

Item 9 Ambassadors - Australia Day 2017

60/1617 RESOLVED that Council participates in the Australia Day Program in 2017 hosting two (2) Ambassadors from the Australia Day Council.

Capel/Hill
The motion was put and carried

Item 10 Bank Reconciliation for the month ending 31 August 2016

61/1617 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 August 2016.

Capel/Doolan
The motion was put and carried

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 October 2016

Item 11 Investments and Term Deposits for Month ending 31 August 2016

62/1617 RESOLVED that Council accept the Investments Report for the month ending 31 August 2016.

Capel/Brady
The motion was put and carried

Item 12 Rates Report for Month Ending 31 August 2016

Received.

Item 13 Monthly Report from Human Resources – September 2016

Received.

Item 14 Third Quarter Excellence in Achievement Award

63/1617 RESOLVED that Council acknowledges MANEX's nomination of Deanne Britton as the winner of the 3rd Quarterly Staff Achievement Award.

Lewis/Capel
The motion was put and carried

Item 15 Warrumbungle Bike Plan 2016

64/1617 RESOLVED that the Warrumbungle Bike Plan prepared for each of the six major towns within the Shire be accepted as a final document.

Capel/Brady
The motion was put and carried

Item 16 2016/17 Technical Services Works Program – Road Operations, Urban Services & Water Services

Received.

Item 17 Acquisition of Lot 2 Section 23 Deposit Plan 758051 – Part Baradine Hall

65/1617 RESOLVED:

1. That Council acquires Lot 2 Section 23 Deposit Plan 758051 pursuant to the provisions of sections 186 and 187 of the Local Government Act 1993.
2. That once acquired the land be classified as Operational Land under the Local Government Act 1993 then be consolidated with Lot 4 Section 23 Deposit Plan 758051.
3. That 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. That authority be granted to affix the Common Seal of the Council to any documentation required to effect acquisition of the land.

Todd/Hill
The motion was put and carried

Item 18 Assignment of Lease – 2 Digilah Street Dunedoo

66/1617 RESOLVED that Council approves the General Manager and Mayor to complete the deed of assignment and affix Council's Seal to the deed of assignment of lease document for 2 Digilah Street, Dunedoo.

Lewis/Hill
The motion was put and carried

Item 19 Development Applications

67/1617 RESOLVED that Council note the Applications and Certificates Approved, during August 2016, under Delegated Authority

Capel/Lewis
The motion was put and carried

WARRUMBUNGLE SHIRE COUNCIL

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Matters of Concern

Cr Brady – Nil

Cr Capel

- Enquired about Community Development Grants program. Meeting informed that Council will look into this funding source.

Cr Iannuzzi

- Commented on the process of resolving each matter.

Cr Lewis

- Raised the question of stormwater in Binnaway and a grate to be installed in Renshaw St – were there funds in restricted asset? Director Technical Services responded that drainage on the corner of Renshaw and Bullinda Streets was looked at and judged to be a major project and dollars have not been allocated towards it – Council could revisit.
- The status of the Neilrex Cricket Ground / park, who owns it?
- Rural addressing in small villages – Neilrex plus other villages. General Manager advised Council is working with Geographical Names Board to resolve the issues. The General Manager requested that information be provided to Council of situations that arise and commented that house numbers were required for homes in Neilrex (GIS Officer to assist).

Cr Hill – Nil

Cr Todd

- Dam in middle of Goorianawa / Baradine road. Road crossings around Shire are deficient as a result of this current weather conditions. Need to be investigated. Pavement repairs to be made.
- Coonabarabran to Mungindi road should be funded and requested that Council seek a meeting to discuss funding with Narrabri and Walgett.

Cr Doolan

- Approached by a neighbour – working dogs ended up in the pound – notifications on Facebook – dogs were not registered or microchipped -- dogs picked up and taken to Melbourne – is Facebook only way people know dogs are in the pound? Director Development Services informed the meeting that the dogs were rehomed. If not microchipped and registered – Council relies on people to call the office to check if dog is held.
- Tender amount for garbage compactor – is that replacement of plant or new? Informed that it is replacement of current item of plant.

There being no further business the meeting closed at 4.05 pm.

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CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 29 September 2016 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

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Item 4 Minutes Bushfire Appeal Advisory Panel – 4 October 2016

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

PRESENT: Cr Peter Shinton (Mayor), Steve Loane (General Manager), John Sawyer (Rotary), Lois Sutton (St Vincent de Paul) and Pam Welch (DPI)

APOLOGIES: Cheryl Pope (DPI), Vicki Poyser (ADRA), Karyn Cain (Centacare) and Sue Freebairn

RECOMMENDATION: that the apologies be accepted.

S Loane/P Welch

ATTENDING: Glennis Mangan (Disaster Recovery Centre), Stefan Murru (Director Corporate and Community Services), and Liz Webster (Minute Taker)

CONFIRMATION OF MINUTES

RECOMMENDATION that the minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 20 May 2016 be accepted

S Loane/L Sutton

BUSINESS ARISING

None.

WARRUMBUNGLE SHIRE COUNCIL

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Mayors Appeal Donated Funds	\$ 761,893
Restart NSW Grant	\$ 70,000
Refund of Potable Water	\$ 10,950
Interest Earned	\$ 22,474
Total:	\$ 865,317
Less:	
Funds Allocated	\$ 849,911
Available Unallocated Funds	\$ 15,406

Funds Allocated

Mayors Appeal Allocated Funds	\$ 849,911
Less:	
Funds Expended	\$ 642,308
Allocated Funds Remaining	\$ 207,603

Summary of Allocations

Council provided a break down Mayors Appeal Assistance Payments and agency allocations detailing funds allocated and expended.

Agency Assistance Program	TOTAL	Amount Expended from Mayors Appeal	Funds Remaining
Home Dislocation	\$30,000	\$30,000	-
Roadside & Internal Fencing Materials	\$141,918	\$141,918	-
Home Re-establishment	\$205,000	\$90,000	\$115,000
Shed Rebuild	\$45,000	\$21,000	\$24,000
ADRA	\$26,000	\$26,000	-
Barnados	\$26,000	\$26,000	-
Centacare	\$26,000	\$26,000	-
St Vincent de Paul	\$26,000	\$26,000	-
DPI Fodder	\$12,482	\$12,482	-
Potable Water	\$20,000	\$20,000	-
BlaizeAid Projects	\$101,641	\$101,641	-
BlazeAid Plant Hire & Supplies	\$18,116	\$18,116	-

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Agency Assistance Program	TOTAL	Amount Expended from Mayors Appeal	Funds Remaining
Community Renewal	\$66,504	\$21,504	\$45,000
Bird Boxes	\$250	\$250	-
Recovery Contribution Pymnt (New Program)	\$35,000	\$35,000	-
Restart NSW Govt	\$65,000	\$44,782	\$20,218
Building Expo	\$5,000	\$1,615	\$3,385
Total	\$849,911	\$642,308	\$207,603

- Note: Figures above include payments of \$5k and \$1k for home re-establishment and shed rebuild to be paid out this week.

RECOMMENDATION that the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.

Carried by Consensus and Accepted by All

2WCR Grant

Council has received correspondence from 2WCR FM regarding their request for funding for a radio re-transmission site. The amount required has now reduced from \$30,000 to \$20,000. The Mayor's fund is now to consider whether the amount of \$20,000 should be paid to 2WCR. Council has already approved the use of Council's works Depot in Baradine as a location for the re-transmission site.

RECOMMENDATION: that the Mayors Bushfire Appeal Fund Advisory Panel approve the application received from 2WCR for the amount of \$20,000 and that this amount be funded from the Restart NSW Grant line item.

L Sutton/J Sawyer & P Welch

Remaining Unallocated funds

The Mayors Fund then examined the unallocated amounts remaining and the following decisions were made in regard to each unallocated amount – see table below

Fund Line Item	Amount	Treatment
Home Re-establishment	\$115,000	Distribute in windup
Shed Rebuild	\$ 24,000	Distribute in windup
Community Renewal:		
- Artspace	\$ 5,000	Distribute in windup
- Building Exp 2 (further funding)	\$ 5,000	Distribute in windup
- Recovery Celebration	\$ 30,000	Move \$15k to study, distribute \$15k
- Study of economic effects of the fire	\$ 5,000	Maintain \$20k for study
Restart NSW Government	\$ 20,218	Pay \$20k to 2WCRFM
Building Expo	\$ 3,385	Distribute in windup
Total:	\$207,603	
Add:		
Interest Earned	\$ 15,406	Distribute in windup
Total	\$223,009	

WARRUMBUNGLE SHIRE COUNCIL

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The total amount available for distribution is \$223,009 less \$20k for 2WCRFM and a further \$20k for the economic study, leaving a **total of \$183,009 to be distributed in the final windup.**

RECOMMENDATION: that \$20,000 be used to complete an economic study of the fire's effect on the Coonabarabran and surrounding district and that the remaining amount of unallocated funds amounting to a total of \$183,009 be distributed in the final windup of the fund.

L Sutton/J Sawyer & P Welch

ACTION letters to be written to all parties advising them of the fund closing and the amount they will receive from the fund.

ACTION Media Release to be issued advising the public that the fund has closed.

ACTION Director Corporate and Community Services to liaise with Pam Welch in regards to setting up the Terms of Reference with the Economic Study to ensure the community get the best outcome from the report such as proposals for future economic development.

ACTION following the completion of the Economic Study Council to approach the Chamber of Commerce re: taking over the Building Expo.

ACTION the Economic Survey final report to be provided to the Chamber of Commerce as well as the Charities involved in the fund.

Further Requests for Assistance

Should the Mayors Bushfire Appeal Advisory Fund receive further applications/requests for assistance, applicants are to be informed the fund is now closed. Council will still offer to waive Development Application fees associated with fire affected properties until the 16 January 2017.

Winding up of the Fund

The panel unanimously decided to distribute the remaining funds in the Appeal in full through the following formula:

Total funds available to be split evenly across recipients of the following funding categories based on the following percentages:

- Home Dislocation 7.5%
- Home Reestablishment 50.0%
- Shed Rebuild 15.0%
- Fencing Funding 25.0%
- Recovery Contribution 2.5%

This means that 7.5% of the remaining \$183k will be distributed evenly across the 30 recipients of the home dislocation payments. A similar methodology would apply to each of the funding categories.

RECOMMENDATION that the remaining balance of the Mayors Bushfire Appeal Funds (being \$183,009) be distributed in full across the following funding categories based on the following percentages:

- Home Dislocation 7.5%
- Home Reestablishment 50.0%
- Shed Rebuild 15.0%
- Fencing Funding 25.0%
- Recovery Contribution 2.5%

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The amount allocated to each funding category is then split evenly across all recipients of funding from that funding category.

GENERAL BUSINESS

MEETING CLOSED 11:45am

NEXT MEETING: No further meetings planned

.....
CHAIRPERSON

RECOMMENDATION

1. That Council endorse the recommendations of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 4 October 2016
2. That the Warrumbungle Shire Council Mayors Bushfire Appeal fund status and allocation summary be accepted.
3. That the Mayors Bushfire Appeal Fund Advisory Panel approve the application received from 2WCR for the amount of \$20,000 and that this amount be funded from the Restart NSW Grant line item.
4. That \$20,000 be used to complete an economic study of the fire's effect on the Coonabarabran and surrounding district and that the remaining amount of unallocated funds amounting to a total of \$183,009 be distributed in the final windup of the fund.
5. That the remaining balance of the Mayors Bushfire Appeal Funds (being \$183,009) be distributed in full across the following funding categories based on the following percentages:
 - Home Dislocation 7.5%
 - Home Reestablishment 50.0%
 - Shed Rebuild 15.0%
 - Fencing Funding 25.0%
 - Recovery Contribution 2.5%

The amount allocated to each funding category is then split evenly across all recipients of funding from that funding category.

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Item 5 Minutes of the Consultative Advisory Committee Meeting – 6 September 2016

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Human Resources Officer – Leigh Ernest
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk

PRESENT: James O'Malley (Chairperson), Ben Smith, Stefan Murru (for Steve Loane), Deanne Britton, Kelly Dewar

IN ATTENDANCE: Val Kearnes (Manager HR), Leigh Ernest (minute taker)

APOLOGIES: Jamie McKinnon (Union Organiser), Rachael Carlyle

9.10AM Meeting Opened

Kelly Dewar advised that she has received an email from Rachael Carlyle confirming that she has resigned from her position as Indoor South Representative on the Consultative Committee and her position as Indoor delegate for the United Services Union, and furthermore that she will provide a formal letter of resignation to Jim O'Malley as Chairperson.

CONFIRMATION OF MINUTES

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

Britton / Smith

AGENDA ITEMS

1. 19 Day Month Recycling Operator Working Hours Agreement

A copy of the Council Agreement between New South Wales Local Government, Clerical, administrative, Energy, Airlines and Utilities Union and Warrumbungle Shire Council was provided for information only.

2. Temporary Asset Management Officer (2 Year Contract) Position

A copy of the Temporary Management Officer – 2 Year Contract position description was provided for review. The Committee was in agreement that the position is required in order to ensure that Local Government requirements are met.

Consensus

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3. Baradine Water Treatment/Truck Operator Position

A copy of the Baradine Water Treatment/Truck Operator position was provided for review by the Committee. The Committee was in agreement, having no issue with the position description.

Consensus

4. Overview of Consultative Committee Training

Kelly Dewar, Michael Bacon and Deanne Britton attended the Consultative Committee Training in Coonabarabran Council Chambers on 3 June 2016.

Kelly Dewar gave an overview of the training, the role of the Committee Members and the purpose of the Committee - *'to make it a better place to work'*.

Kelly will distribute copies of the Learning Guide (including worksheet and review documents) for Committee Members and asks that all Committee members read through the information, before review and discussion at the next meeting, to ensure that the Committee is compliant.

Ben Smith raised the question in relation to what occurs in the event of non-consensus of an item and how it is recorded in the minutes.

The vote may be recorded as to the number of votes either way and Committee members can request to have their objection noted in the minutes.

The Committee was in agreement and the item is to be placed on the agenda for the following meeting and refer any questions that cannot be resolved.

Consensus

GENERAL BUSINESS

1. Vacant positions on the Consultative Committee

The issue of vacant positions of the Consultative Committee was raised and what is the way forward without having representatives for DEPA, Indoor South and Outdoor South with the concern being no representative for the southern end and the chance of not having a quorum at Committee meetings.

Ben Smith requested the Committee seek clarification from Jamie McKinnon as to the possibility of amending the Consultative Committee Constitution in relation to the number of representative positions, making existing positions more inclusive so as not to affect the formula or reaching a quorum.

The Committee was in agreement that members should again try and recruit staff who may be interested in filling the vacant Consultative Committee representative positions and place the issue on the agenda for the next meeting.

Consensus

2. Keeping in touch with staff on extended sick leave

Jim O'Malley raised the issue of Council calling to check in with, and show support for, staff who are on extended sick leave.

The Committee was in agreement that Human Resources should endeavour to ensure that an appropriate member of staff makes regular phone contact with staff members who are on extended sick leave. Furthermore, that a representative of Council make contact with a particular staff member who is currently on extended sick leave.

Consensus

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ELECTION OF COMMITTEE VICE CHAIRPERSON

Nominations were called for the position of Vice Chairperson of the Consultative Committee.

Deanne Britton was nominated for the position of Vice Chairperson of Consultative Committee by Kelly Dewar, seconded by Ben Smith. Deanne Britton accepted the nomination.

No further nominations were received and Deanne Britton was appointed Vice Chairperson of the Consultative Committee.

Consensus

Meeting Closed 09.35am.

Next meeting to be held on Tuesday 6 December 2016 in the Coonabarabran Office Upstairs Meeting Room.

.....
JAMES O'MALLEY
Chairperson

RECOMMENDATION

That Council notes the Minutes of the Consultative Advisory Committee meeting held 6 September 2016 in Coonabarabran.

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Item 6 Councillor Representative for the Coonabarabran Sporting Complex Advisory Committee

Division:	Executive Services
Management Area:	Governance
Author:	Manager Administration and Executive Assistant to GM – Sally Morris
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To accept a nomination for an additional Councillor to be Council's representative on the Coonabarabran Sporting Complex Advisory Committee

Background

At Council's September meeting a report was considered that listed the External and Internal committees, with a brief description and required or recommended Councillor representation.

The Coonabarabran Sporting Complex Advisory Committee requires two (2) Councillor representatives. At the September meeting, one (1) Councillor representative was chosen being Councillor Brady and it was determined that acceptance of the second Councillor be deferred for consideration at the October 2016 Council meeting.

Issues

Each committee of a council may regulate its own procedure and must ensure that full and accurate minutes of the proceedings of its meetings are kept and presented to Council for adoption.

The chairperson of each committee of the Council must be: the Mayor, or if the Mayor does not wish to be the chairperson of a committee—a member of the committee elected by the Council, or if Council does not elect such a member—a member of the committee elected by the committee.

