



Warrumbungle Shire Council

Council meeting

Thursday, 19 April 2018

**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

Roger Bailey (General Manager)

Louise Johnson (Acting Director Corporate &
Community Services)

Russell Lloyd (Acting Director Technical Services)

Leeanne Ryan (Director Development Services)

Warrumbungle Shire Council

Vision

Excellence in Local Government

Mission

We will provide:

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

We Value

Honesty

Frank and open discussion, taking responsibility for our actions

Integrity

Behaving in accordance with our values

Fairness

Consideration of the facts and a commitment to two way communication

Compassion

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

Respect

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

Transparency

Open and honest interactions with each other and our community

Passion

Achievement of activities with energy, enthusiasm and pride

Trust

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

Opportunity

To be an enviable workplace creating pathways for staff development

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 19 April 2018 at the Council Chambers, Binnia Street, Coonabarabran commencing at 8.30 am

AGENDA

Welcome

Turn Off Mobile Phones

Order of Business

Forum

Apologies

Disclosure of Interest

 Pecuniary Interest

 Non Pecuniary Conflict of Interest

Mayoral Minute

Reports

Questions for the Next Meeting

Reports to be considered in Closed Council

Item 36.1 Coonabarabran Netball Courts Project – Tenders

Item 36.2 Forensic Audit – Expressions of Interest (Re-submitted)

Item 36.3 Three Rivers Regional Retirement Community Information Report – April 2018

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ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Mayoral Minute – Mayors Activity and Log of Kilometres Travelled from 7 March 2018 to 12 April 2018

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

MAYOR MINUTE - MAYORS ACTIVITY 7 March 2018 -10 April 2018

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
07.03.18	e-mail	In	Country Mayors minutes
	e-mail	In	Stronger Country Communities Round 2 launched
	e-mail	in	Mark Coulton now Assistant Minister
	e-mail	in	from 2357 re NSW Swim contact
	e-mail	in	form Carla Campbell re grants
	e-mail	in	TRRRC Agenda and Minutes
	e-mail	in	Manager Urban Services re NSW Swim contact
	e-mail	in	NPWS RAC meeting
	e-mail	in	2357 Swim plans
08.03.18	phone call	in	re NBN from concerned ratepayer
	phone call	in	Steven Korn investigation into LGNSW following complaint
	phone call	out	to General Manager re LGNSW investigation
09.03.18	e-mail	in	OROC - business paper
	e-mail	in	CMCC Agenda for meeting
	e-mail	in	minutes TRRRC meeting
	phone call	in	General Manager
10.03.18	phone call	in	General Manager
12.03.18	meeting	attended	Coonabarabran Community meeting
	collected		new vehicle
	e-mail	in	staff member re grazing lease
	e-mail	in	OROC - JO workshop
	e-mail	in	RFS Fire Trail workshop
13.03.18	meeting	attended	Baradine Communiy meeting
	e-mail	in	re cycleway; walking path to Warrumbungle National Park
	e-mail	in	AMERC re Trademark
14.03.18	info day	attended	Solar Farm Dunedoo
	e-mail	in	Swimming Australia - facility requirements
	e-mail	in	Coona High re parking
	e-mail	in	LLS re Pest Animal Management Plans
	e-mail	in	Leadville Hall committee
	e-mail	out	Donna Rygate allowing investigator access to documents

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15.03.18	meeting	attended	Monthly Council meeting
	meeting	attended	OROC re JO's in Dubbo
	e-mail	in	RFS Dipper Road Section 44 debrief
	e-mail	in	Dubbo Regional Council Mayor re future funding
	e-mail	in	RFS BFMC & ZLC documents
	e-mail	in	DTS inspection of drainage Dunedoo
16.03.18	meeting	attended	OROC Narromine
	e-mail	in	Heather Weston re teleconference Weds 21
	e-mail	in	re Traffic Committee meeting
	e-mail	in	from OLG re newly rateable Crown Land
	e-mail	in	Kevin Humphries re locality names, ratepayers concern.
17.03.18	e-mail	in	Director of Environmental Services re Leadville Hall
	e-mail	in	CMCC Business paper
19.03.18	meeting	attended	Binnaway Community Meeting
	meeting	attended	CMCC Warren
	e-mail	in	NPWS RAC Minutes
	e-mail	in	EO AMERC re Cobar meeting
20.03.18	meeting	attended	Mendooran Community Meeting
	meeting	attended	BFMC Gilgandra
	meeting	attended	Zone Liasion meeting Gilgandra
	e-mail	in	Clr Capel re parolees in Coolah housing
	e-mail	in	GM re Clr Capel's concern
	e-mail	in	Singleton Mayor re AMERC
	e-mail	in	EO AMERC re logo for Association
	e-mail	in	EO AMERC re Cobar meeting
	e-mail	in	EO AMERC re guest speaker Glen Wilcox
	e-mail	in	Derek Francis and Michael McMahon guest speakers
21.03.18	volunteer	attended	Meals on Wheels with Breakthru Solutions
	telecall	attended	Sharon McKay re Coolah Hostel
	e-mail	in	Clr Capel re Leadville Hall
	e-mail	in	from GM re Warrumbungle Quarry
	e-mail	in	Manager EDT re letter Federal Minister Science
	e-mail	in	Leadville Hall committee re DA
	e-mail	in	MERC re fees
	e-mail	in	Manager Property and Risk re Modelling and Village Rules
	e-mail	out	Order of Australia re nomination
22.03.18	e-mail	in	Angus Robinson re Geopark
	e-mail	in	Angus Robinson re fees for service
	e-mail	in	GM re letter to Kevin Humphries updating Timor Water
	e-mail	out	GM re changes to letter to Kevin Humphries
	e-mail	in	2357 re pool design in Coonabarabran
	e-mail	in	from PA to DTS re dates for Traffic Committee
	e-mail	in	GM re Essential Energy and bores
	e-mail	in	GM re Public Works
	e-mail	in	GM Preformance agreement

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23.03.18	letter	out	signed letter re funding for water
	phone call	in	Mayor Gilgandra re JO
	e-mail	in	re Warrumbungle Quarry from GM
	e-mail	in	Clr Capel re Leadville Hall visit
	e-mail	in	Road Safety Officer re Mother's Day Fun RUN
	e-mail	in	from Coolah Central School couldn't open
	e-mail	out	Coolah Central asking for PDF copy
	e-mail	in	Manager EDT re meeting with Chris Yates
	e-mail	out	Manager EDT re Chris Yates and Geopark
	e-mail	in	AMERC re draft minutes
	e-mail	in	invite to Yuluwirri Kids
	e-mail	in	GM re past secretary for AMERC
24.03.18	Farewell	attended	Peter Campbell Dunedoo Central School
	phone call	in	Kevin Humphries re JO's and water
25.03.18	e-mail	in	Coolah Central School opening Industrial Technology building
26.03.18	meeting	attended	Coolah Community meeting
27.03.18	meeting	attended	Dunedoo Community meeting
	inspection	attended	Drainage project in Dunedoo
	phone call	in	Kevin Humphries re Leadville Hall and Coolah parolees
	phone call	out	GM re Dunedoo meeting
	e-mail	in	re Royal Far West initiatives
	e-mail	in	several media releases for approval from WSC
28.03.18	meeting	attended	Stronger Country Communities Round 2 workshop
	phone call	in	Glennis re retirement
	phone call	in	Manager EDT re Geopark
	phone call	out	GM re JO meeting
	phone call	in	GM re JO meeting
	phone call	out	Mayor Gilgandra re JO meeting
29.03.18	phone call	in	Mark Coulton re Blackspot near Binnaway
	phone call	in	Mayor Gilgandra re JO's
	phone call	in	GM re JO's and job losses
	e-mail	in	NPWS re RAC applications
	e-mail	in	re recycling at schools in Coolah
	e-mail	in	agenda preparation for JO's meeting
	e-mail	to	Manager Urban Services re apology
	e-mail	in	AMERC re May meeting
	e-mail	in	Disability Services Consulting
01.04.18	e-mail	in	NPWS Greater Bilby back in the Pilliga
02.04.18	e-mail	in	DTS re water supply
03.04.18	phone call	in	Clr Todd re forestry, job losses
	e-mail	in	Mayor Gilgandra re JO meeting
	e-mail	in	re film screening "After the Apology"
	e-mail	in	re draft media release
	met	attended	Wes Leedham EEC Warrumbungle National Park
	e-mail	in	EPURON re windfarm approval
	radio	interview	ABC NSW Drive Programme re windfarm
	radio	interview	ABC Sydney re windfarm

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04.04.18	meeting	attended	TRRRC meeting in Dunedoo
	e-mail	in	personal sensitive response Corrective Services
	e-mail	in	AMERC newsletter
	e-mail	in	NPWS Application for RAC
	e-mail	in	NPWS re control burn in AWC area
	e-mail	in	Audit Office re external audit plan
05.04.18	phone call	out	Clr Lewis re weeds
	phone call	in	Narromine Mayor re JO
	e-mail	in	Dubbo Regional Council Mayor re Regional Assembly
	e-mail	in	resident re 60th Wedding Anniversary, congratulations
	e-mail	in	NPWS re RAC Conference Report
	e-mail	in	Clr Capel re Traffic Committee matter
	e-mail	out	Coolah Central School accept invite to Opening
06.04.18	phone call	out	Brooke LLS
	phone call	interview	Western Magazine re windfarm
	phone call	out	LLS arrange teleconference for today
	telecall	out	with LLS re WAP 1520 funding
	e-mail	in	Order of Australia re nomination
	e-mail	in	NPWS re RAC chair report
08.04.18	luncheon	attended	Opening of Senior Week BBQ organised by the Mayor
09.04.18	telecall	attended	LLS Dubbo met with Jane, Brooke
	e-mail	in	Physie Coona re funding for pools
	e-mail	in	LLS re WAP 1520 funding
	e-mail	in	Country Mayors re submission on regional inequality
	e-mail	in	Clr Capel re Balmoral group
	e-mail	in	GM re NPWS presentation at Council meeting
10.04.18	meeting	attended	Global Geopark Gilgandra
	meeting	attended	REDS Gilgandra
	e-mail	in	Anzac Day wreaths
	e-mail	in	2357 re pool design (won't open)
	e-mail	out	explaining the WAP 1520 documents
	e-mail	in	LLS re my stand on WAP 1520
	e-mail	in	LLS thanking me for WAP 1520 explanation
	e-mail	in	Country Mayors meeting
	e-mail	in	Country Mayors submission on regional inequality
	e-mail	in	from rate payer re Binnaway sewage
	e-mail	in	from ratepayer re dump point Binnaway
	e-mail	in	RDA re Geopark
	e-mail	in	Mayors Fund meeting.

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Mayor's Log of Kilometres Travelled

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
12-Mar		Pick up car - Coona community consultation meeting	18	47	29
13-Mar		Meeting with GM	47	77	30
14-Mar		Dunedoo Windfarm meeting	77	307	230
15-Mar		Council meeting / OROC Dubbo	307	585	278
16-Mar		OROC Dubbo - home	585	750	165
19-Mar		CMCC Warren	750	1158	408
20-Mar		BFMC/ZCC Gilgandra	1158	1365	207
21-Mar		WAHS phone conference	1365	1397	32
2-Mar		Traffic Committee	1397	1427	30
24-Mar		Peter Campbell Farewell Dunedoo	1427	1624	197
26-Mar		Coolah Community meeting	1624	1847	223
27-Mar		Dunedoo meeting, meet with GM	1847	1887	40
28-Mar		Workshop - sign documents	1887	1922	35
29-Mar		Siding Spring - Job losses	1922	1995	73
3-Apr		Media releases, sign documents	1995	2035	40
4-Apr		Meet with GM, Meeting Dunedoo TRRRC	2035	2069	34
5-Apr		Change banking details, addresses for congrat letters	2069	2099	30
6-Apr		LLS phone conference, change banking details, farewell speech	2099	2136	37
7-Apr		Move seats and tables in town hall for Seniors function	2136	2177	41
8-Apr		Seniors week bbq	2177	2205	28
9-Apr		Meet with GM, phone conference with LLS	2205	2244	39
10-Apr		Geopark meeting Gilgandra	2244	2275	31
11-Apr		Bushfire appeal meeting Coolah	2275	2342	67
12-Apr		Yuluwirri Kids launch	2342		
Total KM travelled for period 12/03/2018 - 12/04/2018					2324

RECOMMENDATION

That the Mayoral Minute for period 7 March 2018 to 12 April 2018 be noted.

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Item 2 Minutes of Ordinary Council Meeting – 15 March 2018

Division:	Executive Services
Management Area:	Governance
Author:	Acting Team Leader Administration – Tracy Cain (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 P Shinton (Chairperson), Cr K Brady, Cr AL Capel, Cr F Clancy, Cr A Doolan, Cr W Hill, Cr D Todd, Cr A Iannuzzi (8.38 am) and Cr R Lewis (9.17 am).

In attendance: General Manager (Roger Bailey), Acting Director Corporate and Community Services (Louise Johnson), Director Technical Services (Kevin Tighe), Director Development Services (Leeanne Ryan) and Acting Team Leader Administration – Tracy Cain (minutes).

8.31 am

Forum

Mrs Leonie Hutchinson addressed Council regarding the McMaster Park toilet block relocation and footpath funding.

APOLOGIES:

Nil.

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

8.38 am

Councillor Iannuzzi joined the meeting.

REPORTS

Item 1 Mayoral Minute – Mayors Activity and Log of Kilometres Travelled from 7 February 2018 to 7 March 2018

306/1718 RESOLVED that the Mayoral Minute for the period ending 7 March 2018 be noted.

Capel/Doolan
The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

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Item 2 Minutes of Ordinary Council Meeting – 15 February 2018

307/1718 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council Meeting held on 15 February 2018 be endorsed.

Todd/Brady

The motion was put and carried by majority

Item 3 Minutes of Traffic Advisory Committee Meeting – 27 February 2018

308/1718 RESOLVED that Council be provided with a report regarding the status of the Warrumbungle Quarry Lease and future requirements in relation to the access and egress area.

Clancy/Capel

The motion was put and carried by majority

309/1718 RESOLVED:

1. That Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 27 February 2018.
2. That a request from Black Dog Ride to conduct part of a one day bicycle ride event on roads in the Warrumbungle Shire on Sunday, 18 March 2018 be approved.
3. That a request to close John Street, Coonabarabran on Saturday, 31 March 2018 between the hours of 7.30 am and 2.30 pm to conduct the annual 'Bunny Bazaar' Easter street event be approved, subject to RMS Guidelines and Council's Road Closure Policy.
4. That approval be given to close the following roads on Wednesday, 25 April 2018 for the purpose of conducting an ANZAC Day March and Ceremony, subject to compliance with RMS Guidelines and Council's Road Closure Policy:
 - Coolah RSL Sub Branch - Binnia Street between Booyamurra Street and Campbell Street between 10.00 am and 12.30 pm.
 - Coonabarabran RSL Sub Branch – John Street between Edwards Street and Essex Street between 10.00 am and 1.00 pm.
 - Dunedoo/Leadville RSL Sub Branch – Bolaro Street between Wargundy Street and Merrygoen Street between 10.00 am and 12.00 pm.
 - Mendooran RSL Sub Branch – Bandulla Street between Pampoo Street and Napier Street between 9.00 am and 12.00 pm.
 - Binnaway RSL Sub Branch – Renshaw Street between Bullinda Street and Yarran Street between 9.30 am and 12.00 pm.
 - Baradine RSL Sub Branch – Wellington Street and Narran Street between 10.00 am and 12.30 pm.

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

5. That approval be given to a proposed road closure in John Street, Coonabarabran at the intersection of Dalgarno Street and John Street on 25 April 2018 between 5.57 am and 6.20 am for the ANZAC Day Dawn Service, subject to compliance with RMS Guidelines and Council's Road Closure Policy, and

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FURTHERMORE a copy of the Traffic Control Plan be forwarded to Traffic Operations, Western Region RMS.

6. That approval be given to a proposed road closure in John Street, Coonabarabran from the Tennis Club to the Town Hall on Saturday, 26 May 2018 between 10.30 am and 10.45 am, subject to the Traffic Control Plan that involves NSW Police implementing a 'rolling road closure' on the southbound lane between the bridge and the Town Hall, and also to Council's Road Closure Policy, and **FURTHERMORE** that a copy of the Traffic Control Plan be forwarded to Traffic Operations, Western Region RMS.
7. That in principle support be given to the Gulgong Heritage Harness Association to conduct the 2018 Henry Lawson Heritage Drive on roads in Warrumbungle Shire, pending the provision of satisfactory Traffic Management and Traffic Control Plans, and a map showing the proposed route.

Iannuzzi/Doolan

The motion was put and carried by majority

Supplementary Motions

310/1718 RESOLVED that in order to remove traffic from the highway Council be provided with a report on the feasibility of having an access from George Street to the Coonabarabran High School that includes a bus drop off point.

Iannuzzi/Doolan

The motion was put and carried by majority

311/1718 RESOLVED that Council provide in principle support for timed no stopping signs to be installed either side of the Newell Highway adjacent to the Coonabarabran High School subject to consultation with the Coonabarabran High School.

Doolan/Hill

The motion was put and carried by majority

Item 4 Minutes Bushfire Appeal Advisory Panel Meeting – 7 February 2018

312/1718 RESOLVED that the Minutes of the Bushfire Appeal Advisory Panel Meeting held on 7 February 2018 be noted for information.

Hill/Brady

The motion was put and carried by majority

Item 5 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 7 February 2018

313/1718 RESOLVED:

1. That Council accept the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 7 February 2018.
2. That initial feasibility and concept plans be prepared for upgrading and modifying the Coonabarabran Memorial Swimming Pool to include the following features:
 - Reduction in length from 33m to 25m
 - Inclusion of an adjacent multipurpose pool
 - 'Wet deck' concourse area
 - Water park play area
 - Heated for year round use
 - Appropriate filtration and disinfection system.

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Subject to the following:

- Advice from NSW Swimming on dimensions required to conduct local and regional competitions
- Provision of disability access
- Preparation of indicative costs for development, construction and operation
- Advertising of the proposal within the Coonabarabran community.

3. That Council receives regular progress reports on development of feasibility and concept plans.

Doolan/Capel

The motion was put and carried by majority

Item 6 Minutes of Local Emergency Management Committee Meeting – 19 February 2018

314/1718 RESOLVED that Council note the Minutes of the Local Emergency Management Committee Meeting held on 19 February 2018 at Coonabarabran.

Doolan/Capel

The motion was put and carried by majority

Item 7 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 21 February 2018

9.17 am

Councillor Lewis joined the meeting.

9.20 am

Councillor Brady left the room.

