



# **Warrumbungle Shire Council**

## **Council meeting**

**Thursday, 21 June 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

# **WARRUMBUNGL SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**NOTICE** is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 21 June 2018 at the Council Chambers, Binnia Street, Coolah 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

Presentation

Director, Northern Inland of NSW National Parks and Wildlife Service – NPWS Restructure

Questions for the Next Meeting

**Reports to be considered in Closed Council**

Item 32.1 Three Rivers Regional Retirement Community Information Report – June 2018

Item 32.2 Request for Stay of Interest on Overdue Water Charges

Item 32.3 Service NSW – Agency Agreement

Item 32.4 Tenders for Backup Water Supply Bores at Binnaway, Coolah and Mendooran Project

Item 32.5 Todds Crossing Bridge Project – Tenders

.....  
**ROGER BAILEY**  
**GENERAL MANAGER**

# **WARRUMBUNGLE SHIRE COUNCIL**

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# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Item 1 Mayoral Minute – Mayors Activity and Log of Kilometres Travelled from 9 May 2018 to 12 June 2018**

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

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#### **MAYOR MINUTE - MAYORS ACTIVITY 09 May 2018 - 12 June 2018**

<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>In/Out</u></b>	<b><u>Activity</u></b>
09.05.18	Travel	to Cobar	AMERC in Cobar
	phone call	In	Clr Todd re Newell Highway
	e-mail	in	GM re Inland Rail representatives
	e-mail	in	re Mayors Fund Bushfire Appeal
10.05.18	meeting	attended	AMERC Cobar
	phone call	in	Kevin Humphries message
	phone call	out	Kevin Humphries re TRRC status, water supply
	phone call	in	ABC radio re water in Coonabarabran
11.05.18	meeting	attended	AMERC in Cobar
	interview	radio	issues discussed at AMERC
12.04.18	interview	paper	Cobar newspaper re AMERC issues
	meeting	attended	Balranald Mayor re Geoparks
	e-mail	out	re meeting with the LALC
15.05.18	meeting	attended	LALC at Town Hall
	met	attended	CMCC Chief Weeds Officer
16.05.18	meeting	attended	Mayors Fund Bushfire Appeal in Dunedoo
	phone call	in	ratepayer re DA in Coonabarabran
	phone call	out	to ratepayer number disconnected
	phone call	out	Landline no message accepted
	phone call	in	Clr Lewis re samples
	e-mail	in	GM re Defined Benefits Scheme
	e-mail	in	supporting documents for NBN Inquiry
17.05.18	meeting	attended	Monthly Council Meeting in Coonabarabran
	e-mail	in	MERC meetings
	e-mail	in	Clr Capel re GM review
	e-mail	in	GM re Forensic Audit
	e-mail	in	LLS re drought meetings
	e-mail	in	Clr Iannuzzi apology for meeting
18.05.18	e-mail	in	Clr Capel re organisation structure
	e-mail	in	re Special meeting TRRC next Wednesday



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## **Ordinary Meeting – 21 June 2018**

<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>In/Out</u></b>	<b><u>Activity</u></b>
	e-mail	in	Traffic Committee meeting
	e-mail	in	re organisational structure
	e-mail	out	re MERC
	phone call	in	Mayor Gilgrandra re JO
	phone call	in	Mayor Narromine re JO
	phone call	in	Kevin Humphries re JO
	phone call	in	GM re OROC and JO
	e-mail	in	Invitation to Lighting Technology Conf 26 - 28 Sept
	e-mail	in	Mark Jefferson re forensic audit
	e-mail	in	re farewell luncheon for volunteers
20.05.18	e-mail	in	Country Mayors agenda
	e-mail	in	Clr Capel re drought funding
	e-mail	in	GM re dinner with Jenny White and Bruce Whitehill
21.05.18	e-mail	in	Invitation to meet with Telstra
	e-mail	in	GM re GM's review committee
	e-mail	in	Mayor Narromine re JO
	e-mail	in	Mayor of Gilgandra re JO
	e-mail	out	to EO MERC re expenses
22.05.18	meeting	attended	CWRW Committee in Dubbo
	e-mail	in	Media release for approval re draft operational Plan
	e-mail	in	Clr Capel re TRRRC
	e-mail	in	re invitation to Breakfast with Dept of Jobs & Small Business in Canberra
	e-mail	in	re TRRRC meeting
	e-mail	in	GM re letter to Mark Coulton drought declaration
23.05.18	event	volunteer	Meals on Wheels with BreakThru Solutions
	event	attended	Presentation to Theresa and Barabara for service
	meeting	attended	TRRRC in Dunedoo
	e-mail	in	LLS minutes for approval
24.05.18	meeting	attended	Traffic Committee meeting
	event	attended	National Volunteers Morning Tea
	phone call	in	Mark Jefferson re forensic audit
	phone call	out	Mark Jefferson re forensic audit
25.05.18	phone call	in	John Single re Inland Rail
26.05.18	event	attended	National Sorry Day march
28.05.18	phone call	in	Director of Development Services re TRRRC
	phone call	out	Director of Development Services
	phone call	in	Clr Doolan re tenders
	e-mail	in	Graham Flemming re GM's review
	e-mail	in	Country Mayors re meeting venue change
	e-mail	in	GM re GM leave
			Evening meal & meeting re Water issues Jenny White & Bruce Whitehill
29.05.18	event	attended	
	meeting	attended	Clr Todd and GM
	e-mail	in	GM re Review Committee

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>In/Out</u></b>	<b><u>Activity</u></b>
	e-mail	in	Mayor of Singleton re MERC submission re nomination for CCC for Inland Rail from Richard Wankmuller
	phone call	in	ratepayer re drought fundraiser
	phone call	in	GM re review committee
	e-mail	in	GM re Review Committee
	e-mail	in	Act Director Coporate Services re 3 media releases
	e-mail	out	re 3 media releases
	e-mail	in	re bore water in Baradine for school use
	e-mail	in	Mayor Singleton re MERC Membership
	e-mail	in	EO MERC re membership increase
30.05.18	e-mail	in	NSW Farmers re Inland Rail
	e-mail	in	LLS minutes from last meeting
	e-mail	in	GM re Drought Communities Programme
			Act Director Coporate Services re Community Consultation
31.05.18	e-mail	in	attend Country Mayors gathering
	Travel	Sydney	Inland Rail re CCC
	phone call	out	OROC re Orana JO
	e-mail	in	Linnean Society re Symposium on Warrumbungles
	e-mail	in	Emmi Mikedakis re 20 June
	e-mail	in	Leadville Hall Committee re GST
01.06.18	meeting	attended	Country Mayors Sydney
			Pro Active re Solutions Investigation offering forensic services
	e-mail	in	OROC re meeting in Coonabarabran
	e-mail	in	Members of Premiers and Cabinet re Shires
	met	attended	water & sewerage infrastructure
			Michael Marom Telstra re NBN and ADSL network in Industrial Area
	met	attended	invitation from Mark Coulton
	phone call	in	Inland Rail re CCC
	phone call	out	OROC re formation of Orana JO
02.05.18	e-mail	in	Jim Atkinsons memorial gathering
03.06.18	event	attended	Mark Coulton accept invitation to drought meeting
	phone call	out	Mark Coulton re meeting Prime Minister
	phone call	in	Muswellbrook Shire GM re invitation to speak at public meeting
	e-mail	out	Drought meeting with Prime Minister & Ministers
04.06.18	meeting	attended	Mayor Gilgandra re drought meeting Trangie
	phone call	out	OROC meeting papers
	e-mail	in	Act Director Corp & Com re media release
	e-mail	in	MERC May Newsletter
	e-mail	in	Country Mayors minutes of meeting
	e-mail	in	A/Dir Corp & Com media release unreadable.
05.06.18	presentation	attended	NW Equest Expo
	e-mail	out	Ross Pogson re symposium in Coona

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<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>In/Out</u></b>	<b><u>Activity</u></b>
06.06.18	e-mail	in	A/Dir Corp & Com media release
	e-mail	in	from ratepayer re Rangers
	e-mail	out	Dir/Dev Services re Rangers
	e-mail	in	NPWS re Linnean Soc Symposium
	event	attended	OROC Dinner with surrounding Mayors & GM's
	e-mail	in	Manager EDT minutes from Global Geopark meeting
	e-mail	in	Australian Museum re Symposium
	e-mail	in	Baradine CWA re Birthday
	e-mail	in	GM re NSW Farmers letter
	e-mail	in	Orana Midwestern Police re meeting
07.06.18	e-mail	in	Manager Astronomy re AAT Community event
	meeting	attended	OROC meeting in Coonabarabran
	e-mail	in	EA re accommodation in Muswellbrook
	e-mail	in	Clr Brady re Skate Park
08.06.18	e-mail	in	Siding Spring Obs re light conference
	e-mail	in	meet with GM re AAT community event
	e-mail	in	Audit office visit
	e-mail	in	Muswellbrook re accommodation - windfarms
	e-mail	in	OROC re JO meeting
	e-mail	in	Ken Harrison re Uarbry Crown land
09.06.18	e-mail	in	Dir Dev Services re windfarms
11.06.18	e-mail	out	GM re AAT Community meeting
	e-mail	in	Clr Capel re AM award Donna Frater
	e-mail	in	GM re Donna Frater (AM award)
12.06.18	phone call	in	Mayor Cobar re Minerals Councils invitation
	phone call	in	Clr Lewis re attach on staff member
	e-mail	in	Clr Capel re Jenny Rand
	e-mail	in	Dir Dev Services re Jenny Rand
	e-mail	in	Mayor Narromine re GM's in the JO
	e-mail	in	GM re water issues
	phone call	in	WIN 9 re interview Wednesday re water
	e-mail	in	Dir Dev Services re Windfarms VPA's
	phone call	out	re Minerals Council Lecture

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

### **Mayor's Log of Kilometres Travelled**

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
9-May	13-May	MERC Meeting, Cobar	4117	5005	888
14-May		Meet with GM, sign documents	5005	5036	31
15-May		Meet with Coonabarabran LALC	5036	5065	29
16-May		Mayors Fund	5065	5105	40
17-May		Council Meeting	5105	5143	38
18-May		Art Unlimited	5143	5256	113
21-May		Meet with GM	5256	5281	25
22-May		CWRW Committee Meeting - Dubbo-Dunedoo	5281	5759	478
23-May		VIC - Stargazing volunteers; TRRRC Meeting D'doo	5759	5788	29
24-May		Volunteers Morning Tea	5788	5818	30
26-May		Sorry Day March	5818	5879	61
28-May		Meet with GM	5879	5923	44
29-May		Meet with Deputy Mayor; dinner with GM	5923	6018	95
31-May		Country Mayors	6018	6376	358
2-Jun		Memorial Service Cr Atkinson	6376	6406	30
4-Jun		Trangie - meet PM	6406	6836	430
5-Jun		Meet GM, A/DTS, Expo luncheon	6836	6878	42
6-Jun		Sign document for Dep. Mayor, meet DDS and Manager Tourism & Economic Development, OROC	6878	6945	67
7-Jun		OROC	6945	6978	33
8-Jun		Pick up documents, meet with GM	6978	7037	59
11-Jun		Fuel	7037	7066	29
12-Jun		Drought meeting with Cr Todd - Kenebri	7066	7252	186
<b>Total KM travelled for period 9/05/2018 - 12/06/2018</b>					<b>3135</b>

### **RECOMMENDATION**

That the Mayoral Minute for period 9 May 2018 to 12 June 2018 be noted.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 2 Minutes of Ordinary Council Meeting – 17 May 2018**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Personal Assistant to Director Technical Services – Tracy Cain (minutes)
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

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**PRESENT:** Cr P Shinton (Chairperson), Cr K Brady, Cr AL Capel, Cr A Doolan, Cr W Hill, Cr D Todd and Cr R Lewis.

**In attendance:** General Manager (Roger Bailey), Acting Director Corporate and Community Services (Louise Johnson), Acting Director Technical Services (Russell Lloyd), Director Development Services (Leeanne Ryan) and Personal Assistant to Director Technical Services – Tracy Cain (minutes).

#### **8.30 am**

##### **Forum**

Ms Donna Burton of Coonabarabran & District Chamber of Commerce addressed Council regarding the business community's concerns in relation to water management.

#### **8.35 am**

Councillor Doolan left the room.

#### **8.36 am**

Councillor Doolan re-joined the meeting.

#### **8.44 am**

Mr Quinton Hutchinson addressed Council regarding the proposed change to start times for monthly Council meetings. A signed petition objecting to the proposal was presented and tabled.

#### **APOLOGIES:**

**395/1718 RESOLVED** that the apologies of Councillor Clancy and Councillor Iannuzzi be accepted and leave of absence granted.

**Doolan/Todd**

**The motion was put and carried by majority**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**The Mayor called for Declarations of Pecuniary Interest and Non Pecuniary Interest**  
Councillor Todd declared a non-pecuniary less than significant interest in Item 26.2 –  
Todds Crossing Bridge Project – Tenders due to his property being located near the site.

**Hill/Capel**

**The motion was put and carried by majority**

### **REPORTS**

**Item 1 Mayoral Minute – Mayors Activity and Log of Kilometres Travelled from  
11 April 2018 to 8 May 2018**

**396/1718 RESOLVED** that the Mayoral Minute for period 11 April 2018 to 8 May 2018 be  
noted.

**Capel/Hill**

**The motion was put and carried by majority**

**Item 2 Minutes of Ordinary Council Meeting – 19 April 2018**

**397/1718 RESOLVED** that the resolutions contained in the Minutes of the Ordinary  
Council meeting held on 19 April 2018 be endorsed.

**Todd/Capel**

**The motion was put and carried by majority**

### **Business Arising**

**398/1718 RESOLVED** that Mr Ted Hayman be endorsed as a representative on the  
Australian Rail Track Corporation (ARTC) Community Consultative Committee.

**Todd/Capel**

**The motion was put and carried by majority**

**Item 3 Minutes of Traffic Advisory Committee Meeting – 26 April 2018**

**399/1718 RESOLVED:**

1. That Council accept the Minutes of the Traffic Advisory Committee Meeting held  
at Coonabarabran on 26 April 2018.
2. That approval be granted to Gulgong Heritage Harness Association for the 2018  
Henry Lawson Heritage Drive to be held on 2-9 June 2018 subject to approval  
from RMS.
3. That in principle support be granted to Binnaway Lions Club to conduct the  
Doganabuganaram Ride on 22 September 2018 subject to preparation of an  
updated Traffic Control Plan providing signage on pilot vehicles.
4. That approval be granted to the Sundowner Cycling & Triathlon Club to conduct  
the 2018 Sundowner Cycle Race from Coonabarabran to Gunnedah on 16 June  
2018.
5. That the untimed 'No Stopping' sign located at the children's crossing in Yarran  
Street, Binnaway be removed and a 10 minute parking sign be installed in front of  
the Binnaway Central School in accordance with the sign plan presented to the  
Committee.
6. That previous consideration of 'Give Way' signage on Gundare Road, Coolah be  
noted and that no further action be taken.

# **WARRUMBUNGL SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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7. That an assessment be undertaken on the grade of the hill at Black Stump Way, Coolah to determine compliance with warrant for steep descent signs.
8. That W5-25 turning traffic warning signs be installed on Black Stump Way, Coolah and that the site be monitored for the requirement of double lines.

**Capel/Hill**

**The motion was put and carried by majority**

### **Item 4 Minutes of Community Consultation Meetings – March 2018**

**400/1718 RESOLVED** that Council note the Minutes of the Community Consultation Meetings held in March 2018 for information.

**Hill/Doolan**

**The motion was put and carried by majority**

### **Item 5 Minutes of TRRRC 355 Advisory Committee Meeting – 4 April 2018**

**401/1718 RESOLVED** that Council accept the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 4 April 2018

**Hill/Capel**

**The motion was put and carried by majority**

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 21 June 2018

### Item 6 Minutes of TRRRC 355 Advisory Committee Meeting – 2 May 2018

#### 402/1718 RESOLVED:

1. That Council accept the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 2 May 2018.
2. That the Three Rivers Regional Retirement Community is marketed and operated as a Retirement Village as per the grant application, using the financial modelling in the table below.

Buy In Option	Buy In						Market Value adopted from valuation (\$)			Recurring fee
		Deferred Management Fee Schedule (by year)					2 Bedroom	2.5 Bedroom	3 Bedroom	
		1	2	3	4	Total	210,000	220,000	260,000	
1	100%	12.5%	5.0%	2.5%	2.5%	22.5%	210,000	220,000	260,000	25% of Centrelink aged pension with supplements
2	75%	17.0%	5.0%	2.5%	2.5%	27.0%	157,500	165,000		30% of Centrelink aged pension with supplements
3	50%	20.0%	5.0%	2.5%	2.5%	30.0%	105,000	110,000		35% of Centrelink aged pension with supplements
*4	25%	15.0%	5.0%	5.0%	0.0%	25.0%	52,500			50% of Centrelink aged pension with supplements
^ Exit fee	(exit fee charged on departure of all units)						\$3,000	\$3,000	\$3,000	

\* Option 4 is restricted to 2 x 2 bedroom units as a low cost housing option for certain housing.

^ Exit fee of \$3,000 is charged against the Buy In balance upon departure.

3. Council review the fees annually in line with budget considerations.

**Capel/Hill**  
The motion was put and carried by majority



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 7 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 1 May 2018**

**403/1718 RESOLVED** that Council accept the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 1 May 2018.

**Doolan/Capel**

**The motion was put and carried by majority**

### **Item 8 Councillors' Monthly Travel Claims**

**404/1718 RESOLVED** that the Councillors' monthly travel claims for April 2018 in the amount of \$1,724.26 be received for Council's information.

**Hill/Todd**

**The motion was put and carried by majority**

### **Item 9 Reports from Delegates**

#### **Item 9.1 Joint Organisation Discussion in Narromine – 23 April 2018**

**405/1718 RESOLVED** that Council note the Delegate's Report in relation to the Joint Organisation meeting in Narromine on 23 April 2018.

**Capel/Hill**

**The motion was put and carried by majority**

### **Item 10 Correspondence**

**406/1718 RESOLVED** that Council's correspondence for period 10 April 2018 to 2 May 2018 be received and noted.

**Hill/Brady**

**The motion was put and carried by majority**

### **Item 11 Determination of the Local Government Remuneration Tribunal 2018**

**407/1718 RESOLVED** that Warrumbungle Shire Council adopts the maximum annual fee of \$11,860 for Councillors and \$25,880 for the Mayor/Chairperson Additional Fee for the 2018/2019 financial year effective from 1 July 2018, being in accordance with the determination of the Local Government Remuneration Tribunal under sections 239 and 241 of the Local Government Act 1993.

**Brady/Hill**

**The motion was put and carried by majority**

### **Item 12 2018 Local Government NSW Annual Conference**

**408/1718 RESOLVED** that Council:

1. Appoint the Mayor as Council's delegate to attend the LGNSW Annual Conference to be held in Albury from 21 October 2018;
2. Authorise for two Councillors plus the General Manager to attend the Conference as observers;
3. Authorise the Mayor to appoint observers/alternate observers if the need arises.

**Todd/Brady**

**The motion was put and carried by majority**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 13 Council Resolutions Report May 2018**

**409/1718 RESOLVED** that Council's Resolution Report for May 2018 be noted for information.

**Hill/Brady**

**The motion was put and carried by majority**

### **Item 14 Monthly Report – Human Resources**

**410/1718 RESOLVED** that the Monthly Report from Human Resources for May 2018 be noted for information.

**Lewis/Brady**

**The motion was put and carried by majority**

### **Item 15 Community Child Care Fund**

**411/1718 RESOLVED** that the information on Council's funding under the Community Child Care Fund be noted.

**Todd/Doolan**

**The motion was put and carried by majority**

### **Item 16 Quarterly Budget Review Statement for the Quarter Ending 31 March 2018**

**412/1718 RESOLVED** that Council accept the Quarterly Budget Review Statement (QBRS) for the quarter ending 31 March 2018 and approve the requested supplementary votes by fund for the amounts of:

- General Revenue: -\$365,597
- Water Revenue: \$675,000
- General Expenditure: -\$41,315
- General Capital: -\$319,608
- Water Capital: -\$1,990,000
- Water Restricted Assets: \$1,315,000

**Capel/Doolan**

**The motion was put and carried by majority**

### **Item 17 Draft Operational Plan 2018/19 and Draft Delivery Program 2018/22 to 2021/22**

**413/1718 RESOLVED** that Council:

1. Receive the report on the draft Delivery Program 2018/22 and draft Operational Plan 2018/19;
2. Endorse the draft Delivery Program 2018/22 and draft Operational Plan 2018/19, including the Revenue Policy, to go on public exhibition for a period of not less than 28 days with the following amendments:
  - 15% increase in water access and consumption charges to the Water Fund
  - 15% increase in business and residential sewer charges to the Sewer Fund
  - Noting that the 15% increase for Mendooran water applies to the base access and consumption charges only, not to the loan charge.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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3. Consider the submissions made on the draft Delivery Program 2018/22 and draft Operational Plan 2018/19 at Council's Ordinary Meeting to be held on 21 June 2018.

**Capel/Doolan**

**The motion was put and carried by majority**

**Councillors Todd and Lewis recorded their votes against the motion.**

### **Item 18 Investments and Term Deposits – Month Ending 30 April 2018**

**414/1718 RESOLVED** that Council note and accept the Investments and Term Deposits Report for the month ending 30 April 2018 with total investments and term deposits of \$11,443,753.

