



Ordinary Council Meeting

Agenda

20 September 2018

Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the **Council Chambers, John Street, Coonabarabran**
on **Thursday, 20 September 2018** commencing at **5.00pm**.

Mayor: Cr Peter Shinton

Councillors: Kodi Brady
Anne-Louise Capel
Fred Clancy
Ambrose Doolan
Wendy Hill
Aniello Iannuzzi
Ray Lewis
Denis Todd (Deputy Mayor)

Please note:

Meetings of Warrumbungle Shire Council (Council) are audio recorded, and the recording is posted to Council's website. Council accepts no liability for any defamatory, discriminatory, or offensive remarks made during the meeting. Opinions expressed or statements made by participants are the opinions or statements of those individuals and do not imply any form of endorsement by the Council. In accordance with Council's Code of Meeting Practice, participants who engage in disorderly behaviour may be expelled from the meeting. Confidential Council meetings are not broadcast.

The audio recording is protected by copyright and owned by Council. Council may be required to disclose recordings if compelled to do so by court order, warrant, or subpoena, or under any legislation. Only the official minutes constitute an official record of the meeting.

Council's Vision
Excellence in Local Government

Mission Statement

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.

Values

- ✓ **Honesty**
Frank and open discussion, taking responsibility for our actions
- ✓ **Integrity**
Behaving in accordance with our values
- ✓ **Fairness**
Consideration of the facts and a commitment to two way communication
- ✓ **Compassion**
Working for the benefit and care of our community and the natural environment
- ✓ **Respect**
To ourselves, colleagues, the organisation and the community, listening actively and responding truthfully
- ✓ **Transparency**
Open and honest interactions with each other and our community
- ✓ **Passion**
Achievement of activities with energy, enthusiasm and pride
- ✓ **Trust**
Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill
- ✓ **Opportunity**
To be an enviable workplace creating pathways for staff development

WARRUMBUNGL SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

AGENDA

Welcome

Turn Off Mobile Phones

Forum

Apologies

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minute

Minutes of Last Meeting – 16 August 2018

Reports

Reports to be considered in Closed Council

.....
ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

INDEX

Item 1	Nominations for and Election for the Position of Mayor for the Period 2018 to 2020.....	7
	RECOMMENDATION	13
Item 2	Nominations for and Election for the Position of Deputy Mayor for the Period 2018 to 2020.....	14
	RECOMMENDATION	15
Item 3	Delegations of Authority to the Mayor and Deputy Mayor.....	16
	RECOMMENDATION	17
Item 4	Mayoral Minute – Mayors Activity, Log of Kilometres Travelled, and Credit Card Activity from 9 August 2018 to 12 September 2018	19
	RECOMMENDATION	23
Item 5	Minutes of Ordinary Council Meeting – 16 August 2018.....	24
	RECOMMENDATION	24
Item 6	Minutes of Traffic Advisory Committee Meeting – 23 August 2018.....	25
	RECOMMENDATION	27
Item 7	Minutes of TRRRC 355 Advisory Committee Meeting – 8 August 2018	28
	RECOMMENDATION	30
Item 8	Minutes of Local Emergency Management Committee Meeting – 20 August 2018.....	31
	RECOMMENDATION	34
Item 9	Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 22 August 2018.....	35
	RECOMMENDATION	36
Item 10	Exclusion of Notice of Motion	37
	RECOMMENDATION	38
Item 11	Councillors’ Monthly Travel Claims – August 2018.....	39
	RECOMMENDATION	39
Item 12	Consular Dinner in Dubbo – 10 September 2018	40
	RECOMMENDATION	41
Item 13	Circulars/Newsletters	42
	RECOMMENDATION	43
Item 14	Binnaway Sewerage Scheme Funding Submission.....	44
	RECOMMENDATION	45