9.21 am

Councillor Brady re-joined the meeting.

315/1718 RESOLVED that Council note the Minutes of the Coonabarabran Sporting Complex Advisory Committee Meeting held at Coonabarabran on 21 February 2018.

Clancy/Brady

The motion was put and carried by majority

Item 8 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 6 March 2018

316/1718 RESOLVED that Council note the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 6 March 2018.

Doolan/Brady

The motion was put and carried by majority

Item 9 Minutes of TRRRC 355 Advisory Committee Meeting – 7 March 2018

317/1718 RESOLVED:

1. That Council note the Minutes of the Three Rivers Regional Retirement Community S355 Committee Meeting held at Dunedoo on 7 March 2018.
2. That the installation of the Lazy Susan in the corner cupboards be changed to shelves in the specifications for the kitchens of all units.

Doolan/Clancy

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

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Item 10 Councillor Anne-Louise Capel Log of Activities Report

318/1718 RESOLVED that Councillor Capel's Log of Activities Report for the period ending 28 February 2018 be noted.

Capel/Brady

The motion was put and carried by majority

Item 11 Reports from Delegates

Item 11.1 Notes from Country Mayors Association Meeting, Parliament House Sydney – 2 March 2018 – Councillor Peter Shinton

319/1718 RESOLVED that the Delegates Report for 2 March 2018 be received and noted.

Capel/Brady

The motion was put and carried by majority

Item 12 Correspondence

Item 12.1 Circulars / Newsletters

320/1718 RESOLVED that Council's correspondence for the period ending 7 March 2018 be received and noted.

Capel/Brady

The motion was put and carried by majority

Item 13 Councillors' Monthly Travel Claims

321/1718 RESOLVED that the Councillors' Monthly Travel Claims for the month of February 2018 be noted for information.

Hill/Capel

The motion was put and carried by majority

Item 14 Pecuniary Interest Returns

322/1718 RESOLVED that Council note the tabling of the Register of Returns.

Capel/Todd

The motion was put and carried by majority

Item 15 Three Rivers Regional Retirement Community February Update

323/1718 RESOLVED that Council note the progress of the Three Rivers Regional Retirement Community Project for the period ending 28 February 2018.

Capel/Hill

The motion was put and carried by majority

Item 16 Council Resolutions Report March 2018

324/1718 RESOLVED that the Council Resolutions Report for March 2018 be noted for information.

Capel/Hill

The motion was put and carried by majority

Item 17 Monthly Report – Human Resources

325/1718 RESOLVED that the Human Resources Monthly Report for March 2018 be noted for information.

Hill/Todd

The motion was put and carried by majority

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Item 18 Stronger Country Communities Fund

326/1718 RESOLVED:

1. That Council accept the offer of funding for Round One of the Stronger Country Communities Fund and authorise the General Manager to sign the Funding Deed, **FURTHERMORE**, that Council endorse the timelines and actions presented for Round Two of the Stronger Country Communities Fund.
2. That Council confirm the project priorities at the April Council meeting.

Capel/Brady

The motion was put and carried by majority

Item 19 Bank Reconciliation for the Month Ending 28 February 2018

327/1718 RESOLVED that Council accept the Bank Reconciliation Report for the month ending 28 February 2018.

Brady/Hill

The motion was put and carried by majority

Item 20 Investments and Term Deposits for Month Ending 28 February 2018

328/1718 RESOLVED that Council accept the Investments Report subject to the stated corrections for the month ending 28 February 2018.

Doolan/Hill

The motion was put and carried by majority

Councillors Iannuzzi and Clancy recorded their vote against the motion.

Supplementary Motion

329/1718 RESOLVED that a review of Council's Investments Policy be undertaken with local preferences to be considered.

Doolan/Lewis

The motion was put and carried by majority

Item 21 Rates Report for Month Ending 28 February 2018

330/1718 RESOLVED that the Rates Report for the month ending 28 February 2018 be noted for information.

Hill/Capel

The motion was put and carried by majority

Item 22 Coonabarabran Water Supply and Demand – Status Report for Period Ending 28 February 2018

331/1718 RESOLVED that the report on the current situation with Coonabarabran water supply and demand for the period ending 28 February 2018 be noted.

Todd/Hill

The motion was put and carried by majority

Item 23 Rural Road Naming Request – Off Warrumbungles Way, 2.6km South of Newell Highway

332/1718 RESOLVED that the road that intersects with Warrumbungles Way approximately 2.6km south of the Newell Highway is named Granny Annes Lane, subject to consultation in accordance with guidelines from the Geographical Names Board and no objections being received.

Capel/Brady

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 24 Wallaroo Street Dunedoo Stormwater Drainage Project

10.16 am

Councillor Brady left the room.

10.17 am

Councillor Brady re-joined the meeting.

333/1718 RESOLVED:

1. That in principle support is provided to a \$900,000 underground stormwater drainage project for the eastern side of Dunedoo, from Wallaroo Street to the Golf Course dam. The program is funded over the years 2017/18, 2018/19 and 2019/20 from the Roads to Recovery Program and the Stormwater Levy.
2. That concept designs for an underground stormwater drainage system for the eastern area of the Dunedoo township be prepared, and consultation undertaken with residents in streets affected by the proposed drainage infrastructure.

Hill/Doolan

The motion was put and carried by majority

Item 25 2017/18 Technical Services Works Program – Road Operations, Urban Services & Water Services

334/1718 RESOLVED that the 2017/18 Technical Services Works Program for the period ending 28 February 2018 be noted for information only.

Hill/Clancy

The motion was put and carried by majority

Item 26 Biodiversity Conservation Act 2016

335/1718 RESOLVED that the Biodiversity Conservation Act 2016 Report be received and noted for information.

Hill/Doolan

The motion was put and carried by majority

Item 27 Legislative Updates to the Environmental Planning and Assessment Act 1979

336/1718 RESOLVED that the Legislative Updates to the Environmental Planning and Assessment Act 1979 Report be received and noted for information.

Hill/Capel

The motion was put and carried by majority

Item 28 Development Applications

337/1718 RESOLVED that Council note the Applications and Certificates approved during February 2018, under Delegated Authority.

Brady/Capel

The motion was put and carried by majority

Item 29 Questions for the Next Meeting

338/1718 RESOLVED that the Questions for the Next Meeting Report for March 2018 be noted for information.

Doolan/Todd

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Suspension of Standing Orders

10.26 am

339/1718 RESOLVED that standing orders be suspended to break for morning tea.

Brady/Iannuzzi

The motion was put and carried by majority

Resumption of Standing Orders

10.51 am

340/1718 RESOLVED that standing orders be resumed.

Brady/Capel

The motion was put and carried by majority

Item 30.1 Forensic Audit (Re-submitted)

Division: Corporate Services

Author: Director Corporate and Community Services – Michael Jones

341/1718 RESOLVED that the Forensic Audit Report be referred to Closed Council pursuant to Section 10A(2)(c) & (d)(i) of the Local Government Act 1993, on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Capel/Todd

The motion was put and carried by majority

The General Manager sought approval from Council to consider a late urgent item.

342/1718 RESOLVED that Council declare the late item on the Three Rivers Regional Retirement Community Information Report as business of great urgency and considers at this meeting.

Clancy/Todd

The motion was put and carried by majority

The Mayor declared the matter of Three Rivers Regional Retirement Community Information Report to be business of great urgency.

Item 30.2 Three Rivers Regional Retirement Community Information Report

Division: Executive Services

Author: Director Development Services – Leeanne Ryan

343/1718 RESOLVED that the Three Rivers Regional Retirement Community Information Report be referred to Closed Council pursuant to Section 10A(2)(c) & (g) of the Local Government Act 1993, on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Clancy/Capel

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

The General Manager offered the opportunity to members of the public to make representation as to whether any part of the Council meeting should not be considered in Closed Council.

There was no response from the public.

10.54 am

344/1718 RESOLVED that:

- (a) Council go into Closed Council 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) 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.

Capel/Brady

The motion was put and carried by majority

Item 30.1 Forensic Audit

345/1718 RESOLVED that the Report on the Forensic Audit of Council's finances be noted.

Doolan/Clancy

The motion was put and carried by majority

Item 30.2 Three Rivers Regional Retirement Community Information Report

11.04 am

Councillor Doolan left the room.

11.05 am

Councillor Doolan re-joined the meeting.

346/1718 RESOLVED that the Three Rivers Regional Retirement Community Information Report be noted and Council be provided with an updated report at the April Council meeting.

Capel/Brady

The motion was put and carried by majority

11.41 am

347/1718 RESOLVED that Council move out of Closed Council.

Iannuzzi/Brady

The motion was put and carried by majority

The resolutions of Closed Council were announced to the meeting by the General Manager.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

There being no further business the meeting closed at 11.43 am.

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CHAIRPERSON

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 15 March 2018 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 3 Minutes of Traffic Advisory Committee Meeting – 22 March 2018

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

PRESENT: Cr Peter Shinton (Chair) and Ms Jackie Barry (RMS).

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services), Mr Bikram Joshi (Manager Asset & Design), Ms Cheyenne O'Brien (Road Safety Officer) and Tracy Cain (Minutes).

APOLOGIES: Senior Constable Steven Chaplin (NSW Police) and Mr Colin Harper (Community).

Barry/Shinton

CONFIRMATION OF MINUTES

31/1718 RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on 27 February 2018 be confirmed.

Shinton/Barry

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Council to investigate the preparation of a Rural Bus Stop Policy.
- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- No 1 Break Road – response received from RMS re NPWS request for signage on No 1 Break Road. Responsibility for the road is with NPWS. Furthermore, NPWS are requested to provide details of vehicle types so that enforcement options may be considered.
- Assessment of advisory warning signs on Observatory Road.
- Installation of double barrier lines on the Dandry Road approach to the Newell Highway.
- Assessment of speed advice for Cobbora Road, Cobbora and updating of speed advisory signage.
- Investigation of upgrade of traffic advisory signage in Essex Street, Coonabarabran.
- Burnt out road signage at Uarbry.
- Tongy Lane signposting – determine correct name and amend signs accordingly.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

- Assessment of speed advice on Cobbora Road – following assessment, road sign providing speed advice of 55km/hr to be installed on Cobbora Road at a curve north of Boomley Road adjacent to property 'Tandara Hills'.
- Warrumbungle Quarry – road safety concern at entry / exit point. Council to consider conducting a feasibility study and to contact RMS Regional Director to request relocation of the point to point safety camera.
- School Bus Stop on Oxley Highway – a sign plan for the installation of 'School Bus Route' signs to be forwarded to RMS for approval.
- Vehicles parked across driveways in Little Timor Street – further investigation required to determine whether a 'No Stopping' zone is appropriate.
- 'No Stopping' zone either side of pedestrian ramp at the intersection of Edwards Street and Cowper Street. Further investigation required.
- Sign plan for warning signs at Sand Creek on Tooraweenah Road - Inclusion of a pictorial warning sign indicating a narrow causeway required.

RMS Approval for Events

Concerns were raised regarding the wording of recommendations for events in particular the need for RMS approval. Council's approval guidelines for events are to be brought back to the next meeting for review. Event applications for RMS approval are to be forwarded to regional.special.events@rms.nsw.gov.au.

AGENDA ITEMS

a) Coona-Can-Do 2018 Mother's Day Classic – 13 May 2018

Matter referred to General Business for notation as a Class 3 Event and approval to be determined by Council.

b) North West Equestrian Expo Inc – Request to Close Reservoir Street, Coonabarabran to Conduct Cross Country Eventing – 2-3 June 2018

32/1718 RECOMMENDED that in principle support be granted to the North West Equestrian Expo to close Reservoir Street, Coonabarabran on Saturday, 2 June 2018 and Sunday, 3 June 2018 from 9.00 am to 2.30 pm to conduct the Cross Country Event subject to preparation of a Traffic Control Plan and compliance with Council's Road Closure Policy.

Barry/Shinton

c) Coonabarabran High School – Request for Time No Stopping Zone on the Newell Highway Adjacent Coonabarabran High School

33/1718 RECOMMENDED that approval be granted for the installation of timed 'No Stopping' signs located 150m and 390m North of Reservoir Street, Coonabarabran on the Newell Highway adjacent to Coonabarabran High School.

Shinton/Barry

d) Coolah Central School – Request for Road Closure to Celebrate School Sesquicentenary – 17 November 2018

34/1718 RECOMMENDED that in principle support be granted to Coolah Central School to close part Binnia Street and Campbell Street on Saturday, 17 November 2017 from 9.30 am to 10.45 am to conduct the Sesquicentenary Street Parade subject to preparation of a Traffic Management Plan, Traffic Control Plan, approval from RMS and compliance with Council's Road Closure Policy.

Shinton/Barry

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e) RSO Monthly Report

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

- Free Cuppa Program – Launch and Media Release.
- Child Car Seat Checking Day – To be held in Coolah on the 10 April 2018 and Coonabarabran on the 12 April 2018.
- Launch of Yulluwirri Kids Puzzle Mat (Coonabarabran road safety map) in Coonabarabran on 12 April 2018 in conjunction with the Child Car Seat Checking Day.
- Social Media – Child Safety and Road Rules Awareness Week.
- Speed Trailer located in Dunedoo until after Easter followed by Mendooran at Bandulla Street / Forest Road. Request for State Roads metro counts to be forwarded to RMS.
- Slow Down on Local Roads Project.

GENERAL BUSINESS

Coona-Can-Do 2018 Mother's Day Classic – 13 May 2018

Noted that the 2018 Mother's Day Classic Fun Run / Walk conducted by the Coona-Can-Do Committee, which includes the closure of the Horseley Street Weir, on Sunday, 13 May 2018 is a Class 3 Event and approval to be determined by Council subject to the following:

- Receipt of formal application;
- The event is covered by public liability insurance;
- Compliance with Council's Road Closure Policy.

It was noted that receipt of the above information by Council may be forwarded to Traffic Advisory Committee members for approval at any time.

Warrumbungle Quarry – Road Safety Audit

The following items were discussed in relation to the outcome of the Road Safety Audit for the entry / exit access at Warrumbungle Quarry:

- 1) Preferred Option – Shifting driveway 20 metres south of existing access on the Newell Highway. Draft plan to be forwarded to RMS for consideration and approval.
- 2) Sight distance for heavy vehicles to be determined at proposed new access.
- 3) Warning sign located at 300 metres on the Newell Highway to be upgraded and replaced with additional (gateway) sign located on the opposite side of the road. RSO to forward request to RMS for approval.
- 4) Trimming of overhanging trees in the travel lane located at the 300 metre warning sign on the Newell Highway. Request for RMS to undertake works as part of their maintenance program.

Speed Zone Review on Cobbora Road, Dunedoo

It was noted that following this Traffic Advisory Committee meeting RMS would be undertaking the speed zone review on Cobbora Road, Dunedoo.

There being no further business the meeting closed at 11.30 am.

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Ordinary Meeting – 19 April 2018

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Thursday, 26 April 2018 commencing 10.00 am.

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CHAIRPERSON

RECOMMENDATION

1. That Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 22 March 2018.
2. That in principle support be granted to the North West Equestrian Expo to close Reservoir Street, Coonabarabran on Saturday, 2 June 2018 and Sunday, 3 June 2018 from 9.00 am to 2.30 pm to conduct the Cross Country Event subject to preparation of a Traffic Control Plan and compliance with Council's Road Closure Policy.
3. That approval be granted for the installation of timed 'No Stopping' signs located 150m and 390m North of Reservoir Street, Coonabarabran on the Newell Highway adjacent to Coonabarabran High School.
4. That in principle support be granted to Coolah Central School to close part Binnia Street and Campbell Street on Saturday, 17 November 2017 from 9.30 am to 10.45 am to conduct the Sesquicentenary Street Parade subject to preparation of a Traffic Management Plan, Traffic Control Plan, approval from RMS and compliance with Council's Road Closure Policy.

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Item 4 Minutes of Economic Development and Tourism Advisory Committee Meeting – 3 March 2018

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

Present: A Bell, Cr Capel, L Ryan, J Young, M Rickert, D Burton, K Olsen,
Roger Bailey, Brad Condon, Narda Abel, S Edwards - online.

Apologies: L Cutts (Baradine Progress), Cr Brady, M Fleming.

Observers: Nil.

Cr Capel opened the meeting at 2.00pm.

2017.18.13 RECOMMENDATION: that the apologies be accepted.

Young/Olsen

Declaration of Pecuniary and Non Pecuniary Interests: Cr Capel, as a landowner,
declared a possible pecuniary interest in the Liverpool Ranges Wind Farm.

Minutes of Previous Meeting (August 2017 and presented to September Council)
Circulated to members of the Committee.

2017.18.14 RECOMMENDATION: That the minutes of August 2017 EDT Meeting be
accepted.

Young/Olsen

Business Arising

Previous recommendations to Council agreed to.

Other Business Arising from the Minutes: Nil.

Financial Report: EDT Promotional Budget

	Budget	Expenditure (to 27.3.17)
Tourism	79,217.00	31,625.00
Economic Development	20,783.00	9,965.00
TOTAL	\$100,000.00	\$41,590.00

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Banner Pole Flags Several proposed events of state or national importance to be held within the shire. It was requested Council support these events with promotion, with banner pole flags being sourced to profile the events to visitors in advance and throughout the period of the event. (There are 10 banner poles in Coonabarabran and a request will be made from other towns for flags too; 10 flags cost at least \$1995.)

2017.18.15 RECOMMENDATION: That banner pole flags be purchased out of the Tourism budget to promote community based events that have an economic benefit to the communities of the Shire.

Abel/Condon

2017.18.16 RECOMMENDATION: That the financial report be accepted.

Bell/Rickert

Managers Report

Additional Actions from Previous Minutes

Strategic Plan: Council approved the contracting of Jenny Rand to complete a new EDT Strategic Plan at a cost of \$12,000; this now requires 3 quotes to be sought.

Regional Economic Development Strategy now completed – considerable discontent from the committee as to the consultation process undertaken by consultants engaged by Dept Premier and Cabinet. It was agreed to write to both Balmoral Group and Local Member on the process inefficiencies.

Coach Database seeking a more current database.

Regional Platters Seeking to reprint brochure; previous brochure was totally funded by Murray River Darling Basin (MRDB); operators are invited to contribute \$250 per advert space and LGA's a total of \$5,000.

2017.18.17 RECOMMENDATION: That Warrumbungle Shire contributes \$2,500 to Regional Platters and that \$2,500 be calculated into the next budget to meet the financial requirements of participation.

Abel/Edwards

Juleen Young spoke against this motion on the basis that MRDB had taken water titles and was giving back in the form of tourism project funding. She had her dissent recorded.