The chairperson is to preside at a meeting of a committee of a Council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

If in a report of a committee of the Council distinct recommendations are made, the decision of the Council may be made separately on each recommendation. The recommendations of a committee of Council are, so far as adopted by the Council, resolutions of the Council.

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Council representation on Council committees, either external or internal, is classified as Council approved business. Where a Councillor incurs expenses in the course of discharging their civic office responsibilities, such expenses will be reimbursed as per Council policy – Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors.

Options

At the commencement of the new Council term the committees and representatives from the elected Council are reviewed and nominated for the full four (4) year Council term.

Financial Considerations

Councillor travel reimbursements are budgeted for in the 2016-2017 Operational Plan under Councillor expenses. Where there is a staff member involved, all efforts are made to ensure the Councillor representative can travel with the staff member.

RECOMMENDATION

That Council endorse the nomination of Councillor as the second Councillor representative on the Coonabarabran Sporting Complex Advisory Committee.

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Item 7 Delegations of Authority to the Mayor and Deputy Mayor

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

Reason for Report

To update the alignment for the Mayor's and Deputy Mayor's delegations with the requirements of legislation as detailed below.

Background

That, subject to the requirements of the Local Government Act, 1993, Regulations thereunder, any expressed policies of Council or requirements of a Public Authority and pursuant to Section 377 of the Local Government ,1993, the Position of the Mayor and the Deputy Mayor be authorised to exercise or perform on behalf of the Warrumbungle Shire Council the functions, powers, authorities and duties set out in the schedules attached

Issues

Council maintains a subscription to a delegations database that advises Council of changes to acts and regulations.

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

That Council endorse the delegations to the positions of the Mayor and Deputy Mayor.

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Delegations Mayor

That subject to the requirements of the Local Government Act, 1993, regulations thereunder, any expressed policies of Council or requirements of any Public Authority and pursuant to Section 377 of the Local Government Act, 1993, the Mayor, be authorized to exercise or perform on behalf of the Warrumbungle Shire Council the functions, powers, authorities and duties set out in the schedule hereunder.

Mayors Functions – Authority to exercise and/or perform the role of the Mayor
Under Legislation – Pursuant to section 226 of the Local Government Act 1993

Council Policies –

- To carry out any function conferred on and duty imposed on the Mayor under any act or regulation.
- To carry out the general supervision of the General Manager, except as otherwise provided by S335 of the Local Government Act 1993.
- Authority to approve Annual Leave for the General Manager.
- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.
- Approve attendance by Elected Members at Conferences and Seminars etc, within New South Wales and the ACT to a maximum of three (3) days and within budget provisions.
- Authorise urgent works up to an amount of \$50,000 where budget funds are available and report that approval to the next Council meeting.
- Promote the area of Council through representations, functions and personal approaches.
- Use of a Council Corporate Credit Card to a maximum of \$5,000

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Delegations Deputy Mayor

Subject to the requirements of the Local Government Act 1993, and regulations thereunder and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the Deputy Mayor, be authorised to exercise on behalf of Warrumbungle Shire Council the following powers, authorities, duties and functions:

Council Policies –

- To carry out the statutory functions of the Mayor and exercise the delegations conferred upon the Mayor whenever the Mayor is absent from the Council area or is otherwise unable to carry out his/her duties.

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Item 8 Delegations of Authority to the General Manager

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

Reason for Report

Under Section 380 of the Local Government Act 1993 No 30 each council must review all its delegations during the first 12 months of each term of office. The General Manager's delegations are now due to be reviewed by Council.

Background

In pursuance of Section 335 of the Local Government Act, 1993, the General Manager is generally responsible for the efficient and effective operation of the Council's organisation and for ensuring the implementation, without undue delay, of decisions of the Council.

Issues

Council maintains a subscription to the Delegations Database with Local Government Legal that advises Council of changes to Acts and Regulations to ensure compliance and staff delegations

As per s377 of the Local Government Act (1993) Council cannot delegate to the General Manager the following functions of Council:

- a) *the appointment of a general manager,*
- b) *the making of a rate,*
- c) *a determination under section 549 as to the levying of a rate,*
- d) *the making of a charge,*
- e) *the fixing of a fee,*
- f) *the borrowing of money,*
- g) *the voting of money for expenditure on its works, services or operations,*
- h) *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
- i) *the acceptance of tenders which are required under this Act to be invited by the council,*
- j) *the adoption of an operational plan under section 405,*
- k) *the adoption of a financial statement included in an annual financial report,*
- l) *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,*

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- m) *the fixing of an amount or rate for the carrying out by the council of work on private land,*
- n) *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*
- o) *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979,*
- p) *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,*
- q) *a decision under section 356 to contribute money or otherwise grant financial assistance to persons,*
- r) *a decision under section 234 to grant leave of absence to the holder of a civic office,*
- s) *the making of an application, or the giving of a notice, to the Governor or Minister,*
- t) *this power of delegation,*
- u) *any function under this or any other Act that is expressly required to be exercised by resolution of the council..*

Attached is the draft delegations to the General Manager and a current list of all Acts and Legislation relevant to the General Manager's delegations as prescribed by Local Government Legal.

Forwarded to Councillors under separate cover is a copy of the Schedule of Delegable Functions.

Options

Council may choose to review and amend any part of the Draft Delegations.

In addition, the current delegation enables approval of the General Manager and Directors to attend only one annual conference of their professional organisation each year. It is proposed to include in the new delegation that MANEX training, travel and conference costs are approved subject to the Operational Plan budget, professional development opportunities and benefit to Council.

Financial Considerations

Nil

RECOMMENDATION

That Council delegate to the General Manager the Acts and Regulations as prescribed in this report **FURTHERMORE** that any amendments to Acts and Legislation is automatically bestowed to the General Manager however any new Legislation is to be endorsed by Council.

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Attachment 1

DRAFT DELEGATIONS OF AUTHORITY TO THE GENERAL MANAGER

On Thursday, (20 October 2016) the Warrumbungle Shire Council ("Council") resolved that:

1. All previous delegations of the Functions this subject of the Instrument be revoked.
2. The person who from time to time holds the position of General Manager of Council ("General Manager"), being at the date of this instrument Steve Loane, be delegated authority under:
 - 2.1. Section 377 of the LG Act, to exercise and/or behalf on behalf of Council the Council's Functions under all Acts and Regulations in force and as amended from time to time:
 - a) **Subject to** any condition or limitation on a Function specified in Schedule 1; and
 - b) **Excluding** those functions:
 - i. that are expressly prohibited from delegation as listed under Section 377 of the LG Act;
 - ii. which are expressly required by legislation to be exercised by a resolution of the Council.
 - 2.2. Section 68 of the NW Act, to exercise and/or perform on behalf of Council the Functions of the Council (other than the power of delegation) under the NW Act
3. The General Manager be sub-delegated authority to exercise and/or perform on behalf of Council the Functions delegated to the Council under, and in accordance with, the instrument of delegation to the council set out in **Schedule 2**, **excluding** those Functions which pursuant to the terms of the delegation to the Council may not be sub-delegated.
4. The General Manager be conferred authority to carry out the Policy Authorities listed in **Schedule 3** and undertake any administrative actions necessary to carry out those Policy Authorities.
5. The General Manager be delegated and Function which is taken to be conferred or imposed on the Council pursuant to section 381(1) of the LG Act.
6. In the absence of the General Manager that a person appointed by resolution to act as General Manager assume all Functions, delegations, and sub-delegations of the General Manager for the period only of the absence of the General Manager unless otherwise resolved by the Council.
7. These delegations and authorities are subject to, and are to be exercised in accordance with:
 - 7.1 the requirements of the relevant Legislation;
 - 7.2 any conditions or limitations set out in **Schedule 1**; and
 - 7.3 any resolution or policy, procedure or budget adopted from time to time by the Council.
8. These delegations and authorities are effective from thy date of the Resolution of the Council and remain in force until amended or revoked by a resolution of the Council.

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9. In this delegation:

“**Acts**” includes legislation enacted by the parliaments of New South Wales and the Commonwealth of Australia;

“**Functions**” means powers, authorities, duties and functions and anything ancillary or related to the exercise or performance thereof.

“**Legislation**” includes an Act of the parliament of New South Wales or of the Commonwealth of Australia and a Regulation under the Act.

“**LG Act**” means the *Local Government Act 1993* as amended.

“**NW Act**” means *Noxious Weeds Act 1993* as amended.

Schedule 1: Limitations

Part A – Limitations applicable to specific statutory Function (if any)	
Legislation	Limitation (if any)
N/A	N/A
Part B – General Limitations	
N/A	

Schedule 2: Instruments of Delegation to Council

Delegator	Instrument Name	Date of Instrument
Minister for Planning – EPA Act 1979	Environmental Planning and Assessment Act – Section 59	Wednesday, 21 November 2012
NSW Department of Fair Trading	Plumbing and Drainage Act under Section 21	Thursday, 20 December 2012
Roads and Maritime Services	RMS Delegation to Councils – Regulation of Traffic	Monday, 31 October 2011

Schedule 3: Policy Authorities

Policy Authority - Administrative
Use of Council Corporate Credit Card to a maximum limit of \$15,000.
Requisition Authority Limit to \$150,000.
To carry out the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with the resolutions of Council.

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To authorise MANEX training, travel and conference costs are approved subject to the Operational Plan budget, professional development opportunities and benefit to Council.

To authorise Staff Time Sheets.

Complaints and Requests –To instruct staff to take any necessary action in connection with any complaints or requests received, subject to all major matters being reported to Council.

Correspondence of Council

To attend to all correspondence addressed to the Council (except correspondence addressed to the Mayor personally) in any of the following ways:-

- a) deal with it administratively
- b) to refer it to a committee
- c) to refer it direct to Council

Legal Documents General

To sign any contract, lease, licence, deed, or other legal document, where the execution of such document is necessary to meet legal or Council formalities when such relate to the Council's normal business activities.

Legal Proceedings – Institution of

- (i) To authorise the issue of Court attendance notices, application notices, subpoenas, the laying of any information or the making of any complaint for the recovery of any penalty or the making of any order for, or in respect of, any offence, nuisance or other matter or thing whatsoever under any Act or instrument which empowers such action to be taken by Council, or its employees and to issue such Court attendance notices, applications notices, subpoenas or to lay any such information or make any such complaint.
- (ii) To order the institution of proceedings for the recovery of any penalty or the making of any order for, or in respect of, any offence, nuisance or other matter or thin whatsoever under any Act or instrument which empowers such action to be taken by Council.
- (iii) To represent Council in all aspects in any proceedings arising out of (i) – (ii) above, before any Public Hearing, Tribunal, Court or Commissions of Inquiry.

Legal Proceedings – Instruction

- (i) To institute proceedings, issue court attendance notice, application notice, subpoenas, lay any information or make any complaint for the recovery of any penalty of the making of orders in respect of any offence, nuisance or other matter or thing whatsoever under any Act or Instrument which empowers such action to be taken by Council or its employees.
- (ii) To appear and act for Council in the conduct of any action, suit or other legal or proceedings in all Courts.

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<p>(iii) To instruct the Council's Solicitors in the conduct of any action, suit or other legal proceedings in all Courts.</p> <p>(iv) To authorise legal and other representation of Council appeals to any Court, Public Hearings, Commissions of Inquiry, Tribunal and for legal proceedings initiated by Council.</p>
<p>Recovery of Monies To authorise the recovery of monies owed to Council that constitute:</p> <ul style="list-style-type: none">a) any sum for damage sustained by it through the person's act or default, andb) the costs and expenses incurred by it in remedying that damage, andc) the value of anything wasted, misused or unlawfully consumed, diverted or taken by the person.
<p>Variations to Development Standards under Development Plan Control 2015 as per endorsed and adopted plan. Pursuant to resolution /1516</p>
<p>Authority to Dispose of Assets Authorise the disposal of assets of value less than \$100,000 (including GST), other than land or assets of potentially historical or cultural significance, and in any case not by donation, in accordance with Council's Disposal of Assets Policy Version 2, 19 September 2013 Resolution 107/1314.</p>
<p>Enter into a short term lease (under 5 years) or licence on behalf of Council, with the Council as lessee or licensee, of land not owned by Council required for operational purposes.</p>
<p>Grant a lease or licence of operational land for a period of less than 10 years.</p>
<p>Policy Authority – Financial</p>
<p>To be a signatory to the bank accounts of Council.</p>
<p>Expenditure and authorisations – certify the prices and computations on all creditor payments.</p> <p>Authority to sign as the authorising officer on Council's voucher payments for any costs.</p>
<p>Advances – Cash – To fix and vary the level of cash advances.</p>
<p>Cheques/Orders for Goods – Signing – to sign and or to specify the servants authorised to sign cheques and orders for goods of Council.</p>

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Accounts – Payments – Authority to pay all accounts as they fall due.

Authority to write off Rates and Charges up to \$10,000 and to write off debts to Council up to \$500 in accordance with Clause 131 of the Local Government (General) Regulation 2005.

Policy Authority – Media

To make media statements and issue press releases in respect of Council Resolutions and decisions.

Policy Authority - Staff

Salaries – To authorise the payment of the salaries and wages of the employees of Council within the sums voted by Council expenditure thereon.

Attachment 2 - Acts

- Aviation Transport Security Act 2004 (Cth)
- Biosecurity Act 2015 (yet to be enacted)
- Boarding House Act 2012
- Building Professional Act 2005

- Cemeteries and Crematoria Act 2013
- Children(Protection & Parental Responsibility) Act 1987
- Civil Aviation Act 1988 (Cth)
- Commons Management Act 1989
- Community Land Development Act 1989
- Community Land Management Act 1989
- Companion Animals Act 1998
- Companion Animals Regulation 2008
- Contaminated Land Management Act 1997
- Conveyancing Act 1919
- Crown Lands Act 1989, Crown Lands Regulation 2006, Crown Lands (General Reserves By Laws 2006

- Dams Safety Act 1978
- Dangerous Goods (Road and Rail Transport) Act 2008
- Disability Inclusion Act 2014

- Electricity Supply Act 1995
- Environment Planning And Assessment Act 1979
- Environment Planning And Assessment Regulation 2000

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- Fines Act 1996
- Fire Brigades Act 1989
- Fisheries Management Act 1994
- Fluoridation Of Public Water Supplies Act 1957
- Food Act 2003

- Game & Feral Animal Control Act 2002
- Gas Supply Act 1996
- Geographical Names Act 1966
- Government Information (Public Access) Act 2009
- Graffiti Control Act 2008
- Growth Centres (Development Corporations) Act 1974

- Heavy Vehicle National Law (NSW) and Heavy Vehicle (Adoption of National Law) Act 2016
- Heritage Act 1977
- Holiday Parks (Long-Term Casual Occupation) Act 2002
- Housing Act 2001

- Impounding Act 1993
- Inclosed Land Protection Act 1901
- Independent Pricing & Regulatory Tribunal Act 1992

- Land & Environment Court Act 1979
- Land Acquisition (Just Terms Compensation) Act 1991
- Library Act 1939
- Library Regulation 2010
- Liquor Act 2007 And Liquor Regulation 2008
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Ground And Moveable Dwellings) Regulation 2005
- Local Government And Other Authorities (Superannuation) Act 1927
- Local Land Services Act 2013

- Major Events Act 2009

- Noxious Weeds Act 1993

- Ombudsman Act 1974

- Pesticides Act 1999
- Pipelines Act 1967
- Protection of the Environment Operations (Clean Air) Regulation 2010
- Protection of the Environment Operations (Waste) Regulation 2005
- Protection of the Environment Operations Act 1997
- Privacy & Personal Information Protection Act 1998
- Public Health Act 2010

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- Public Health Regulation 2012
- Public Interest Disclosures Act 1994
- Public Works Act 1912

- Real Property Act 1900
- Restricted Premises Act 1943
- Roads Act 1993
- Roads Transport Act 2013
- Road Transport (General) Regulation 2013
- Rural Fires Act 1997
- Rural Fires Regulation 2013

- Service NSW (One Stop Access To Government Services) Act 2013
- State Emergency And Rescue Management Act 1989
- State Emergency Service Act 1989
- State Records Act 1998
- Strata Schemes (Freehold Development) Act 1973
- Strata Schemes (Freehold Development) Regulation 2012
- Strata Schemes (Leasehold Development) Act 1986
- Strata Schemes (Leasehold Development) Regulation 2012
- Strata Schemes Management Act 1996
- Surveying And Spatial Information Act 2002
- Surveillance Devices Act 2007
- Swimming Pools Act 1992
- Swimming Pools Regulation 2008

- Tattoo Parlours Act 2012
- Threatened Species Conservation Act 1995
- Transport Administration Act 1988
- Trees (Disputes Between Neighbours) Act 2006

- Valuation Of Land Act 1916

- Water Management Act 2000
- Water Management (General) Regulation 2011)
- Wilderness Act 1987
- Work Health And Safety Act 2011

The Delegations Functions register is provided under separate cover..