**Hill/Brady**

**The motion was put and carried by majority**

**9.49 am**

Councillor Doolan left the room

### **Item 19 Coonabarabran Emergency Water Supply Project – May 2018 Update**

**415/1718 RESOLVED** that Council:

1. Note the May 2018 Update Report on the Coonabarabran Emergency Water Supply Project.
2. Formally accept the grant funds received to date of \$975,000 and Council commit \$325,000 to match this funding.
3. Endorse the urgent request to the Government to fully fund the balance needed for completion of the whole project.

**Brady/Hill**

**The motion was put and carried by majority**

### **Item 20 Mendooran Water Quality Incident Review Report Implementation**

**9.51 am**

Councillor Doolan re-joined the meeting.

**9.52 am**

Councillor Brady left the room.

**416/1718 RESOLVED** that Council receive and note the quarterly report on the implementation progress of the recommendations within the Mendooran Water Quality Incident Review Report.

**Lewis/Capel**

**The motion was put and carried by majority**

### **Item 21 2017/18 Technical Services Works Program – Road Operations, Urban Services and Water Services for Period Ending 30 April 2018**

**9.53 am**

Councillor Brady re-joined the meeting.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**417/1718 RESOLVED** that the 207/18 Works Program status report for the period ending 30 April 2018 be noted.

**Hill/Lewis**

**The motion was put and carried by majority**

### **Item 22 Companion Animals Regulation Review**

**418/1718 RESOLVED** that the Companion Animals Regulation Review be received for Council's information.

**Todd/Hill**

**The motion was put and carried by majority**

### **Item 23 Industrial Land Subdivision Proposal**

**419/1718 RESOLVED** that:

1. The report on Industrial Land Subdivision Proposal be received for Council's information; and
2. Council note that an application for funding has been submitted under the Growing Local Economies Program.

**Lewis/Brady**

**The motion was put and carried by majority**

### **Item 24 Shire Boundary Adjustment between Mid-Western Regional Council and Warrumbungle Shire Council**

**420/1718 RESOLVED** that Council:

1. Approve the boundary adjustment transferring part Lot 1, DP1072945 totalling 2.05ha from Warrumbungle Shire Council to Mid-Western Regional Council.
2. Approve the amendment to the rates related to Lot 1, DP1072945 from the date the boundary adjustment is proclaimed in the Government Gazette and refund any payments received relating to any period beyond the date the land ceased to be rateable within the Warrumbungle Shire Council area.
3. Confirms no provision for rates will need to be made in the Council boundary adjustment proclamation.
4. Approve the minor Locality adjustment between the Localities of Tallawang and Dunedoo to include the entirety of Lot 1, DP1072945 in the Locality of Tallawang.
5. All costs incurred by Council are to be borne by the landholder, including staff time.

**Hill/Lewis**

**The motion was put and carried by majority**

### **Item 25 Development Applications – April 2018**

**421/1718 RESOLVED** that Council note the Applications and Certificates approved during April 2018 under Delegated Authority.

**Capel/Brady**

**The motion was put and carried by majority**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 26 Reports to be Considered in Closed Council**

#### **Item 26.1 Coonabarabran Netball Courts Project – Tenders**

**422/1718 RESOLVED** 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.

**Capel/Hill**

**The motion was put and carried by majority**

#### **Item 26.2 Todds Crossing Bridge Project – Tenders**

**423/1718 RESOLVED** that the Todds Crossing Bridge 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.

**Hill/Brady**

**The motion was put and carried by majority**

#### **Item 26.3 Three Rivers Regional Retirement Community Information Report – May 2018**

**424/1718 RESOLVED** that the Three Rivers Regional Retirement Community Information Report – May 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.

**Doolan/Hill**

**The motion was put and carried by majority**

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.

**10.01 am**

**425/1718 RESOLVED** that standing orders be suspended to break for morning tea.

**Capel/Brady**

**The motion was put and carried by majority**

**10.31 am**

**426/1718 RESOLVED** that standing orders be resumed.

**Brady/Capel**

**The motion was put and carried by majority**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**10.32 am**

**427/1718 RESOLVED** that:

- (a) Council go into Closed Council to consider business relating to confidential 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/Doolan**

**The motion was put and carried by majority**

### **Item 26.1 Coonabarabran Netball Courts Project – Tenders**

**428/1718 RESOLVED** that Council note the acceptance of the tender from Hinchcliffe Concrete Constructions in the sum of \$339,962 by the General Manager under delegated authority by Council.

**Hill/Capel**

**The motion was put and carried by majority**

### **Item 26.2 Todds Crossing Bridge Project – Tenders**

**429/1718 RESOLVED** that Council:

- 1. Decline to accept any of the tenders.
- 2. Authorise the General Manager to enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender and report back to Council on the preferred action.
- 3. Has determined this course of action due to the apparent lack of competitive pricing and probable lack of tenders due to remoteness.

**Doolan/Lewis**

**The motion was put and carried by majority**

### **Item 26.3 Three Rivers Regional Retirement Community Information Report – May 2018**

**430/1718 RESOLVED** that the Three Rivers Regional Retirement Community Information Report be received and noted and Council be provided with an updated report at the June Council meeting.

**Hill/Capel**

**The motion was put and carried by majority**

**10.56 am**

**431/1718 RESOLVED** that Council re-enter Open Council.

**Todd/Brady**

**The motion was put and carried by majority**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**Members of the public returned to the Chamber.**

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

There being no further business the meeting closed at 10.58 am.

.....  
**CHAIRPERSON**

### **RECOMMENDATION**

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 17 May 2018 be endorsed.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 3 Minutes of Traffic Advisory Committee Meeting – 24 May 2018**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services Management
<b>Author:</b>	Road Safety Officer – Cheyenne O'Brien
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P13 – Road networks throughout the shire need to be safe, well maintained, and adequately funded.

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**PRESENT:** Cr Peter Shinton (Chairperson), Ms Jackie Barry (RMS), Senior Constable Steven Chaplin (NSW Police) and Mr Colin Harper (Community).

**IN ATTENDANCE:** Ms Cheyenne O'Brien (Road Safety Officer).

**APOLOGIES:** Mr Kevin Tighe (Director Technical Services), Mr Russell Lloyd (Acting Director Technical Services) and Mr Bikram Joshi (Manager Asset & Design).

**Chaplin/Barry**

### **CONFIRMATION OF MINUTES**

**42/1718 RECOMMENDED** that the minutes of the Traffic Advisory Committee meeting held on 26 April 2018 be confirmed.

**Chaplin/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.
- Placement of advisory warning signs on Observatory Road.
- Installation of double barrier lines on the Dandry Road approach to the Newell Highway.
- Assessment of speed zone for Cobbora Road in Cobbora Village. Matter referred to RMS.
- Investigation of upgrade of traffic advisory signage in Essex Street, Coonabarabran.
- Tongy Lane signposting – determine correct name and amend signs accordingly.
- 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 SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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- 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 has been forwarded to RMS for approval. Awaiting response.
- 'No Stopping' zone either side of pedestrian ramp at the intersection of Edwards Street and Cowper Street. Further investigation required.
- Placement of 'No Stopping' signs 2 metres either side of the driveway for 59 Binnia Street (Post Office), Coolah.
- Preparation of an updated Traffic Control Plan providing signage on pilot vehicles for the Binnaway Lions Club – Doganabuganaram Ride on 22 September 2018.
- Removal of untimed 'No Stopping' sign located at the children's crossing in Yarran Street, Binnaway and installation of a 10 minute parking sign in front of the Binnaway Central School as per sign plan.
- W5-25 turning traffic warning signs to be installed on Black Stump Way, Coolah and site to be monitored for the requirement of double lines.

### **Traffic Recommendation 56/1516 of 26 May 2016**

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

The sign plan for Observatory Road was noted and it was suggested that Council monitor the speed of vehicles through traffic counters to see if a speed review is necessary.

### **Traffic Suggestion of 23 November 2017**

One Way Traffic Advisory Signage in Essex Street, Coonabarabran

Modification of plan to include line marking of the one lane, directional arrows as well as parking. Signage for parking should also be included, to minimise traffic confusion.

### **Traffic Suggestion of 27 February 2018**

Parking Complaint – Little Timor Street, Coonabarabran

The site has been monitored and it was noted that this hasn't been an ongoing problem and therefore shouldn't require signage. If this matter arises in the future it was noted that police should be advised.

### **Traffic Suggestion of 27 February 2018**

'No Stopping' Zone Either Side of Pedestrian Ramp in Edwards Street, Coonabarabran

Standards for the layback and signage required will be assessed and the owner of the property adjacent to Break-Thru needs to be consulted before implementing a sign plan.

### **Traffic Recommendation 34/1718 of 22 March 2018**

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

In principle support be provided, pending a satisfactory Traffic Management Plan (TMP). The school will be sent the RMS Special Events Guidelines, to assist them in creating a TMP.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Traffic Recommendation 40/1718 of 26 April 2018**

- g) Coolah District Development Group – Placement of gated W5-12 Steep Descent Warning Signs on Black Stump Way and Give Way Sign on Gundare Road, Coolah

It was noted that the slope of the hill requested to have 'Steep Descent' signage on Black Stump Way has a gradient of 6%, which doesn't meet the warrant for 'Steep Descent' signage.

### **AGENDA ITEMS**

- a) Warrumbungle Eventing – Request for Closure of Reservoir Street, Coonabarabran for One Day Event – 22 July 2018

**43/1718 RECOMMENDED** that approval be granted for the Warrumbungle Eventing One Day Event to close Reservoir Street, Coonabarabran on Sunday, 22 July 2018 from 9.00am to 3.00pm.

**Harper/Barry**

- b) Request for Installation of 'No Standing' Signs for Driveway at 59 Binnia Street, Coolah

**44/1718 RECOMMENDED** that approval be granted for placement of 'No Stopping' signs two metres adjacent to both sides of the Coolah Post Office driveway, as per the sign plan presented to the committee.

**Chaplin/Harper**

- c) RSO Monthly Report

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

- Free Cuppa Program – Finish date, Debrief Meeting and Prize Draw.
- Slow Down on Local Roads Project – Media published and will run through to 13 June 2018.
- Speed Trailer located in Binnaway from 10-17 May 2018, currently being repaired.
- The speed report at Dunedoo – 58% travel at the speed limit and 31% no more than 10km/h over.

### **GENERAL BUSINESS**

#### Mudgee Lions Club – Ride Against Cancer – 11-16 October 2018

Noted that a Ride Against Cancer event will travel through Warrumbungle Shire and RMS will forward the details onto Council.

#### Warrumbungle Quarry – Road Safety Concern at Entry/Exit Point

RMS is currently trialling variable message signage (VMS) where a vehicle approaching a T intersection triggers the VMS to slow the main road speed limit down by 30km/h. If Council is prepared to fund the signage, it could be approved by RMS to be placed at the Warrumbungle Quarry intersection in Coonabarabran.

#### Speed Review – 50km/h Zone on Golden Highway, North West of Dunedoo

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

#### Road Condition at Goolhi Road and Oxley Highway Intersection

The condition of Golden Highway and Goolhi Road intersection was raised and the Traffic Advisory Committee referred it onto Council to investigate further and determine if it is an RMS issue.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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There being no further business the meeting closed at 10.52 am.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Thursday, 28 June 2018 commencing 10.00 am.

.....  
CHAIRPERSON

### **RECOMMENDATION**

1. That Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 24 May 2018.
2. That approval be granted for the Warrumbungle Eventing One Day Event to close Reservoir Street, Coonabarabran on Sunday, 22 July 2018 from 9.00am to 3.00pm.
3. That approval be granted for placement of 'No Stopping' signs two metres adjacent to both sides of the Coolah Post Office driveway, as per the sign plan presented to the committee.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 4 Minutes of Local Emergency Management Committee Meeting – 21 May 2018**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services Management
<b>Author:</b>	Emergency Services Co-ordinator – Phil Southwell
<b>CSP Key Focus Area:</b>	Our Natural Environment
<b>Priority:</b>	P12 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

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**PRESENT:** David Maher (Chairperson) (LEOCON), Phil Southwell (Minutes) (WSC), Rodney Coombes (VRA Coonabarabran), Rod Williams (VRA Coolah), Ted Miller (VRA Coolah), Glen Clarke (VRA Coolah), Bob Cosgrove (SES Baradine), Michael Robinson (RFS), Andrew Young (RFS), Nathan Roberts (Ambulance), Nigel Boyce (LLS), Luke Milson (LLS), Brad Size (NSWF&R) and Steve Knight (NSWF&R).

**APOLOGIES:** Kel Wise (REMO), Kevin Tighe (LEMO), Phil Lalor (SES Dubbo HQ), Sue Berry (Health, Coonabarabran MPS), Russell McArthur (Alt LEOCON), Corey Philip (RFS), Steve Gilbert (VRA Coolah) and Dave Smith (SES Dunedoo).

#### **MINUTES OF PREVIOUS MEETING**

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

**Coombes/Williams**

#### **BUSINES ARISING**

1. Animal Disposal from MVA Incident (*see Kel Wise Report Item 2*).
2. Letter of appreciation from LEMC to Baradine Emergency Information Hub.  
re: Dipper Road S44 Fire. Phil Southwell to follow up on this item.

#### **AGENDA ITEMS**

1. Contact Lists – *Distributed to the meeting for amendments.*
2. REMO Report – Kel Wise (*Apology*) *provided a written report.*
  - (i) Phil Southwell indicated that Kel Wise, CW REMO asked the LEMC to make a decision on whether we had any objection to our *EM Plan* be given to the Office of Emergency Management. After discussion the committee had no objection.

A motion to allow the EM Plans to be sent to the OEM. Accepted and passed.

**Williams/Knight**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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- (ii) David Maher read out the REMO Report – Emphasis on agencies indicating their training requirements for 2017/18 and the need to put numbers forward. (Looking for 10 people).
- (iii) Animal Disposal Issue – Discussion on topic provided no new information and the committee is waiting on further revised documents that may be presented to the REMC meeting in a few weeks time. A DPI document to be distributed when that occurs.

### **3. Events – Summary of Events within the Shire**

- a) Coolah Cross Country School Event    15 June 2018
- b) Coonabarabran Horse Expo                1-5 June 2018

### **4. SOP – EOC set up for an Emergency**

A draft SOP in the planning has been modified as a permanent Wi-Fi will be set up at the EOC. A demonstration at the next Coonabarabran Meeting.

### **5. Exercise – Coolah Hospital (4.00pm pre LEMC Meeting)**

Prepared by local Hospital staff, a scenario involving a farming family, all affected by organophosphate. Took approx. 1 hour and provided some insight into Hospital procedures not normally encountered by Rescue agencies.

A similar exercise will be conducted prior to the next Coonabarabran LEMC meeting at 4.00pm with a different scenario. All agency staff welcome.

### **Exercise – ‘Warrumbungle Hightops 2018’**

Completed on Saturday, 12 May 2018. LEOCON commented that it was a very successful exercise and very realistic. See attached Summary of AAR (Debrief). The Evaluation Report to be completed by the next meeting for endorsement.

A motion accepted the Exercise AAR (Debrief) Summary.

**Robinson/Coombes**

### **6. SOP – Road Closure**

Following the Sir Ivan S44 Debrief a SOP on Road Closures was suggested. The committee at the previous meeting asked that Luke Hodges from RMS be consulted regarding their requirements.

A modified SOP was presented to the committee and the focus was returned to what the EOC should do for Road Closure safety and not tell agencies how to conduct their staff.

The new SOP (attached) was adopted and a motion passed.

**Williams/Cosgrove**

## **GENERAL BUSINESS**

Nil.

## **CORRESPONDENCE**

- 1. REMO Report & DPI Animal Transport Accident document
- 2. Luke Hodges – Email (reply on road closure)
- 3. Letter of appreciation to exercise participants (Timor Rd)

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **DATE OF NEXT MEETING**

The next meeting will be held on Monday 20 August 2018 at the Coonabarabran RFS Building.

Pre Meeting Hospital Exercise at 4.00pm will be confirmed prior to the meeting.

Usual times for Rescue Meeting at 6.30pm and LEMC meeting at 7.00pm.

### **MEETING CONCLUDED**

As there was no further business the formal part of the meeting concluded at 8.15pm.

.....  
CHAIRPERSON

### **RECOMMENDATION**

That Council note the minutes from the Local Emergency Management Committee held on 21 May 2018 at Coolah.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 5 Minutes of Economic Development and Tourism Advisory Committee Meeting – 28 May 2018**

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

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**Present:** A. Bell, Cr Capel, J. Young, L Cutts, D Burton, S Edwards, L Ryan,  
V Evans

**Apologies:** B Condon, Cr Brady, K Olsen,  
**Observers:** M Woods

Cr Capel opened the meeting at 11.59am, acknowledging Traditional Owners and Elders, - past, present and future.

#### **1.0 APOLOGIES**

**1.1 2017.18.31 RECOMMENDATION:** that the apologies be accepted  
**Burton/ Young**

#### **2.0 PECUNIARY INTEREST**

**2.1 Declaration of Pecuniary and Non Pecuniary Interests:** NIL

#### **3.0 MINUTES OF PREVIOUS MEETING:**

**3.1 2017.18.32 RECOMMENDATION:** That the minutes of March 2018 meeting be  
accepted.  
**Burton/Capel**

#### **4.0 BUSINESS ARISING**

**4.1** Recommendations from previous meeting were endorsed by Council.

**4.2 2017.18.33 RECOMMENDATION:** That a letter be written to ANU requesting that  
information be provided on the Starfest Program for 2018.  
**Young/Evans**

**ACTION:** Following the receipt of the Starfest Program ANU be asked to advertise the  
Starfest program on the Tourism Calendar of Events.

#### **5.0 TOURISM REPORT:**

**5.1 2017.18.34 RECOMMENDATION:** That the Tourism Report be received.  
**Evans/Burton**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**ACTION:** Manager EDT to write to both the Caltex and Shell Companies regarding the negative impact of withdrawing LPG services on the Newell Highway and requesting they reinstate the service with a second letter to Coona Fuel and Gas suggesting they consider the installation of a 24 hour LPG Self Serve in Coonabarabran.

**ACTION:** Manager EDT write to McDonalds Customer Service pointing out the confusion of the promotional sign erected at southern approach to Coonabarabran.

### **6.0 ECONOMIC DEVELOPMENT REPORT**

**6.1 2017.18.34 RECOMMENDATION:** That the Economic Development Report be received.

**Young/Burton**

**6.2 2017.18.35 RECOMMENDATION:** That Council seeks the assistance of the NSW Geological Survey for the development of a geo tourism strategy for Warrumbungle Shire

**ACTION:** That the inclusion of a geotourism strategy prepared in consultation with GS NSW be incorporated into the EDT Strategic Plan.

**6.3 2017.18.36 RECOMMENDATION:** That Warrumbungle Shire revisit the concept of a UNESCO Global Geopark after the development and implementation of a Geotourism Strategy.

**Edwards/Young**

### **7.0 VISITOR INFORMATION CENTRE CO-ORDINATOR REPORT**

**7.1 2017.18.37 RECOMMENDATION:** That the cost of installation of electric recharge stations in Warrumbungle Shire be investigated and reported to the next meeting.

**Evans/Burton**

**7.2 2017.18.38 RECOMMENDATION:** That the VIC Coordinators Report to the May 2018 Meeting be received.

**Evans/Burton**

### **8.0 COMMUNITY DEVELOPMENT COORDINATOR REPORT:**

**8.1** Coordinator of Community Development Officers Report not received for the EDT Advisory Committee – May 2018.

### **9.0 INLAND RAIL REPORT**

**9.1 2017.18.39 RECOMMENDATION:** That Council liaise with Inland Rail on the establishment of a Workers' Camp at Baradine.

**Evans/Burton**

### **10.0 NEWELL HIGHWAY PROMOTIONS REPORTS**

**10.1 2017.18.40 RECOMMENDATION:** That Council purchase four (4) pages at a cost of \$3,700/page in the next edition of the Newell Highway Visitors Guide.

**Young/Evans**

### **11.0 NOTIFIED BUSINESS**

**11.1 2017.18.41 RECOMMENDATION:** That the Manager EDT investigate and report to the committee on the availability of funding for a bird routes brochure.

**Cutts/Burton**



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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**11.2 2017.18.42 RECOMMENDATION:** That a costing for the design and publication of a promotional, full colour A4 flyer for each community for distribution to visitors through local visitor centres be sought.

**Edwards/Cutts**

**ACTION:** Effective two way communication is required around budget preparation and involvement of the community. Those who submit to Council's Annual Budget / Delivery Plan should be notified of the incorporation of their suggestions or, if they are not included, why they have been rejected and that the Budget document needs to have a table of contents that indicates the areas clearly to make it accessible for review by the public.

**ACTION:** Manager EDT draft and cost a 3/5/7 day/night loop brochure to encourage length of stay in Warrumbungle Shire – for new financial year budget.

### **12.0 MEETING CLOSURE**

**12.1** There being no further business the meeting closed at 2.55pm.

### **13.0 NEXT MEETING**

**13.1** Monday 23 July at 12 noon at the Warrumbungle Shire Chambers, Coonabarabran.

### **RECOMMENDATION**

That Council note the Minutes of the Economic Development and Tourism Advisory Committee Meeting held at Coonabarabran on 28 May 2018.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 6 Minutes of Three Rivers Regional Retirement Committee S355 Advisory Committee Meeting – 6 June 2018**

<b>Division:</b>	Development Services
<b>Management Area:</b>	Property and Risk
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Local Economy
<b>Priority:</b>	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional areas

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#### **MEETING OPENED: 4.00pm**

**PRESENT:** Cr Anne - Louise Capel (Chair), Sally Dent, Cr Wendy Hill, Fiona Luckhurst, Neville Stanford, Sue Stoddart and Mary Warren.