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 15	Camp Cypress Sewer Connection Request	46
	RECOMMENDATION	49
Item 16	Coonabarabran Emergency Water Supply Project – September 2018	50
	RECOMMENDATION	51
Item 17	Council Correspondence.....	52
	RECOMMENDATION	52
Item 18	Minutes of Orana Joint Organisation Meeting – 8 August 2018	53
	RECOMMENDATION	53
Item 19	Council Resolutions Report September 2018.....	54
	RECOMMENDATION	54
Item 20	Community Consultation Meetings	55
	RECOMMENDATION	56
Item 21	Delivery Program 2016/17 to 2019/20 – Progress Report	57
	RECOMMENDATION	58
Item 22	Drought Communities Programme – Extension.....	59
	RECOMMENDATION.....	61
Item 23	Stronger Country Communities Fund	62
	RECOMMENDATION	64
Item 24	Human Resources Monthly Report	65
	RECOMMENDATION	66
Item 25	Investments and Term Deposits – month ending 31 August 2018.....	67
	RECOMMENDATION	68
Item 26	Community Response to Level Crossing Closure Proposal.....	69
	RECOMMENDATION	70
Item 27	Coonabarabran Town Pool Facility Upgrade	71
	RECOMMENDATION	74
Item 28	Napier Lane Road Closure and Opening.....	75
	RECOMMENDATION	76
Item 29	RMS Consultation on Coonabarabran Truck Route.....	77
	RECOMMENDATION	78
Item 30	Acquisition of Lot 2 Section 23 Deposit Plan 758051 – Part Baradine Hall..	79
	RECOMMENDATION	80
Item 31	Compulsory Acquisition of Coonabarabran Visitors Information Centre Car Park	81
	RECOMMENDATION	82

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 32	Compulsory Acquisition of Part Crown Road adjacent Lot 102 DP1201959	83
	RECOMMENDATION	84
Item 33	Draft Cobbora Land Use Planning Strategy.....	85
	RECOMMENDATION.....	88
Item 34	Inland Rail Community Consultative Committee – Council Representation .	89
	RECOMMENDATION	90
Item 35	Local Heritage Places Grant	91
	RECOMMENDATION	93
Item 36	Three Rivers Regional Retirement Community Project – Status Update	
	August 2018.....	94
	RECOMMENDATION	96
Item 37	Waiving of Fees for Access to Standpipe pursuant to Section 68 Local	
	Government Act	97
	RECOMMENDATION	98
Item 38	Development Applications.....	99
	RECOMMENDATION	100
Item 39	Reports to be Considered in Closed Council	101
Item 39.1	Tender – Mowrock Rural Fire Service Station	101
	RECOMMENDATION	101
Item 39.2	Three Rivers Regional Retirement Community Information Report	101
	RECOMMENDATION	102

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 1 Nominations for and Election for the Position of Mayor for the Period 2018 to 2020

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

Council is required to elect a Mayor. This report provides the procedure for the election of Mayor for the coming two year period.

Commentary

Where the Mayor is elected by the councillors the Council is required to elect a Mayor to preside over the Council for the ensuing two year period.

The NSW Parliament recently passed amendments to the *Local Government Act 1993* (the Act) known as the Phase 1 reforms, focussing mainly on improving council governance and strategic business planning. Part of these amendments provide that under section 230(1) a mayor elected by councillors holds office for two years, subject to the Act.

Section 290(1)(a) of the Act requires the election of the mayor to be conducted at a meeting in September when it is not the first election after an ordinary election of councillors.

290 When is an election of a mayor by the councillors to be held?

(1) The election of the mayor by the councillors is to be held:

- (a) if it is the first election after an ordinary election of councillors – within 3 weeks after the ordinary election, or*
- (b) if it is not that first election or an election to fill a casual vacancy – during the month of September, or*
- (c) if it is the first election after the constitution of an area – within 14 days after the appointment of a provisional council or the first election of the council if a provisional council is not appointed, or*
- (d) if the relevant council is a non-functioning council, or a council of which all civic offices have been declared vacant, and the*

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

election is the first to be held after the appointment or election of the councillors – within 14 days after the appointment or election of the councillors.

- (2) If the councillors fail to elect a mayor as required by this section, the Governor may appoint one of the councillors as the mayor.*
- (3) For the purposes of this section, an election of councillors does not conclude until the declaration of election of all the councillors of the council concerned.*

The election is to be conducted by the General Manager or in his or her absence, a Council employee designated by the General Manager, or in the event that all of these people are absent, by the person who called the meeting.

