



Warrumbungle Shire Council

Council meeting

Thursday, 16 November 2017

**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

Leeanne Ryan (Acting General Manager)

Michael Jones (Director Corporate & Community Services)

Kevin Tighe (Director Technical Services)

Aileen Bell (Acting Director Development Services)

Warrumbungle Shire Council

Vision

Excellence in Local Government

Mission

We will provide:

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

We Value

Honesty

Frank and open discussion, taking responsibility for our actions

Integrity

Behaving in accordance with our values

Fairness

Consideration of the facts and a commitment to two way communication

Compassion

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

Respect

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

Transparency

Open and honest interactions with each other and our community

Passion

Achievement of activities with energy, enthusiasm and pride

Trust

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

Opportunity

To be an enviable workplace creating pathways for staff development

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

NOTICE is hereby given that the **ORDINARY MEETING** of Council will be held on Thursday, 16 November 2017 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

Questions for the Next Meeting

Reports to be considered in Closed Council

Item 35.1 Crystal Kingdom

Item 35.2 Purchase of Vehicle GPS Tracking System

Item 35.3 Skip Bin Tender

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LEEANNE RYAN
ACTING GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Matter to be dealt with “in committee”

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

The items relate to personnel matters and commercial information and are classified **CONFIDENTIAL** under Section 10A(2)(a), (c), (d)(i)(ii)(iii) and (e) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors),
- (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.
- (e) information that would, if disclosed, prejudice the maintenance of law,

FURTHER that Council resolve:

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

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LEEANNE RYAN
ACTING GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Mayoral Minute – Appointment of General Manager

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Peter Shinton
CSP Key Focus Area:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.
Priority:	GF7.1 Ensure that communities of the shire have opportunities to be informed about and involved in Council's activities and decision making.

Reason for Report

To update Councillors on the progress in appointing a General Manager and to put in place processes as required by the Guidelines pertaining to that appointment.

Background

Guidelines were issued by the then Division of Local Government in 2011 for the appointment of a General Manager. These Guidelines were issued under Section 23A of the Local Government Act which means Council must take them into consideration.

The Guidelines specify that Council should delegate the task of recruiting a General Manager to a selection panel. The selection panel should constitute at least the Mayor, the Deputy Mayor, another Councillor and a suitably qualified person independent of the Council.

Selection panels should comprise at least one male and one female member.

The Council should delegate to one person (usually the Mayor) the task of ensuring:

- a) The selection panel is established
- b) The General Manager position description is current and evaluated in terms of salary to reflect the responsibilities of the position
- c) The proposed salary range reflects the responsibilities and duties of the position
- d) The position is advertised in accordance with the requirements of the Act
- e) The information packages are prepared, and
- f) Applicants selected for interview are notified.

Mr Alan McCormack and Mr Terrey Kiss from Blackadder Associates presented at a workshop in the Coonabarabran Council Chambers on 31 October 2017.

Essentially Council must ensure:

- 1) A new General Manager is appointed in accordance with merit selection principles
- 2) Equal Employment Opportunity must apply

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- 3) Confidentiality of individual applicants must be maintained.

The draft timetable for this appointment has the position being advertised shortly with interviews around the middle of January 2018.

Issues

Nil.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

1. That the Mayor be delegated the tasks as outlined below (items a to f):
 - a) The selection panel is established
 - b) The General Manager position description is current and evaluated in terms of salary to reflect the responsibilities of the position
 - c) The proposed salary range reflects the responsibilities and duties of the position
 - d) The position is advertised in accordance with the requirements of the Act
 - e) The information packages are prepared, and
 - f) Applicants selected for interview are notified.
2. That Council hold an Extraordinary Meeting (date to be determined) to select a preferred candidate following shortlisting of candidates by the selection panel.
3. That the selection panel comprise the Mayor, Deputy Mayor and Councillors (to be determined) assisted by Mr Alan McCormack and / or Mr Terrey Kiss from Blackadder Associates.

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Item 2 Minutes of Ordinary Council Meeting – 19 October 2017

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

PRESENT: Cr Peter Shinton (Chairman), Cr Capel, Cr Doolan, Cr Hill, Cr Iannuzzi, Cr Lewis, Cr Todd, Acting General Manager and Director Development Services (Leeanne Ryan), Director Corporate & Community Services (Michael Jones) and Director Technical Services (Kevin Tighe).

In attendance: Manager Administration and Executive Assistant to the General Manager – Glennis Mangan (minutes) and Team Leader Administration – Tracy Cain (minutes).

APOLOGIES:
Nil.

131/1718 RESOLVED that Council grants a Leave of Absence for Councillor Brady from the Ordinary October 2017 Council meeting.

Iannuzzi/Capel
The motion was put and carried by majority

Note: That Councillor Clancy is absent from the meeting due to suspension.

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

REPORTS

Item 1 Minutes of Ordinary Council Meeting – 21 September 2017

132/1718 RESOLVED that the resolutions contained in the Minutes of the Ordinary Council meeting held on 21 September 2017 be endorsed.

Todd/Hill
The motion was put and carried by majority

8.31 am

Cr Lewis joined the meeting.

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Item 2 Minutes of Traffic Advisory Committee Meeting – 28 September 2017

133/1718 RESOLVED:

- 1) That Council accepts the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 28 September 2017.
- 2) That 'No Stopping' signs be installed either side of the entrance to a private carpark behind 53 Cassilis Street, Coonabarabran.
- 3) That 'No Stopping' signs be installed in Binnia Street, Coolah at a distance of six (6) metres either side of the entrance to the student carpark at Coolah Central School.
- 4) That approval is given to Business Connect to park their Business Bus in John Street, Coonabarabran outside the Council Administration Building on Monday, 30 October 2017 between the hours of 8.30 am and 3.30 pm.

Shinton/Capel

The motion was put and carried by majority

Item 3 Minutes Bushfire Appeal Advisory Panel – 14 September 2017

Received.

Item 4 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 27 September 2017

134/1718 RESOLVED that Council accepts the Minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 27 September 2017.

Todd/Capel

The motion was put and carried by majority

Item 5 TRRRC 355 Advisory Committee Minutes – 4 October 2017

135/1718 RESOLVED:

1. That Council accepts the Minutes of the Three Rivers Regional Retirement Community S355 Committee Meeting held at Dunedoo on 1 October 2017.
2. That the domain name Dunedooretirement.com.au be secured for the Three Rivers Regional Retirement Community website.

Capel/Hill

The motion was put and carried by majority

Item 6 Councillor Suspension

Received.

Item 7 Request for Leave of Absence – Councillor Peter Shinton

136/1718 RESOLVED that Council accepts the notification from Councillor Shinton and grants a Leave of Absence from the Ordinary November 2017 Council meeting.

Hill/Iannuzzi

The motion was put and carried by majority

Item 8 Unpaid Rates

137/1718 A motion was moved by Councillor Doolan seconded by Councillor Lewis that it becomes the policy of the Warrumbungle Shire Council that no legal action for unpaid rates and charges be commenced until telephone contact has been made with the ratepayer concerned. An exemption to this policy can be approved by the General Manager if it is demonstrated that telephone contact has been unable to be made after repeated attempts. **FURTHERMORE**, that a report be prepared for Council on how this matter is to be practically implemented.

The motion was put and carried by majority

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Item 9 Forensic Audit

138/1718 A motion was moved by Councillor Iannuzzi and seconded by Councillor Doolan that Warrumbungle Shire Council commissions a forensic audit of Council finances for the period 1 July 2013 to 30 September 2017. The auditors are to be approved by vote of Council and not a sole decision of the Mayor.

The motion was put and carried by majority

139/1718 Councillor Iannuzzi moved a spill on the motion

The motion was put and carried with Councillors Iannuzzi, Doolan, Lewis and Todd each recording their vote in favour of the motion and Councillors Capel, Hill and Shinton each recording their vote against the motion.

Item 10 Recycling Pickups

140/1718 A motion was moved by Councillor Lewis seconded by Councillor Todd that Councillors be provided with factual information as to how much recycling is being placed in landfill due to pollution in wheelie bins.

The motion was put and carried by majority

Item 11 Skip Bins

141/1718 A motion was moved by Councillor Lewis seconded by Councillor Doolan that Council pursue installation of the big bins at Transfer Stations. **FURTHERMORE**, that a letter be forwarded to the Premier and Minister for Local Government regarding the overruling of Council resolutions by the NSW Office of Local Government without any consultation with the Councillors involved and that a meeting be sought with the Minister for Local Government to discuss Councillors concerns.

The motion was put and carried by majority

9.40 am

Cr Doolan left the room.

9.41 am

Cr Doolan re-joined the meeting.

Item 12 Road Maintenance

142/1718 A motion was moved by Councillor Lewis seconded by Councillor Doolan that Council be provided with updated information on the maintenance program for the roads listed below and the width of Sand Creek causeway:

1. Dennykymine Road
2. Gamble Creek Road
3. Neilrex Road
4. Sand Creek Causeway

The motion was put and carried by majority

Item 13 Councillor Anne-Louise Capel Log of Activities Report

Noted.

Item 14 Councillors' Monthly Travel Claims

Received.

Item 15 Delegations of Authority to the Acting General Manager

143/1718 RESOLVED that Council delegate to the Acting General Manager the Acts and Regulations as prescribed in the Delegation to the General Manager noting that The Noxious Weeds Act 1993 was repealed with the Biosecurity Act 2015 being enacted and amending the delegation document to include the new legislation:

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- Standard Instrument (Local Environmental Plans) Order 2016 - Preservation of Trees – pursuant to clause 5.9 of the Council's Local Environmental Plan.
- State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017.

FURTHERMORE that any amendments to Acts and Legislation is automatically bestowed to the Acting General Manager however, any new Legislation is to be endorsed by Council.

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INSTRUMENT OF DELEGATION TO THE GENERAL MANAGER

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

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

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

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

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

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

Schedule 1: Limitations

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

Schedule 2: Instruments of Delegation to Council

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

Schedule 3: Policy Authorities

Policy Authority - Administrative
Use of Council Corporate Credit Card to a maximum limit of \$15,000.
Requisition Authority Limit to \$150,000.
To carry out the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with the resolutions of Council.
To authorise MANEX training, travel and conference costs are approved subject to the Operational Plan budget, professional development opportunities and benefit to Council.
To authorise Staff Time Sheets.
Complaints and Requests –To instruct staff to take any necessary action in connection with any complaints or requests received, subject to all major matters being reported to Council.

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Correspondence of Council

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

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

Legal Documents General

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

Legal Proceedings – Institution of

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

Legal Proceedings – Instruction

- (i) To institute proceedings, issue court attendance notice, application notice, subpoenas, lay any information or make any complaint for the recovery of any penalty of the making of orders in respect of any offence, nuisance or other matter or thing whatsoever under any Act or Instrument which empowers such action to be taken by Council or its employees.
- (ii) To appear and act for Council in the conduct of any action, suit or other legal or proceedings in all Courts.
- (iii) To instruct the Council's Solicitors in the conduct of any action, suit or other legal proceedings in all Courts.
- (iv) To authorise legal and other representation of Council appeals to any Court, Public Hearings, Commissions of Inquiry, Tribunal and for legal proceedings initiated by Council.

Recovery of Monies

To authorise the recovery of monies owed to Council that constitute:

- a) any sum for damage sustained by it through the person's act or default, and
- b) the costs and expenses incurred by it in remedying that damage, and
- c) the value of anything wasted, misused or unlawfully consumed, diverted or taken by the person.

Variations to Development Standards under Development Plan Control 2015 as per endorsed and adopted plan.

Pursuant to resolution 127/1516

Authority to Dispose of Assets

Authorise the disposal of assets of value less than \$100,000 (including GST), other than land or assets of potentially historical or cultural significance, and in any case not by donation, in accordance with Council's Disposal of Assets Policy Version 2, 19 September 2013 Resolution 107/1314.

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Enter into a short term lease (under 5 years) or licence on behalf of Council, with the Council as lessee or licensee, of land not owned by Council required for operational purposes.

Grant a lease or licence of operational land for a period of less than 10 years.

Policy Authority – Financial

To be a signatory to the bank accounts of Council.

Expenditure and authorisations – certify the prices and computations on all creditor payments.

Authority to sign as the authorising officer on Council's voucher payments for any costs.

Advances – Cash – To fix and vary the level of cash advances.

Cheques/Orders for Goods – Signing – to sign and or to specify the servants authorised to sign cheques and orders for goods of Council.

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

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

Policy Authority – Media

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

Policy Authority - Staff

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

LEGISLATION

- Aviation Transport Security Act 2004 (Cth)
- Biosecurity Act 2015 (yet to be enacted)
- Boarding House Act 2012
- Building Professional Act 2005
- Cemeteries and Crematoria Act 2013
- Children(Protection & Parental Responsibility) Act 1987
- Civil Aviation Act 1988 (Cth)
- Commons Management Act 1989
- Community Land Development Act 1989
- Community Land Management Act 1989
- Companion Animals Act 1998
- Companion Animals Regulation 2008
- Contaminated Land Management Act 1997
- Conveyancing Act 1919
- Crown Lands Act 1989, Crown Lands Regulation 2006, Crown Lands (General Reserves By Laws 2006
- Dams Safety Act 1978
- Dangerous Goods (Road and Rail Transport) Act 2008

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- Disability Inclusion Act 2014
- Electricity Supply Act 1995
- Environment Planning And Assessment Act 1979
- Environment Planning And Assessment Regulation 2000
- Fines Act 1996
- Fire Brigades Act 1989
- Fisheries Management Act 1994
- Fluoridation Of Public Water Supplies Act 1957
- Food Act 2003
- Game & Feral Animal Control Act 2002
- Gas Supply Act 1996
- Geographical Names Act 1966
- Government Information (Public Access) Act 2009
- Graffiti Control Act 2008
- Growth Centres (Development Corporations) Act 1974
- Heavy Vehicle National Law (NSW) and Heavy Vehicle (Adoption of National Law) Act 2016
- Heritage Act 1977
- Holiday Parks (Long-Term Casual Occupation) Act 2002
- Housing Act 2001
- Impounding Act 1993
- Inclosed Land Protection Act 1901
- Independent Pricing & Regulatory Tribunal Act 1992
- Land & Environment Court Act 1979
- Land Acquisition (Just Terms Compensation) Act 1991
- Library Act 1939
- Library Regulation 2010
- Liquor Act 2007 And Liquor Regulation 2008
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Ground And Moveable Dwellings) Regulation 2005
- Local Government And Other Authorities (Superannuation) Act 1927
- Local Land Services Act 2013
- Major Events Act 2009
- Noxious Weeds Act 1993
- Ombudsman Act 1974
- Pesticides Act 1999
- Pipelines Act 1967
- Protection of the Environment Operations (Clean Air) Regulation 2010
- Protection of the Environment Operations (Waste) Regulation 2005
- Protection of the Environment Operations Act 1997
- Privacy & Personal Information Protection Act 1998
- Public Health Act 2010

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

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

- Service NSW (One Stop Access To Government Services) Act 2013
- State Emergency And Rescue Management Act 1989
- State Records Act 1998
- Strata Schemes Development Act 2015
- Strata Schemes Development Regulation 2016
- Strata Schemes Management Act 2015
- Strata Schemes Management Regulation 2016
- Surveying And Spatial Information Act 2002
- Surveillance Devices Act 2007
- Swimming Pools Act 1992
- Swimming Pools Regulation 2008

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

- Valuation Of Land Act 1916

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

Hill/Capel

The motion was put and carried by majority

Item 16 General Manager's Review Committee

144/1718 RESOLVED that the General Manager's Review Committee be expanded to include six (6) members of Council. **FURTHERMORE**, that Council nominates Councillor Todd and Councillor Iannuzzi for the Committee membership.

Lewis/Todd

The motion was put and carried by majority

Item 17 Meeting Schedule

145/1718 RESOLVED that Council adopts the Meeting Schedule, being the third Thursday of each month commencing at 8.30 am alternating between the Coolah and Coonabarabran Council Chambers as per the following schedule:

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2017

November	Thursday 16	Coolah
December	Thursday 14	Coonabarabran

2018

February	Thursday 15	Coolah
March	Thursday 15	Coonabarabran
April	Thursday 19	Coolah
May	Thursday 17	Coonabarabran
June	Thursday 21	Coolah
July	Thursday 19	Coonabarabran
August	Thursday 16	Coolah
September	Thursday 20	Coonabarabran

Iannuzzi/Capel

The motion was put and carried by majority

Item 18 Pecuniary Interest Returns

146/1718 RESOLVED that Council notes the tabling of the Register of Disclosures.

Hill/Capel

The motion was put and carried by majority

Item 19 Australia Day 2018

147/1718 RESOLVED that Council supports and participates in Australia Day 2018 by:

1. Participating in the **NSW Local Citizen of the Year Awards** by administering and presenting the *Warrumbungle Shire Council Australia Day Awards* in the following categories, as per the attached *Guidelines & Criteria* and *Nomination Forms*:
 - Citizen of the Year
 - Young Citizen of the Year
 - Sportsperson of the Year
 - Australia Day Award – Senior Citizen of the Year
 - Australia Day Award – Cultural Achievement Award
 - Australia Day Award – Community Event of the Year
2. Council provides a contribution of \$600 each to the local Organising Committees in Baradine, Binnaway, Dunedoo, Coolah and Mendooran and \$750 to the Organising Committee in Coonabarabran.
3. Public swimming pools be opened free of charge throughout the Shire on Australia Day 2018.

Hill/Capel

The motion was put and carried by majority

Item 20 Three Rivers Regional Retirement Community

148/1718 RESOLVED that Council notes the progress of the Three Rivers Regional Retirement Community project.

Capel/Hill

The motion was put and carried by majority

Item 21 Strategic Policy Review – Privacy Management Plan

149/1718 RESOLVED that Council adopts the Privacy Management Plan and the Plan be included in the Strategic Policies Register.

