



Warrumbungle Shire Council

Council meeting

Thursday, 15 December 2016

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

commencing at 8.30am

Mayor

Councillor Peter Shinton

Deputy Mayor

Councillor Denis Todd

COUNCILLORS

Councillor Kodi Brady

Councillor Anne-Louise Capel

Councillor Fred Clancy

Councillor Ambrose Doolan

Councillor Wendy Hill

Councillor Aniello Iannuzzi

Councillor Ray Lewis

MANAGEMENT TEAM

Steve Loane (General Manager)

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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 15 December 2016 at the Council Chambers, Binnia Street, Coolah commencing at 8.30am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Forum

Apologies

Disclosure of Interest

 Pecuniary Interest

 Non Pecuniary Conflict of Interest

Mayoral Minute

Reports

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

INDEX

Item 1 Mayoral Minute – Monthly Mayoral Commitments	6
RECOMMENDATION	7
Item 2 Mayoral Minute – Materials Recovery Facility.....	8
RECOMMENDATION	9
Item 3 Minutes of Ordinary Council Meeting – 17 November 2016.....	10
RECOMMENDATION	17
Item 4 Minutes of Traffic Advisory Committee Meeting held on 24 November 2016	18
RECOMMENDATION	19
Item 5 Minutes of Plant Advisory Committee Meeting held on 8 December 2016	20
RECOMMENDATION	21
Item 6 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting	22
RECOMMENDATION	23
Item 7 Minutes Local Emergency Management Committee Meeting – 22 August 2016.....	24
RECOMMENDATION	26
Item 8 Minutes Local Emergency Management Committee Meeting – 21 Nov 2016	27
RECOMMENDATION	29
Item 9 Request for Leave of Absence – Councillor Kodi Brady.....	30
RECOMMENDATION	30
Item 10 Nominations for Australia Day 2017– Shire Wide Awards.....	31
RECOMMENDATION	36
Item 11 Policy for Payment Expenses & Provision of Facilities to Mayors & Councillors.....	37
RECOMMENDATION	37
Item 12 Council Resolutions Report December 2016	38
RECOMMENDATION	38
Item 13 Monthly Report from Human Resources – November 2016.....	39
RECOMMENDATION	40
Item 14 Fit for the Future Reassessment Result.....	41
RECOMMENDATION	44
Item 15 Bank Reconciliation for the month ending 30 November 2016.....	45
RECOMMENDATION	48
Item 16 Investments and Term Deposits for Month ending 30 November 2016.....	49
RECOMMENDATION	52
Item 17 Rates Report for Month Ending 30 November 2016	53
RECOMMENDATION	56
Item 18 2016/17 Technical Services Works Program	57
RECOMMENDATION	57
Item 19 Coolah District Development Group.....	66
RECOMMENDATION	66
Item 20 Stocktake Visitor Information Centre – May 2016 – November 2016	67
RECOMMENDATION	68
Item 21 National Broadband Network Rollout.....	69
RECOMMENDATION	71
Item 22 Local Heritage Fund Applications	72
RECOMMENDATION	73
Item 23 Draft Plan of Management – Community Land	74
RECOMMENDATION	76
Item 24 Development Applications	77
RECOMMENDATION	77

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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

Since the last report to the November meeting, as Mayor I have represented Council as follows:

- 13.11.16 Welcome Jake Ward to Coonabarabran (Breast Cancer Fundraiser)
- 14.11.16 Met with Malcom Hartley
- 15.11.16 Geopark meeting at Tooraweenah with Gilgandra & Coonamble
- 17.11.16 Monthly Council Meeting - Coonabarabran
- 19.11.16 Palliative 4 People Concert
- 21.11.16 Dunedoo Community meeting
- 22.11.16 Coolah Community meeting
- 23.11.16 Met with Dept. Industry, Resources & Energy – aerial geological survey - Coonabarabran
- 24.11.16 Traffic Committee
- 27.11.16 Mayors Christmas Party
- 28.11.16 Baradine Community meeting
- 29.11.16 Visit to Recycle Centre & Coonabarabran Community meeting
- 30.11.16 Binnaway Community meeting
- 01.12.16 NPWS RAC meeting – Gwydir Wetlands

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

- 02.12.16 NPWS RAC meeting – Gwydir Wetlands
- 04.12.16 Yaminbah Bushfire Brigade Xmas BBQ
- 06.12.16 Dunedoo Central School Presentation night
- 07.12.16 CWRWC meeting in Dubbo

RECOMMENDATION

That the report be noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 2 Mayoral Minute – Materials Recovery Facility

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Peter Shinton – Mayor
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 seek Council's approval to install a Materials Recovery Facility at the Recycling Centre located at the Coonabarabran Landfill.

Background

Subject to a recent tour of the Recycling Centre located at the Coonabarabran Landfill site, it was noted our staff are manually sorting recyclables under a temporary arrangement. The volume of recyclables from the rural recycling runs has tripled due to the success of the 240l recycling bins being swapped to replace the blue 60l crates. This is making the task very time consuming and difficult to undertake for staff involved and may lead to WHS issues.

Issues

To assist staff and increase recycling across the Shire, and also to prepare our recycling handling techniques in readiness for 240l recycling bins in towns and villages, it is necessary that a Materials Recovery Facility (MRF) be installed as soon as possible. It is noted Council had resolved to install a MRF at Coonabarabran as per Council Resolution 308/1516. This decision was deferred (as per Resolution 31/1617) until after the Container Deposit Scheme (CDS) is introduced, however kerbside recycling will still exist and will still need sorting even after the CDS commences. Research in other states indicates that eligible CDS containers will still be placed in kerbside recycling by some users of the recycling service. It is predicted town and village recycling will follow the trends of rural recycling and increase considerable once 240l recycling bins are introduced.

Financial Considerations

The cost of constructing a MRF is approximately \$200,000.

Options

Alternatively Council could contract out the sorting of all co-mingled recyclables to Gilgandra Shire Council. The quoted cost to provide this service is \$60/t and Gilgandra keeps all recyclable materials (including any CDS items contained in the recycling valued at 10c/container plus the 4c handling charge per container). Council would also need to pay freight for cartage of the recyclables to Gilgandra as well as freight back to Coonabarabran of any contaminants found in the recycling. It would also incur the loss of 6 recycling jobs from the Warrumbungle Waste team.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

RECOMMENDATION

That Council install a Materials Recovery Facility at the Recycling Centre located at the Coonabarabran Landfill as soon as possible as per the previous decision resolved by Council under Resolution 308/1516 on 19 May 2016.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 3 Minutes of Ordinary Council Meeting – 17 November 2016

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

PRESENT: Cr Peter Shinton (Chairman), Cr Brady, Cr Clancy, Cr Doolan, Cr Hill, Cr Iannuzzi, Cr Lewis and 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)

8.33am

Paul Cornall from Forsyths presented Council's 2015/16 Financial Statements and audit results.

Forum

9.23am

Donna Burton, President of the Coonabarabran Chamber of Commerce, addressed the meeting about the concerns of the Chamber of Commerce and asked how the Council and the Chamber can work better together and how local businesses can work with Council.

9.30am

APOLOGIES: Cr Capel

94/1617 RESOLVED that the apologies of Cr Capel be accepted.

Todd / Brady

The motion was put and carried by majority

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

Nil.

REPORTS

Item 1 Mayoral Minute – Monthly Mayoral Commitments.

Received.

Item 2 Minutes of Ordinary Council Meeting – 20 October 2016

95/1617 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 20 October 2016 be endorsed.

Doolan / Hill

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

BUSINESS ARISING

Cr Iannuzzi would like it noted that the process of how we count the votes and record the votes on each motion needs to be a lot better for transparency and correctness.

Councillor Clancy foreshadowed a motion.

The foreshadowed motion was moved Councillor Clancy seconded Councillor Todd to not proceed with the purchase of replacement vehicle, Plant 180 (Garbage Compactor), until further notice.

The motion was withdrawn.

Cr Iannuzzi stated that a list of Council Committees and members who had voting rights would be very beneficial.

9.53am

96/1617 RESOLVED that Items 16, 17 and 19 be brought forward for consideration at this time.

Clancy / Brady

The motion was put and carried by majority

Item 19 Fourth Quarter Excellence in Achievement Award

97/1617 RESOLVED that Council approve MANEX's nomination of Joanne Hadfield as the winner of the 4th Quarterly Staff Achievement Award and Northern Plumbing Crew as winners of the 4th Team Staff Achievement Award to be presented at this meeting.

Brady / Clancy

The motion was put and carried by majority

The Mayor presented Awards to the Northern Plumbing Crew and Joanne Hadfield.

Item 16 White Ribbon Day

98/1617 RESOLVED that Council supports and participates in White Ribbon Day 2016 by:

- Councillors and Senior Staff taking the White Ribbon Day oath at the November Council Meeting; and
- Councillors and Senior Staff wearing White Ribbons during the November Council Meeting.

Brady / Doolan

The motion was put and carried by majority

9.57am

All Councillors and staff stood and took the White Ribbon Day Oath.

Item 17 Resignation Manager Administration and Executive Assistant to GM

99/1617 RESOLVED that Council formally passes on their thanks to Sally for her years of dedication to Council and best wishes in her retirement.

Brady / Doolan

The motion was put and carried by majority

The Director Corporate & Community Services, General Manager and Mayor made speeches commending Sally Morris for all her dedication and hard work over the years.

10.08am

100/1617 RESOLVED that standing orders be suspended to break for morning tea.

Todd / Brady

The motion was put and carried by majority

10.35am

101/1617 RESOLVED that standing orders be resumed.

Todd / Brady

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 3 Minutes of Traffic Advisory Committee Meeting held on 27 October 2016

102/1617 RESOLVED:

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 27 October 2016.
2. That solid white lines be installed at driveways opposite the school in Dalgarno Street **FURTHER** that school management be asked to restrict their staff parking in front of the school.
3. That request by Coonabarabran RSL to close John Street and Dalgarno Street, Coonabarabran from approximately 10.57 am to 11.15 am on Friday, 11 November 2016 to commemorate Remembrance Day be approved subject to compliance with Council's Road Closure Policy and RMS concurrence.
4. That request by Coolah Lions Club to close Binnia Street, Coolah from 4.30 pm to 9.00 pm on Saturday 17 December 2016 be approved subject to compliance with Council's Road Closure Policy and lodgement of the appropriate documentation.
5. That further investigation of parking conditions and demand on the eastern side of the Newell Highway in front of the school is undertaken along with consultation with the school.
6. The installation of unbroken lines to delineate 'No Parking', the installation of markings for disabled car parking and that old lines marked on the street be blacked over **FURTHER** that Council liaise with the Medical Centre to determine parking requirements

Lewis / Iannuzzi

The motion was put and carried by majority

Item 4 Minutes of Plant Advisory Committee Meeting held on 7 November 2016

103/1617 RESOLVED:

1. That Council accepts the Minutes of the Plant Advisory Committee meeting held in Coonabarabran on 7 November 2016 with the exclusion of Recommendation 7/1617 regarding replacement of Plant Item No. 180.
2. That in principle support be given for increasing the width of slasher to 2.5 m **FURTHER** investigation required into benefits of square back versus tapered back shape and where possible purchase slasher locally.

Clancy / Doolan

The motion was put and carried by majority

Item 5 Economic Development and Tourism Advisory Committee Meeting Minutes – 31 October 2016

104/1617 RESOLVED:

1. That 2357 Partnerships Inc. be invited to nominate a representative to the EDT Advisory Committee and the Terms of Reference amended to reflect the changes in membership and representation.
2. That Warrumbungle Shire participate in the next stage of the Great Western Plains Marketing Campaign at a cost of \$5,000.
3. That the April letter be resubmitted requesting the urgent attention of the Member for Barwon and a report on action to date **FURTHERMORE** copies of this letter be sent to the Ministers for Transport and Infrastructure and for Roads.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

4. That Council's Director Technical Services investigates the feasibility of dredging and the cleanup of the Billy Kings Creek crossings on the Purlawaugh Road to provide access for residents into Coonabarabran.