Lifestyle Showcase

2017.18.18 RECOMMENDATION: That the Committee endorses payment of \$50 for meeting room hire for the Lifestyle Showcase Meeting.

Young/Rickert

2017.18.19 RECOMMENDATION: That the Lifestyle Showcase be placed on hold, pending the outcomes of the relevant strategic plans and that we explore a better system for marketing and promotion of the event in the future.

Abel/Young

Terms of Reference for the Advisory Committee

Section 3 Section A Management - amend to read "The quorum for the Committee is five (5) members."

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Section 5 Amend quorum info to “A quorum shall comprise **5 committee members including one (1) Council representative**.”

Section 6 Amend to last dot point to read - “Members are not permitted to speak to the media as representatives of the Committee unless approved **by the General Manager.**”

Section 9 Change dates for modification etc. in listing of EDT Advisory Committee

Staff Representatives add in **General Manager – Mr Roger Bailey**
Community Members need to delete the name John Mercer; add in name **Ms Narda Abel**;
Change SSO representation to **Mr Brad Condon**

2017.18.20 RECOMMENDATION: That the amendments to the Terms of Reference be endorsed as per attachment.

Young/Capel

Banner Pole Flags

Council recently purchased new banner pole flags to promote Queens Baton.

2017.18.21 RECOMMENDATION: That the actions of the Manager in purchasing street flags be endorsed.

Burton/Rickert

LG NSW Tourism Conference

2017.18.22 RECOMMENDATION: That the Manager attends the annual LG NSW Tourism Conference in Parkes 12-14 March 2018.

Young/Olsen

Cartoscope Maps

2017.18.23 RECOMMENDATION: That the purchase of advertising in the next Cartoscope NW Region map be endorsed.

Olsen/Burton

Great Western Plains Regional Guide New brochure with print run of 100,000 guides; gives us presence on Dubbo website and in Visitor Centre and their promotions. Our contribution of \$5,000 would give double page spread plus other mentions in guide.

2017.18.24 RECOMMENDATION: That the actions of the Manager in purchasing ongoing advertising in the latest Great Western Plains Regional Guide at \$5,000 be endorsed.

Olsen/Young

Radio Advertising: Offers to promote into the Sydney market to an untapped audience, the drive time audience, via radio advertising on 2UE and 2GB were taken to promote a message that despite fires the Shire was open for business. (2UE was \$1,400 and 2GB was \$1,500.)

2017.18.25 RECOMMENDATION: That the advertising on Sydney radio purchased by the Manager at total cost of \$2,900 be endorsed.

Young/Rickert

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Grainger Television Vignette: Offer to purchase 1x1 minute grab from the television production showcasing Warrumbungle Shire. Cost is \$1,000; can be used on website, social media etc.

2017.18.26 RECOMMENDATION: That the actions of the Manager in purchasing a vignette to the cost of \$1,000 be endorsed.

Young/Rickert

Consumer Shows: the CCIA S(C&C) show is being held over 8 days at Rosehill.

2017.18.27 RECOMMENDATION: That the actions of the Manager in purchasing a site at the Sydney Caravan & Camping Show be endorsed and that Warrumbungle Shire be represented by the Manager and a volunteer and travel and related costs, including promotional merchandise be funded from the advertising budget line.

Young/Burton

Tourism Guides: With stocks low it was necessary to reprint the Visitor Guide and the Worlds Largest Solar System Guide to maintain a public face for the shire. Costs for print runs of 10,000 guides were respectively \$11,751.21 and \$1,700.

2017.18.28 RECOMMENDATION: That the actions of the Manager in purchasing extra runs of Visitor Guides and the Worlds Largest Solar System Drive Guide be endorsed.

Rickert/Condon

General Business

Drone Use: While a drone may be used for the scoping of water and other Shire requirements it was asked if tourism might consider how drone footage could be utilised in the tourism area. Following discussion it was agreed that prior to the purchase of resources or a drone, investigation is required about availability locally, operators etc.

Relationship of the Community Development Coordinators' to the EDT Committee: It was pointed out by the Community Development Co-ordinator (CDC) present that they were under no obligation to attend EDT meetings and that the new Memorandum of Understanding now removed any responsibility of the community organisation/s to liaise with the EDT Committee. This was raised because representation has reduced and that in fact one of the CDC's attended the EDT Committee in their own time and not as the CDC or community organisation. The initial purpose of the CDC's was to work with the economic development on funding opportunities etc. and to ensure there is no conflict in the work undertaken by each organisation; there is no contact at present and opportunities are questioned due to the disjointed approach.

2017.18.29 RECOMMENDATION: That the Council Coordinator of the Community Development Coordinators' provide a written report on their activities for the information of the EDT prior to each EDT Meeting.

Burton/Young

Long Vehicle Parking Signs: There was confusion regarding the content of the signs in that visitors think they are not able to use these areas and that they are for extended vehicles only. Aileen to investigate.

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Insurance for Events for Community Presenters: The Coonabarabran Chamber of Commerce is no longer offering insurance endorsements on their policy for other community groups and in fact some small events were not covered within this policy agreement. Insurance for community groups to coordinate and host events makes presentation prohibitive for groups.

Events: There was discussion on the demise of community based events that have regional impacts; reference was made to funding to support the Flagship Events and Incubator Funding opportunities.

Dunedoo Aged Care Facility: Stages 1 & 2 are being built and Stage 3 development is dependent on full sale of first two stages. Cr Capel suggested involvement with several **websites to promote the availability of land and living opportunities in Warrumbungle Shire** including www.investregional.cns.gov.au.

One Night Stand To investigate resources required to host this event including sites and Council contribution and expectations, application process. It relates to a Triple J Pop Concert.

EDT Meetings: It was agreed that we need to have a consistent meeting day and list of dates annually. Agreed that the last week of the month would be suitable and allow for completion of minutes for the Council meeting. Months suggested were: February, May, August, and November. Manager to send out a survey to determine day of week most suited to the members

Meeting Closed at 4.15pm with the next meeting to be held during the last week of May with the day to be determined once responses are received.

RECOMMENDATION

1. That Council accepts the Minutes of the Economic Development and Tourism Advisory Committee meeting held at Coonabarabran on 8 March 2018.
2. That banner pole flags be purchased out of the tourism budget to promote community based events that have an economic benefit to the communities of the Shire.
3. That Warrumbungle Shire contributes \$2,500 to Regional Platters and that \$2,500 be calculated into the next budget to meet the financial requirements of participation.
4. That the Lifestyle Showcase be placed on hold, pending the outcomes of the relevant strategic plans and that we explore a better system for marketing and promotion of the event in the future.
5. That the amendments to the Terms of Reference be endorsed as per attachment.
6. That the Council Coordinator of the Community Development Coordinators provide a written report on their activities for the information of the EDT prior to each EDT Meeting.

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Attachment – Draft Terms of Reference for the Warrumbungle Tourism and Economic Development Advisory Committee

Terms of Reference

Warrumbungle Tourism and Economic Development Advisory Committee – September 2014

The Warrumbungle Tourism & Economic Development Advisory Committee (EDT) is an Internal Committee that has been established under the Local Government Act, 1993.

The Status of the Committee is purely advisory.

Terms of Reference

1. Title

The Committee shall be known as the Warrumbungle Tourism & Economic Development Advisory Committee (hereinafter called the Committee).

2. Role and Objectives

This is an Advisory Committee, to provide a forum for discussion and make recommendations to Warrumbungle Shire Council to:

- Support and promote tourism and development in Warrumbungle Shire; and
- Prepare and report on annual budgets for expenditure within specific frameworks as established by Council

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

3. Management

A. Membership of Committee

The Committee shall consist of:

- Two Councillor representatives (and the Mayor ex officio); an additional Councillor will be appointed to act in the absence of the nominated Councillor representative/s to ensure 2 Councillors are in attendance and actively involved in the decision making processes of the Committee;
- Director of Development Services
- Twelve community representatives who shall serve on the Committee in a voluntary capacity representative of the following groups:
 - Warrumbungle Tourism Inc
 - Coonabarabran District Chamber of Commerce Inc
 - 2357 Partnerships Inc
 - Dunedoo District Development Group
 - Coolah District Development Group
 - Mendooran District Development Group
 - Baradine Progress Association
 - Binnaway Progress Association

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- Siding Spring Observatory
- Warrumbungle National Park
- Baradine Area Office of NPWS
- NSW Farmers

The Manager of Tourism & Economic Development; will provide support and coordinates the meetings of the Committee.

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

The quorum for the Committee is eight (8) members.

This Committee meets at least four (4) times per annum.

B. Absence from Meetings

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

C. Resignation from the Committee

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

D. Notification of Vacancies

The Committee shall notify the General Manager promptly of any vacancy occurring in its membership, whether it is through death, absence or resignation from the Committee.

The Committee shall submit to the General Manager within 28 days the name of a person considered by the Committee to be suitable for appointment. The General Manager will decide whether to accept that appointment, or to call for public Expressions of Interest. All newly appointed members must participate in a Committee induction process as soon as possible following their appointment to the Committee so that they can comply with the proper conduct of meetings.

4. Duties of Officers

A. Chairperson

The duties of the Chairperson are to:

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

B. Secretariat and Staff Officer

The duties of the Secretariat and Staff Officer are to:

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

C. Members

The duties of the members are to:

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

5. Meetings

- A quorum shall comprise a majority of members on the Committee **and in the case of this Committee, five (5) members present will form a quorum.** A scheduled meeting must be adjourned if a quorum is not present within half an hour after the time designated for the holding of the meeting, or at any time during the meeting. In either case, the meeting must be adjourned to a time, date and place fixed by the Chairperson, or, in his/her absence, by the majority of the members present.
- This is an Advisory Committee, and it is unlikely that there will be a need for voting, however, should that eventuality arise, each member of the Committee shall have one vote and decisions of the Committee shall be by simple majority. In the event of the votes and the members being equal the Chairperson of the meeting shall have a casting vote in addition to his/her deliberative vote.
- Council Secretariat and staff will attend meetings but have no voting rights, and provide administrative support and professional advice, as determined by the General Manager.
- Items may only be raised under General Business if the permission of the Chairperson is obtained before the meeting starts, and each such item is to have a recommendation;

WARRUMBUNGLE SHIRE COUNCIL

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- The first item on the agenda for all Committee meetings (after apologies and requests for leave of absence) shall be the declaring by members present of pecuniary and non-pecuniary interests and these shall be recorded in the minutes.
- Any Committee member who has a pecuniary interest in any matter on the agenda for a Committee meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the Committee is voting on any question in relation to the matter.
- Conflicts of interest may also arise due to a strong relationship or affiliation the member may have with a matter being discussed by the Committee. These are referred to as non-pecuniary interests. A non-pecuniary interest would be considered significant where the relationship or affiliation is such as it would prevent the member from impartially and objectively considering all the relevant information as a result of this conflict of interest.
- A Councillor Committee member who has a non-pecuniary interest in any matter on the agenda for a meeting, or that arises during a meeting at which they are present, must disclose the nature of the interest to the meeting as soon as practicable, and, in the case of a “significant” non-pecuniary interest must disclose the nature of the interest to the meeting as soon as practicable, and must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

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

6. Minutes, Communications and Reporting

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

7. Insurance

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

WARRUMBUNGLE SHIRE COUNCIL

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

8. Statutory Requirements

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

9. Dissolution

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

Adopted: EDT Meeting 1 November 2016 Resolved at Council 17 November 2016

Modified: **Recommended and amended at EDT Meeting of 7 March 2018**

Addendum:

Chairperson: Cr Anne Louise Capel

Nominated Councillor Representative/s: Cr Anne-Louise Capel and Cr Kodi Brady

EDT Advisory Committee at **March 2018**

Councillor Representatives:

- Cr Anne-Louise Capel
- Cr Kodi Brady

Staff Representatives:

- Director of Development Services – Ms Leeanne Ryan
- Manager EDT – Ms Aileen Bell

Community Members:

- Warrumbungle Tourism Inc – Ms Maria Rickert
- Coonabarabran District Chamber of Commerce Inc – Ms Donna Burton
- Dunedoo District Development Group –
- Coolah District Development Group – Ms Sal Edwards
- Mendooran District Development Group – Mrs Jenny Lloyd
- Baradine Progress Association – Ms Liz Cutts
- Binnaway Progress Association – delete John Mercer
- 2357 Partnerships – **Narda Abel**
- Siding Spring Observatory – Ms Amanda Wherrett replace with **Brad Condon**
- Warrumbungle National Park – Ms May Fleming
- Baradine Area Office of NPWS – Ms Kate Olsen
- NSW Farmers – Mrs Juleen Young

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 5 Minutes of Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting – 7 March 2018

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

- 1. Present:** Peter Shinton (Mayor), Joy Beames (Dunedoo CWA), Peter Manning (St Vincent de Paul) and Ken Harrison (Department of Primary Industries)

Attending: Roger Bailey, Louise Johnson, Liz Webster

Apologies: Chris Sullivan (St Vincent de Paul), Lisa Grammer

RECOMMENDATION: That the apologies be accepted.

P Manning/J Beames
Carried by All

2. Confirmation of the Minutes

RECOMMENDATION: That the minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held 7 February 2018 be accepted with the following amendments:

- \$4,000 to be noted as being paid to St Vincent de Paul Dunedoo instead of Dunedoo CWA

J Beames/P Manning
Carried by All

3. Business Arising

Media Releases

Media Releases to be issued relating to the activities of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel.

ACTION: Louise Johnson to prepare and issue Media Releases relating to the activities of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel.

Asbestos

There are around seven (7) or eight (8) landholders still affected by asbestos. Sue Freebairn, Department of Primary Industries, and landholders will be contacting Soil Conservation to obtain quotations for the removal of asbestos.

WARRUMBUNGLE SHIRE COUNCIL

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Once quotations are obtained, landholders will know the costs and then a course of action can be worked out from there. When required, Council will provide information regarding disposal and access to waste facilities.

Uarbry Hall

Meeting discussed the need to wind up the matter of Uarbry Hall and the proposed skillion and picnic tables. Meeting decided that contact to be made with Uarbry Hall Committee to discuss.

ACTION: Louise Johnson to contact the Uarbry Hall Committee and discuss options.

ACTION: Louise Johnson to contact Jennifer Parker (Manager Property and Risk) to identify Council land in Uarbry suitable for the erection of a skillion structure and picnic tables.

4. Fund Status

Warrumbungle Shire Mayors Bushfire Appeal	
Total Amount Donated – as at 6 March 2018	\$ 200,525
Interest Earned	198
Total Funds Available	\$ 200,723
Allocated Funds	\$ 180,000
Unallocated Funds	\$ 20,723

Allocated Funds

Council provided a break down of payments, allocations and funds expended.

Agency Assistance Program	Amount	Amount Expended	Funds In Reserve
Community Renewal – Health and Well being Event	\$20,000	-	\$20,000
Uarbry Skillion Structure	\$10,000	-	\$10,000
Potable Water	\$10,000	\$10,000	-
BlazeAid [#]	\$65,000	\$65,000	-
Anglican Church Coolah [^]	-	-	-
St Vincent de Paul, Coolah	\$25,000	\$25,000	-
St Vincent de Paul, Dunedoo	\$29,000	\$25,000	\$4,000
Dunedoo CWA	\$15,000	\$15,000	-
Anniversary Event	\$6,000	\$4,000	\$2,000
Total	\$180,000	\$144,000	\$36,000

[^] Funds allocated to the Anglican Church in Coolah were returned.

[#] \$15,000 payment not paid due to Office of Emergency Management Funding being extended.

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5. General Business

Counselling Service

Ken Harrison and Louise Johnson provided an update regarding the Counselling Service.

ACTION: Louise Johnson to contact Camilla Kenny, Health and Wellbeing Committee, regarding this service.

Anniversary Event

The Anniversary Event was a well organised event and was well attended. Positive feedback has been received regarding the event.

Final Dispersal / Winding up of Fund

Meeting discussed the need to wind up the Warrumbungle Shire Mayors Bushfire Appeal. It was suggested that a discussion with Sue Freebairn, Department of Primary Industries, take place regarding the ongoing needs of those affected by the fire.

ACTION: Ken Harrison to follow up with Sue Freebairn regarding the ongoing needs of people affected by the fire.

ACTION: Louise Johnson to obtain a number of quotations of varying sizes for skillion roofing and concrete pad.

6. Next Meeting

Wednesday, 11 April 2018
2:30pm
Council Chambers, Coolah

7. Meeting Closed: 3:25pm

RECOMMENDATION

That the Minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held on 7 March 2018 be noted for information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 6 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 13 March 2018

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

PRESENT: Cr Denis Todd (Chair), Cr Ambrose Doolan, Mr Corey Philip (RFS Regional Controller), Mr Ian Munns, Mr David Sturtridge, Mr Colin Tink, Mr Phil Hensby and Mr John Farrell.

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services).

APOLOGIES: Mr Shane Weatherall (Manager Urban Services), Mr Stuart Green (RFS) and Mr Grant Piper.

CONFIRMATION OF MINUTES

4/1718 RECOMMENDED that the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held on 12 December 2017 be confirmed.

Philip/Tink

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Coonabarabran Aerodrome – Windsock renewal.

5/1718 RECOMMENDED that Council allocate \$21,000 for renewal of the windsock at the Coonabarabran Aerodrome.

Farrell/Tink

- Baradine Aerodrome – investigation into provision of a turning circle at the eastern end.

AGENDA ITEMS

a) Coonabarabran Aerodrome Non-Directional Beacon (NDB) Infrastructure

The Committee received correspondence from Air Services Australia who indicated that it may be a number of years before the NDB at Coonabarabran is removed. The correspondence was noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

b) Baradine & District Progress Association – Request for Letter of Support for the Project to Seal the Baradine Runway

The Committee noted the benefits of a sealed runway at Baradine including better reliability during wet weather and reduced reliance on volunteers to operate the aerodrome. However it was noted that the cost of constructing and maintaining a sealed runway were underestimated and significantly higher than funding on offer under the Club Grants Category 3 Program.

6/1718 RECOMMENDED that the Baradine & District Progress Association is encouraged to apply for funding to develop a business case, including technical assessment and design, for the proposed Baradine Aerodrome Runway Sealing Project.

Farrell/Tink

GENERAL BUSINESS

The following matters were discussed without resolution:

1. Corey Philip advised that RFS will be conducting a one day State level training for airbase operators in mid to late May. The training will involve 3 to 4 aircraft.
2. The landing lights at Coolah airfield are operational except for eight (8) that have been damaged. Emergency lights supplied by Rural Flying Doctor Service (RFDS) will be housed in a locked box inside the airport shed.
3. Baradine Aerodrome – The runway lights are now operating on automatic again. Volunteers have replaced lights on the windsock and are now using hand held radio sets supplied by RFDS.