**ATTENDING:** Leeanne Ryan (*Director Development Services*), Lawrence Amato (*Chief Financial Officer WSC*), Kelly Dewar (*Acting Manager Property and Risk WSC*) and Darren Devenish (*Acting Manager Projects WSC*).

**APOLOGIES:** Cr Peter Shinton, Roger Bailey (*General Manager WSC*), Louise Johnson (*Acting Director Corporate and Community Services WSC*).

**WARREN/STANFORD**

#### **1. DECLARATION OF PECUNIARY OR NON PECUNIARY INTEREST**

None.

#### **2. ACCEPTANCE OF THE MINUTES May 2018.**

**RECOMMENDATION:** that the minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 2 May 2018 be accepted

**WARREN/STODDART**

#### **3. ACCEPTANCE OF THE MINUTES May 2018.**

**RECOMMENDATION:** that the minutes of the Three Rivers Regional Retirement Community S355 Special Committee Meeting on 23 May 2018 be accepted

**STODDART/STANFORD**

#### **4. BUSINESS ARISING**

##### **Minutes from meeting held 2 May 2018**

- Sign on fence at TRRRC site – Acting Manager Projects advised that fence had been erected and signs going on Thursday morning.
- Financial Modelling - The financial modelling resolution from the previous meeting was discussed.

# **WARRUMBUNGLE SHIRE COUNCIL**

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A motion was moved that the Minutes are amended to reflect what was voted on at the previous meeting.

**RECOMMENDATION: That the Three Rivers Retirement Community is marketed and operated as a Retirement Village as per the grant application, using the financial modeling provided.**

**LUCKHURST/STODDART**

A motion was moved that the Terms of Reference be emailed to all members of the Committee for comments for discussion at next meeting.

**RECOMMENDATION: that the Terms of Reference be emailed to all members of the Committee for comments to be discussed at next meeting.**

**DENT/LUCKHURST**

**5. PECUNIARY INTEREST INFORMATION REPORT – Director Development Services**

**WARREN/HILL**

**6. CAPITAL WORKS UPDATE – Acting Manager Projects**  
Update on the project for the last month is as follows:

- Unit 1 - Frame and trusses installed. Plumbing Internal rough in complete awaiting Critical Frame Inspection Report
- Unit 2 - Frame and trusses installed. Plumbing Internal rough in complete awaiting Critical Frame Inspection Report
- Unit 3 - Frame and trusses installed. Plumbing Internal rough in complete awaiting Critical Frame Inspection Report
- Unit 9 – The Gyprock has been set. Front Verandah concrete placed, Frame for Verandah/Pergola erected. Rear verandah concrete placed, Frame for verandah erected. Kitchens on site next week.
- Unit 10 - The Gyprock has been set. Front Verandah concrete placed, Frame for Verandah/Pergola erected. Rear verandah concrete placed, Frame for verandah erected. Kitchens on site next week.
- Unit 11, 12, 13, 14 – Awaiting a Critical Frame Inspection Report. The concrete Verandah at unit 14 needs to be complete for this to happen. The footings and blockwork are under way to allow for the placement of concrete verandah to unit 14. The front verandahs on these units are placed.
- Unit 15 – Awaiting a Critical Frame Inspection Report. Front and rear verandah slabs are being worked on.
- Unit 16 - Awaiting a Critical Frame Inspection Report. Front and rear verandah slabs are being worked on.

# **WARRUMBUNGLE SHIRE COUNCIL**

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- Unit 17 - Awaiting a Critical Frame Inspection Report. Front and rear verandah slabs are being worked on.
- Unit 18 - Awaiting a Critical Frame Inspection Report. Front and rear verandah slabs are being worked on.
- Units 4, 5, 6, 7, 8, 25, 26, 27 and the Community Centre sites are work ready.

The Acting Manager Projects brought a copy of floor plans for the committee to peruse with regards to their concerns around the ergonomic usability of the kitchen design. Committee is satisfied with the layout of the kitchen.

**STANFORD/STODDART**

### **7. FINANCIAL MODELING – Chief Financial Officer**

The committee was presented with financial modelling showing a 35% buy in and a \$100 per week recurring fee and the Deferred Management fees were explained to the Committee. The Chief Financial Officer is to circulate more information on the costings for the \$100 per week recurring fee.

**STANFORD/STODDART**

### **8. TRRRC VACANT POSITION REPORT – Acting Manager Property and Risk**

**RECOMMENDATION – The vacant position on the TRRRC be re-advertised in the Dunedoo Diary.**

**STODDART/DENT**

### **9. TRRRC LOW SOCIO-ECONOMIC UNITS REPORT RECOMMENDATION – Acting Manager Property and Risk**

**RECOMMENDATION - That a report be brought back to the TRRRC Committee outlining the criteria of similar facilities and the criteria for rent assistance for pensioners.**

**DENT/LUCKHURST**

### **10. TRRRC ADVERTISING AND MARKETING REPORT – Acting Manager Property and Risk**

A motion was moved that a report be brought back to the committee outlining the risks, pitfalls and opportunities for selling the units off the plan.

**RECOMMENDATION - That a report be brought back to the committee outlining the risks, pitfalls and opportunities for selling the units off the plan.**

**LUCKHURST/DENT**

**RECOMMENDATION - That a report be brought back to the Committee outlining Council's promotional strategy and budget.**

**LUCKHURST/STANFORD**

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **11. GENERAL BUSINESS**

Dunedoo Landcare has been successful in obtaining a grant under Liveable Communities to employ a part-time employee to assist with seed propagation and growing plants. Opportunity in the future for this project to assist with the TRRRC agricultural learning centre.

A motion was moved to defer next months meeting.

**RECOMMENDATION – That the July meeting be deferred unless there is information available or actions to be undertaken.**

**DENT/LUCKHURST**

**12. NEXT MEETING:** First Wednesday of each month – 1 August 2018 4:00 pm at the Old Bank Building Meeting Room

**MEETING CLOSED:** 5.46pm

### **RECOMMENDATION**

That:

1. Council accept the Minutes of the Three Rivers Regional Retirement Community S355 Advisory Committee Meeting held at Dunedoo on 6 June 2018.
2. The vacant position on the TRRRC S355 Committee be re-advertised in the Dunedoo Diary.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 7 Rescission Motion – Council Meetings Schedule**

#### **Rescission Motion**

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#### **Title: Rescission Motion – Council Meetings Schedule**

Rescission motion seeking to rescind Resolution regarding proposal to amend clause 1.2 of the Code of Meeting Practice (No. 356/1718) determined at Council's meeting held on 19 April 2018.

#### **RECOMMENDATION**

That Council rescind Resolution 356/1718:

***'Item 10 Notice of Motion – Council Meetings Schedule  
356/1718 RESOLVED 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 will commence at 6pm. There is to be no meeting of Council in January.'*

#### **COMMENT**

Rationale for this motion and comments:

- Extra cost to ratepayers having night meetings with penalty payments to minuting staff.
- Inconvenience to staff work encroaching on personal time.
- Extra cost to ratepayers accommodating councillors overnight if required.
- Mitigating WSC risk by offering accommodation overnight is not suitable solution for all councillors this affects.
- Work health safety of councillors commuting from meetings late in the evening to return home (up to 1.5hrs travelling) after a full day's work is a fatigue concern.
- If technical issues arise meeting may be impacted with staff unavailable to rectify problem.
- If a clarification is required on an issue this may result in motion being held over as council meeting is being held after work hours of staff and other agencies.

**W HILL  
COUNCILLOR**

**AL CAPEL  
COUNCILLOR**

**D TODD  
COUNCILLOR**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 8 Notice of Motion – Status of Unnamed Watercourse in Coonabarabran**

#### **Notice of Motion**

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**Title: Status of the unnamed watercourse that runs between Charles and John Streets, Coonabarabran then through Neilson Park to the Castlereagh River.**

Several residents are concerned about the erosion of banks and encroachment of the watercourse onto their land.

It is understood that at different points in time Council has had machinery in the watercourse undertaking maintenance and has altered the course of it in many places.

#### **RECOMMENDATION**

That Council be provided with a report on:

1. The status, including ownership and easements (if applicable) of the unnamed watercourse that runs between Charles and John Streets, Coonabarabran then through Neilson Park to the Castlereagh River.
2. The responsibilities for maintaining the watercourse and its banks.
3. An Action Plan by Council to maintain and improve the watercourse.

**RAY LEWIS  
COUNCILLOR**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 9 Councillors' Monthly Travel Claims – May 2018**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Executive Assistant to the General Manager – Jenni Maundrell
<b>CSP Key Focus Area:</b>	Local Government Finance
<b>Priority:</b>	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

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#### **Reason for Report**

To provide Council with the travel claims of Councillors for the month of May 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**

<b>Councillor</b>	<b>Month</b>	<b>Kilometres</b>	<b>\$ per KM</b>	<b>Total Amount (\$)</b>
Cr Shinton	May		0.78	-
Cr Todd	May	122	0.78	95.16
Cr Brady	May	470	0.78	366.60
Cr Capel	May		0.78	-
Cr Clancy	May		0.73	-
Cr Doolan	May		0.78	-
Cr Hill	May	440	0.68	299.20
Cr Iannuzzi	May		0.78	-
Cr Lewis	May	304	0.78	237.12
<b>Total for May:</b>				<b>\$998.08</b>

#### **RECOMMENDATION**

That the Councillors' monthly travel claims for May 2018 in the amount of \$998.08 be received for Council's information.



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 10 Reports from Delegates**

#### **Item 10.1 Country Mayors Association Meeting in Sydney – 1 June 2018**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Mayor – Councillor Peter Shinton
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF4 Council governance and organisation structure, reflects the vision, directions and priorities outlined in the Community Strategic Plan

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#### **Reason for Report**

To report to Council on the Country Mayors meeting held in Sydney on Friday, 1 June 2018.

#### **Background**

The Country Mayors meeting was held on Friday, 1 June 2018 at Parliament House in Sydney and was attended by the General Manager and myself.

A number of people participate including:

- David Harris, CEO Water NSW.
- Chris Taylor, Telstra Countrywide Area General Manager ACT & Southern NSW.
- Mike Marom – Telstra Area General Manager for Northern NSW.
- David Smith, CEO, and Donna Heffernan, Deputy CEO, Local Government Super.
- Tim Hansen, Stakeholder Specialist, National Heavy Vehicle Regulator (NHVR).
- Heavy Vehicle Access Permits

The following presentations were made:

#### **1. David Harris, CEO Water NSW**

Water NSW owns 42 dams, over 300 weirs, and bulk water pipelines, and is the largest bulk water supplier in the country. Water NSW is organised around its market functions.

Water NSW Corporate Direction has 5 Strategic Goals:

- Our People & Safety.
- Our Performance.
- Our Business.
- Our Water Solutions.
- Our Relationships.

# **WARRUMBUNGLE SHIRE COUNCIL**

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Water NSW did an extensive customer survey in 2016. A very high proportion of customers indicated that they wanted to connect with Water NSW electronically. From the survey four customer principals were developed.

Water NSW outlined the following examples of how they are working with Councils:

- Collaboration on Joint Infrastructure Proposals, e.g. with Centroc and Central Tablelands Water on the Lachlan Valley Water Security Project, including the Lake Rowlands to Carcoar Pipeline; Tamworth Regional Council on the Dungowan Dam Proposal; 270km (\$500M) water pipeline to Broken Hill; North Coast with the Toonumbar Dam for Richmond Valley, Rousseau County, and Kyogle.
- Water innovation and advice; State water monitoring; algal coordination; releases for local water utilities; water quality risk assessments; focused monitoring and evaluation; data accessibility.

2. Chris Taylor, Telstra Countrywide Area General Manager ACT and Southern NSW;  
Mike Marom, Area General Manager Northern NSW

The presentation from Telstra included the following:

- Network investment drivers and focus.
- Telstra's wireless and fixed network in NSW – 875 exchanges have ADSL; 769 exchanges have ADSL2+.
- Mobile Blackspot Program – Telstra has won 89 sites in the Priority Location list program (April).
- Proposed co-contribution for satellite small cells. Small Cells gives customers access to email, basic data, voice calls, and text with a compatible device in areas that would not otherwise get service. This would be into areas of 1-3 km.

3. David Smith, CEO, and Donna Heffernan, Deputy CEO, Local Government Super

The Local Government Super Fund is required to meet APRA Guidelines by 2019.

There are sensitivities when valuing the liabilities of the fund, including:

- Discount Rate.
- Salary increases.
- Inflation.
- Life Expectancy.

The Fund needs to protect the contractual entitlements. There is to be a rebalancing of the Fund. An option is to cease the contribution from 30 June 2018 but this would breach the APRA guideline, and the funding and liability risks would increase to unacceptable levels.

4. Tim Hansen, Stakeholder Specialist, National Heavy Vehicle Regulator (NHVR)

This presentation dealt with heavy vehicle access permits, and in particular the following items were discussed:

- National Harmonisation Project – is about reduced red tape; improved road safety for all road users; productivity gains; improved sustainability of road networks; better heavy vehicle compliance, and; reduced environmental impacts.

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From mid-2018 B-double, higher mass limit (HML), agricultural, and road train vehicles will be included.

- Performance Based Standards (PBS) – this is a scheme administered by the NHVR to promote innovative heavy vehicles which improve productivity and safety in road freight tasks. PBS vehicles are assessed based on how they perform, rather than meeting prescribed dimension limits. This means that they may be larger, yet perform better and are safer than conventional heavy vehicles on the road network.
- CoR 2018 – from 1 October 2018 primary duty onus, so far as reasonably practicable, returns to prosecution; vehicle standards added; positive duty; focus on business practices.

### **Key Points:**

- Respond quickly to consent requests coming to Council on 12 June for B-Double notice (and other notices later in 2018).
- Work with local businesses to encourage use of high productivity safer PBS heavy vehicles in the freight task.
- Review your Safety Management Systems in readiness for commencement of changes to Chain of Responsibility laws on 1 October 2018.

A copy of the minutes of the Country Mayors Association meeting held in Sydney on 1 June 2018 is enclosed.

### **RECOMMENDATION**

That Council note the Delegate's Report in relation to the Country Mayors' meeting in Sydney on 1 June 2018.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 10.2 Mayors Meeting with Prime Minister in Narromine Regarding the Drought – 4 June 2018**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Mayor – Councillor Peter Shinton
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF4 Council governance and organisation structure, reflects the vision, directions and priorities outlined in the Community Strategic Plan

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#### **Reason for Report**

To report to Council on a meeting held with the Prime Minister regarding the drought.

#### **Background**

The meeting was held on Monday, 4 June 2018 at Trangie. A number of people participated including:

- The Hon. Malcolm Turnbull, Prime Minister.
- The Hon. Micael McCormack, Deputy Prime Minister, Minister for Transport and Infrastructure.
- The Hon. David Littleproud, Minister for Agriculture and Water Resources.
- The Hon. Dr John McVeigh, Minister for Regional Development, Territories and Local Government.
- The Hon. Bridget McKenzie, Minister for Sport, Rural Health and Regional Communications.
- The Hon. Mark Coulton, Assistant Minister for Trade, Tourism and Investment.
- Cr Doug Batten, Mayor, Gilgandra Shire Council.
- Cr Michael Webb, Mayor, Coonamble Shire Council.
- Cr Ray Donald, Mayor, Bogan Shire Council.
- Cr Lilliane Brady, Mayor, Cobar Shire Council.
- Cr John Medcalf, Mayor, Lachlan Shire Council.
- Cr Craig Davies, Mayor, Narromine Shire Council.
- Cr Jamie Chaffey, Mayor, Gunnedah Shire Council.
- Representatives from rural financial counselling services.

My questions and observations for the party revolved around:

- The risk of fodder coming from Queensland containing parthenium weed.
- Cost of freight, lifting prices of fodder from \$160/ton in Victoria to \$380/ton landed in Coonabarabran.
- The amount of credit being carried by local rural based businesses (quasi-banks).
- Dwindling supplies of water on both properties and in towns.

Other problems discussed were:

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- Drought not being considered as a natural disaster while flood and fire are.
- Combined drought indicator mapping being based only on information from BOM sites.
- Access and complexity of sourcing household support.
- Farm Household Allowance (FHA) being lost if there any increase in income (ie wool or stock sales), and then going through the whole process to re-establish the payments if required.
- Native animals outnumbering sheep on some properties.
- Extending farm equalization deposit scheme to other rural businesses.
- Farm income protection insurance.
- Banks not foreclosing on rural loans (banks hold more credit card debt than rural debt).

I also spoke with John Mc Veigh about the re-distribution of FAGS from “wealthy” councils to rural Councils. At this stage there is no advancement on this issue, which he indicated he supports.

### **RECOMMENDATION**

That Council note the Delegate’s Report in relation to the drought meeting held with the Prime Minister in Trangie on Monday, 4 June 2018.

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### **Item 11 Correspondence**

#### **Item 11.1 Circulars / Newsletters**

<b>Circular Details (Office of Local Government)</b>	<b>Title</b>
18 – 17 / 8 June 2018 / A588980	End of Year Financial Reporting 2017-18
18 – 16 / 7 June 2018 / A587284	Increase to companion animal registration fees in line with CPI
18 – 15 / 1 June 2018 / A590823	Commencement of the Crown Land Management Act 2016
18 – 14 / 22 May 2018 / A588684	Auditor General's report to Parliament on the 2016-17 financial audits of NSW Councils
18 – 13 / 18 May 2018 / A591748	Local Government Skills Strategy

<b>Media/Alert Release Details (Local Government NSW)</b>	<b>Title</b>
Date – 6 June 2018	Local government has a key role to play in short-term holiday letting decision
Date – 2 June 2018	A Kinder Government, or Just Smoke and Mirrors?
Date – 25 May 2018	LGNSW welcomes 'one vote, one value' electoral reform
Date – 24 May 2018	NSW Electoral Reform Fails Fairness Test: Clearer, Cleaner Local Elections are the Goal
Date – 18 May 2018	State, local govt aligned on need for home-share balance and clarity
Date – 18 May 2018	Local government sector backs Planning Minister
Date – 15 May 2018	Joint Organisations: LGNSW calls for ongoing collaboration and funding for all NSW Councils
Date – 8 May 2018	Feds fund big projects but miss local opportunities

<b>Media Releases – Office of Local Government</b>	<b>Title</b>
N/A	N/A

<b>Ministerial Media Releases Details (Office of Local Government)</b>	<b>Title</b>
Date – 2 June 2018	Big Drop in Complaints about New Councils
Date – 1 June 2018	New Crown Land Management Laws from July
Date – 23 May 2018	Changes make Council Elections Fairer
Date – 20 May 2018	Pet IDs set to improve Animal Welfare

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<b>Ministerial Media Releases Details (Office of Local Government)</b>	<b>Title</b>
Date – 16 May 2018	Millions of Dollars for Councils in the Far West
Date – 15 May 2018	NSW Councils join forces to create network of Joint Organisations

<b>Planning Circulars (Department of Planning)</b>	<b>Title</b>
N/A	N/A

### **RECOMMENDATION**

That Council's correspondence for period 8 May 2018 to 8 June 2018 be received and noted.

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### **Item 12 2018 National Local Roads and Transport Congress**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Executive Assistant to the General Manager – Jenni Maundrell
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF5.1 Council builds strategic relationships with other levels of government to ensure that the shire receives an equitable allocation of resources.

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#### **Reason for Report**

To nominate representatives to attend the Australian Local Government Association (ALGA) 2018 National Local Roads and Transport Congress in Alice Springs, Northern Territory from 20-22 November 2018.

#### **Background**

Council has received notification from ALGA that the 2018 National Local Roads and Transport Congress is to be held in November. Council's attendance is encouraged to show support for the work that ALGA is doing to secure better funding for local government roads and infrastructure. The theme of the 2018 Congress is 'Connecting Transport Networks now and into the Future' encompassing the importance of improved transport connectivity to Australia's economic wellbeing, accessibility and liveability of cities and regions, regional development, and integrated planning.

Council's Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors provides for two (2) councillors to attend the ALGA 2018 National Local Roads and Transport Congress.

#### **Issues**

Nil.

#### **Options**

Council may nominate two councillors to attend the conference.

#### **Financial Considerations**

The cost of early registration before 12 October 2018 is \$890 per person. After that date the cost of registration increases to \$990 per person. This registration fee includes a Welcome Reception on Tuesday, 20 November 2018, and the Congress Dinner on Wednesday, 21 November 2018. The current estimated cost of flights and accommodation is approximately \$2,140 per person. Those prices are subject to change and are likely to increase closer to the time of the conference.



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### **RECOMMENDATION**

That Council nominate two councillors to attend the Australian Local Government Association 2018 National Local Roads and Transport Congress to be held in Alice Springs, Northern Territory from 20-22 November 2018.

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### **Item 13 Code of Meeting Practice**

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

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### **Reason for Report**

At the April 2018 Council Meeting, the following resolutions were made by Council. Both resolutions require the Council's current Code of Meeting Practice to be amended.

- '1. **356/1718 RESOLVED** 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 will commence at 6pm. There is to be no meeting of Council in January.*
- 2. **358/1718 RESOLVED** that Council meetings be recorded and posted on Council's website.'*

### **Background**

The current Code of Meeting Practice was endorsed by Council on 19 September 2013, **Resolution 101/1314**.