Clancy / Todd

The motion was put and carried by majority

10.55am

Cr Doolan left the room.

Item 6 TRRRC 355 Advisory Committee Minutes – 7 October 2016

105/1617 RESOLVED that the minutes of the TRRRC 355 Advisory Committee held on 7 October 2016 be accepted and endorsed by Council.

Hill / Todd

The motion was put and carried by majority

Item 7 TRRRC 355 Advisory Committee Minutes – 2 November 2016

106/1617 RESOLVED that the minutes of the TRRRC 355 Advisory Committee held on 2 November 2016 be accepted and endorsed by Council.

Hill / Clancy

The motion was put and carried by majority

Item 8 Minutes of the Finance and Projects Committee Meeting – 7 November 2016

107/1617 RESOLVED that Council accepts the Minutes of the Finance and Projects Committee Meeting held on 7 November 2016 at Coonabarabran.

Brady / Clancy

The motion was put and carried by majority

Item 9 Orana Arts Inc

108/1617 RESOLVED that Council notes the meeting minutes of the Orana Arts Board Meeting held on 23 September 2016 Councillor Capel.

Clancy / Todd

The motion was put and carried by majority

Item 10 Artlands Conference

109/1617 RESOLVED that Council notes the report on the Artlands Conference held on 27-30 October 2016 from Councillor Capel.

Lewis / Hill

The motion was put and carried by majority

Item 11 Request for Leave of Absence – Councillor Anne-Louise Capel

110/1617 RESOLVED that Council accepts the notification from Councillor Capel and grants a Leave of Absence from the Ordinary November 2016 Council meeting.

Brady / Iannuzzi

The motion was put and carried by majority

Item 12 Notice of Motion – Finance and Projects Committee

111/1617 A motion was moved Councillor Clancy and seconded Councillor Todd that Council review its policy on membership of the Finance and Projects Committee to include all Councillors as voting delegates.

The motion was put and carried by majority.

10.59am

Cr Doolan returned to the meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 13 Notice of Motion – Closed Committee

112/1617 A motion was moved Councillor Lewis and seconded Councillor Hill that Councillors go into closed Committee to discuss sensitive issues pertaining to Staff or a particular person.

The motion was put and carried by majority

Consideration of the matter referred to in Item 13 was deferred until the confidential section of the meeting.

Item 14 Council Resolutions Report November 2016

Received.

Item 15 2015/16 Annual Report

113/1617 RESOLVED that Council note the contents of the 2015/16 Annual Report and that the report be submitted to the Minister for Local Government.

Clancy / Hill

The motion was put and carried by majority

Item 18 Monthly Report from Human Resources – October 2016

Received.

Item 20 Quarterly Budget Review Statement for the Quarter Ending 30 September 2016

114/1617 RESOLVED that Council accept the Quarterly Budget Review Statement for the quarter ending 30 September 2016, and approve the requested supplementary votes.

Clancy / Hill

The motion was put and carried by majority

Item 21 Bank Reconciliation for the month ending 31 October 2016

115/1617 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 31 October 2016.

Clancy / Iannuzzi

The motion was put and carried by majority

Item 22 Investments and Term Deposits for Month ending 31 October 2016

116/1617 RESOLVED that Council accept the Investments Report for the month ending 31 October 2016.

Iannuzzi / Brady

The motion was put and carried by majority

Item 23 Rates Report for Month Ending 31 October 2016

Received.

Item 24 Successful Funding Submission for Sewerage Backlog Projects

117/1617 RESOLVED the General Manager is authorised to use Council's Seal for executing a funding Deed of Agreement with the NSW Treasurer for the following projects **FURTHER** that Council contributes \$3,000,000 towards the projects.

Project	Funding Offer from Restart NSW (\$)	Expected Council Contribution (\$)
Upgrade Dunedoo Sewage Treatment Plant	800,000	800,000

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Upgrade Coolah Sewage Treatment Plant	825,000	825,000
Upgrade Coonabarabran Sewage Treatment Plant	1,375,000	1,375,000

Clancy / Iannuzzi

The motion was put and carried by majority

Item 25 Selection of Delegates for the Coonabarabran Sporting Complex Advisory Committee

118/1617 RESOLVED that the following nominations be accepted for membership of the Coonabarabran Sporting Complex Advisory Committee:

- Coonabarabran Amateur Boxing Gym Inc – Mr Gary McKernan
- Coonabarabran Junior Rugby League & Netball Club – Mrs Melanie Jenner
- Coonabarabran Netball Association – Miss Emmah Varty (*alternate Mr Graham Watts*).
- Coonabarabran Soccer Club Inc – Mr Rob McMillan
- Coonabarabran Rugby League Football Club Inc – Mrs Naomi Milsom.

Todd / Hill

The motion was put and carried by majority

Item 26 Request from Rotary for Permission to Erect a Shelter and Seating in David Bell Park, Coonabarabran

119/1617 RESOLVED that Council approve Rotary's proposal for installation of a shelter and picnic table at David Bell Park subject to the following conditions:

- Council grants permission for Rotary to supply and install the proposed structure and seating at David Bell Park as per submission with all costs, works and administration associated with supply, construction, installation, slab design met by Rotary.

In addition, Council will absorb all costs associated with the concrete slab supply and installation and waive the development application fees.

Lewis / Clancy

The motion was put and carried by majority

Item 27 2017/18 Regional Road REPAIR Program

120/1617 RESOLVED that Council's priority for REPAIR programme funding in 2017/18 and forecast programme is as follows and that a submission for Vinegaroy Road also be included in the following program:

Project No.	Project Description	Total Project Cost			
		2017/18	2018/19	2019/20	2020/21
1	MR55 Segments 57, 58 (north of Coolah) Rehabilitation including culvert widening, pavement widening and overlay.	\$800,000			
2	MR55 Segments 69, 68, 67(north of Coolah) Rehabilitation including culvert widening, pavement widening and overlay.		\$800,000		
3	MR55 Segments 28,29,30			\$800,000	

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

	(south of Coolah) Rehabilitation including culvert widening, pavement widening and overlay.				
4	MR129 (Baradine Road. Rehabilitation including culvert widening, pavement widening and overlay				\$800,000
Total		\$800,000	\$800,000	\$800,000	\$800,000

Clancy / Doolan

The motion was put and carried by majority

Item 28 2016/17 Technical Services Works Program – Road Operations, Urban Services & Water Services

Received.

Item 29 Ex-officio Member of the Coonabarabran Showground Trust

121/1617 RESOLVED that Council appoint Councillor Lewis to sit on the Coonabarabran Showground Trust as an ex-officio representative for Warrumbungle Shire Council.

Lewis / Todd

The motion was put and carried by majority

Item 30 Review of the Warrumbungle Shire Council Development Control Plan 2015

122/1617 RESOLVED that Council amend Development Control Plan 2015 as outlined above to enable exhibition for a period of 28 days for public comment.

Clancy / Lewis

The motion was put and carried by majority

Item 31 Warrumbungles Aspiring Global Geopark

123/1617 RESOLVED that Council allocates \$5,000 towards the preparation of an application for the UNESCO Geopark designation, and **FURTHERMORE** Council offers its services as the financial managers for the newly formed Steering Committee.

Clancy / Brady

The motion was put and carried by majority

Item 32 Liverpool Range Wind Farm

124/1617 RESOLVED:

1. That Council supports in principle the wind farm proposal.
2. That Council commence the process of establishing a joint S355 Committee with Upper Hunter Shire Council to manage the Voluntary Planning Agreement process.

Brady / Doolan

The motion was put and carried by majority

Item 33 Crown Land Management Bill 2016

Received.

Item 34 Development Applications

125/1617 RESOLVED that Council note the Applications and Certificates Approved, during October 2016, under Delegated Authority

Brady / Todd

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

12.12pm

126/1617 RESOLVED that:

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

Brady / Iannuzzi

The motion was put and carried by majority

12.21pm

Director Technical Services, Director Development Services, Director Corporate & Community Services and Corporate Services Administration Officer left meeting.

1.07pm

127/1617 RESOLVED that Council move out of closed Committee.

Iannuzzi / Brady

The motion was put and carried by majority

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

Item 1C Tender – Derelict UPSS Removal and Remediation

129/1617 RESOLVED that the contract to remove and perform site remediation of underground petroleum tanks and their associated infrastructure located on Council road reserves in front of 28-30 Darling Street, Baradine; 59 Dalgarno Street, Coonabarabran; 86-88 Bolaro Street, Dunedoo and 70 Binnia Street, Coolah be awarded to the Ground Doctor for the price of \$139,810 plus \$10,725 for additional works.

Doolan / Clancy

The motion was put and carried by majority

Item 2C Notice of Motion – Personnel matter

Matter discussed with no resolution.

There being no further business the meeting closed at 1.08 pm.

.....
CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 17 November 2016 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 4 Minutes of Traffic Advisory Committee Meeting held on 24 November 2016

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

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

APOLOGIES: Nil.

CONFIRMATION OF MINUTES

10/1617 RECOMMENDED that the Minutes of the Traffic Advisory Committee meeting held on Thursday, 27 October 2016 be confirmed.

Harper/Shinton

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Further investigations and site visit to be undertaken of sight distance concerns at the intersection of Digilah Street and Wallaroo Street.
- Council to investigate the preparation of a Rural Bus Stop Policy.
- Alternative treatments to be investigated for discouraging trucks travelling via Binnia Street, Coolah. Traffic counters to be placed at Cunningham and Binnia Streets.
- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- Naming of laneways north and south of Brains Ford, Coonabarabran.
- No 1 Break Road – NPWS to erect warning signs on No 1 Break Road and that the other issues within their letter be referred to RMS.
- Pavement Markings – Council to renew 'Look' pavement markings at the roundabout in John Street and in Little Timor Street next to the Coonabarabran Bakery.
- Assessment of advisory warnings signs on Observatory Road.
- Installation of bollards in front of Bugaldie Store.
- St Lawrence's Primary School – Installation of solid white lines at driveways opposite the school in Dalgarno Street. School management requested to restrict staff parking in front of the school.
- Coonabarabran Public School – Further investigation of parking conditions and demand on eastern side of the Newell Highway in front of the school be undertaken along with consultation with the school.
- Coonabarabran Medical Centre – Installation of unbroken lines to delineate 'No Parking', the installation of markings for disabled car parking and old lines to be blacked over. Council to liaise with Medical Centre to determine parking requirements.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

AGENDA ITEMS

- a) Baradine Progress Association – Request for Closure of Wellington Street for Annual Christmas Carnival – 24 December 2016

11/1617 RECOMMENDED that application by the Baradine and District Progress Association to close Wellington Street, between Darling Street and Narren Street, on 24 December 2016 between 6.00 pm and 12 midnight be approved subject to compliance with Council's Road Closure Policy.

Harper/Elsley

- b) RSO Monthly Report – November 2016

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

- Child car seat checking day held in October and proposed for March 2017.
- Plan B Program commences 1 December 2016 and finishes 24 December 2016. Swags on offer.
- Eight (8) businesses have signed up for the Free Cuppa Program.
- Investigation of School Bus Safety Policy.
- Speed trailer locations.
- Road safety messages being delivered through community radio as well as social media and local newspaper.

GENERAL BUSINESS

The following matters were raised without Resolution:

- NSW Police sought clarification of correct spelling of road name Warrumbungle Way.
- Further investigation required into a request to install disabled car parking space at Baradine Pool.

There being no further business the meeting closed at 11.05 am.

The next meeting is to be held on Thursday, 23 February 2017 in the Gallery Meeting Room, Coonabarabran commencing 10.00 am.