Hill/Capel

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 22 Council Resolutions Report October 2017

Received.

Item 23 Monthly Report from Human Resources – October 2017

Received.

10.00 am

Cr Doolan left the room.

Item 24 Local Business Stimulation

150/1718 RESOLVED that Council notes the progress in stimulating local business.

Capel/Hill

The motion was put and carried by majority

Item 25 Proposed Adjustment to Locality Boundaries for Bomera, Binnaway and Dunedoo (Items 1b, 1c and 3)

151/1718 RESOLVED that Council notes that the locality boundaries of Weetaliba, Box Ridge and Ropers Road have been encompassed in the localities of Binnaway, Ulamambri and Purlawaugh. **FURTHERMORE**, that Purlawaugh now encompasses part of Box Ridge and that the locality boundaries of Bomera have now been encompassed into Tambar Springs and Coolah.

Todd/Hill

The motion was put and carried by majority

Item 26 Proposed Adjustment to Locality Boundaries for Bomera, Binnaway and Dunedoo (Item 1d)

152/1718 RESOLVED that Council notes the requested name change for Merotherie and Martin Streets to Cobbora Road has been accepted and gazetted by the Geographical Names Board (GNB). **FURTHERMORE**, Council now places these proposed name changes on public exhibition for a period of 28 days.

Hill/Capel

The motion was put and carried by majority

153/1718 A motion was moved by Councillor Hill seconded by Councillor Capel that Council write to Dubbo Regional Council requesting their consideration in renaming the portion of Cobbora Road located off the Golden Highway within the Dubbo Regional Council area to eliminate confusion with the other Cobbora Road in the Warrumbungle Shire off the Golden Highway.

The motion was put and carried by majority

Item 27 Proposed Adjustment to Locality Boundaries for Bomera, Binnaway and Dunedoo (Item 2)

154/1718 RESOLVED that Council accepts the suggestion noted below.

These street names are:

- River Street to Schoolhouse Street
- Tucklan Street to Cemetery Street
- Yarrow Street to Martintown Street

FURTHERMORE that Council now places these proposed name changes on public exhibition for a period of 28 days.

Lewis/Todd

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 28 Proposed Adjustment to Locality Boundaries for Bomera, Binnaway and Dunedoo (Item 4)

155/1718 RESOLVED that Council notes that the naming and gazettal of Jermaine Road has been completed.

Hill/Capel

The motion was put and carried by majority

Item 29 Bank Reconciliation for the Month Ending 30 September 2017

156/1718 RESOLVED that Council accepts the Bank Reconciliation Report for the month ending 30 September 2017.

Hill/Capel

The motion was put and carried by majority

Item 30 Investments and Term Deposits for Month Ending 30 September 2017

157/1718 RESOLVED that Council accepts the Investments Report for the month ending 30 September 2017.

Hill/Capel

The motion was put and carried by majority

Item 31 Rates Report for Month Ending 30 September 2017

Received.

10.12 am

Cr Doolan re-joined the meeting.

Item 32 ARTC Request to Close Fairfield Road at Rail Crossing

158/1718 RESOLVED that the proposal to close the level rail crossing on Fairfield Road is publicly advertised and formal consultation is undertaken with individual owners who have property frontage to Fairfield Road. **FURTHERMORE**, that a report is presented to Council on outcomes of these consultation activities.

Todd/Lewis

The motion was put and carried by majority

Item 33 2017/18 Technical Services Works Program – Road Operations, Urban Services and Water Services

Received.

Presentation

Presentation to Manager Human Resources, Ms Val Kearnes for recognition of service to Council.

10.22 am

159/1718 RESOLVED that standing orders be suspended to break for morning tea.

Lewis/Capel

The motion was put and carried by majority

10.48 am

160/1718 RESOLVED that standing orders be resumed.

Lewis/Capel

The motion was put and carried by majority

Item 34 Len Guy Park Boundary Adjustment

161/1718 RESOLVED that Council continues the process of finalising boundary adjustments, land transfers and fencing relating to Len Guy Park, Binnaway, as previously resolved via Resolution 86/1617.

Doolan/Todd

The motion was put and carried by majority

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 35 Road Closure Part Castlereagh Avenue Binnaway for the Pump House Camping Ground Binnaway

162/1718 RESOLVED that Council continues the part road closure of Castlereagh Avenue, Binnaway updating the licence agreement and submitting a Development Application for the Pump House Camp Ground, Binnaway as resolved previously via Resolution 87/1617.

Hill/Lewis

The motion was put and carried by majority

Item 36 Development Applications

163/1718 RESOLVED that Council notes the Applications and Certificates approved, during September 2017, under Delegated Authority.

Hill/Iannuzzi

The motion was put and carried by majority

Item 37 Questions for the Next Meeting

Received.

164/1718 A motion was moved by Councillor Lewis and seconded by Councillor Hill that a report be brought back to the November Ordinary Council meeting on the costings for installation of solar lights alongside the pathway adjacent to the river in Binnaway.

The motion was put and carried majority

11.06 am

165/1718 RESOLVED that:

- (a) Council go into closed committee to consider business relating to personnel matters
- (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)(a) 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.

Todd/Hill

The motion was put and carried by majority

11.25 am

166/1718 RESOLVED that Council move out of closed Committee.

Hill/Lewis

The motion was put and carried by majority

11.10 am

Item 1C Social Media Investigation

Cr Iannuzzi left the meeting under protest due to his concerns that the NSW Office of Local Government needs to be made accountable for their decisions and that he will be taking this matter to the Minister for Local Government.

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

Item 1C Social Media Investigation

Received.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 2C Request for Hardship Rate Relief for Assessment No 10017390

167/1718 RESOLVED that Council accepts Option 2:

1. That Council quarantines the prior years balance of \$3,341.91 and freezes interest calculations on that amount for a period of four (4) years.
2. That Council writes off legal fees of \$1,856.40 and interest accrued to date of \$2,983.17 and that Council continues the current Rate Repayment arrangement of \$100 per fortnight until the debt is paid in full or within four (4) years.
3. Once the debt has been recovered in full normal billing and payment cycles resume.

FURTHERMORE, that if the ratepayer defaults on the repayment arrangement within the four (4) years then Council seeks to recover the full outstanding balance.

Doolan/Lewis

The motion was put and carried by majority

There being no further business the meeting closed at 11.26 am.

.....
CHAIRMAN

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 19 October 2017 be endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 3 Minutes of Traffic Advisory Committee Meeting – 26 October 2017

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

PRESENT: Cr Peter Shinton (Chair), Ms Deanne Freeman (RMS), Senior Constable Steven Chaplin (NSW Police Force), Mr Colin Harper (Community), Mr Kevin Tighe (Director Technical Services), Mr Bikram Joshi (Manager Asset & Design), and Ms Cheyenne O'Brien (Road Safety Officer).

APOLOGIES: Ms Jackie Barry (RMS).

IN ATTENDANCE: Ms Jenni Maundrell (Minute Taker).

CONFIRMATION OF MINUTES:

14/1718 RECOMMENDED that the Minutes of the Traffic Advisory Committee meeting held on Thursday, 28 September 2017 be confirmed.

Chaplin/Harper

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Further investigations and site visit to be undertaken of sight distance concerns at the intersection of Digilah Street and Wallaroo Street.
- Council to investigate the preparation of a Rural Bus Stop Policy.
- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- No 1 Break Road – response received from RMS re NPWS request for signage on No 1 Break Road. Responsibility for the road is with NPWS. Furthermore, NPWS are requested to provide details of vehicle types so that enforcement options may be considered.
- Assessment of advisory warning signs on Observatory Road.
- Installation of cyclist warning signs on Ropers Road and Mollyan Road.
- Removal of 'No Parking' signs and installation of 'No Stopping' signs in Tucklan Street, Dunedoo near St Michael's School.
- Installation of double barrier lines on the Dandry Road approach to the Newell Highway.
- Design of one way traffic flow at the Native Grove Cemetery, Coonabarabran.
- Installation of warning signs in Merotherie Street, Cobbora as an interim measure awaiting completion of sight distance investigations.
- Assessment of speed advice for Cobbora Road, Cobbora and updating of speed advisory signage.
- Installation of 'No Stopping' signs either side of entrance to private carpark behind 53 Cassilis Street, Coonabarabran.
- Installation of 'No Stopping' signs in Binnia Street, Coolah at a distance of 6m either side of the entrance to the student carpark at Coolah Central School.
- Investigation of upgrade of traffic advisory signage in Essex Street, Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

AGENDA ITEMS

a) Updated Plans for the Installation of Warning Signs at Sand Creek on Tooraweenah Road
15/1718 RECOMMENDED that a 'sign plan' for warning signs at Sand Creek on Tooraweenah Road is prepared and brought back to the next Traffic Advisory Committee meeting. The plan should include signage as per Australian Standards for the conditions, and removal of guideposts from the causeway.

Chaplin/Harper

b) Traffic Control Plan for Queen's Baton Relay Coonabarabran, 31 January 2018
Discussion was held regarding the Traffic Control Plan (TCP) for the Queen's Baton Relay event to be held in Coonabarabran on 31 January 2018. Some modifications to the TCP are required, and the issue of who is responsible for Public Liability of the event requires clarification. RMS raised concerns regarding the potential for pedestrian and driver confusion in the event of a rolling road closure.

16/1718 RECOMMENDED that modifications are made to the Traffic Control Plan for the Queen's Baton Relay event to be held in Coonabarabran on 31 January 2018, and **FURTHERMORE** that the modified Traffic Control Plan be sent to the Traffic Advisory Committee electronically.

Freeman/Chaplin

c) Coonabarabran Chamber of Commerce – Request for Partial Closure of Dalgarno Street, Coonabarabran on Saturday, 16 December 2017 to Conduct Christmas Event
Awaiting preparation of a Traffic Control Plan.

d) Request for Review of Speed Limit in Bandulla Street, Mendooran
This item was referred to General Business.

e) Road Safety Officer Monthly Report – October 2017
The RSO Monthly Report was received and noted and in particular the following road safety projects were discussed:

- Graduated Licensing Scheme Workshops held in Coonabarabran and Dunedoo.
- Bike Week, 16-24 September 2017.
- Free Cuppa for the Driver 2018 campaign.
- Pedestrian and Bike Safety.
- What's Your Plan B? campaign.
- Media coverage by releases, social media, and radio.

LATE ITEMS

Coonabarabran RSL Club – Request to close John Street and Dalgarno Street for Remembrance Day Service, 11 November 2017.

A Traffic Control Plan for the closure of John Street and Dalgarno Street, Coonabarabran from approximately 10.57 am to 11.15 am on Saturday, 11 November 2017 to commemorate Remembrance Day is to be forwarded to RMS Special Events Group.

Concerns Regarding Scooters on Town Streets

The committee was presented with correspondence from a resident, raising concerns regarding scooters, including mobility scooters, on town streets. The matter has been brought to the attention of local Police, and the Road Safety Officer who conducts safety programs targeting behaviour on scooters.

GENERAL BUSINESS

Request for Review of Speed Limit in Bandulla Street, Mendooran

The matter is referred to local Highway Patrol officer, who will increase patrols in the area.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

'No Stopping' Zone Northbound on the Newell Highway, Opposite the Entrances to Carparks at Coonabarabran High School

RMS presented correspondence from the local Safety Around Schools Officer regarding Council's non-acceptance of Recommendation 8/1718 – a trial of timed 'No Stopping' zones northbound on the Newell Highway opposite Coonabarabran High School. Council to communicate with the school regarding the decision.

Road Signage Burnt Out at Uarbry

It is noted that traffic advisory signage burnt out in the Sir Ivan Bushfire has not yet been replaced. There is not currently a sign indicating the right turn towards the village of Uarbry.

Tongy Road

It is noted that one end of Tongy Road is signposted as 'Tongy Road', the other end is signposted as 'Tongy Lane'. Sign rectification required.

Vehicles Left with Engines Running at Yuluwirri Kids Long Day Care Centre

The group 'Kids and Traffic' have been contacted, and they are sending resources regarding this issue to Yuluwirri Kids.

There being no further business the meeting closed at 12.11 pm.

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

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CHAIR

RECOMMENDATION

1. That Council accepts the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on Thursday, 26 October 2017.
2. That a 'sign plan' for warning signs at Sand Creek on Tooraweenah Road is prepared and brought back to the next Traffic Advisory Committee meeting. The plan should include signage as per Australian Standards for the conditions, and removal of guideposts from the causeway.
3. That modifications are made to the Traffic Control Plan for the Queen's Baton Relay event to be held in Coonabarabran on 31 January 2018, and **FURTHERMORE** that the modified Traffic Control Plan be sent to the Traffic Advisory Committee electronically.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 4 Minutes of Bushfire Appeal Advisory Panel – 12 October 2017

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

PRESENT: Joy Beames (Dunedoo CWA), Chris Sullivan (Dunedoo St Vincent de Paul), Peter Shinton (Mayor WSC), Peter Manning (Coolah St Vincent de Paul), Ken Harrison (DPI), Bronwyn Drew (C4C), Rose Scott (C4C).

ATTENDING: Michael Jones (WSC), Lisa Grammer (WSC) and Liz Webster (WSC – Minutes).

1. **APOLOGIES:** Leeanne Ryan (Acting General Manager WSC) Laurie Dawson and Rev. Robert Bowman (Anglican Church)

RECOMMENDATION: that the apologies be accepted.

**P Beames/L Grammer
Carried by All**

2. CONFIRMATION OF THE MINUTES

RECOMMENDATION: That the minutes of the Warrumbungle Shire Mayors Bushfire Appeal Advisory Panel Meeting held 14 September be accepted following the amendment in spelling of Joy Beames' surname.

**P Manning/R Scott
Carried by All**

3. BUSINESS ARISING

Electricity Account for Dunedoo Showground

BlazeAid have paid the account, and Council is liaising with Office of Emergency Management (OEM) and investigating the possibility of receiving funding from the OEM to pay the account in full. Thus enabling the Mayors Fund to refund Dunedoo CWA the \$5,000 it donated if funding is successful.

Anglican Church

Michael Jones had contacted Rev. Bowman and Rev Bowman has advised to date none of the funds had been expended to date. Rev Bowman has agreed to take the possibility of refunding the Mayors Fund the amount of \$15,000 and will be taking the matter to the next Parish Council Meeting.

Uarbry Land

Michael Jones also advised the meeting that during his conversation he had spoken to the Rev. Bowman regarding the Church's intentions following the loss of the Anglican Church in Uarbry. Rev. Bowman advised to his knowledge the Church would not be rebuilt and advised Michael to speak to Karen in the property section of the Church to investigate possible acquisition.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Health and Wellbeing

Meeting discussed the Anglicare Funding application which was unsuccessful. Ken Harrison advised the meeting that Psychologists from Bathurst and Scone are interested in conducting workshops and are coming at no cost would only need assistance with travel and accommodation costs.

Peter Shinton has spoken to Kevin Humphries MP and was advised that the organisations should approach Dept. of Health for assistance with funding etc.

Concerns were raised that in some cases fire affected people are having to source assistance themselves very difficult for independent individuals to do. Not all have the knowledge of where to source the appropriate assistance from.

Uarbry Fencing

Fencing materials have not been delivered to Uarbry, Peter Shinton advised he will speak to Bob Fenwick to see if he is aware of where the fencing materials may have been stored. Chris Sullivan also advised he will make enquiries as well.

ACTION: Michael Jones will contact Laurie Dawson and confirm the materials and availability.

Uarbry Skillion

Jennifer Parker (WSC Manager of Property and Risk) on return from leave will approach the Trust in regards to obtaining land to build the skillion. Council can only build a structure on land it owns. It was also suggested further consultation be made with the community of Uarbry.

RECOMMENDATION: That Council arranges a meeting with the Uarbry community to discuss options and confirm what the community wants, needs and or prefers to be constructed at Uarbry.

C Sullivan/P Manning

Carried by All

ACTION: Update to be provided to the November meeting regarding the acquisition of land in Uarbry including options and progress made.

4. SUMMARY OF ACQUITTALS RECEIVED

Meeting was presented with the acquitted expenditure of Mayors Appeal Funds expended via agencies and the Advisory Panel. Noting the information was funds expended as at the end of August, when the last acquittal report was received.

5. FUND STATUS REPORT

Total Amount Donated as at 11 October 2017	\$ 200,377
Plus Interest Earned	95
Total Funds Available:	\$ 200,472
Less:	
Funds Allocated by Advisory Panel *** See Table below	***\$ 200,000
Available Unallocated Funds	\$,472

*****Summary of Funds Allocated by Advisory Panel**

Summary of Allocations

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Agency Assistance Program	TOTAL	Amount Expended from Mayors Appeal	Funds In Reserve
Community Renewal	\$20,000	\$0	\$20,000
Uarbry Skillion Structure	\$10,000	0	\$10,000
Potable Water	\$10,000	\$10,000	\$0
BlazeAid	\$80,000	\$65,000	\$15,000
Anglican Church Coolah	\$15,000	\$15,000	\$0
St Vincent de Paul Coolah	\$25,000	\$25,000	\$0
St Vincent de Paul Dunedoo	\$25,000	\$25,000	\$0
Dunedoo CWA	\$15,000	\$15,000	\$0
Total	\$200,000	\$155,000	\$45,000

5. CORRESPONDENCE RECEIVED

The Committee had received a request for an anniversary activity. The committee considered the application and approved the payment of \$4,000 for the event. Further details of the planned anniversary event to be provided.

RECOMMENDATION: That the Mayors Appeal Advisory Panel approve in principle a payment of \$4,000 for the purpose of an anniversary event in to be held in Leadville.

C Sullivan/K Harrison
Carried by All

ACTION: Reply to be sent to Sue Freebairn and request to be made for further information.