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Item 9 Delegations of Authority - Quarterly Acting General Manager Appointments (with Reserve)

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

Reason for Report

Council maintains a subscription to the Delegations Database with Local Government Legal that advises Council to ensure compliance and staff delegations under legislation. Advice received from Local Government Legal indicates that a council resolution is required for the appointment of a person to Act as General Manager in the General Manager's absence.

Background

It is noted that in regards to the Instrument of Delegation to the General Manager tabled earlier in this business paper, paragraph 6 provides that "*in absence of the General Manager that a person appointed by resolution to act as General Manager assume all functions, delegations, and sub-delegations of the General Manager for the period only of the absence of the General Manager unless otherwise resolved by Council.*"

To cover planned and unplanned absences from the office by the General Manager, Local Government Legal has provided a draft template document (Annexure 1) to cover these absences.

Issues

Council may wish to pass a resolution annually which appoints, in advance, a specified position to Act as the General Manager in the event the General Manager is absent, or absent for more than five (5) consecutive days. The risk that the person specified in advance is not able to act as General Manager when such as absence occurs (for example because the specified person is also absent) is addressed by the resolution also appointing a second and third position in that eventuality.

To ensure that Council complies with the requirements of sections 348 and 351 of the Local Government Act Local Government Legal recommends that Council should make an annual resolution for the Acting General Manager.

Options

See Annexure 1. Quarterly Acting General Manager Appointments (with reserve).

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Financial Considerations

Nil

RECOMMENDATION

That Council make an annual resolution for the Acting General Manager using Annexure 1.

Annexure 1

QUARTERLY ACTING GENERAL MANAGER APPOINTMENTS (WITH RESERVE)

1. That for the period 1 November 2016 to 31 January 2017, the Director of Corporate and Community Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of 5 consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
2. That if the person specified in paragraph 1 is unable or unwilling to act as General Manager at any time during the specified period, the Director of Development Services or Director of Technical Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
3. That for the period 1 February 2017 to 30 April 2017, the Director of Development Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
4. That if the person specified in paragraph 3 is unable or unwilling to act as General Manager at any time during the specified period, the Director of Technical Services or the Director of Corporate and Community Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
5. That for the period 1 May 2017 to 31 July 2017, the Director of Technical Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.

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6. That if the person specified in paragraph 5 is unable or unwilling to act as General Manager at any time during the specified period, the Director of Corporate and Community Services or the Director of Development Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of 5 (five) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
7. That for the period 1 August 2017 to 31 October 2017, the Director of Corporate and Community Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
8. That if the person specified in paragraph 7 is unable or unwilling to act as General Manager at any time during the specified period, the Director of Development Services or the Director Technical Services be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave for a period in excess of five (5) consecutive days, such appointment to cease upon the return to work of the General Manager or other resolution of the Council.
9. That any person acting as General Manager pursuant to this resolution has the functions, delegations, and sub-delegations given to the General Manager by the Council.

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Item 10 Council Resolutions Report October 2016

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

Reason for Report

The Council Resolution Report includes Council resolutions from August 2014 to September 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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Item 11 Australia Day 2017

Division:	Executive Services
Management Area:	Executive Services
Author:	Manager Children's & Community Services – Louise Johnson
CSP Key Focus Area:	Community and Culture
Priority:	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. [Edited]

Reason for Report

To provide Council with an overview of plans for Australia Day 2017 and seek support for programs and activities to be implemented as part of annual Australia Day celebrations.

Background

In previous years Council has supported and participated in local Australia Day events in the following ways:

- participation in the *Australia Day Ambassador Program*
- facilitation of the *NSW Local Citizen of the Year Awards*
- provision of funding to support local events
- providing free entry to public swimming pools across the Shire

Issues

Australia Day Ambassador Program

At Council's September 2016 Meeting, Council resolved to once again participate in the *Australia Day Ambassador Program* in 2017. Council has registered for this program.

NSW Local Citizen of the Year Awards

The *NSW Local Citizen of the Year Awards* for Australia Day 2017 are awarded in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Australia Day Award

The *Warrumbungle Shire Council Australia Day Awards* are administered by Warrumbungle Shire Council. In 2017 it is proposed that the awards are awarded in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Australia Day Award – Senior Citizen of the Year
- Australia Day Award – Community Event of the Year

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Guidelines & Criteria and Nomination Forms for these categories are included in this report for Council's consideration.

Further local awards are awarded by local Organising Committees.

Funding Support – Local Events

For a number of years Warrumbungle Shire Council has supported the conduct of Australia Day events in each of the Shire's local towns through the provision of a small contribution of funding. It is proposed that this funding be allocated again in 2017. The funding is provided to assist with costs such as printing, promotion, local awards and catering. As in previous years it is proposed that this contribution be:

- \$500 each for Baradine, Binnaway, Coolah, Dunedoo and Mendooran; and
- \$600 for Coonabarabran.

Funding is provided directly to the local Organising Committees, ie. the Hospital Auxiliary in Baradine, the Progress Association in Binnaway, Development Groups in Coolah, Dunedoo and Mendooran and the Chamber of Commerce in Coonabarabran.

Free Entry to Public Swimming Pools

In previous years, as part of the Australia Day celebrations, Warrumbungle Shire Council has provided free entry to each of the public swimming pools in local towns. It is proposed that this activity be offered again in 2017. In 2016, free access to public swimming pools resulted in above average attendance on Australia Day.

Options

Council is requested to consider ongoing support and participation in local Australia Day events across the Shire including:

- facilitation of the *NSW Local Citizen of the Year Awards*
- provision of funding to local event organisers
- providing free access to public swimming pools across the Shire

Council has the option to participate or not participate in any or all of the programs and activities from previous years.

Financial Considerations

Council has funding allocated in the Executive Services budget to support Australia Day programs and activities. The total budget allocation for Australia Day 2017 is \$5,870. This covers the cost of advertising, awards, certificates and frames, contributions to each community and hosting two (2) Australia Day Ambassadors.

Lost revenue associated with the free access to public swimming pools is estimated to be around \$1,600 for the whole Shire.

RECOMMENDATION

That Council supports and participates in Australia Day 2017 by:

1. Participating in the ***NSW Local Citizen of the Year Awards*** by administering and presents the *Warrumbungle Shire Council Australia Day Awards* in the following categories, as per the attached *Guidelines & Criteria and Nomination Forms*:

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- Citizen of the Year
 - Young Citizen of the Year
 - Sports person of the Year
 - Australia Day Award – Senior Citizen of the Year
 - Australia Day Award – Community Event of the Year
2. Council provides a contribution of \$500 each to the local Organising Committees in Baradine, Binnaway, Dunedoo, Coolah and Mendooran and \$600 to the Organising Committee in Coonabarabran.
 3. Public swimming pools be opened free of charge throughout the Shire on Australia Day 2017.

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Australia Day Awards 2017

Guidelines and Criteria

The *Warrumbungle Shire Council Australia Day Awards* are run in conjunction with the *NSW Local Citizen of the Year Awards*. Each year residents of Warrumbungle Shire are invited to nominate fellow citizens for the *Warrumbungle Shire Council Australia Day Awards*.

The *Warrumbungle Shire Council Australia Day Awards* are an opportunity to celebrate what's great about our local communities and recognize some for their outstanding achievement or contribution during the past 12 months.

In 2017, nominations are being called for the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Australia Day Award – Senior Citizen of the Year
- Australia Day Award – Community Event of the Year

How to Nominate

Nominations can only be made by completing the official *Nomination Form*. Supporting documentation may also be provided. Please do not provide any originals with the *Nomination Form* as all documentation will be retained by Warrumbungle Shire Council.

Nominees are encouraged to provide as much information as possible on the *Nomination Form*. Not only will this assist the *Selection Committee* in making a decision but this information will form the basis of the citation which is provided with the award and any information provided to local media.

Nomination Deadlines

Nominations open on Friday 28 October, 2016. **Nominations close at 4:00pm on Friday 2 December, 2016.** Late nominations will not be accepted.

Nomination Forms submitted via mail must be postmarked on or before Friday 2 December, 2016, and addressed to:

Warrumbungle Shire Council
Australia Day Awards 2017
PO Box 191
Coonabarabran NSW 2357

Electronic submissions must be received no later than 4:00pm on Friday 2 December, 2016, at info@warrumbungle.nsw.gov.au or via fax on (02) 6842 1337.

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Nominations can also be delivered in person at Warrumbungle Shire Council offices in Coolah or Coonabarabran. Nominations delivered in person must be received no later than 4:00pm on Friday 2 December, 2016. Council Offices are located at 14 – 22 John Street, Coonabarabran, and 59 Binnia Street, Coolah.

Eligibility

- Nominees must be Australian citizens and be a resident of the Warrumbungle Shire at the time of nomination.
- Nominations must be made on the official *Nomination Form*.
- Self nominations will not be accepted.
- Awards will not be granted posthumously.
- Awards will be based on achievements and contributions in the last 12 months.
- A person cannot receive the same award more than once, but can be considered for recognition in another category. Information on previous recipients is available from Warrumbungle Shire Council.

Citizen of the Year: To be eligible for the *Citizen of the Year* award a person must be aged 24 years of age or older on 26 January, 2017.

Young Citizen of the Year: To be eligible for the *Young Citizen of the Year* award the person must be under 24 years of age on 26 January, 2017.

Sportsperson of the Year: To be eligible for the *Sportsperson of the Year* award the person must be 12 years of age or older on 26 January, 2017.

Australia Day Award – Senior Citizen of the Year: To be eligible for the *Senior Citizen of the Year* award the person must be 60 years of age or older on 26 January, 2017.

Australia Day Award – Community Event of the Year: To be eligible for the *Community Event of the Year* award the event must have been held in Warrumbungle Shire in the last 12 months.

Selection Committee

The *Warrumbungle Shire Council Australia Day Awards* Selection Committee consists of Warrumbungle Shire Councillors. *Nomination Forms* received by closing date are presented to the Councillors at the December Council Meeting.

Selection is based on the information provided in the *Nomination Form*. The *Selection Committee* reserves the right to obtain more information about a *Nominee* from whatever source appropriate.

Warrumbungle Shire Council reserves the right to withdraw an award if further information or the recipients conduct brings the *Warrumbungle Shire Council Australia Day Awards* award into disrepute.

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The decisions of the *Selection Committee* are final and no correspondence will be entered into in relation to the selection of award recipients.

Presentation of Awards

Award recipients will receive a formal letter advising them of their selection as an award recipient in the *Warrumbungle Shire Council Australia Day Awards*. Letters will be sent out following the selection of award recipients at the Warrumbungle Shire Council Meeting to be held on Thursday 15 December, 2016.

Award recipients will be invited to receive their award at the Australia Day celebrations in their local town. Awards will be presented by the Australia Day Ambassador and a representative from Warrumbungle Shire Council.

More Information

For more information please contact Louise Johnson, Manager Children's and Community Services, on Louise.Johnson@warrumbungle.nsw.gov.au or (02) 6849 2000.



Australia Day Awards 2017

Nomination Form

Name of Nominee: _____

Date of Birth: _____

Email: _____

Address: _____

Phone: _____

Mobile: _____

I would like to nominate the above mentioned person or event for a *Warrumbungle Shire Council Australia Day Award* in the following category:

- | | |
|--|---|
| <input type="checkbox"/> Citizen of the Year | <input type="checkbox"/> Young Citizen of the Year |
| <input type="checkbox"/> Sportsperson of the Year | <input type="checkbox"/> Senior Citizen of the Year |
| <input type="checkbox"/> Community Event of the Year | |

Name of Person Making the Nomination: _____

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Email:

Address:

Phone:

Mobile:

Signature:

Date:

About the Nominee

Please tell us about the person or event you are nominating for a *Warrumbungle Shire Council Australia Day Award*. This information will be used by the *Selection Panel* to select the award recipients. Nomination information is to be no more than one (1) A4 page. Supporting documentation can be provided in addition to this.

Please keep in mind that not only will information provided on the *Nomination Form* assist the *Selection Committee* to make a decision but this information will also form the basis of the citation which is provided to the recipient with the award. Nomination information may also be provided to local media.

More Information

For more information please contact Louise Johnson, Manager Children's and Community Services, on Louise.Johnson@warrumbungle.nsw.gov.au or (02) 6849 2000.

About the Nominee

I am nominating _____ for a *Warrumbungle Shire Council Australia Day Award* in 2017 because of the following achievements and / or contributions:

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Item 12 Monthly Report from Human Resources – October 2016

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

Reason for Report

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

Background

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

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

- Manager Fleet Services (Re-Advertised)– External;
- Workplace Health & Safety Officer – External;
- Temporary Project Engineer – External;
- Temporary Asset Management Officer – External;
- Supervisor Warrumbungle Water South – Internal/External;
- Design Engineer – Internal;
- Manager Warrumbungle Water Special Projects (12 month maternity position) – External.

The following positions have been filled since last Council meeting:

- Design Engineer;
- Trainee Plant Operator Coonabarabran;
- Trainee Admin Property & Risk.

Resignations

There has been two staff who have submitted their resignation since the September Council meeting, both from Technical Services.

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Issues

No current issues

LEARNING AND DEVELOPMENT

Playground Operational Inspection training has been undertaken in Tamworth by Urban Services staff. The training covered all aspects of operational inspection including:

- Approaches to playgrounds, signs, traffic, road barriers and surfaces;
- Vegetation, fences and gates;
- Seats, litter bins, and other non-play items;
- Equipment or play features;
- Faults on popular items;
- Maintenance and on-site inspections.

A Supervisors Workshop was held for Staff who are responsible for Council's trainees/apprentices by State Training Services NSW.

This gave the Supervisors an insight into the rights, responsibilities and obligations of both parties for the period of the contract. In most cases for Warrumbungle Shire this is 2 years.

Technical Services Staff attended training in Tamworth on Pavement Recycling and Stabilisation. The course reviewed the types of stabilisation before detailed presentations on types of binders, material characteristics, design and mix detailing, with sessions on specifying and case studies for practical outcomes. A feature of this course was its significant practical and project based content which aimed to provide practical advice on road stabilisation solutions.

Legislative and WHS training continues on a regular basis for all staff who are required to have up-to-date qualifications in order to carry out their work responsibilities.

WORKPLACE HEALTH AND SAFETY

A total of three WHS incidents were reported during the month of September 2016. There were no claims in this period.

Workers Compensation and Incidents for September

Directorate	Near Misses	Incidents	New Claims
Corporate and Community Services	-	1	-
Executive Services	-	-	-
Development Services	-	1	-
Technical Services	-	1	-

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

There has been continuing progress in meeting our chemical management targets, with gas cylinder cages and spill kits ordered. Signage has now arrived and is awaiting installation.

RECOMMENDATION

For Council's information.

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Item 13 Bank Reconciliation for the month ending 30 September 2016

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

Reason for Report

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

Background

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

Issues

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

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

Options

Nil

Financial Considerations

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

In accordance with the trust rules, the MBA will shortly be wound up and its Bank Account closed.