.....
CHAIRMAN

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee meeting held at Coonabarabran on 24 November 2016.
2. That application by the Baradine and District Progress Association to close Wellington Street, between Darling Street and Narren Street, on 24 December 2016 between 6.00 pm and 12 midnight be approved subject to compliance with Council's Road Closure Policy..

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 5 Minutes of Plant Advisory Committee Meeting held on 8 December 2016

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
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.

PRESENT: Cr Ray Lewis (Chair), Cr Anne-Louise Capel, Cr Ambrose Doolan, Mr Steve Loane (General Manager), Mr Kevin Tighe (Director Technical Services), Mr Stefan Murru (Director Corporate Services) and Mr Chris Staniforth (Manager Fleet Services).

APOLOGIES: Nil.

IN ATTENDANCE: Cr Fred Clancy.

CONFIRMATION OF MINUTES

9/1617 RECOMMENDED that minutes of the Plant Advisory Committee meeting held on Monday, 7 November 2016 be accepted.

Loane/Doolan

BUSINESS ARISING FROM THE MINUTES

- Demonstration of two different brands of Slashers. In the end Manager Fleet Services decided to purchase a Woods brand slasher through a local dealer.
- Report available on history of repairs on Plant 180 – Garbage Compactor.

AGENDA ITEMS

a) Replacement of Plant Item No 82 – Loader Backhoe – Concrete Crew Coonabarabran
10/1617 RECOMMENDED that Council purchase one (1) Komatsu WB97R-5EO Platinum Loader Backhoe from Komatsu Australia Pty Ltd that complies with tender specifications at a price of \$166,768.87 (ex GST) and that Council trade in Plant Item No 82 to Komatsu Australia Pty Ltd for \$35,000.00 resulting in a changeover price of \$131,768.87 being \$8,231.12 under budget.

Capel/Doolan

GENERAL BUSINESS

The following matters were discussed without Resolution:

- Discussion on letter received from local car dealer regarding incorrect lodgement of a tender.
- Plant utilisation report was presented for discussion.

There being no further business the meeting closed at 9.06 am.

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

.....
CHAIR

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

RECOMMENDATION

1. That Council accepts the Minutes of the Plant Advisory Committee meeting held in Coonabarabran on 8 December 2016.
2. That Council purchase one (1) Komatsu WB97R-5EO Platinum Loader Backhoe from Komatsu Australia Pty Ltd that complies with tender specifications at a price of \$166,768.87 (ex GST) and that Council trade in Plant Item No 82 to Komatsu Australia Pty Ltd for \$35,000.00 resulting in a changeover price of \$131,768.87 being \$8,231.12 under budget.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 6 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting held on 8 December 2016

Division:	Technical Services
Management Area:	Urban Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Recreation and Open Space
Priority:	R01 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

PRESENT: Cr Kodi Brady, Cr Fred Clancy, Mr Gary McKernan (Boxing), Mrs Melanie Jenner (CJRL&NC), Mr Graeme Watts (Netball), Mr Rob McMillan (Soccer), Mrs Naomi Milsom (CRLFC), Mr Kevin Tighe (Director Technical Services) and Mr Shane Weatherall (Manager Urban Services),

APOLOGIES: Mrs Jennifer Parker (Manager Property & Risk) and Ms Emmah Varty (Netball).

Introductory comments by Mr Tighe on the purpose and opportunities for the Committee.

By agreement Councillor Clancy took up position of Committee Chairman.

AGENDA ITEMS

a) Charter for Coonabarabran Sporting Complex Advisory Committee
The Committee reviewed and briefly discussed the Charter.

b) Update on Progress of Netball Courts Project

1/1617 RECOMMENDED that investigations be undertaken and sketch plans prepared for relocation of all the netball courts to the eastern side of the Youth Club building and that the existing bitumen courts on the western side of the building are converted to a car park.

McMillan/Jenner

GENERAL BUSINESS

The following matters were raised without Resolution:

- The Netball Association made \$20,000 available to Council for renovation of the timber floor in the Youth Club building.
- The Soccer Club has plans to build a storage shed in partnership with the Rugby Union Club.
- There is uncertainty about utilisation of the squash courts.
- There is concern that the playing area inside the Youth Club building is not large enough for netball.
- There are a number of maintenance issues at the Youth Club building including; leaking roof areas, fans not working and doors not locking properly.
- The master plan developed for the Sports Complex should make allowance for new sports such as 'Cross Fit'.
- Consultation with the Greyhound Club regarding parking arrangements will be necessary.
- The existing long jump pits may need to be relocated to accommodate the new netball courts.

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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

The next meeting is to be held on Wednesday, 22 February 2017 at the Youth Club Building commencing 5.00 pm.

.....
CHAIRMAN

RECOMMENDATION

1. That Council accepts the Minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 8 December 2016.
2. That investigations be undertaken and sketch plans prepared for relocation of all the netball courts to the eastern side of the Youth Club building and that the existing bitumen courts on the western side of the building are converted to a car park.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 7 Minutes of Local Emergency Management Committee Meeting – 22 August 2016

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

CHAIRPERSON	Kevin Tighe	LEMO
PRESENT	David Maher Garry Wilson Phil Lalor Rodney Coombes David Hunter Glen Clark Tom Mumford Rod Williams	LEOCON RFS SES VRA Coonabarabran NSW Ambulance VRA Coolah VRA Coolah VRA Coolah
MINUTES	Phil Southwell	WSC
APOLOGIES	Kel Wise Dave Smith Tony Cole Bob Cosgrove Barry Johnson Clinton Baglee Susan Berry Carole Daniel Graham Milgate Russell McArthur	REMO SES Dunedoo VRA Coonabarabran SES Baradine SES Baradine NSW F&R Coonabarabran Health Baradine Health VRA NSW Police

MINUTES OF PREVIOUS MEETING

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

Minutes accepted Rod Coombes / Garry Wilson

BUSINES ARISING

1. Ambulance Matrix. Will be redistributed to committee.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

2. The Shire's Comprehensive Property Addressing (CPA) has progressed with the three suburbs at Baradine converted into just Baradine. This was the first area with Cobbora (Village) in the suburb of Dunedoo the next to be changed.

Kevin Tighe indicated that the process was not simple and was time consuming, but other naming problems within the Shire will require consultation with the residents. The objectives are to reduce the number of localities and have familiar names, more consistent with present known town and village names.

3. Still outstanding is an informal procedure between Police, Rescue agencies and the Shire, with regards trees across roads. A local SOP will be presented to the next meeting for discussion.

AGENDA ITEMS

1. REMO Report (*written Report to be attached to minutes*)

2. Contact Lists

Distributed to the meeting for amendments.

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

1. Coolah Rodeo – 3 August 2016
2. Crooked Mt Concert – 5 November 2016
3. Mendooran Races – 3 September 2016
4. Senior Touch Football – 5 November 2016
5. Pony Club Camp Coonabarabran – 26 September 2016
6. Festival of the Stars – 1 October 2016

4. Cooinda Aged Care

A presentation by Manager, Leanne Redfern presented to the committee their Emergency Plan. Discussion and questions on evacuation, power outages and back up generator feasibility (*to be distributed*).

5. Recovery Toolkit

Attached is correspondence from Councillor Anne-Louise Capel regarding a web based site that should be added to the Recovery Toolkit (*email information with web site attached*).

6. Ambulance Mendooran

Discussion on the use of Google Maps by agencies and the reminder that numerous road names are incorrect. An incident at Mendooran had an ambulance unable to find Frederick Road as Google has it as Demire Road. Dave Hunter raised the issue of Rural Address numbers at Homeleigh Drive and also nil sign posting of 'Old Baradine Road' (*ESC has followed up on Old Baradine Rd – signs ordered*).

7. LLS Presentation

Presentation from LLS postponed. SOP on Animal Destruction requires updating with LLS involvement. Copy to LLS.

8. The EM Plan

Phil Lalor asked the committee to endorse the two CMG's for Flood and Storms. Minor changes were made at the meeting and will be distributed via email with the minutes.

Moved Phil Lalor / Rod Williams

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

The final CMG for the committee is 'Power Interruption'. A draft CMG was provided to the committee for comment. Small changes were made and a meeting with Len Roberts of Essential Energy to discuss power outages will be required to complete the CMG.

9. EMOS

Postponed the demonstration due to time constraint.

GENERAL BUSINESS

1. Corey Philip - Correspondence on an incident at Baradine. An Ambulance Assist call was received by RFS that then was redirected to SES. Phil Lalor asked that all redirected assistance calls should always go to their Call Centre (132 500). This discussion then talked about the Ambulance Matrix and its success. It will be sent out to the committee again.
2. Phil Southwell mentioned to the committee that planning information in the form of SOP's appear to have been forgotten since the new EM Planning started and asked the committee to include these SOP's in the EM Plan (Part 1).

Some SOP's will require reviewing and the use of DVD discs previously distributed to all agencies in the past will be reintroduced once our EM Plans are completed.

CORRESPONDENCE

1. Corey Philips - Item on Ambulance Assist at Baradine (*Ambulance Matrix - see items from last meeting*);
2. Contacted Len Roberts EE on CMG (*Power Failure*);
3. From GM - Recovery Toolkit suggestion from Councilor Anne-Louise Capel;
4. To Kel Wise, REMO – Suggestion about RecoveryToolkit;
5. From GM - Triple 0 Ambulance at Mendooran;
6. Mendooran VRA – Notice about membership.

DATE OF NEXT MEETING

The date of the next meeting will be Monday, 22 November 2016 at the Coolah RFS Building following the Rescue Meeting.

MEETING CONCLUDED

As there was no further business the formal part of the meeting concluded at 9.00 pm.

.....
CHAIRMAN
KEVIN TIGHE
LEMO

RECOMMENDATION

That Council notes the minutes from the Local Emergency Management Committee held on 22 August 2016 at Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 8 Minutes of Local Emergency Management Committee Meeting – 21 November 2016

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

CHAIRPERSON	Kevin Tighe	LEMO
PRESENT	David Maher Russell McArthur Kel Wise, Bob Cosgrove Brad Size Anthony Hojel Glen Clark Di Clark Casson Levy	LEOCON Deputy LEOCON REMO SES Baradine NSWF&R NSWF&R VRA Coolah VRA Coolah Police Rescue
MINUTES	Phil Southwell	WSC
APOLOGIES	Rodney Coombes Dave Smith Corey Philip Phil Lalor Rod Williams Nigel Boyce Ann Taylor June Buck	VRA Coonabarabran SES Dunedoo RFS SES VRA Coolah LLS Health Coolah Red Cross

MINUTES OF PREVIOUS MEETING

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

Minutes accepted David Maher / Phil Southwell

BUSINES ARISING

1. Kevin Tighe reported the Shire's Comprehensive Property Addressing (CPA) was progressing.
2. Road signage for 'Old Baradine Road' had been ordered and will be installed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

3. The issue of Rural Addressing and signage at Homeleigh Drive will be addressed by Council but, will require Public and Geographic Names Board (GNB) consultation.

AGENDA ITEMS

1. REMO Report (*written Report to be attached to minutes*)

2. Contact Lists

Distributed to the meeting for amendments.

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

1. Mendooran Rodeo – 26-27 December 2016
2. Baradine Christmas Event – 24 December 2016
3. Coolah Christmas Event – 17 December 2016
4. Coolah Christmas Carols – 11 December 2016

4. SOP on Animal Destruction at Accidents

The re-drafting of this SOP will require LLS involvement.

Kel Wise (REMO) noted that the previous 'Policy' document from Trade and Investment (*old DPI*) dated 2014, on the Management of Livestock Transport Accident Responses will be reviewed next year and thus there was no point at this stage in rewriting this SOP.

5. LEMC Extraordinary Meeting

As discussed in the REMO Report an Extraordinary Meeting was conducted (*03/11/2016*) after the State Government made a Natural Disaster Declaration and thus required an Impact Statement from affected Councils. Minutes from this meeting were distributed previously to the committee.