10.35 am

Corey Philip left the meeting.

4. The Coonabarabran Aero Club expressed concern that they have not been able to renew their licence agreement with Council.

There being no further business the meeting closed at 10.55 am.

The next meeting is to be held at Baradine in the SES/RFS building on Tuesday, 19 June 2018 commencing at 9.30 am.

.....
CHAIRPERSON

RECOMMENDATION

1. That Council accept the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held at Coonabarabran on 13 March 2018.
2. That Council allocate \$21,000 for renewal of the windsock at the Coonabarabran Aerodrome.
3. That the Baradine & District Progress Association is encouraged to apply for funding to develop a business case, including technical assessment and design, for the proposed Baradine Aerodrome Runway Sealing Project.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 7 Minutes of Plant Advisory Committee Meeting – 3 April 2018

Division:	Technical Services
Management Area:	Fleet Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council is presented with a range of organisational challenges including its aging workforce, skills shortages, increasing regulatory demands and the management of risk.

PRESENT: Cr Ray Lewis (Chair), Cr Anne-Louise Capel and Cr Ambrose Doolan.

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services), Ms Louise Johnson (Acting Director Corporate Services) and Mr Chris Staniforth (Manager Fleet Services).

APOLOGIES: Mr Roger Bailey (General Manager).

CONFIRMATION OF MINUTES

4/1718 RECOMMENDED that minutes of the Plant Advisory Committee meeting held on Tuesday, 6 February 2018 be accepted.

Capel/Doolan

BUSINESS ARISING FROM THE MINUTES

- Garbage Truck delivery expected 2-3 weeks.
- Wheel Loader delivery expected also 2-3 weeks.

AGENDA ITEMS

- a) Replacement of Plant Item No 142 – Tipping Truck with Crane – Urban Services Binnaway

5/1718 RECOMMENDED that Council purchase one (1) Isuzu FRR 107 Tipping Truck from Tracserv Pty Ltd that complies with the tender specifications at a price of \$149,386.36 (ex GST) **FURTHER** that Council trade in Plant Item No 142 to Tracserv Pty Ltd for \$45,000 (ex GST) resulting in a changeover price of \$104,386.36 being \$9,386.36 over budget.

Doolan/Capel

- b) Replacement of Plant Item No 161 – 6 x 4 Prime Mover – Fleet Services Coolah

6/1718 RECOMMENDED that Council purchase one (1) Freightliner Coronado 114 6 x 4 Prime Mover from Hartwigs Trucks Pty Ltd that complies with the tender specifications at a price of \$243,200.00 (ex GST) **FURTHER** that Council trade in Plant Item No 161 to Hartwigs Pty Ltd for \$45,454.55 (ex GST) resulting in a changeover price of \$197,745.45 being \$17,745.45 over budget.

Doolan/Capel

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

c) Purchase of New Plant Item No 261 – Skid Steer Loader – Coolah

7/1718 RECOMMENDED that Council purchase new Plant Item No 261 being one (1) Skid Steer Loader fitted with high flow hydraulics and optional (2134 mm) angle broom from Tracserv Pty Ltd that complies with the tender specifications at a price of \$78,064.25 (ex GST) being \$11,935.75 under budget.

Lewis/Capel

d) Replacement of Plant Item No 101 – Articulated Motor Grader – Road Operations Northern

8/1718 RECOMMENDED that Council purchase one (1) John Deere 670GP Motor Grader with front bull blade from Hitachi Construction Machinery Pty Ltd that complies with the tender specifications at a price of \$385,473.33 (ex GST) **FURTHER** that Council trade in Plant Item No 101 Caterpillar 12M Motor Grader for \$155,000 (ex GST) and Plant Item No 102 Caterpillar 12M Motor Grader (surplus plant) for \$143,000 (ex GST) to Hitachi Construction Machinery Pty Ltd resulting in a changeover price of \$87,433.33 being \$132,566.67 under budget.

Doolan/Capel

e) Replacement of Plant Item No 100 – Articulated Motor Grader – Road Operations Southern

9/1718 RECOMMENDED that Council purchase one (1) Caterpillar 12M Motor Grader with front bull blade from Westrac Pty Ltd that complies with the tender specifications at a price of \$361,436.05 (ex GST) **FURTHER** that Council trade in Plant Item No 100 Caterpillar 12M Motor Grader for \$140,000 (ex GST) to Westrac Pty Ltd resulting in a changeover price of \$221,436.05 being \$1,436.00 over budget.

Lewis/Doolan

f) Plant Utilisation Report as at 27 March 2018 – Plant, Truck and Minor Plant

10/1718 RECOMMENDED that the Plant Utilisation Report as at 27 March 2018 for Plant, Truck and Minor Plant is noted.

Capel/Doolan

- Check Slasher utilisation – reasons for low utilisation.
- Also check Out Front Mower utilisation.

GENERAL BUSINESS

11/1718 RECOMMENDED that Council investigate feasibility of making available a car at the Coolah Depot through existing staff car pool management system.

Doolan/Capel

There being no further business the meeting closed at 9.30 am.

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

.....
CHAIRPERSON

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

RECOMMENDATION

1. That Council accept the Minutes of the Plant Advisory Committee meeting held at Coonabarabran on 3 April 2018.
2. That Council purchase one (1) Isuzu FRR 107 Tipping Truck from Tracserv Pty Ltd that complies with the tender specifications at a price of \$149,386.36 (ex GST) **FURTHER** that Council trade in Plant Item No 142 to Tracserv Pty Ltd for \$45,000 (ex GST) resulting in a changeover price of \$104,386.36 being \$9,386.36 over budget.
3. That Council purchase one (1) Freightliner Coronado 114 6 x 4 Prime Mover from Hartwigs Trucks Pty Ltd that complies with the tender specifications at a price of \$243,200.00 (ex GST) **FURTHER** that Council trade in Plant Item No 161 to Hartwigs Pty Ltd for \$45,454.55 (ex GST) resulting in a changeover price of \$197,745.45 being \$17,745.45 over budget.
4. That Council purchase new Plant Item No 261 being one (1) Skid Steer Loader fitted with high flow hydraulics and optional (2134 mm) angle broom from Tracserv Pty Ltd that complies with the tender specifications at a price of \$78,064.25 (ex GST) being \$11,935.75 under budget.
5. That Council purchase one (1) John Deere 670GP Motor Grader with front bull blade from Hitachi Construction Machinery Pty Ltd that complies with the tender specifications at a price of \$385,473.33 (ex GST) **FURTHER** that Council trade in Plant Item No 101 Caterpillar 12M Motor Grader for \$155,000 (ex GST) and Plant Item No 102 Caterpillar 12M Motor Grader (surplus plant) for \$143,000 (ex GST) to Hitachi Construction Machinery Pty Ltd resulting in a changeover price of \$87,433.33 being \$132,566.67 under budget.
6. That Council purchase one (1) Caterpillar 12M Motor Grader with front bull blade from Westrac Pty Ltd that complies with the tender specifications at a price of \$361,436.05 (ex GST) **FURTHER** that Council trade in Plant Item No 100 Caterpillar 12M Motor Grader for \$140,000 (ex GST) to Westrac Pty Ltd resulting in a changeover price of \$221,436.05 being \$1,436.00 over budget.
7. That the Plant Utilisation Report as at 27 March 2018 for Plant, Truck and Minor Plant is noted.
8. That Council investigate feasibility of making available a car at the Coolah Depot through existing staff car pool management system.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 8 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 4 April 2018

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

PRESENT: Cr Ambrose Doolan (Chair), Fay Chapman, Paula Duggan, Brett England, David Hunter, Krista Holmesby and Dianne Dow.

IN ATTENDANCE: Kevin Tighe (Director Technical Services), Shane Weatherall (Manager Urban Services), Sharmaine Kennedy (Supervisor Pools) and John McMahon (Pool Link).

APOLOGIES: Cr Peter Shinton and Narda Abel.

CONFIRMATION OF MINUTES

4/1718 RECOMMENDED that the minutes of the Coonabarabran Swimming Pool Advisory Committee meeting held on Tuesday, 6 March 2018 be confirmed.

Duggan/Chapman

BUSINESS ARISING FROM THE MINUTES

Nil.

AGENDA ITEMS

a) Coonabarabran Swimming Pool Master Plan

Verbal advice was received that for regional competitions a pool must have 10 lanes and a well developed electronic touch pad timing system. Verbal advice also received that a pool with 8 lanes, each at 2.25m wide, is acceptable for local swimming competitions and may be acceptable for certain types of regional competitions.

Advice was received about specifications for a 'hydrotherapy' pool and in particular water temperature must be 33 degrees Celsius. The temperature for a 'warm water' pool must be 31 degrees Celsius. The Committee was advised that there are significant Health Act compliance costs associated with hydrotherapy and warm water pools.

A Master Plan Concept was presented to the Committee and is attached as information.

b) Presentation by Mr John McMahon from Pool Link

Mr McMahon outlined general requirements for upgrading pools to meet current standards including provision of access ramps. Mr McMahon also generally outlined practical considerations around foundations, piping and filtration systems.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

5/1718 RECOMMENDED

1. That a Concept Layout Plan be prepared for Coonabarabran Pool with the following features:
 - a) A main pool 25 metres long and eight (8) lanes wide. Each lane 2.25 metres wide.
 - b) A warm water multipurpose pool, same width as main pool, and at least 10 metres long.
 - c) Both pools separated by a fixed bulk head.
 - d) Disability access ramp into both pools.
2. That a funding application is submitted for the proposed pool upgrade project.
England/Dow

There being no further business the meeting closed at 6:15 pm.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Tuesday, 1 May 2018 commencing 5.00 pm.

.....
CHAIRPERSON

RECOMMENDATION

1. That Council accept the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 4 April 2018.
2. That a Concept Layout Plan be prepared for Coonabarabran Pool with the following features:
 - a) A main pool 25 metres long and eight (8) lanes wide. Each lane 2.25 metres wide.
 - b) A warm water multipurpose pool, same width as main pool, and at least 10 metres long.
 - c) Both pools separated by a fixed bulk head.
 - d) Disability access ramp into both pools.
3. That a funding application is submitted for the proposed pool upgrade project.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Attachment – Master Concept Plan for Coonabarabran Swimming Pool



- * Entire area to be covered with a fixed structure
- * Pool bulkhead fixed with a 8 lane x 25m pool and smaller heated pool (7m) independent
- * Ramp entry from deep end exiting in shallow end.
- * New fence on highway side + the splash park included in funding.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 9 Notice of Motion – Vehicles for Councillor Usage

Notice of Motion

Title Name: Vehicles for Councillor Usage

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

‘That the Warrumbungle Shire Council retain three of the cars proposed for trading and these be retained for the use of Councillors and staff for Council related business.’

Rational

It would be prudent economics for the Council to retain three vehicles for use by Councillors who have to travel long distances to attend meetings.

These vehicles could be traded at a later date. Two cars could be based at Coonabarabran and one at Dunedoo or Coolah.

This would result in considerable saving in travel expense payments to the Council. It would also provide transportation for those Councillors who may not have access to a vehicle for any reason.

RECOMMENDATION

That as part of its 2018/2019 budget deliberations Council consider retaining three of the cars proposed for trading and these be retained for the use of Councillors and staff for Council related business.

DENIS TODD
DEPUTY MAYOR

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 10 Notice of Motion – Council Meetings Schedule

Notice of Motion

Title Name: Council Meetings Schedule

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

‘That Council amend clause 1.2 of the Code of Meeting Practice to:

“1.2 Ordinary meetings of Council be held on the first Thursday of each month. The location of ordinary meetings of Council will alternate between Coonabarabran and Coolah. Ordinary meetings of Council in Coonabarabran will commence at 7pm. Ordinary meetings of Council in Coolah will commence at 8.30am. There is to be with no meeting of Council in January.”

Rationale for this motion and comments:

- Encourage community engagement
- Facilitate attendance for Councillors who have regular jobs and run businesses
- Reduces the gap between December and February meetings
- Given 42 days of submissions required, the changes would not take effect before June or July.

**ANIELLO IANNUZZI
COUNCILLOR**

General Manager’s Comment

Amendments to the Code of Meeting Practice are to be publicly exhibited for 28 days with a submission period of 42 days (S361) unless Council is of the opinion that the amendments are not substantial.

Council is to consider the submissions made on the Code.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 11 Notice of Motion – Report on General Managers Leave

Notice of Motion

Title Name: Report on General Managers Leave

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

‘That the Mayor provides a report to Council about the methods he used in approving leave for General Managers in the period 1.1.2015 – 31.12.2017 and to inform Council how many times he approved such leave.’

**ANIELLO IANNUZZI
COUNCILLOR**

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 12 Notice of Motion – Recording of Resolutions of Council

Notice of Motion

Title Name: Recording of Resolutions of Council

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

‘That all resolutions of Council include a record of the names of Councillors who vote in favour and names of those who vote against.’

**ANIELLO IANNUZZI
COUNCILLOR**

General Manager’s Comment

Amendments to the Code of Meeting Practice are to be publicly exhibited for 28 days with a submission period of 42 days (S361) unless Council is of the opinion that the amendments are not substantial (S362).

Council is to consider the submissions made on the Code.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 13 Notice of Motion – Recorded Council Meetings on Website

Notice of Motion

Title Name: Recorded Council Meetings on Website

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

‘That Council meetings be recorded and posted on Council’s website.’

**ANIELLO IANNUZZI
COUNCILLOR**

General Manager’s Comment

Amendments to the Code of Meeting Practice are to be publicly exhibited for 28 days with a submission period of 42 days (S361) unless Council is of the opinion that the amendments are not substantial (S362).

Council is to consider the submissions made on the Code.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 14 Notice of Motion – Review of ‘Dark Skies’ Policy

Notice of Motion

Title Name: Review of ‘Dark Skies’ Policy

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

‘That the “dark skies” policy be reviewed, with greater emphasis being placed on public safety, in particular for pedestrians.’

**ANIELLO IANNUZZI
COUNCILLOR**

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 19 April 2018

Item 15 Councillors' Monthly Travel Claims

Division:	Executive Services
Management Area:	Governance
Author:	Acting Manager Administration and Executive Assistant to the General Manager – Chris Kennedy
CSP Key Focus Area:	Local Government Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

Reason for Report

To provide Council with the travel claims of Councillors for the month of March 2018.

Background

At the Ordinary Council meeting in July 2017 it was resolved that, *"all Councillors make public their monthly travel claims effective immediately."* **(Resolution No 10/1718)**

Councillor Monthly Travel Claims

Councillor	Month	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	March	-	0.78	-
Cr Todd	March	506	0.78	394.68
Cr Brady	March	-	-	-
Cr Capel	March	938	0.78	731.64
Cr Clancy	March	-	0.73	-
Cr Doolan	March	-	0.78	-
Cr Hill	March	440	0.68	299.00
Cr Iannuzzi	March	-	0.78	-
Cr Lewis	March	252	0.78	196.56
			Total for March:	\$1,621.88

RECOMMENDATION

That the Councillors' monthly travel claims for March 2018 in the amount of \$1,621.88 be received for Council's information.

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Item 16 Councillor Anne-Louise Capel Log of Activities Report – 7 March 2018 to 9 April 2018

Division:	Executive Services
Management Area:	Governance
Author:	Acting Manager Administration and Executive Assistant to the General Manager – Chris Kennedy
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.

Councillor Anne-Louise Capel Log of Correspondence, Meetings, Phone Calls, Discussions, Complaints

<i>Dates</i>	<i>Time</i>	<i>Location</i>	<i>role</i>		<i>method</i>	<i>Issue</i>
07/03/2018	4.30 pm	Dunedoo	Councillor	TRRRC	meeting	355 committee
08/03/2018	8.00am	Coona	Councillor		w/shop	Water nth end
08/03/2018	2.00pm	Coona	Chair	EDT	meeting	
12/03/2018	4.00pm	Coona	Councillor		meeting	Intro meeting
12/03/2018	5.30pm	Coona	Councillor		meeting	
13/03/2018	5.30pm	Baradine	Councillor		meeting	
15/03/2018	8.30am	Coona	Councillor		meeting	Council
16/03/2018	9.30am	Mudgee	Chair	OA	meeting	AGM & meeting
17/03/2018	6.00pm	Coolah			meeting	Coolah Hostel Public Meeting
20/03/2018	5.30pm	Mendooran	Councillor		meeting	

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25/03/2018	4.00pm	Leadville	Councillor		meeting	Grant related
26/03/2018	1.30pm	Leadville	Councillor		meeting	GM, Hall reps re grant
26/03/2018	3.00pm	Coolah	Councillor		meeting	Coolah Hostel
26/03/2018	3.30pm	Coolah	Councillor		meeting	Lions Park
26/03/2018	4.10pm	Coolah	Councillor		meeting	Look at Bowen Oval re grant
26/03/2018	5.30pm	Coolah	Councillor		meeting	
27/03/2018	5.30pm	Dunedoo	Councillor		meeting	
28/03/2018	2.00pm	Coona	Councillor		w/shop	Grant related
03/04/2018	8.00am	Coona	Councillor	Plant	meeting	
04/04/2018	4.30pm	Dunedoo	Councillor	TRRRC	meeting	355 committee
04/04/2018	7.30pm	Coolah	Councillor	CDDG	meeting	
09/04/2018	10.00am	Dunedoo	Councillor	EDT	meeting	UNESCO Gobal Geo Park

RECOMMENDATION

That Councillor Capel's Log of Activities Report for period 7 March 2018 to 9 April 2018 be noted.

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Item 17 Correspondence

Item 17.1 Circulars / Newsletters

Circular Details (Office of Local Government)	Title
18-09 / 28 March 2018 / A587073	Support for Councils in relation to kerbside recycling and the impact of the Container Deposit Scheme
18-08 / 20 March 2018 / A580394	Information About Rating 2018-19
18-07 / 12 March 2018 / A584389	Council Crown Land Managers – General Manager and Senior Staff webinar

Media/Alert Release Details (Local Government NSW)	Title
Date – 4 April 2018	NSW Seniors deserve a fully-funded rate rebate
Date – 29 March 2018	Councils welcome stadium announcement – call for more action
Date – 26 March 2018	Councils, State, Police Stand Together on Road Safety
Date – 21 March 2018	Recycling rescue package welcomed, but it's not new money
Date – 14 March 2018	Return of waste levies could defuse recycling crisis – for now, at least
Date – 13 March 2018	LGNSW Tourism Conference under way in Parkes

Media Releases – Office of Local Government	Title
Nil	

Ministerial Media Releases Details (Office of Local Government)	Title
Nil	

Planning Circulars (Department of Planning)	Title
Date – 5 April 2018	Loose-fill asbestos insulation notations on section 149 planning certificates

RECOMMENDATION

That Council's correspondence for period 13 March 2018 to 5 April 2018 be received and noted.