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Summary

Balance per General Ledger – 30 September 2016

General Ledger	Amount
Trust Bank Account	319,109
Bushfire Trust Account	21,722
Bushfire Trust Investment Account	226,133
General Bank Account	845,105
Investment At Call General	10,227,006
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
Total per General Ledger	15,511,075

Bank	Balance
General	
Commonwealth General Account	1,427,158
Total – General	1,427,158
Investments	
Term Deposits	14,099,006
Total Investments	14,099,006
Sub Total WSC Operational Accounts	15,526,164

Trust	
Commonwealth Trust Account	319,109
Total – Trust	319,109
WSC Mayors Bush Fire Appeal Trust	
Commonwealth Mayors Fund General Account	21,722
Commonwealth Mayors Fund Savings Account	226,133
Total - WSC Mayors Bush Fire Appeal Trust	247,855
Total All Bank Accounts	16,093,128
<i>Add:</i>	
Outstanding Deposits - General	162,308
Outstanding Deposits - Trust	
Outstanding Deposits – WSC Mayors Bushfire Appeal	
<i>Less:</i>	
Unpresented cheques - General	(744,361)
Unpresented cheques - Trust	
Unpresented cheques- WSC Mayors Bushfire Appeal	
Balance adjusted for outstanding deposits & Un-presented cheques (Final Bank Balance)	15,511,075
Variance between Final Bank Balance and General Ledger	-

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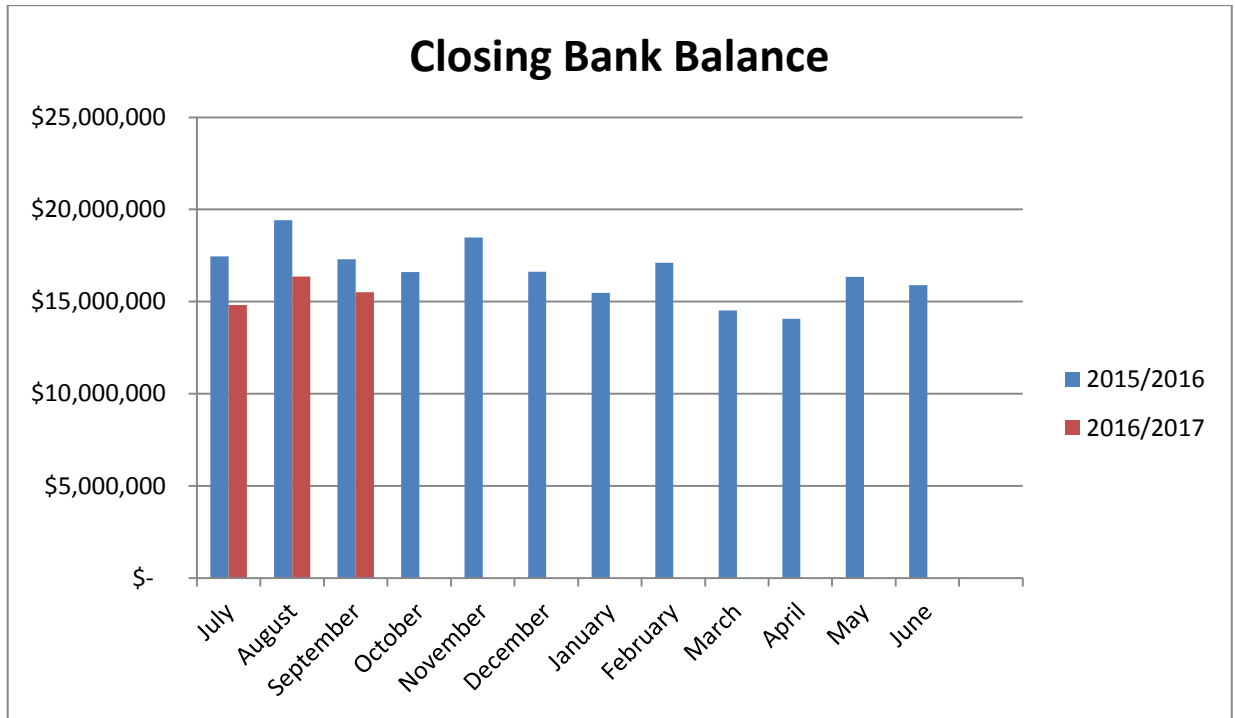
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Balance as per Bank Account History as at 30 September 2016

Month	Funds Held in General Account	Funds Held in Trust Account	Mayors Bushfire Appeal Trust Account	Investment	TOTAL	Net of Outstanding Deposits and Un-presented Cheques	End of Month Closing Bank Balance
Jul-16	1,581,425	311,052	247,373	12,510,106	14,649,956	165,023	14,814,979
Aug-16	2,106,135	313,021	247,624	13,213,693	15,880,473	477,693	16,358,166
Sep-16	1,427,158	319,109	247,855	14,099,006	16,093,128	(582,053)	15,511,075

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RECOMMENDATION

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

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Item 14 Investments and Term Deposits for Month ending 30 September 2016

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

Reason for Report

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

Background

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

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

Issues

Comments on Performance for the Month

Term Deposits and At Call Accounts

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

During the month, \$3m of term deposits matured, earning a total of \$22,889 in interest, new placements of \$3m were made and the month end balance was \$11m. Placements made during the month included:

- \$2m placed with Bank of Sydney for 32 days at 2.85%.
- \$1m placed with AMP for 100 days at 2.75%.

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 \$881,558k were made from these accounts and \$3,755 interest was received on the balances in the accounts resulting in a month end "At Call" balance of \$3.099m.

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Income Return

The average rate of return on Investments for the month of 2.54% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.73% by 81 points or 47%.

On a year to date basis, interest received, and accrued, totals \$72,640 which is 20.16% of the annual budget.

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

Options

Nil

Financial Implications

Based on the current investment market and Council's current investment holdings and maturity dates, the average rate of return on Council's investment portfolio will continue to exceed the BBSW benchmark rate. Depending on interest rate movements Council may need to reconsider it's projected interest revenue.

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Summary

Table 1: Investment Balances as at 30 September 2016

Financial Institution	Lodgement Date	Maturity Date	Total Days	Rating	Yield	Amount
At Call Accounts						
NAB Cash Maximiser #	1-Sept-16	At Call	At Call	AA-	1.39%	1,681,029
ANZ At Call	1-Sept-16	At Call	At Call	AA-	1.35%	79,063
Community Mutual Group	1-Sept-16	At Call	At Call	Unrated	2.10%	1,220,329
NAB Eftpos At Call	1-Sept-16	At Call	At Call	AA-	-	118,585
						3,099,006
Term Deposits						
CBA	11-Aug-16	10-Oct-16	60	AA-	2.62%	1,000,000
CBA	23-Aug-16	24-Oct-16	62	AA-	2.60%	1,500,000
Bank of Sydney	29-Sep-16	31-Oct-16	32	Unrated	2.85%	2,000,000
NAB	11-Aug-16	09-Nov-16	90	AA-	2.80%	1,000,000
NAB	23-Aug-16	21-Nov-16	90	AA-	2.70%	1,500,000
BOQ	31-May-16	28-Nov-16	181	A-	3.00%	2,000,000
AMP	06-Sep-16	15-Dec-16	100	BB-	2.75%	1,000,000
AMP	31-Aug-16	29-Mar-17	210	BB-	2.95%	1,000,000
						11,000,000
TOTAL						14,099,006

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Table 2: At Call and Term Deposits - Monthly Movements

Bank	Opening Balance	Net Placements/ Withdrawals	Interest Accrued/ Received	Closing Balance
NAB Cash Maximiser #	679,149	1,000,000	1,880	1,681,029
ANZ At Call	29,036	50,000	27	79,063
Community Mutual Group	1,218,481	-	1,848	1,220,329
NAB Eftpos At Call	287,027	(168,442)	-	118,585
Total at call	2,213,693	881,558	3,755	3,099,006
NAB	1,009,249	(1,010,278)	1,029	-
NAB	1,009,166	(1,010,278)	1,112	-
CBA	1,001,148	(1,002,333)	1,185	-
CBA	1,001,432	-	2,148	1,003,580
CBA	1,500,852	-	3,197	1,504,049
Bank of Sydney	-	2,000,000	156	2,000,156
NAB	1,001,530	-	2,295	1,003,825
NAB	1,500,885	-	3,320	1,504,205
BOQ	2,015,082	-	4,918	2,020,000
AMP	-	1,000,000	1,803	1,001,803
AMP	1,000,000	-	2,418	1,002,418
Total Term deposits	11,039,344	(22,889)	23,581	11,040,036
Total	13,253,037	858,669	27,336	14,139,042

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 September 2016.

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Item 15 Rates Report for Month Ending 30 September 2016

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

Reason for Report

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

Background

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

The Office of Local Government (OLG) recommends (via their accepted benchmark) a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils. Council's outstanding ratio as at 30 June 2016 was 8.55% which is below the OLG recommended benchmark.

Issues

The outstanding rates and annual charges ratio as at 30 September 2016 is higher than the 10% benchmark proposed by the OLG at 10.67%. The overall outstanding charges ratio as at 30 September 2016 is 11.65%.

In 2015 Council introduced a system that allows Ratepayers the ability to receive and pay their rate notices online, to date 303 ratepayers are utilising this system. As at 13 October 2016 16% of ratepayers had paid their full rates bill for the 2016/17 financial year.

Options

For Council Information

Financial Considerations

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

WARRUMBUNGLE SHIRE COUNCIL

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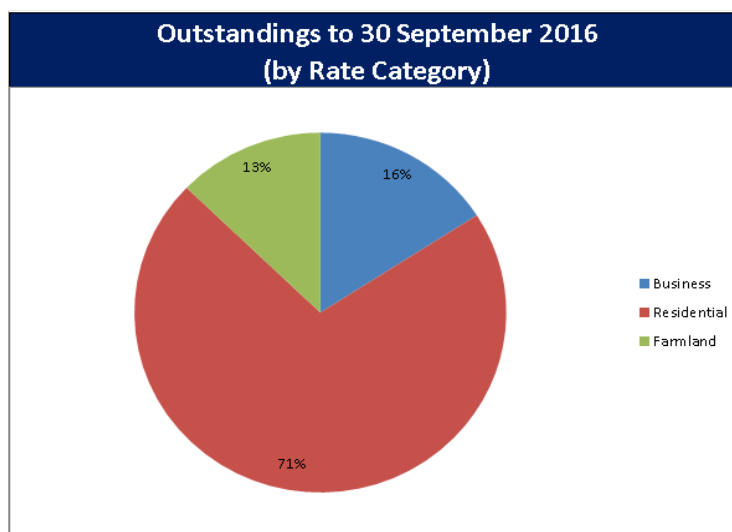
RATE/CHARGE TYPE	RATE ARREARS 2015/16	2016/17 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2016/17	COLLECTION % 2016/17	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	623,133	7,650,871	(164,252)	(276)	9,674	34,543	8,153,693	(2,394,645)	5,759,048	29.37%	806,283	9.89%
Water	217,764	1,373,952	(72,078)	(110)	3,256	-	1,522,784	(511,235)	1,011,549	33.57%	220,784	14.50%
Sewerage	92,180	1,062,447	(51,574)	-	1,472	-	1,104,525	(360,114)	744,411	32.60%	95,555	8.65%
Trade Waste	464	8,665	-	-	7	-	9,136	(4,293)	4,843	46.99%	558	6.11%
Storm Water	-	108,388	-	(1,750)	31	-	106,669	(37,432)	69,237	35.09%	4,664	4.37%
Garbage	248,844	1,899,776	(108,066)	(221)	3,764	-	2,044,097	(716,652)	1,327,445	35.06%	253,202	12.39%
TOTAL RATES AND ANNUAL CHARGES	1,182,385	12,104,099	(395,970)	(2,357)	18,204	34,543	12,940,904	(4,024,371)	8,916,533	31.10%	1,381,046	10.67%
Sewer Access (Water Billing)	144,631	300,344	-	1,482	1,025	-	447,482	(74,839)	372,643	16.72%	73,072	16.33%
Water Consumption	718,090	1,373,032	-	(2,170)	7,104	333	2,096,389	(399,302)	1,697,087	19.05%	341,622	16.30%
Sewer Consumption	40,606	139,696	-	-	241	-	180,543	(25,192)	155,351	13.95%	16,023	8.87%
Trade Waste	38,856	26,000	-	-	310	-	65,166	(17,619)	47,547	27.04%	21,547	33.06%
TOTAL WATER SUPPLY SERVICES	942,183	1,839,072	-	(688)	8,680	333	2,789,580	(516,952)	2,272,628	18.53%	452,264	16.21%
GRAND TOTAL	2,124,568	13,943,171	(395,970)	(3,045)	26,884	34,876	15,730,484	(4,541,323)	11,189,161	28.87%	1,833,310	11.65%

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Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 71% relates to residential properties, while 13% relates to farmland and 16% to business.

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



Rates Type	Rates levy					Water levy				Grand Total
	General	Domestic Waste	Water Access	Trade Waste	Storm Water	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
Business	109,207	37,769	19,745	558	1,859	29,531	55,431	16,023	21,547	291,670
Residential	467,829	210,355	201,039	-	2,805	139,096	286,191	-	-	1,307,315
Farmland	229,247	5,078	-	-	-	-	-	-	-	234,325
Total	806,283	253,202	220,784	558	4,664	168,627	341,622	16,023	21,547	1,833,310

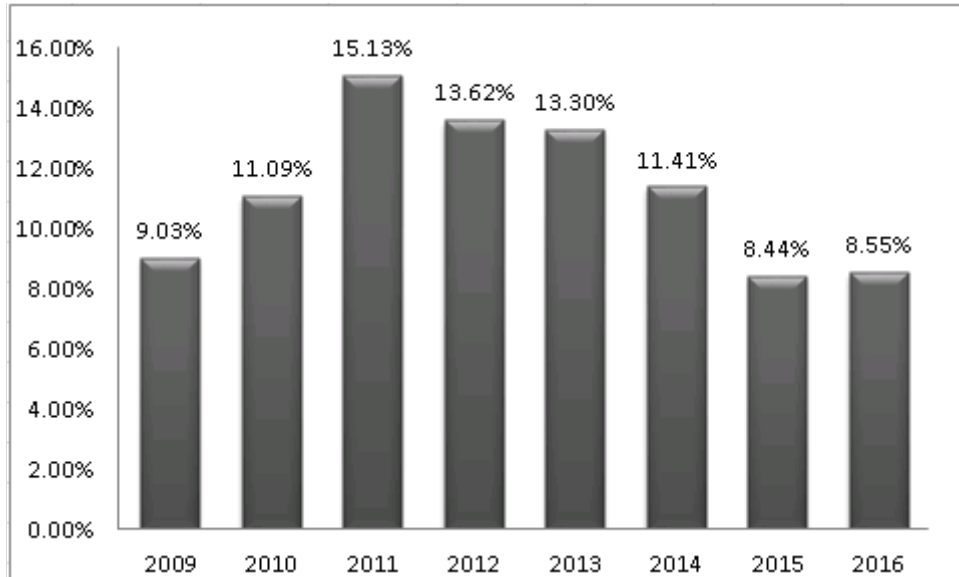
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

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

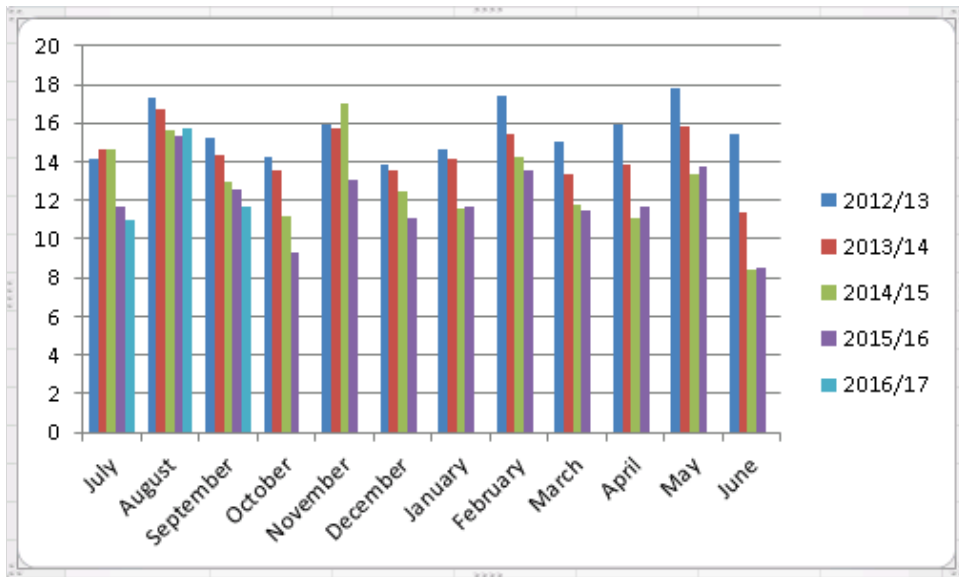
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Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

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Item 16 Proposed Adjustment to Locality boundaries for Bomera, Binnaway and Dunedoo

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

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 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 address database inaccuracies, and in partnership with the state agency Geographical Names Board, Council is proceeding with updating the residential address database across the shire in stages. This process involves consulting with the community and placing proposed locality boundary adjustments on public exhibition for feedback. All subsequent Council resolutions for the proposed locality boundary changes and/or road name changes are submitted to the Geographical Names Board for gazettal.

Further information is available on Council's website, and during each stage of the program there has been advertisements and editorials in local papers and on social media, and community workshops.

Stage One:

The first stage of the program encompassed residents surrounding the Locality of Baradine, including adjustment of Locality Boundaries and naming of Silo and Mani Roads in Baradine township. The Geographical Names Board has subsequently gazetted the proposed adjustment to locality boundaries of Teridgerie, Barwon, Kenebri, Goorianawa and Baradine, and approved the gazettal of Mani Road.

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Stage Two:

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 (**Resolution 270/1516**).

Feedback from the June public exhibition period was presented at the July Council meeting, where Council resolved to proceed with the gazettal process of the following (**Resolution 11/1617**):

1. Create a new Locality of Cobbora, excised from the western area of the Locality of Dunedoo. Proposed to align the boundary with current Rural Fire Service brigade boundaries;
2. Propose new street names within the village of Cobbora, to rename Yarrow, Tucklan and River Streets;
3. Adjust the locality boundaries of Weetaliba and Ropers Road to be encompassed in the Locality of Binnaway; and for Box Ridge boundaries to be adjusted to be encompassed by Binnaway in the south and Purlewaugh in the north;
4. Adjust the locality boundaries of Bomera to be in Tambar Springs, with the southern area to be included in the Locality of Coolah;
5. Rename Merotherie Street and the section of Martin Street that aligns Cobbora Road to Cobbora Road, so that Cobbora Road consistently traverses from the Golden Highway intersection through to the Castlereagh Highway intersection in the north.