6. Trees on Roads

A draft SOP was presented to the committee. Discussion on the actions of agencies suggested that the flow chart requires simplification. The committee indicated that communication between agencies was the key and that agencies activated by the public need to communicate their intentions to stop duplication of tasks.

7. Trauma Bears

June Buck indicated prior to the meeting that if any Rescue Agency require 'Trauma Bears' to please contact her or the Dubbo Red Cross.

8. The EM Plan

- a) Consequence Management Guide (CMG) was discussed for Power Failure. Numerous items in the CMG were still found to be incorrect with regards the way the grid works and power reaches different towns within the Shire. A request from the committee to have an Essential Energy Manager attend our next meeting will be attempted.
- b) An amendment to the EM Plan with the addition of SOP's to the Supporting Plans. List on Page 14. The following SOP's will be added when finalised by the committee
 - (i) Ambulance Matrix
 - (ii) Vertical Rescue Information *
 - (iii) Catering
 - (iv) Animal Destruction *
 - (v) Trees On Roads *

* SOP's still in draft.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

9. EMOS (*Emergency Management Operations System*)

Postponed the demonstration due to time constraint.

Phil Southwell noted that his previous concern about documents being sorted ad hoc had been fixed and by numbering file in importance, files can be sorted accordingly.

GENERAL BUSINESS

1. Bob Cosgrove indicated to the committee that they had seven (7) vehicles requiring removal from 'Todds Crossing' at Baradine during the wet period. Kevin Tighe indicated that the road closure signs were in place and had not stopped vehicles transversing the crossing.
2. Sgt Casson Levy from Police Rescue gave a short talk on his role in the West Region Police Rescue Squad and the now new ability for Police Rescue to assist other Rescue Units in our region with a timely response. They have a team that is situated in Regional NSW and can have personnel activated very quickly to any location.

CORRESPONDENCE

1. Kel Wise – Various emails on Impact Assessment and Extraordinary Meeting;
2. Email from Gary Barber NSW&R at Dubbo as follows:

Letter expressed the work load of NSW&R and there problems in attending every LEMC Meeting within their Zone. The suggestion was for LEMC's to provide teleconference facilities for meetings with a face to face attendance of 2 out of 4 meetings, allowing staff to be represented at all meetings.

Committee concluded that at present with alternate meeting at different location and representation from the local Captains being well patronised, the committee would decline this alternative at present.

DATE OF NEXT MEETING

The date of the next meeting will be Monday, 20 February 2017 at Coonabarabran RFS Building following the Rescue Meeting.

MEETING CONCLUDED

As there was no further business the formal part of the meeting concluded at 8.38 pm.

.....
CHAIRMAN
KEVIN TIGHE
LEMO

RECOMMENDATION

That Council notes the minutes from the Local Emergency Management Committee held on 21 November 2016 at Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 9 Request for Leave of Absence – Councillor Kodi Brady

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF6 Support and encourage Councillors in fulfilling their roles as community leaders and in being accessible and actively involved in representing the shire

Reason for report

Councillor Kodi Brady has made a request for Leave of Absence from the Ordinary December 2016 Council meeting.

Background

In reference of the Local Government (Meeting Procedures) Regulations 2005 – Reg 39;

39. Leave of absence

- (1) A councillor, or the mayor on behalf of a councillor, may request leave of absence in respect of one or more meetings.
- (2) A council may decide to grant a request for leave of absence.
- (3) Leave must not be granted retrospectively.
- (4) The purpose of the leave and the period involved are to be recorded in the minutes.

Issues

Nil

Options

Nil

Financial Considerations

Nil

RECOMMENDATION

That Council accepts the notification from Councillor Brady and grants a Leave of Absence from the Ordinary December 2016 Council meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 10 Nominations for Australia Day 2017– Shire Wide Awards

Division:	Executive Services
Management Area:	Executive Services
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Community and Culture
Priority:	CC3 The vibrant arts and cultural life of the shire needs to be promoted and supported as an essential aspect of community well-being.

Reason for report

Nomination Forms for *Warrumbungle Shire Council Australia Day Awards* are presented to Council for consideration and determination of the 2017 award winners.

Background

At the October 2016 Council meeting it was resolved (76/1617) that Council administers and presents the following *Warrumbungle Shire Council Australia Day Awards*:

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

Nominations were sought for *Warrumbungle Shire Council Australia Day Awards* with a closing date of 2 December, 2016. Listed below are the names of the *Nominees* by category. A copy of *Nomination Forms* has been provided to Councillors under separate cover.

Citizen of the Year

- Barbara Baker
- Phillip Hensby
- Tanya O'Donaghue
- Beverley Rayner
- Toni Thompson (two nominations)
- Wayne "Bomber" Thrift

Young Citizen of the Year

- Lily Abbott
- Nigel Baker

Sportsperson of the Year

- Jack Isedale

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

- Osea Kaloumaira
- Jarod Moody
- Grant Piper
- Connor Size
- Wayne “Bomber” Thrift

Australia Day Award – Senior Citizen of the Year

- Barbara Baker
- Jeanette Capewell
- Roy Cameron
- Gayle McEvoy (two nominations)
- Teresa McWilliam
- Beverley Rayner

Australia Day Award – Community Event of the Year

- Binnaway Railway Bowls Day
- Coolah Volunteer Rescue Association (VRA) – 40 Year Anniversary
- Coonabarabran Cup Race Meeting
- Memorial Wall Unveiling and Launch of ‘More than a Name on a Wall’ Book
- Palliative for People Committee – The Event (two nominations)
- StarFest Committee
- Team C4C – Caring For Coolah

No nominations were received in the *Australia Day Award – Cultural Achievement Award* category.

Issues

Council is to select 2017 award winners in line with *Guidelines and Criteria* distributed with the *Nominations Forms*.

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 – Cultural Achievement Award
- Australia Day Award – Community Event of the Year

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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 Monday 7 November, 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.

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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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 – Cultural Achievement Award: There is no age category for this award.

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.

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.

Warrumbungle Shire Council Australia Day Award Recipients

Listed below, for the information of Council, are previous recipients of *Warrumbungle Shire Council Australia Day Awards*

Citizen of the Year

Recipient	Year
Keith Flood	2016
Lois Sutton	2015
Rodney Williams and Rob Deans	2014
Len Roberts	2013
Rita Keech	2012

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Recipient	Year
Bob Sutherland	2011
John Sawyer	2010
John Eastburn	2009
Roger Hadfield	2008
David Baker	2007
Peter Manning	2006
Dr Fred Watson	2005

Young Citizen of the Year

Recipient	Year
David Tighe and Alycia Trainor	2016
Samantha Smith	2015
Brendan Hawkins	2014
Alexander Tighe	2013
Lewis Varty	2012
Shannon Nott	2011
Malcolm Fleming	2010
Dannielle Macbeth	2009
Amy Elton	2008
John Abbott	2007
Sarah Ford	2006
Martin Davenport and Anna O'Brien	2005

Senior Citizen of the Year

Recipient	Year
Avice Boyden	2016
John King and Barry Evans	2015
Tony Brain	2014
Krystina Wesley and Annette Estens	2013
Kevin Carberry	2012
Suzanne Stoddart	2011
Kevin Stewart	2010
John Yeo, Lachlan Campbell and Maxwell Fairall	2009
Ted Miller	2008
Ken Bowman	2008
Charlotte Dinsdale	2008
Graham Martin	2008
Vilma Roden	2008
Robert Walton	2008
Ernie Rookyard	2007
Don Watton	2007
Joan Rockliffe	2006
Hazel Aylett	2005

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Sportsperson of the Year

Recipient	Year
Troy Palmer	2016
Heather Waters and Kyle Turner	2015
Kevin Williams and Roy Mathews	2014
Edward Kuras	2013
Gabi Olsen	2012
Tim Wilkinson	2011
Ken Campbell	2010
Philip Ayoub	2009
Wesley Suckley	2008
Sharon Nott	2007
James Campbell	2006
Wes Suckley	2005

Young Sportsperson of the Year

Recipient	Year
Jake McGlashan	2016
Harley Wood	2015
Darcy Clifton and Albert Nolan	2014
Ellie Capewell	2013
Jessica Cormie	2012
Coonabarabran High Open Netball Team	2011
Casey Burgess	2010
Kyle Turner	2009
Hayley Arden	2008
Gabi Olsen	2007
Wes Suckley	2006
Carley Rowland	2005

The following award categories are new categories in 2017:

- Australia Day Award – Cultural Achievement Award
- Australia Day Award – Community Event of the Year

Options

Council has the option to award or not award *Warrumbungle Shire Council Australia Day Awards* in each category.

Financial Considerations

Council resolved at the October, 2016, Council Meeting (76/1617) that Council participate in the **NSW Local Citizen of the Year Awards** by administering and presenting the *Warrumbungle Shire Council Australia Day Awards*.

RECOMMENDATION

For Council's consideration and determination.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 11 Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors

Division:	Executive Services
Management Area:	Governance
Author:	PA Director Corporate and Community Services – Liz Webster
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

Council is required each year to review its Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors and place the Policy on public exhibition.

Background

Under Section 252 of the Local Government Act, Council is required to adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor and the other councillors in relation to discharging the functions of civic office.

Issues

The amendments to the policy relate to the limits identified in Clause 2.1 and 2.5 and Appendix A being the updating of expenses in line with the Australian Tax Office's Taxation Determination TD 2016/13. A copy of the draft Policy has been forwarded to Councillors under separate cover.

Options

Under Section 253 of the Local Government Act, Council must place the amended Policy on public exhibition for a period of 28 days seeking public submissions.

Financial Considerations

Provision is made within the budget relating to provision of expenses and facilities to Mayors and Councillors.

RECOMMENDATION

That the Draft Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors be placed on public exhibition, providing public notice of the intention to adopt a policy, and seek public submissions. **FURTHER** that the Policy and any submissions received be considered at the February 2017 Council meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 12 Council Resolutions Report December 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 February 2016 to November 2016. This report is attached under separate cover. Items completed are noted then deleted from the report in the following month.

Background

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

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

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's Information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 13 Monthly Report from Human Resources – November 2016

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

Reason for Report

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

Background

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

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

- Temporary Asset Management Officer – External
- Supervisor Warrumbungle Water South – Internal/External
- Manager Warrumbungle Water Special Projects – External
- Environmental Health Officer – External
- Temporary Director Corporate & Community Services
- Manager Administration & Executive Assistant
- Service NSW Officer
- Supervisor Fleet – Coonabarabran
- Trainee Child Carer
- Trainee Plant Operator – Coolah

The following positions have been filled since last Council meeting:

- WHS Officer
- Manager Fleet Services
- Manager Warrumbungle Water Special Projects (Maternity fill)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Resignations

One staff member from Corporate and Community Services has submitted their resignation since the November Council meeting.

Issues

Nil.

LEARNING AND DEVELOPMENT

The past month has seen staff from across each Directorate involved in training. A total of 101 individuals have participated in training sessions across 7 different workshops.

Those workshops included:

- Plant Operations;
- First Aid;
- RMS Combo (Blue and Yellow tickets);
- Workplace Assessor;
- Recruitment and Selection Techniques;
- Workplace Support Skills;
- Bush Fire Awareness.

There will be minimal training for staff in December and January however, February will see new workshops in Aerodrome Reporting, Incident Investigation, Confined Spaces and WHS Committee training.

The In-House Staff Development programme will commence again in February with approximately 20 staff attending a workshop on Excel Spreadsheets.

WORKPLACE HEALTH AND SAFETY

There was only one incident in the month of November.

Workers Compensation and Incidents for November

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

HR Projects

At the end of November, the chemical issues action plan was 75% completed, with a current target of 95% complete by Christmas, and the remainder during January 2017. The Echelon WHS risk action plan is 90% complete (out of 268 initial items across all areas of Council).