As required by the *Local Government Act 1993* (the Act) the proposed changes to the Code of Meeting Practice were advertised seeking public comment. Section 361 of the Act provides that the period of public exhibition must not be less than 28 days with a period of not less than 42 days during which submissions may be made.

The following information was placed on Council's website on 30 April 2018 and notices have been placed in the local newspapers.

*'Several changes to the Code have been proposed, prior to these changes being implemented advertisements are being placed seeking submissions from the public. The proposed changes include that Council meetings be:*

- Held on the first Thursday of the month*
- Held at both Coonabarabran and Coolah commencing at 6.00pm*
- May be recorded and posted on the web*

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*Members of the public are encouraged to make submissions in writing in relation to these proposals. **The closing date for submissions is 28 May 2018.***

Submissions have been received from the public on the matter and are detailed in the table below and a summary has been provided:

<b>Submission No.</b>	<b>For/Against</b>	<b>Summary of Comments</b>
1	For	Allows more time for community to attend resulting in greater transparency.
2	For	Enables all community members to attend.
3	For	Evening meetings allow community members to attend.
4	For	Allows for greater community involvement in Council meetings and decisions. Furthermore, in support of recording and streaming meetings to allow for all Shire residents to interact with meetings held at both ends of Shire.
5	For	Allows for people who are working or otherwise busy during daytime hours to attend meetings, promotes greater community involvement and transparency.
6	For	Submission in support of change of time. Ambivalent about change of date, however questioned 'how they plan to host it at both Coolah and Coonabarabran at the same time'.
7	Neither	Would like to see Council meetings rotate amongst all towns of the Shire and for residents of the smaller towns and villages to have more opportunity to interact with Councillors.
8	For	In favour of meetings changing to 6.00 pm on first Thursday of month. In favour of meetings being recorded and posted online so that members of public who were unable to attend the meeting can find out what happened almost immediately.
9	Against	<p>1. Meetings finishing quite late at night would mean that to travel from either end of the Shire to attend all monthly meetings will probably require an overnight stay, being both costly and also meaning that attending Council meetings takes up Thursday afternoon through to Friday morning. With this being the case, people may be less likely to travel to meetings and so only have the opportunity to present once every two months.</p> <p>2. WHS aspect for Council staff who are travelling to and from meetings after work, potentially creating a 16 hour+ workday, plus travel.</p> <p>3. Fairness to Councillors who nominated for election based on different times. If a change is to be implemented, would be fairer to do so at election time so that people are making a more informed decision about what they are nominating to do.</p>

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		4. Cost of potentially providing motel accommodation for Councillors and staff each month after meetings.
10	Against	Petition tabled at Council meeting with 63 signatures opposing the proposal to move meetings from 8.30am to 6.00pm.
11	Against	Unnecessary to change the day that meetings are held. Opposed to change of time on the basis that many people would prefer to commute in daylight hours. Questioned the value to anyone living outside of Coonabarabran or Coolah. Noted that community consultation meetings are held throughout the shire, giving residents the opportunity to interact with council.
12	Against	Questioned why the change is necessary and who it advantages; expense of overtime and possibly accommodation; safety risk of driving at night, especially risk of hitting kangaroos.

- 7 in favour of the changes.
- 3 against the changes.
- 1 suggesting other changes.
- 1 petition was tabled at the May Council meeting recording 63 names with signatures against the proposed meeting time change.

### **Options**

After considering all submissions concerning the changes to the draft Code of Meeting Practice, the Council may decide to:

- a) Adopt the changes to the Draft Code
- b) Reject the changes to the Draft Code
- c) Further amend the Draft Code based on the submissions made and adopt the Draft Code<sup>#</sup>

<sup>#</sup> **Note:** Council cannot make further changes to the Code unless Council is of the opinion that the amendments are not substantial.

### **Issues**

Council is committed to ensuring the safety and health of all individuals associated with its operations under the *Work Health and Safety Act 2011* and the *Work Health and Safety Regulation 2017* and acknowledges the added risk its councillors and staff face with the proposed evening meetings. Council is responsible for managing the risk of fatigue in the workplace. Councillors and employees must also take responsibility for managing their own risks of fatigue.

With meetings starting at 6.00pm and the average meeting being a minimum of four hours it is expected that most meetings will not finish before 10pm. Travel time between the Coolah and Coonabarabran office is 1 h 14 min (97.9 km) via Warrumbungles Way so it is expected that we will have councillors and staff on the road late at night.

Most councillors and staff will likely have worked during the day prior to the meeting. Council must consider the risk of fatigue and travelling home after the meeting. Effects of fatigue can include:

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- Difficulty in concentrating and easily distracted
- Slower reaction times
- Reduced vigilance
- Poor judgement and decision making

### **Financial Considerations**

Accommodation – Council will need to consider providing accommodation for councillors who are travelling more than the distance between Coolah and Coonabarabran Offices on the evening of the Council meeting.

Overtime – Council staff are employed under the Local Government State Award and employees attending the meeting may need to be paid in accordance with the Award. Employees are entitled to ten (10) consecutive hours break after finishing their shift.

### **RECOMMENDATION**

That Council adopt the draft Code of Meeting Practice that includes the following changes:

- Ordinary meetings of Council be held on the first Thursday of each month.
- Ordinary meetings of Council commencing at 6.00pm.
- Council meetings be audio recorded and posted on Council's website.

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### **Item 14 Three Rivers Regional Retirement Community Status Update Report**

<b>Division:</b>	Governance
<b>Management Area:</b>	Executive Services
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Local Economy
<b>Priority:</b>	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional centres.

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#### **Reason for Report**

To provide a regular update on 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.

#### **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) provides input into 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.

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.

Update on the project for the month of May 2018 is as follows:

- Unit 1 - Frame and trusses installed. Plumbing internal rough incomplete. Frame to comply with Critical Frame Inspection Report. A/C rough incomplete.
- Unit 2 - Frame and trusses installed. Plumbing Internal rough incomplete. Frame to comply with Critical Frame Inspection Report. A/C rough incomplete.
- Unit 3 - Frame and trusses installed. Plumbing internal rough incomplete. Frame to comply with Critical Frame Inspection Report. A /C rough incomplete.

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- Unit 9 – Gyprock has been set. Cornice to be finished. Front verandah concrete placed, frame for verandah/ pergola erected. Rear verandah concrete placed, frame for verandah erected. Water proofing wet areas complete. Waiting on kitchen to be on site. A/C rough incomplete.
- Unit 10 - Gyprock has been set. Cornice to be finished. Front verandah concrete placed, frame for verandah/ pergola erected. Rear verandah concrete placed, frame for verandah erected. Water proofing wet areas complete. Waiting on kitchen to be on site. A/C rough incomplete.
- Unit 11, 12, 13, 14 – Frames to comply with Critical Frame Inspection Report. The concrete verandah at unit 14 needs to be complete for this to happen. The footings and blockwork are under way to allow for the placement of concrete verandah to unit 14. The front verandahs on these units are placed. A/C rough incomplete.
- Unit 15 – Frame to comply with the Critical Frame Inspection Report. Front and rear verandah slabs are being worked on. Electrical rough incomplete. Plumbing rough incomplete. A/C rough incomplete.
- Unit 16 – Frame to comply with the Critical Frame Inspection Report. Front and rear verandah slabs are being worked on. Electrical rough incomplete. Plumbing rough incomplete. A/C rough incomplete.
- Unit 17 – Frame to comply with Critical Frame Inspection Report. Front and rear verandah slabs are being worked on. Electrical rough incomplete. Plumbing rough incomplete. A/C rough incomplete.
- Unit 18 - Frame to comply with Critical Frame Inspection Report. Front and rear verandah slabs are being worked on. Electrical rough incomplete. Plumbing rough incomplete. A/C rough incomplete.
- Units 4, 5, 6, 7, 8, 25, 26, 27 and the Community Centre sites are work ready.

### **Options**

Nil.

### **Financial Considerations**

The last payment Council received for this project in May amounted to \$413,137.66.

### **Financial Report as at 1 June 2018**

<b>Sources of Funds</b>	
Total Grant Funding from Restart NSW	\$4,500,000
Commonwealth Stronger Regions Fund	\$2,450,000
Mendooran/Dunedoo Hostel Inc.	\$500,000
<b>Total External Funding</b>	<b>\$7,450,000</b>
<b>Expenditure to Date</b>	
Acquisition and Remediation of the site	\$944,479
Boulus Constructions	\$2,489,080
Salaries, Plant & Other	\$267,530
<b>Total Fund Expended to date</b>	<b>\$3,701,089</b>
<b>External Funding not yet expended</b>	<b>\$3,748,911</b>

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### **RECOMMENDATION**

That Council note the progress of the Three Rivers Regional Retirement Community project.



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### **Item 15 Council Resolutions Report June 2018**

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

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#### **Reason for Report**

The Council Resolution Report includes Council resolutions from May 2017 to May 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**

Council's Resolution Report for June 2018 be noted for information.

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### **Item 16 Human Resources Monthly Report – June 2018**

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

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#### **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.

#### Recruitment

Council has filled the Environmental and Health Officer role which has been vacant since 2017.

Six other positions are currently being advertised internally:

- Supervisor Warrumbungle Water South
- Supervisor Roads South
- Relief Plant Operator Coolah
- Relief Plant Operator Dunedoo
- Roller Operator Coonabarabran
- Executive Assistant to the General Manager.

#### Training

Since the last Council Meeting, staff training has recently been conducted in:

- Chlorine Gas Awareness
- Confined Spaces
- First Aid
- LG Capability Framework

#### Work Health and Safety

There were three (3) incidents in total for the month of May with two (2) new claims.

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Directorate	Near Misses	Incidents	Claims
Corporate and Community Services			
Executive Services			
Development Services		1	
Technical Services		2	2

The nature of the reported incidents were:

- Employee had knee pain / discomfort after banging knee on a desk in the office. No lost time or medical treatment required.
- Employee suffered knee injury tripping over a leaf blower which had been left in a walkway. Employee had turned off lights and tripped in the dark. Injury resulted in nine (9) days off work. Worksite has been tidied up to prevent other accidents. Employee has returned to pre-injury duties.
- Employee suffered a crush injury to their hand when a large rock on the back of a truck shifted, trapping the hand between the rock and the vehicle. Employee received five (5) stitches in one finger and nine (9) stitches in another finger. The injury resulted in three (3) weeks off work.

### **Issues**

None to report.

### **RECOMMENDATION**

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

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### **Item 17 Coonabarabran After School Vacation Care Program**

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Children's and Community Services
<b>Author:</b>	Acting Manager Children's and Community Services – Linda Miller
<b>CSP Key Focus Area:</b>	Community and Culture
<b>Priority:</b>	CC1: Opportunities and support mechanisms are developed to ensure that communities across the Shire attract and retain young people and families.

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#### **Reason for Report**

To provide information to Council on a new service being provided by Coonabarabran After School Vacation Care.

#### **Background**

Coonabarabran After School and Vacation Care (Coonabarabran OOSH) operates an After School Care service, during school terms, from 3:15pm to 5:30pm each week day.

Coonabarabran OOSH operates under The Education and Care Services National Regulations and National Law and is based on children's interests and the My Time Our Place framework.

The Service is, as of 1 July 2018, funded under the Community Child Care Fund (CCCF). This funding replaces previous sustainability funding that has been received by Council, for sustainability support, for a number of years.

Coonabarabran OOSH staff received feedback from families of children who attend the service, and others, that there was a gap in the provision of care for the five (5) to 12 years age group in the school holiday period.

It was reported that this was placing pressure on families in Coonabarabran, and surrounding towns, as parents and carers were needing to take leave or ask extended family to care for children in the school holidays. Some families also reported that they take children out of town for care during school holiday periods.

The only other option for licensed care for school age children, in the school holiday period, is with Castlereagh Family Day Care. Places in Family Day Care are however extremely limited and not all Educators provide vacation care for school aged children.

Further to the feedback from families regarding the need, it was identified that running a Vacation Care Program also has the potential to increase enrolments for other Council run children's services, including Coonabarabran OOSH and Yuluwirri Kids.

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### **Issues**

In the April School Holidays Coonabarabran OOSH ran a trial Vacation Care Program. The trial program was put in place to assess interest in, and sustainability of, the program. Staff learnt a lot about the program including what was most attractive to children and their parents, as well as ways to further promote the service to the local communities.

The service operated for six (6) days in the two (2) week period – Monday, 16 April, Tuesday, 17 April, Wednesday, 18 April, Monday, 23 April, Tuesday, 24 April and Thursday 26 April. The service was open from 8:30am – 5:30pm.

The fee for the service was \$85.00 per day. Under the new Child Care Subsidy (CCS) many parents will receive a rebate on this amount.

### **Financial Considerations**

Under the new Child Care Subsidy (CCS) the service must run for a minimum of seven (7) weeks per calendar year. The service is able to run three (3) days a week without applying for an exemption.

The following table shows the basic income and expenditure for the Service for the April School Holidays. Other expenses such as rent have not been included as this is additional days only, for an existing service, ie. Coonabarabran OOSH, who already pay these costs but have not been running a Service in the School Holiday period.

Week	No. Individual Children	No. Families	No. Sessions	Income	Expenses	
				Fee Income	Salaries & Wages	Meals & Other Costs
1	7	4	17	\$1,445.00	\$1,201.82	\$27.73
2	15	9	26	\$2,210.00	\$1,930.45	\$27.74
<b>Total</b>	<b>22</b>	<b>13</b>	<b>43</b>	<b>\$3,655.00</b>	<b>\$3,132.27</b>	<b>\$55.47</b>

### **RECOMMENDATION**

That Council note the Coonabarabran After School Vacation Care Program Report for information.

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### **Item 18 Operational Plan 2018/19 and Delivery Program 2018/22 to 2021/22**

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

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#### **Reason for Report**

Following extensive consultation, and in line with Council's Integrated Planning and Reporting Framework, the Delivery Program 2018/22 (the Delivery Program) and Operational Plan 2018/19 (the Operational Plan) are presented to Council for their endorsement.

#### **Background**

The draft Operational Plan and Delivery Program sets out Council's proposed budget for next financial year, and the three (3) years thereafter. The budgets are presented in the form of consolidated statements and schedules, together with a more detailed breakdown at a functional level.

The draft plan was prepared following a series of budget meetings and workshops with managers, executive, and Elected Members over the past six (6) months.

Workshops were held with Councillors on:

- Thursday, 19 April 2018
- Monday, 7 May 2018

The second workshop was held instead of the Finance and Projects Committee Meeting as there wasn't a quorum for the Committee Meeting.

At the May 2018 Council Meeting, Council it was resolved that Council:

1. Receive the report on the draft Delivery Program 2018/22 and draft Operational Plan 2018/19;
2. Endorse the draft Delivery Program 2018/22 and draft Operational Plan 2018/19, including the Revenue Policy, to go on public exhibition for a period of not less than 28 days with the following amendments:
  - 15% increase in water access and consumption charges to the Water Fund
  - 15% increase in business and residential sewer charges to the Sewer Fund
  - Noting that the 15% increase for Mendooran water applies to the base access and consumption charges only, not to the loan charge.

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3. Consider the submissions made on the draft Delivery Program 2018/22 and draft Operational Plan 2018/19 at Council's Ordinary Meeting to be held on 21 June 2018.

The Local Government Act 1993, Section 405, also outlines requirements in relation to Operational Plans, stating that:

- (1) A council must have a plan (its "operational plan") that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.
- (2) An operational plan must include a statement of the council's revenue policy for the year covered by the operational plan. The statement of revenue policy must include the statements and particulars required by the regulations.
- (3) A council must prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.
- (4) During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.
- (5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.
- (6) The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.

Following the May Council Meeting, Council placed the draft Delivery Program 2018/22 and draft Operational Plan 2018/19, including the Revenue Policy, on public exhibition for a period from Friday, 17 May 2018 – Friday, 15 June 2018. Council also made available a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.

The notice indicating the plans were on public exhibition indicated that submissions may be made to Council at any time during the period of public exhibition. The public notice indicating that the plans were on public exhibition was released via:

- Council's website
- Council's Facebook page
- Council's email groups

Council also placed the notice in local newspapers and distributed the information to local radio stations. Copies of the plans were made available at Council offices, local libraries and other local centres including Rural Transaction Centres. Throughout the consultation period, Council released a number of Media Releases reminding residents of the opportunity to comment on the draft plans.

Submissions received during the period of public exhibition, up to and including Friday, 8 June 2018, are included in this report. Submissions made after Friday, 8 June 2018 will be provided under separate cover.

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### **Issues**

The draft Operational Plan shows that operating revenue for 2018/19 is projected to be around \$44,696,529 million. This total includes Capital Grants and Contributions of \$3,849,167 and Operational Grants and Contributions of \$17,870,834.

The rates model proposed as part of the Operational Plan includes a 2.3% rate increase, in line with the cap determined by the NSW Independent Pricing and Regulatory Tribunal (IPART). The rate peg will be applied equally across all categories, meaning all ratepayers will see an effective increase of 2.3%.

The Revenue Policy includes a number of key changes, in particular rises in fees and charges for water, sewer and waste services. These changes are necessary to ensure that the Water Fund, Sewer Fund and Waste Services are all producing adequate revenue for their ongoing operations and capital programs.

While the Fit for the Future process relating to Council mergers has been finalised, there is still the need for Councils to implement the improvements they committed to, or implement alternate performance improvement strategies.

Councils have also been advised that when considering financial performance and position, they should be focussing on the Net Operating Result before Capital Grants and Contributions. This is a change in focus for this Council as previously Council focussed on a cash result. This and change will have significant impacts.

There are also a number of other significant impacts that have affected Council's financial result in this financial year and will impact future financial year results. These include:

- advance payment of Financial Assistance Grants in 2016/17
- impact of increased depreciation
- a significant increase in electricity prices
- removal of proposed Fit for the Future income and savings
- changes to the capital program, including a renewed focus on improving existing assets
- the cost of assets requested by the NSW Rural Fire Service
- impacts of the proposed new organisational structure
- increases in user fees and charges
- renegotiation of current contracts to make savings, eg. Telstra contract
- ongoing cost shifting from other levels of government, eg. reduced funding for children's and community services from both State and Federal governments.
- unfreezing of the Financial Assistance Grants, however the shortfalls from the time they were frozen will not be re-couped
- ongoing impact of rate pegging

### **Operational Plan 2018/19**

The main features of the Operational Plan for 2018/19 are:

- a consolidated result showing a projected cash deficit of \$726,257 and a projected net operating result before capital grants deficit of \$739,199
- a projected cash surplus for the General Fund of \$1,102,461 and a projected net operating result before capital grants deficit of \$451,295



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- a projected cash deficit of \$871,351 for the Water Fund and a projected net operating result before capital grants surplus of \$301,585
- a projected cash deficit of \$1,035,641 for the Sewer Fund and a projected net operating result before capital grants deficit of \$129,079

### **Delivery Program 2018/19-2021/22**

The main features of the Delivery Program for 2018/19 – 2021/22 are:

- a consolidated cash deficit of \$252,576 over the four (4) years from 2018/19 – 2021/22
- a forecast accrual before Capital Grants deficit of \$8,787,014 over the four (4) years due primarily to the end of current competitive capital grants (specific purpose) and the inability to forecast competitive grant funding that Council may receive in the future
- a capital program of \$46,794,675 over the four (4) years which concentrates on asset renewal over asset expansion, including \$15,257,303 allocated for the 2018/19 financial year
- an increase in total cash from a March 2018 forecast of \$7,266,000 at year end 2017/18 to \$9,060,923 in 2021/22
- no further loans being factored into the four (4) year Delivery Program, although Council will spend \$3,727,064 over four (4) years on loan repayments, reducing Council's loan balance by two thirds
- Council's Debt Service Ratio is forecast to stabilise after significant increase in 2014/15. The Delivery Program period shows a decreasing trend in the ratio, with the exception of a slight increase in FY 2019/20 and 2020/21 as the result of the reduction in revenue. By 2021/22, it reaches 2.3% which is the lowest in eight (8) years. Overall, the ratio remains well below the limit advised by NSW Treasury.
- Council, as with most other rural Councils continues to be reliant on grant funding to fund its operations. Rates and charges revenue represents only around 31% of Council's total revenue base when averaged over four (4) years of the Delivery Program. This percentage is expected to slowly increase over the term of the Delivery Program. This ratio is inversely affected by grant funding so as grant funding increases then this ratio worsens even though the actual amount may rise.
- Council's Building and Infrastructure Renewals Ratio is forecasted to peak at 133% in 2017/18 (subject to completion of works). In 2018/19 the ratio falls to 95%. Council's Delivery Program shows consistent renewals ratios averaging over 86%. This ratio is important to Council as it assesses the rate at which building and infrastructure assets are being renewed relative to the rate at which they are depreciating. A ratio of less than 100% is unsatisfactory, although the NSW mean has ranged between 56% and 84% over the last few years.

### **Fees and Charges**

Sections 501 and 502 of the Local Government Act, 1993, provide information on what services council can impose an annual charge and charges for actual use.

In line with this, Council developed its Revenue Policy, including fees and charges for the 2018/19 financial year. The Revenue Policy was initially modelled on achieving a small cash deficit and a net operating result before capital grants and contributions that also reflected a small deficit.

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Following the changes made at the May Council Meeting the proposed Revenue Policy will result in a larger cash deficit and a net operating result before capital grants and contributions that also reflects a larger deficit.