Step one in the process of gazettal of locality boundary adjustments requires the proposals to be placed again on public exhibition. Advertising for the proposals 1, 3, 4 and 5 was undertaken in local papers, on social media and on Council's website, with submissions closed 24 August 2016. No feedback was received during the August public exhibition period.

Proposal number two (2), renaming Tucklan, Yarrow and River Streets within the village of Cobbora, is gazetted by a separate process. Feedback was received from residents associated with Cobbora village during the June public exhibition period to rename the streets to a theme, being either bird or pasture species names. Suggestions being:

- Birds - Curlew, Wren, Dove, Crane, Egret;
- Pastures – Phalaris, Lucerne, Clover, Rhodes, Rye.

During the workshop held at Cobbora Village Hall on 17 June 2016, the general verbal feedback was in favour of the bird theme for renaming roads within the village of Cobbora.

Stage Three:

It is proposed to adjust boundaries for the Localities of Tannabar, northern end of Wattle Springs, southern end of Dandry and the western end of Ulamambri to be merged into the greater Locality of Coonabarabran. It is also suggested to merge the southern end of Wattle Springs with the Locality of Mollyan. Please see attached Proposed Locality Boundary Map.

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Other Road Name Requests:

Emergency Service agencies have requested naming of one (1) currently unnamed road near Coonabarabran that joins onto Baradine Road, known locally as Jermaine Road. Please see attached map of Unnamed Road - Jermaine Road. Council may choose to nominate a name for the one (1) unnamed road, or call for road names by community consultation.

Issues

During the public exhibition period in June, there were other issues raised by residents encompassing clarification of road names, road signage, street and rural roadside addressing numbers. No additional issues were raised during the August public exhibition period.

Options

Council may choose to not proceed with supporting the Residential Property Addressing System.

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 to be advised on a case by case basis.

RECOMMENDATION

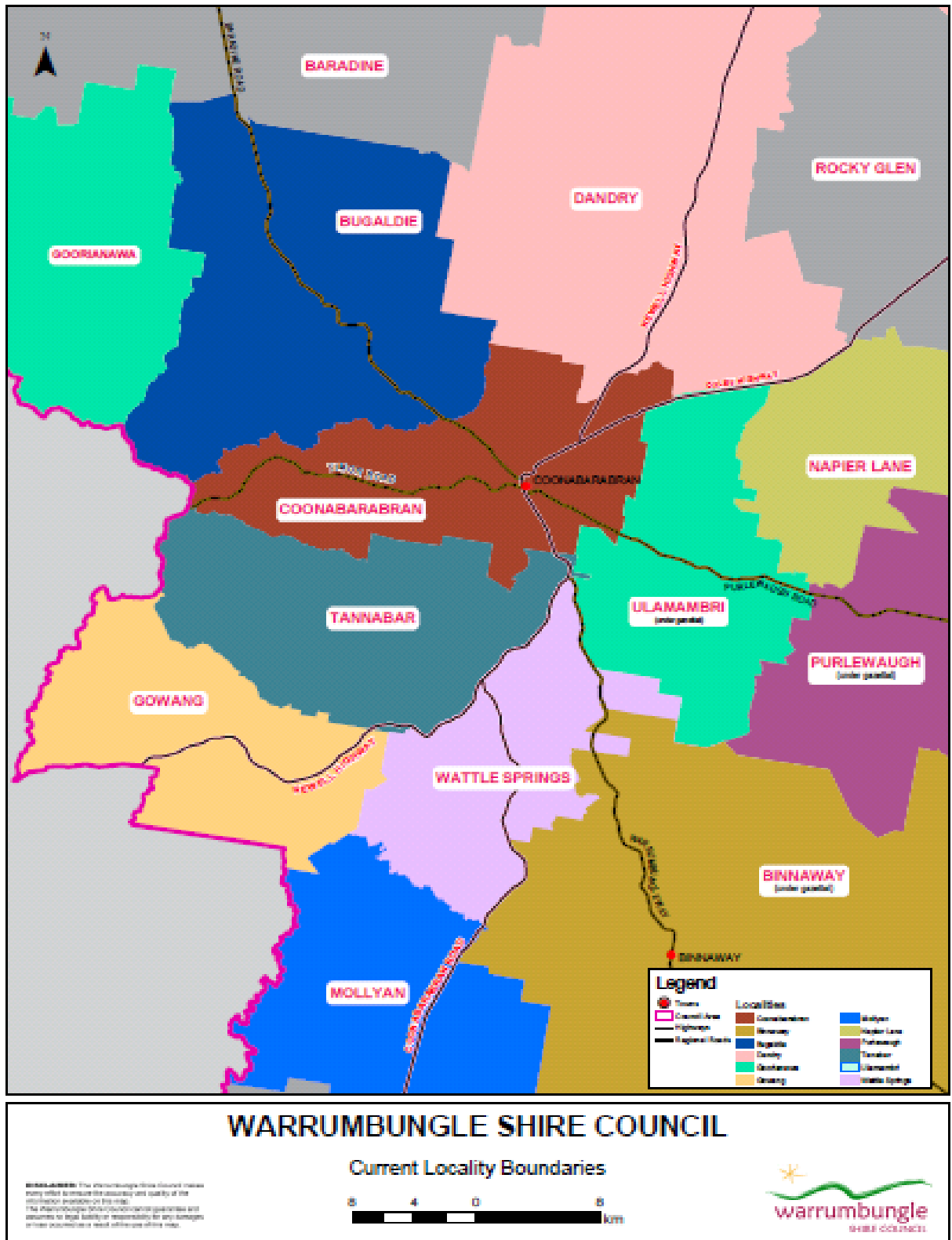
Council note progress of the Residential Property Addressing System program, and to resolve

1. That Council proceeds with gazettal of the following:
 - a. Create a new Locality of Cobbora.
 - b. Adjust the locality boundaries of Weetaliba, Box Ridge and Ropers Road to be encompassed in the Localities of Binnaway, Ulamambri and Purlewaugh.
 - c. Adjust the locality boundaries of Bomera to Tambar Springs and Coolah.
 - d. Rename 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 Golden Highway through to the Castlereagh Highway intersection in the north.
2. Confirm new road names for Tucklan, Yarrow and River Streets within the village of Cobbora from a selection of the following names: Curlew, Wren, Dove, Crane, Egret, Phalaris, Lucerne, Clover, Rhodes or Rye (Council to nominate preferred road names); and for these new road names to be gazetted.
3. Write to all residents potentially affected by the proposed boundary changes to the localities of Tannabar, Wattle Springs, Dandry and Ulamambri.
4. Request gazettal of the unnamed road off Baradine Road, Coonabarabran, as Jermaine Road.

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Current Locality Boundary Map.



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Location map of Jermaine Road.



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Item 17 Baradine Pool Shade Cover

Division:	Technical Services
Management Area:	Urban Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Recreation & Open Space
Priority:	The planning & provision of local sports & recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

The reason for this report is to make a determination on the scope of the proposed shade cover for the Baradine Pool.

Background

There are two separate pools in the Baradine swimming pool complex. The large pool is 25 metres in length and is oriented in a north south direction. The baby pool is the same width as the large pool and is located on the southern end. The southern end of the large pool is the shallow or non diving end of the pool. The distance between the two pools is around 3.0metres. The concourse around each pool is constructed in concrete and the width of the concourse on the western and eastern sides of each pool is around 3.0 metres.

A shade 'sail' structure currently exists over the baby pool. The shade sail has a square shape; it is blue in colour and is supported by four posts, which are white in colour. This shade sail structure was installed in 2010.

At recent meetings of the Baradine Town Community Consultation meeting, the Baradine Progress Association requested installation of a shade cover over the southern end of the large pool. The request is for a shade structure to cover 5 metres of water at the southern end of the large pool and to cover the concrete concourse area between the large pool and the baby pool. The request is for a shade cover constructed with a steel frame and corrugated iron roof, much like a farm machinery shed.

Council staff met with members of the Baradine Progress Association at the Pool on the 16th August 2016. The purpose of the meeting was to refine options to the scope of the proposed shade cover. However, members at that meeting made it clear that options to cover the baby pool with a steel structure should also be considered. Association members were of the view that the existing shade sail over baby pool does not offer enough protection from the sun.

Four options have now been developed and these were presented to Baradine Progress Association on the 9th September 2016. A copy of these options is provided in attachment 1.0. To date an opinion on a preferred option has not been received.

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Issues

The purpose of the proposed shade cover is to provide sun protection for those who use the shallow end of the large pool. These users include learn to swim classes and exercise classes. The cover will also provide sun protection to parents and carers who sit on the concourse area at the southern end of the large pool.

There are no main pool shade covers in any of the other five(5) pools in the Shire. There are shade structures on the end of the pool concourse area at Coonabarabran, Coolah and Dunedoo.

An issue that was discussed during the onsite meeting is the height of the structure above the pool and concourse area. There is concern that there may be limited protection from the afternoon sun if the structure is too high. However, the structure must be at a minimum height in order avoid injury. A sun shadow length diagram for 2.00pm and 3.00pm on the day of the summer solstice is shown in Attachment 2.0. The diagram indicates that for a height of 3 metres, sun will extend 2.5 metres under the cover at 3.00pm on the longest sunlight day of the year.

The construction of a steel frame structure at the Baradine Pool requires the lodgement of a Development Application. It will be necessary to detail appearance and the colour of the proposed structure in the development application.

Chlorine accelerates corrosion on steel and it is recommended that steel columns are located as far as possible from the pool edge and that they galvanised and powder coated.

Council has limited experience with shade cloth type covers over pools and the impact they have on water temperature. There is some concern that a steel roof structure, ie, one that does not allow any sunlight on pool water, may create cold swimming conditions, particularly in the first and last months of the pool season.

Options

Council has discretion in this matter. The following four options for a steel frame structure are detailed in attachment 1.0

1. 20 metre wide span structure that covers 5 metres of pool and adjoining concrete concourse on southern end.
2. 16 metre wide span structure that covers 5 metres of main pool and half of the baby pool.
3. 20 metre wide span structure that covers 5 metres of main pool and half of the baby pool.
4. 20 metre wide span structure that covers 5 metres of main pool and all of the baby pool.

The existing shade structure over the baby pool must be removed under options 2, 3 & 4.

Council may wish to investigate other types of shade covers for the pool. Also, Council may wish to seek comment on the options through a public consultation process.

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Financial Considerations

The budget allocation for the Baradine Pool project is \$40,000. The estimated cost of each of the options is as follows;

1. \$49,927
2. \$63,194
3. \$68,267
4. \$84,475

The prices include powder coating and post pads and an allowance of \$5,000 to remove the existing baby pool shade cover in options 2, 3, & 4. There is no allowance in these prices for DA fees.

RECOMMENDATION

1. That option 1.0, which is a 20 metre wide span structure that covers 5 metres of the large pool and adjoining concourse on the southern end, is adopted as Council's proposal for a shade cover over the Baradine Pool. Furthermore a Development Application is lodged for the proposal.
2. The additional funding required to construct a shade structure over the Baradine Pool is referred to the next Quarterly Budget Review process and meeting.

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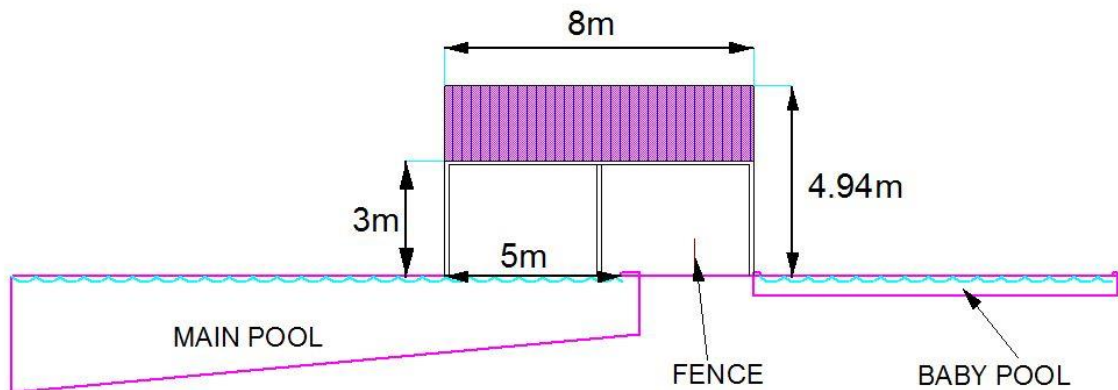
Attachment 1.0 – Steel frame options for shade cover at the Baradine Pool

Option 1.0 – Colorbond roof steel structure that covers 5m of southern end of main pool and includes a wide 20 metre span



Aerial

Elevation



Features

Length: 8 metres

Span: 20 metres

Side Height: 3 metres

Posts: steel/galvanised – options for powder coating.

DA required: Yes

Colour options for Roof: TBA

Comments: The wider span provides more shade at the southern end of the main pool. There is no requirement to remove existing shade sail structure over the baby pool

Estimated Cost: \$49,927 (includes powder coating & post pads).

Allowance for removal of existing baby shade cover: \$0

Total Estimated Cost: \$49,927

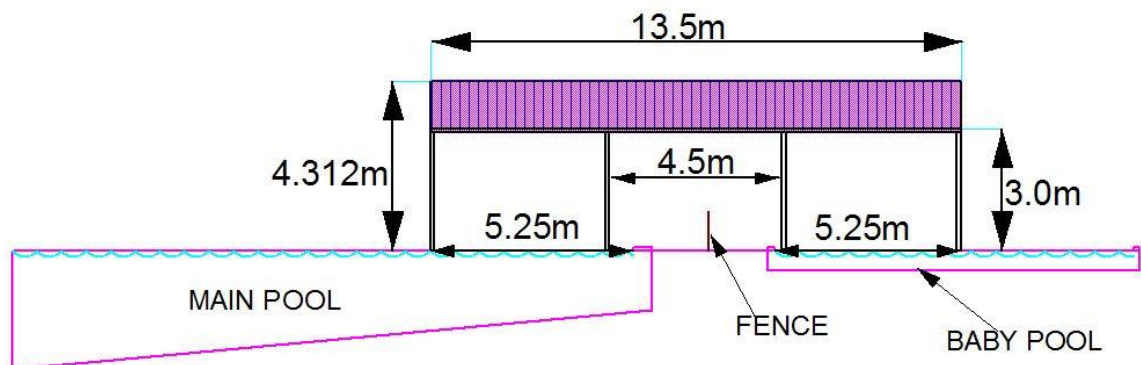
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Option 2.0 – Colorbond roof steel structure that covers 5m of southern end of main pool and half of the baby pool.



Aerial
Elevation



Features

Length: 13.5 metres

Span: 16 metres

Side Height: 3 metres

Posts: steel/galvanised – options for powder coating.

DA required: Yes

Colour options for Roof: TBA

Comments: The existing shade sail structure over the baby pool will need to be removed.

Estimated Cost: \$58,194 (includes powder coating & post pads).

Allowance for removal of existing baby shade cover: \$5,000

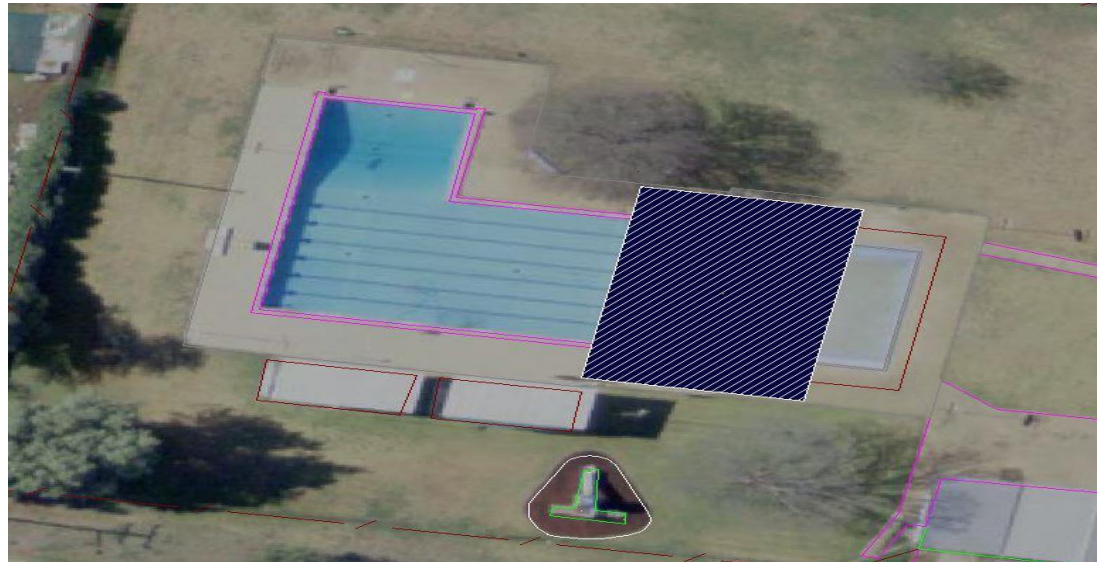
Total Estimated Cost: \$63,194.