Other projects planned over the next few months include the StateCover Audit action plan, the development of a WHS Management Plan and a self-paced induction to increase on-boarding efficiency for new staff.

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 14 Fit for the Future Reassessment Result

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Director Corporate and Community Services – Stefan Murru
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 to Council the content of a recent letter received from the Hon Paul Toole MP informing Warrumbungle Shire Council that we have now been deemed Fit for the Future by the Minister for Local Government.

Background

On 10 September 2014 the Office of Local Government (OLG) announced the Fit for the Future reform package, which required that Council prepare a proposal by 30 June 2015 on how Council planned to become “Fit for the Future”. This proposal was to include an Improvement Action Plan (IAP) which detailed Improvement Action Plans that Council would implement to ensure it was Fit for the Future going forward. Council's Improvement Action Plan initially included the following items:

No	Measure	Initial Annual Saving Estimate
Items Under Council Control		
1	Staffing Level Review	\$745,625
2	Plant Review	Average \$220,000 p/a + \$400k for sale of grader
3	Business Arms of Council Review	\$190,000
4	Service Levels and Special Rates Variation (SRV)	\$817,000
7	Capital Program Review	-
8	Resource Sharing	\$50,000
9	Depreciation Assumptions	\$1,000,000 (estimate)
10	Private Works	\$50,000
11	Quarry	\$83,111
13	Grant Funded Program Review	\$57,210
21	Stormwater Levy	\$105,000
Items Involving Third Parties		
5	State Roads Maintenance Contracts	-
6	FAGS Fairer Distribution	\$1,000,000
23	Push Back on Cost Shifting	\$1,108,564

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

No	Measure	Initial Annual Saving Estimate
Items Involving Further Research		
15	Library Services Review	Unknown
16	VIC	Unknown
19	Solar Power Utilisation Review	Unknown
24	Alternate Business Arms of Council	Unknown

Of these items all were approved by Council (some with changes) for inclusion in Council's Fit for the Future Proposal except for items number 4 (Service Levels and Special Rates Variation) and item number 21 (Stormwater Levy). These two Improvement Action Plans were subsequently adopted in the Extraordinary Council Meeting held on 28 October 2015.

The following items were reviewed by Council but were excluded from the submission.

No	Measure	Annual Saving
12	Pricing Review (Subsidised items)	Average \$55k p/a over 5 years
14	Asset Divestment	Varies
17	Noxious Weeds	-
18	Road Safety Officer (RSO)	\$50,000
20	Office Location Review	\$209,000 to \$281,000
22	Better Utilisation of Grant Funding	-

After much consultation within Council, and with the community, Council prepared its Improvement Action Plan and Fit for the Future Template 2 submission and submitted its final Fit for the Future Council Improvement Proposal in June 2015. Council received a final verdict from IPART in October of the same year.

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

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

In summary, the original IPART review found that Council was "Not Fit".

Council subsequently held an extraordinary Council meeting on 28 October 2015 where Council resolved to do the following:

- Staff restructure over the following 5 years (annual savings of \$300,000);

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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

Issues

On Monday 2 May 2016 the Office of Local Government released the “Fit for the Future” Financial Criteria Reassessment document. This document detailed how councils that did not meet the sustainability, service and infrastructure and efficiency benchmarks could revise their improvement plans and resubmit a revised reassessment proposal to the OLG for review.

Council resolved to submit a re-assessment proposal in June 2016 and the final re-assessment proposal was submitted to the OLG in July of the same year.

On 6 December 2016 Council received a response in regard to its reassessment proposal from the Hon Paul Toole MP Minister for Local Government informing Council that:

“The Office of Local Government (OLG) has assessed Council’s proposal against the Financial Sustainability criteria and associated benchmarks and has found Warrumbungle Shire Council to be ‘fit’.”

This result means that Council is now Fit for the Future and will be able to access the TCorp borrowing facility (which provides cheap finance), as well as now being granted theoretical priority access to other State funding and grants. This is a positive decision by the State Government, which will have a significant impact on Council’s future financial viability.

Options

Nil

Financial Considerations

Although Council has been deemed “fit” at this point in time, this is not the end of the Fit for the Future process. The Office of Local Government has informed Council staff that they will be monitoring each council’s performance against their Fit for the Future proposal, and that Council will need to ensure that it continues to meet the benchmarks as forecast in its reassessment.

Council therefore must ensure that it continues with the implementation of its Improvement Action Plan, and in particular the resolution of the Extraordinary Council meeting on 28 October 2015 where Council resolved to do the following:

- Staff restructure over the following 5 years (annual savings of \$300,000);
- Introduction of a Stormwater Levy to fund stormwater works in accordance with the Local Government Act (annual savings of \$105,000);

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

- Either a 10% Special Rates Variation or a corresponding 10% cost saving due to a reduction in service levels (annual savings of \$750,000) FURTHERMORE that Council finalise its current service levels, determine what level of service can be provided within the current budget and then consult with the community on what level of service they are willing to pay for, and whether or not Council should submit a Special Rates Variation application in either the 2016/17 or 2017/18 financial year.

RECOMMENDATION

That Council note and receive the report.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 15 Bank Reconciliation for the month ending 30 November 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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Summary

Balance per General Ledger – 30 November 2016

General Ledger	Amount
Trust Bank Account	319,542
Bushfire Trust Account	1,108
Bushfire Trust Investment Account	202,525
General Bank Account	3,987,729
Investment At Call General	9,380,420
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
Total per General Ledger	17,763,324

Bank	Balance
General	
Commonwealth General Account	3,643,564
Total – General	3,643,564
Investments	
Term Deposits	13,252,420
Total Investments	13,252,420
Sub Total WSC Operational Accounts	16,895,984

Trust	
Commonwealth Trust Account	319,542
Total – Trust	319,542
WSC Mayors Bush Fire Appeal Trust	
Commonwealth Mayors Fund General Account	1,108
Commonwealth Mayors Fund Savings Account	202,525
Total - WSC Mayors Bush Fire Appeal Trust	203,633
Total All Bank Accounts	17,419,159
<i>Add:</i>	
Outstanding Deposits - General	468,810
Outstanding Deposits - Trust	
Outstanding Deposits – WSC Mayors Bushfire Appeal	
<i>Less:</i>	
Unpresented cheques - General	(124,645)
Unpresented cheques - Trust	
Unpresented cheques- WSC Mayors Bushfire Appeal	
Balance adjusted for outstanding deposits & Un-presented cheques (Final Bank Balance)	17,763,324
Variance between Final Bank Balance and General Ledger	-

WARRUMBUNGLE SHIRE COUNCIL

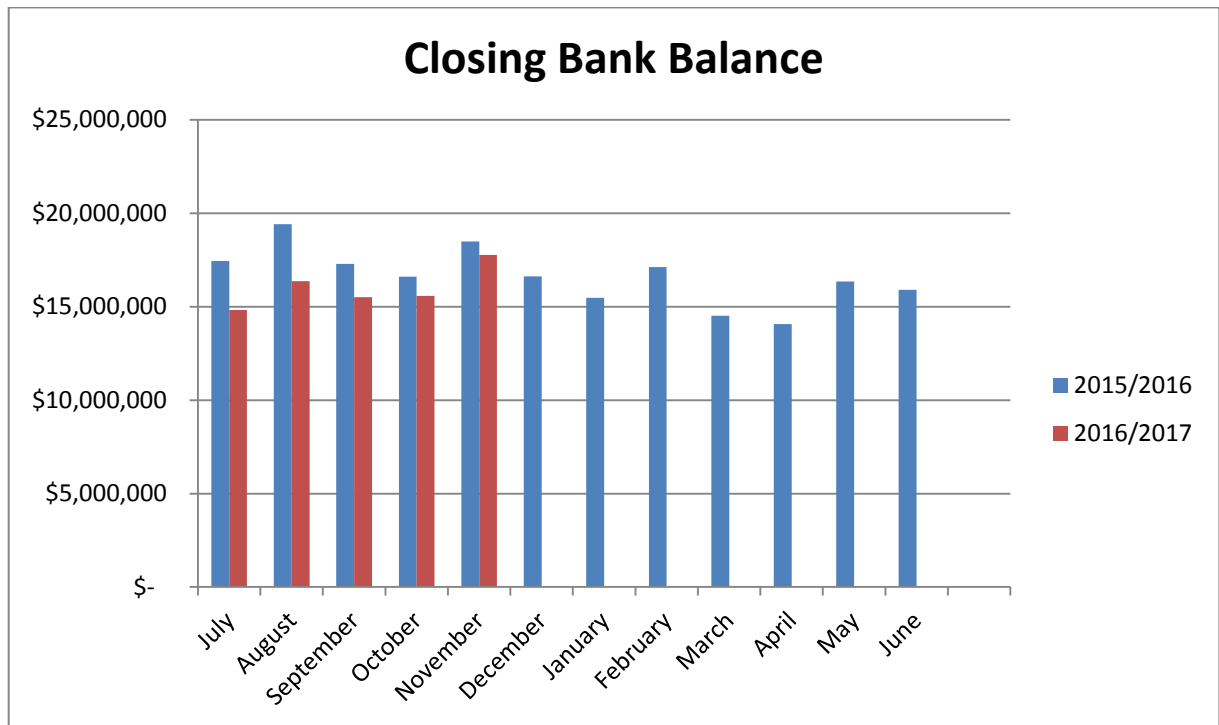
Ordinary Meeting – 15 December 2016

Balance as per Bank Account History as at 30 November 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
Oct-16	2,285,751	319,492	203,436	13,138,963	15,947,642	(364,047)	15,583,595
Nov-16	3,643,564	319,542	203,633	13,252,420	17,419,159	344,165	17,763,324

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016



RECOMMENDATION

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 16 Investments and Term Deposits for Month ending 30 November 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 \$4.5m worth of term deposits matured, earning Council a total of \$46,643 in interest.

New placements of \$4.5069m were made and the month end balance was \$11.0069m. Placements made during the month included:

- \$1.5m placed with NAB for 92 days at 2.80%.
- \$1.0069m placed with NAB for 90 days at 2.70%.
- \$1m placed with ME Bank for 120 days at 2.75%.
- \$1m placed with ME Bank for 120 days at 2.75%.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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 \$103,922 were made from these accounts and \$2,631 interest was received on the balances in the accounts resulting in a month end "At Call" balance of \$2.246m.

Income Return

The average rate of return on Investments for the month of 2.60% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.77% by 83 points or 46.89%.