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Item 18 2018 ALGA National Assembly of Local Government

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

The Australian Local Government Association (ALGA) has announced that the National General Assembly (NGA) will be held Sunday, 17 June 2018 to Wednesday 20 June 2018 at Canberra.

Background

This event brings together Local Government representatives from across Australia and under the theme “*Australia’s Future – Make it Local*”. The theme for this year’s NGA – Australia’s Future - make it local – reflects not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at community level. A copy of the program is provided as an enclosure.

The Prime Minister and the Leader of the Opposition have been invited and will be joined by other Ministers and Shadow Ministers and leading public figures presenting keynote addresses which will help to focus discussions at the NGA.

The Mayor and General Manager attended the 2016 General Assembly.

Issues

Nil.

Options

Nil.

Financial Considerations

The delegate’s registration fees for the conference are:

1. Early bird - \$969.00 per delegate attending (closed 4 May 2018)
2. Standard Registration - \$1,290.00 (received after 4 May 2018 and before 1 June 2018).

Costs for accommodation, meals, transport and transfers and are to be provided as per the Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors. A budget allocation exists for payment of expenses associated with attendance at Council Endorsed events.

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RECOMMENDATION

That the Mayor and a Councillor be authorised to attend the 2018 ALGA National Assembly of Local Government Conference to be held in Canberra.

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Item 19 Three Rivers Regional Retirement Community Status Update Report for April 2018

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

Reason for Report

As resolved at the July Ordinary Council meeting that the financial update of the current project funded by the Restart NSW Cobbora Transition Fund and the Commonwealth Stronger Regions Fund known as the Three Rivers Regional Retirement Community be presented to Council via regular updates (Resolution 16/1718).

Background

The Three Rivers Regional Retirement Community Project is funded by:

1. RNSW290 Three Rivers Regional Retirement Community and Learning Centre \$4,500,000
2. Commonwealth Stronger Regions Fund \$2,450,000

The Warrumbungle Three Rivers Regional Retirement Community s355 Committee (TRRRC s355) oversees the progress of this project.

Issues

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

With Commonwealth Stronger Regions, the Funding Deeds also detail the scope, budget, and schedule for each project component. These updates are submitted monthly to the Federal Department of Regional Programs and Infrastructure via an online web portal and are audited by Assistant Director before reimbursement of funds expended by Council. Monthly updates also detail the progress of each project as per the timeline, procurement, risk management and cash flow details executed with the Funding Deeds.

Update on the project for the last month is as follows:

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- Unit 1 - Framed and trusses installed, roof battens to be installed and the internal plumbing is 90% complete.
- Unit 2 - Frame is being worked on and is 80% complete.
- Unit 3 - Frame is on site, the slab is complete.
- Units 9/10 - Gyprock has been set. Front verandahs are formed and waiting for an inspection.
- Unit 11, 12, 13, 14 – Are waiting on critical frame inspection, gyprock on site, front and rear verandah have been poured, slab for carport and storage areas on the northern side are formed ready for the concrete pour next week.
- Units 15/16 - Critical frame inspection ready and eastern verandah formed.
- Units 17/18 - Critical frame inspection ready and eastern verandah formed.
- Units 25/26/27 - Sites are ready for subfloor plumbing.
- On-site the retaining walls are 85% complete, and drainage works are 69% complete.

Options

Nil.

Financial Considerations

No invoices for reimbursement were submitted for March.

The last payment Council received for this project in March amounted to \$444,130.07.

Financial Report as at 5 April 2018

Sources of Funds	
Total Grant Funding from Restart NSW	\$4,500,000
Commonwealth Stronger Regions Fund	\$2,450,000
Mendooran/Dunedoo Hostel Inc.	\$500,000
Total External Funding	\$7,450,000
Expenditure to Date	
Acquisition and Remediation of the site	\$899,529
Boulus Constructions	\$2,489,080
Salaries, Plant & Other	\$227,058
Total Fund Expended to date	\$3,615,667
External Funding not yet expended	\$3,834,333

RECOMMENDATION

Council notes the progress of the Three Rivers Regional Retirement Community project for April 2018.

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Item 20 Council Resolutions Report April 2018

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 May 2017 to March 2018. 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

That Council's Resolution Report for April 2018 be noted for information.

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Item 21 Monthly Report – Human Resources

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Acting Manager Human Resources – Pamela Dickerson
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF8: Council undertakes its organisational, workforce and risk management responsibilities with efficiency and effectiveness

Reason for Report

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

Background

Human Resources is responsible for Recruitment, Staff Welfare, Payroll, Learning and Development and Workplace Health and Safety.

Since the last Council Meeting, the following positions have been advertised either internally or externally:

- Trainee Child Carer – Indigenous
- Environmental & Health Officer
- Manager Road Operations
- Plumber (Dunedoo)

Positions filled since last Council meeting:

- WTP / Truck Operator (Binnaway)
- Plumber (Coolah)
- Customer Services Officer

Resignations

Since the last Council meeting, the following resignations have been received:

- Manager Executive Services
- Supervisor Water and Sewerage South
- Supervisor South (Road Operations)

Learning and Development

Training courses delivered:

- Chemical Safety Handling
- Confined Spaces

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Workplace Health and Safety (WHS)

There were three (3) incidents in total for the month of March with no new claims. Six (6) workplace inspections were conducted with six (6) action items issued, two (2) items completed.

Workers Compensation and Incidents

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

The nature of the reported incidents were:

- A machine was switched on when a strong breeze picked up. This resulted in some liquid splashing into an employee's eye. The eye was washed out immediately. No medical treatment required.
- An employee was picking something up. They felt a sharp pain in their arm. First Aid was administered and the employee was referred for medical attention.
- Employee was attempting to stop a child from climbing the boundary fence of the Service. The child hit the employee in the left and right side of the face and mouth. First Aid was administered.
- Employee was using a machine. The machine required some extra effort to move it around. The employee felt a pain in their shoulder. No First Aid administered. Has been referred for medical advice.

Issues

Nil.

RECOMMENDATION

That the Human Resources Monthly Report for April 2018 be noted for information.

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Item 22 Community Development Coordinator Program – Memorandum of Understanding

Division:	Corporate and Community Services
Management Area:	Children's and Community Services
Author:	Acting Manager Children's and Community Services – Linda Miller
CSP Key Focus Area:	Community and Culture
Priority:	CC5: Smaller communities across the Shire remain sustainable.

Reason for Report

To seek Council endorsement for the Memorandum of Understanding for the Community Development Coordinator Program.

Background

The Community Development Coordinator Program is a program which promotes and supports community partnerships and collaboration throughout Warrumbungle Shire.

The program provides support to each of the six (6) communities in the Shire to attract funding for community development activities including local infrastructure, programs and projects which relate specifically to the needs of each community.

The program is an example of genuine and effective partnerships that have resulted in better outcomes for Council, as well as each of the communities.

The program demonstrates Council's commitment to working with their local communities to achieve positive outcomes.

Council has, in the past, entered in to a Memorandum of Understanding for a period of four (4) years.

The Memorandum of Understanding relates to the provision of funding, by Council, to be used by each group to employ a part-time Community Development Coordinator to meet the terms and conditions of this Memorandum of Understanding.

Issues

The Memorandum of Understanding outlines the agreement between Council and the Development Group / Progress Association in relation to the Community Development Coordinator Program.

The Memorandum of Understanding was developed in consultation with the Community Development Coordinators and representatives from the Development Groups and Progress Associations.

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The Memorandum of Understanding provides an agreement which outlines:

- what funding is to be used for
- requirements in relation to the employment of a Community Development Coordinator
- expected outcomes
- expectations in relation to reporting and attendance at meetings
- Council's financial contribution

A copy of the Memorandum of Understanding is provided as an enclosure.

Options

Council can choose to:

- Endorse the Memorandum of Understanding as presented;
- Endorse an amended Memorandum of Understanding; or
- Not endorse a Memorandum of Understanding for this program.

Financial Considerations

Funding of \$150,000 per annum has been allocated to the Community Development Coordinator Program.

The Memorandum of Understanding states that Council's direct financial contribution to the Group is limited to the amount stated in the Memorandum of Understanding.

RECOMMENDATION

That Council endorse the Memorandum of Understanding for the Community Development Coordinator Program and enter into the arrangements with each of the local Development Groups and Progress Associations.

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Item 23 Investment Policy

Division:	Corporate and Community Services
Management Area:	Financial Services
Authors:	Chief Financial Officer – Lawrence Amato
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4: Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To seek Council endorsement of the revised Strategic Policy – Investment Policy (including ethical).

Background

Council has in place policies for a wide range of subjects to ensure consistency in Council's decision making adherence to legislation, and the efficient running of Council operations.

All Council policies fit into one (1) of two (2) broad categories:

- Strategic Policies – these are policies that set the strategic direction of Council and are endorsed by Council. These include a number of recommended and legislated policies which are required to be approved by the NSW Office of Local Government (OLG).
- Operational Policies – these policies deal purely with operational matters and do not require Council endorsement. These policies include staff policies that deal with staffing, WHS and other human resources issues, auspiced policies which relate to auspiced programs and general operational policies that deal with all other operational matters.

To ensure that Council's Strategic Policies remain fit for purpose, Council reviews all its Strategic Policies within 12 months of each Local Government election. Council's current Investment Policy was endorsed on 21 September 2017 (Resolution No. 111/1718).

Issues

Due to the changing requirements, and to improve transparency and ease of understanding inherent risk in Council's investments, the Investment Policy has been updated and expanded.

The major changes have been to:

- remove the need to use Security Credit Ratings for Investment Bonds from At Call accounts; and

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- provide an intuitive and easy to understand means of recognising comparative risk behind the Long and Short Credit Ratings as used by the Big Three Credit Ratings agencies (S&P, Moody's & Fitch).

Minor changes (excluding formatting) are:

- Page 2 – the words “and recorded” have been added to ensure that all investments are to be made and recorded in accordance the items outlined in the policy.
- Page 2 – Locally (branches in Council area) sourced Term investments may be placed under the Prudent Person standard notwithstanding that they may be unrated. In the case of an unrated institution then Term deposits will be deemed to be Below Upper Medium Grade.
- Page 2 – Local Term investments clause added with ‘unrated’ deemed to be Below Upper Medium Grade and subject to a Prudent Person test.
- Page 5 – Credit risk – the words “an institution” have been added to complete the statement – the risk that an institution Council has invested in fails to pay the interest and or repay the principal of an investment.

Options

Council can either:

- accept the revised policy as is;
- accept the policy with modifications; or
- continue with the current policy.

Financial Considerations

Whilst there are no direct financial considerations, the structure of the Investment Policy will directly influence the investments made and therefore the return on investments. This is impossible to calculate or even estimate due to the nature of the policy.

Whilst the need to place “At Call” funds in organisations with credit ratings is removed it does not remove the obligation on Council to consider the risk of any such investment in line with Policy Guidelines therefore Council's risk profile would be the same.

RECOMMENDATION

That Council endorse the Investment Policy (including ethical) as presented to be included in the Strategic Policy Register.

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Attachment – Investment Policy

	Investment Policy (Including Ethical)
	Strategic

Purpose

The purpose of this policy is to provide a framework for the investing of Warrumbungle Shire Council's surplus funds at the most favorable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

Objectives of the Policy

Council's Investment Policy is a governing document that guides the investment process and communicates Council's:

- Investment philosophy;
- Overall risk philosophy;
- Investment objectives and expectations;
- Ethical considerations;

Council's Investment Policy also identifies the roles for those involved in the investment process, and details the requirements for compliance with the policy's goals and procedures.

Policy Scope

This policy applies to all investments and funds managed by Council.

Background

The OLG's Investment Policy Guidelines which guides Council's investment decisions requires that Councils maintain an Investment Policy that complies with the Local Government Act (LGA), the Local Government (General) Regulation 2005 (LGGR), and the Ministerial Investment Order (MIO) and ensure it or its representatives exercise care, diligence and skill that a prudent person would exercise in investing Council funds.

Council's Investment Policy has been prepared to adhere to these requirements and to provide an overarching document that details Council's investment philosophy, overall risk philosophy, investment objectives and considerations, as well as detailing responsibilities and limits on what Council can and can't invest in.

Policy Statement

Investment Considerations

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, diversification of investments, and maximising the return of investment. Council therefore has four primary objectives for its investment portfolio:

- The preservation of the amount invested;

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- Ensuring there is sufficient liquidity to meet all reasonably anticipated cash flow requirements;
- Ensuring there is sufficient diversification of investments to reduce risk (i.e. not putting all one's eggs in the one basket); and
- Achieving the maximum rate of return within Council's risk tolerance.

Legislative Authority for Investments

All investments are to be made and recorded in accordance with:

- Australian Accounting Standards;
- Office of Local Government Investment Circulars;
- Office of Local Government Investment Policy Guidelines;
- Local Government (General) Regulation 2005 – Clause 212;
- Local Government Act 1993 (particularly section 625);
- Local Government Code of Accounting Practice & Financial Reporting;
- Minister's Investment Order (gazetted);
- Trustee Act 1925 (NSW) (particularly sections 14A(2), 14C(1) and (2)).

Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager may in turn delegate the day-to-day management of Council's Investment to the Responsible Accounting Officer or senior staff, subject to regular reviews.

Officers' delegated authority to manage Council's investments shall be recorded and officers will be required to acknowledge they have received a copy of this policy and understand their obligations in this role.

Prudent Person Standard

The investment will be managed with the care, diligence and skill that a prudent person would exercise.

As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

Credit Rating

The following credit rating criteria apply to Council investments:

- Non Local Term Investments, ie. no branch in the Council area, must have an investment grade credit rating.
- Locally sourced Term investments, ie. have a branch(es) in the Council area, may be placed under the prudent person standard, notwithstanding that they may be unrated. In the case of an unrated institution then Term deposits will be deemed to be "Below Upper Medium Grade".
- The credit rating structure of the total portfolio must comply with the following table:

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Maximum Thresholds – Portfolio Percentage Limits			
<u>Credit Rating / Organisation</u>	<u>Abbreviation</u>	<u>Exposure to a Credit Rating Group (As a % of Total Portfolio))</u>	<u>Exposure to a Single Institution (As a % of Total Portfolio)</u>
<u>Prime</u>	<u>P</u>	<u>100%</u>	<u>33.3%</u>
<u>ADI's within either the ANZ, CBA, NAB, or WBC ("Big Four")</u>	<u>ADI</u>	<u>100%</u>	<u>33.3%</u>
<u>High Grade</u>	<u>HG</u>	<u>100%</u>	<u>25%</u>
<u>Upper medium grade</u>	<u>UMG</u>	<u>60%</u>	<u>20%</u>
<u>Below Upper medium grade</u>	<u>LMG</u>	<u>10%</u>	<u>10%</u>

NB - (ADI's being Authorised Deposit-taking Institutions)

Please refer to the next table for Credit Rating definitions.

Credit Rating Definitions

<u>Moody's¹</u>		<u>S&P²</u>		<u>Fitch³</u>		<u>Rating description</u>	
<u>Long-term</u>	<u>Short-term</u>	<u>Long-term</u>	<u>Short-term</u>	<u>Long-term</u>	<u>Short-term</u>		
Aaa	<u>P-1</u>	<u>AAA</u>	<u>A-1+</u>	<u>AAA</u>	<u>F1+</u>	<u>Prime</u>	<u>Investment-grade</u>
Aa1		<u>AA+</u>		<u>AA+</u>			
Aa2		<u>AA</u>		<u>AA</u>			
Aa3		<u>AA-</u>		<u>AA-</u>			
A1		<u>A+</u>	<u>A-1</u>	<u>A+</u>	<u>F1</u>	<u>Upper medium grade</u>	
A2	<u>A</u>	<u>A</u>					
A3	<u>P-2</u>	<u>A-</u>	<u>A-2</u>	<u>A-</u>	<u>F2</u>	<u>Lower medium grade</u>	
Baa1		<u>BBB+</u>		<u>BBB+</u>			
Baa2	<u>P-3</u>	<u>BBB</u>	<u>A-3</u>	<u>BBB</u>	<u>F3</u>		
Baa3		<u>BBB-</u>		<u>BBB-</u>			
Ba1	<u>Not prime</u>	<u>BB+</u>	<u>B</u>	<u>BB+</u>	<u>B</u>	<u>Non-investment grade</u>	<u>Non-investment grade</u>
Ba2		<u>BB</u>		<u>BB</u>		<u>speculative</u>	
Ba3		<u>BB-</u>		<u>BB-</u>			

¹ Moody's Investors Service 2017, *Rating Symbols and Definitions*, Boston.

² Standard & Poor's Financial Services 2016, *S&P Global Ratings Definitions*, New York.

³ Fitch Ratings 2018, *Rating Definitions*, Austin.

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B1		<u>B+</u>		<u>B+</u>		<u>Highly speculative</u>	
B2		<u>B</u>		<u>B</u>			
B3		<u>B-</u>		<u>B-</u>			
Caa1		<u>CCC+</u>				<u>Substantial risks</u>	
Caa2		<u>CCC</u>				<u>Extremely speculative</u>	
Caa3		<u>CCC-</u>	<u>C</u>	<u>CCC</u>	<u>C</u>	<u>Default imminent with little prospect for recovery</u>	
Ca		<u>CC</u>					
		<u>C</u>					
C				<u>DDD</u>			
/		<u>D</u>	/	<u>DD</u>	/	<u>In default</u>	
				<u>D</u>			

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent advisors (if appointed) are also required to declare that they have no actual or perceived conflicts of interest.

Environmentally and Socially Responsible Investments

Subject to compliance with legislation and investment policy objectives and parameters, the Council preferences investment securities and financial institutions that meet our socially responsible investments (SRI) criteria. SRI status may be in respect of the individual investment, the issuer of the investment, or both and should be endorsed by an accredited environmentally and socially responsible industry body or institution.

Environmentally and Socially Responsible Investments will be assessed on the same basis as other investment opportunities and the Council will select the investment that best meets its overall investment selection criteria.

The Council's criteria relating to an SRI are those which:

- Direct investment towards the socially and environmentally productive activities listed below
- Avoid investment in the socially and environmentally harmful activities listed below. The criteria for SRI are all preferred and not mandatory requirements.