This result is based on a number of increases in fees and charges for the 2018/19 financial year. The majority of increases are in line with the Consumer Price Index (CPI) at 2.5%. General rates are rate-pegged and will only increase by 2.3%. Other, more significant rate increases are outlined in the following section. All of these increases have been factored in to the projected results presented in this report, the draft Delivery Program 2018/22 and draft Operational Plan 2018/19.

### **Water Fund**

In 2016/17 the Water Fund recorded a deficit of \$925,775 before capital grants and contributions. In 2017/18, it is projected to record a deficit of \$509,196.

Items impacting on the Water Fund include:

- an increase in depreciation of \$365,000
- an increase in electricity expenses on \$60,000
- deficits in previous years
- ageing infrastructure with increasing maintenance and repair costs
- dwindling cash reserves

In order for the Water Fund to once again become self-sufficient, as is required by the NSW Government, a change in fees and charges was proposed. The change proposed was 26%. At the May Council Meeting, Council endorsed a change of 15% to be included in the draft plans that were placed on public exhibition.

The 2018/19 result was initially modelled on a 26% increase to achieve a net operating result before capital grants and contributions of a small surplus. The reduction in relation to the increase in fees and charges will result in a deficit of \$301,585 for the Water Fund in 2018/19.

The proposed changes are outlined in Table 1. These include:

- Consumption charge – an increase of 15% from \$2.05 per kilolitre to \$2.36 per kilolitre.
- Access charge – an increase of 15% from \$399 to \$459.

The increase in the access charge has been applied across the Shire. There was no increase on the additional access charge for Mendooran residents, only on the base charge which applies across the Shire. The access charge in Mendooran is \$459 plus the existing additional charge of \$295. This results in a total access charge of \$754 in Mendooran.

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**Table 1: Water Fund Fees and Charges – 2018/19**

Type of Charge	2017/18 Charge	2018/19 Charge^	Change (%)
<b>Consumption</b>			
Consumption – per kilolitre	\$2.05	\$2.36	15
<b>Access</b>			
Access charge	\$399	\$459	15
Other charge – Mendooran	\$295	\$295	0

^ Proposed charge.

### **Sewer Fund**

In 2016/17 the Sewer Fund recorded a deficit of \$367,193 before capital grants and contributions. In 2017/18, it is projected to record a deficit of \$193,149. In 2018/19, even with the proposed changes, the Sewer Fund is still projected to record a significant cash deficit. The net operating result before capital grants and contributions is also projected to be a deficit.

Items impacting on the Sewer Fund include:

- an increase in depreciation of \$200,000
- an increase in electricity expenses on \$25,000
- deficits in previous years
- ageing infrastructure with increasing maintenance and repair costs
- dwindling cash reserves

In order for the Sewer Fund to once again become self-sufficient, as is required by the NSW Government, a change in fees and charges was proposed. The change proposed was 30%. At the May Council Meeting, Council endorsed a change of 15% to be included in the draft plans that were placed on public exhibition.

The 2018/19 result was initially modelled on achieving a net operating result before capital grants and contributions of a small surplus. The smaller increase in fees and charges will result in a deficit of \$129,079 for the Sewer Fund in 2018/19.

Residential households pay a fixed access fee which is determined by whether the residence is connected to the sewer system or not. It is proposed to increase this charge by 15%.

Non-residential user charges depend on a combination of the connection size, discharge factor, water usage and the base charge. It is proposed to increase the sewerage access charge for these users, as outlined in Table 2, by 15%.

Proposed changes in fees and charges for sewer services are outlined in Table 2.

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**Table 2: Sewer Fund Fees and Charges – 2018/19**

Types	No. of charges	2017/18 Charges	2018/19 Charges <sup>^</sup>	Revenue 2018/19	Change (%)
Residential – Connected	2,076	505	580	1,204,080	15
Residential – Non-Connected	117	324	372	43,524	15
	<b>2,193</b>			<b>1,247,604</b>	
Non-Residential (Minimum)	-	493	566	-	15
Sewerage Access – 20mm	271	317	364	98,644	15
Sewerage Access – 25mm	8	494	568	4,544	15
Sewerage Access – 32mm	4	810	931	3,724	15
Sewerage Access – 40mm	22	1,265	1,454	31,988	15
Sewerage Access – 50mm	23	1,976	2,272	52,256	15
Sewerage Access – 80mm	3	5,059	5,817	17,451	15
Sewerage Access – 100mm	5	7,905	9,090	45,450	15
Not Connected (Minimum)	65	317	364	23,660	15
	<b>401</b>			<b>277,717</b>	
Non-residential consumption		0.86	0.98		15
	<b>2,594</b>			<b>1,525,321</b>	

<sup>^</sup> Proposed charge.

### Submissions

The Local Government Act 1993, Section 405, outlines requirements in relation to Operational Plans. Part 5, Section 405, states that

*(5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.*

The following submissions were received prior to Friday, 8 June 2018. Submissions received in the period from Saturday, 9 June – Friday, 15 June 2018, will be provided under separate cover prior to the Council Meeting.

Submission – Summary	Comment
<p>Submission 1:</p> <ul style="list-style-type: none"> <li>Clarification requested regarding whether or not the 15% increase to the water access charge would be applied to both the regular access charge and the additional access charge paid by Mendooran residents for the loan for the Mendooran Water Treatment Plant.</li> <li>Suggestion that when the rate notices are issued that the two (2) charges are separated on the rates notice for Mendooran residents so they can see what they are paying for each of these separate charges.</li> </ul>	<ul style="list-style-type: none"> <li>The increase in the access charge has been applied across the Shire. There is no increase on the additional access charge for the loan for the Water Treatment Plant for Mendooran residents, only on the base charge which applies across the Shire. The access charge in Mendooran is \$459 plus the existing additional charge of \$295.</li> <li>Council accepts the proposal that for water rates in Mendooran, the two (2) charges, ie. the access charge and the charge for the loan for the Mendooran Water Treatment Plant, should be separated on the rates notice.</li> </ul>

# **WARRUMBUNGLE SHIRE COUNCIL**

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<p>Submission 2:</p> <ul style="list-style-type: none"><li>• It is requested that Council provide raw water for St John's School, Baradine, and set a lower rate for untreated water.</li></ul>	<ul style="list-style-type: none"><li>• Council's water consumption charge currently does not distinguish between treated or untreated water. There are water supplies in the Shire that provide treated water as well as an untreated supply at Merrygoen. The price per kilolitre is the same for all consumption.</li></ul>
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As outlined in the above table, Council accepts the proposal that for water rates in Mendooran, the two (2) charges, ie. the access charge and the charge for the loan for the Mendooran Water Treatment Plant, should be separated on the rates notice. It is proposed that this change be implemented for the 2018/19 financial year, pending approval from Council, and that the Revenue Policy be updated to reflect this change.

### **Options**

A copy of the Delivery Program 2018/22 and Operational Plan 2018/19 is provided under separate cover as an Enclosure to the June 2018 Business Paper.

Council can either:

1. Accept the 2018/19 Operational Plan and 2018/19 – 2021/22 Delivery Program; or
2. Make adjustments to the 2018/19 Operational Plan and 2019/20 – 2021/22 prior to it being endorsed.

Section 405 of the Local Government Act 1993 states that:

*(1) A council must have a plan (its "operational plan" ) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.*

### **Financial Considerations**

The draft Delivery Program 2018/22 and draft Operational Plan 2018/19, including the Revenue Policy, as presented, includes:

- a consolidated result for 2018/19 showing a projected cash deficit of \$726,257 and a projected net operating result before capital grants deficit of \$739,199
- a projected cash surplus for the General Fund of \$1,102,461 and a projected net operating result before capital grants deficit of \$451,295
- a projected cash deficit of \$872,351 for the Water Fund and a projected net operating result before capital grants surplus of \$301,585
- a projected cash deficit of \$1,035,461 for the Sewer Fund and a projected net operating result before capital grants deficit of \$129,079
- a consolidated cash deficit of \$252,576 over the four (4) years from 2018/19 – 2021/22
- a forecast accrual before Capital Grants surplus of \$8,787,014 over the four (4) years
- a capital program of \$46,794,675 over the four (4) years which concentrates on asset renewal over asset expansion, including \$15,257,303 allocated for the 2018/19 financial year

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- an increase in total cash from a March 2018 forecast of \$7,266,000 at year end 2017/18 to \$9,060,923 in 2021/22
- no further loans being factored into the four (4) year Delivery Program
- a slight increase in revenue from rates and charges over the four (4) year period

These projected results are based on the increase in fees and charges for the 2018/19 financial year as outlined in this report, the draft Operational Plan and Delivery Program and the Revenue Policy.

Table 3 shows the projected result, by fund and financial year, based on current information in the draft Operational Plan and Delivery Program.

**Table 3: Projected Results – Net Operating Result Before Capital Grants and Contributions, By Fund**

<b>Fund</b>	<b>2018/19</b>
General Fund – Deficit	(467,237)
Warrumbungle Water – Deficit	(301,585)
Warrumbungle Sewer – Deficit	(129,079)
Warrumbungle Waste – Surplus	43,585
Warrumbungle Quarry – Surplus	115,117
<b>Consolidated – Deficit</b>	<b>(739,199)</b>

### **RECOMMENDATION**

That Council:

1. Receive the report on the draft Delivery Program 2018/22 and draft Operational Plan 2018/19, including submissions;
2. With the closing date for submissions being 15 June 2018, that a late report detailing any further submissions be received;
3. Endorse and adopt the Delivery Program 2018/22 and Operational Plan 2018/19, including the Revenue Policy, with the following changes:
  - (a) Water Access Charges
    - Access Charge: \$459.00
    - Loan Charge – Mendooran Water Treatment Plant: \$295.00;
    - and
4. Post a copy of the Delivery Program 2018/22 and Operational Plan 2018/19 on Council's website within 28 days of the plan being adopted.

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Item 19 Request for Write-Off of Water Charges – Assessment Number 10036556**

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

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#### **Reason for Report**

To put forward a request to write-off of water usage charges for Assessment Number 10036556 due to financial hardship.

#### **Background**

Water usage at a property in Binnaway increased from an average of 35 Kilolitres (kl) for the same period over the last five (5) years to 297kl in 2017/18.

The owners of the property have stated that a fire occurred nearby and they claim that the NSW Fire Brigade caused back pressure which caused the pipes to burst at their property.

Council staff have advised that back pressure in the Council mains had caused the Council mains to rupture. Council staff believe that it is highly unlikely that pressure in the Council mains would have caused the problem and are of the opinion that this is purely coincidental. Further, staff have advised that a burst main would have relieved the pressure spike in the reticulation system eliminating the risk of ruptures elsewhere in the system such as in household pipes.

The owners of the property stated that the burst water pipe on their property was fixed some weeks after the fire occurred.

Section 610E of the Local Government Act 1993 refers to the waiving of fees due to hardship. It states that:

*‘Council may waive or reduce fees*

*(1) A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.’*

#### **Issues**

The property owner has requested that an amount of \$537.10 be waived. This amount is the difference between the average and the excessive water account, plus accrued interest.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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The property owner advised that prior to the fire near their property their water accounts were much lower than the last account received. They stated that after the fire occurred they were unaware of any burst pipes until a fortnight later. Once the burst pipe was identified that stated that they had this repaired immediately.

The average water use for this property for the same period for the last five (5) years is 35 Kl. This is reasonable for a two (2) person household.

The water consumption for the period in question was 297 KL, which is 262 Kl above the average for the same period for the last five (5) years.

At the rate of \$2.05 per Kl, this equates to \$537.10 above average.

Ratepayers are responsible for all water that is metered through Council water meters.

### **Options**

Council is the only determining authority to consider this request. Council has the option to:

1. Fully write off the amount of \$537.10 being the difference between the average water bill and the water bill in question, plus accrued interest of \$1.36.
2. Partially write off the amount of \$537.10 being the difference between the average water bill and the water bill in question, plus accrued interest \$1.36.
3. Deny the request.

### **Financial Considerations**

Should Council approve this write-off request, this will result in a reduction of water revenue by \$537.10 plus accrued interest of \$1.36.

### **RECOMMENDATION**

Council deny the request to write-off of water usage charges for Assessment Number 10036556 due to financial hardship.



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 20 Investments and Term Deposits – Month Ending 31 May 2018**

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

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#### **Reason for Report**

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

##### Marketable Securities

Council currently holds no Marketable Securities.

##### Term Deposits

During the month, \$2 million worth of term deposits matured, earning Council a total of \$12,363 in interest. \$1.5 million was placed with CBA at a rate of 2.05%. The balance at the end of the month was \$6.5 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 \$1.2 million were made from these accounts. \$5,823 interest was received on the balances of these accounts resulting in a month end balance of \$5.7 million.

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Income Return**

The average rate of return on Investments for the month of 1.91% fell below Council's benchmark Bank Bill Swap Rate (BBSW) of 2.00% by 9 points or 4.2%.

This result is primarily because of the amount of money Council are currently holding in At Call accounts. At Call accounts are generally less profitable, an average of 1.07% on current yield. The average yield for Term Deposit accounts is currently around 2.47%, which is above the Council's benchmark Bank Bill Swap Rate (BBSW) of 2.00%.

Council is currently holding more in At Call accounts than it generally does due to a number of Term Deposits maturing in May. The Finance Team have identified that there is scope to make further investments in June.

On a year to date basis, interest received and accrued totals \$272,677 which is 75% of the annual budget. Council's full year budget for interest received and accrued is \$364,373. At the end of May, the pro rata amount should be at around 92% of the total budget, ie. \$334,009. This is a shortfall of \$61,332.

### **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 has fallen but should exceed the BBSW benchmark rate overall. Based on current projections, Council will not reach its projected interest revenue of \$364,373 in 2017/18.

### **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.

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**Responsible Accounting Officer**

### **RECOMMENDATION**

That Council note and accept the Investments and Term Deposits Report for the month ending 31 May 2018.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 21 June 2018

**Table 1: Investment Balances – 31 May 2018**

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
<b>At Call Accounts</b>							
NAB	At Call	At Call	At Call	ADI	ADI	1.19	3,171,309
NAB	B-Pay	B-Pay	B-Pay	ADI	ADI	0.00	390,497
ANZ	At Call	At Call	At Call	ADI	ADI	0.75	55,318
Regional Australia Bank	At Call	At Call	At Call	N/A	N/A	1.75	1,027,628
T Corp IM Cash Fund	At Call	At Call	At Call	N/A	N/A	1.83	1,035,289
<b>Sub-total</b>							<b>5,680,041</b>
<b>Term Deposits</b>							
NAB	20/2/2018	05/6/2018	105	ADI	ADI	2.46	1,000,000
Bank of Queensland	18/12/2017	18/6/2018	182	LG	LG	2.60	1,000,000
CBA	23/5/2018	26/6/2018	34	ADI	ADI	2.05	1,500,000
AMP	19/1/2018	23/7/2018	185	LG	UMG	2.60	1,000,001
AMP	19/1/2018	23/7/2018	185	LG	UMG	2.60	1,000,001
Bank of Queensland	5/3/2018	4/9/2018	183	LG	LG	2.60	1,000,000
<b>Sub-total</b>							<b>6,500,002</b>
<b>Total</b>							<b>12,180,043</b>

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Credit Rating Legend**

<b>P</b>	Prime
<b>ADI</b>	Big Four – ANZ, CBA, NAB, WBC
<b>HG</b>	High Grade
<b>UMG</b>	Upper Medium Grade
<b>LG</b>	Below Upper Medium Grade

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

<b>Bank</b>	<b>Opening Balance</b>	<b>Interest Added to Investment</b>	<b>Net Placements / Withdrawals</b>	<b>Closing Balance</b>
NAB	2,169,019	2,290	1,000,000	3,171,309
NAB	133,223	-	257,274	390,497
ANZ	82,106	19	(26,807)	55,318
Regional Australia Bank	1,026,102	1,526	-	1,027,628
T Corp IM Cash Fund	1,033,301	1,988	-	1,035,289
<b>Total at call</b>	<b>4,443,751</b>	<b>5,823</b>	<b>1,230,467</b>	<b>5,680,041</b>
NAB	1,000,000	6,654	(1,006,654)	-
NAB	1,000,000	6,009	(1,006,009)	-
NAB	1,000,000	-	-	1,000,000
Bank of Queensland	1,000,000	-	-	1,000,000
CBA	-	-	1,500,000	1,500,000
AMP	1,000,001	-	-	1,000,001
AMP	1,000,001	-	-	1,000,001
Bank of Queensland	1,000,000	-	-	1,000,000
<b>Total Term deposits</b>	<b>7,000,002</b>	<b>12,663</b>	<b>(512,663)</b>	<b>6,500,002</b>
<b>Total</b>	<b>11,443,753</b>	<b>18,486</b>	<b>717,804</b>	<b>12,180,043</b>

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 21 Coonabarabran Emergency Water Supply Project – June 2018 Update**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Warrumbungle Water
<b>Author:</b>	Acting Director Technical Services – Russell Lloyd
<b>CSP Key Focus Area:</b>	Public Infrastructure & Services
<b>Priority:</b>	P17 Communities across the Shire are supported by the secure, long term supply of energy and clean water.

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#### **Reason for Report**

To update Council on the progress of the Coonabarabran Emergency Water Supply Project.

#### **Background**

Council at its last meeting received a report on the project setting out details of the continued drop in the water level in Timor Dam (which is now down to 22.9% at the time of writing this report, 13 June 2018).

This report sets out actions in train and the current funding position.

#### **Issues**

##### **a) Progress on Bore Production**

All seven (7) bores in the identified locations for the supply of underground water have now been successfully completed.

Six (6) of the bores have been cased and three day pump tested. The seventh is undergoing testing now. The test results are generally pleasing and are as follows:

- Water Treatment Plant cased to 123 metres producing 4 litres per second.
- Nandi Park cased to 46 metres producing 5 litres per second.
- Bart Bok Bridge cased to 136 metres producing 6 litres per second.
- Nandi Creek cased to 143 metres producing 5 litres per second.
- Namoi Street cased to 63 metres producing 0.8 litres per second.
- Homeleigh Drive – Awaiting final testing.

The test hole at Morrissey's Corner has not proven to be viable as drilling has now shown that production levels are too low. A decision has therefore been taken to abandon this bore as further work on it would be counter productive.

All water samples that have been sent for analysis indicate the water from all bores now tested is suitable for treatment to be used in the town water supply.

Progress has been made to connect the bores to the Water Treatment Plant.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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1. This involves providing power supply to each bore site. All sites, with the exception of the bores at the Water Treatment Plant and in Namoi Street require new connections to the grid. Therefore, these sites require the supply of power at a cost of approximately \$44,000 each.
2. Pumping equipment has been purchased for three of the sites ready for connection later this month.

The State Government has to date provided grants for Water Security in Coonabarabran.

- January 2018 – 75% of \$200,000 (\$150,000) was granted for test drilling of bores.
- January 2018 – 75% of \$400,000 (\$300,000) for pumping the 'dead water' storage from Timor Dam and for Water Carting infrastructure.
- April 2018 – 75% of \$700,000 (\$525,000) for works associated with expanding the number of test bores to seven and fitout of at least two of these bores for production.

The dead water storage pump out system is in place but not in use. It however has been tested.

No expenditure has taken place against the funds for the Water Carting Plan infrastructure provision as the concentration has been on providing supply from the bores.

At this stage, Council has committed a total of \$1,240,000 including an allowance of \$120,000 for Water Carting infrastructure.

### **b) Financial**

The funds available now will allow the connection of three (3) of the new bores but not the remaining four (4). As previously advised the Mayor sent a letter to Minister Blair via local member Kevin Humphries requesting additional funding.

Attached is a spreadsheet showing the amounts paid to contractors and committed total costs for contractor and Council works to be undertaken within the current budget (see *Attachment 1*).

Most recently the Regional Manager Water and Sewerage from the NSW Office of Water visited Council, inspected the works and held discussions with staff. He indicated that the Government understood Council's predicament and would consider Council's request for additional funding. The funding level now sought is for full cost to complete at an estimated \$550,000. The total estimate including unfunded works therefore amounts to \$1,700,00 (see *Attachment 2*).

### **c) Dam Levels and Supply**

As indicated the level in the Timor Dam continues to fall, currently being at 22.9%, compared to last month, 4 May 2018, at 23.8% (see *Attachment 3*). This is a much slower rate of drop than in earlier months.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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The principal reason is that Council has re-activated the three (3) existing bores near the Water Treatment Plant and has also been able to pump supply from the weir in the Castlereagh River (which is still flowing at this point), and that evaporation is lower at this time of year.

Consumption of treated water from the plant is currently averaging 0.55 mgl/day. This is considerably lower than the average summer consumption of 1.2 mgl/day (with Level 6 restrictions).

Given that the consumption currently being experienced can be supplied from the bores and river, but only just, which includes running the treatment plant for longer hours than ideal, it is not intended to turn on the dead storage pumping system unless absolutely necessary. Therefore the strategic approach has now been varied to using water from the pre-existing bores, the river, the three (3) new bores and retaining the water in the Timor Dam at, or as near as practical, to the current level so that should there be problems with using the bores there is sufficient water stored in the dam to maintain supply for about two months.

Council staff have written to the owners of properties along the main pipeline route from the dam to the treatment plant warning them of possible supply disruptions.

Finally staff are following up the highest usage properties and ensuring that the Level 6 restrictions are being adhered to.

### **Options**

The options available to Council are limited to the actions currently being taken but the additional four (4) bores / pumps can be finalised with extra Government funding of \$550,000.

This would then provide confidence in security of supply and manageable outcomes for the town.

### **RECOMMENDATION**

That Council note the June 2018 Update Report on the Coonabarabran Emergency Water Supply Project.