On a year to date basis, interest received, and accrued, totals \$131,759 which is 37% 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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Summary

Table 1: Investment Balances as at 30 November 2016

Financial Institution	Lodgement Date	Maturity Date	Total Days	Rating	Yield	Amount
At Call Accounts						
NAB Cash Maximiser #	1-Nov-16	At Call	At Call	AA-	1.39%	684,058
ANZ At Call	1-Nov-16	At Call	At Call	AA-	1.35%	79,142
Community Mutual Group	1-Nov-16	At Call	At Call	Unrated	2.10%	1,224,093
NAB Eftpos At Call	1-Nov-16	At Call	At Call	AA-	-	258,223
						2,245,516
Term Deposits						
AMP	06-Sep-16	15-Dec-16	100	BB-	2.75%	1,000,000
NAB	26-Oct-16	23-Jan-17	89	AA-	2.80%	1,500,000
NAB	25-Oct-16	25-Jan-17	92	AA-	2.80%	1,000,000
Bank of Sydney	31-Oct-16	03-Feb-17	95	Unrated	2.85%	1,000,000
Bank of Sydney	31-Oct-16	03-Feb-17	95	Unrated	2.85%	1,000,000
NAB	09-Nov-16	07-Feb-17	90	AA-	2.70%	1,006,904
NAB	21-Nov-16	21-Feb-17	92	AA-	2.80%	1,500,000
ME BANK	17-Nov-16	17-Mar-17	120	BBB+	2.75%	1,000,000
ME BANK	17-Nov-16	17-Mar-17	120	BBB+	2.75%	1,000,000
AMP	31-Aug-16	29-Mar-17	210	BB-	2.95%	1,000,000
						11,006,904
TOTAL						13,252,420

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Table 2: At Call and Term Deposits - Monthly Movements

Bank	Opening Balance	Net Placements/ Withdrawals	Interest Accrued/ Received	Closing Balance
NAB Cash Maximiser #	683,326	-	732	684,058
ANZ At Call	105,902	(26,807)	47	79,142
Community Mutual Group	1,222,241	-	1,852	1,224,093
NAB Eftpos At Call	127,494	130,729	-	258,223
Total at call	2,138,963	103,922	2,631	2,245,516
NAB	1,006,197	(1,006,904)	707	-
NAB	1,507,635	(1,509,986)	2,351	-
BOQ	2,025,082	(2,029,753)	4,671	-
AMP	1,004,132	-	2,254	1,006,386
NAB	1,500,574	-	3,443	1,504,017
NAB	1,000,459	-	2,295	1,002,754
Bank of Sydney	1,000,000	-	2,336	1,002,336
Bank of Sydney	1,000,000	-	2,336	1,002,336
NAB	-	1,006,904	1,560	1,008,464
NAB	-	1,500,000	1,033	1,501,033
ME BANK	-	1,000,000	977	1,000,977
ME BANK	-	1,000,000	977	1,000,977
AMP	1,004,917	-	2,418	1,007,335
Total Term deposits	11,048,996	(39,739)	27,358	11,036,615
Total	13,187,959	64,183	29,989	13,282,131

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 November 2016.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 17 Rates Report for Month Ending 30 November 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 8.32% which is below the OLG recommended benchmark.

Issues

The outstanding rates and annual charges ratio as at 30 November 2016 is higher than the 10% benchmark proposed by the OLG at 13.67%. The overall outstanding charges ratio as at 30 November 2016 is 14.00%. The slight increase in this ratio can be attributed to the second rates instalment falling due at the end of November, and is considered to be a normal annual fluctuation.

In 2015 Council introduced a system that allows Ratepayers the ability to receive and pay their rate notices online, to date 328 ratepayers are utilising this system.

Options

For Council Information.

Financial Considerations

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

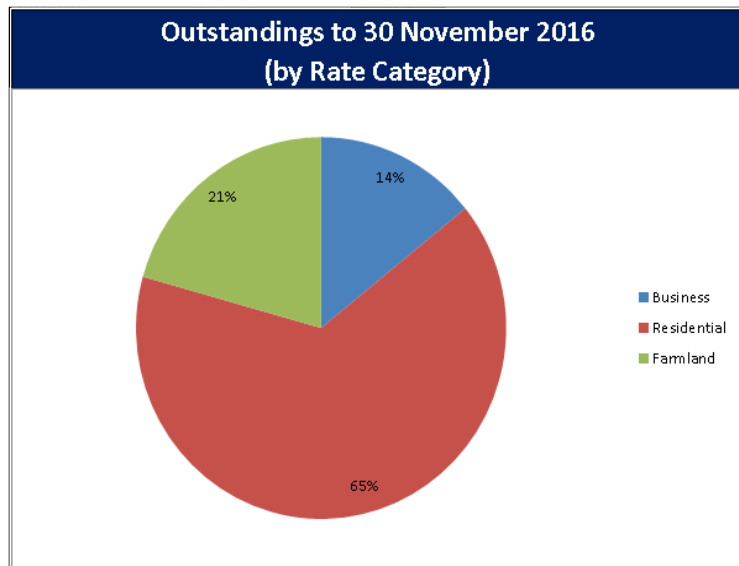
RATE/ CHARGE TYPE	RATE ARREARS 2015/16	2016/17 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2016/17	COLLECTION % 2016/17	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	623,133	7,651,576	(163,965)	(2,286)	16,400	73,962	8,198,820	(3,887,292)	4,311,528	47.41%	1,099,706	13.41%
Water	217,764	1,373,952	(71,881)	(110)	5,298	-	1,525,023	(758,605)	766,418	49.74%	252,769	16.57%
Sewerage	92,180	1,062,447	(51,355)	-	2,336	-	1,105,608	(562,933)	542,675	50.92%	116,730	10.56%
Trade Waste	464	8,665	-	-	12	-	9,141	(5,581)	3,560	61.05%	783	8.57%
Storm Water	-	108,388	-	(1,750)	68	-	106,706	(55,836)	50,870	52.33%	8,886	8.33%
Garbage	248,844	1,900,034	(107,565)	(221)	6,124	-	2,047,216	(1,051,662)	995,554	51.37%	297,438	14.53%
TOTAL RATES AND ANNUAL CHARGES	1,182,385	12,105,062	(394,766)	(4,367)	30,238	73,962	12,992,514	(6,321,909)	6,670,605	48.66%	1,776,312	13.67%
Sewer Access (Water Billing)	144,631	300,344	-	1,482	1,703	-	448,160	(123,426)	324,734	27.54%	74,202	16.56%
Water Consumption	718,090	1,373,032	-	(1,731)	11,656	14,233	2,115,280	(640,973)	1,474,307	30.30%	336,071	15.89%
Sewer Consumption	40,606	139,696	-	-	398	-	180,700	(47,292)	133,408	26.17%	14,422	7.98%
Trade Waste	38,856	26,000	-	-	580	-	65,436	(69,100)	(3,664)	105.60%	11,846	18.10%
TOTAL WATER SUPPLY SERVICES	942,183	1,839,072	-	(249)	14,337	14,233	2,809,576	(880,791)	1,928,785	31.35%	436,541	15.54%
GRAND TOTAL	2,124,568	13,944,134	(394,766)	(4,616)	44,575	88,195	15,802,090	(7,202,700)	8,599,390	45.58%	2,212,853	14.00%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 65% relates to residential properties, while 21% relates to farmland and 14% 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	128,396	43,228	23,541	783	3,210	32,960	56,218	14,422	11,846	314,604
Residential	522,070	246,311	229,228	-	5,676	157,972	279,853	-	-	1,441,110
Farmland	449,240	7,899	-	-	-	-	-	-	-	457,139
Total	1,099,706	297,438	252,769	783	8,886	190,932	336,071	14,422	11,846	2,212,853

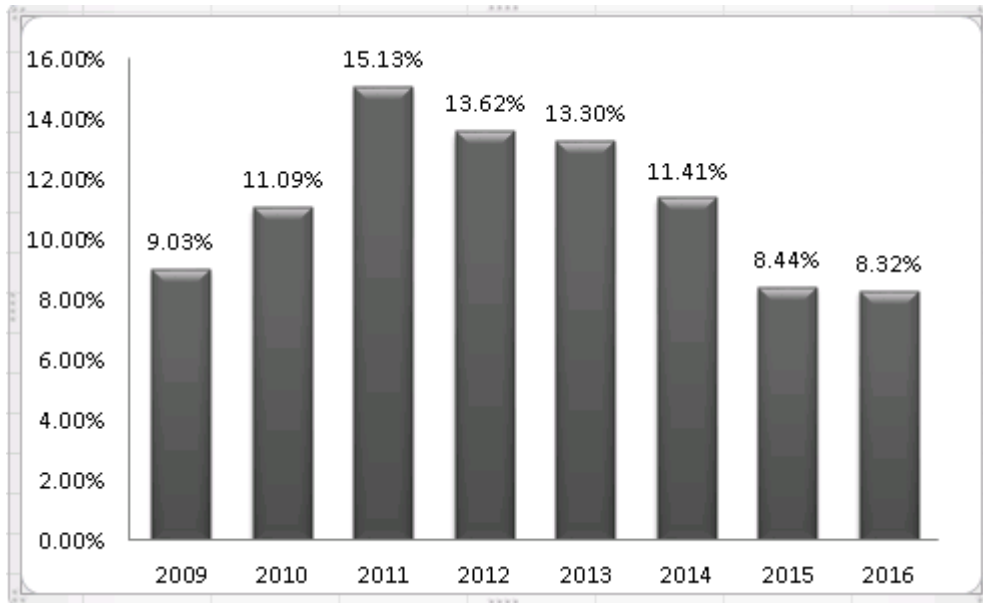
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

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

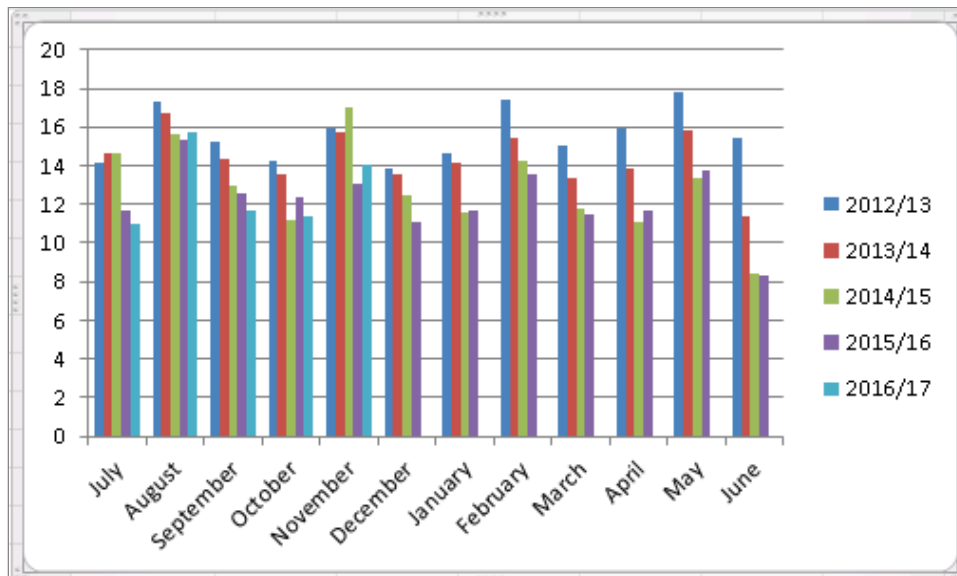
WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Graph 1: Ratio by Year



Graph 2: Ratio Month by Month



RECOMMENDATION

For Council's information.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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 November 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 of 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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Attachment 1.0 – Technical Services 2016/17 Works Program