6. GENERAL BUSINESS

Uarbry Fencing

Meeting discussed the fencing needs of the Uarbry Community, if the Community could put in writing their needs assistance could be available to issue vouchers for local fencing suppliers for individuals to use to obtain materials should more materials be required.

Origin and Rubbish Removal

Origin Energy still have not cleaned up the sight and debris is being blown around the area.

Timber/Trees on Road Reserve

Enquiry made regarding the trees pushed up on the road reserve is Council removing this or could residents remove timber for firewood. Meeting advised that timber cannot be removed from Council and including road reserves.

ACTION: Michael Jones to enquire with Council Technical Services Department on when the debris is expected to be cleaned up.

Asbestos Removal

Meeting advised some residents are still awaiting certification for their properties some areas still taped off. Some hold up could be related to Insurance Companies.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Media

Meeting discussed releasing information to the community was decided to print articles in the appropriate newsletters as well as newspapers, Facebook and other social media.

BBQ Uarbry

Bronwyn Drew advised the meeting that there would be a BBQ lunch in Uarbry on Saturday, 14 October 2017 from 10am to 2pm at the site of the former Uarbry Hall.

NEXT MEETING: 15 November 2017, 2:30pm in the Warrumbungle Shire Chambers, Coolah following the Recovery Committee Meeting.

MEETING CLOSED: 3:04pm

.....
CHAIRPERSON

RECOMMENDATION

For Councils information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 5 Minutes of Robertson Oval Advisory Committee Meeting – 31 October 2017

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

PRESENT: Cr Anne-Louise Capel, Ms Monica Foran, Mr Matthew Guan, Mr Kevin Tighe (Director Technical Services), Mr Shane Weatherall (Manager Urban Services), and Mr Harold Sutton (Manager Special Projects Technical Services).

APOLOGIES: Cr Wendy Hill, Mr Chris Sullivan.

CONFIRMATION OF MINUTES

2/1718 RECOMMENDED that minutes of the Robertson Oval Advisory Committee meeting held on Monday, 21 August 2017 be confirmed.

Guan/Foran

BUSINESS ARISING FROM THE MINUTES

It is noted that sink drainage is now in progress.

The following matters were noted as not yet completed:

- Sub soil drainage yet to be completed on south west corner of the main oval.
- Sub soil drainage line on northern side of netball court.
- Confirm that both sewer pumps are operational.

AGENDA ITEMS

a) Updated Plans for the Amenities Building

Plans for the amenities building were reviewed. Specification of glass panels at the gym is required, and clarification of costings (quantity surveyor) is sought from Barnsons.

3/1718 RECOMMENDED that concept plans for proposed Robertson Oval Amenities Building are placed on exhibition and members of the public invited to make submissions on the plans.

FURTHERMORE, consultation will include a public meeting.

Foran/Guan

There being no further business the meeting closed at 5.30 pm.

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CHAIR

RECOMMENDATION

1. That Council accepts the Minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on Tuesday, 31 October 2017.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

2. That concept plans for proposed Robertson Oval Amenities Building are placed on exhibition and members of the public invited to make submissions on the plans. **FURTHERMORE**, consultation will include a public meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 6 Mayor - Monthly Travel – Log of Kilometres

Notice of Motion

Title Name: Mayor - Monthly Travel – Log of Kilometres

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

- ‘That monthly the Mayor provides Council with a log of:*
- Kilometres travelled in the Mayor’s Council car*
 - Amount spent on fuel.’*

Rationale

The rationale for this motion is to ensure that the Mayor is also accountable to the public for Mayoral travel expenses. For some time, Councillors have declared their travel expenses but the Mayor has not.

ANIELLO IANNUZZI
COUNCILLOR

RECOMMENDATION

For Council’s consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 7 Independent Legal Advice

Notice of Motion

Title Name: Independent Legal Advice

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

‘That Warrumbungle Shire Council seeks independent legal advice (not LGNSW) about the liability of Councillors, including the Mayor, with respect to the decisions surrounding the termination of the contract of Mr Loane.’

**ANIELLO IANNUZZI
COUNCILLOR**

RECOMMENDATION

For Council’s consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 8 Mayor and GM Expenses

Notice of Motion

Title Name: Mayor and GM Expenses

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

‘That the Mayor and General Manager submit a monthly summary of their Shire related expenses, including credit cards and what the Shire pays on their behalf.’

ANIELLO IANNUZZI
COUNCILLOR

RECOMMENDATION

For Council’s consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 9 Dump Points

Notice of Motion

Title Name: Dump Points

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

‘That Council investigate and liaise with relevant committees the need for dump points (as in Dunedoo) for caravans.’

Rationale

The riverside camping area in Binnaway is at crisis point re illegal use of septic system, for dumping.

**RAY LEWIS
COUNCILLOR**

RECOMMENDATION

For Council’s consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 10 Councillors' Monthly Travel Claims

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

Reason for Report

To provide Council with the travel claims of Councillors for the month of October 2017.

Background

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

Issues

Nil.

Options

Nil.

Financial Considerations

Nil.

Councillor Monthly Travel Claims

Councillor	Month	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	October	-	-	-
Cr Todd	October	774	0.78	603.72
Cr Brady	October	-	-	-
Cr Capel	October	630	0.78	491.40
Cr Clancy	October	-	-	-
Cr Doolan	October	-	-	-
Cr Hill	October	660	0.68	448.80
Cr Iannuzzi	October	-	-	-
Cr Lewis	October	246	0.78	196.56
			Total for October:	\$1,740.48

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 11 Draft Model Code of Conduct and Procedures

Division:	Executive Services
Management Area:	Governance
Author:	Acting General Manager – Leeanne Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF 4.1 – Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP.

Reason for Report

To advise Council a revised draft Model Code of Conduct and Procedures is currently on public exhibition and open for submissions.

Background

The Office of Local Government (OLG) is consulting with Councils and other stakeholders on changes to the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) and the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Procedures).

The Phase 1 amendments made to the *Local Government Act 1993* late last year will see the pecuniary interest provisions of the Act and the *Local Government (General) Regulation 2005* incorporated into the Model Code of Conduct. Once commenced, these reforms will consolidate the prescription of all ethical standards for Council Officials into a single statutory instrument.

Issues

The revised Code and Procedure are enclosed under separate cover, and proposed amendments are highlighted in bold, submissions are due in before Monday, 4 December 2017.

Options

Council recently reviewed its strategic policies, along with the adopted Model Code of Conduct. Changes adopted at the time the Code was reviewed by Council included references to bullying and harassment as recommended by SafeWork NSW. It would be appropriate that these changes be carried forth into any new Model Code that is being proposed. On this basis, Council could lodge a submission advising the recommendations from SafeWork NSW should be included in the new version of the Code.

Financial Considerations

N/A.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

RECOMMENDATION

That Council lodges a submission to OLG regarding the new Model Code of Conduct and Procedures advising SafeWork NSW be consulted on the Code to ensure references to bullying and harassment are included.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 16 November 2017

Item 12 Three River Regional Retirement Section 355 Committee – Vacant Position

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

Reason for Report

Council resolved at the Ordinary Council Meeting on the 21 September 2017 that the vacant position on the Three Rivers Regional Retirement Community S355 Committee be advertised.

Background

On 31 July 2014 the NSW Government announced funding of \$4,500,000 for the Three Rivers Regional Retirement Community and Learning Centre RNSW290 Project. This program provided funding for the demolition of the Old Dunedoo Hospital site and preparation of the site to greenfield standards, demolition of the existing structures on site and the construction of eleven (11) residences together with landscaping and an Outdoor Living Classroom.

In February 2016 the Australian Government announced funding of \$2,450,000 to enable the construction of stage two, being ten (10) residences and a Community Building onsite.

At the February 2016 Council meeting, Resolution 193/1516 resolved:

- ‘1. That Council endorse that the Section 355 Three Rivers Regional Retirement Community Advisory Committee be formed, with nominations from community members to be advertised;*
- 2. That Council dissolve the current Warrumbungle Cobbora Transition Fund Committee on the date of formation of the Three Rivers Regional Retirement Community Advisory Committee.’*

Under Resolution 264/1516 the following Local Committee members were endorsed:

- Peter Campbell
- Sue Stoddart
- Mary Warren
- Neville Stanford
- John Horne
- Sally Dent
- Marie Hensley

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Issues

Due to a vacancy on the Committee it was resolved by Council as per Resolution 87/1718 to advertise for nominations from the local community.

Options

As a result of advertising, Council received one application from the local community from Ms Fiona Luckhurst.

Financial Considerations

N/A.

RECOMMENDATION

That Council resolve to accept Ms Fiona Luckhurst to fill the vacant position on the Three Rivers Regional Retirement Section 355 Committee.

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Item 13 Status Report – Three Rivers Regional Retirement Community

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

Reason for Report

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

Background

The Three Rivers Regional Retirement Community Project is funded by:

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

The Warrumbungle Three Rivers Regional Retirement Community 355 Committee (TRRRC 355) oversees the progress of this project.

Issues

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

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

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

- Completion of the site audit as part of the Development Application.
- Continuing crushing and sorting material on site.
- Installation of drainage plumbing to unit 9, 10, 11, 12, 13 and 14.

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- Slab preparation has begun ready for concrete pours in November.

Options

Nil.

Financial Considerations

Invoices for reimbursement have been submitted since the last report for \$152,362.66. This is made up from invoices from Contractor.

The last payment Council received for this project was in October and amounted to \$5,879.00.

Total funds invoiced for reimbursement to date are \$1,057,767.57.

RECOMMENDATION

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

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Item 14 Council Resolutions Report November 2017

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

Reason for Report

The Council Resolution Report includes Council resolutions from March 2017 to October 2017. This report is attached under separate cover. Items completed are noted then deleted from the report in the following month.

Background

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

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

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's information.

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Item 15 Monthly Report from Human Resources – November 2017

Division:	Corporate and Community Services
Management Area:	Human Resources
Authors:	Acting Manager Human Resources – Pamela Dickerson Learning & Development – Russell Byrne Human Resource Projects Officer – Chris Kennedy Workplace Health & Safety – Mel Chapple
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF8 Council undertakes its organisational, workforce and risk management responsibilities with efficiency and effectiveness

Reason for Report

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

Background

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

Since the last Council Meeting in October 2017 the following positions have been advertised either internally or externally:

- Temporary Roads Supervisor South (External)
- WTP/Truck Operator – Baradine (External)
- Manager Road Operations.

Positions filled since last Council meeting:

- Temporary Manager Human Resources
- Temporary Supply Officer Coonabarabran.

Resignations

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

- Environmental Health Officer
- Concrete Operator Dunedoo
- Trainee Child Carer.

Issues

No issues.

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HUMAN RESOURCES TEAM REPORT:

LEARNING AND DEVELOPMENT

Training courses undertaken in October:

- Heavy Vehicle Inspection (HVAIS) completed by John and Michael Bibb;
- Playground Inspection Courses Level 1, 10 WSC Staff completed, Level 2, 8 WSC Staff completed;
- Finalisation of Safe Grave Course evidence gathering 24 October;
- M Series Grader Course for John and Michael Bibb.
- Chain of Responsibility Course attended by Chris Staniforth and John Bibb.

HR PROJECTS

The Induction Capability Project has now seen the roll-out of online corporate inductions to our contractors and indoor staff, with outdoor staff and volunteers to be added shortly. The outcome has been excellent, with many positive comments and outstanding cooperation from both contractors and employees.

A phone app for both iOS and Android platforms will be available towards the end of November, and will allow workers to complete inductions on their phones and mobile devices, as well as allowing supervisors to check that workers have current inductions.

This change to Council's induction process has reduced the cost of inductions by a minimum of 50% per induction, and potentially up to 80%, dependent on the number of inductions per year. It also frees up 8% of worktime for one full-time employee: this equates to four weeks per year. In addition, it allows council to require a refresher every three years, which has not been viable until now.

The RMCC Technical Officer has advised RMS of these changes, and the RMS response was very positive, as it improves Council's compliance with the RMCC Contract.

Councillors will have received instructions for completing the Councillor Induction under separate cover, and we encourage all Councillors to complete the induction, prior to the Council meeting, so feedback can be provided.

WORKPLACE HEALTH AND SAFETY

There were 2 incidents and 1 near miss in the month of October with 2 new claims.

Workers Compensation and Incidents for October

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

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Enclosure

Document WHSMS-G7 - Warrumbungle Shire Corporate Induction

RECOMMENDATION

For Council's information

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Item 16 2016/2017 Annual Report

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Director Corporate and Community Services – Michael Jones
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council Governance and organisational structure reflects the vision, directions and priorities outlined in the community Strategic Plan

Reason for Report

To present Warrumbungle Shire Council's 2016/2017 Annual Report.

Background

As per s428 of the Local Government Act (1993), within 5 months after the end of each year Council must prepare an Annual Report for that year reporting its achievements in implementing its Delivery Program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principle activities are directed.

The Annual Report is in effect a review of Council's performance for the previous financial year. The 2016/2017 Annual Report covers the period 1 July 2016 to 30 June 2017.

Issues

A copy of Council's Annual Report must be posted on the Council's website and provided to the Minister for Local Government via the Office of Local Government (OLG).

The 2016/2017 Annual Report has been prepared and is submitted for Council's information under separate cover.

Options

Council must provide the endorsed Annual Report to the Minister by 30 November 2017.

Financial Considerations

Nil.

RECOMMENDATION

That Council note the contents of the 2016/2017 Annual Report and that the report be submitted to the Office of Local Government.

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Item 17 Audit Committee

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Director Corporate and Community Services – Michael Jones
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council Governance and organisational structure reflects the vision, directions and priorities outlined in the community Strategic Plan

Reason for Report

This report provides Council with information on the establishment of an Audit Committee.

Background

At the July Ordinary meeting of Council it was resolved:

Resolution '9/1718 a motion was moved by Councillor Iannuzzi seconded Councillor Clancy that the establishment of an Audit Committee by 31 October 2017 be left on the table following a report and costings to be brought back to the August Ordinary Council meeting.'

To progress this matter forward the following information is provided.

Audit Committee

In 2008 pursuant to Section 23A of the Local Government Act 1993, the Department released Internal Audit Guidelines for Local Government in NSW via Circular Number 08-64. The Guidelines advise all Councils to develop an Internal Audit Committee to act as an independent and objective oversight of Council systems and processes.

To ensure that Councils receive the maximum benefit from the implementation of an internal audit framework, it is important the Guidelines are properly put into practice. The Department is monitoring their implementation in the sector and actively promoting their adoption by Councils.

Although the Guidelines are only advisory for Councils to develop an Internal Audit Committee, there is growing evidence that this will soon become a mandatory requirement of Council.

Note – Audit Committee is the name used for the Committee which provides independent oversight of both the internal audit function and the external audit function. It provides the Council with independent oversight and monitoring of the Council's audit processes, including the Council's internal controls activities. This oversight includes:

- Internal and external reporting

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- Risk management activities
- Internal and external audit, and
- Compliance.

It is not uncommon for the Committee charged with these responsibilities to be referred to by names such as:

- Governance and Risk Management Committee
- Audit and Risk Management Committee
- Internal Audit Committee

The Guidelines and requirements for the establishment of an Internal Audit Committee are quite comprehensive and follow that recommended by Local Government NSW (LGNSW) and the Department of Premier and Cabinet.

A copy of the Guideline document is provided under a separate cover as an enclosure.

Steps to Establish

1. Agree on the Structure of the Committee

Approve proposed approach and structure of the Committee. The proposed structure is based on the Internal Audit Guidelines document from LGNSW. The Guidelines state:

“The structure and membership of an audit committee in the NSW local government environment will depend on the size of the council. Membership should have a majority of independent members and councillors (excluding the Mayor), with between 3 and 5 members. Good practice in governance is that council staff should not be members of the committee. However, this may not be practical for some councils. The chair should be an independent member. A suggested membership is:

- 1 or 2 councillors (excluding the mayor)
- 2 or 3 independent members, at least one with financial expertise and one of whom should be the chair.

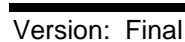
The internal auditor and Chief Financial Officer should be invited to attend all meetings. The external auditor should also be invited to attend as an independent advisor.

To preserve the independence of the Audit Committee the General Manager should not be a voting member of the Audit Committee. In accordance with section 376(2) of the Local Government Act the General Manager is entitled to attend meetings of the Audit Committee.”

(Guidelines under section 23A of the Local Government Act 1993 – Section 4.3)

A draft structure of an Audit Committee is attached.

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2. Nomination of Councillors

1 or 2 Councillors are nominated to be on the Committee. The 1 or 2 Councillors are required to work with Council staff (General Manager, Director of Corporate and Community Services and the Chief Financial Officer) to establish the committee. This would include:

- Approve increase in budget – (refer Financial Considerations)
- Approve expression of interest (EOI) for independent committee members and an independent chair
- Interview and appoint positions
- Establishment of the Committee's Terms of Reference including:
 - An Internal Audit Charter
 - Reporting lines
 - Roles and responsibilities
 - Internal audit plans – scope of work
 - The Committee to oversee recruitment of an Internal Auditor and scope of work. Options including:
 - Outsourced or co-sourced function
 - Regional or Inter-Council Sharing of Internal Audit Resources.

Financial Considerations

In determining financial considerations Council needs to consider the various roles that make up the Committee. These roles being:

- Chair Person (1)
- Independent Committee Members (1 to 2)
- Council Committee Members (1 to 2)
- Internal Auditor

Recommended financial compensation is set out in the NSW Treasury and the NSW Department of Finance, Services and Innovation – Guidelines for Agencies and members document (July 2015).