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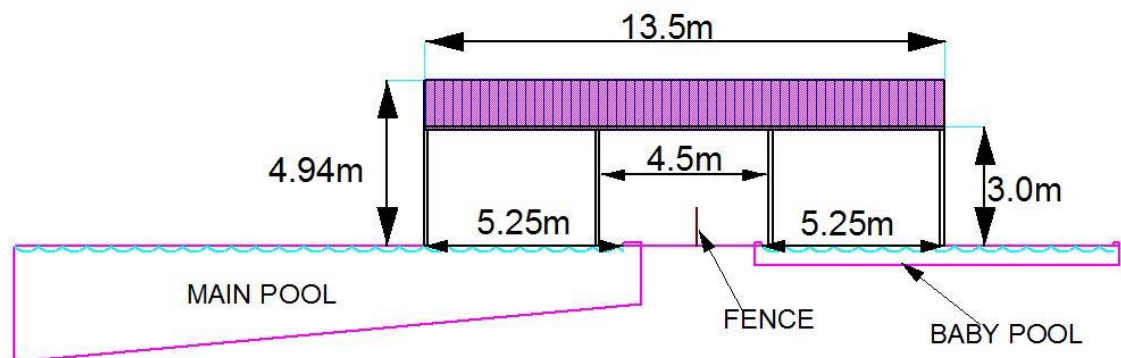
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Option 3.0 – Colorbond roof steel structure that covers 5m of southern end of main pool, half of the baby pool and has a 20 metre span.

Aerial



Elevation



Features

Length: 13.5 metres

Span: 20.0 metres

Side Height: 3 metres

Posts: steel/galvanised – options for powder coating.

DA required: Yes

Colour options for Roof: TBA

Comments: The existing shade sail structure over the baby pool will need to be removed.

Estimated Cost: \$63,267 (includes powder coating option).

Allowance for removal of existing baby shade cover: \$5,000

Total Estimated Cost: \$68,267.

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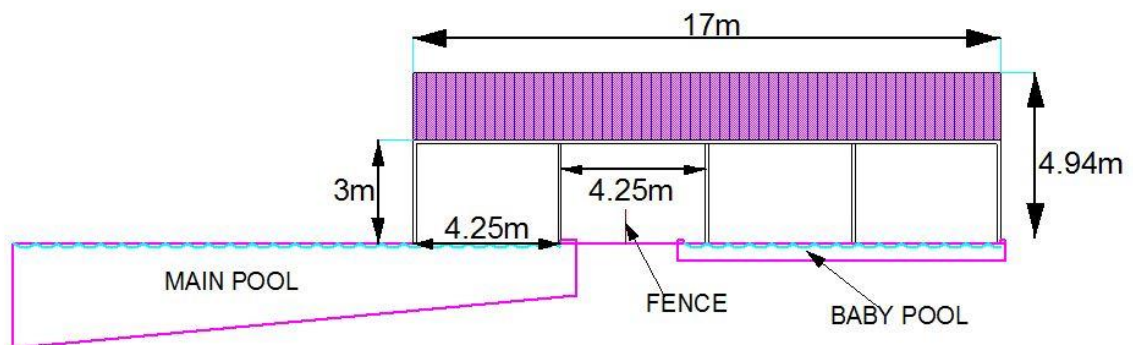
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Option 4.0– Colorbond roof steel structure that covers 5m of southern end of main pool and all of the baby pool and a wide 20 metre span.

Aerial



Elevation



Features

Length: 17 metres

Span: 20 metres

Side Height: 3 metres

Posts: steel/galvanised – options for powder coating.

DA required: Yes

Colour options for Roof: TBA

Comments: The existing shade sail structure over the baby pool will need to be removed.

Estimated Cost: \$79,475 (includes powder coating & post pads).

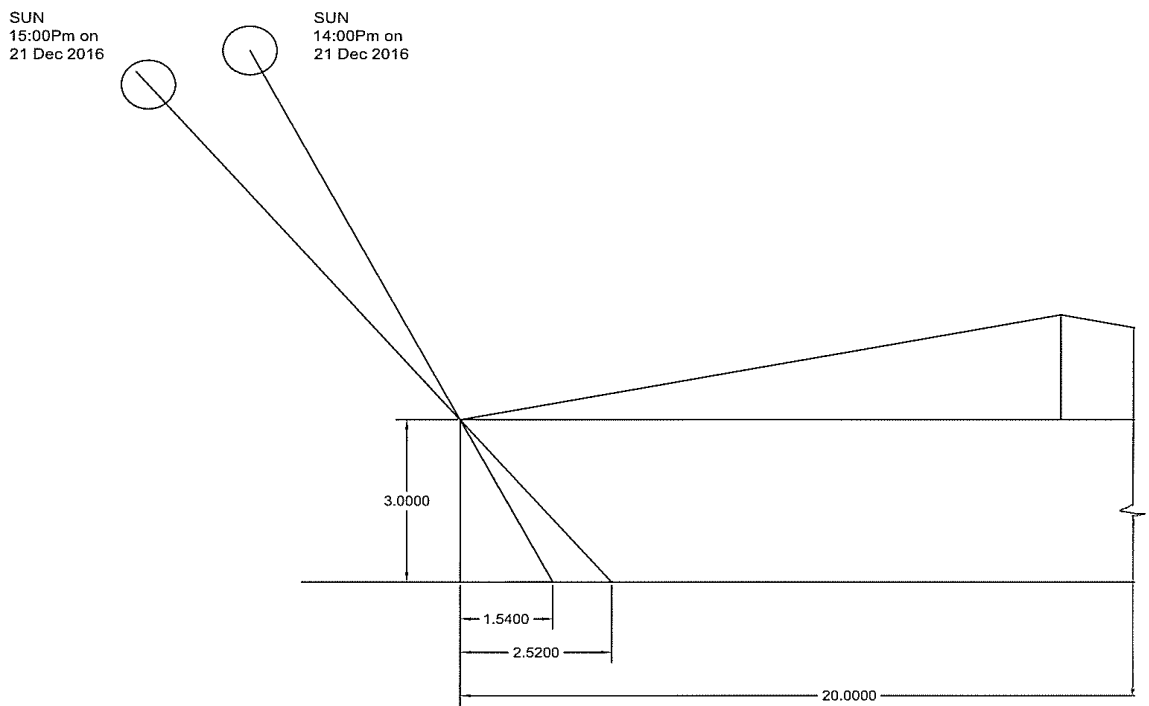
Allowance for removal of existing baby shade cover: \$5,000

Total Estimated Cost: \$84,475

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Attachment 2.0 – Sun Shadow length at Baradine on 21 December 2016



SUN SHADOW LENGTH UNDERNEATH THE PROPOSED BARADINE SWIMMING POOL SHED ON 21 DEC 2016

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Item 18 2016/17 Technical Services Works Program – Road Operations, Urban Services & Water Services

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

Reason for Report

The works program for the technical services division of Council for 2016/17 is presented for information.

Background

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

Attachment 2.0 contains three tables with the following information; a list roads that have been graded since the 1st July 2016, a list of roads subject to maintenance requests over the last month and a list of roads scheduled for maintenance over the next two months.

The persistent rainfall in August and September has caused minor to moderate damage to roads throughout the Shire. As a result there has been significant increase in the number of requests received from rural based residents for maintenance repair to roads.

Issues

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

Options

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

Financial Considerations

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

RECOMMENDATION

The 2016/17 works program presented in attachment 1.0 and attachment 2.0 is noted for information only.

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Attachment 1.0 – Technical Services 2016/17 Works Program

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Technical Services	Thu 06/07/17	22,121,474	2,037,025	5%
Asset & Design Services	Thu 29/06/17	62,858	10,132	10%
Survey equipment	Thu 29/06/17	12,000	0	0%
Eng design software	Thu 29/06/17	13,000	3,098	20%
traffic counters	Thu 29/06/17	7,500	0	0%
Bike Plan	Fri 30/09/16	4,258	5,196	100%
GPS handheld units	Thu 29/06/17	10,000	0	0%
Road Safety Programme	Thu 29/06/17	16,100	1,838	25%
Plan B	Thu 29/06/17	5,000	0	0%
Child Restraint	Thu 29/06/17	1,400	240	50%
Wksp Supervisors of L Drivers	Thu 29/06/17	1,200	453	50%
Bike Week	Thu 29/06/17	2,000	1,145	80%
Just Slow Down	Thu 29/06/17	4,000	0	0%
Free Cuppa for driver	Thu 29/06/17	2,500	0	0%
Fleet Services	Thu 29/06/17	2,530,000	551,081	15%
Minor plant purchases	Thu 29/06/17	15,000	0	0%
Plant & equipment purchases	Thu 29/06/17	2,515,000	551,081	15%
Road Operations	Fri 05/05/17	12,065,100	1,092,050	0%
RMS Work Orders	Thu 09/02/17	2,530,000	297,955	0%
Heavy Patching	Fri 09/09/16	500,000	234,731	50%
South Merrygoen	Fri 16/12/16	500,000	0	0%
Mendooran Widen	Fri 30/09/16	350,000	0	0%
Vegetation Control*	Wed 07/09/16	15,000	10,952	100%
North Mendooran Shlr widening*	Wed 05/10/16	35,000	0	0%
West Mendooran Shlr widening*	Fri 14/10/16	115,000	0	0%
Dunedoo Shlr widening*	Thu 09/02/17	75,000	0	0%
Resealing program	Fri 25/11/16	940,000	52,272	2%
Local Roads	Fri 28/04/17	4,593,274	455,507	0%
Local Roads reseals	Thu 30/03/17	577,937	0	0%
Spring Ridge Road	Thu 30/03/17	0	0	0%
Bugaldie Goorianawa Rd	Thu 30/03/17	42,400	0	0%
Baradine Goorianawa Rd (9000)	Thu 30/03/17	535,537	0	0%
Ropers rd (17000)	Thu 30/03/17	0	0	0%
Bugaldie Goorianawa Rd (6000)	Thu 30/03/17	0	0	0%
Andromeda Way (2500)	Thu 30/03/17	0	0	0%
Bingie Grumble Rd (5500)	Thu 30/03/17	0	0	0%
River Rd (3700)	Thu 30/03/17	0	0	0%
Digilah East Rd (6000)	Thu 30/03/17	0	0	0%
Spring Ridge Rd (6000)	Thu 30/03/17	0	0	0%
Merrygoen Rd (6000)	Thu 30/03/17	0	0	0%
Kanoona Rd (6000)	Thu 30/03/17	0	0	0%
Pine Ridge Rd (4000)	Thu 30/03/17	0	0	0%
Neilrex Rd (12000)	Thu 30/03/17	0	0	0%
Wyuna Rd (5600)	Thu 30/03/17	0	0	0%
Homeleigh Drive (1800)	Thu 30/03/17	0	0	0%
Avonside East Rd (6000)	Thu 30/03/17	0	0	0%
Tongy Rd (12000)	Thu 30/03/17	0	0	0%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Merryula Rd (6000)	Thu 30/03/17	0	0	0%
L R bridges & cwys	Fri 10/03/17	794,998	243,605	0%
Coonagoony bridge	Fri 30/09/16	260,868	194,007	80%
Ross Crossing Bridge - approaches	Fri 22/07/16	161,630	49,598	80%
Box Ridge Rd Cwy	Fri 26/08/16	52,500	0	0%
Mia Mia Rd - cwy	Fri 20/01/17	60,000	0	0%
Napier Lane(Garrawilla) - cwy	Fri 27/01/17	60,000	0	0%
Napier Lane (Mt Warwick) - cwy	Fri 17/02/17	60,000	0	0%
Quia Rd - cwy	Fri 10/03/17	60,000	0	0%
Leaders Rd - Cwy	Fri 01/07/16	0	0	0%
Montague Bridge - repairs	Fri 10/03/17	80,000	0	0%
Local Road pavements	Fri 28/04/17	2,161,108	142,909	0%
Bugaldie Goorianawa Pave Rehab	Fri 22/07/16	125,576	95,324	100%
Neilrex Rd - Seal Pave rehab.	Fri 23/09/16	245,472	39,140	10%
Gentle Annie Rd - Pavement Rehab	Fri 03/03/17	250,000	0	0%
Neilrex Rd - unsealed pave rehab.	Fri 28/04/17	200,000	0	0%
Quia Rd - sealed pavement rehab.	Fri 14/10/16	200,000	0	0%
Rotherwood Rd - sealed rehab.	Fri 17/02/17	150,000	0	0%
Turee Vale Rd - sealed pave rehab	Fri 10/03/17	150,000	0	0%
Wyuna Rd - Extension of seal	Fri 23/09/16	200,000	945	0%
Piambra Rd - extension of seal	Mon 12/09/16	300,000	0	0%
Beni Xing Rd - safety	Fri 24/03/17	190,060	0	0%
Lawson Park Rd - sealed pave rehab	Fri 31/03/17	150,000	7,500	0%
Local Roads Gravel Resheeting	Thu 30/03/17	1,059,231	68,993	0%
Box Ridge Rd	Fri 12/08/16	93,561	12,160	10%
Uliman Rd	Fri 19/08/16	40,648	0	0%
Yuggel Rd	Sat 03/09/16	74,089	0	0%
Carmel Lane	Tue 18/10/16	47,728	0	0%
Narrawa (south)	Fri 12/08/16	17,700	773	0%
Boomley Rd	Fri 12/08/16	30,505	8,787	25%
Dinby Lane	Tue 25/10/16	50,000	0	0%
Newbank Lane	Fri 04/11/16	70,000	0	0%
Munns Rd	Fri 11/11/16	175,000	0	0%
Coolah airport	Fri 10/03/17	45,000	0	0%
Evans Rd	Mon 20/03/17	55,000	0	0%
Forans Lane	Thu 30/03/17	75,000	0	0%
Wyuna Rd	Fri 28/10/16	150,000	47,273	20%
Bourke & Halls	Wed 21/09/16	45,000	0	0%
Wingabutta Rd	Fri 30/09/16	90,000	0	0%
Regional Roads	Fri 05/05/17	4,921,826	338,588	0%
Regional Roads reseals	Fri 30/12/16	615,891	32,894	0%
Reseals Rd 1	Fri 30/12/16	615,891	32,894	0%
Reseals Rd 2	Fri 30/12/16	0	0	0%
Pavement Rehab	Fri 27/01/17	800,000	10,670	0%
Black Stump Way rehab.	Fri 27/01/17	800,000	10,670	0%
Baradine Rd Shlder widening	Fri 09/09/16	0	0	0%
Intersection Ashby Rd	Fri 05/08/16	0	0	0%
Black Spot programme	Fri 16/12/16	1,495,935	265,521	0%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Black Stump Way - Orana Rd	Fri 23/09/16	218,712	64,814	25%
Baradine Rd - Old Baradine Rd	Fri 16/09/16	98,143	46,008	50%
Timor Road - Shlder Rehab	Fri 28/10/16	350,000	135,949	30%
Purlewaugh Rd - Shlder widening	Fri 11/11/16	135,015	0	0%
Baradine Rd - widening, guardrail	Fri 16/12/16	525,065	0	0%
Vinegaroy Rd - pave rehab	Fri 23/09/16	169,000	18,750	5%
Regional Road Bridges	Fri 05/05/17	2,010,000	29,503	0%
Allison bridge	Fri 05/05/17	2,010,000	29,503	5%
Aerodromes	Fri 01/07/16	20,000	0	0%
Repainting of Coona terminal blding	Fri 01/07/16	20,000	0	0%
Urban Services	Fri 30/06/17	3,069,589	242,532	0%
Parks & Gardens	Thu 01/06/17	138,847	0	0%
Baradine	Thu 04/05/17	33,000	0	0%
Lions Park - internal path	Thu 04/05/17	15,000	0	0%
Lions Park - from Darling street	Fri 14/04/17	8,000	0	0%
Lions Park - shade renewal	Wed 07/12/16	10,000	0	0%
Binnaway	Thu 02/03/17	20,000	0	0%
Len Guy Park - softfall upgrade	Thu 02/03/17	20,000	0	0%
Coolah	Thu 04/05/17	45,000	0	0%
McMasters Park - path to toilet	Thu 06/04/17	25,000	0	0%
Softfall under playground equip	Thu 04/05/17	20,000	0	0%
Coonabarabran	Thu 01/06/17	5,847	0	0%
Timor Rock toilet	Thu 01/06/17	5,847	0	0%
Dunedoo	Fri 07/10/16	35,000	0	0%
Milling Park Irrigation System	Fri 07/10/16	35,000	0	0%
Ovals	Thu 01/06/17	297,000	47,453	0%
Netball Courts - Coonabarabran	Fri 24/03/17	200,000	3,700	5%
Bowen Oval - canteen bird proofing	Mon 12/09/16	8,000	0	0%
Robertson Oval - Amenities	Thu 01/06/17	30,000	0	0%
Baradine Oval Canteen	Fri 23/09/16	34,000	43,753	90%
Master plan	Fri 26/05/17	25,000	0	0%
Swimming Pools	Fri 14/04/17	180,193	3,614	0%
Baradine	Mon 28/11/16	61,060	1,300	0%
Shade structure	Mon 28/11/16	40,000	0	0%
Painting, stage 1 & 2	Fri 23/09/16	11,500	0	0%
Upgrade Kiosk & hot water	Fri 07/10/16	1,500	1,300	100%
Reconnection lights	Fri 30/09/16	8,060	0	0%
Coolah	Fri 07/04/17	67,000	0	0%
Rain tank & pump for irrigation	Fri 07/04/17	4,000	0	0%
Lighting over main pool	Fri 02/12/16	20,000	0	0%
Solar project to heat pool	Fri 31/03/17	43,000	0	0%
Coonabarabran	Fri 07/04/17	46,133	0	0%
Pool repairs	Thu 06/10/16	26,180	0	0%
Rain tank & pump for irrigation	Fri 07/04/17	7,000	0	0%
Hot water facility	Fri 07/10/16	12,953	0	0%
Dunedoo	Fri 16/12/16	5,000	2,314	0%
pool improvements	Fri 16/12/16	5,000	2,314	50%
Mendooran	Fri 14/04/17	1,000	0	0%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Upgrades to club room	Fri 14/04/17	1,000	0	0%
Town Streets	Fri 30/06/17	2,453,549	191,465	0%
Baradine	Fri 30/06/17	96,000	39,003	0%
Street reseals	Fri 01/07/16	48,500	0	0%
Namoi St (2000)	Fri 31/03/17	48,500	0	0%
Darling St (3000)	Fri 31/03/17	0	0	0%
Progress Ass'n - gardens	Mon 03/10/16	5,000	5,000	100%
Flood levee	Fri 30/06/17	20,000	33,644	100%
New garbage bins	Thu 03/11/16	2,500	0	0%
Footpath rehab	Thu 11/05/17	20,000	359	0%
Binnaway	Thu 25/05/17	166,600	5,000	0%
Street reseals	Fri 31/03/17	46,600	0	0%
Progress Ass'n - gardens	Mon 03/10/16	5,000	5,000	0%
Bullinda Street, new K & G	Fri 14/04/17	55,000	0	0%
Footpath Rehabilitation	Thu 11/05/17	10,000	0	0%
Shared path - Renshaw St to River	Thu 25/05/17	50,000	0	0%
Coolah	Fri 30/06/17	500,840	51,079	0%
Booyamurra St pave rehab	Fri 25/11/16	124,990	4,492	5%
Cycleway extension	Fri 26/08/16	37,250	38,538	100%
Street reseals	Fri 31/03/17	57,600	0	0%
Footpath rehabilitation	Thu 11/05/17	30,000	3,549	10%
Booyamurra St K&G	Fri 07/04/17	55,000	0	0%
Drainage study	Fri 30/06/17	16,000	0	0%
Street Light	Fri 30/09/16	0	4,500	100%
Goddard Street shared path	Thu 25/05/17	180,000	0	0%
Coonabarabran	Thu 08/06/17	1,200,709	96,383	0%
Cycleway underpass, MJC bridge	Fri 09/09/16	22,456	0	0%
Cycleway north of bridge	Fri 12/08/16	43,244	32,596	80%
Kerb blister, John/Cassilis	Fri 29/07/16	44,272	63,787	100%
Dalgarno, Western end Pave Rehab	Fri 14/10/16	19,327	0	0%
John St., K & G rehab	Fri 28/10/16	53,110	0	0%
Street reseals	Fri 31/03/17	118,300	0	0%
FP Rehab Dalgarno (John/Cowper)	Thu 08/06/17	20,000	0	0%
John ST. K&G rehab	Fri 16/09/16	20,000	0	0%
Street Trees - Cowper	Fri 21/10/16	30,000	0	0%
John Street - asphalt	Mon 28/11/16	10,000	0	0%
Drainage - Belar / Merebene	Fri 09/12/16	70,000	0	0%
Edwards Street - shared path	Fri 28/10/16	250,000	0	0%
RFS Building - Roadworks	Fri 28/10/17	500,000	0	0%
Dunedoo	Fri 09/06/17	442,800	0	0%
Street reseals	Fri 01/07/16	54,800	0	0%
Talbragar St, Caigan to Bandulla	Fri 31/03/17	54,800	0	0%
Footpath rehab	Thu 08/06/17	20,000	0	0%
Dish - Yarrow at Bandulla, sth side	Fri 19/05/17	18,000	0	0%
Wallaroo St, drainage & sealing	Fri 09/06/17	350,000	0	0%
Mendooran	Thu 08/06/17	46,600	0	0%
Street reseals	Fri 31/03/17	16,600	0	0%
Footpath rehab.	Thu 08/06/17	30,000	0	0%