Environmentally **productive** activities are considered to be:

- resource efficiency-especially water and energy
- renewable energy
- production of environmentally friendly products
- recycling, and waste and emissions reduction

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Socially **productive** activities are considered to be:

- fair trade and provision of a living wage
- human health and aged care
- equal opportunity employers, and those that support the values of communities, indigenous peoples and minorities
- provision of housing, especially affordable housing

Environmentally **harmful** activities are considered to be:

- production of pollutants, toxins and greenhouse gases (coal, oil and gas)
- habitat destruction, especially destruction of forests and marine eco-systems.
- nuclear power
- uranium mining

Socially **harmful** activities are considered to be:

- abuse of Human Rights and Labour Rights
- involvement in bribery/corruption
- production or supply of armaments
- manufacture of alcohol, tobacco or gambling products

Approved Investments

All investments must be denominated in Australian Dollars. Authorised Investments are limited to those allowed by the Ministerial Investment Order and include:

- Commonwealth/State/Territory Government securities eg. bonds;
- Interest bearing deposits/senior securities issued by an eligible Authorised Deposit Taking Institution (ADI);
- Bills of exchange, (< 200 days duration) guaranteed by an ADI;
- Debentures issued by NSW Local Government;
- Deposits with NSW Treasury &/or Investments in T-Corp's Hour Glass Facility;
- and
- Investments grandfathered under the Ministerial Investment Order.

Prohibited Investments

In accordance with the Ministerial Investment Order, this Investment Policy prohibits any investment carried out for speculative purposes including, but not limited to:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

Risk Management Guidelines

Investments obtained are to be considered in light of the following key criteria:

- Preservation of Capital – the requirement for preventing losses in an investment portfolio's total value (considering the time value of money);

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- Diversification – setting limits to the amounts invested with a particular financial institution or government authority to reduce credit risk;
- Credit risk – the risk that **an institution** council has invested in fails to pay the interest and or repay the principal of an investment.
- Market Risk – the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity Risk – the risk an investor is unable to redeem the investment at a fair price within a timely period; and
- Maturity Risk – the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure to risk and volatilities.

Investment Advisor

Council may choose to appoint an investment advisor to assist Council in investing available funds.

The Council's investment advisor (if appointed) must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

Measurement of Long Term Investments

Investment returns for any long term portfolio are to be regularly reviewed by an independent financial advisor by assessing the fair market value of the portfolio. The market value is to be assessed at least yearly to coincide with annual reporting requirements and will be recorded at "fair value".

Benchmarking

Performance benchmarks need to be established and should be based on a sound and consistent methodology. Council has chosen the 3 month Bank Bill Swap Reference Rate (BBSW) as the appropriate benchmark to measure its investment performance, and reports on the performance of its investments portfolio on a monthly basis.

Reporting and Reviewing of Investments

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register.

The documentary evidence must provide Council legal title to the investment. Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

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A monthly report will be provided to Council. The report will detail the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value (for marketable instrument only).

This Investment Policy will be reviewed at least once a year or as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of that Council and in the spirit of this policy. Any amendment to the Investment Policy must be by way of Council resolution.

Responsibilities

Council's Finance Department is responsible for the day to day application of the policy.

Associated Documents

N/A

Getting Help

The staff member/s that can assist with enquiries about the policy:

Position: Chief Financial Officer

Department: Finance

Version Control

Review Date: March 2018

Staff Member Responsible for Review: Chief Financial Officer

Policy Name	Version	Resolution	Date
Investment Policy	1	307	16 April 2009
Investment Policy	2	465	24 June 2010
Investment Policy	3	406	16 June 2011
Investment Policy	4	105/1314	19 September 2013
Investment Policy (Including Ethical)	5	111/1718	21 September 2017
<u>Investment Policy (Including Ethical)</u>	<u>6</u>	<u>Not yet endorsed by Council Resolution</u>	<u>20 March 2018</u>

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Item 24 Macquarie Regional Library Agreement

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Authors:	Acting Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Public Infrastructure and Services
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.

Reason for Report

To seek Council endorsement to enter into a suitable Agreement with the Macquarie Regional Library for a one (1) year period from 1 July 2018 – 30 June 2019.

Background

Macquarie Regional Library provides library services in the Warrumbungle Shire. Library services are provided in each of our local towns – Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran.

At the February 2018 Council Meeting, Council was presented with a three (3) year Agreement ahead of the current Agreement expiring on 30 June 2018.

Council resolution 292/1718 shows that Council resolved to endorse the new Macquarie Regional Library Agreement for the period 1 July 2018 to 30 June 2021, furthermore that Council instruct the Mayor and General Manager to sign the new Agreement and add the Council Seal.

Issues

Warrumbungle Shire Council and Narromine Shire Council both agreed to enter into the three (3) year Agreement with Macquarie Regional Library.

A report was presented to the Infrastructure, Community and Recreation Committee Meeting of Dubbo Regional Council in late March on the proposed new Macquarie Regional Library Agreement. The report advised Councillors from Dubbo Regional Council that both Warrumbungle and Narromine Council had agreed to the terms of the new Agreement for a period of three (3) years to commence from 1 July 2018.

On Monday, 19 March 2018 Dubbo Regional Council resolved to enter into a new Macquarie Regional Library Agreement for only one (1) year effective from 1 July 2018 until 30 June 2019 to allow Council's to review their membership and the delivery of the Macquarie Regional Library service, potentially through the Regional Joint Organisation when formed or another alternative.

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Options

Council can either:

- accept the proposal for a one (1) year Agreement;
- reject the proposal for a one (1) year Agreement; or
- hold discussions and / or negotiations regarding an alternative solution.

Financial Considerations

The following table provides an overview of the proposed Agreement, and a comparison with the previous Agreement.

	Current Agreement				Proposed Agreement
	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Annual Contributions	\$123,383	\$138,572	\$153,393	\$171,033	\$177,874
Book Vote	\$18,507	\$20,636	\$23,009	\$25,655	\$26,681
Total Cost	\$141,890	\$159,208	\$176,402	\$196,688	\$204,555
Increase on prior year (\$)		\$17,318	\$17,194	\$20,286	\$7,867
Increase on prior year (%)		12.2%	10.8%	11.5%	4.0%

Alternatively, determination not to continue under an Agreement with the Macquarie Regional Library will require extensive analysis if Council wishes to continue with the same levels of service and offer library services in all towns across the Shire.

RECOMMENDATION

1. That Council authorise the General Manager to enter into discussions with member councils of the Macquarie Region to come to a mutually beneficial outcome in relation to the provision of library services in the Warrumbungle Shire.
2. That should discussion relating to Recommendation 1 be beneficial, that Council enter in to an Agreement with Macquarie Regional Library for the provision of library services in the Warrumbungle Shire.
3. That Council authorise the affixing of the Council Seal to the relevant Agreement for the provision of library services in the Shire.

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Item 25 Minutes of Macquarie Regional Library Committee Meeting – 13 February 2018

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Authors:	Acting Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Public Infrastructure and Services
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.

Reason for Report

To provide the Minutes from the Macquarie Regional Library Committee Meeting held 13 February 2018 to Council for their information (*attached*).

Background

Macquarie Regional Library provides library services in the Warrumbungle Shire. Library services are provided in each of our local towns – Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran.

The Macquarie Regional Library Committee meets four (4) times per year. Council is represented by Councillors Hill and Iannuzzi on the Macquarie Regional Library Committee. The Director of Corporate and Community Services also attends these meetings.

RECOMMENDATION

That the Minutes of the Macquarie Regional Library Committee Meeting held on 13 February 2018 be noted for information.

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**Attachment: Minutes of Macquarie Regional Library Committee Meeting –
13 February 2018**

MACQUARIE REGIONAL LIBRARY COMMITTEE

18/11

MINUTES ORDINARY MEETING – 13 FEBRUARY 2018

PRESENT

Dubbo Regional Council – Councillor Anne Jones
Narromine Shire Council – Councillor Les Lambert and Councillor Mark Munro
Warrumbungle Shire Council – Councillor Wendy Hill

Also in attendance:

Louise Johnson, Acting Director Corporate and Community Services, Warrumbungle Shire Council
John Bayliss, Manager Macquarie Regional Library.

The meeting commenced at 6.05pm.

Cr. Lambert assumed Chairmanship of the Committee.

18/01 APOLOGIES

Apologies for non-attendance were received from Councillor Ben Shields, Dubbo Regional Council and Councillor Aniello Iannuzzi, Warrumbungle Shire Council.

MOTION:

That such apologies be accepted and the members concerned be granted leave of absence from this meeting.

Moved Cr. Jones Seconded Cr. Munro

CARRIED

18/02 MINUTES ORDINARY MEETING – 14 NOVEMBER 2017

MOTION:

That the minutes of the proceedings of the Macquarie Regional Library Committee of the Ordinary Meeting held on 14 November 2017 consisting of pages 1, 2, 3, 4 and 5 of the series, be taken as read, confirmed as correct records, and signed by the Chairman and General Manager.

Moved Cr. Munro Seconded Cr. Jones

CARRIED

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18/03 OCTOBER-DECEMBER 2017 QUARTERLY REVIEW REPORT ON THE 2017/2018 MRL ANNUAL OPERATIONAL PLAN AND BUDGET

The meeting had before it the annexed report from the Manager dated 25 January 2018 on the October-December 2017 quarterly review of the 2017/2018 MRL Annual Operational Plan and Budget.

MOTION:

- 1. That the Performance Review details from the Macquarie Regional Library for the Quarter ended 31 December 2017 be noted.**
- 2. That the December 2017 review of the Macquarie Regional Library Operational Plan be noted.**
- 3. That the Budget Review Statement and the Quarterly Financial Statement for the Macquarie Regional Library Service as at 31 December 2017, as attached to this report, be adopted and such sums be voted for such purposes.**
- 4. That the information regarding the performance of MRL's investment funds be noted.**

Moved Cr. Hill Seconded Cr. Jones

CARRIED

18/04 MRL AGREEMENT AND SERVICE MODEL REPORT

The meeting had before it the annexed report from the Manager dated 24 January 2018 on the Macquarie Regional Library Agreement and Service Model.

MOTION:

That the updated report be noted.

Moved Cr. Jones Seconded Cr. Munro

CARRIED

18/05 STANDARDS AND GUIDELINES REPORT

The meeting had before it the annexed report from the Manager dated 22 January 2018 on the 2017 biennial report against the State Library NSW *Living Learning Libraries: Standards and Guidelines* for Macquarie Regional Library.

MOTION:

That the updated report be noted.

Moved Cr. Lambert Seconded Cr. Hill

CARRIED

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18/06 MARKETING PLAN REPORTS

The meeting had before it the annexed report from the Manager, Library Services and Collections dated 25 January 2018 on the

MOTION:

- 1. That the report on the 2017 MRL Marketing Plan be noted.**
- 2. That the 2018 MRL Marketing and Promotional Plan be adopted.**

Moved Cr. Munro Seconded Cr. Hill

CARRIED

18/07 BRANCH LIBRARIES' ACTIVITIES REPORT DURING THE OCTOBER-DECEMBER 2017/2018 QUARTER.

The meeting had before it the annexed report from the Manager dated 5 February 2018 on the Branch Libraries' activities for the October-December 2017/2018 quarter.

MOTION:

That the information contained in the report of the Manager Macquarie Regional Library dated 5 February 2018 be noted.

Moved Cr. Jones Seconded Cr. Munro

CARRIED

The meeting closed at 7.05pm.

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Item 26 Stronger Country Communities Fund – Round Two

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Author:	Acting Director Corporate and Community Services – Louise Johnson
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

To seek Council endorsement for projects, and the prioritisation of projects, to be submitted in Round Two of the Stronger Country Communities Fund.

Background

The Stronger Country Communities Fund is investing in infrastructure projects in regional NSW communities to improve the lives of residents and enhance the attractiveness of these areas as vibrant places to live and work.

At the March Council Meeting, Councillors resolved to endorse the timelines and actions presented for Round Two of the Stronger Country Communities Fund.

Since the Council Meeting the following actions have been undertaken:

- Information on the Stronger Country Communities Fund – Round Two distributed at Community Consultation Meetings.
- Preliminary Planning Workshop: Stronger Country Communities Fund Round Two held.
- Suggestions of projects were submitted by the community to Warrumbungle Shire Council.
- Workshop: Stronger Country Communities Fund Round Two held.
- Applicants notified about whether or not they had been selected to progress to the Application Phase.
- Applicants notified about information required and timelines.
- Applicants confirmed whether or not they accepted the offer to progress to the Application Phase.
- Councillors asked to prioritise projects.

Actions still to be completed include:

- Endorsement of projects, and prioritisation of projects by Council.
- Application information to be provided by applicants to Council.
- Council to submit applications.

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Issues

The following projects were selected to progress to the Application Phase for Round Two of the Stronger Country Communities Fund:

- Baradine Showground – construction of new public amenities and safety fencing
- Baradine Skate and Activity Park – construction of a skate and activity park
- Binnaway Bowling Club – upgrades to outdoor lighting and the kitchen, and installation of children's play area
- Binnaway Jockey Club – new and upgraded tea room and bar facilities
- Bowen Oval – lighting construction and upgrade
- Coonabarabran Skate Park – construction of a shelter / shade and skate bowl
- Coonabarabran Sporting Complex – construction of equipment storage facilities at No 3 Oval
- Dunedoo Pool – upgrade of toilet and change room facilities
- Leadville Hall – upgrades and construction to hall and amenities block
- Mendooran Mechanics Institute – upgrades and construction to hall and amenities block
- Mendooran Sportsground – fencing, upgrading of amenities and lighting, installation of playground equipment, soft fall, tables and chairs
- Mendooran Turf Club and Golf Club – upgrades and construction to change rooms and toilet facilities

These projects were selected at a workshop held on Wednesday, 28 March 2018. Seven (7) Councillors were in attendance at this workshop.

Following notification and acceptance by applicants, Councillors were then given the opportunity to prioritise the projects. When applications are submitted, Council is asked to let the funding body know what the priorities of Council and the community are.

Five (5) Councillors participated in the process to prioritise projects. The results of the prioritisation process are listed in the table below.

Project	Councillors					Total
	1	2	3	4	5	
Baradine Showground	11	4	2	11	1	29
Baradine Skate and Activity Park	3	9	10	3	4	29
Binnaway Bowling Club	5	5	6	10	2	28
Binnaway Jockey Club	6	8	8	7	3	32
Bowen Oval	10	2	3	4	10	29
Coonabarabran Skate Park	1	11	11	1	12	36
Coonabarabran Sporting Complex	2	12	1	2	5	22
Dunedoo Pool	9	10	12	8	6	45
Leadville Hall	8	1	4	5	8	26
Mendooran Mechanics Institute	4	6	5	6	7	28
Mendooran Sportsground	7	7	9	9	9	41
Mendooran Turf Club & Golf Club	12	3	7	12	11	45

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The above table shows that the projects have been prioritised as follows:

1. Coonabarabran Sporting Complex
2. Leadville Hall
3. Binnaway Bowling Club
4. Mendooran Mechanics Institute
5. Baradine Showground
6. Baradine Skate and Activity Park
7. Bowen Oval
8. Binnaway Jockey Club
9. Coonabarabran Skate Park
10. Mendooran Sportsground
11. Dunedoo Pool
12. Mendooran Turf Club and Golf Club

Options

In relation to the endorsement of projects, Council can choose to:

1. Endorse the projects selected at the workshop;
2. Endorse some of the projects selected at the workshop; or
3. Not endorse the projects selected at the workshop.

In relation to the prioritisation of the projects, Council can choose to:

1. Accept the prioritisation completed by Councillors;
2. Amend the prioritisation completed by Councillors; or
3. Not accept the prioritisation completed by Councillors.

Financial Considerations

In Round Two Council is being offered funding of up to \$1,597,353.00. This will be increased with contributions from Council and / or other partners. The level of contribution for individual projects is yet to be identified.

RECOMMENDATION

1. That Council endorse the following projects in order of priority to be submitted in Round Two of the Stronger Country Communities Fund:
 1. Coonabarabran Sporting Complex – construction of equipment storage facilities at No. 3 Oval
 2. Leadville Hall – upgrades and construction to hall and amenities block
 3. Binnaway Bowling Club – upgrades to outdoor lighting and the kitchen, and installation of children's play area
 4. Mendooran Mechanics Institute – upgrades and construction to hall and amenities block
 5. Baradine Showground – construction of new public amenities and safety fencing
 6. Baradine Skate and Activity Park – construction of a skate and activity park
 7. Bowen Oval – lighting construction and upgrade
 8. Binnaway Jockey Club – new and upgraded tea room and bar facilities
 9. Coonabarabran Skate Park – construction of a shelter / shade and skate bowl

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10. Mendooran Sportsground – fencing, upgrading of amenities and lighting, installation of playground equipment, soft fall, tables and chairs
11. Dunedoo Pool – upgrade of toilet and change room facilities
12. Mendooran Turf Club and Golf Club – upgrades and construction to change rooms and toilet facilities

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Item 27 Investments and Term Deposits – Month Ending 31 March 2018

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's governance practice 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 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

Marketable Securities, Term Deposits and At Call Investment 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, \$2 million worth of term deposits matured, earning Council a total of \$14,039 in interest.

New placements of \$2 million were made and the balance at the end of the month was \$9.5 million.

At Call

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 \$0.9 million were made from these accounts and \$3,768 interest was received on the balances in the accounts resulting in a month end balance of \$3.4 million.

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Income Return

The average rate of return on investments for the month of March was 2.15%. This exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 2.05% by 10 points or 4.7%.

On a year to date basis, interest received and accrued totals \$249,224 which is 68% of the annual budget.

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

Financial Implications

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

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 note and accept the Investments Report for the month ending 31 March 2018.