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Technical Services	Thu 06/07/17	22,497,216	3,186,845	20%
Asset & Design Services	Thu 29/06/17	75,018	19,520	10%
Survey equipment	Thu 29/06/17	12,000	0	0%
Eng design software	Thu 29/06/17	25,160	4,897	20%
traffic counters	Thu 29/06/17	7,500	0	0%
Bike Plan	Fri 30/09/16	4,258	9,019	100%
GPS handheld units	Thu 29/06/17	10,000	0	0%
Road Safety Programme	Thu 29/06/17	16,100	5,604	25%
Plan B	Thu 29/06/17	5,000	3,434	69%
Child Restraint	Thu 29/06/17	1,400	320	23%
Wksp Supervisors of L Drivers	Thu 29/06/17	1,200	609	51%
Bike Week	Thu 29/06/17	2,000	1,241	62%
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	2,774,604	738,071	15%
Minor plant purchases	Thu 29/06/17	15,000	0	0%
Coona Workshop	Fri 05/05/17	18,000	3,345	20%
Plant & equipment purchases	Thu 29/06/17	2,741,604	734,726	30%
Road Operations	Fri 05/05/17	11,984,078	1,758,964	0%
RMS Work Orders	Thu 09/02/17	2,115,000	658,712	0%
Heavy Patching	Fri 09/09/16	500,000	512,000	80%
South Merrygoen	Fri 16/12/16	500,000	0	0%
Mendooran Widen	Fri 30/09/16	350,000	43,760	50%
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%
Resealing program	Fri 25/11/16	600,000	92,000	90%
Local Roads	Fri 28/04/17	4,593,274	546,507	0%
Local Roads reseals	Thu 30/03/17	577,937	4,835	0%
Spring Ridge Road	Thu 30/03/17	0	0	100%
Bugaldie Goorianawa Rd	Thu 30/03/17	42,400	0	100%
Baradine Goorianawa Rd (9000)	Thu 30/03/17	535,537	3,249	100%
Ropers rd (17000)	Thu 30/03/17	0	0	100%
Bugaldie Goorianawa Rd (6000)	Thu 30/03/17	0	0	100%
Dandry Rd (2500)	Thu 30/03/17	0	0	100%
Bingie Grumble Rd (5500)	Thu 30/03/17	0	0	100%
River Rd (3700)	Thu 30/03/17	0	0	100%
Digilah East Rd (6000)	Thu 30/03/17	0	1,586	100%
Spring Ridge Rd (6000)	Thu 30/03/17	0	0	100%
Merrygoen Rd (6000)	Thu 30/03/17	0	0	100%
Kanoona Rd (6000)	Thu 30/03/17	0	0	100%
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	100%
Homeleigh Drive (1800)	Thu 30/03/17	0	0	100%
Avonside East Rd (6000)	Thu 30/03/17	0	0	100%
Tongy Rd (12000)	Thu 30/03/17	0	0	100%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Merryula Rd (6000)	Thu 30/03/17	0	0	100%
L R bridges & cwys	Fri 10/03/17	794,998	326,830	0%
Coonagoony bridge	Fri 30/09/16	260,868	277,232	90%
Ross Crossing Bridge - approaches	Fri 22/07/16	161,630	49,598	95%
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	145,849	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	42,080	15%
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	5,255,804	553,745	0%
Regional Roads reseals	Fri 30/12/16	615,891	41,218	0%
Reseals Rd 1	Fri 30/12/16	615,891	41,218	90%
Pavement Rehab	Fri 27/01/17	994,000	10,670	0%
Black Stump Way rehab.	Fri 27/01/17	800,000	10,670	0%
Baradine Rd Shlder widening	Fri 09/09/16	169,000	0	0%
Intersection Ashby Rd	Fri 05/08/16	25,000	0	0%
Black Spot programme	Fri 16/12/16	1,635,913	446,259	0%
Black Stump Way - Orana Rd	Fri 23/09/16	218,712	132,591	60%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Baradine Rd - Old Baradine Rd	Fri 16/09/16	98,143	132,591	90%
Timor Road - Shlder Rehab	Fri 28/10/16	350,000	162,327	50%
Purlewaugh Rd - Shlder widening	Fri 11/11/16	135,015	0	0%
Baradine Rd - widening, guardrail	Fri 16/12/16	665,043	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	55,598	0%
Allison bridge	Fri 05/05/17	2,010,000	55,598	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	303,399	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	55,329	0%
Netball Courts - Coonabarabran	Fri 24/03/17	200,000	3,700	5%
Bowen Oval - canteen bird proofing	Mon 12/09/16	8,000	7,876	0%
Robertson Oval - Amenities	Thu 01/06/17	30,000	0	0%
Baradine Oval Canteen	Fri 23/09/16	34,000	43,753	100%
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%
Upgrades to club room	Fri 14/04/17	1,000	0	0%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Town Streets	Fri 30/06/17	2,453,549	244,456	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%
Shared path - Renshaw St to River	Thu 25/05/17	50,000	0	0%
Coolah	Fri 30/06/17	500,840	51,727	0%
Booyamurra St pave rehab	Fri 25/11/16	124,990	4,492	5%
Cycleway extension	Fri 26/08/16	37,250	39,186	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	148,726	0%
Cycleway underpass, MJC bridge	Fri 09/09/16	22,456	83	100%
Cycleway north of bridge	Fri 12/08/16	43,244	58,180	100%
Kerb blister, John/Cassilis	Fri 29/07/16	44,272	66,128	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	24,335	10%
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%
Warrumbungle Water	Fri 30/06/17	4,100,927	334,012	0%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Task Name	Finish Date	Budget Allocation (\$)	Expend. (\$)	% complete
Baradine	Fri 30/06/17	1,136,000	61,846	0%
Meter replacements	Wed 02/11/16	5,000	110	0%
Mains Narren, Walker to Queen	Wed 31/08/16	80,000	0	0%
Mains - Bligh to Castlereagh	Wed 28/09/16	50,000	18,736	50%
Reservoir Clean	Tue 13/12/16	40,000	43,000	60%
Renewal of treatment plant clarifier	Fri 30/06/17	961,000	0	0%
Binnaway	Thu 25/05/17	517,530	18,539	0%
Meter replacements	Thu 03/11/16	5,000	0	0%
Mains Ext - Yeubla St railway	Wed 19/10/16	70,000	16,266	10%
Back up bore	Thu 25/05/17	442,530	2,273	0%
Coolah	Fri 01/07/16	551,396	10,261	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	3,561	0%
Coonabarabran	Fri 30/06/17	1,427,871	221,417	0%
Mains Ext. Castlereagh St	Tue 15/11/16	100,000	27,202	10%
Mains replacement	Tue 13/12/16	50,000	3,500	10%
meter replacements	Thu 03/11/16	10,000	1,866	0%
Timor Fence repairs	Fri 30/06/17	191,261	0	0%
Tools	Fri 30/06/17	3,000	354	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	57,484	10%
Telemetry software	Fri 30/06/17	3,000	0	0%
Timor Dam - replacement of mixer	Tue 13/12/16	120,000	119,562	100%
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	21,949	0%
mains extension	Fri 14/04/17	30,000	0	0%
Back up bore	Thu 25/05/17	385,130	21,949	20%
Warrumbungle Sewer	Thu 06/07/17	493,000	32,879	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	28,070	0%
Mains relining	Tue 22/11/16	100,000	777	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	17,332	0%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Attachment 2.0

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Albert Wright	3	3
Avonside East & North	1	14.2
Balmoral	3	1.5
Barney's Reef	3	0.5
Bingie Grumble	2	2.6
Blackburns	3	1.2
Bolton Creek	2	20
Bourke & Halls	3	11.7
Box Ridge	1	27.3
Bullinda	3	11.4
Burma	3	7.7
Carmichaels (off Timor	3	0.7
Cobbora	1	10.8
Coybil	2	2.9
Daysdale	3	1.6
Dennkymine	1	9.1
Digilah	1	17.3
Gundare	1	2
Homeleigh	3	3.4
Kanoona	1	1.8
Kerrawah	3	4
Keswick	3	6.1
Lawson Park	1	3.3
Lockerbie	2	9.6
Maranoa	2	5.5
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
Ropers	1	2.6
Ropers	1	6.4
Round Mountain	1	5.9
Tibuc	3	2
Uliman	3	1.2
Wardens	2	13.8
Willicombes	2	5
Wingabutta	2	11.8
Wyuna	1	13.9
Yuggel	2	9.7

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Maintenance requests received in October & November for unsealed roads

Bellings Rd
Bong Bong Rd
Borambitty Rd
Brooklyn Rd
Brooks Rd
Bullarook Rd
Cenn Cruiach Rd
Cumbil Rd
Dandry Rd
Digilah Rd
Dows Ln
Gamble Creek Rd
Guinema Rd
Gundare Rd
Hawkers Rd
Hickeys Rd
Keswick Rd
Kinross Rd
Lincoln Rd
Lynwood Rd
Merotherie Rd
Merryula Rd
Munns Rd
Nash's Rd
Neilrex Rd
Nullawa Rd
O'Connor Rd
Pandora Rd
Pindari Rd
Quaker Tommy Rd
Ropers Rd
Tilly Willy Rd
Tonniges Rd
Wangmans Rd
Wardens Rd
Werribee Rd
Willicombes Rd
Yarrow Rd

Unsealed Road - Upcoming Grading Maintenance program

Avonside Rd
Blue Springs Rd
Brooklyn Rd
Creennaunes Rd
Cumbil Rd
Dandry Rd

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 19 Coolah District Development Group

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Manager Economic Development & Tourism – Aileen Bell
CSP Key Focus Area:	Local Economy
Priority:	LE4.1 Work with local business and industry to foster local economic development, innovation and expansion

Reason for Report

To provide information about the Coolah initiative for Rail Trails and advise Council of the request for a letter of support.

Background

The Coolah District Development Group (CDDG) has driven the establishment of Rail Trails for the Coolah area of the shire. The group are currently seeking the support of Council to have the rail line closed between Coolah and Craboon for use as a Rail Trail for recreational use. It is understood that the CDDG has approached the Local Member, Kevin Humphries for support and guidance. Once the closure has been finalised, it is their intention to commence planning for development of the section to the Recreational Ground to link with the new shared pathway that Council built recently. A copy of the letter sent to Council from the CDDG is provided under separate cover.

Issues

The establishment of a rail trail is still under discussion and consideration by Council's Economic Development & Tourism Advisory Committee (EDT) and the issue of who is responsible for fencing the areas is yet to be resolved.

Financial Considerations

At this stage there are no financial implications but in the future the fencing of the area to "stop travelling stock from damaging the area and enable future landscaping" may become a task for Council to consider.

RECOMMENDATION

That a letter of support be provided to the Coolah District Development Group indicating Council support in principle for the closure of the rail line between Coolah and Craboon.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 20 Stocktake Visitor Information Centre – May 2016 – November 2016

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Manager Economic Development and Tourism – Aileen Bell
CSP Key Focus Area:	Local Governance and Finance
Priority:	G4 Council's governance and organisational Structure reflects the vision, directions and priorities outlined in the CSP

Reason for Report

On 25 November, Financial Services with Visitor Information Centre staff undertook a stocktake of the saleable items stock held at the Coonabarabran Visitor Information Centre.

Background

Council conducts stocktakes in order to reconcile the physical sales of stock with what is recorded in Council's accounting records system. Stocktakes are an important internal control that ensures the accuracy of Council's stock records and also acts as a process for detecting and preventing fraud.

A retail operation such as the VIC will present a different set of issues to an internal stores/depot stock take and discrepancies between stock counts and the stock records may indicate a number of issues for the VIC. "Shrinkage" of stock may be due to lost, stolen or broken Stocktakes ensure that any disparities are identified and can then be rectified.

Issues

The VIC is dependent on the services of a team of volunteers who are rostered to work in the Centre on a weekly basis and they may incorrectly enter goods sold; they may use the wrong barcode or not know the correct procedures for certain transactions. While each volunteer is given a training session and regular updates and reminders on the use of the cash register, the level of skill and accuracy of the practice of using the facility varies. This can result in amazing variations in the stock levels and the requirement for staff at the VIC to clarify the anomalies as they occur and at the end of each working day when balances are taken. At stock take time; despite the daily monitoring, adjustments are required in terms of GAINS and LOSSES.

In a day to day operational sense, the half day closure and the compliance of stock control impacts on the routine work and services of the VIC. The actual count of stock presents issues which delay daily operations at the VIC. To undertake a stock count requires the Centre to be closed for the morning of the count; VIC staff must address all stock control prior to end of day so operations can commence as normal trading from the completion of the count; all stock is reconciled for commencement of trading.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Financial Considerations

The November Stocktake results are as follows:

Opening Stock Value (16 May 2016)	\$17,889.15
Closing Stock Value (25 November 2016)	\$17,342.16
Gross Sales/Revenue for period	\$29,717.45
Stock purchases for period	\$14,417.79

Stocktake of 25.11.2016 indicates:

a GAIN of	\$214.45
and a LOSS of	\$274.41
Resulting in a Variance of -\$59.96	

The overall count of stock held resulted in a Nett Loss of \$59.96.

This equates to a total write off for the year November 2015-November 2016 (2 stocktakes) of \$182.11.