# WARRUMBUNGLA SHIRE COUNCIL

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### Attachment 1 – Total Committed Costs within Existing Budget for Timor Road New Bores Project

Supplier	Water Carting Infrastructure	Extras	Dead Water Storage	Namoi St Bore	Nandi Park	Water Treatment Plant	Nandi Creek	Morrissey's Corner	Homeleigh Drive	Bart Boc	Total
Watermin(Bore Drillers)				23,925.00	92,621.20	115,506.60	109,160.70	86,160.00	132,160.00	109,160.70	668,694.20
Hydrolex(Hydrologist)			3,614.00	6,000.00	4,950.00	4,500.00	7,500.00	5,170.00	5,700.00	7,500.00	44,934.00
D Hunt(Electician)			22,440.00		2,000.00	6,446.00	2,000.00		2,000.00	2,000.00	36,886.00
Aqua West(Pump Supplies and Fitters)			125,345.36			49,463.00				56,409.00	231,217.36
S McEvoy(Water Carters)			400.00		12,000.00	12,000.00	12,000.00		12,000.00	12,000.00	60,400.00
P Kuras(pump supplier and driller)				7,568.00		3,500.00					11,068.00
McKecknie(Driller)					11,000.00	11,000.00					22,000.00
C Cormie(Electrician)				1,256.00							1,256.00
Hofman(Level 3Electrician)										41,075.57	41,075.57
Cadia(plumbing Supplies)						1,181.40					1,181.40
Supervision		16,000.00									16,000.00
Staff		8,000.00									8,000.00
Plant Hire		8,000.00									8,000.00
On cost		30,000.00									30,000.00
Water Carting Infrastructure	120,000.00										120,000.00
<b>Total as at 13.6.18</b>	<b>120,000.00</b>	<b>62,000.00</b>	<b>151,799.36</b>	<b>38,749.00</b>	<b>122,571.20</b>	<b>203,597.00</b>	<b>130,660.70</b>	<b>91,330.00</b>	<b>151,860.00</b>	<b>228,145.27</b>	<b>1,300,712.53</b>



# WARRUMBUNGLE SHIRE COUNCIL

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### Attachment 2 – Total Estimate Costs to Connect All Bores for Timor Road New Bores Project

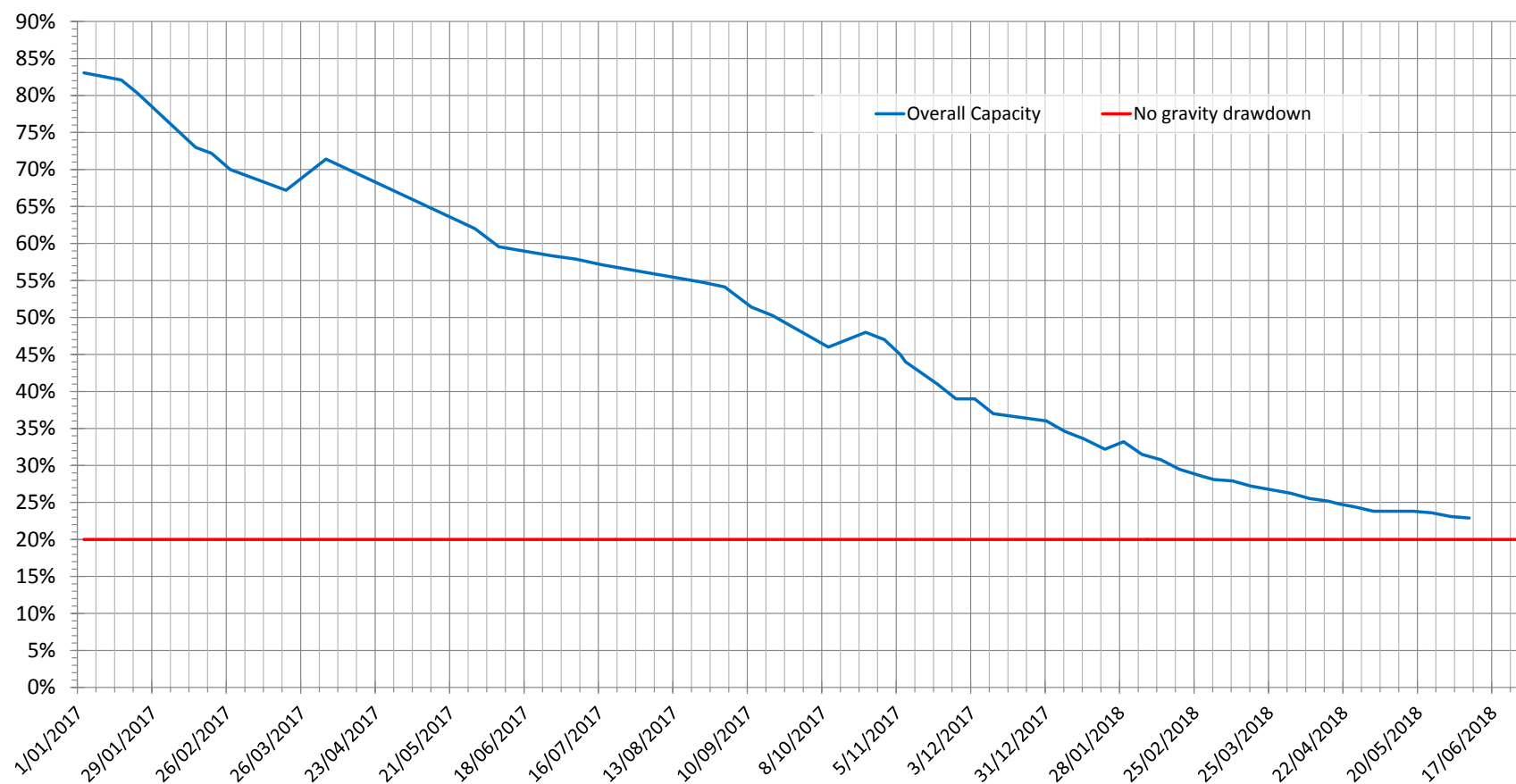
Supplier	Water Carting Infrastructure	Extras	Dead Water Storage	Namoi St Bore	Nandi Park	Water Treatment Plant	Nandi Creek	Morrissey's Corner	Homeleigh Drive	Bart Boc	Total
Watermin(Bore Drillers)				23,925.00	92,621.20	115,506.60	109,160.70	86,160.00	132,160.00	109,160.70	668,694.20
Hydrolex(Hydrologist)			3,614.00	6,000.00	4,950.00	4,500.00	7,500.00	5,170.00	5,700.00	7,500.00	44,934.00
D Hunt(Electrician)			22,440.00		2,000.00	6,446.00	2,000.00		2,000.00	2,000.00	36,886.00
Aqua West(Pump Supplies and Fitters)			125,345.36		56,000.00	49,463.00	56,000.00		56,000.00	56,409.00	399,217.36
S McEvoy(Water Carters)			400.00		12,000.00	12,000.00	12,000.00		12,000.00	12,000.00	60,400.00
P Kuras(pump supplier and driller)				7,568.00		3,500.00					11,068.00
McKecknie(Driller)					11,000.00	11,000.00					22,000.00
C Cormie(Electrician)				1,256.00							1,256.00
Hofman(Level 3Electrician)					44,000.00		44,000.00		44,000.00	41,075.57	173,075.57
Cadia(plumbing Supplies)						1,181.40					1,181.40
Supervision		25,000.00									25,000.00
Staff		15,000.00									15,000.00
Plant Hire		15,000.00									15,000.00
Contingency		35,000.00									35,000.00
On cost		40,000.00									40,000.00
Water Carting Infrastructure	120,000.00										120,000.00
<b>Total as at 13.6.18</b>	<b>120,000.00</b>	<b>130,000.00</b>	<b>151,799.36</b>	<b>38,749.00</b>	<b>222,571.20</b>	<b>203,597.00</b>	<b>230,660.70</b>	<b>91,330.00</b>	<b>251,860.00</b>	<b>228,145.27</b>	<b>1,668,712.53</b>

# WARRUMBUNGLE SHIRE COUNCIL

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### Attachment 3 – Water Volume Depletion in Timor Dam

Timor Dam - Volume Depletion Rate



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 22 Drought Management and Water Demand Management Plans**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Water and Sewerage
<b>Author:</b>	Acting Director Technical Services – Russell Lloyd
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P17 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire.

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#### **Reason for Report**

The purpose of this report is to allow Council to consider and advertise both a draft Drought Management Plan and a draft Water Demand Management Plan.

#### **Background**

The Council area has suffered from a history of droughts over time with the current situation in Coonabarabran being particularly severe. Council has been forced to introduce water restrictions on numerous occasions with the average time span of once every 2 years and 3 months.

Although the CSIRO has reported on climate change predictions that, in the Central West of NSW, there is evidence in the data CSIRO have available of increasing rainfall trending towards an additional 5mm per decade, increased evaporation resulting from increased temperatures is likely to result in less run off in future. Therefore droughts are likely to reoccur with increasing frequency.

Draft information covering both drought management planning and water demand management planning was prepared in late 2013 and considered by Council but not finalised for adoption. The drafts have now been updated to recognise the efflux of time and conditions that have manifested recently.

The concurrent consideration of a Water Demand Management Plan is highly desirable so as to provide a platform for reducing cost increases and preserving our valuable water resources.

#### **Issues**

The current ongoing drought, very low level of storage in Coonabarabran's Timor Dam with no short term rainfall and runoff relief predicted highlights the need for a long term strategy to both supply potable water to the towns within the Shire and encourage residents and businesses to be conscious of the finiteness of available water.

There are nine (9) site specific areas where Council provides a water supply.

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Eight (8) of the locations namely Baradine, Binnaway, Bugaldie, Coolah, Coonabarabran, Dunedoo, Kenebri and Mendooran supply potable water whereas Merrygoen water supply is non-potable.

The treatment plants at all locations are ageing and replacements will be required over the next ten years. However the plants are of sufficient capacity to cope with current and projected demand.

The two draft plans cover each of the towns mentioned and have site specific comments for each. A series of recommendations are made in both plans.

### **Options**

The Council is charged with the responsibility of providing a clear long term strategy for the supply of potable water for businesses and residents in the towns within the Shire and with providing an appropriate level of guidance and support for people living and working within the Shire.

Therefore the 'do nothing' option is not considered in the best interests of the Shire. Adoption of plans to cope with inevitable drought and encourage limiting demand are the appropriate strategies.

### **Financial Considerations**

The two plans provide a commitment to expend funds in a manner that provides the longer term security of supply in all nine (9) locations that currently have a water supply system.

Council funding for upgrade/replacement and service expansion are considered as part of its Community Strategic Plan and Delivery Program. The estimated projection of costs to operate and manage Council's system over the next ten (10) years is included in the annual budget documents.

The two draft Plans are enclosed:

1. Draft Drought Management Plan
2. Draft Water Demand Management Plan

### **RECOMMENDATION**

That the draft Drought Management Plan and draft Water Management Plan be exhibited for public comment for 28 days and a further report be presented to Council after the exhibition.

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### **Item 23 Road Rail Interface Agreement**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Water and Sewerage
<b>Author:</b>	Acting Director Technical Services – Russell Lloyd
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P15 Council manages its assets and infrastructure to meet the agreed service levels.

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### **Reason for Report**

The purpose of this report is to seek Council approval of an updated Road Rail Interface Agreement (RRIA) with John Holland Rail Pty Ltd (JHR) as the Rail Infrastructure Manager. A copy of the RRIA (Version 1), May 2018 is enclosed.

### **Background**

An Interface Agreement between a road authority and the rail network manager is required under the provisions of the Rail Safety National Law (NSW).

JHR have advised that they have reviewed all Agreements across 60 councils and prepared an updated Agreement to ensure consistency and to streamline it. JHR has internally risk assessed all interfaces (level crossings and bridges).

The updated RRIA is between JHR, Roads and Maritime Services (RMS) and Council. The Agreement sets out the responsibilities of the parties for those locations where a railway line and road intersect.

The updated version of the RRIA has been examined and is satisfactory. It sets out the interfaces, defines the responsibilities of each party, indemnifies management of risks and provides for routine inspections by JHR.

### **Issues**

An Agreement is mandatory under Federal law and is monitored by the National Rail Safety Regulator. The new version of the RRIA replaces an outdated version not consistent with other RRIA's across the State.

### **Options**

The only available option would be to seek a variation to the RRIA.

### **Financial Considerations**

The RRIA does not require any additional funding but clearly sets out that each party must maintain their respective infrastructure within the interface area.

Each party must also consult the other parties when work is proposed within the interface and assess risks associated with that work. This is accepted as appropriate standard practice.

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### **RECOMMENDATION**

That the General Manager be authorised to execute the Road Rail Interface Agreement with John Holland Rail Pty Ltd and Roads and Maritime Services.

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### **Item 24 Rural Road Naming Request – Off Warrumbungles Way, 2.6km South of Newell Highway**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Asset and Design Services
<b>Author:</b>	GIS Officer – Geoff Stephenson
<b>CSP Key Focus Area:</b>	Rural & Urban Development
<b>Priority:</b>	RU4 – Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

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#### **Purpose**

The purpose of this report is to seek Council concurrence to the naming of a rural road that intersects with Warrumbungles Way approximately 2.6km south of the Newell Highway (*refer Attachment 1.0*).

#### **Background**

Council received a request from a property owner to name a rural road located off Warrumbungles Way approximately 2.6km south of the Newell Highway, Anns Lane in honour of Mrs Ann Savage who owned one of the four properties.

Council resolved at the Ordinary meeting of 14 December 2017 as follows:

***‘246/1718 RESOLVED that the road that intersects with Warrumbungles Way approximately 2.6km south of the Newell Highway is named Anns Lane, subject to consultation in accordance with guidelines from the Geographical Names Board and no objections being received.’***

The proposal was advertised in accordance with Regulation 7 of the Roads Regulation 2008.

Objection was raised by the Geographical Names Board (GNB) under *Principle 6.7.4 Uniqueness, Duplication* of the NSW Addressing User Manual, whereby a road name will be regarded as a duplicate if it is the same or similar in spelling or sound to an existing name. There is already an Ann Street located in Coonabarabran.

A submission was received from the property owner that made the original request to name the road. While expressing support for the proposal, the property owner stated their preference was for the name ‘Granny Annies Lane’.

Council resolved at the Ordinary meeting of 15 March 2018 as follows:

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

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The proposal was advertised in accordance with Regulation 7 of the Roads Regulation 2008.

### **Issues**

As per Resolution 332/1718 of 15 March 2018 Council resolved to name the rural road 'Granny Annies Lane' subject to no objections being received.

Council received two objections to the use of this road name. The strongest and most significant objection came from the family of Mrs Ann Savage. 'Granny Annie' is considered a personal family name for Mrs Savage.

The Savage family expressed their support for the original road name request of 'Anns Lane', however stated that their alternate preference was for the name 'Astronomers Walk' as Mrs Savage had walked her dog every day on this road for 26 years. This is within keeping of Council's Astronomy based theme, relating to the Siding Springs Observatory.

The Roads Act requires Council to notify Australia Post, the Registrar General and the Surveyor General of the proposed road. In addition, the proposed road name must be advertised in a local newspaper and written submissions invited.

### **Options**

Council has discretion in this matter. There is no 'master list' of road names that Council may reference.

### **Financial Considerations**

The funds that are required for advertising the proposed road name and erection of a sign are available within current budget allocations.

### **RECOMMENDATION**

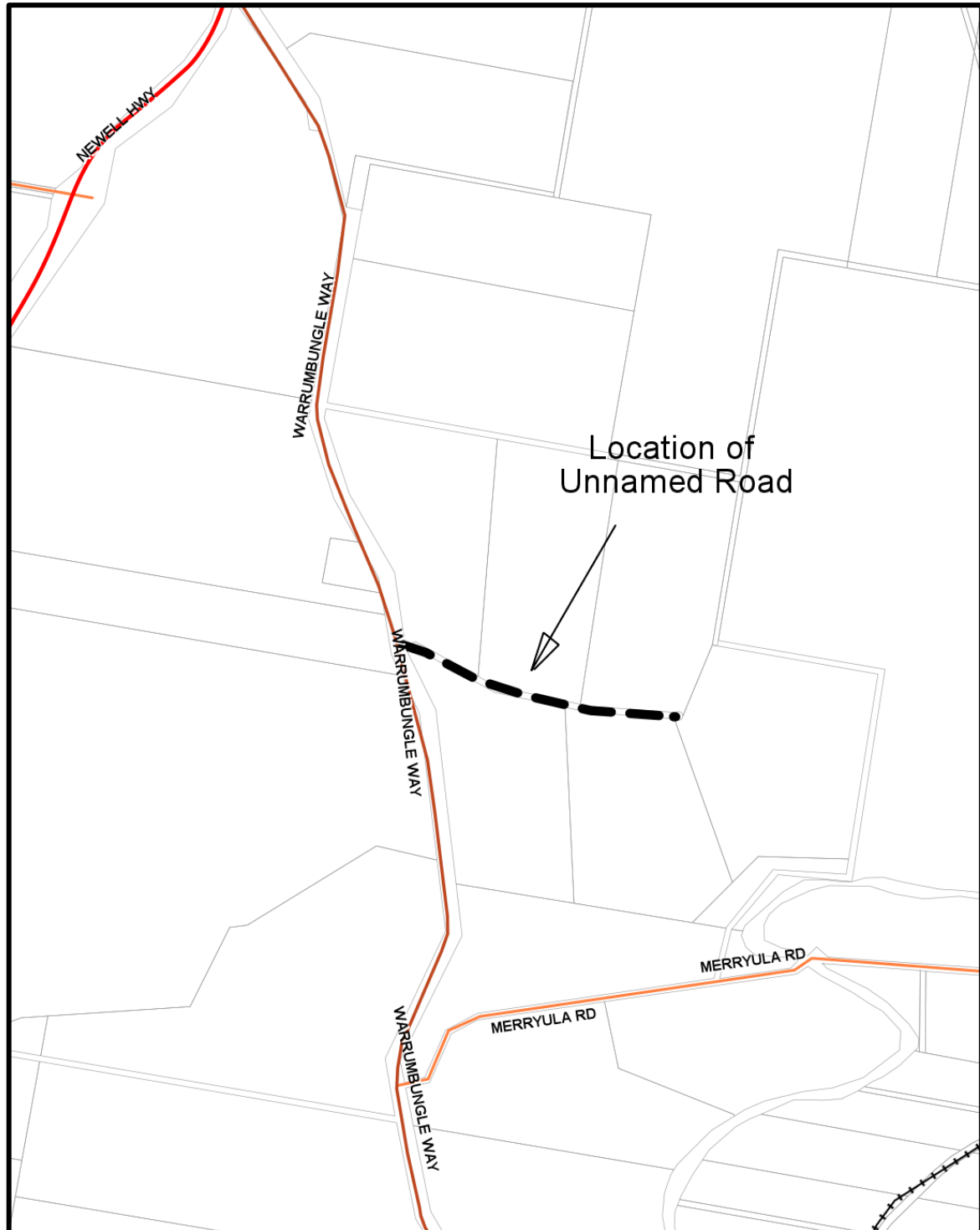
That the road (lane) that intersects with Warrumbungles Way approximately 2.6km south of the Newell Highway be named 'Astronomers Walk', subject to consultation in accordance with guidelines from the Geographical Names Board and no objections being received.



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### **Attachment 1.0 – Location of Unnamed off Warrumbungles Way**



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### **Item 25 Water Loss Management Plans of the Lower Macquarie Water Utilities Alliance Councils**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Water and Sewerage
<b>Author:</b>	Acting Director Technical Services – Russell Lloyd
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P17 Communities across the Shire are supported by the secure, long term supply of energy and clean water.

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#### **Reason for Report**

The purpose of this report is to advise Council of the proposed engagement of a consultant to prepare a Water Loss Management Plan (WLMP) for each water supply system in each of the Lower Macquarie Water Utilities Alliance (LMWUA) Councils.

#### **Background**

The LMWUA included an amount of \$455,000 in its 2017/2018 budget for the preparation of a WLMP for each Council in the Alliance. The reasoning for undertaking this project is that each Council is required to report to Department of Primary Industry (DPI) – Water annually on their estimated water loss.

Across the Alliance the losses were estimated in 2014/2015 (the latest then available) to be in excess of six (6) million litres per day. The water loss is the volume of water which has been treated and which does not generate income through metering systems. By reducing system water loss, supply demand can be reduced and security of supply increased.

Tenders were called on behalf of the Alliance and closed on 19 April 2018. Nine (9) tenders were received. The tenders were assessed and a Confidential Report was prepared for Dubbo City Council (as the sponsor Council for LMWUA). The report is enclosed as a confidential document. Dubbo City Council has approved the recommendations providing for the acceptance of the amended tender from Detection Services Pty Ltd for the lump sum of \$118,536 (incl GST).

#### **Issues**

The preparation of WLMP's is timely given the current drought and the emergency works currently being undertaken to secure and continue to supply water for Coonabarabran. The issue is covered in the draft Drought Management Plan (at 2.5.2 p10) as contained elsewhere in this meeting Agenda. For Warrumbungle Shire total treated water through the eight (8) plants was measured at 1,125 Mgl in 2016/2017, whereas the metered quantity is 710 Mgl. This loss of 415 Mgl or 37% of water produced is significant and above State wide norms.

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A comprehensive approach to address unaccounted water losses and to undertake corrective actions will be the WLMP for each locality. Clearly the smaller Council systems such as Dunedoo and Binnaway stand out as having high losses.