This document indicates that a medium sized Council (organisations with expenditure less than \$400m but greater than \$50m) would be looking at the following costs per role:

- Chair Person – circa \$16,213 per annum.
- Sitting fee per independent committee member being \$1,621 per meeting day including preparation time. On average meetings are held quarterly.
- The cost of the Internal Auditor would be dependant on a number of factors determined by the Committee. These being:
 - Scope of role and thus the number of hours required by quarter.
 - If the role/person was shared amongst other Councils
 - Market rates and availability of such a person with the required skills.
 - A reasonable budget estimate could be circa \$30,000 - \$40,000.

Assuming three (3) independent committee members (including the Chair Person) and meetings were held quarterly, then the estimated cost with an Internal Auditor would be approximately \$60,000 to \$70,000 pa.

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Councillor Committee members would be reimbursed for their travel as per Council Policy.

RECOMMENDATION

For Council's determination.

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Item 18 Financial Year 2017 Financial Statements

Division:	Corporate and Community Services
Management Area:	Finance
Author:	Director Corporate and Community Services – Michael Jones
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF6 That council is financially sustainable over the long term.

Reason for Report

To present Council's financial results and to seek Council approval for the signing of the "Statement by Councillors and Management" for both the General Purpose Financial Statements and Special Purpose Financial Statements.

Background

Each year the financial results of Council are audited by an Independent Auditor. In prior years this has varied but has most recently been Forsyths Chartered Accountants. In accordance with new regulations all Local Councils in NSW are to be audited by the NSW Auditor General. This year that audit was conducted by NSW Auditor General's Department through Forsyths Chartered Accountants.

These Statements have been prepared to comply with the requirements of the Local Government Act 1993, the Australian Accounting Standards, and the Local Government Code of Accounting Practice and Financial Reporting.

Enclosures provided under separate cover include:

- FY 2017 Financial Statements. Comprising of the General Purpose Financial Statements, the Special Purpose Financial Statements and the Special Schedules.
- Client Service Report for the year ended 30 June 2017 - Warrumbungle Shire Council.
- Report on the Conduct of the Audit for the year ended 30 June 2017 - Warrumbungle Shire Council.

Issues

Some of the significant accounting issues addressed in the preparation of the 2016/17 Financial Statements included:

- The revaluation of Council's water and sewer networks
- The review of depreciation assumptions
- The review of condition ratings for Council's road network
- The write off of replaced seal and pavement assets
- The recalculation of certain employee provisions
- The calculation of asset impairment

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Some of the significant non accounting issues addressed:

- The appointment of the NSW Auditor General
- The extremely tight timeframes for completion

Normal practice is for the audited Financial Statements to be presented to the Finance and Project Committee of Council before being endorsed by Council.

Due to delays in the audit and an extremely tight turn around this has not been possible this year.

Audited Financial Statements were submitted to the NSW Office of Local Government (OLG) by the deadline of the 31 October 2017 however, these were submitted without endorsement. An extension has been granted by the OLG and is supported by the NSW Auditor General's Department.

Council endorsed the 30 June 2017 QBRS Financial Report (**Resolution 45/1718 of 17 August 2017**) with a full year net profit of \$4.2m.

The audit findings did not differ substantially from this result.

The audit findings do not include any qualifications or irregularities. Additionally audit adjustments were favourable and increased our net profit from \$4.2m to \$4.7m.

Financial Considerations

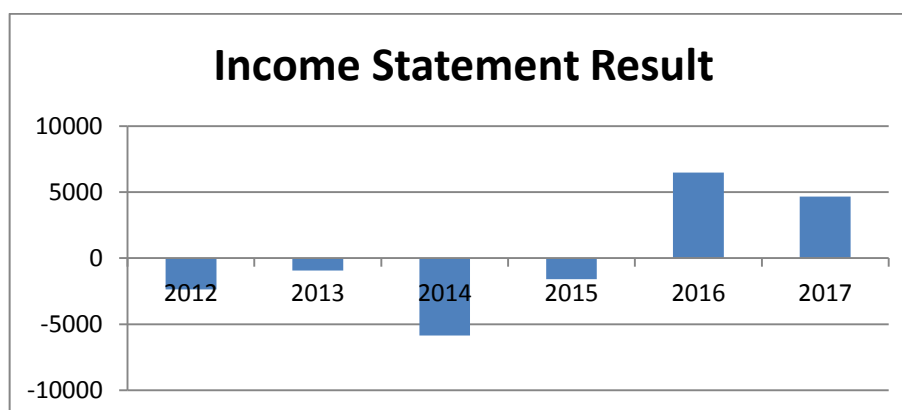
Significant points to note in regard to Council's financial performance are detailed below.

Income Statement Result

Council posted an accrual surplus (including depreciation and other non-cash items) of \$4.7m. This is a significant result but below forecast. The main drivers behind this result are:

- A significant decrease in grant funding from budget due to lower than anticipated Capital funding and delays such as in the TRRRC.
- Prepayment of \$3.3m in FAGs payments.

Details of Council's income statement result over the last 6 years can be found in the table below:



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Other significant financial considerations are:

- Council's cash rose by \$2.6m from \$15.7m to \$18.35m
- Council undertook a revaluation of its water and sewer networks
- Non current assets rose by \$3m from \$483m to \$486m
- Capital Works worth \$11.7m were completed

RECOMMENDATION

1. That the "Statement by Councillors and Management" be signed in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended), Clause 215 of the Local Government (General) Regulation 2005, for the General Purpose Financial Statements for the year ending 30 June 2017 be made.
2. That the "Statement by Councillors and Management" made pursuant to the Local Government Code of Accounting Practice and Financial Reporting in relation to the Special Purpose Financial Statements for the year ending 30 June 2017 be made.
3. That the statements be signed by the Mayor, Deputy Mayor or a Councillor, the Acting General Manager and the Responsible Accounting Officer.
4. That the General Purpose Financial Statements and Special Purpose Financial Statements be referred to audit per the requirements of Section 413(1) of the Local Government Act 1993.

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Item 19 Bank Reconciliation for the Month Ending 31 October 2017

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

Reason for Report

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

Background

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

Issues

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

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

Options

Nil.

Financial Considerations

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

The Mayor's Bushfire Appeal Bank Account has been utilised for the purpose of the Sir Ivan Bushfire which started on the 12 February 2017.

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Summary

Balance per General Ledger – 31 October 2017

General Ledger	Amount
Trust Bank Account	289,168
Bushfire Trust Account	18,377
Bushfire Trust Investment Account	47,190
General Bank Account	1,681,003
Investment At Call General	11,296,459
Investment At Call Water	1,905,000
Investment At Call Sewer	1,967,000
Total per General Ledger	17,204,197

Bank	Balance
<u>General</u>	
Commonwealth General Account	2,145,381
Total – General	2,145,381
<u>Investments</u>	
Term Deposits	15,168,460
Total Investments	15,168,460
Sub Total WSC Operational Accounts	17,313,840

<u>Trust</u>	
Commonwealth Trust Account	289,168
Total – Trust	289,168
<u>WSC Mayors Bush Fire Appeal Trust</u>	
Commonwealth Mayors Fund General Account	18,377
Commonwealth Mayors Fund Savings Account	47,190
Total - WSC Mayors Bush Fire Appeal Trust	65,567
Total All Bank Accounts	17,668,575
<i>Add:</i>	
Outstanding Deposits - General	110,449
Outstanding Deposits - Trust	-
Outstanding Deposits – WSC Mayors Bushfire Appeal	-
<i>Less:</i>	
Unpresented cheques - General	(1,428)
Unpresented EFT - General	(573,399)
Unpresented cheques- WSC Mayors Bushfire Appeal	-
Balance adjusted for outstanding deposits & Un-presented cheques (Final Bank Balance)	17,204,197
Variance between Final Bank Balance and General Ledger	-

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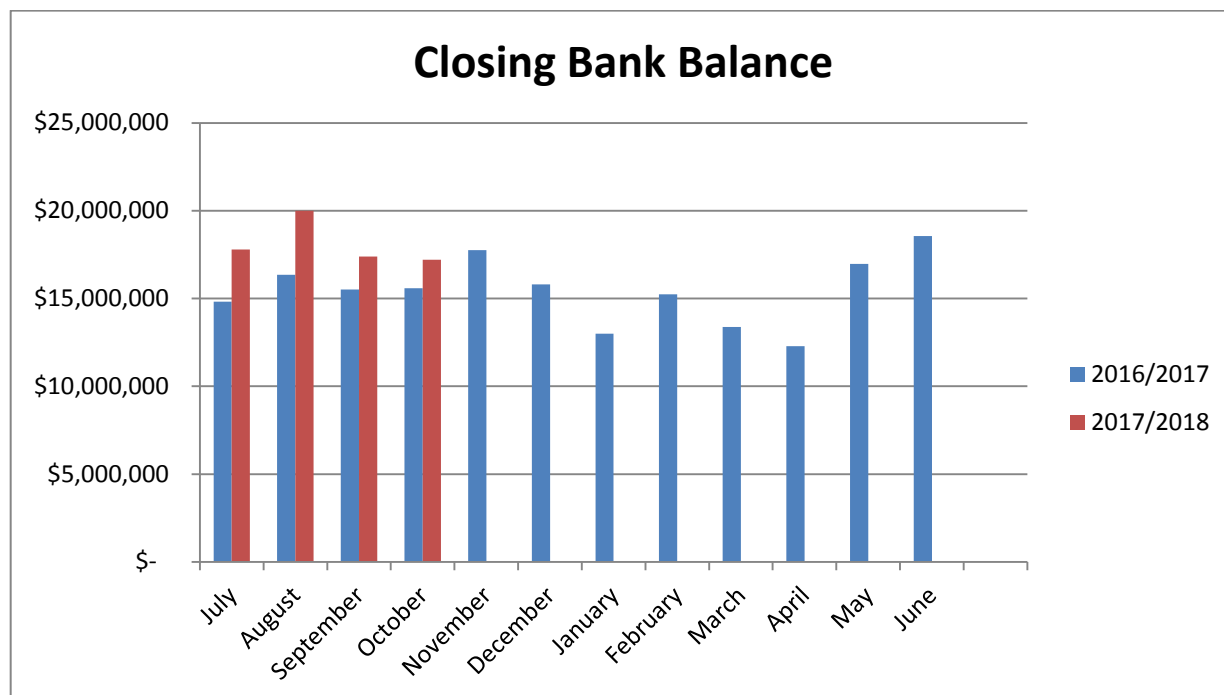
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Balance as per Bank Account History as at 31 October 2017

Month	Funds Held in General Account	Funds Held in Trust Account	Mayors Bushfire Appeal Trust Account	Investment	TOTAL	Net of Outstanding Deposits and Un-presented Cheques	End of Month Closing Bank Balance
Jun-17	248,391	347,521	69,642	17,862,756	18,528,310	24,115	18,552,425
Jul-17	1,954,020	348,000	69,715	16,156,553	18,528,288	(742,487)	17,785,801
Aug-17	3,865,910	348,000	50,412	15,355,865	19,620,187	382,990	20,003,177
Sep-17	1,059,957	348,000	50,436	16,639,790	18,098,183	(716,905)	17,381,278
Oct-17	2,145,381	289,168	65,567	15,168,459	17,668,575	(464,378)	17,204,197

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RECOMMENDATION

That Council accepts the Bank Reconciliation Report for the month ending 31 October 2017.

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Item 20 Investments and Term Deposits for Month Ending 31 October 2017

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

Reason for Report

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

Background

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

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

Issues

Nil.

Comments on Performance for the Month

Term Deposits and At Call Accounts

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

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 \$1.479m were made from these accounts and \$7,724 interest was received on the balances in the accounts resulting in a month end "at-call" balance of \$5.168m.

Income Return

The average rate of return on Investments for the month of 2.28% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.70% by 58 points or 34%.

On a year to date basis, interest received, and accrued, totals \$98,671 which is 27% of the annual budget.

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

Options

Nil.

Financial Implications

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

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Summary

Table 1: Investment Balances as at 31 October 2017

Financial Institution	Lodgement Date	Maturity Date	Total Days	Rating	Yield	Amount
At Call Accounts						
NAB Cash Maximiser #	1-Oct-17	At Call	at call	AA-	1.29%	1,259,058
ANZ At Call	1-Oct-17	At Call	at call	AA-	0.75%	753,974
Regional Australia Bank	1-Oct-17	At Call	at call	Unrated	2.10%	1,017,242
NAB Bpay Account	1-Oct-17	At Call	at call	AA-	-	120,049
T Corp IM Cash Fund	1-Oct-17	At Call		0	2.40%	2,018,137
						5,168,460
Term Deposits						
Bank Of Sydney	19-Jun-17	20-Nov-17	154	Unrated	2.77%	1,000,000
BOQ	25-May-17	21-Nov-17	180	BBB+	2.65%	1,000,000
NAB	22-Aug-17	27-Nov-17	97	A+ (ST rate)	2.43%	1,000,000
Regional Australia Bank	28-Aug-17	28-Nov-17	92	Unrated	2.45%	1,000,000
BOQ	25-May-17	04-Dec-17	193	BBB+	2.65%	1,000,000
NAB	18-Sep-17	18-Dec-17	91	Unrated	2.49%	1,000,000
Regional Australia Bank	25-Sep-17	08-Jan-18	105	Unrated	2.40%	1,000,000
ME Bank	22-Aug-17	19-Jan-18	150	Unrated	2.50%	1,000,000
ME Bank	22-Aug-17	19-Jan-18	150	Unrated	2.50%	1,000,000
NAB	25-Sep-17	29-Jan-18	126	Unrated	2.53%	1,000,000
						10,000,000
TOTAL						15,168,460

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Table 2: At Call and Term Deposits - Monthly Movements

Bank	Opening Balance	Net Placements/ Withdrawals	Interest Accrued/ Received	Closing Balance
NAB Cash Maximiser #	2,757,502	(1,500,000)	1,556	1,259,058
ANZ At Call	753,482	-	492	753,974
Regional Australia Bank	1,015,762	-	1,480	1,017,242
NAB Bpay Account	99,103	20,946	-	120,049
T Corp IM Cash Fund	2,013,941	-	4,196	2,018,137
Total at call	6,639,790	(1,479,054)	7,724	5,168,460
Bank Of Sydney	1,007,795	-	2,346	1,010,141
BOQ	1,009,268	-	2,245	1,011,513
NAB	1,002,590	-	2,058	1,004,648
Regional Australia Bank	1,002,209	-	2,075	1,004,284
BOQ	1,009,268	-	2,245	1,011,513
NAB	1,000,816	-	2,109	1,002,925
Regional Australia Bank	1,000,328	-	2,033	1,002,361
ME Bank	1,002,664	-	2,117	1,004,781
ME Bank	1,002,664	-	2,117	1,004,781
NAB	1,000,346	-	2,143	1,002,489
SUB TOTAL TD	10,037,948	-	21,488	10,059,436
Total:	16,677,738	(1,479,054)	29,212	15,227,896

Certification of Responsible Accounting Officer

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

Responsible Accounting Officer

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RECOMMENDATION

That Council accepts the Investments Report for the month ending 31 October 2017.

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Item 21 Rates Report for Month Ending 31 October 2017

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

Reason for Report

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

Background

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

The Office of Local Government (OLG) recommends (via their accepted benchmark) a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils. Council's outstanding ratio as at 30 June 2017 was 8.88% which is below the OLG recommended benchmark.

Issues

The Outstanding Rates and Annual Charges Ratio as at 31 October 2017 is lower than the 10% benchmark proposed by the OLG at 9.98%. The overall outstanding charges ratio as at 31 October 2017 is 11.38%.

In 2015 Council introduced a system that allows ratepayers the ability to receive and pay their rates notices online, to date 401 ratepayers are utilising this system.

Options

Nil.

Financial Considerations

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

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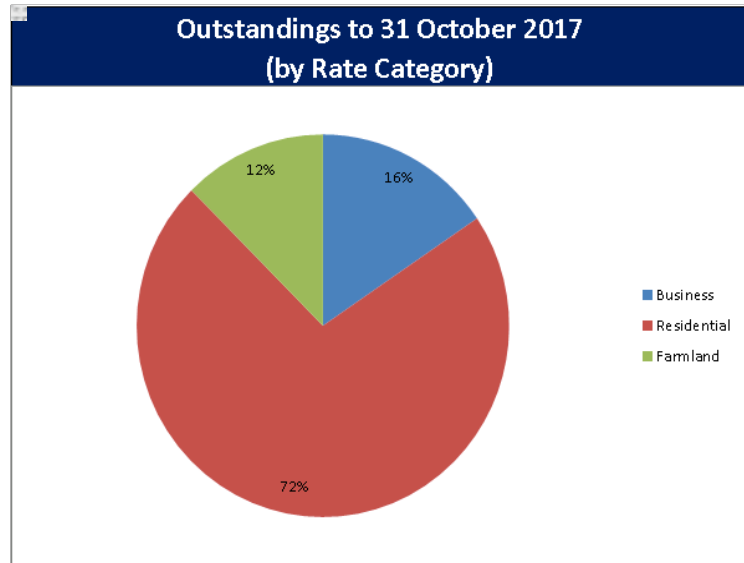
RATE/CHARGE TYPE	RATE ARREARS 2016/17	2017/18 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2017/18	COLLECTION % 2017/18	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	556,582	7,763,084	(164,034)	(8,184)	8,162	55,335	8,210,945	(2,772,639)	5,438,306	33.77%	716,672	8.73%
Water	229,206	1,445,691	(71,072)	(119)	4,381	-	1,608,087	(549,146)	1,058,941	34.15%	227,961	14.18%
Sewerage	103,222	1,077,920	(50,699)	(19)	2,101	-	1,132,525	(397,136)	735,389	35.07%	95,171	8.40%
Trade Waste	876	8,679	-	-	11	-	9,566	(4,166)	5,400	43.55%	635	6.64%
Storm Water	9,433	106,038	-	(1)	203	-	115,673	(44,978)	70,695	38.88%	9,015	7.79%
Garbage	258,538	1,903,096	(105,414)	(596)	4,967	-	2,060,591	(716,722)	1,343,869	34.78%	261,539	12.69%
TOTAL RATES AND ANNUAL CHARGES	1,157,857	12,304,508	(391,219)	(8,919)	19,825	55,335	13,137,387	(4,484,787)	8,652,600	34.14%	1,310,993	9.98%
Sewer Access (Water Billing)	146,338	232,002	-	15	1,156	-	379,511	(121,632)	257,879	32.05%	77,698	20.47%
Water Consumption	649,131	1,383,671	-	(3,566)	9,249	4,196	2,042,681	(563,417)	1,479,264	27.58%	389,743	19.08%
Sewer Consumption	37,413	101,391	-	-	168	-	138,972	(42,168)	96,804	30.34%	16,277	11.71%
Trade Waste	26,699	101,808	-	-	85	-	128,592	(31,602)	96,990	24.58%	6,153	4.78%
TOTAL WATER SUPPLY SERVICES	859,581	1,818,872	-	(3,551)	10,658	4,196	2,689,756	(758,819)	1,930,937	28.21%	489,871	18.21%
GRAND TOTAL	2,017,438	14,123,380	(391,219)	(12,470)	30,483	59,531	15,827,143	(5,243,606)	10,583,537	33.13%	1,800,864	11.38%

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Analysis by Council staff has indicated that of the rates and annual charges outstanding amount, 72% relates to residential properties, while 12% relates to farmland and 16% to business.