RECOMMENDATION

That Council notes the results of the May 2016 – November 2016 Stocktake at the Coonabarabran Visitor Information Centre and approves a nett stock write-off of \$59.96

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 21 National Broadband Network Rollout

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Manager Economic Development and Tourism – Aileen Bell
CSP Key Focus Area:	Local Economy
Priority / Strategy:	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional centres

Reason for Report

To advise Council of matters raised by the Coonabarabran community about the lack of proposed coverage under the National Broadband Network (NBN) within Coonabarabran.

Background

At the recent Community Consultation Meeting held in Coonabarabran on 29 November 2016, a number of residents raised concerns about the lack of coverage under the NBN program currently being rolled out in Coonabarabran. The current footprint of the NBN will miss a number of key areas within the township including the Industrial Area located on the northern side of the town.

Since 2012, several consultations have been undertaken between Council and NBN representatives, and on each occasion it has been pointed out by Council that the footprint of the NBN missed key areas within the township. Each time NBN promised to rectify the errors, however it now appears that Council's comments have been disregarded and the promised National Broadband Network (NBN) connection network has been reduced. The Coonabarabran Industrial Area is not included, along with other fringe areas surrounding the township.

The high speed NBN was sold to the public as the Federal Governments promise to improve communications across the country to ensure reliable access to a suite of IT and communication services for residents and businesses and was said to be one of the most advanced technology projects in Australian history.

Using a variety of technologies, the NBN teams are laying foundations for fast phone and internet services - the idea being that service providers will plug into the NBN network to gain access to the world wide web. Once construction is complete, service providers will connect homes and businesses so clients will liaise with their preferred service provider for connection. Clients can choose from a range of wholesale speeds and are offered plans and packages based on these speeds. Residents then negotiate with the service provider re the NBN network technology prior to choosing a package. It has been suggested that households may consider a retail plan based on NBN 12 which is not considered a superfast broadband but may be similar to what many households or businesses in Australia experience on ADSL2. The proposers of the project say that NBN will give access to fast broadband through phone and internet service providers who will be responsible for connectivity problems such as buffering or drop-outs.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

The NBN website explains what the program is about and assists people with the process of connection. The website is <http://www.nbnco.com.au/learn-about-the-nbn/how-the-nbn-network-gets-to-you.htm>.

The proposal put forward by the Federal Government was to provide NBN using fixed line or fixed wireless technology to towns with a population of more than 1000 residents. A fixed wireless installation for Coonabarabran was announced in 2012; the promise was withdrawn in 2013 due to "changes to population growth expectations".

It is now evident that the industrial area and affected residents on Timor and River Roads will have to utilise satellite connection as no fixed wireless will be available. It is noted that businesses and also home businesses operate in both areas and will be disadvantaged by this decision. Business operators and residents have met with and lobbied local politicians to discuss their needs on several occasions to no avail. Major IT upgrades are occurring and right now the community of Coonabarabran has a team of NBN installers constructing the system for residents and CBD businesses.

Note: CBD .. Central Business District – refers to that area bound by Namoi Street in the west and Charles Street in the east and then Cassilis Street in the south and White Street in the north, incorporating John Street – in Coonabarabran

Issues

Across the Coonabarabran area there are more than 55 businesses. Each relies on efficient communication networks. There is also the need for reliable internet access for tertiary studies and those students undertaking external studies. TAFE and universities are moving to distance education models which require effective internet connections and access. Students complete tasks within their study and in many cases these students reside in the areas close to town that have been identified as NO CONNECT areas.

The changes reported impact negatively on businesses in the industrial area which has more businesses operating (including motels) than in the CBD of the town. As well as the Industrial Estate (bordered by Crane, Gardener, Ulan and Jackson Streets), Hilton Estate will not be connected, nor will Timor, River or Suttons Roads – all of which offer residential and lifestyle blocks for sale and in many cases home based businesses operate in these areas. Council's own works depot is within the area where NBN will not connect. All of these areas are within the town limits of Coonabarabran.

Council was informed earlier that the residential and industrial areas, within the town limits would be included in the NBN installation; it is understood that Council has not been formally informed of the decision to change delivery of the service. The decision to NOT connect the whole of the community, and more particularly the Industrial Area has devastating effects for future development.

The suggestion that satellite be used does not address the lack of NBN. Rural and remote satellite users report a poor service which is constantly at the whim of weather conditions and slow delivery, particularly in high volume usage periods.

The current ADSL that many residents and businesses utilise is to be disconnected in about 18 months. This leaves a large part of our residential and business community forced to accept a

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

proven inadequate satellite service – a retrograde step that is not conducive to growth for the Shire.

The NBN rollout in Coonabarabran was raised by Council's General Manager at an OROC Meeting recently. The situation of parts of Coonabarabran missing out on the NBN installation was explained to Council's in the OROC group. The group resolved the following;

That OROC Executive Officer investigates each OROC Member Council's' concerns in respect to the construction and roll out of NBN technology in each LGA and provide a submission based on such information of information to Federal Member for Parkes Mark Coulton and Communications Minister. The OROC Executive Officer also to pursue Former Dubbo City Council Mayor Mathew Dickerson in respect to the technical aspects of this submission.

Financial Considerations

Nil

RECOMMENDATION

That Council facilitates a meeting between NBN, Federal Member for the Electorate of Parkes - Mark Coulton MP, and Federal Minister for Communications – the Hon. Mitch Fifield to discuss the NBN rollout in Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

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 November 2016 Warrumbungle Shire Council advertised for applications for Round 2 of 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 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 \$6,000 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.

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

- Binnaway Railway Barracks
- Cobborah Battery Shed
- Boysies Butchery
- Cobbora Hall
- Stump Marker 133
- Birriwa Homestead
- Coonabarabran Club

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	Recommended
Binnaway Railway Barracks	BINN-01	Marg Haley	Repainting the interior of the Barracks building	\$29,428.40	\$1,200
Cobbora Battery Shed	BATT-01	Sally Dent	Restoration of the shed – staged project	\$5,424.00	\$500

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Property	SHI No.	Applicant	Works	Cost	Recommended
Boysies Butchery	BB_01	Mick Estens	Conservation of brick wall	\$1,200.00	\$600
Cobbora Hall	CHF_01	Penny Stevens	Carry out subfloor repairs	\$8,190.00	\$1,200
Stump Marker 133	Stump_02	Ted Miller	Presentation and signage	\$750.00 + Labour	\$500
Birriwa Homestead	Birriwa_01	Mary Salvat	Carry out fire safety upgrades	\$1,373.00	\$500
Coonabarabran Club	CC_02	David Rayner	Painting and restoration front of building	\$5,770	\$500
				\$52,135.40	\$5,000

Issues

Nil.

Options

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

Council's Heritage Adviser has recommended the allocations as per the above table, based on the heritage significance of each item and the works required to be undertaken to each.

Financial Considerations

Warrumbungle Shire Council has established a budget of \$12,000.00 for its Local Heritage Fund and Heritage Advisor. Council has already allocated \$1,000 for Round 1 of the Local Heritage Fund in September 2016, leaving a further \$5,000 that is available for allocation.

RECOMMENDATION

That Council grant \$5,000 from the Warrumbungle Shire Council Local Heritage Fund 2016-2017 as per the recommendations of Council's Heritage Adviser.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 23 Draft Plan of Management – Community Land

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

Reason for Report

Council is required under the Local Government Act 1993 to prepare a plan of management for Council owned public land classified as community land. This report presents Council with a draft plan of management for community land.

Background

Under the Local Government Act 1993 (LG Act), Council is required to prepare a plan of management for any public land categorised as community land.

Classification of public land

Public land is managed under the LG Act based on its classification; it is defined as any land under Council ownership or direct control. Exceptions include a public road, land to which the *Crown Lands Act 1989* applies, a common, land subject to the *Trustees of Schools of Arts Enabling Act 1902* or a regional park under the *National Parks and Wildlife Act 1974*.

All public land must be classified as either community land or operational land.

Community land is land Council makes available for use by the general public, eg parks, sportsgrounds etc. Operational land is land which facilitates the functions of Council, and may not be open to the general public eg a works depot or sewerage treatment plant.

The purpose of classification is to identify clearly that land made available for use by the general public (community). How public land is classified determines the ease or difficulty a council can have dealing with public land, including its sale, leasing or licencing. It also provides transparency in council's strategic asset management or disposal of public land.

Community land must not be sold, exchanged or otherwise disposed of by a council. It can be leased, but there are restrictions on the grant of leases and licences, and also on the way community land can be used. A plan of management (POM), adopted by council, is required for all community land, and details the specific uses and management of the land.

Public land is generally classified in a couple of different ways;

- Council resolution under ss.31, 32, or 33 (through LG Act s.27(2)), or
- An LEP under the *Environmental Planning and Assessment Act* (through LG Act s.27(1)).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Ideally, classification should be via Council resolution where suitable. Generally this is within the first three months when Council acquires land. If no classification is resolved by Council newly acquired or transferred land defaults automatically to community land.

Once land is classified as community land it is a legal requirement under the LG Act that a plan of management is prepared.

Issues

Council is required to prepare and adopt a plan of management for our community land.

Our community land was required as per the LG Act to be further categorised into one or more of the following categories;

- Natural Area
- Sportsground
- Park
- General Community Use
- An Area of Cultural Significance, and
- A land parcel might also contain a Significant Natural Feature.

Land categorised as Natural Areas are then required to be further categorised into one of the following;

- Bushland
- Wetland
- Escarpment
- Watercourse
- Foreshore, or
- A category prescribed by the Regulations.

Council has identified 98 parcels of community land under our control.

The enclosed draft plan of management provides information on categories of community land as prescribed in the LG Act including Council's proposed management framework for each category, examines and provides a locality plan of each parcel of land identified by Council as community land, allocates a category (and if natural – a further subcategory), advises instances where a lease or licence maybe issued, advises on permitted and prohibited uses of the land, and other necessary supporting documentation.

To meet the requirements of the LG Act, Council is required to prepare and adopt a plan of management. Once the plan of management is adopted, leases and licences can be issued as per the plan of management with Council approval.

It is noted some land areas identified as part of the investigations are utilised by Council for operational purposes (and have not been classified as operational land), eg waste depot, works depot, aerodromes, sewerage treatment works etc. Advice from our legal representative is not to include these items in this plan of management, but to reclassify to operational land at our earliest convenience. These land parcels will be required to be reclassified to operational land as part of Council's pending LEP review. In the interim it is acceptable for the land to continue to be used for its current uses.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Under the LG Act it is necessary for Council to place the draft plan of management on public exhibition for not less than 28 days, with submissions able to be made to the Council for a period of not less than 42 days after the date on which the draft plan is placed on public exhibition.

It is also a requirement under s40A for a public hearing to be held as the initial plan of management will be categorising community land.

Options

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

Financial Considerations

The draft plan of management has been prepared in-house at minimal cost. It may be necessary for Council to appoint an independent chair to facilitate the public hearing.

RECOMMENDATION

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

That the draft plan be placed on public exhibition for not less than 28 days, with submissions received for not less than 42 days from the date of commencement of the public exhibition period in accordance with s38 Local Government Act 1993.

That a public hearing be held in relation to the draft plan of management as per s40A Local Government Act 1993.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 December 2016

Item 24 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: RU 4 The attractiveness appearance and amenity of our towns and villages need to be improved

Development Applications

(i) Approved – November 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
DA64/2016	23/09/2016	1/11/2016	Warrumbungle Steel Buildings	Mullionkale 11 Blackburn Road	COONABARABRAN	New Single Storey Dwelling and New Garages/Sheds - Rural	7
DA48/2016	18/08/2016	28/11/2016	Jarrod Michael Bennetts & Julie Anne Bennetts	Coolah Saleyards 3814 Black Stump Way	COOLAH	New Single Storey Dwelling	63
DA46/2016	10/08/2016	14/11/2016	Stewart Surveys	Moolagundi 2862 Napier Lane	COONABARABRAN	Subdivision	32

*Development from the January 2013 Wambelong Bushfires

RECOMMENDATION

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