### **Options**

The approach taken to have an Alliance tender will provide Council with an opportunity to identify reasons for losses, action where possible to reduce losses and peer compare systems and performance.

An alternative would be for Council to undertake to prepare its own WLMP. However Council does not have the expertise or resources to do so. This option is therefore not viable.

Also it is considered that taking no action would be missing an opportunity to leverage improvements to the long term water supply systems and water security within the Shire.

### **Financial Considerations**

The costs for Warrumbungle Shire equates to \$14,400 and is well within the Alliance budget.

The WMP's to be prepared will require future expenditures. However there will be savings in the long term. Reasonable estimates cannot be made at this time.

### **RECOMMENDATION**

That Council:

1. Note the acceptance of the regional tender from Detection Services Pty Ltd for Councils across this region for the preparation of Water Loss Management Plans.
2. Note that the Warrumbungle Council's share for its eight treatment plants for this project is \$14,400.

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### **Item 26 2017/18 Technical Services Works Program – Road Operations, Urban Services and Water Services for Period Ending 31 May 2018**

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

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#### **Reason for Report**

The Works Program for the Technical Services division of Council for 2017/18 is presented for information.

#### **Background**

The 2017/18 Works Program including expenditure until the end of May 2018 for all projects in Technical Services is presented in Attachment 1.0. Costs have been directly extracted from Council's ledger. It therefore includes some line items not managed by Technical Services and does not split works by town location.

Attachment 2.0 contains three tables and a list of roads that have been graded since 1 July 2017. A list of road maintenance requests and roads scheduled for maintenance over the next month 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 spent and percentage completion of the scope of works for each project.

It is clear from Attachment 1.0 that whilst Council is generally on track with operational works in each category as they add up to either above or at 85% of Council's revised Budget, Capital Expenditure and therefore achievement of Capital additions (eg. road widening, bridge construction, park improvements) and upgrades will not be completed this financial year.

Technical Services Recurrent Expenditure is (excluding water and sewer) at 90% of Budget and Capital Expenditure for Technical Services (excluding water and sewer) just less than 60%.

#### **Options**

Council has discretion in relation to the Capital Works Program and the Works Program in general. However, no changes are recommended at this time.

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It is evident that in recent years external funding of works has increased but that there has not been a commensurate increase in the capacity to cope with this increase nor has there been sufficient time to fully plan, document and contract (where appropriate) the Works Program included.

### **Financial Considerations**

The Works Program in Attachment 1.0 contains budget allocations and expenditure on the projects. There will be substantial carry over of funds.

### **RECOMMENDATION**

That the 2017/18 Works Program status report for the period ending 31 May 2018 be noted.

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### Attachment 1.0 – Technical Services 2017/18 Works Program – Period Ending 31 May 2018

#### Work Order Budgeting Summary

Posting Year	2018						
Class Description 1	Class Description 3	WO	WO Desc	Budget	Actuals	% Exp	% Works Completed
Admin Proj	Community Transport Capital			206,843	129,720	63%	-
	Design Services Capital			44,500	9,489	21%	-
	IT Capital			600,107	42,346	7%	-
	Libraries Capital			-	-	-	-
	Multiservice Outlet			92,575	81,500	88%	-
	Plant And Equipment Capital			3,394,010	2,850,287	84%	-
	Cobbora Transition Fund			5,345,476	2,861,879	54%	-
	Connect 5 Capital			-	-	-	-
Admin Proj			T	9,683,511	5,975,222	62%	-
Aerodromes	-	1299	Repainting of Coonna Terminal Building	4,660	-	0%	0%
	- Total			4,660	-	0%	
Aerodromes Total				4,660	-	0%	
Bridges	Local Rural Roads	556	Coonagoony Bridge	5,331	5,331	100%	100%
		935	Ross Crossing	10,000	6,500	65%	75%
		1648	Bridge over Todd's Crossing, Terridgerie Creek Baradine	400,000	22,236	6%	10%
	Local Rural Roads Total			415,331	34,067	8%	
	Regional Roads	1023	Alison Bridge	744,835	777,571	104%	100%
	Regional Roads Total			744,835	777,571	104%	
Bridges Total				1,160,166	811,638	70%	
Cemeteries	-	1646	Coonabarabran Native Grove Cemetery Expansion	50,000	47,260	95%	70%
	- Total			50,000	47,260	95%	
Cemeteries Total				50,000	47,260	95%	
Other Items	Stores			-	-	-	-
	Visitors Information Centre			67,880	14,695	22%	-
Other Items Total				67,880	14,695	22%	
Parks, Gardens And Recreation	Ovals And Other Sporting Facilities	942	Master Plan for Each Sporting Precinct	25,000	-	0%	0%
		1308	Coonabarabran Netball Courts	298,467	42,328	14%	20%
		1309	Robertson Oval - Amenities refurbishment (Canteen & Toilets)	27,300	1,200	4%	10%
		1653	Robertson Oval - Seat Replacement	6,000	-	0%	0%
		1654	Reseal of Roads within Coonabarabran Sporting Complex	50,000	18,921	38%	50%
	Ovals And Other Sporting Facilities Total			406,767	62,448	15%	
	Parks	1301	Milling Park - Irrigation System	3,324	20	1%	0%
		1302	Softfall under playground equipment (Coolah)	23,948	24,198	101%	100%
		1303	Softfall Upgrade - Len Guy Park	20,000	-	0%	0%
		1304	Lions Park Shade renewal (Baradine)	72	72	100%	100%
		1305	Wheelchair Access path - Lions Park (internal)	9,091	15,063	166%	100%
		1306	Wheelchair Access path - Lions Park (from Darling St)	3,818	7,490	196%	100%
		1307	Wheelchair Access path - McMasters Park (internal) Coolah	-	-	-	-
		1524	Shade Shelter Bell Park	5,000	-	0%	0%
		1652	Mendooran Park - Connection of existing irrigation to town Water supply	10,000	-	0%	0%
		Parks Total			75,253	46,844	62%
Parks, Gardens And Recreation Total				482,020	109,292	23%	

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Property	Council Offices			626,758	17,728	3%	5%
	Depots	1093	Coona Workshop Capital Items	14,655	18,063	123%	100%
		1817	Coonabarabran Depot (Ex RTA) Facilities Upgrade	50,000	15,226	30%	40%
	Depots Total			64,655	33,290	51%	
	Other Council Properties			40,000	20,498	51%	55%
	Public Halls			64,830	2,885	4%	5%
Property Total				796,243	74,401	9%	
Public Ammenities	-	684	Nandi Park / Timor Rock Amenities Blocks	30,847	-	0%	-
	- Total			30,847	-	0%	
Public Ammenities Total				30,847	-	0%	
Roads	Local Rural Roads	739	Local-Rehab?-Quia Road - Near Lake Edna	60,000	-	0%	0%
		988	Box Bridge Road - Causeway Rehabilitation	44,249	(28,521)	-64%	70%
		1007	Local-Resheet-Yuggel Rd	-	1,060		100
		1015	Local-Resheet-Carmel Ln	47,728	-	0%	0%
		1027	Local-Reseal- Bugaldie Goorianawa Rd	-	-		-
		1038	Local-Reseal-Box Ridge Rd - Ulamambri	-	1,893		100%
		1040	Local-Rehab-Neilrex Rd	98,424	242,379	246%	100%
		1320	Local-Rehab-Wool Rd	204,095	204,095	100%	100%
		1321	Local-Rehab-Rotherwood Rd	149,999	125,661	84%	100%
		1322	Local-Rehab-Turee Vale Road	150,000	88,271	59%	100%
		1365	Local Roads Reseals	563,915	593,674	105%	100%
		1383	Local-Resheet-Munns Rd	-	-		-
		1387	Local-Resheet-Wyuna Rd	105,280	112,502	107%	100%
		1323	Local-Rehab-Gentle Annie Rd Unsealed Rd Pavement Rehab	249,999	446,973	179%	100%
		1324	Local-Rehab-Beni Crossing Road near Dennykymine Road	150,294	155,953	104%	100%
		1325	Mt Nombi Rd-Construction for new Seal	200,000	349,612	175%	100%
		1316	Mia Mia Road - Causeway Rehabilitation	60,000	-	0%	-
		1317	Napier Lane - Causeway Rehabilitation (Garrawilla)	60,000	13,451	22%	100%
		1318	Napier Lane - Causeway Rehabilitation (Mt Warwick)	60,000	-	0%	0%
		1319	Local-Rehab-Neilrex Rd Unsealed Pavement Rehab	200,000	-	0%	0%
		1362	Local Roads Resheeting	10,447	12,251	117%	100%
		1469	Local-Reseal-Neilrex Road	-	-		-
		1647	Pavement Rehab - Various sections - Capital Grant Funded	-	-		-
		1649	Upgrade Munns Road Baradine (sealing of 600m and Cement causeway Michomi Creek)	250,000	37,993	15%	25%
		1715	Local-Resheet-Bourke & Halls Rd	45,000	-	0%	0%
		1716	Local-Resheet-Wingabutta Rd	90,000	-	0%	0%
		1717	Local-Resheet-Hawkins Lane	40,000	-	0%	0%
		1718	Local-Resheet-Hawkins Rd	40,000	-	0%	0%
		1719	Local-Resheet-Wardens Rd	50,000	-	0%	0%
		1720	Local-Resheet-Mt Hope Rd	125,000	84,630	68%	100%
		1721	Local-Resheet-Sandy Ck Rd	120,000	6,764	6%	10%
		1722	Local-Resheet-Dandry Rd	120,000	-	0%	0%
		1723	Local-Resheet-Munns Rd	175,000	96,369	55%	100%
		1724	Local-Resheet-Dinby Lane	50,000	-	0%	0%
		1725	Local-Resheet-Newbank Lane	70,000	-	0%	0%
		1726	Local-Resheet-Tabletop Rd	45,000	30,610	68%	100%
Local Rural Roads Total				3,634,430	2,575,621	71%	

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Regional Roads	562	Regional-Rehab-MR329 - Kenebri	-	-	-	-
	630	Regional-Widen & Rehab-Main Road 55	1,162,725	455,342	39%	60%
	938	Regional-Widen-MR129 - Baradine Road (Coonamble)	507,408	167,477	33%	40%
	1326	Regional-Widen-MR129 - Purlough Road (Shoulder)	5,684	5,684	100%	100%
	1327	Regional-Widen-MR618 (Shoulders)	150,250	220,140	147%	100%
	1289	Regional-Rehab-Timor Road - Shoulder Rehab	163,323	-	0%	0%
	1364	Regional Roads Reseals	647,072	409,217	63%	100%
	1738	Regional-Widen & Rehab-Main Road 55: 10.82-13.29 kms from Coolah	-	424,333	100%	100%
	1651	Other Pavement Rehab	-	326	-	-
	1650	Vinegaroy Road Rehab between Cambawarr and Wyandra	169,000	5,719	3%	5%
<b>Regional Roads Total</b>			<b>2,805,462</b>	<b>1,688,239</b>	<b>60%</b>	
Town Streets	546	Streets-Reseal-Baradine	18,963	5,845	31%	100%
	547	Streets-Reseal-Binnaway	17,015	16,970	100%	100%
	548	Streets-Reseal-Coolah	28,290	6,811	24%	50%
	549	Coonabarabran Streets Reseals	90,508	27,792	31%	50%
	550	Streets-Reseals-Dunedoo	25,420	4,836	19%	100%
	551	Streets-Reseals-Mendooran	17,015	21,336	125%	100%
	574	Binnaway Progress Association	5,000	5,012	100%	100%
	575	Street Lights - Coolah	8,000	-	0%	0%
	577	Footpath rehabilitation - Binnaway	10,000	-	0%	0%
	579	Railway Street (Napier St to Renshaw St- 240m) - K&G	55,000	-	0%	0%
	581	Streets-Rehab-Booyamurra Street, east of Binnia	70,413	-	0%	0%
	582	Footpath Rehabilitation - various locations Coolah	30,000	1,918	6%	10%
	588	Footpath Rehabilitation - various locations Dunedoo	20,000	18,486	92%	100%
	590	Footpath Rehabilitation - Mendooran	30,000	16,091	54%	100%
	632	John Street Kerb And Gutter Rehabilitation	70,000	-	0%	0%
	647	Dalgarno St K&G Rehab East of John	-	-	-	-
	957	Baradine District Progress Association Main street Gardens	5,000	5,000	100%	100%
	959	Baradine - Rehabilitation of footpath sections	25,997	22,682	87%	100%
	961	Binnaway - Street Lights	-	-	-	-
	962	Coolah - Cycleway Extension From Booyamurra Street	-	-	-	-
	963	C'bran - Cassilis Street, Robertson to Namoi, new footpath	-	-	-	-
	964	C'bran - Dalgarno Street (John - Cowper) Footpath Rehabilitation	-	-	-	-
	965	Street-Rehab-C'bran - Dalgarno Street West	19,327	3,364	17%	50
	966	John Street. K & G Rehabilitation C'bran - John Street. K & G Rehabilitation	-	-	-	-
	970	Steet-New Seal-C'bran - Wallaroo street from Bulinda to Talbragar / Adelyne streets	350,000	-	0%	0%
	1330	Shared Path, Caravan Park to Renshaw Street	15,835	15,875	100%	100%
	1333	Shared Path - Goddard Street to MPS	160,581	150,860	94%	100%
	1336	Shared Path, Edward Street, Newell Hwy to Neate street	137,474	139,756	102%	100%
	1337	Street Trees - Centre Cowper Street edwards to Dalgarno	29,359	60	0%	0%
	1328	Flood Levee Design	20,000	85,569	428%	100%
	1332	Drainage Study, Bowen Oval, Goddard & Martin St	16,000	-	0%	0%
	1334	Belar Street & Merebene St Drainage Pipe	70,000	-	0%	0%
	1338	Yarrow St at Bandulla, south side, dish drain	17,999	-	0%	0%
	1329	Bullinda Street, New Kerb and Guttering	55,000	-	0%	0%
	1665	Baradine Streets - Street lighting	8,000	-	0%	0%
	1666	Baradine Streets - Street Trees	5,000	-	0%	0%



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		1667	Corry Bridge Western Approach	-	56	-	-
		1668	Renshaw St stormwater drainage	-	-	-	-
		1669	Pavement Rehabilitation (Various Locations)	-	-	-	-
		1670	Pipe Drainage Goddard St, Binnia St and Martin St	45,000	80	0%	0
		1671	Crane Street Rehabilitation	-	-	-	-
		1672	Street Trees - centre Charles st Edwards to Dalgarno	30,000	-	0%	0
		1673	Barker St Drainage pipe	-	-	-	-
		1674	Newell Hwy Opposite Yuluwirri Kids Pipe Design	-	-	-	-
		1675	Drainage Study Wargundy St	15,000	-	0%	0
		Town Streets Total			1,521,196	548,396	36%
Roads Total				7,961,088	4,812,255	60%	
Rural Fire Service	-	591	RFS - Fire Control Centre Coonabarabran	-	24,102	-	100%
		592	RFS - Vehicles	965,279	-	0%	0%
		818	Cattle Grids David Knight Rd	-	-	-	-
		859	RFS - Station Improvements	24,836	-	0%	0%
		1314	RFS - Mowrock Station	300,000	2,150	1%	0%
		1315	RFS - Weetaliba Station	-	6,401	-	100%
		1751	RFS - Toilets (budget pending)	-	18,811	-	100%
		1752	RFS - RFS Bugaldie Station (budget pending)	10,000	3,535	35%	50%
		1753	RFS - RFS Yearinan Station (budget pending)	10,000	5,891	59%	100%
		1754	RFS - RFS Leadville Station (budget pending)	35,000	10,735	31%	100%
	- Total			1,345,115	71,624	5%	
Rural Fire Service Total				1,345,115	71,624	5%	
Sewer	-	543	Mains-Relining various sections (Edwards St to Dalgarno, Robertson/ John	123,223	89,015	72%	75%
		980	Coolah - Mains Relining Goddard Street (Lot 3 DP 792398 to Lot 14 DP979105)	62,037	47,663	77%	80%
		982	Coolah - Dump Site	-	-	-	-
		983	C'bran - Pump Stations Renewal	30,000	-	0%	0%
		1041	Mains - Relining laneway between Cobborah &Tucklan - Dunedoo	60,000	21,112	35%	100%
		1340	Telemetry Upgrade (All Towns)	926	1,538	166%	100%
		1341	Re-keying Sewer sires	17,332	17,332	100%	100%
		1683	Sewer Coolah - Smoke Testing	50,000	45,363	91%	100%
		1684	Sewer Dunedoo - Smoke Testing	50,000	82,417	165%	100%
		1690	Sewer Baradine - Pot servicing	20,000	-	0%	0%
		1691	Sewer Coona - Smoke Testing	60,000	16,619	28%	40%
		1571	Coonabarabran Sewage Treatment Plant Upgrade (RNSW 813)	245,917	22,302	9%	100%
		1576	Dunedoo Sewage Treatment Plant Upgrade (RNSW 811)	1,273,468	23,008	2%	5%
		1577	Coolah Sewage Treatment Plant Upgrade (RNSW 812)	243,817	15,667	6%	5%
		1700	Baradine - Camp Cypress Sewer Line Feasibility Study	3,746	7,650	204%	100%
	- Total			2,240,466	389,688	17%	
Sewer Total				2,240,466	389,688	17%	
Swimming Pools	-	943	Baradine Re-Connection of Lights over pool	8,060	-	0%	0%
		951	C'Bran - Installation of Hot Water to Amenities	-	-	-	-
		952	C'Bran - Pool Maintenance and Repairs	17,000	16,896	99%	100%
		1342	Baradine - Painting External Building stage 1 & 2	17,500	13,580	78%	100%
		1343	Baradine Shade Structure	40,000	-	0%	0%
		1345	C'Bran Rainwater Tank & Pump for Irrigation	5,000	234	5%	0%
		1347	Coolah Rain Tank & Pump for Irrigation	4,000	-	0%	0%

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		1349	Dunedoo Pool Improvement	2,686	-	0%	0%
		1350	Mendooran Upgrages to S/Club Room	1,000	-	0%	0%
		1655	Baradine - Pump Room rehabilitation	10,000	18,835	188%	100%
		1656	Binnaway Main Pool Ladders X 6	11,000	11,800	107%	100%
		1657	Binnaway Removal of Large Pine Tree	-	1,983		100%
		1658	Coolah Disable Chair Lift	10,000	-	0%	0%
		1659	C'Bran Regulator & Injector (Dosing System)	3,000	1,863	62%	75%
		1660	Dunedoo Awning over canteen area	4,000	-	0%	0%
		1661	Dunedoo Roof Modifications Amenities Block (Polycarbon)	30,000	-	0%	0%
		1662	Mendooran Chemical Dosing Units	2,000	-	0%	0%
		1663	Install 2 x 32000ltr water tanks at Baradine, Coona, Coolah, and Dunedoo pools (to compl	43,000	10,614	25%	25%
		1664	Improvements to Mendooran Swimming Pool - Disabled Access to the Pool and Disabled 1	15,000	1,272	8%	10%
		- Total		223,246	77,076	35%	
Swimming Pools Total				223,246	77,076	35%	
Waste Management	Transfer Stations & Landfill			152,480	131,144	86%	
Waste Management Total				152,480	131,144	86%	
Water	-	519	Meter Replacements - Baradine	5,000	2,412	48%	50%
		523	Meter Replacements - Binnaway	5,000	-	0%	0%
		524	Mains Extension - removal of dead ends	-	2,522		100%
		525	Meter Replacements - Coolah	5,000	-	0%	0%
		529	Mater Replacements - Coonabarabran	26,000	25,408	98%	100%
		531	Timor Dam Fence & Dead Water storage	210,000	156,522	75%	75%
		532	Tools - Coonabarabran Water	5,000	3,147	63%	100%
		971	Baradine - Water Treatment Clarifier	-	44		-
		972	Binnaway - New Bore	385,847	40,896	11%	30%
		973	Coolah - New Bore	405,538	71,196	18%	30%
		974	Meter Replacements - Coonabarabran	5,000	-	0%	0%
		975	Main Extension - Removal of Dead Ends (Timor rd to Eden St)	12,000	11,074	92%	100%
		976	C'bran - Raising Timor Dam Wall	284,734	48,494	17%	25%
		977	Mendooran - New Bore	256,563	21,107	8%	20%
		1018	Binnaway - Water Treatment Plant- Renewals	-	14,337		100%
		1358	Telemetry Upgrade Water (All Towns)	927	1,708	184%	100%
		1351	Mains Extension, Bligh Street (Macquarie to Castlereagh)	31,223	-	0%	0%
		1352	Mains Replacement (Narren Street)	52,000	18,858	36%	100%
		1563	Rekeying Water sites - Coona, Barra, Binna, Mend	50,000	-	0%	0%
		1452	Baradine town reservoir - clean	77,000	14,995	19%	25%
		1564	Mains Replacement - Wargundy Street	63,823	34,516	54%	100%
		1677	Mains Extension - removal of dead ends Cunningham St (Campbell to Gilmore)	15,000	-	0%	0%
		1678	Mains Extension - removal of dead ends Central Lane to Martin St	15,000	-	0%	0%
		1679	Mains Extension - removal of dead ends Lane behind shops Eastern side to Martin St	10,000	-	0%	0%
		1680	Mains Extension - River St to Brambil to Napierst	30,000	19,872	66%	70%
		1681	Mains Extension - River St to Farnell to Abbott St	18,500	11,721	63%	70%
		1682	Replace Water Meters	5,000	-	0%	0%
		1685	Remove dead ends Andy's lane to Castlereagh st	17,000	1,935	11%	10%
		1686	Re-locate services-Renshaw st	25,000	-	0%	0%
		1687	Main Extension - Innest St (between Quandong and Frater St)	12,000	3,484	29%	30%
		1688	Main Extension between Castlereagh st and Ulinda st	70,000	36,927	53%	100%