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



Rates Type	Rates levy					Water levy				Grand Total
	General	Domestic Waste	Water Access	Trade Waste	Storm Water	Sewer Access	Water Usage	Sewer Usage	Trade Waste	
Business	66,488	49,053	28,824	635	3,263	45,867	62,816	16,277	6,153	279,376
Residential	430,139	208,045	199,137	-	5,752	127,002	326,927	-	-	1,297,002
Farmland	220,045	4,441	-	-	-	-	-	-	-	224,486
Total	716,672	261,539	227,961	635	9,015	172,869	389,743	16,277	6,153	1,800,864

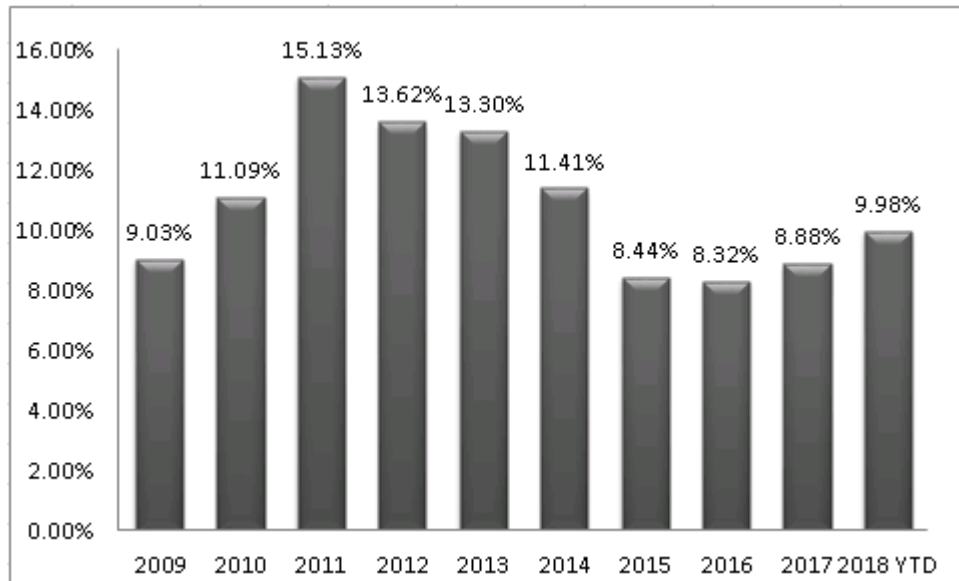
Collection of outstanding rates commences with an overdue letter which is received from Council giving 14 days to pay or contact Council requesting an arrangement, if no payment or contact is made a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact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

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

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Graph 1: Ratio by Year



RECOMMENDATION

For Council's information.

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Item 22 2018/19 Regional Road REPAIR Program

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

Reason for Report

Council resolution is sought on priority projects for funding under the Regional Roads REPAIR Program.

Background

Roads and Maritime Services are inviting funding submissions from Councils for eligible projects under the 2018/19 REPAIR Program. Submissions close on 12 January 2018. All 28 Councils in the RMS Western Region have an opportunity to submit a project on any regional road in their Shire. A project assessment sheet must be completed for each proposal and points are determined based on a range of assessment criteria. RMS Western Region is allocated funding for the REPAIR Program and only projects with points above a determined cut off score are allocated funding from the pool. Funding is only available for 50 percent of the estimated total project cost.

Issues

The cut off score for projects last year was 24 points. Last year Council obtained funding for pavement rehabilitation on Black Stump Way (MR55 segments 57 & 58), which received project assessment of 29 points. Council is encouraged to submit a number of projects in order of priority to ensure a better chance of obtaining funding should RMS disagree with assessment of Council's preferred project.

Council receives funding assistance for maintenance of regional roads through the RMS Block Grant. Traditionally, Council has used funding from the Block Grant to fund Council's 50 percent contribution to the REPAIR Program. The primary purpose of the REPAIR Program is to improve network efficiency, hence there is some conflict in purpose when funds from the Block Grant are used on road improvement projects.

Options

Council has discretion in this matter and may wish to consider projects from the following list for submission under the 2018/19 Program.

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Project Location	Project Description	Indicative Point Score under Current Assessment Criteria
Intersection of MR55 (Black Stump Way) and MR396 (Warrumbungles Way)	Construction of a southbound passing lane on MR55, including culvert widening and pavement rehabilitation.	27
MR55 Segments, 28, 29, 30 (South of Coolah)	Rehabilitation including culvert widening, pavement widening and overlay.	29
MR55 Segments 69, 68, 67 (North of Coolah)	Rehabilitation including culvert widening, pavement widening and overlay.	29
MR129 (Baradine Road)	Rehabilitation including culvert widening, pavement widening and overlay	24
MR618 (Vinegaroy Road)	Rehabilitation including culvert widening, pavement widening and overlay	22
MR7519 (Forest Road)	Pavement rehabilitation including widening and overlay.	17

Financial Considerations

The maximum amount that any one Council can receive from RMS under the REPAIR Program is \$400,000, that is, total project cost of \$800,000. In previous years, most of Council's matching 50% contribution is funded from the Block Grant.

The cost of pavement rehabilitation and strengthening varies between \$250,000 and \$400,000 per km and is dependent upon drainage and availability of road base.

RECOMMENDATION

That Council's priority for REPAIR Program funding in 2018/19 and forecast program is as follows:

Project No.	Project Description	Total Project Cost		
		2018/19	2019/20	2020/21
1	Upgrade of intersection between MR55 (Black Stump Way) and MR396 (Warrumbungles Way)	\$800,000		
2	MR55 Segments 28, 29, 30 (South of Coolah) - Rehabilitation including culvert widening, pavement widening and overlay.		\$800,000	

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Project No.	Project Description	Total Project Cost		
		2018/19	2019/20	2020/21
3	MR55 Segments 69, 68, 67 (North of Coolah) - Rehabilitation including culvert widening, pavement widening and overlay.			\$800,000
TOTAL		\$800,000	\$800,000	\$800,000

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Item 23 Coonabarabran Memorial Swimming Pool

Division:	Technical Services
Management Area:	Urban Service
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Recreation and Open Space
Priority:	RO1: The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

Establishment of a Coonabarabran Swimming Pool Advisory Committee.

Background

At the Community Consultation Meeting held in Coonabarabran on Tuesday, 7 November 2017, Council received a request from a number of community groups to establish a Council Advisory Committee for the Coonabarabran Swimming Pool. Speakers at the meeting suggested that the existing pool complex was deficient in a number of areas including:

- The existing 33 metre length is a non standard length, which jeopardises competitive aspirations of junior swimmers.
- The level of the water below the edge of the pool is such that it is difficult to maintain visibility of swimmers from the seating area.
- Height fear when entering water for Learn to Swim children.
- Disability access to the pool is non existent except for a lift chair which requires assistance to operate.
- Not suitable for hydrotherapy.
- The pool is not suitable for year round swimming.
- General appearance and condition of amenities not attractive to users and tourists.

Council received sketch plans of an upgrade strategy in 2011 and these may be a useful starting point for development of an overall strategy. A copy of these plans is included in Attachment 2.0.

Issues

The purpose of the proposed Advisory Committee is to develop an upgrade strategy based on community consultation that may be used to attract State and Australian Government funding for upgrade works. Council will be aware that most Government funding programs require projects to be 'shovel ready' and they can demonstrate wide public support.

Options

Council has complete discretion in this matter. Council has used Advisory Committees with success to develop infrastructure projects.

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The Charter of an Advisory Committee must clearly define the purpose of the Committee and its operational boundaries. A draft Charter for the proposed Committee is included in Attachment 1.0.

Financial Considerations

There is no budget allocation for development of a pool upgrade strategy. The cost of developing a strategy through an Advisory Committee is not expected to be significant initially, however development of concept designs will require assistance from a Consultant. Should an Advisory Committee be established, a budget allocation for development of the strategy will eventually be required.

RECOMMENDATION

1. That a Coonabarabran Swimming Pool Advisory Committee is established to advise Council on current and future development requirements of the Coonabarabran Memorial Pool.
2. That the Charter outlined in Attachment 1.0 is adopted for the Coonabarabran Swimming Pool Advisory Committee.
3. That two (2) Councillor delegates are appointed to the Coonabarabran Swimming Pool Advisory Committee.
4. Expression of interest is publicly invited for membership of the Coonabarabran Swimming Pool Advisory Committee.

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Attachment 1.0

Draft Charter for the Coonabarabran Swimming Pool Advisory Committee

Purpose of the Committee

The purpose of the Advisory Committee would be to assess the condition and usefulness of the existing amenities, buildings and facilities at the Coonabarabran Swimming Pool Complex and develop a long term strategy for upgrade and improvement to these facilities, based on existing and future sport and recreation demands of the Shire.

Duties of the Advisory Committee

- Assistance with determining current status of the complex, including identification of issues that need to be addressed.
- Determining current and potential users of the complex facilities including volume and frequency of use.
- Input into the development a long term strategy for the Swimming Pool Complex in the form of a Master Plan, including cost estimates and priorities for improvements.
- Assistance with engagement of user groups and members of the community to facilitate input into the Master Plan and planned improvements.
- Investigation into, and assistance in obtaining, external sources of funding.
- Making recommendations to Council on matters related to improvements of the Swimming Pool Complex.

Membership of the Advisory Committee would include:

- Two (2) Councillors
- Director Technical Services
- Manager Urban Services
- Supervisor Pools
- Up to four (4) representatives from user groups
- Up to two (2) members from the community.

Secretariat

Manager Urban Services

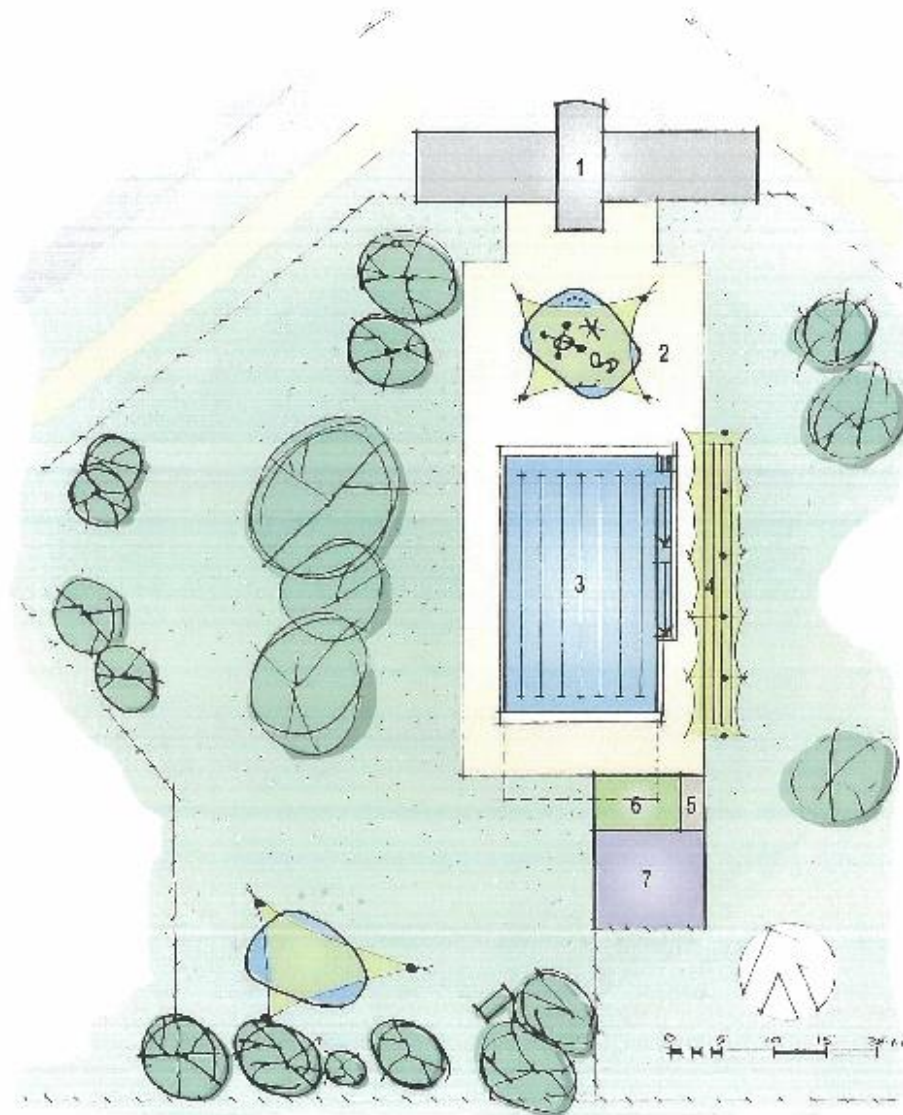
Meeting frequency

Meetings held every two months or as determined by the Committee or Council.

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Attachment 2.0 – Existing Sketch Plans for Upgrade of Coonabarabran Memorial Pool



floor plan

Legend

1. EXISTING BUILDING REBUILT INTO MULTI-PURPOSE MEETING ROOMS AND MEMORIAL
2. OUTDOOR PLAY ZONE WITH SHADE STRUCTURE – SUMMER ONLY
3. REBUILT LANE & 25M LAP POOL WITH RAMP
4. CONCRETE TIERED SEATING WITH SHADE STRUCTURE
5. STORAGE
6. PLANT ROOM
7. OUTDOOR BIKING



COONABARABRAN MEMORIAL SWIMMING POOL

Concept A

Date: 2.2.11

STAGE 1

Facility Design Group

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floor plan

legend

1. EXISTING BUILDING REPURPOSED INTO MULTI-PURPOSE OFFERING RELAXATION AND MENORAL
2. OUTDOOR DROPLAY ZONE WITH SHADE STRUCTURE - SUNNITR ONLY
3. REPURPOSED 7 LANE SWIM LANE WITH RAMP
4. LUNGSFITT FRET SEATING WITH SHADE STRUCTURE
5. STURANT
6. PLANT ROOM
7. OUTDOOR FILTER YARD
8. CLUB ROOM
9. OUTDOOR BARBECUE AREA
10. OUTDOOR DRY PLAY WITH SHADE STRUCTURE
11. MALE AMENITIES
12. FEMALE AMENITIES
13. ACCESSIBLE FAMILY CHANGE
14. SOUPA SEATING AREA
15. ENTRY COVER
16. CONTROL
17. KIOSK
18. MANAGER ROOM FIRST AID
19. INDOOR SWIM MULTI FUNCTION POOL
20. ENTRY CANOPY AND BIKE RACKS
21. NEW CAR PARKING



COONABARABRAN MEMORIAL SWIMMING POOL

Concept A

Date: 28.11.10

STAGE 1 & 2

Facility Design Group

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Item 24 Donation of a Street Seat from BlazeAid to the Dunedoo Community

Division:	Technical Services
Management Area:	Urban Services
Author:	Manager Urban Services – Shane Weatherall
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety, and amenity.

Reason for Report

To seek Council resolution for the donation of a public seat from BlazeAid to the Dunedoo community to be located in Bolaro Street, Dunedoo.

Background

In the wake of the Sir Ivan Fire BlazeAid have constructed a timber bench seat (*Figure 1*) in recognition of the recovery efforts by volunteers.

Figure 1



The seat has a plaque attached (*Figure 2*) that summarises the efforts of the volunteers and reads as follows:

*“Donated by BLAZE Aid Volunteers
to the community of Dunedoo
Dunedoo Blazeaid Camp (Feb-Sept 2017)”*

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*In appreciation of Camp Coordinator – Laurie Dawson
and over 1000 volunteers (Dunedoo and Cassilis BA camps)
who helped with the recovery following the 'SIR IVAN FIRE'
that swept through the district on the 11th-12th February 2017*

Figure 2



BlazeAid would like to donate the seat to the community of Dunedoo by way of replacing the existing street seat (*Figure 3*) in front of the Supermarket, and Milling and Stuart in Bolaro Street, Dunedoo.

Figure 3



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Issues

The existing seat is structurally sound, however maintenance in the form of a coat of paint would improve its appearance.

The proposed seat meets the dimensional standards for street seating.

It has been suggested that a local community member will maintain the seat by way of re-oiling when required. Alternatively, Council could maintain (re-oil) when necessary, which would only be every few years considering the location is sheltered from sunlight and weather.