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Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Warrumbungle Water	Fri 30/06/17	3,900,927	126,460	0%
Baradine	Fri 30/06/17	1,096,000	17,930	0%
Meter replacements	Wed 02/11/16	5,000	55	0%
Mains Narren, Walker to Queen	Wed 31/08/16	80,000	0	0%
Mains - Bligh to Castlereagh	Wed 28/09/16	50,000	17,875	50%
Renewal of treatment plant clarifier	Fri 30/06/17	961,000	0	0%
Binnaway	Thu 25/05/17	517,530	11,423	0%
Meter replacements	Thu 03/11/16	5,000	0	0%
Mains Ext - Yeubla St railway	Wed 19/10/16	70,000	11,423	10%
Back up bore	Thu 25/05/17	442,530	0	0%
Coolah	Fri 01/07/16	551,396	6,700	0%
Mains ext. Cliff Lane, Erwin St	Wed 14/12/16	40,000	0	0%
Meter replacements	Thu 03/11/16	5,000	6,700	100%
Standby pumps	Mon 28/11/16	5,000	0	0%
Mains Replace. Gilmore Street	Fri 27/01/17	30,000	0	0%
Mains replacement	Mon 27/02/17	60,000	0	0%
Back up bore	Thu 25/05/17	411,396	0	0%
Coonabarabran	Fri 30/06/17	1,267,871	71,954	0%
Mains Ext. Castlereagh St	Tue 15/11/16	100,000	12,518	10%
Mains replacement	Tue 13/12/16	50,000	3,500	10%
meter replacements	Thu 03/11/16	10,000		0%
Timor Fence repairs	Fri 30/06/17	151,261	0	0%
Tools	Fri 30/06/17	3,000	0	0%
Mains ext. Camp St, Namoi - Anne	Thu 02/03/17	60,000	1,493	10%
Mains ext. - under hwy to depot	Mon 08/08/16	60,000	3,500	5%
Raising Timor Dam wall - study	Fri 30/06/17	530,610	44,487	10%
Telemetry software	Fri 30/06/17	3,000	0	0%
Telemetry upgrade - all towns	Fri 30/06/17	300,000	6,456	5%
Dunedoo	Thu 29/06/17	53,000	0	0%
Tools	Thu 29/06/17	3,000	0	0%
Main replacement Wargundy st	Tue 07/03/17	50,000	0	0%
Mendooran	Thu 25/05/17	415,130	18,453	0%
mains extension	Fri 14/04/17	30,000	0	0%
Back up bore	Thu 25/05/17	385,130	18,453	20%
Warrumbungle Sewer	Thu 06/07/17	493,000	14,770	0%
Baradine	Thu 06/07/17	10,000	0	0%
Sewage Treat Plant - renewals	Thu 06/07/17	10,000	0	0%
Coolah	Tue 25/10/16	0	4,809	0%
Dump site	Fri 30/09/16	0	4,809	100%
Mains relining	Tue 25/10/16	0		0%
Coonabarabran	Fri 30/06/17	483,000	9,961	0%
Mains relining	Tue 22/11/16	100,000		0%
Tools - sewer rods	Fri 30/06/17	3,000	0	0%
Pump station renewal	Tue 25/10/16	30,000	9,961	50%
Mains Replacement Rehab	Tue 25/10/16	100,000	0	0%
Telemetry upgrade - all towns	Thu 01/12/16	200,000	0	0%
re -keying sewer sites	Fri 30/06/17	50,000	0	0%

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Attachment 2.0

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Albert Wright	3	3
Avonside East & North	1	9.8
Balmoral	3	1.5
Barney's Reef	3	0.5
Bingie Grumble	2	2.6
Blackburns	3	1.2
Bolton Creek	2	2.3
Borah Creek	2	12.5
Bourke & Halls	3	5
Carmichaels (off Timor	3	0.7
Cobborah	1	10.8
Daysdale	3	1.6
Gundare	1	2
Homeleigh	3	3.4
Kanoona	1	1.8
Kerrawah	3	4
Lawson Park	1	3.3
Mt Hope	1	1.3
Mt Nombi	1	3
Napier	1	4.6
Narrawa	3	5.1
Oban	3	2
Pine Ridge	1	5
Reddens	3	2
Tibuc	3	2
Uliman	3	1.2
Wardens	2	13.8
Wyuna	1	13.9
Yuggel	2	3.1

Maintenance requests received in September & October for unsealed roads
All Weather Rd
Avonside East & North Rd
Avonside West Rd
Bellings Rd
Bingie Grumble Rd
Blackburns Rd
Bobella Rd
Bolton Creek Rd
Borambitty Rd
Box Ridge Rd
Brooklyn Rd

Unsealed Road - Upcoming Grading Maintenance program
Blue Springs Rd
Avonside Rd
Bolton Creek Rd
Box Ridge Rd
Brooklyn Rd
Burma Rd
Coybil Rd
Creenaunes Rd
Cumbil Rd
Dandry Rd
Dennykymine Rd

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Maintenance requests received in September & October for unsealed roads
Caledonia Rd
Creenaunes Rd
Darouble Rd
Digilah Rd
Dows Ln
Gowang Rd
Guinema Bugaldie Rd
Guinema Rd
Hawkins Rd
Lincoln Rd
Miangulliah Rd
Mt Hope Rd
Pine Ridge Rd
Premer Estate Rd
Quaker Tommy Rd
Ropers Rd
Stoney Point Rd
Tabletop Rd
Tanah Merah Rd
Tucklan Rd
Turee Vale Rd
Upper Laheys Creek Rd

Unsealed Road - Upcoming Grading Maintenance program
Digilah Rd
Evans Rd
Forans Lane
Gambil Creek
Homestead
Mancers Lane
Marombie Rd
Morrisseys Rd
Orana
Pandora Pass
Ropers Rd
Round Mountain Rd
Salaks Rd
Turee Vale
Wardens Rd
Wingabutta Rd

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Item 19 Waste - Information Report

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

Reason for Report

To provide information to the newly elected Council relating to recent changes made to operational practices within Warrumbungle Waste.

Background

At the September 2016 Ordinary Meeting of Council, it was requested that information be provided to enable new Councillors to gain an understanding of the recent changes made to waste operational practices relating to the business arm of Council known as Warrumbungle Waste.

To inform Councillors of the decisions made the below information briefly summarises all reports presented to Council relating to waste, as well as each report provided as an enclosure under separate cover over the past 18 months.

Pre 2014

During 2012/13, Council commenced reviewing its waste operations in line with the Community Strategic Plan to ensure its waste business was operating as safely and efficiently as possible. To assist with the review Council engaged a highly experienced waste consultant through our connections with Netwaste being Mr Bob Bailey from Bob Bailey Consulting. As part of Mr Baileys review, it was noted that Council had been operating its waste business unlawfully, as the costs for the provision of waste services to our ratepayers and communities was being supplemented by Council's General Fund. The Local Government Act, 1993 states clearly that provision of waste services must be fully cost recovery and not supported by our general ledger.

During 2013, Mr Bailey devised a direction forward for Council that was presented at the Ordinary Meeting of Council in Coolah on 15 August 2013 that predicted \$400,000 in savings. From this meeting, it was resolved that Council contract out all waste collection including recycling and that recycling be processed by contract arrangement, and that the workforce employed by Council for all waste collections be made redundant. This meant that 6 staff members would lose their jobs. The thrust of this decision was based around the fact that Council was looking to save \$400,000 to make waste operate lawfully and on a cost recovery basis.

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The Council decision to cut jobs was somewhat unpalatable and Councillors (at the time) and the United Services Union (USU - union representing the employees) were adamant that those employees should retain their jobs.

A no win situation existed, as cutting of the jobs was where the savings were to be made. The direction to MANEX from the Council was to make the savings, but retain the jobs; further work was needed to resolve this situation.

The USU and Council insisted that a market competitive bid be sought. On this basis, Council resolved that an Expression of Interest (EOI) process be undertaken inviting bids from interested waste contractors. As part of this process Council also instructed and resolved that Council lodge a bid to the EOI.

The result of exploring the options generated a model that was further expanded on when Council adopted its direction forward in December 2015; when each waste stream was reviewed individually. This model found the savings of \$400,000 and has retained all jobs within Warrumbungle Waste by changing waste operating practices and undertaking all waste collections, recycling collections and waste transfers in-house. The direction of Council has been followed by staff to remedy the required savings and retention of jobs.

Post 2014

Ordinary Council Meeting – 19 March 2015

Council considered a report whereby different management models were presented to Council. At this meeting the following Resolution 280/1415 was adopted (Moved Clr Capel, Seconded Clr R Sullivan):

Resolution 280/1415

1. That Council adopts and implements Model 1 for waste management across the Shire:

Model 1 - Introducing 240L wheelie bins on rural runs as opposed to using crates for recycling, recycling crates remain in townships until a staged swap over process to 240L wheelie bins is undertaken. Putrescible waste and commercial collection remains the same. Will allow time for Material Handling Facilities (MHF) to be upgraded and funding actively sought to assist fund the necessary upgrades.

2. To address the previous resolution of Council (84/1314) that Expressions of Interest are sought from waste contractors to design and construct a waste management model for Council.

Ordinary Council Meeting – 17 September 2015

Council considered a report providing timeframes on changes to recycling on rural runs, as well as information on the Expression of Interest (EOI) process. At this meeting the following Resolution 82/1516 was adopted (Moved Clr R Sullivan, Seconded Clr Andrews):

That Council introduces the new 240 litre bins to replace the current recycling crates on all rural runs commencing pickup in November 2015, and FURTHERMORE that a report be presented to Council after EOI process is

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undertaken to seek prices and models from interested waste contractors including Warrumbungle Shire Council.

Ordinary Council Meeting – 17 December 2015 – Confidential Report

Council considered a **Confidential Report** detailing the bids received under the Expression of Interest (EOI) process. Invitations to lodge an EOI were sent to 5 separate waste contractors, with only two EOI's being received, one being from Council. It is noted that the WSC bid was lodged with the General Manager on 30 October 2015, with the other bid being received by the General Manager on 3 November 2015. It is also noted that the other bidder was provided with an opportunity to revise their costs on 4 December 2015 prior to the preparation of Council reports on the matter for the December 2015 Ordinary Meeting. The other bidder declined the offer to revise their figures. At this meeting the following Resolution 177/1516 was adopted (Moved Clr Schmidt, Seconded Clr Capel):

Resolution 177/1516 That the provision of all waste collection and transfer services be undertaken by Warrumbungle Shire Council.

Ordinary Council Meeting – 18 February 2016

A report was presented to Council providing information on the newly announced Container Deposit Scheme (CDS). Council lodged a submission as per the report. At this meeting the following Resolution 213/1516 was adopted (Moved Clr Capel, Seconded Clr Schmidt)

Resolution 213/1516 That Council lodges a submission to the Container Deposit Scheme (CDS) Discussion Paper in support of Option 1: Refund CDS Model:

Option 1: Refund CDS Model based on a financial incentive of 10 cents, similar to SA and NT schemes. Under this model, a consumer would pay additional on the price of a drink and receive it back if and when the empty container is returned to a designated collection point.

Ordinary Council Meeting – 19 May 2016

To progress with Resolution 177/1516 from December 2015 a report was presented to Council regarding the proposed location of the Materials Recovery Facility (MRF). The report compared costings of placing the facility at either Dunedoo or Coonabarabran to enable co-mingled recyclables to be sorted. At this meeting the following Resolution 308/1516 was adopted (Moved Clr Schmidt, Seconded Clr Andrews)

Resolution 308/1516 That Council establishes a Material Recovery Handling Facility at Coonabarabran

Further to the report relating to the MRF, Clr Clancy lodged a notice of motion requesting a full review of the waste management strategy. At this meeting the following Resolution 298/1516 was adopted (Moved Clr Clancy, Seconded Clr Todd)

Resolution 298/1516 That Council conduct a full review and reappraisal of waste management strategy adopted at Council meeting March 2015

At the same meeting, a further motion was moved by Clr Clancy, seconded by Clr Todd seeking a supplementary vote of \$50,000 to undertake the above review and

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reappraisal of the waste management strategy outlined in the previous motion. The motion was put and lost.