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		1689	Mains Replacement Camp St (anne to namoi St)	50,000	-	0%	0%
		1676	Replacement of Water Tower Kenebri	50,000	98	0%	0%
		1818	Mendooran - Water recommendations	80,000	-	0%	0%
		1799	Coonabarabran - Production Bore	-	419,998		80%
		1805	Coonabarabran - Test Bore	-	123,280		100%
	- Total			2,278,155	1,084,553	48%	
Water Total				2,278,155	1,084,553	48%	
Yuluwirri Kids	-	1290	Yuluwirri Kids Bike Path	19,512	19,512	100%	
	- Total			19,512	19,512	100%	
Yuluwirri Kids Total				19,512	19,512	100%	
Grand Total				26,495,389	13,618,360	51%	

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### **Attachment 2.0 – Maintenance Grading of Unsealed Roads, for the Period 1 July 2017 to 31 May 2018**

Unsealed Roads - Completed Grading Maintenance Year to Date			Unsealed Roads - Completed Grading Maintenance Year to Date		
Road Name	Category	Length	Road Name	Category	Length
Angus	2	12.4	Homeleigh	3	4.8
Avonside	1	11.8	Homestead	3	7.1
Banoon	3	4.2	Hotchkiss	2	5.6
Beers	3	0.8	Iona (North)	3	5
Beni	1	14.1	Kanoona	1	4.5
Berdeen	3	5.5	Kennedys	3	5
Berowra	1	4.6	Kerrawah	3	1
Bingie Grumble	2	1	Kilchurn	2	4
Blackburns	3	1	Lawson Park	1	2.8
Bobella	3	1.2	Leaders	2	13.6
Bolton Creek	2	1.8	Lockerbie	2	7.2
Bong Bong	3	3	Madigan	3	2.4
Boogadah	3	2.6	Marombi	3	1.3
Bourke & Halls	3	8	Mt Hope	1	10.9
Box Ridge	1	29.7	Mt Phillip	3	1.1
Brown Springs	3	3.5	Major Mitchell	2	0.5
Bullinda	3	7.3	Melrose	3	1.5
Burma	3	6.6	Merotherie	2	1.8
Caigan	1	7.5	Morrisseys	1	3
Creennaunes	2	2	Mountainside	3	4.2
Cumberdeen	3	2.1	Munns	1	1.2
Dapper	2	1	Napier	1	8
Dennykymine	1	26	Narangarie	3	5.8
Diehm	3	1.4	Nashs	3	3.3
Digilah	2	2.5	Nebile	3	5
Eagleview	3	0.9	Neilrex	1	6.2
Emu	3	0.1	North Pine Ridge	1	3.9
Gamble Creek	2	21.3	Oakey Creek	2	4
Gowang	2	4.6	Old Common	3	1.2
Grandchester	3	0.5	Patrick	2	8.5
Guinema Bugaldie	1	5.5	Pine Ridge	1	3.6
Guinema	2	31.6	Quaker Tommy	2	7.6
Gum Nut	3	0.5	Railway	3	1.8
Gundare	3	8	River	1	4.8
Hawkins	3	3.3	Saltwater	3	2.8
Hickeys	2	5.6	Sandy Creek	2	4.5

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Unsealed Roads - Completed Grading Maintenance Year to Date		
Road Name	Category	Length
Scully	3	1.1
Stoney Point	3	2.2
Tibuc	3	2.2
Tooraweenah	3	5.5
Upper Laheys Ck	3	6.2
Walker	3	1.8
Walleroo	2	2.6

Unsealed Roads - Completed Grading Maintenance Year to Date		
Road Name	Category	Length
Warrigal	3	2.5
Wingabutta	2	7.8
Wyuna	1	6.2
Yaminbah	2	13.9
Yarragrinn	1	14.7
Yattendon	3	1.4
Yearinan	2	1

Maintenance Requests Received in May 2018
Cobbora Rd
Pinehurst Rd
Oban Rd
Cenn Cruiach Rd

Unsealed Road Upcoming Grading Maintenance Program
Girragulang Rd
Mooren Rd
Dandry Rd
Borambitty Rd
Fairfield Rd
Old Common Rd

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

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### **Item 27 Bush Fire Recovery Assistance – Sir Ivan Fire**

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

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### **Reason for Report**

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

### **Background**

The devastating Sir Ivan bushfire in February 2017 has caused significant hardship and disruption to many property owners in the southern section of the Shire. Whilst significant assistance has been and will continue to be provided to those affected by the various NSW Government agencies the focus of this report is to recommend to Council to extend the assistance for people to re-establish themselves after the loss of property in the fires. It was previously resolved to waive Council related fees in April 2017.

### **Issues**

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

Irrespective of whether properties were insured or not, disposal of fire damaged waste required consideration. Any Asbestos Containing Material (ACM) is required to be disposed of at approved landfills; with the approved landfill in Warrumbungle Shire being located in Coonabarabran. Costs for disposal of asbestos materials as a result of the fire is being covered to some extent by the NSW Government on the proviso that Council waives tipping fees for Sir Ivan affected residential property owners who need to dispose of ACM waste. The NSW Government covered the cost of Council's expenses to dig additional asbestos cells and manage burial of the ACM. It is estimated that between 6 to 10 properties still require ACM to be disposed of.

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

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Council has however offered advice and assistance with fee waivers for Council related fees such as, the development application fee, construction certificate fee, inspection fees and Section 94A developer levy which are all Council controlled fees. Council are not able to exempt people from neither the Long Service Corporation Levy nor the Plan First Levy which are both State Government associated fees in the development process.

### **Options**

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

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

### **Financial Considerations**

The issue of lost income for the waste operations for disposal of ACM can still be compensated by the fact that the NSW Government has covered the cost of the digging and subsequent covering of asbestos waste received.

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

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

### **RECOMMENDATION**

1. That Council extends the waiver of Development Application, Construction Certificate, Inspection and Section 94A fees for those residents who meet the following criteria:
  - (a) Have lost their principle place of residence and they meet the LEP requirements that allow construction of a dwelling on that property.
  - (b) Insurance held does not cover the payment of approval related fees.
  - (c) The property has been confirmed by Council to have been destroyed by the February 2017 Sir Ivan fire.

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2. That Council extends the waiver of tipping fees to receive Asbestos Containing Material generated by the Sire Ivan Fire to 30 June 2019.



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### **Item 28 Commencement of the Crown Land Management Act 2016**

<b>Division:</b>	Development Services
<b>Management Area:</b>	Property and Risk
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Recreation and Open Space
<b>Priority:</b>	RO1.1 – Identify opportunities for innovative adaptation and/or sharing of open space and infrastructure for recreational purposes

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#### **Reason for Report**

To inform Council the commencement date for the *Crown Land Management Act 2016* will be 1 July 2018 and Council will commence management of Crown Reserves under the *Local Government Act 1993*.

#### **Background**

The Minister for Lands and Forestry, the Hon. Paul Toole MP announced that the *Crown Land Management Act 2016* (CLM Act) will commence on 1 July 2018.

Local Councils will commence management of Crown Reserves under the *Local Government Act 1993* from 1 July 2018, and must be ready to start the transition to the new requirements from that date.

OLG and Department of Industry have produced a range of materials to support Councils including newsletters, webinars and FAQs.

Warrumbungle Shire Council has received an Interim Schedule of Crown Reserves from Department of Industry to start the classification and categorisation of Crown Reserves. Council is in the process of ensuring each Crown Reserve is classified correctly to ensure current use of the Crown Reserve is maintained. Council has the opportunity through this process to apply to the Minister to change crown land classifications from Community to Operational if required.

Once the classification and categorisation of the Crown Reserves have been approved by the Minister a Plan of Management (POM) needs to be developed for this land. Funding will be available from the NSW Government to support Councils preparing Plans of Management for Crown Land. Funding will be delivered using an equitable and relative-needs-based apportionment methodology, developed in consultation with the Council Reference Group. The methodology will be based on each Council's resourcing requirements and capacity to deliver POM's. To support equitable distribution of the funds, there is a base level of funding set at \$30,000 and a funding cap of \$100,000. Council's will be informed of the allocation prior to commencement of the CLM Act on 1 July 2018.

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### **Issues**

A requirement for each Council is to employ or engage a trained Native Title Manager who will be responsible for providing advice on certain dealings for land that may be affected by native title. Council currently has one member of staff trained to deal with native title issues, and will be pursuing training for more staff members in the future.

### **Options**

Nil.

### **Financial Considerations**

Funding will be available from NSW Government for the development of the Plan of Management for Crown Reserves.

### **RECOMMENDATION**

That the report on the Commencement of the *Crown Land Management Act 2016* be received and noted and that Council note that the Act will commence on 1 July 2018.

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### **Item 29 Liverpool Range Wind Farm Voluntary Planning Agreement**

<b>Division:</b>	Development Services
<b>Management Area:</b>	Development Services
<b>Author:</b>	Director Development Services – Leeanne Ryan
<b>CSP Key Focus Area:</b>	Local Economy
<b>Priority:</b>	LE5.1 – Identify and develop opportunities to realise the shire's potential as a location for the production of renewable energies.

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#### **Reason for Report**

To present for Council's endorsement the draft Voluntary Planning Agreement (VPA) for the Liverpool Range Wind Farm. Upon endorsement it shall be made available for inspection and comment by the public.

#### **Background**

As previously reported to Council in 2017, Epuron Pty Ltd lodged a Development Application to construct a wind farm located in both Warrumbungle and Upper Hunter Shires, nearby to the townships of Coolah and Cassilis. The site area comprises a series of ridgelines running NE/SW, at right angles to the prevailing wind direction.

As a State Significant Development the development was assessed by the Department of Planning and determined by the Minister for Planning under Part 3A of the *Environmental Planning & Assessment Act 1979*.

Warrumbungle Shire Council has worked closely and co-operatively with Upper Hunter Shire Council, the Developer and the Department of Planning & Environment over many months to negotiate the draft VPA. It is considered the negotiated outcome is a good result for the Host Councils.

#### **Issues**

On 27 March 2018, the delegate of the Minister for Planning granted development consent with respect to development application SSD 6696 to Epuron Pty Ltd to develop the Liverpool Range Wind Farm which involves the installation, operation, maintenance and decommissioning of a wind farm of up to 267 turbines.

Approximately 75% of the turbines will be located in Warrumbungle Shire LGA. The Development Consent (copy enclosed under separate cover) was granted subject to the following condition in Schedule 2:

#### ***"COMMUNITY ENHANCEMENT***

*17. Prior to the commencement of construction, unless the Secretary agrees otherwise, the Applicant must enter into a VPA with Upper Hunter Shire Council and Warrumbungle Shire Council in accordance with:*

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- (a) Division 7.1 of Part 7 of the EP&A Act; and  
(b) the terms of the applicable offer in Appendix 3.”

The Company’s offer (in Appendix 3 of the Consent) was:

**“GENERAL TERMS OF APPLICANT’S VPA OFFER**

*The VPA must include provisions for the payment, collection, management and distribution of the contributions between Upper Hunter Shire Council and Warrumbungle Shire Council under the agreement, with a focus on funding community enhancement and road maintenance projects in the area surrounding the project site.”*

Councils	Payment Details
Upper Hunter Shire Council and Warrumbungle Shire Council	<p>The annual contributions payable by the Applicant is the greater of:</p> <ul style="list-style-type: none"><li>• \$3,000 per annum per wind turbine built; or</li><li>• \$100,000 per annum,</li></ul> <p>(adjusted annually to increases in CPI from 2 years after the date development consent is granted) over the operational life of the development, to be paid in arrears on 1 July each year with the first payment occurring following the commencement of ‘construction’ and ceasing when the development is ‘decommissioned’ in accordance with the definitions within this consent.”</p>

The objective of the VPA is to secure a monetary contribution to be paid to the Host Councils for the purpose of funding community enhancement and road maintenance projects in the area surrounding the project site. The document is a planning agreement under s7.4 of the *Environmental Planning and Assessment Act 1979* (Act). It is a voluntary agreement between the Upper Hunter Shire Council, Warrumbungle Shire Council and Epuron Pty Ltd under which Development Contributions (as defined in clause 4.1 of the Draft Planning Agreement) are made by the Developer for public purposes (as defined in s7.4(2) of the Act).

The draft VPA:

- relates to the Development carried out pursuant to the Development Consent (as defined in clause 4.1 of the Draft Planning Agreement) by the Developer;
- imposes obligations on the Developer to make annual monetary Development Contributions, being the greater of:
- \$3,000 (increased by CPI) x the number of Installed Turbines on the Land as at the due date for payment (If all 267 turbines are built then the total financial contribution to the Host Councils combined will be \$801,000 per annum); or
- \$100,000 (increased by CPI);
- provides for the Company to provide a report to the Host Councils certifying the total number of Installed Turbines as at the due date for payment and the calculation of the Development Contributions;

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- provides that the Development Contributions, after allocating an annual Administration Allowance of \$20,000 to Warrumbungle Shire Council as the Managing Council chairing the S355 Committee, shall be allocated as follows, or as otherwise agreement between the parties:
  - 70% to the Community Enhancement Fund;
  - 30% to the Road Maintenance Fund;Furthermore, within each category of funding listed above the allocation across the two Host Councils will be in the order of 75:25 Warrumbungle Shire Council: Upper Hunter Shire Council.
- provides for the Community Enhancement Fund to be administered by a Committee established by the Host Councils under section 355 of the *Local Government Act 1993*;
- does not exclude the application of s7.11, 7.12 and 7.23 of the Act;
- is not to be registered on the title to the Land;
- imposes restrictions on the Developer selling, assigning, transferring or similarly dealing with its interest in the Development and its rights and obligations under the VPA, subject to exceptions;
- provides dispute resolution methods for a dispute under the VPA as agreed between the parties or by mediation;
- provides that the Agreement is governed by the law of New South Wales, and
- provides that the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) applies to the Agreement.

The draft VPA facilitates the provision of, or the recoupment of the cost of providing, public amenities and services and transport infrastructure. The draft VPA is a reasonable means for achieving these planning purposes, as it provides for the payment of monetary contributions to the Host Council for funding community enhancement and road maintenance projects.

The draft VPA promotes the public interest by promoting the objects of the Act as set out in s1.3(a), (b), (c) and (j) of the Act.

The draft VPA also promotes the guiding principles of the Host Councils' under Section 8A of the *Local Government Act 1993* by providing the means for the Host Councils to:

- provide strong and effective representation, leadership, planning and decision-making;
- work co-operatively with other councils and the State government to achieve desired outcomes for the local community;
- manage lands and other assets so that current and future local community needs can be met in an affordable way;
- work with others to secure appropriate services for local community needs;
- act fairly, ethically and without bias in the interests of the local community.

The Host Councils' Capital Work Programs provide for the maintenance and repair of roads. Monetary contributions allocated to the Road Maintenance Fund will be used for the maintenance and upgrade of local roads in the vicinity of the Development.

### **Options**

The draft VPA requires Council's endorsement prior to it being made available for inspection and comment by the public.

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### **Financial Considerations**

The draft VPA imposes obligations on the Developer to make annual monetary Development Contributions, being the greater of:

- a) \$3,000 (increased by CPI) x the number of Installed Turbines on the Land as at the due date for payment; or
- b) \$100,000 (increased by CPI);

### **RECOMMENDATION**

1. That:

- i. Council endorse the draft Voluntary Planning Agreement (VPA) between Epuron Pty Ltd, Upper Hunter Shire Council and Warrumbungle Shire Council for the recently approved Liverpool Range Wind Farm.
- ii. Once endorsed by each Council listed above, public notice of the proposed VPA shall be given with a copy of the document made available for inspection by the public for a period of not less than 28 days to allow for feedback.
- iii. After the completion of the public notice period, if there are no substantive matters raised, the proposed VPA shall be put to a meeting of each Council and after resolutions are made the agreement shall be executed by all the parties.
- iv. Warrumbungle Shire Council delegates authority to the General Manager to sign and execute the VPA.
- v. Upon all parties executing the VPA, a copy of the agreement shall be provided to the Minister, via the Department of Planning & Environment, within 14 days after the agreement has been entered into.
- vi. Council, having entered into the VPA, shall, for the duration of the agreement place the VPA on a planning agreement register and record in the register a short description of the agreement (including any amendment) that applies to the area of Council, including the date the agreement was entered into, the names of the parties and the land to which it applies.

2. That Council, having entered into the VPA shall, for the duration of the agreement include in its annual report particulars of compliance with and the effect of the planning agreement during the year to which the report relates.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 30 Development Applications for May 2018**

**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

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#### **Development Applications (i) Approved – May 2018**

<b>Development Application / Complying Development</b>	<b>Date Lodged</b>	<b>Date Approved</b>	<b>Applicant's Name</b>	<b>Location</b>	<b>Town</b>	<b>Type Of Development</b>	<b>Stop the Clock Referral Days</b>
DA7/2018	05/04/2018	01/05/2018	David & Jennifer Hunt	408 Timor Road	COONABARABRAN	New Single Storey Dwelling & Shed	26
DA61/2017	12/12/2017	03/05/2018	Mary Salvat	3894 Castlereagh Highway	DUNEDOO	Commercial Water Supply System	85
DA10/2018	02/05/2018	10/05/2018	Trevor Hardie	78-80 Bolaro Street	DUNEDOO	Change of Use	1
DA59/2017	06/11/2017	16/05/2018	Michael & Fiona Kelly	15 Chappell Avenue	COONABARABRAN	New Garages/Sheds - Residential	163
CDC4/2018	18/05/2018	28/05/2018	Warrumbungle Steel Buildings	42 Castlereagh Street	COONABARABRAN	New Carport	0
DA8/2018	06/04/2018	31/05/2018	Taylor Made Buildings	222 Hollymount Road	COONABARABRAN	Installation of Manufactured Home	40
DA15/2018	25/05/2018	31/05/2018	Warrumbungle Steel Buildings	54-56 Edwards Street	COONABARABRAN	New Garages/Sheds - Residential	0

**\*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 May 2018, under Delegated Authority.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 31 Questions for the Next Meeting**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Executive Assistant to the General Manager – Jenni Maundrell
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF2.1 Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making

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### **Reason for Report**

At the May Ordinary Council meeting, Councillor Todd presented Council with questions for the next meeting. The questions and answers are outlined below.

### **Question 1 – Cr Todd**

Houses in Kenebri to be demolished.

### **Response**

The order process has run its course. Council will be exercising its right to finalise this matter.

### **Question 2 – Cr Todd**

Asbestos in Namoi Street; where has it been dumped?

### **Response**

Council is pursuing this matter.

### **Options**

Nil.

### **Financial Considerations**

Nil.

### **RECOMMENDATION**

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



# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 32 Reports to be Considered in Closed Council**

#### **Item 32.1 Three Rivers Regional Retirement Community Information Report – June 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 June 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.

##### **RECOMMENDATION**

That the Three Rivers Regional Retirement Community Information Report – June 2018 be referred to Closed Council pursuant to Section 10A(2)(c) and (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.

#### **Item 32.2 Request for Stay of Interest on Overdue Water Charges**

**Division: Corporate and Community Services**

**Author: Water Rates Officer – Rachael Carlyle**

##### **Summary**

The purpose of this report is to put forward a request for a stay of interest for arrears on water charges.

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.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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

- (b) the personal hardship of any resident or ratepayer.

### **RECOMMENDATION**

That the Request for Stay of Interest on Overdue Water Charges report be referred to Closed Council pursuant to Section 10A(2)(b) of the Local Government Act 1993, on the grounds that the matter and information is the personal hardship of any resident or ratepayer.

### **Item 32.3 Service NSW – Agency Agreement**

**Division: Corporate and Community Services**

**Author: Acting Manager Human Resources – Chris Kennedy**

### **Summary**

The purpose of this report is to seek approval from Council to renew the Service NSW Agency Agreements.

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), (ii) and (iii) 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, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret

### **RECOMMENDATION**

That the Service NSW – Agency Agreement report be referred to Closed Council pursuant to Section 10A(2)(c) and (d)(i), (ii) and (iii) 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:

- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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### **Item 32.4 Tenders for Backup Water Supply Bores at Binnaway, Coolah and Mendooran Project**

**Division: Technical Services**

**Author: Manager Special Projects – Harold Sutton**

#### **Summary**

The purpose of this report is to seek Council's acceptance of a tender for the supply and installation of pumps and ancillary headworks for backup water supply bores at Binnaway, Coolah and Mendooran.

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 Tenders for Backup Water Supply Bores at Binnaway, Coolah and Mendooran Project report be referred to Closed Council pursuant to Section 10A(2)(c) and (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 32.5 Todds Crossing Bridge Project – Tenders**

**Division: Technical Services**

**Author: Manager Asset and Design– Bikram Joshi**

#### **Summary**

The purpose of this report is to seek Council's acceptance of the tender for the design and construction of Todds Crossing Bridge on Teridgerie Creek, Baradine Goorianawa Road 8km West of Baradine.

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.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 21 June 2018**

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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 Todds Crossing Bridge Project – Tenders report be referred to Closed Council pursuant to Section 10A(2)(c) and (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.

### **FURTHER that Council resolve:**

- (a) that Council go into Closed Council to consider business relating to confidential 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.