Both Dunedoo Supermarket and the Real Estate Agent have been consulted and have no objections to the proposal.

The suitability of the wording on the plaque is at the discretion of Council and is to be considered as a separate item of this request.

Options

Council has discretion in this matter. The options are as follows:

1. Accept the proposed seat as a donation and approve replacement of the existing seat at the proposed site in front of the Supermarket, and Milling and Stuart in Bolaro Street, Dunedoo (with or without plaque).
2. Accept the proposed seat as a donation and locate in an alternate site (with or without plaque).
3. Reject the donation of the proposed seat.

Financial Considerations

Considering the seat and installation is being donated Council will not incur any costs for the initial placement of the seat.

If a local community member maintains the seat as suggested then maintenance costs will be nil also.

If Council are required to maintain the seat, the estimated maintenance costs will equate to between \$100 and \$200 approximately every 5 years.

The current Dunedoo Town Streets maintenance budget can adequately absorb these costs.

RECOMMENDATION

That Council accept the proposed seat as a donation from BlazeAid and approve replacement of the existing seat at the proposed site in front of the Supermarket, and Real Estate Agent in Bolaro Street, Dunedoo (with current plaque attached).

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Item 25 Incident Review Report on the Boil Water Alert Issued for Mendooran

Division:	Technical Services
Management Area:	Water Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	Communities across the shire are supported by the secure, long term supply of energy and clean water.

Reason for Report

The reason for this report is to formalise Council's commitment to implementing recommendations from a review of the boil water alert incident in Mendooran.

Background

A boil water alert was issued to residents in Mendooran on the 2 June 2017. An incident debrief meeting was conducted on the 19 September 2017. The debrief meeting included participants from Department of Health, Department of Primary Industries – Water, Council staff and Consultants. A report on the incident review has been prepared and Council is now being asked to consider the recommendations from that review.

A copy of the executive summary from the incident debrief report has been forwarded to Councillors under separate cover. A copy of the draft recommendations has been included in Attachment 1.0.

Council has in place a Drinking Water Management System (DWMS). The establishment of a DWMS is a requirement under the NSW Public Health Act 2010 and the Public Health Regulation 2012

Issues

The review contains 30 recommendations and many of the recommendations relate to management issues that are relevant not just to Mendooran but to all of Council's drinking water systems. Many of the recommendations focus on Council's DWMS and aim to improve adherence to the system by all staff involved in operations associated with provision of drinking water.

Options

Council has limited discretion as most of the recommendations from the review must be either addressed or implemented to minimise risk of water quality falling below community expectations and drinking water standards. Council has discretion in relation to timeframes for addressing the recommendations and implementing recommendations where capital expenditure is required.

Financial Considerations

Almost all of the recommendations involve actions associated with increased levels of inspection, testing and reporting and the cost of these recommendations will be covered within existing recurrent budget allocations.

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Some of the recommendations involve investigation of potential works that will involve capital expenditure, which will then be subject to budget reviews and applications for funding under the State Government's Safe and Secure Water Program.

RECOMMENDATION

That Council receive quarterly reports on progress in implementing recommendations from the Incident Review Report on the Mendooran boil water alert that occurred in June 2017.

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Attachment 1.0 – Recommended Actions from the Incident Review Report on the Mendooran Boil Water Alert that Occurred in June 2017.

7 Recommended Actions

There needs to be an increased focus within Council to actively implement the DWMS including; CCP limits, data alerts and trends, notification protocols, as well as process and performance awareness within the W&S operations team.

This approach also needs to be supported with an increased focus upon the DWMS by the senior executive team together with regular compliance reporting to Council.

The recommendations from the incident debrief and review have been summarised in the table below. The table includes a description of the recommended action, with the opportunity for Council to allocate priority, responsibility and timeline for undertaking the action.

Table 1 – Mendooran Incident Debrief Review Action and Recommendation List

Incident Debrief Recommendations
Recommendation 1:
<i>The water supply system diagram (Figure 2.1.9 Mendooran System Flow Diagram) from the WSC DWMS (17th Oct 2014) be corrected and updated to accurately reflect the operational arrangement of the Mendooran Water Supply System.</i>
Recommendation 2:
<i>That WSC investigates the operational control arrangements with a view to including the Standpipe reservoir level as part of the start/stop control of the clear water pumps, so that either the Coolabah reservoirs or Standpipe reservoirs can start/stop the clear water pumps.</i>
Recommendation 3:
<i>That WSC investigates the installation of an inline booster pumping station on the outlet of the Standpipe reservoir to provide sufficient water pressure for a regular water main flushing program to be implemented, to improve the water supply system's firefighting capacity and reduce overall water age by only storing water volumes sufficient to meet peak day demands.</i>
Recommendation 4:
<i>That WSC investigates options to reduce water age in the Coolabah rural residential estate water supply zone. This could include isolation of individual reservoirs ie. Reservoirs No. 1, No. 2 and/or No. 3, on a seasonal basis to only store water volumes sufficient to meet peak day demands.</i>
Recommendation 5:
<i>That WSC review and regularly revise these water supply reticulation plans (Figures 4 & 5) as required to maintain an up to date records.</i>

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Recommendation 6:

That WSC review its current organisational structure with a view to ensure that the management of WTP Operators and reporting lines of communication actively support the ongoing implementation of its DWMS and CCPs.

WSC should then formally document the adopted organisational structure, clearly communicating roles and responsibilities of all staff relating to the management of drinking water quality.

Recommendation 7:

That the EHO provides a copy of water quality results to WTP Operators at the time of onsite sampling and testing and/or leaves these results at the WTP. Any CCP exceedances or un-usual results recorded by the EHO are to be immediately reported to WTP Operators and W&S Manager.

Recommendation 8:

That WSC staff undertake regular, at least annually, familiarisation and/or training in the implementation of NSW Health's drinking water quality incident response protocols.

Recommendation 9:

That WSC prepare and formally adopts a "Drinking Water Quality Policy" and this policy is then "highly visible, continually communicated, understood and implemented by employees and contractors of the organisation".

Recommendation 10:

That WSC undertake an annual internal review of its DWMS, using the HH2O revised NSW Health's annual report template and consult their local PHU to develop an appropriate external review/audit frequency.

Recommendation 11:

That WSC develop and implement a DWMS review and continual improvement program which is regularly reviewed by the Senior Executive Team and reported to Council.

Recommendation 12:

That notices received from DPI-Water should be regularly reported to Council together with an Action Plan, Works Budget and Timeline for the rectification of all issues raised during DPI-Water WTP Inspections. This Action Plan information should also be regularly reported back to DPI-Water and NSW Health.

Recommendation 13:

That WSC urgently develop and implement a regular (weekly/monthly/annual) reservoir integrity inspection and reporting program for the Mendooran water supply system. This inspection and reporting program should be used to develop an Action Plan in order to urgently address all the existing integrity issues at the Mendooran water supply system.

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Annual reservoir integrity reports to be submitted to DPI-Water in accordance with LWU Circular No. 18.

Recommendation 14:

That WSC liaises with DPI-Water to prepare a program of capital works required to address current water treatment plant and water supply issues identified in this report, with the aim of obtaining funding under the “Safe & Secure Water Program” to complete these works.

HH2O can assist WSC with preparing the application for funding.

Recommendation 15:

That WSC review the LMWUA Water Treatment Plant Audit Report for the Mendooran WTP (September 2014), develop an Action Plan and urgently implement any outstanding recommendations. This Action Plan information should also be regularly reported back to DPI-Water.

Recommendation 16:

That WSC review all reservoir inspection reports (2014 and 2017) to develop an Action Plan and urgently implement any outstanding recommendations. This Action Plan information should also be regularly reported back to DPI-Water.

Recommendation 17:

That WSC review and finalise the DWMS and the “DWMS Improvement Plan” is then kept up-to-date, recommended improvements are implemented in the order of identified urgency and progress of the “DWMS Improvement Plan” is reported regularly to the Senior Executive Team and Council.

This information should also be passed onto NSW Health and DPI-Water for advice, review and comment.

(Noting that actions from many of the other Recommendations in this report would need to be included in this DWMS Improvement Plan)

Recommendation 18:

That WSC review and finalise the DWMS Implementation Report (2016), so that the recommended “Emergency Response Plan” can be utilised for any future incidents and emergencies.

Recommendation 19:

That WSC develop and implement a “Drinking Water Quality Monitoring Plan” and procedures for sampling and testing, which formalise staff/role responsibilities, authorities reporting and communication protocols.

Recommendation 20:

Water quality monitoring location (123) at 57 Bandulla Street be reviewed and relocated to a more appropriate sampling location.

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Recommendation 21:
<i>That WSC finalise draft CCPs provided the DWMS Implementation Report (Bligh Tanner, 2016) and include an additional WTP Final pH CCP</i>
Recommendation 22:
<i>The DWMS CCP summary tables are reviewed, finalised and posted on the noticeboards at the WTP, kept in work vehicles and included in regular training sessions/toolbox talks and included in the water quality monitoring procedures and log sheets.</i>
Recommendation 23:
<i>That WSC update the daily water quality log sheets to include turbidity and temperature, and CCP limits and actions to be taken if the CCP limits are exceeded. This will prompt the WTP operator to take appropriate actions and notifications if results are above the alert or critical limits.</i> <i>That the WTP operators use a simple system, where they colour in the results (using highlighter pens) to match the results based on CCP limits.</i>
Recommendation 24:
<i>That WSC implement a simple “Water Quality Monitoring Incident Report” sheet for WTP operators to complete if any field results fall outside of the ranges set out on the field monitoring log sheets.</i>
Recommendation 25:
<i>That WSC develop and implement procedures for all staff involved in sampling and monitoring which clearly reflect responsibilities in accordance with the DWMS, CCP limits and NSW Health protocols for monitoring water quality incidents. This would include investigations and appropriate remedial actions of any Total Coliform detections and to also follow CCP corrective actions for any free chlorine level exceedances.</i>
Recommendation 26:
<i>That the onsite sampling and testing conducted by the EHO includes turbidity and these field results are provided to the WTP operators on the same day that FASS samples are collected.</i>
Recommendation 27:
<i>That the WSC include WTP operators and other staff involved in water supply activities to attend the Drinking Water Quality Meetings. The minutes of these meetings should be incorporated into a quarterly reporting system to the Senior Executive Team and Council.</i>
Recommendation 28:
<i>That the Human Resources records for relevant staff are reviewed, and that training is undertaken for all water supply operational staff, WTP operators and relief staff to upskill and to be appropriately trained in WTP processes (i.e. DPI-Water Part 1 and 2 as a minimum).</i>

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It is also recommended that all staff involved with water quality sampling, testing and monitoring, undergo training and are involved in developing procedures for their work tasks.

Recommendation 29:

That WSC investigate and implements a process of its WTP operators to be certified under the NCF.

Recommendation 30:

That WSC investigate and implement a formalised preventative maintenance program for all the WTP, reticulation and reservoir assets.

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Item 26 2017/18 Technical Services Works Program – Road Operations, Urban Services and Water Services

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

Reason for Report

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

Background

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

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

Issues

The Works Program presented in Attachment 1.0 includes a percentage completion of the scope of works for each project.

Options

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

Financial Considerations

The Works Program in Attachment 1.0 contains budget allocations and expenditure on the projects.

RECOMMENDATION

The 2017/18 Works Program presented in Attachment 1.0 and Attachment 2.0 is noted for information only.

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Attachment 1.0 – Technical Services 2017/18 Works Program

Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
Technical Services	22,025,826	4,133,139	20%
Asset & Design Services	62,452	4,990	20%
Survey equipment	24,000	0	0%
Eng design software	13,000	1,884	30%
traffic counters	7,500	0	0%
Road Safety Programme	17,952	3,106	25%
Plan B	5,150	0	0%
Child Restraint	1,750	0	0%
Workshop for Supervisors of L Drivers	767	564	80%
Bike Week	2,000	2,015	100%
Just Slow Down on Local Roads	4,000	527	20%
Free Cuppa for driver	2,085	0	0%
Pedestrian & Bike Safety	2,200	0	0%
Fleet Services	3,408,665	1,021,672	40%
Minor plant purchases	15,000	7,427	50%
Plant & equipment purchases	3,224,010	1,014,245	35%
Coona workshop capital items	14,655	0	0%
Traffic light	30,000	0	0%
Plant 30 - light vehicle	35,000	0	0%
New bobcat	90,000	0	0%
Road Operations	10,413,642	2,480,969	35%
RMS Work Orders	2,973,000	783,215	30%
Heavy Patching	580,000	0	0%
South Merrygoen	500,000	400,132	75%
South Merrygoen - skew culvert	250,000	57,885	10%
HW 27, Lighthouse Hill, drains/shlders	75,000	0	0%
Vegetation Control*	30,000	0	0%
HW18, Gap drainage improvements	40,000	0	0%
HW27 culvert repairs	130,000	0	0%
HW17, shlder widening, Dows lane	98,000	0	0%
HW27, shlder widening, Sullivan street	80,000	0	0%
Dunedoo HV parking bay	250,000	264,412	90%
Truck stopping bay projects	30,000	1,098	80%
Replacement of service signs	5,000	4,715	100%
Resealing program	905,000	54,973	10%
Local Roads	3,969,897	618,217	20%
Local Roads reseals	563,915	0	0%
Reseal program - TBA	563,915	0	0%

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Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
L R bridges & cwys	698,432	11,831	5%
Coonagoony bridge	4,183	5,331	100%
Box Ridge Rd - Cwy	44,249	0	0%
Ross Crossing Bridge - approaches	10,000	6,500	70%
Mia Mia Rd - cwy	60,000	0	0%
Napier Lane(Garrawilla) - cwy	60,000	0	0%
Napier Lane (Mt Warwick) - cwy	60,000	0	0%
Quia Rd - cwy	60,000	0	0%
Leaders Rd - Cwy	0	0	0%
Todd's Crossing - Teridgerie Creek	400,000	0	10%
Local Road pavements	1,657,311	390,303	25%
Wool Rd Rehabilitation	178,758	203,645	100%
Munns Rd including causeway	250,000	36,364	50%
Gentle Annie Rd - Pavement Rehab	250,000	0	0%
Neilrex Rd - unsealed pave rehab.	200,000	0	0%
Neilrex Road - pavement rehab	98,424	0	0%
Rotherwood Rd - sealed rehab.	150,000	0	0%
Turee Vale Rd - sealed pave rehab	150,000	0	0%
Wyuna Rd - Extension of seal	200,000	0	0%
Beni Xing Rd - safety improvemetns	180,129	150,294	100%
Local Roads Gravel Resheeting	1,050,239	216,083	20%
Local Rds resheeting	0	12,251	0%
Munns Rd	175,000	92,362	100%
Dinby Lane	50,000	0	0%
Newbank Lane	70,000	0	0%
Tabletop Rd	45,000	30,583	100%
Bourke & Halls Rd	45,000	0	0%
Wingabutta Rd	90,000	0	0%
Hawkins Lane	40,000	0	0%
Hawkins Rd	40,000	0	0%
Wardens Rd	50,000	0	0%
Mt Hope Rd	125,000	80,887	70%
Sandy Ck Rd	120,000	0	0%
Dandry Rd	120,000	0	0%
Carmel Lane	47,728	0	0%
Wyuna Rd	32,511	0	0%
Regional Roads	3,466,085	1,076,924	31%
Regional Roads reseals	647,072	0	0%
Reseals Rd 1	647,072	0	0%
Pavement Rehab	1,656,771	451,055	35%

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Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
Black Stump Way rehab.	1,174,197	448,634	60%
Vinegaroy Rd - pave rehab	169,000	2,034	2%
Vinegaroy Rd - pave rehab	150,250	387	0%
Timor Rd - Shoulder Rehab	163,324	0	0%
Black Spot programme	507,408	84,892	30%
Baradine Rd - widening, guardrail	507,408	84,892	30%
Regional Road Bridges	654,834	540,977	80%
Allison bridge	654,834	540,977	80%
Aerodromes	4,660	2,613	100%
Repainting of Coona terminal blding	4,660	2,613	100%
Urban Services	2,478,134	342,309	15%
Parks & Gardens	110,344	15,518	15%
Baradine	27,020	15,518	80%
Lions Park - internal path	15,000	9,700	100%
Lions Park - from Darling street	8,000	5,818	100%
Lions Park - shade renewal	4,020	0	0%
Binnaway	20,000	0	0%
Len Guy Park - softfall upgrade	20,000	0	0%
Coolah	45,000	0	0%
McMasters Park - path to toilet	25,000	0	0%
Softfall under playground equip	20,000	0	0%
Dunedoo	8,324	0	0%
Milling Park Irrigation System	8,324	0	0%
Mendooran	10,000	0	0%
Mendooran Park - town water	10,000	0	0%
Ovals	406,767	4,498	5%
Netball Courts - Coonabarabran	298,467	0	0%
Robertson Oval - seat replacement	6,000	0	0%
Robertson Oval - Amenities	27,300	0	0%
Master plan - each sporting precinct	25,000	0	0%
Coona Oval - reseal roads	50,000	4,498	10%
Swimming Pools	223,186	54,303	30%
Baradine	75,500	13,580	0%
Shade structure	40,000	0	0%
Painting, stage 1 & 2	17,500	13,580	100%
Reconnection of lights	8,000	0	0%
Baradine - Pump room rehabilitation	10,000	0	0%
Binnaway	11,000	11,800	80%
Binnaway main pool ladders	8,000	11,800	100%
Removal of large pine tree	3,000	0	0%