Also at the same meeting, a motion was moved by Clr Schmidt, seconded by Clr Coe that the previous motion of Resolution 298/1516 remains unfunded and that a report be brought back to the June 2015 Council Meeting detailing cost savings to waste to date. At this meeting the following Resolution 300/1516 was also adopted (Moved Clr Schmidt, Seconded Clr Coe)

Resolution 300/1516 That the previous motion for a review remains unfunded and that FURTHERMORE that a report be brought back to the next Council meeting detailing cost savings to date

Ordinary Council Meeting – 16 June 2016 – Confidential Report

A **confidential report** was presented to Council in response to Resolution 300/1516 detailing savings made to date post the implementation of Resolution 177/1516 which resolved that all waste collection and transfer services be undertaken by Warrumbungle Shire Council. The report was provided for Council's Information.

Ordinary Council Meeting – 18 August 2016

A notice of motion was presented to Council by Clr Coe seeking to replace half the skip bins at all transfer stations, and that the installation of a MRF not proceed until the container deposit scheme has been introduced. At this meeting the following Resolution 31/1617 was adopted (Moved Clr Coe, Seconded Clr C Sullivan)

Resolution 31/1617 That Council immediately replace half the original number of skip bins at all the transfer stations in the shire. If pollution is a problem then cargo nets or lids be fitted for council staff to remove and replace. Furthermore that Council not proceed with the construction of the MERF until the container deposit scheme has been introduced and the feasibility of such an operation is determined.

Comment - Council has installed 1,100 litre plastic skip bins at all transfer stations in response to Resolution 31/1617. The skip bins are emptied on a rotational basis as required by Council staff. The MRF has not commenced.

Container Deposit Scheme – Information for Councillors

The NSW Premier announced that a state-wide container deposit scheme (CDS) would be introduced across NSW by 1 July 2017.

The proposed scheme is similar to that operating in South Australia and features include:

- 10-cent refund for returning a specially-marked drink container
- Drink containers sized between 150ml and 3 litres will be eligible; with the scope mirroring that of the SA and NT schemes (excludes plain milk, wine and spirits).
- Containers presented through kerbside systems will be redeemable, with MRF operators and local government expected to agree on sharing any refund.
- Collection depots will range from large-scale depots through to stand-alone reverse vending machines and pop-up sites
- Beverage suppliers are to provide the 10 cent refund as well as the associated handling and administration fees

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- A single scheme coordinator is to be appointed by the Minister following an EOJ / tender process.

Features of the scheme

- All NSW beverage containers between 150ml and 3 litres in volume will be eligible for a refund (excludes plain milk, wine and spirits).
- Beverage suppliers (manufacturer, importer, wholesaler or retailer) that bring eligible containers into NSW will be responsible for funding the refund as well as associated costs.
- From the commencement of the scheme in NSW all beverage suppliers and retailers must sell eligible beverage containers that display the required EPA approved CDS labelling. The labelling will be developed in the coming months
- It is proposed that the Scheme will be delivered through a two-part structure:
 - A single Scheme Coordinator will be responsible for the financial management of the scheme, and for ensuring that the scheme meets its state-wide access and recovery targets.
 - Network Operators will set up and run a state-wide network of collection points. They can build and operate these collection points themselves, or they contract for other organisations to do this.
- The Minister for the Environment will appoint the Scheme Coordinator and Network Operators through a competitive selection process.
- Eligible containers in kerbside recycling will be able to be redeemed. The proposed scheme will allow material recovery facilities (MRFs) to use an EPA approved method for accurately estimating the number of containers recovered in the facility and to claim the refund from the Scheme Coordinator. Under this proposed approach, the MRF would only receive the refund amount. They would not be able to claim a handling fee, but they would also not need to separate out containers or substantially change their existing recovery processes. The proposed scheme would also provide a regulatory incentive for MRFs and local governments to share any benefits that may result from these arrangements.

Scheme exceptions

Containers that are not included in the scheme and, therefore, do not qualify for a refund includes:

- plain milk (or milk substitute) containers
- flavoured milk containers 1 litre or more
- pure fruit or vegetable juice containers 1 litre or more
- glass containers for wine and spirits
- casks (plastic bladders in boxes) for wine and casks for water – 1 litre or more
- sachets for wine 250ml or more
- containers for cordials, concentrated fruit/vegetable juices
- registered health tonics

WSC Current Position on CDS

Council has indicated its interest to become a container deposit collection point at all our transfer stations and landfill. This would generate an income stream for Warrumbungle Waste with a proposed 4 cents handling fee per container.

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At present there is a resolution from Council that Council not precede with the construction of the MRF until the container deposit scheme has been introduced and the feasibility of such an operation is determined.

Council needs to be in a position to be able to handle all CDS containers in a manner that maximises the potential return to Council for any containers deposited to kerbside recycling. If the MRF was in place and operating by the time the CDS is implemented then Council would be able to offer the security (in the form of an enclosed structure such as a shed). The MRF and items sorted through it could be housed and secure from theft. At present our recyclables are stored in an unlocked, open sided shed.

It has been predicted that 40% of all eligible containers will still be deposited in the kerbside recycling pickups. Council will be continuing to introduce 240 litre recycling bins in all town areas on a progressive basis as per Resolution 177/1516. The current experience with the replacement of the blue recycling crates with 240 litre wheelie bins on our rural runs shows an increase of over 100% in recyclables collected on these runs; if this trend is also experienced in our residential areas the volume of recyclables collected needs to be handled in a more productive manner. A MRF is required to enable staff to sort co-mingled recyclables in a productive manner.

It is also important to note that not all recyclable materials are collected and redeemed for cash under the CDS. There are still many items Council recycles that are not part of the CDS, such as plastics, papers, cardboards and glass.

Financial Considerations

As mentioned above, Council reviewed savings to date from the implementation of its waste strategy in June 2016. As at the end of the September quarter, Council has now run both the collection of all waste and the management of transfer stations and the Materials Handling Facilities in house for three months.

In order to compare the cost of running these facilities in-house with the previous model where the big bin pickup and general waste collection in the south was carried out by a contractor, Council has presented the waste costs for the first quarter 2015/16 against the costs incurred in the first quarter 2016/17 in the table below on the following page.

As can be seen from the table below, Council has reduced the running costs of its waste business by \$66k in the first quarter of the year when compared to the previous year as a result of bringing this work in-house. This is despite salary increases of 2.8% in 2016/17. This is a significant achievement and results in a \$263k annual saving to rate payers as a result of the December decision of Council.

It should also be noted, that the 2015/16 external contractor costs were based on old rates that were significantly lower than the rates provided to Council as detailed in the December 2015 confidential business paper. As these rates are commercial in confidence they can not be disclosed in this business paper.

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Line Item	2016	2017	Costs Increase / (Decrease)
Collection			
Waste Collection - General Waste	82,293	85,985	3,692
Waste Collection - Recyclables	94,122	90,790	(3,332)
Adjustment to Contracts (timing)	-	(13,653)	(13,653)
Collection Total	176,415	163,122	(13,293)
Materials Handling Facilities			
Operational Activities	95,793	88,832	(6,961)
MHF Total	95,793	88,832	(6,961)
Transfer Stations			
Operational Activities	113,767	105,391	(8,376)
Big Bin Pickup	38,833	8,868	(29,966)
Adjustment to Contracts (timing)	-	(7,131)	(7,131)
Tips Total	152,600	107,128	(45,473)
Grand Total	424,808	359,082	(65,726)

Total savings to Council as a result of the change were \$65,726 in the first quarter of 2016/17 as represented in the table above.

Notes:

- Figures above include all waste costs for the first quarter 2015/16 and 2016/17 excluding admin costs, capital projects, and special projects around derelict underground petroleum tanks;
- Waste expenditure in the collection, MHF and Transfer stations relating to infrastructure maintenance and utilities have also been excluded as these are one off items;
- The item “adjustments to contracts timing” in the table above relates to payments to the external contractor for the 2015/16 financial year (including on-costs) that were paid in the first quarter of 2016/17;
- All payments within the waste fund include a 10% internal charge for on-costs;
- Contract payments incur a further 1% processing charge

Council must ensure that its waste service is not being funded from non-waste revenue sources. Council should also note that due to the savings made as a result of the adoption of the waste strategy (as detailed in the December 2015 confidential business paper) Council was able to pause the indexation of its waste rates, resulting in a saving to rate payers across the shire.

RECOMMENDATION

For Council Information.

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Item 20 Len Guy Park Boundary Adjustment

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager Property and Risk – Jennifer Parker
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4.1 Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP

Reason for Report

To provide Council with an update on the land transfer and boundary adjustment process relating to Len Guy Park, Binnaway as the current resolution remains outstanding for a period greater than 12 months.

Background

At the Ordinary Meeting of Council on the 17 September 2015 Council resolved -

1. *That Council finalise the boundary adjustment to facilitate a walkway between Renshaw Street to Andys Lane through Len Guy Park, Binnaway by adjusting the boundary of Lot 61 DP 532596 with assistance of land transfer from NSW Health and finalise the toilet block encroachment issue by accepting the donation of the land from the owner of Lot B DP 103571 in return for the cost of land transfer fees, surveying and legal fees and erection of a Colorbond® fence at the northern end of Len Guy Park, and*
2. *That Council allocate budget to complete the land transfers and fencing in the 2015/16 financial year, and*
3. *That Council authorise the Mayor and the General Manager to affix the Council Seal to complete the boundary adjustment and transfer of this land.*

Issues

Surveying of the land to accommodate the necessary boundary adjustments has been completed. The transfers of land and boundary adjustments are in progress and relate to 12m² from one property and about 40m² from the other.

Options

As the transfers and boundary adjustments are still in progress they are not deemed to be completed, hence the resolutions remain outstanding. It is recommended that Council continue with the land transfers, boundary adjustments and fencing.

Financial Considerations

To date, surveying has cost approximately \$5,000. Other expected costs for fencing (approx. \$3,500), land transaction costs and LPI application (approx. \$5,000) are still outstanding.

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RECOMMENDATION

That Council continues the process of finalising boundary adjustments, land transfers and fencing relating to Len Guy Park, Binnaway, as previously resolved via Resolution 83/1516.

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Item 21 Pump House Camping Ground Binnaway

Division:	Development Services
Management Area:	Property and Risk
Author:	Manager Property and Risk – Jennifer Parker
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4.1 Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP

Reason for Report

To provide Council with an update on the status of Resolution 57/1415 relating to the Pump House Camping Ground located at Binnaway as the resolution has been outstanding for a period greater than 12 months.

Background

At the Ordinary Meeting of Council on the 21 August 2014 Council resolved -

1. *That Council agree to continue to operate the Binnaway Pump House Camp Ground as a Primitive Camping Ground subject to a new DA being approved for this use.*
2. *The current Licence agreement for the Binnaway Pump House Camp Ground be reviewed.*
3. *That the Binnaway Pump House Camp Ground land be acquired and determined as operational land.*

Issues

The current camp ground is located on part of the road reserve associated with Castlereagh Avenue, Binnaway. To formalise an approval for the site to be used as a Primitive Camping Ground the road reserve area needs to be acquired by Council. It is also necessary for a fresh DA to be issued as the previous approval contravened the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulations 2005. The contravention related to the number of camp sites approved for the hectare area available.

Options

Council has commenced implementation of the part road closure through the Department of Lands. Once the part road closure is finalised the remaining resolutions relating to the DA and licence agreement will be completed.

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Financial Considerations

Costs for surveying and road closure application fees have been incurred to date – valued at \$13,257. The DA fees are expected to be in the vicinity of \$871, with the review of the licence condition likely to incur legal fees of approximately \$1,500.

Some work is also likely to be required to ensure the site addresses compliance requirements under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulations 2005. Works noted to date include necessary upgrades to the septic tank and wastewater disposal system, changes to powered sites, upgrades to fixtures within the amenities ie new basins – works are expected to cost approximately \$5,000. The extra legal cost related to the updating of the Licence Agreement is expected to be approximately \$1,500.

RECOMMENDATION

That Council continues the part road closure of Castlereagh Avenue, Binnaway, updating the licence agreement and submitting a Development Application for the Pump House Camp Ground, Binnaway as resolved previously via Resolution 57/1415.

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Item 22 Local Heritage Fund Applications

Division:	Development Services
Management Area:	Town Planning
Author:	PA to Director Development Services – Kelly Dewar
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU 4 – Out towns and villages are characterised by their attractiveness, appearance, safety and amenity

Reason for Report

During September 2016 Warrumbungle Shire Council advertised for applications for Council's Local Heritage Fund. These grants are to assist with conservation and restoration work. It is recommended that the grants be allocated from the fund based on the recommendations provided by Council's Heritage Advisor.

Background

The advertisement indicated that grants of up to \$500 were available from the Warrumbungle Shire Local Heritage Fund to assist owners undertake conservation and maintenance works on heritage buildings, items and places.

Warrumbungle Shire Council has established a budget of \$12,000 for its Heritage Places Grants and Local Heritage Advisor. If Council manages the fund in accordance with the requirements of the Heritage Branch Department of Planning, that agency will reimburse up to \$5,000 via a grant at the end of the financial year. One of the key requirements is that the fund be dispersed with regard for the recommendations of Council's Heritage Advisor.

Two applications for grants were received for works on the following places:

- Coonabarabran Club – 54 Cassilis Street, Coonabarabran
- Ted Miller – Coolah Historical Society - Coolah

Warrumbungle Shire Council's Heritage Advisor, Peter Duggan, evaluated the applications and has recommended that the grants be dispersed as shown in the table below.

Property	SHI No.	Applicant	Works	Cost	Request	Recommended
Coonabarabran Club	CC01	David Rayner	Restoration to front steps and repainting of exterior walls	\$5,770	\$500-\$3,000	\$500
Coolah Historical Society	CH02	Ted Miller	Identify the location of Stump 133 and to avoid the demolition of Stump 133	\$811	\$500	\$500
				\$6581	\$3,500	\$1,000

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Issues

NIL

Options

Given that Council has advertised the funding and acknowledged applications it would be unreasonable not to offer any funding.

Financial Considerations

Warrumbungle Shire Council has established a budget of \$12,000.00 for its Local Heritage Fund and Heritage Advisor.

RECOMMENDATION

That Council grant \$1,000 from the Warrumbungle Shire Council Local Heritage Fund 2016-2017 with the remainder of the fund being allocated later in the year if more applications are received.

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Item 23 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer for Development Services – Kathryn Weatherall

CSP Key Focus Area: Rural and Urban Development

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

Development Applications

(i) Approved – September 2016

Complying Development (Set Criteria) Development Application (Specialised Conditions)	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA34/2016	21/06/2016	22/09/2016	Michael Joseph Sternbeck	Blue Gum 160 Werribee Road	PREMER	New Single Storey Dwelling	87
DA39/2016	22/07/2016	02/09/2016	Jeffrey Roy Matthews	2 Bugaldie Guinema Road	BUGALDIE	New Installation of Manufactured Home	18
DA41/2016	22/07/2016	14/09/2016	Damian Justin McCann	56 Digilah Street	DUNEDOO	New Garages/Sheds - Residential	1
DA47/2016	09/08/2016	22/09/2016	Picton Bros Investments	22 Castlereagh Avenue	BINNAWAY	New Awning - Residential	23
DA49/2016	26/08/2016	26/09/2016	Robert Johnston	747 Guinema Road	BUGALDIE	Alterations and Additions to	0

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						Verandah/Deck - Residential	
DA54/2016	01/09/2016	26/09/2016	Taryn Marie Simmons	40-44 John Street	COONABARAB RAN	Alterations and Additions to Change of Use - Other	0
DA55/2016	08/09/2016	28/09/2016	Darren John Mathews	8 Cobborah Street	DUNEDOO	New Garages/Sheds - Residential	0
DA56/2016	12/09/2016	21/09/2016	Leanne Janet Colantonio	220 Racecourse Road	COONABARAB RAN	Alterations and Additions to Other	0
DA57/2016	12/09/2016	27/09/2016	Mark Colin Willis	Springbrook 2142 Timor Road	COONABARAB RAN	New Other - Observatory	0
DA62/2016	21/09/2016	28/09/2016	Jace Adam Russell	92-94 Booyamurra Street	COOLAH	New Garages/Sheds - Residential	0
CD22/2016	25/08/2016	13/09/2016	Bretton Lee Drinkwater	143 Lawnside Drive	MENDOORAN	New Garages/Sheds - Rural	0
CD23/2016	26/08/2016	16/09/2016	Danielle Tuckwell	14 Regan Street	COOLAH	Alterations and Additions to Verandah/Deck - Residential	0

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

RECOMMENDATION

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