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Table 1: Investment Balances – 31 March 2018

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB	At Call	At Call	At Call	ADI	ADI	1.19	168,843
NAB	B-Pay	B-Pay	B-Pay	ADI	ADI	0.00	92,063
ANZ	At Call	At Call	At Call	ADI	ADI	0.75	1,055,261
Regional Australia Bank	At Call	At Call	At Call	N/A	N/A	1.75	1,024,628
T Corp IM Cash Fund	At Call	At Call	At Call	N/A	N/A	1.48	1,031,562
Sub-Total							3,372,357
Term Deposits							
CBA	5/3/2018	10/4/2018	36	ADI	ADI	1.92	1,000,000
CBA	23/1/2018	23/4/2018	90	ADI	ADI	2.45	1,500,000
NAB	19/2/2018	21/5/2018	91	ADI	ADI	2.41	1,000,000
NAB	20/2/2018	21/5/2018	90	ADI	ADI	2.44	1,000,000
NAB	20/2/2018	5/6/2018	105	ADI	ADI	2.46	1,000,000
Bank of Queensland	18/12/2017	18/6/2018	182	LMG	LMG	2.6	1,000,000
AMP	19/1/2018	23/7/2018	185	LMG	UMG	2.6	1,000,001
AMP	19/1/2018	23/7/2018	185	LMG	UMG	2.6	1,000,001
Bank of Queensland	5/3/2018	4/9/2018	183	LMG	LMG	2.6	1,000,000
Sub-Total							9,500,002
Total							12,872,359

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Credit Rating Legend

P	Prime
ADI	Big Four – ANZ, CBA, NAB, WBC
HG	High Grade
UMG	Upper Medium Grade
LG	Below Upper medium grade

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Net Placements / Withdrawals	Interest Accrued / Received	Closing Balance
NAB	1,167,804	(1,000,000)	1,039	168,843
NAB	276,504	(184,441)	-	92,063
ANZ	755,186	300,000	75	1,055,261
Regional Australia Bank	1,023,107	-	1,520	1,024,627
T Corp IM Cash Fund	1,030,428	-	1,134	1,031,562
Total At Call	4,253,029	(884,441)	3,768	3,372,356
Bank of Queensland	1,003,803	(1,005,984)	2,181	-
ME Bank	1,004,752	(1,008,055)	3,303	-
CBA	-	1,000,000	1,364	1,001,364
CBA	1,503,614	-	3,113	1,506,727
NAB	1,000,593	-	2,041	1,002,634
NAB	1,000,533	-	2,067	1,002,600
NAB	1,000,538	-	2,084	1,002,622
Bank of Queensland	1,005,114	-	2,202	1,007,316
AMP	1,002,842	-	2,202	1,005,044
AMP	1,002,842	-	2,202	1,005,044
Bank of Queensland	-	1,000,000	1,847	1,001,847
Total Term Deposits	9,524,631	(14,039)	24,606	9,535,198
Total	13,777,660	(898,479)	28,374	12,907,554

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Item 28 Rates Report – Month Ending 31 March 2018

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Casual Administration Officer – Jo Houghton
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4: Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To provide Council with information regarding the collection performance related to monthly rates and annual charges.

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 at the end of last financial year was 8.88% which is below the OLG recommended benchmark.

Council's outstanding rates and annual charges for the last five (5) financial years is:

Year	Rates and Annual Charges Outstanding Ratio
2017	8.88%
2016	8.32%
2015	8.44%
2014	11.41%
2013	13.62%

Issues

The outstanding rates and annual charges ratio as at 31 March 2018 is 11.37%. This is higher than the 10% benchmark recommended by the OLG.

The proportion of rates and annual charges outstanding related to residential properties is 69%. 13% of outstanding rates and annual charges relates to farmland and 18% to business.

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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.

RECOMMENDATION

That Council note and accept the Rates Report for the month ending 31 March 2018.

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Rate / Charge Type	Rate Arrears 2016/17	2017/18 Levy	Pensioner Write-off	Abandoned	Interest	Legal Fees	Rate Arrears & Net Levy	Total Payments to Date	Total Outstanding 2017/18	Collection (%) 2017/18	Total Arrears - EOM	Outstanding Rates & Annual Charges (%)
General	556,582	7,757,500	-165,480	-9,866	18,686	77,718	8,235,140	-6,035,549	2,199,591	73.29%	665,647	8.08%
Water	229,206	1,445,691	-71,553	-33,303	9,597	-	1,579,638	-1,051,822	527,816	66.59%	271,581	17.19%
Sewerage	103,222	1,077,920	-51,322	-19	4,583	-	1,134,384	-810,764	323,620	71.47%	117,575	10.36%
Trade Waste	876	8,597	-	-	24	-	9,497	-6,726	2,771	70.82%	1,237	13.03%
Storm Water	9,433	105,901	-	-1	447	-	115,780	-84,796	30,984	73.24%	11,305	9.76%
Garbage	258,538	1,903,579	-106,297	324	10,922	-	2,067,066	-1,389,086	677,980	67.20%	329,990	15.96%
Total Rates & Annual Charges	1,157,857	12,299,188	-394,652	-42,865	44,259	77,718	13,141,505	-9,378,743	3,762,762	71.37%	1,397,335	10.63%
Sewerage Access	146,338	232,002	-	15	2,561	-	380,916	-203,485	177,431	53.42%	57,897	15.20%
Water Consumption	649,131	1,383,671	-	-4,165	19,475	7,467	2,055,579	-1,181,053	874,526	57.46%	336,200	16.36%
Sewer Consumption	37,413	101,391	-	-	443	-	139,247	-84,739	54,508	60.86%	9,656	6.93%
Trade Waste Usage	26,699	101,808	-	-	217	-	128,724	-62,744	65,980	48.74%	346	0.27%
Total Water Supply Services	859,581	1,818,872	-	-4,150	22,696	7,467	2,704,466	-1,532,021	1,172,445	56.65%	404,099	14.94%
Grand Total	2,017,438	14,118,060	-394,652	-47,015	66,955	85,185	15,845,971	-10,910,764	4,935,207	68.86%	1,801,434	11.37%

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Item 29 Coonabarabran Water Supply Emergency Project

Division:	Technical Services
Management Area:	Water Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	P17 Communities across the Shire are supported by the secure, long term supply of energy and clean water.

Reason for Report

The purpose of this report is to make a resolution(s) to engage contractors without going to formal tender for the Coonabarabran Water Supply Emergency Project as a result of extenuating circumstances.

Background

The current water situation in Coonabarabran has been well documented with the water level in Timor Dam now down to 25% (at the time of writing the report) and the town being on the highest level of water restrictions at Level 6. At the current rates of depletion of the dam, and with no inflows, it is expected that useable water within the dam will run out in early August 2018. With this in mind action needs to be taken quickly as and when needed.

Under the NSW Local Government Act 1993 councils are normally required to undertake a tendering process where the funds to be expended exceed \$150,000 inclusive of GST. This requirement is outlined in Section 55 of the Act.

Section 55(3) also allows that these provisions do not apply to certain contracts. In this particular instance the following subsections provide:

- (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders,

And

- (k) a contract made in a case of emergency,

Issues

During the course of the emergency works to supply Coonabarabran with water a number of contractors will be required which will require expenditure of greater than \$150,000 during the course of the project. Such materials or services may include:

- Drilling
- Pumps
- Electricity connection
- Pipes

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So that these works may proceed quickly it is proposed that the Council apply Section 55(3) (i) and (k) so that full tendering is not used. Instead it is proposed that the General Manager be authorised to engage persons and contractors, when necessary, for works and services above \$150,000 and that reports be provided to Council on a regular basis of the action taken and financial implications.

Prior to the Coonabarabran water supply emergency, Council had experience in the engagement of drilling Contractors. Tenders were invited for the test drilling phase of the back up water supply bore project in Coolah, Binnaway and Mendooran. Tenders were also invited for the fit out phase of that project. The contract for each phase of the back up bore project was awarded to different Contractors. Neither of these two Contractors, however were available for the Coonabarabran Emergency Water Supply Project.

Watermin Drillers, who are based in Mudgee, are able to provide test drilling services and services associated with bore fit out, were engaged on the Coonabarabran water supply project. Watermin Drillers tendered on both phases of the back up bore project in Coolah, Binnaway and Mendooran and it was on the basis of their tender submission for this project that they were engaged for the Coonabarabran emergency water supply project.

Options

Council has limited discretion in this matter as a resolution is required in order to comply with requirements of the Local Government Act.

Financial Considerations

Council has received advice from the State Government that funding of \$200,000 is available for test drilling and assessment associated with the emergency bores, subject to a \$25,000 contribution from Council. Also, Council has received advice that funding of \$400,000 is available for installation of the Timor Dam pump out system, subject to a contribution by Council of \$100,000.

A \$1.4m funding submission has been made to the State Government to fit out the emergency bores and to bring them into production. Council is expecting to receive funding support from the State Government as the bores are progressively brought online.

The total cost of the current bore drilling work is expected to be around \$650,000.

RECOMMENDATION

That due to the extenuating and emergency circumstances surrounding the Coonabarabran Emergency Water Supply Project that Council:

1. Not apply the need for formal tenders for works and services for this project.
2. Authorise the General Manager to accept quotations for expenditure above \$150,000 for this project.
3. Be provided with monthly reports on the application of the above and progress.

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Item 30 Centreline Marking of Mollyan Road

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

Reason for Report

The purpose of this report relates to the following resolution of Council:

***219/1718** – ‘that a report be brought back to Council regarding the costs associated with installing a centre line marking on Mollyan Road’, (14 December 2017).*

Background

Mollyan Road runs between Binnaway and Mollyan on the Coonabarabran Mendooran Road. The road is bitumen sealed and once had centre line markings. The markings have faded and a local resident at the November meeting of the Binnaway Community Consultation meeting requested reinstatement of the markings.

Issues

The guidelines for road pavement delineation from Roads & Maritime Services (RMS) indicate that centreline delineation is warranted when the width of bitumen seal is greater than 5.5 metres and the Average Annual Daily Traffic (AADT) count is greater than 300. The width of bitumen on Mollyan Road is just on 5.5 metres and the AADT is 187.

Council has a program in place to maintain centreline markings on regional roads within the Shire. The total length of regional roads within the Shire is 385km.

The length of Mollyan Road is 17km. The total length of sealed rural road, other than regional roads, within the Shire is 478km.

Options

Council has discretion in this matter. Council should be mindful of establishing a precedent for responding to other requests for centreline marking on rural local roads where traffic volume and width of bitumen do not warrant centreline marking.

Financial Considerations

The average cost of centreline marking is \$1,100 per km. Based on this rate, the estimated cost of centreline marking Mollyan Road is \$18,700. Based on a life cycle of six (6) years the annual cost of linemarking on Mollyan Road would be around \$3,117 per year.

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If centreline marking was undertaken on say 50% of the sealed local rural road network, the annual cost, based on a 6 year life cycle, would be around \$43,817 per year.

Council's 2017/18 budget allocation for maintenance on sealed local rural roads is \$452,765. That is, should it become a requirement to mark the centreline on 50% of the network once every six years, the cost would be 9.7% of the annual budget allocation for road maintenance.

RECOMMENDATION

That no centreline delineation marking is undertaking on Mollyan Road or any other sealed local rural road unless it is warranted in accordance with RMS guidelines for centreline delineation of roads.

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Item 31 Proposal for a Monument to Explorer John Oxley on Baradine Road

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Local Economy
Priority:	LE3 Tourism opportunities and initiatives across the Shire are identified, developed and well coordinated

Reason for Report

The purpose of this report is to present a proposal from the Baradine Progress Association and the Coonabarabran Dead Person Society (DPS) Local Family & History Group for establishment of a John Oxley monument on Baradine Road.

Background

The explorer John Oxley travelled through the Warrumbungle area and according to John Whitehead's publication *"Tracking and Mapping the Explorers, Vol 2"*, Oxley passed through an area just South of Yarrigan State Forest and North of Bugaldie on the 12 August 1818.

The Baradine Progress Association, with the support of John Whitehead, is requesting the establishment of a roadside pullover area on Baradine Road approximately 3km North of Bugaldie. A budget submission has been made by the Association and there is an expectation that the roadworks will be completed by the 18 August 2018 in time to celebrate 200 years since Oxley passed through the area.

Issues

A similar submission was made by Baradine Progress Association in 2007, but the plan faltered due to issues around the actual location and layout of the proposed monument. This current submission involves construction of a pull over area off the edge of the current bitumen road rather than construction of drive entrance to a rest area. The basic layout of the current proposal involves constructing a roadside bay approximately 12 metres wide and 50 metres long, traffic one way in one way out and installation of interpretative signs on the western edge of the bay. The image in Attachment 1.0 provides a guide on the location and layout of the proposed pullover bay.

The road safety issues around the proposed pullover bay will need to be considered by the Local Traffic Committee.

Should it be constructed, Council will be required to maintain the proposed monument site, including collection of rubbish, mowing around the signs and maintenance of the road surface.

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Options

Council has discretion in this matter. Council will need to consider the merits of the project against costs associated with road safety, construction and maintenance of the proposed pullover area. The submission refers to installation of 'rest facilities', however it will be necessary to formally agree that rest facilities refers only to a table and shelter and garbage bin and not installation of a toilet.

Financial Considerations

The cost of constructing the proposed pullover bay on Baradine Road is estimated to be \$30,000. In their submission, the Baradine Progress Association indicates that they will fund the cost of supplying and installing a monument, signs and rest facilities. The annual cost of cleaning the site and removing rubbish is expected to be around \$3,500.

RECOMMENDATION

That Council provides in principle support to the construction of a roadside pullover area on Baradine Road, 3km North of Bugaldie, to allow Baradine Progress Association to establish a monument to the explorer John Oxley subject to the following conditions:

1. The estimated \$30,000 cost of construction will be considered during preparation of the 2018/19 budget.
2. The proposal is referred to the Local Traffic Committee for their recommendation.
3. Structures on the site are limited to interpretative signs, one table and shelter, one garbage bin and one rock monument and their supply and installation is funded by the Baradine Progress Association.

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Attachment 1.0 – Location of Proposed John Oxley Monument Site, 3km North of Bugaldie on Baradine Road



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Item 32 2017/18 Technical Services Works Program – Road Operations, Urban Services and 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 2017/18 is presented for information.

Background

The 2017/18 Works Program including expenditure until the end of March 2018 for all projects in Technical Services is presented in Attachment 1.0.

Attachment 2.0 contains three tables and a list of roads that have been graded since the 1 July 2017. A list of road maintenance requests and roads scheduled for maintenance over the next two months can also be found in Attachment 2.0. The schedule of road maintenance grading will vary depending upon availability of water.

Issues

The Works Program presented in Attachment 1.0 includes a percentage completion of the scope of works 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

That the 2017/18 Technical Services Works Program Status Report for the period ending 31 March 2018 be noted for information only.

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Attachment 1.0 – Technical Services 2017/18 Works Program – End of March 2018

Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Technical Services	21,049,120	9,954,981	60%
Asset & Design Services	62,452	12,389	20%
Survey equipment	24,000	0	0%
Eng design software	13,000	1,884	30%
traffic counters	7,500	0	0%
Road Safety Programme	17,952	10,505	70%
Plan B	5,150	4,531	88%
Child Restraint	1,750	200	11%
Workshop for Supervisors of L Drivers	767	688	88%
Bike Week	2,000	2,015	100%
Just Slow Down on Local Roads	4,000	298	8%
Free Cuppa for driver	2,085	2,085	100%
Pedestrian & Bike Safety	2,200	688	31%
Fleet Services	3,458,665	1,556,281	60%
Minor plant purchases	15,000	7,972	50%
Plant & equipment purchases	3,224,010	1,548,309	60%
Coona workshop capital items	14,655	0	0%
Traffic light	30,000	0	0%
Plant 30 - light vehicle	35,000	0	0%
New bobcat	90,000	0	0%
Depots disabled access - grant	50,000	0	0%
Road Operations	10,776,412	6,988,345	60%
RMS Work Orders	3,173,000	2,392,602	70%
Heavy Patching	580,000	403,957	100%
South Merrygoen	700,000	772,711	95%
South Merrygoen - skew culvert	250,000	220,410	50%
HW 27, Lighthouse Hill, drains/shlders	75,000	29,089	0%
Vegetation Control*	30,000	0	0%
HW18, Gap drainage improvements	40,000	7,565	2%
HW27 culvert repairs	130,000	0	0%
HW17, shlder widening, Dows lane	98,000	6,316	2%
HW27, shlder widening, Sullivan street	80,000	0	0%
Dunedoo HV parking bay	250,000	271,054	90%
Truck stopping bay projects	30,000	19,484	80%
Replacement of service signs	5,000	4,715	100%
Resealing program	905,000	657,301	100%
Local Roads	4,042,667	2,339,093	60%
Local Roads reseals	563,915	593,674	100%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Reseal program - TBA	563,915	593,674	100%
L R bridges & cwys	698,432	64,106	10%
Coonagoony bridge	4,183	5,331	100%
Box Ridge Rd - Cwy	44,249	28,521	100%
Ross Crossing Bridge - approaches	10,000	6,500	95%
Mia Mia Rd - cwy	60,000	0	0%
Napier Lane(Garrawilla) - cwy	60,000	7,204	15%
Napier Lane (Mt Warwick) - cwy	60,000	0	0%
Quia Rd - cwy	60,000	0	0%
Leaders Rd - Cwy	0	0	0%
Todd's Crossing - Teridgerie Creek	400,000	16,550	10%
Local Road pavements	1,657,311	1,338,214	75%
Wool Rd Rehabilitation	178,758	204,095	100%
Munns Rd including causeway	250,000	37,993	50%
Gentle Annie Rd - Pavement Rehab	250,000	272,567	85%
Neilrex Rd - unsealed pave rehab.	200,000	0	0%
Neilrex Road - pavement rehab	98,424	131,255	60%
Rotherwood Rd - sealed rehab.	150,000	125,661	100%
Turee Vale Rd - sealed pave rehab	150,000	87,936	100%
seal Mt Nombi (Wyuna)Rd - Extension of	200,000	328,413	85%
Beni Xing Rd - safety improvemetns	180,129	150,294	100%
Local Roads Gravel Resheeting	1,123,009	343,099	35%
Local Rds resheeting	0	12,251	0%
Munns Rd	175,000	96,369	100%
Dinby Lane	50,000	0	0%
Newbank Lane	70,000	0	0%
Tabletop Rd	45,000	30,583	100%
Bourke & Halls Rd	45,000	0	0%
Wingabutta Rd	90,000	0	0%
Hawkins Lane	40,000	0	0%
Hawkins Rd	40,000	0	0%
Wardens Rd	50,000	0	0%
Mt Hope Rd	125,000	84,630	70%
Sandy Ck Rd	120,000	6,764	5%
Dandry Rd	120,000	0	0%
Carmel Lane	47,728	0	0%
Wyuna Rd	105,281	112,502	100%
Regional Roads	3,556,085	2,256,650	60%
Regional Roads reseals	647,072	381,525	90%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Reseals Rd 1	647,072	381,525	90%
Pavement Rehab	1,656,771	944,220	70%
Black Stump Way rehab.	1,174,197	718,361	70%
Vinegaroy Rd - pave rehab	169,000	5,719	2%
Vinegaroy Rd - pave rehab	150,250	220,140	95%
Timor Rd - Shoulder Rehab	163,324	0	0%
Black Spot programme	507,408	173,161	40%
Baradine Rd - widening, guardrail	507,408	173,161	40%
Regional Road Bridges	744,834	757,744	95%
Allison bridge	744,834	757,744	95%
Aerodromes	4,660	0	100%
Repainting of Coona terminal bldg	4,660	0	100%
Urban Services	2,232,971	567,917	45%
Parks & Gardens	75,181	46,751	80%
Baradine	12,909	22,553	100%
Lions Park - internal path	9,091	15,063	100%
Lions Park - from Darling street	3,818	7,490	100%
Binnaway	20,000	0	0%
Len Guy Park - softfall upgrade	20,000	0	0%
Coonabarabran	5,000	0	100%
Bell Park shade structure	5,000	0	100%
Coolah	23,948	24,198	100%
McMasters Park - path to toilet	0	0	0%
Softfall under playground equip	23,948	24,198	100%
Dunedoo	3,324	0	0%
Milling Park Irrigation System	3,324	0	0%
Mendooran	10,000	0	0%
Mendooran Park - town water	10,000	0	0%
Ovals	406,767	20,135	5%
Netball Courts - Coonabarabran	298,467	12,250	5%
Robertson Oval - seat replacement	6,000	0	0%
Robertson Oval - Amenities - concept	27,300	1,200	100%
Master plan - each sporting precinct	25,000	0	0%
Coona Oval - reseal roads	50,000	6,685	10%
Swimming Pools	223,186	53,884	30%
Baradine	75,500	13,580	60%
Shade structure	40,000	0	0%
Painting, stage 1 & 2	17,500	13,580	100%
Reconnection of lights	8,000	0	0%
Baradine - Pump room rehabilitation	10,000	0	0%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Binnaway	11,000	11,800	80%
Binnaway main pool ladders	11,000	11,800	100%
Removal of large pine tree		0	0%
Coolah	57,000	10,230	20%
Rain tank & pump for irrigation	4,000	0	0%
Coolah disable chair lift	10,000	0	0%
Water tanks at all pools	43,000	10,230	50%
Coonabarabran	25,000	17,130	80%
Injector dosing system	3,000	0	0%
Rain tank & pump for irrigation	5,000	234	0%
Pool M & R	17,000	16,896	100%
Dunedoo	36,686	0	0%
pool improvements	2,686	0	0%
Awning over Canteen area	4,000	0	0%
Amenities roof - polycarbon	30,000	0	0%
Mendooran	18,000	1,144	5%
Upgrades to club room	1,000	0	0%
Mendooran chemical dosing units	2,000	0	0%
Disable access - pool, toilets	15,000	1,144	5%
Town Streets	1,527,837	447,147	40%
Baradine	82,960	74,522	70%
Baradine street reseals	18,963	2,910	20%
Progress Ass'n - gardens	5,000	5,012	100%
Flood levee	20,000	55,509	30%
Baradine - street lighting	8,000	0	0%
Footpath rehab	25,997	11,091	50%
Baradine - street trees	5,000	0	0%
Binnaway	157,849	28,079	10%
Street reseals	17,015	7,490	20%
Railway St - K&G	55,000	0	0%
Progress Ass'n - gardens	5,000	5,000	100%
Bullinda Street, new K & G	55,000	0	0%
Footpath Rehabilitation	10,000	0	0%
Shared path - Renshaw St to River	15,834	15,589	100%
Corry Bridge - western approach	0	0	0%
Renshaw St - drainage western end	0	0	0%
Coolah	358,284	151,865	25%
Street reseals	28,290	6,811	20%
Street lights Coolah	8,000	0	0%
Footpath rehabilitation	30,000	0	0%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Booyamurra St K&G	70,413	0	0%
Drainage study, Martin street	16,000	0	0%
Goddard Street shared path	160,581	145,054	100%
Goddard St Drainage - Binnia & Martin	45,000	0	0%
Coonabarabran	453,309	163,340	35%
Cassilis - Robertson to Namoi - new footpath	0	0	0%
Dalgarno - footpath rehabilitation	0	0	0%
Dalgarno Street Western end Pave Rehab	19,327	0	0%
John St., K & G rehab	0	0	0%
Street reseals	90,508	23,584	20%
Crane St - Pavement Rehab	0	0	0%
John ST. K&G rehab	70,000	0	0%
Street Trees - Cowper St, Edwards - Dalgarno	30,000	0	0%
Street trees - Charles, Edward to Dalgarno	30,000	0	0%
Barker St Drainage pipe	0	0	0%
Pipe design - opposite Yuluwirri	6,000	0	0%
Drainage - Belar St & Merebene Street	70,000	0	0%
Edwards Street - shared path	137,474	139,756	100%
Dunedoo	428,420	9,666	10%
Wallaroo St - drainage design	350,000	0	0%
Wargundy street drainage design	15,000	0	0%
Street reseals	25,420	4,836	20%
Footpath rehab	20,000	4,830	40%
Dish drain - Yarrow st at Bandulla, sth side	18,000	0	0%
Mendooran	47,015	19,675	50%
Street reseals	17,015	3,584	20%
Footpath rehab.	30,000	16,091	50%
Warrumbungle Water	2,278,155	530,182	40%
Baradine	215,223	32,141	50%
Meter replacements	5,000	2,379	30%
Mains replac. Narren, Walker to Queen	52,000	14,669	100%
Removal of dead ends - Bligh to Castlereagh	31,223	0	0%
Renewal of treatment plant clarifier	0	0	0%
Baradine Reservoir - clean	77,000	14,995	50%
Water tower - Kenebri	50,000	98	0%
Binnaway	514,847	63,905	20%
Meter replacements	5,000	8,139	100%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Mains Ext - Andys Lane to Castlereagh	17,000	1,935	5%
Back up bore	385,847	35,375	35%
Relocate services - Renshaw Street	25,000	0	0%
Mains Ext - Innes St, Quandong & Frater	12,000	3,484	5%
Mains Ext - Castlereagh St & Ulinda St	70,000	14,972	25%
Coolah	450,538	69,775	30%
Mains Ext, Cunningham, Campbell to Gilmore	15,000	0	0%
Meter replacements	5,000	2,522	50%
Mains Ext., Central Lane to Martin St	15,000	0	0%
Mains Ext shop lane. East side to Martin St	10,000	0	0%
Back up bore	405,538	67,253	50%
Coonabarabran	643,660	317,585	50%
meter replacements	5,000	0	0%
Mains replacement	26,000	25,408	100%
Dead storage	210,000	131,510	80%
Tools	5,000	448	5%
Telemetry upgrade all towns	927	1,708	100%
Mains ext. -	62,000	11,060	10%
Raising Timor Dam wall - study	284,733	48,320	20%
Rekeying water sites	50,000	0	0%
Water supply emergency bores	0	99,131	25%
Dunedoo	63,824	33,740	100%
Mains Replac. - Wargundy Street	63,824	33,740	100%
Mendooran	390,063	13,036	10%
Mains Ext. River St, Brambil to Napier	30,000	0	0%
Mains Ext. River St, Farnell to Abbott	18,500	0	0%
Replace water meters	5,000	0	0%
Back up bore	256,563	13,036	10%
Mendooran water recommendations	80,000	0	0%
Warrumbungle Sewer	2,240,465	299,867	20%
Baradine	23,746	7,650	50%
Baradine pot renewals	20,000	0	0%
Camp Cypress sewer investigation	3,746	7,650	80%
Coolah	355,853	70,715	30%
Mains relining	62,036	47,663	100%
Coolah STP upgrade	243,817	14,195	5%
Sewer Coolah - smoke testing	50,000	8,857	100%
Coonabarabran	477,398	119,205	50%
Mains relining	123,223	89,015	100%

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Task Name	Budget Allocation (\$)	Expend (\$)	Est % Complete
Pump station renewal	30,000	0	0%
Sewer Coona - smoke testing	60,000	0	0%
Telemetry upgrade - all towns	926	1,538	1%
Re-keying sewer sites	17,332	17,332	100%
Coona STP upgrade	245,917	11,320	5%
Dunedoo	1,383,468	102,297	20%
Mains relining - laneway, Cobbora & Tucklan	60,000	21,112	100%
Dunedoo STP upgrade	1,273,468	14,279	10%
Sewer Dunedoo - smoke testing	50,000	66,906	100%

Attachment 2.0. Maintenance Grading of Unsealed Roads, for the Period 1 July 2017 to 31 March 2018

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Angus	2	12.4
Avonside Rd	1	3.9
Banoon Road	3	4.2
Beers	3	0.8
Beni	1	10.3
Berdeen	3	5.5
Berowra	1	4.6
Bingie Grumble	2	1
Blackburns	3	1
Bolton Creek	2	0.9
Bolton Creek Road	2	0.9
Bong Bong	3	3
Boogadah	3	2.6
Box Ridge	1	29.7
Brown Springs	3	3.5
Burma	3	6.6
Creennaunes	2	2
Cumberdeen	3	2.1
Dapper	2	1
Dennykymine	1	26
Diehm	3	1.4
Eagleview	3	0.9
Emu	3	0.1
Gamble Creek	2	21.3

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Kilchurn	2	4
Lawson Park	1	2.8
Leaders	2	13.6
M Phillip	3	1.1
Major Mitchell	2	0.5
Melrose	3	1.5
Melrose /riad	3	1.5
Merotherie	2	0.8
Merotherie Road	2	0.8
Mountainside	3	4.2
Mt Hope	1	10.9
Munns	1	1.2
Napier	1	8
Narangarie	3	5.8
Nashs	3	3.3
Nebile	3	5
Neilrex	1	6.2
North Pine Ridge	1	3.9
Oakey Creek	2	4
Old Common	3	1.2
Old Common Road	3	1.2
Patrick	2	8.5
Pine Ridge	1	3.6
Railway	3	1.8

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Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
Gowang	2	4.6
Grandchester	3	0.5
Guinema	2	18.73
Guinema Bugaldie	1	5.5
Gum Nut	3	0.5
Gundare	3	8
Hawkins	3	1.5
Hickeys	2	5.6
Homeleigh	3	4.8
Homeliegh Drive	3	2.8
Homestead	3	7.1
Hotchkiss	2	2.8
Iona (North)	3	5
Kanoona	1	4.5
Kennedys	3	5
Kerrawah	3	1

Unsealed Roads - Completed grading maintenance year to date		
Road Name	Category	Length
River	1	4.8
River Road	1	4.8
Saltwater	3	2.8
Sandy Creek	2	4.5
Sandy Creek Road	2	1.8
Scully	3	1.1
Tibuc	3	2.2
Tooraweenah	3	5.5
Walker	3	1.8
Walleroo	2	2.6
Warrigal	3	2.5
Wyuna	1	6.2
Yaminbah	2	13.9
Yarragrin	1	7.5
Yattendon	3	1.4
Yearinan	2	1

Maintenance requests received in February & March 2018
Caigain Rd
Locknaw Rd
Lynwood Rd
Morrisseys Rd
Pandora Rd
Quaker Tommy Rd
Bolton Creek Rd
Ropers Rd
Marombi Rd
Digilah Rd
Pibbon Rd
River Rd
Lockerbie Rd
Cumbil Rd

Unsealed Road - Upcoming Grading Maintenance program
Cumbil Rd
Girragulang Rd
Locknaw Rd
Lynwood Rd
Mooren Rd
Sandy Creek Rd
Quaker Tommy
Dandry Rd
Borambitty Rd
Caigan Rd

*** Scheduling of road maintenance is now influenced by availability of water.*

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Item 33 Planning Proposal for 2013 Wambelong Fire Affected Properties – Dwelling Entitlement

Division:	Development Services
Management Area:	Town Planning
Author:	Town Planner – Ashleigh Stewart
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU1.1 Council conducts periodic reviews of its planning instruments to ensure that land use planning supports the long term sustainability of our local communities and our economy.

Reason for Report

To consider agency consultation outcomes following completion of public exhibition and community consultation for the Planning Proposal for 'dwelling house opportunities on lots affected by the 2013 Wambelong Bush Fire'.

Background

On 18 June 2015, Council resolved to prepare a Planning Proposal for Gateway Determination so that it is permissible with consent to erect a dwelling on a lot recorded on the Council Wambelong Bushfire Recovery Centre list as having lost a dwelling in the Wambelong Fire of 2013 (Resolution 387/1415).

On 24 April 2017, the Department issued a Gateway Determination that the Planning Proposal should proceed subject to conditions including community consultation and agency consultation with the NSW Rural Fire Service and the Director of the Research School of Astronomy and Astrophysics at the Australian National University.

The Planning Proposal was referred to the NSW Rural Fire Service (RFS) on 6 June 2017. On 7 July 2017 a response was received advising that the RFS has no objection to the Planning Proposal proceeding providing future dwelling development applications on sites mapped bush fire prone land are to comply with the specifications and requirements of *Planning for Bush Fire Protection 2006*.

The Planning Proposal was placed on public exhibition for 28 days, from 8 February to 8 March 2018 with submissions being able to be received up to 9 March 2018:

- Notification of the public exhibition period was published in the Coonabarabran Times, as well as Council's website.
- Letters were sent to individuals whose lots were affected by the 2013 Wambelong Bush Fire.
- The Planning Proposal document was made available for inspection at Coonabarabran Council Administration Office and Coolah Council Office.

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The Planning Proposal was intentionally put on public exhibition at the end of the typical summer holiday period so that the community had the opportunity to be properly notified of the proposal and to engage in the community consultation process.

There were no submissions received by the end of the community consultation process.

In addition to this, a condition of the Gateway Determination was to refer the application for comment to the Director of the Research School of Astronomy and Astrophysics at the Australian National University. The Planning Proposal was referred to the Observatory Director on 2 February 2018. On the 16 February 2018 a response was received advising that the Observatory Director has no objection to the Planning Proposal provided that the lighting requirements set out in Clause 5.14 of the LEP are strictly adhered to.

Issues

Nil.

Options

Proceed with the Planning Proposal as per the Gateway Determination issued by The Department, and as resolved by Council in June 2015.

Financial Considerations

The planning proposal has been undertaken in-house and will continue to be dealt with by Council's Town Planner.

RECOMMENDATION

1. That Council continues with the Planning Proposal as per the Gateway Determination, as approved by The Department of Planning and as per Council's resolution of 18 June 2015 (Resolution 387/1415).
2. That Council submit the finalised conditions of the Gateway Determination to The Department of Planning for approval to amend the Warrumbungle LEP.

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Item 34 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer for Development Services – Kathryn Weatherall

CSP Key Focus Area: Rural and Urban Development

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

Development Applications

(i) Approved – March 2018

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA5/2018	06/02/2018	02/03/2018	Glen Andrew Moffat	536 Purlewaugh Road	COONABARABRAN	New Single Storey Dwelling	16
CDC3/2018	26/02/2018	7/03/2018	James Masman	1696 Goorianawa Baradine Road	BARADINE	New Swimming Pool	0
DA52/2017	16/10/2017	26/03/2018	Turnbull Planning International	21 Caigan Street	DUNEDOO	Refurbishment of Service Station	150

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

^ Development from the February 2017 Sir Ivan Bushfires

RECOMMENDATION

That Council note the Applications and Certificates approved during March 2018, under Delegated Authority.

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Item 35 Questions for the Next Meeting

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making

Reason for Report

At the March Ordinary Council meeting, Councillors Todd and Iannuzzi presented Council with questions for the next meeting. The questions and answers are outlined below.

Question 1 – Cr Todd

Where are we at with Binnaway sewage?

Response

Consultant has been engaged to prepare Council's detailed application under the Safe and Secure Water Program.

Question 2 – Cr Todd

Asbestos in Namoi Street, Baradine watercourse. What will happen?

Response

Further samples have confirmed the presence of asbestos on the allotment after previous samples did not detect asbestos material. Relevant orders will be placed on the property shortly.

Question 3 – Cr Iannuzzi

Could the Mayor or GM please explain to Council the procedures governing leave of GM and Directors?

Response

There is not a procedure for the approval of leave for the position of General Manager, however the provision of leave is set out in the standard contract for General Managers. The standard contract can be found at:

www.olg.nsw.gov.au/sites/default/files/SCE-General-Managers.pdf.

From here Council has delegated to the Mayor the "authority to approve Annual Leave for the General Manager". Should the Mayor be absent from the Council area or otherwise unable to carry out his duties then the Deputy Mayor is delegated to carry out his duties.

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As for the Directors, the provisions of the Local Government (State) Award 2017 apply and this can be found at:
www.industrialrelations.nsw.gov.au/biz_res/oirwww/pdfs/Awards/Award_0308.pdf.

See clause 21.

In effect the Directors are treated the same as any other staff member.

At this stage there is no supporting procedure that provides further guidance on the issue and is one that will be undertaken.

Question 4 – Cr Iannuzzi

Kindly advise progress in appointment of a new director of finance and your strategy for filling the position until a permanent appointment is made.

Response

An assessment of the current organisation structure is to be undertaken. This will take into account the budget and needs of the organisation.

Question 5 – Cr Iannuzzi

Kindly advise how we go about dealing with the email requests sent by Ben Smith with respect to land leasing.

Response

Staff have sought advice to clarify the position on this matter.

Question 6 – Cr Iannuzzi

Kindly update Council on the status of water fluoridation in our Shire.

Response

Water is currently not being fluoridated in the water supplies at present. Council is waiting on a revised design for a component in each of the fluoride dosing rooms known as a 'saturator'. NSW Health is providing details and funding. The issue was raised also with DOI – Water earlier this year.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

That the Questions for the Next Meeting Report for April 2018 be noted for information.

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Item 36 Reports to be Considered in Closed Council

Item 36.1 Coonabarabran Netball Courts Project – Tenders

Division: Technical Services

Author: Manager Urban Services – Shane Weatherall

Summary

The purpose of this report is to provide Council with tender information for selection of a company to provide concrete slab construction of the Coonabarabran Netball Court Project.

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

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That the Coonabarabran Netball Courts Project – Tenders report be referred to Closed Council pursuant to Section 10A(2)(c) & (d)(i) of the Local Government Act 1993, on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it

Item 36.2 Forensic Audit – Expressions of Interest (Re-submitted)

Division: Corporate and Community Services

Author: Acting Director Corporate and Community Services – Louise Johnson

7 Confidential Enclosures

Summary

The purpose of this report is to provide Council with information relating to Expressions of Interest for the Forensic Audit of Council's finances for period 1 July 2013 to 30 September 2017.

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

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That the Forensic Audit – Expressions of Interest (Re-submitted) report be referred to Closed Council pursuant to Section 10A(2)(c) & (d)(i) of the Local Government Act 1993, on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it

Item 36.3 Three Rivers Regional Retirement Community Information Report – April 2018

Division: Executive Services

Author: Director Development Services – Leeanne Ryan

Summary

The purpose of this report is to provide Council with updated information on the Three Rivers Regional Retirement Community project for April 2018.

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

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

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RECOMMENDATION

That the Three Rivers Regional Retirement Community Information Report – April 2018 be referred to Closed Council pursuant to Section 10A(2)(c) & (g) of the Local Government Act 1993, on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business and advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

FURTHER that Council resolve:

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