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Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
Coolah	74,000	10,230	20%
Rain tank & pump for irrigation	4,000	0	0%
Coolah disable chair lift	10,000	0	0%
Water tanks at all pools	60,000	10,230	50%
Coonabarabran	8,000	18,693	80%
Injector dosing system	3,000	0	0%
Rain tank & pump for irrigation	5,000	0	0%
Pool M & R		18,693	100%
Dunedoo	36,686	0	0%
pool improvements	2,686	0	0%
Awning over Canteen area	4,000	0	0%
Amenities roof - polycarbon	30,000	0	0%
Mendooran	18,000	0	0%
Upgrades to club room	1,000	0	0%
Mendooran chemical dosing units	2,000	0	0%
Disable access - pool, toilets	15,000	0	0%
Town Streets	1,737,837	267,990	20%
Baradine	82,960	16,542	20%
Baradine street reseals	18,963	0	0%
Progress Ass'n - gardens	5,000	5,000	100%
Flood levee	20,000	451	5%
Baradine - street lighting	8,000	0	0%
Footpath rehab	25,997	11,091	50%
Baradine - street trees	5,000	0	0%
Binnaway	227,849	19,922	10%
Street reseals	17,015	0	0%
Railway St - K&G	55,000	0	0%
Progress Ass'n - gardens	5,000	5,000	100%
Bullinda Street, new K & G	55,000	0	0%
Footpath Rehabilitation	10,000	0	0%
Shared path - Renshaw St to River	15,834	14,922	80%
Corry Bridge - western approach	40,000	0	0%
Renshaw St - drainage western end	30,000	0	0%
Coolah	390,705	101,174	25%
Street reseals	28,290	0	0%
Street lights Coolah	8,000	0	0%
Footpath rehabilitation	30,000	0	0%
Booyamurra St K&G	70,413	0	0%
Drainage study, Bowen Oval, Goddard & Martin St	16,000	0	0%
Goddard Street shared path	123,002	101,174	80%

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Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
Goddard St Drainage - Binnia & Martin	45,000	0	0%
Pavement Rehab - various locations	70,000	0	0%
Coonabarabran	560,888	114,261	20%
Cassilis - Robertson to Namoi - new footpath	40,000	0	0%
Dalgarno - footpath rehabilitation	20,000	0	0%
Dalgarno Street Western end Pave Rehab	19,327	0	0%
John St., K & G rehab	37,579	0	0%
Street reseals	90,508	0	0%
Crane St - Pavement Rehab	50,000	0	0%
John ST. K&G rehab	70,000	0	0%
Street Trees - Cowper St, Edwards - Dalgarno	30,000	0	0%
Street trees - Charles, Edward to Dalgarno	30,000	0	0%
Barker St Drainage pipe	20,000	0	0%
Pipe design - opposite Yuluwirri	6,000	0	0%
Drainage - Belar St & Merebene Street	70,000	0	0%
Edwards Street - shared path	77,474	114,261	100%
Dunedoo	428,420	0	0%
Wallaroo St - drainage design	350,000	0	0%
Wargundy street drainage design	15,000	0	0%
Street reseals	25,420	0	0%
Footpath rehab	20,000	0	0%
Dish drain - Yarrow st at Bandulla, sth side	18,000	0	0%
Mendooran	47,015	16,091	40%
Street reseals	17,015	0	0%
Footpath rehab.	30,000	16,091	50%
Warrumbungle Water	3,302,607	203,321	5%
Baradine	1,068,657	32,141	5%
Meter replacements	5,000	2,379	30%
Mains replac. Narren, Walker to Queen	52,000	14,669	80%
Removal of dead ends - Bligh to Castlereagh	31,223	0	0%
Renewal of treatment plant clarifier	853,434	0	0%
Baradine Reservoir - clean	77,000	14,995	0%
Water tower - Kenebri	50,000	98	0%
Binnaway	514,847	27,365	20%
Meter replacements	5,000	2,170	0%
Mains Ext - Andys Lane to Castlereagh	17,000	1,935	5%
Back up bore	385,847	15,580	35%
Relocate services - Renshaw Street	25,000	0	0%
Mains Ext - Innes St, Quandong & Frater	12,000	3,484	5%
Mains Ext - Castlereagh St & Ulinda St	70,000	4,196	5%

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Task Name	Budget Allocation (\$)	Expend (\$)	% Complete
Coolah	450,538	66,319	15%
Mains Ext, Cunningham, Campbell to Gilmore	15,000	0	0%
Meter replacements	5,000	2,522	0%
Mains Ext., Central Lane to Martin St	15,000	0	0%
Mains Ext., Lane behind shops. East side to Martin	10,000	0	0%
Back up bore	405,538	63,797	20%
Coonabarabran	894,678	36,797	10%
meter replacements	5,000	0	0%
Timor Fence repairs / dead storage	160,000	0	0%
Tools	5,000	355	0%
Mains ext. - Camp St, Namoi - Anne	50,000	0	0%
Mains ext. - Gordon St	50,000	0	0%
Raising Timor Dam wall - study	284,733	18,184	10%
Rekeying water sites	50,000	17,332	50%
Telemetry upgrade - all towns	289,945	926	0%
Dunedoo	63,824	28,496	60%
Mains Replac. - Wargundy Street	63,824	28,496	80%
Mendooran	310,063	12,203	10%
Mains Ext. River St, Brambil to Napier	30,000	0	0%
Mains Ext. River St, Farnell to Abbott	18,500	0	0%
Replace water meters	5,000	0	0%
Back up bore	256,563	12,203	10%
Warrumbungle Sewer	2,360,326	79,878	5%
Baradine	23,746	0	0%
Baradine pot renewals	20,000	0	0%
Camp Cypress sewer investigation	3,746	0	0%
Coolah	295,853	43,002	30%
Mains relining	2,036	34,548	100%
Coolah STP upgrade	243,817	8,454	5%
Sewer Coolah - smoke testing	50,000	0	0%
Coonabarabran	657,259	28,813	20%
Mains relining	123,223	18,143	100%
Pump station renewal	30,000	0	0%
Sewer Coona - smoke testing	60,000	0	0%
Telemetry upgrade - all towns	198,119	1,494	0%
Coona STP upgrade	245,917	9,176	5%
Dunedoo	1,383,468	8,063	10%
Mains relining - laneway, Cobbora & Tucklan	60,000	0	100%
Dunedoo STP upgrade	1,273,468	8,063	5%
Sewer Dunedoo - smoke testing	50,000	0	0%

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Attachment 2.0 – Maintenance Grading of Unsealed Roads

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	Iona (North)	3	5
Beers	3	0.8	Kanoona	1	4.5
Beni	1	4	Kennedys	3	5
Berdeen	3	5.5	Kerrawah	3	1
Berowra	1	4.6	Lawson Park	1	2.8
Bingie Grumble	2	1	Leaders	2	7.4
Blackburns	3	1	Leaders	2	6.2
Bong Bong	3	3	Major Mitchell	2	0.5
Boogadah	3	2.6	Mountainside	3	4.2
Brown Springs	3	3.5	Mt Hope	1	2.5
Burma	3	6.6	Mt Hope	1	7.9
Creennaunes	2	2	Mt Hope	1	0.5
Cumberdeen	3	2.1	Munns	1	1.2
Dennykymine	1	3	Narangarie	3	5.8
Diehm	3	1.4	Nashs	3	3.3
Eagleview	3	0.9	North Pine Ridge	1	3.9
Emu	3	0.1	Oakey Creek	2	4
Gamble Creek	2	10.6	Patrick	2	8.5
Gowang	2	4.6	Pine Ridge	1	3.6
Grandchester	3	0.5	Railway	3	1.8
Guinema	2	18.7	Scully	3	1.1
Guinema Bugaldie	1	5.5	Tibuc	3	2.2
Gum Nut	3	0.5	Walleroo	2	2.6
Hawkins	3	1.5	Warrigal	3	2.5
Hickeys	2	5.6	Wyuna	1	6.2
Homeleigh	3	2	Yaminbah	2	13.9
Homestead	3	7.1	Yarragrinn	1	7.5
Hotchkiss	2	2.8	Yearinan	2	1

Maintenance requests received in August & September	Unsealed Road - Upcoming Grading Maintenance program
Bong Bong Rd	Banoon Rd
Box Ridge Rd	Box Ridge Rd
Brown Springs Rd	Cumbil Rd
Chapmans	Gamble Creek Rd
Eastburns Rd	Girragulang Rd

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Maintenance requests received in August & September	Unsealed Road - Upcoming Grading Maintenance program
Gamble Creek Rd	Gundare Rd
Granchester Rd	Locknaw Rd
Gundare Rd	Lynwood Rd
Scully Rd	Melrose Rd
Toorawenah Rd	Mooren Rd
	Neible Rd
	Neilrex Rd
	Queensborough Rd
	Tooraweenah Rd
	Turee Vale
	Walker Rd

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

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Item 27 Boundary Adjustment between Mid-Western Regional Council and Warrumbungle Shire Council

Division:	Development Services
Management Area:	Town Planning
Author:	PA to Director Development Services – Kelly Dewar
CSP Key Focus Area:	Rural and Urban Design
Priority:	RU1.2 – Development activity is monitored and controlled to prevent fragmentation of rural lands

Reason for Report

Council has received a request from Mr Leonard Cooney who owns a small parcel of land totalling 1.34ha within the Mid-Western Regional Council's area. The majority of Mr Cooney's property is located within the Warrumbungle Shire. Mr Cooney has requested a boundary adjustment to include this small parcel of land into the Warrumbungle Shire boundary area.

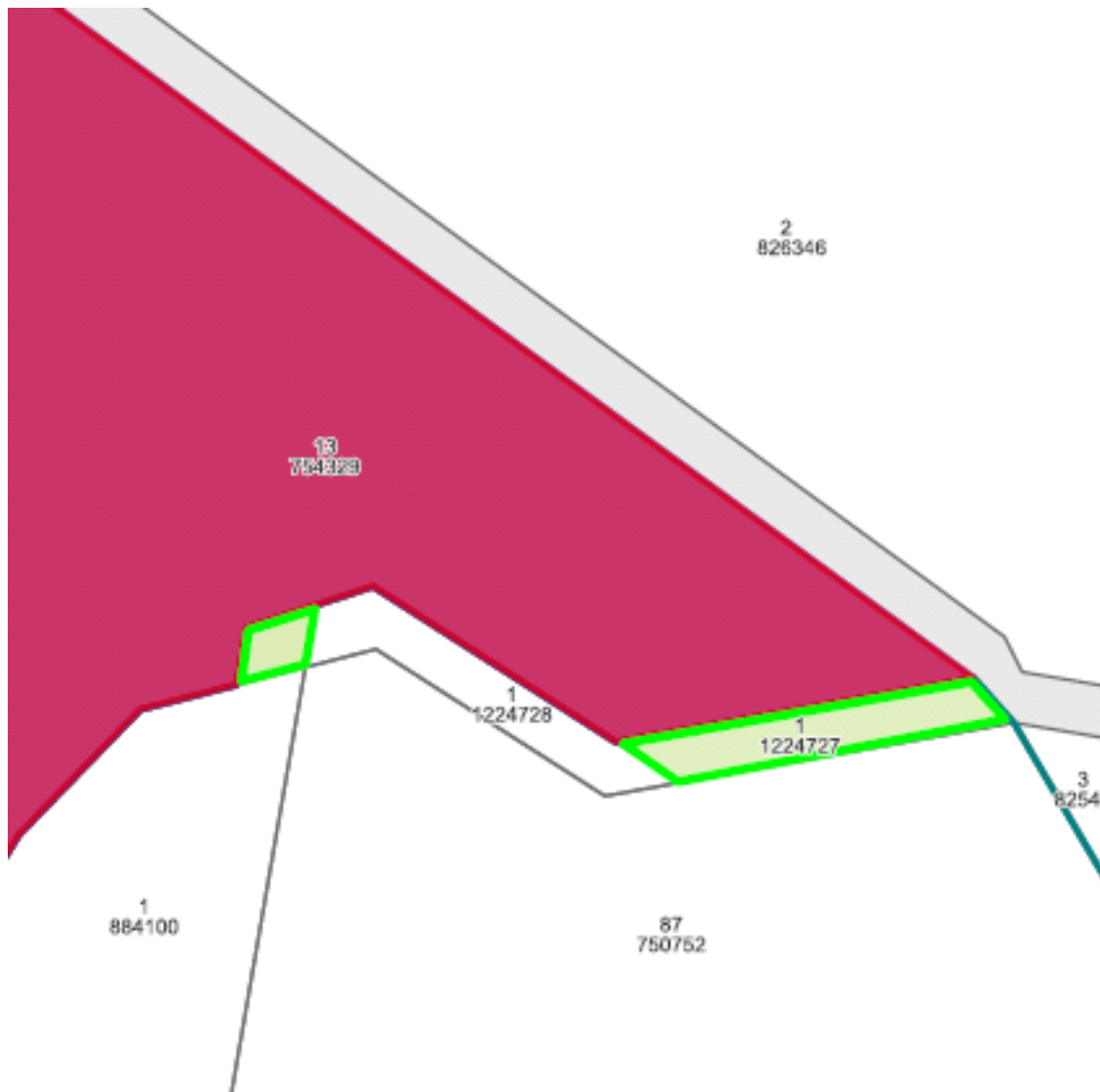
Background

Council has received correspondence from Mr Cooney regarding a small parcel of land that he owns being Lot 1, DP1224727 located in the Mid-Western Regional Council area. Mr Cooney has asked Council to undertake a Shire boundary adjustment so that this lot can be within the Warrumbungle Shire Council area as the majority of his property is located within the Shire.

The area of the subject lot is approximately 1.34ha as highlighted in green on the below map. The pink highlighted area is the land owned by Mr Cooney that is situated in WSC the total area of land will be 507.44ha once the boundary adjustment has been undertaken.

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Council has been in contact with Mid-Western Regional Council and obtained a copy of their resolution relating to this matter:

'That Council:

- 1. Receive the report by the Property Support Officer on the Council Locality boundary adjustment between Warrumbungle Shire Council & Mid-Western Regional Council;*
- 2. Approve the boundary adjustment transferring Lot 1 DP1224727 totalling 1.34ha from Mid-Western Regional Council to Warrumbungle Shire Council;*
- 3. Approve the amendment to the rates related to Lot 1 DP1224727 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 Mid-Western Regional Council area; and*
- 4. Confirms no provision for rates will need to be made in the Council boundary adjustment proclamation.'*

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Issues

Nil.

Options

Council needs to prepare a proposal for the Minister for Local Government and Governor for approval of the boundary adjustment alternatively Council can choose to leave the parcel of land within Mid-Western Regional Council.

Financial Considerations

Nil.

RECOMMENDATION

That Council:

1. Receive the property boundary adjustment recommendation of Mid-Western Regional Council on the Council locality boundary adjustment between Warrumbungle Shire Council and Mid-Western Regional Council.
2. Approve the boundary adjustment transferring Lot 1, DP1224727 totalling 1.34ha from Mid-Western Regional Council to Warrumbungle Shire Council.
3. Approve the amendments to rates relating to Lot 1, DP1224727 from the date of the boundary adjustment.
4. Confirms no provision for rates will need to be made in the Council boundary adjustment proclamation.
5. Prepare a proposal for Shire boundary adjustment as per the Local Government Act 1993.
6. Make an application to the Minister for Local Government and Governor for approval for a boundary adjustment.
7. Authority be granted to affix the Common Seal of the Council to any documentation required to effect boundary adjustment.

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Item 28 Industrial Land Subdivision

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Acting Director Development Services – Aileen Bell
CSP Key Focus Area:	Rural and Urban Development
Priority / Strategy:	RU3.1 Ensure that council maintains an approach to landuse planning that will support the growth of light industrial activity in appropriate locations within the shire.

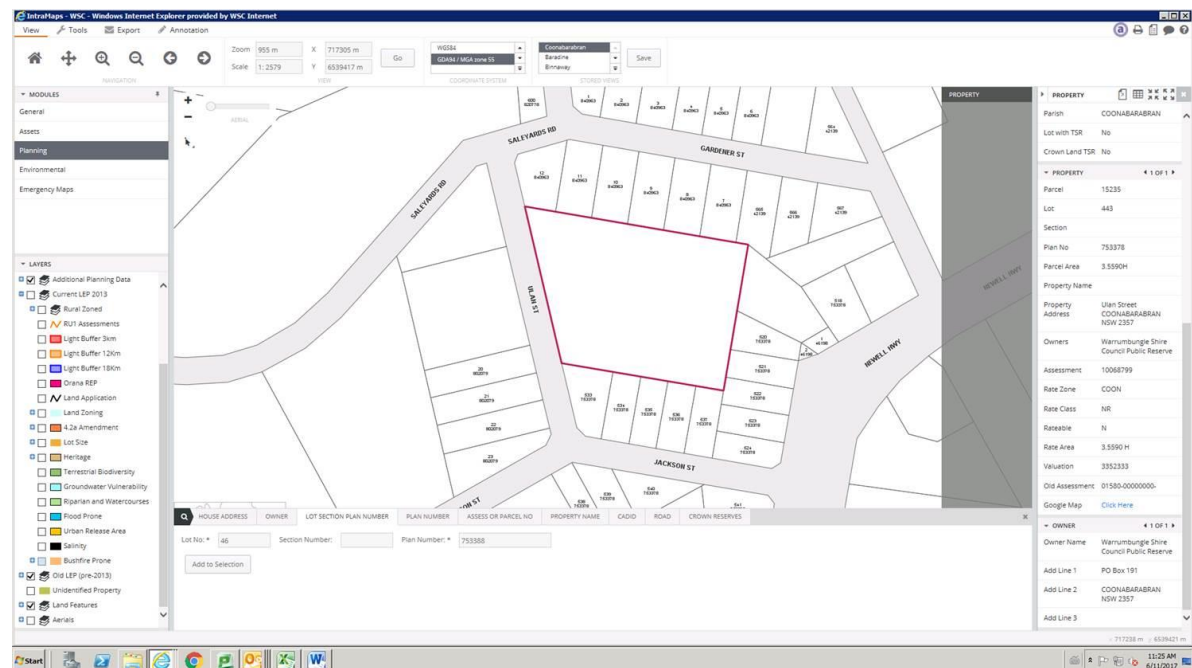
Reason for Report

To inform Council of the opportunities for subdivision and repurposing of Industrial Land in Ulan Street, Coonabarabran.

Background

Council has been approached by developers wanting to purchase Industrial Land in the Coonabarabran Township for the purpose of developing several types of light industry. Currently the only land owned by Council that is zoned to allow approval for industries is located in the Coonabarabran Industrial Estate which only has limited land still available to develop.

In Ulan Street is a large block of land that is zoned IN1 – General Industrial and has no minimum lot size requirement placing Council in a position to subdivide and sell the land for industry purposes. The Land in question is Lot 443 with an area of 3.5590 hectares.



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The land is surrounded by smaller industrial blocks some of which are seen more as repository sites than active, income generating blocks.

Issues

For the subdivision there are several issues requiring consideration.

1. The sale of land should have a caveat on the titles; that is to say that if a block is purchased at the agreed purchase price, the purchaser must agree to build a business that is income generating within a specified period (say 2 years).
2. Council will be responsible for the provision of power, water and sewerage to the boundary of the property but the purchaser is then responsible to pay for the services to be connected.
3. As part of the subdivision Council will also be responsible for building an access road and cul de sac for the site.
4. Council should also engage the services of a valuer for the property prior to the establishment of a selling price and advertising of the blocks.

Financial Considerations

Lot 443 could be subdivided into 3 blocks of 0.6 hectares and 4 blocks at 0.43975 hectares.

The costs for survey of the industrial blocks, preliminary plans and valuation would be approximately \$20,000.

While the costs for subdivision have not been finalised it has been suggested that most of the work could be undertaken internally although the services of a surveyor is required as is the services of a valuer. Overall cost to Council for works must be obtained prior to setting prices and selling land.

The Stronger Country Communities Fund of the NSW Govt. Local Economies Fund appears to be a good fit for funding of the proposal.

RECOMMENDATION

- 1) That Council considers the proposal to subdivide and sell the land in Ulan Street as Industrial blocks.
- 2) That Council allocates \$20,000 for preliminary plans, survey works and valuation of the Industrial land blocks in Ulan Street.
- 3) That Council investigate further costs involved with preparation of the Industrial blocks for selling, such as provision of services, road and drainage works etc.
- 4) A further report be presented to Council (detailing proposed plans) when the costs for development are known.

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Item 29 Liverpool Range Wind Farm

Division:	Development Services
Management Area:	Development Services Management
Author:	Acting General Manager – Leeanne Ryan
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P17.1 – The future requirements for water and power are identified and adequately planned for by service providers.

Reason for Report

To provide Council with an update on the proposed Liverpool Range Wind Farm Project being undertaken by Epuron.

Background

As previously reported to Council in 2016, Epuron is proposing to develop 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. It is proposed 272 turbines will be constructed.

The development is considered to be a Major Project and will be assessed by the Department of Planning and determined by the Minister for Planning under Part 3A of the *Environmental Planning & Assessment Act 1979*.

To date, the following planning stages have been undertaken by Epuron;

1. Sought the Secretary for Planning Environmental Assessment (EA) requirements.
2. Prepared and lodged the Development Application and Environmental Impact Statement (EIS) with Department of Planning.
3. Review of the application was undertaken by Department of Planning.
4. Exhibition of the EIS undertaken and submissions received.
5. Response to submissions have been prepared by the applicant and placed out for public information.
6. VPA negotiations currently underway between the applicants and the Councils.

The applicant has indicated if approved, it is very likely that the Wind Farm will be built; it has an excellent wind resource and is located close to a very strong part of the electricity transmission network.

Issues

The Development Application included a commitment to establish a Community Enhancement Fund (CEF) and for the developer to make annual contributions to it. Grants will be made available from the CEF for projects that benefit the community.

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In addition to funding the CEF, the Wind Farm company will also make annual payments to Warrumbungle and Upper Hunter Shire Councils for ongoing road maintenance.

These payments will be in addition to upgrading and repairing roads directly impacted by the construction of the Wind Farm.

The annual CEF and road contributions will be detailed in a Voluntary Planning Agreement (VPA) between Epuron, Warrumbungle Shire Council and Upper Hunter Shire Council.

Epuron have indicated there will be one CEF developed under a VPA with the two Councils. The preferred management structure for the CEF is through a Local Government Act 1993 Section 355 committee. Council considered this matter in November 2016 and resolved the following:

'124/1617 RESOLVED:

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

Brady/Doolan

The motion was put and carried by the majority'

Community consultation on the project has been undertaken by Epuron on various occasions over the past years. The community of Coolah has been included in the discussions and had access to open days held by Epuron. The Development Application assessment process is nearing completion and it is expected a determination will be provided by the Department of Planning shortly.

Further information on the proposal can be found at www.epuron.com.au.

A presentation on the proposal will be provided to Council at the November Council meeting by Mr Warwick Giblin. Mr Giblin has been assisting Council address matters related to the proposed development.

Options

Council continue to negotiate with Epuron (in conjunction with Upper Hunter Council) on the VPA, and formulate a joint S355 Committee to manage the CEF across the two Council areas, with a further report to be brought back to Council on negotiation outcomes.

Financial Considerations

The financial benefit for the community through successfully negotiating a VPA with Epuron cannot be underestimated and should be firmly pursued.

RECOMMENDATION

That Council notes and receives the Liverpool Range Wind Farm Report.

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Item 30 Old Police House Building

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Acting Director Development Services – Aileen Bell
CSP Key Focus Area:	Community and Culture
Priority / Strategy:	CC3 / CC3.1 Work with communities to develop and expand local arts and cultural activities, programs and events.

Reason for Report

To keep Council informed of the progress of Resolution 93/1718 relating to the Old Police House Building.

Background

At the Ordinary Meeting of Council held 21 September 2017 Council resolved the following:

‘93/1716 A motion was moved by Councillor Clancy seconded by Councillor Todd that Council direct the Acting General Manager make enquiries as to the availability of “Old Police House Building” located in John Street adjacent to Mary Jane Cain Bridge as an acquisition for future Arts, Crafts and Cultural pursuits.’

Issues

As required, investigations have commenced through contact with the Mudgee LAC Office – Police Properties Department, at this stage the availability of the property is unknown.

Preliminary enquiries indicate there is a land claim on the property. As with any proposed acquisition it would be necessary for the land claim to be considered prior to negotiations continuing.

Financial Considerations

NSW State Government has established the Regional Cultural Fund, to ensure Regional NSW receives its “fair share” of Arts and Cultural Infrastructure Funding and the associated recreational and educational benefits. NSW Government will invest \$100 million into the fund over four (4) years meaning up to \$25 million for each of the funding periods; there are four tiers of funding in each round.

Early discussions indicate the project was not ready for a funding application in the first round but could be suitable as a project under Round 2 which will open early in 2018 as a Large Scale Regional Cultural Infrastructure (over \$1million).

RECOMMENDATION

For Council’s information.

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Item 31 Queen's Baton Relay Batonbearers

Division:	Development Services
Management Area:	Tourism and Economic Development
Author:	Manager Economic Development and Tourism - Aileen Bell
CSP Key Focus Area:	Community and Culture
Priority:	CC3: Our shire is home to a vibrant arts and cultural life which is promoted and supported as an essential aspect of community well-being. [Edited]

Reason for Report

To provide Council with a report on the Batonbearers selected for the Queen's Baton Relay in Coonabarabran.

Background

The Queen's Baton Relay commences in Australia on 25 December 2017. The Baton will travel for 100 days bringing together everyday Australians as Batonbearers, carrying the Baton with pride through Australian Celebration Communities.

As Council is aware, Coonabarabran has been selected as one of the celebration communities for the Queen's Baton Relay. The Queen's Baton Relay will visit Coonabarabran on 31 January 2018.

The Gold Coast 2018 Queen's Baton Relay Batonbearer Program is a major element of the Queen's Baton Relay (QBR).

Batonbearers were selected from nominations received through programs including the Council Selected Batonbearer Nomination Program, Community Batonbearer Nomination Program, the Queensland Schools' Batonbearer Nomination Program, Aboriginal and Torres Strait Islander Batonbearer Nomination Program, GC2018 Sponsor Family Program, high profile personalities and the Commonwealth Games Australia Batonbearer Nomination Program.

From 5 March 2017 until 15 May 2017 people were able to nominate people to be Batonbearers through the Community Batonbearer Nomination Program. Nominations were made via gc2018.com/qbr.

Council were also given the opportunity to select a Batonbearer. This Batonbearer was selected through Council Selected Batonbearer Nomination Program.

Issues

On Wednesday, 18 October 2017, Batonbearers were announced.

The following people have been selected to carry the Baton in Coonabarabran:

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First Name	Surname	Town
Billy	Carey^	Baradine
Madison	Masman	Baradine
Richie	Milgate	Baradine
John	Mercer	Binnaway
Melinda	Gainsford-Taylor	Collaroy Plateau
Peter	Manning	Coolah
Donna	Burton	Coonabarabran
Nicole	Hunter	Coonabarabran
David	Maher	Coonabarabran
Julie	Shinton	Coonabarabran
Hayley	Walton	Coonabarabran
Ian	Lambell	Gulargambone
Carlton	Kopke	Mendooran
Tanya	Hutchison	Tooraweenah

^ Council Selected Batonbearer

RECOMMENDATION

That Council notes the report on the Queen's Baton Relay Batonbearers for Coonabarabran.

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Item 32 Recycling – Waste Materials

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

Reason for Report

To provide information on Council's recycling collection process.

Background

Council initially collected all recyclable waste from residents using a 60lt plastic crate; these crates are currently being replaced with yellow lidded 240lt otto bins.

The 60lt plastic crates still in circulation are collected weekly via a small truck driven between properties with the workers sorting the recyclables into the individual streams at the roadside.

The collection of the 240lt otto bins is fortnightly using Council's compactor truck for transfer of the product to Coonabarabran for processing. Otto bins for recycling were initially provided for all rural collections due to WHS issues over 12 months ago.

The 240lt otto bins (to replace the 60lt plastic crates) are currently being rolled out to all urban collections - with Mendooran and Dunedoo already supplied.

During 2017 Council installed a mechanical recycling facility (MRF) at Coonabarabran where all recyclables are now processed into the individual recyclable streams in readiness for sale. Currently Council's Waste Department is processing from 9 to 18 tonne of recyclables per day. With the implementation of the 240lt otto bins at Mendooran and Dunedoo there has been an increase of recyclables from these towns of about 30%.

The sorting process at the MRF sees all co-mingled recyclables collected in the compaction truck deposited into the hopper; then conveyed via a conveyor belt up to the sorting platform belt. The recyclables are sorted into individual recyclable streams by the waste staff stationed along the platform as it passes by them. Any putrescible waste mixed in with the recyclables (considered as contaminates) continue along the belt and drop out the chute at the end of the platform to the outside of the facility into 1100lt tubs that are later transferred to landfill.

During a normal day's production one 1,100lt tub is filled with putrescible waste. These contaminates generally contain broken glass, unrecyclable plastics, household putrescible waste mistakenly placed in bins i.e. children's nappies and other items not suitable for recycling.

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Council currently has a sale outlet for all recyclable waste streams. The recyclable streams are currently sorted into the following:

- glass (green, brown and clear)
- plastics (currently two types)
- aluminium
- newspaper
- cardboard
- steel.

Some of these streams will alter with the introduction of the container deposit (CDS) in NSW as of 1 December 2017. The streams that are eligible for the CDS are most 150ml to 3L drink containers, PET (water, drink or fruit juice bottles), HDPE (milk, shampoo and floor cleaning bottles), glass, aluminium and steel cans. EPA statistics have indicated that 40% of eligible containers will still be collected through the Council kerbside recycling pickups.

Issues

Contamination of recyclable streams with putrescible wastes will always be an issue, though can be lessened through education programs with the community. Importantly, Council does not dispose of recyclables to landfill just because there may be putrescible waste in the recyclable stream – contaminants are extracted and the recyclable materials continue on to be recycled.

Options

A media campaign could be undertaken to further educate the type of items that are acceptable to be placed into the recyclable bins.

Financial Considerations

N/A.

RECOMMENDATION

That a media campaign educating the types of items acceptable to be placed in recycling bins is undertaken throughout the Shire.

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Item 33 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer for Development Services – Kathryn Weatherall

CSP Key Focus Area: Rural and Urban Development

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

Development Applications (i) Approved – October 2017

Complying Development (Set Criteria) Development Application (Specialised Conditions)	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA41/2017	06/09/2017	13/10/2017	Robert Gray	24 Napier Street	MENDOORAN	New Garages/Sheds - Residential	16
DA43/2017	21/09/2017	25/10/2017	Ellis and Sons Pty Ltd	14 Robertson Street	COONABARABRAN	New Carport	0
DA48/2017	06/10/2017	25/10/2017	Warrumbungle Steel Buildings	30 Narren Street	BARADINE	New Garages/Sheds - Residential	0
DA50/2017	11/10/2017	27/10/2017	Madelyn Dumble	40-44 John Street	COONABARABRAN	New Change of Use – Other	10
DA53/2017	19/10/2017	25/10/2017	Robert White	9 Hill Street	COONABARABRAN	New Garages/Sheds - Residential	0

*Development from the January 2013 Wambelong Bushfires

^ Development from the February 2017 Sir Ivan Bushfires

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RECOMMENDATION

That Council notes the Applications and Certificates approved, during October 2017, under Delegated Authority.

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Item 34 Questions for the Next Meeting

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

Reason for Report

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

Question 1 – Cr Iannuzzi

Can Jason Hayes be compensated for use of his fabric samples given he was not afforded the opportunity to quote when the Warrumbungle Shire Council Chambers was built?

Response

Warrumbungle Shire Council contracted David Payne Constructions to undertake the building of the new Council Chambers.

David Payne would have been asked to use local trades and or suppliers where possible, but Council can not direct the principle contractor to use them.

Jason Hayes would have to take up his request with David Payne Constructions.

Question 2 – Cr Iannuzzi

Can Council set up a business mailing list (email or social media or both) to allow businesses an opportunity to quote and tender for our purchases?

Response

The establishment of a business mailing list can be looked into as a further communication channel in keeping local businesses informed. The key in its establishment will be to ensure that technology makes the task of maintaining the data base straight forward and not an additional burden to staff.

Off the back of the recent "Doing Business with Council Workshop" held in Coonabarabran, Council clearly heard the message that it needs to be more open with its purchasing needs.

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Question 3 – Cr Iannuzzi

Can we do a brief visit to Coolah and Coonabarabran Libraries at the end of a suitable meeting at each location in 2018?

Response

The Manager responsible for libraries has advised that a visit could be arranged for Councillors to both Coolah and Coonabarabran Libraries in 2018. Coolah Library opens from 10.00am – 5.00pm on a Thursday – closed from 1.00pm – 2.00pm. Coonabarabran Library is open from 10.00am – 5.30pm on a Thursday.

Question 1 – Cr Lewis

Asbestos demolition – Bonded. That facilities be established for the receipt of small amounts of waste at major tips. Illegal dumping is rampant because of distance to Coonabarabran. Mid Western receive small amounts from householders for free.

Response

EPA have previously advised they would not allow this. EPA has registered the Coonabarabran Waste Depot as the only site to receive asbestos in Warrumbungle Shire.

Question 1 – Cr Todd

Asbestos in Namoi Street Baradine needs urgent attention especially when there is water in the water course. People in Namoi Street are complaining. First flood it will wash down the water course.

Response

Investigation has revealed there is a block of land in Namoi Street Baradine that has a lot of garbage on the block. The site was tested some time ago and was reported to not contain asbestos.

There should be no concerns about the contamination by asbestos after rain etc.

Question 2 – Cr Todd

Urgent attention is needed to demolish old house in Kenebri. This order has been issued some time back. House owner next door has concerns about snakes and stray cats. It has been condemned for quite a few years.

Response

Council had previously ordered that this site be cleaned up. There is confusion about ownership; the owner claimed he sold the place on to someone and denies ownership.

The matter will be revisited.

Question 3 – Cr Todd

Street light in Lachlan Street Baradine not working (solar light). Was not working while Moorambilla.

Response

The electrician engaged by Council is awaiting supply of parts to repair the light.

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Options

Nil.

Financial Considerations

Nil.

RECOMMENDATION

For Council's information.

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Item 35 Reports to be Considered in Closed Council RECOMMENDATION

That the confidential reports as listed be considered in a Meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993.

Item 35.1 Crystal Kingdom

Division: Development Services

Author: Acting Director Development Services – Aileen Bell

1 Confidential Enclosure

Council will determine this matter in part of the Meeting closed to the public pursuant to Section 10A(2)(a) & (d)(i)(ii)(iii) of the Local Government Act 1993, on the grounds that the matter and information are personnel matters concerning particular individuals (other than Councillors), commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council and reveal a trade secret.

Summary

The purpose of this report is to seek Council's resolution to authorise evaluation of Crystal Kingdom as a potential Council owned tourist attraction.

Item 35.2 Purchase of Vehicle GPS Tracking System

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

1 Confidential Enclosure

Council will determine this matter in part of the Meeting closed to the public 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.

Summary

The purpose of this report is to select a company to provide Council with a vehicle tracking Global Positioning System (GPS).

Item 35.3 Skip Bin Tender

Division: Executive Services

Author: Acting General Manager – Leeanne Ryan

2 Confidential Enclosures

Council will determine this matter in part of the Meeting closed to the public pursuant to Section 10A(2)(c) & (e) 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 information that would, if disclosed, prejudice the maintenance of law.

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Summary

To provide Council with correspondence and instructions received from the Office of Local Government regarding the non-conforming skip bin tender with a view to expediting a solution to this matter.