The role of the Mayor is outlined by section 226:

- (a) to be the leader of the council and a leader in the local community,*
- (b) to advance community cohesion and promote civic awareness,*
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,*
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,*
- (e) to preside at meetings of the council,*
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,*
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,*
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,*
- (i) to promote partnerships between the council and key stakeholders,*
- (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,*
- (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,*
- (l) to carry out the civic and ceremonial functions of the mayoral office,*
- (m) to represent the council on regional organisations at inter-governmental forums at regional, State and Commonwealth level,*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

(n) in consultation with the councillors, to lead performance appraisals of the general manager,

(o) to exercise any other functions of the council that the council determines.

The Mayoral Fee presently paid by Warrumbungle Shire Council is \$25,880.04 pa, plus \$11,859.96 pa Councillor Fee totalling \$37,740, plus business use of a motor vehicle.

Nominations

Nominations are now invited for the Office of Mayor for the 2018 to 2020 term (until September 2020). The elections of Mayor of Warrumbungle Shire Council must be held in accordance with Schedule 7 of the *Local Government (General) Regulation 2005* and Council's Code of Meeting Practice.

In accordance with section 227(a) of the *Local Government Act 1993* the Mayor of Warrumbungle Shire Council is elected by the councillors from among their number.

Schedule 7 of the *Local Government (General) Regulation 2005* sets out the procedures for the election of Mayor:

1. Returning Officer

The General Manager (or a person nominated by the General Manager) is the Returning Officer.

2. Nomination

(1) A councillor may be nominated without notice for election as Mayor.

(2) The nomination is to be made in writing by two (2) or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

(3) The nomination is to be delivered or sent to the Returning Officer.

(4) The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.

3. Election

(1) If only one councillor is nominated, that councillor is elected.

(2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

(3) The election is to be held at the council meeting at which the council resolves on the method of voting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

(4) *In this clause:*

“ballot” has its normal meaning of secret ballot.

“open voting” means voting by a show of hands or similar means.

4. Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5. Marking of Ballot-Papers

(1) *If the election proceeds by ordinary ballot, the Returning Officer is to decide the manner in which votes are to be marked on the ballot-papers.*

(2) *The formality of a ballot-paper under this Part must be determined in accordance with clauses 345(1)(b)-(c) and 345(6) of the Local Government (General) Regulation 2005 as if it were a ballot-paper referred to in that clause.*

(3) *An informal ballot-paper must be rejected at the count.*

6. Count – 2 Candidates

(1) *If there are only 2 candidates, the candidate with the higher number of votes is elected.*

(2) *If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.*

7. Count – 3 or more Candidates

(1) *If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.*

(2) *If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.*

(3) *If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.*

(4) *A further vote is to be taken of the 2 remaining candidates.*

(5) *Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.*

(6) *If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

8. Application of Part

This Part applies if the election proceeds by preferential ballot.

9. Ballot-Papers and Voting

- (1) *The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.*
- (2) *The formality of a ballot-paper under this Part is to be determined in accordance with clauses 345(1)(b)-(c) and 345(5) of the Local Government (General) Regulation 2005 as if it were a ballot-paper referred to in that clause.*
- (3) *An informal ballot-paper must be rejected at the count.*

10. Count

- (1) *If a candidate has an absolute majority of first preference votes, that candidate is elected.*
- (2) *If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.*
- (3) *A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voters’ preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.*
- (4) *In this clause “**absolute majority**”, in relation to votes, means a number that is more than one-half of the number of unexhausted ballot-papers.*

11. Tied Candidates

- (1) *If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal – the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.*
- (2) *If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes – the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

12. Choosing by Lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13. Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor is:

- (a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and*
- (b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Association of NSW.*

Notes:

- (i) Nomination forms for the position of Mayor and Deputy Mayor are enclosed with this meeting agenda. These may be completed and returned to the Returning Officer at any time before the Council Meeting scheduled for Thursday, 20 September 2018 OR at this Meeting up to the time that the Returning Officer announces that nominations are closed;
- (ii) Elections at Warrumbungle Shire have varied in the past, having been conducted by ordinary ballot and by open voting. At the 2016 election, voting was conducted under the Open Voting system.

Nomination forms for the position of Mayor are coloured **BLUE** and are enclosed with the business paper and will also be available at the Ordinary Meeting of Council.

The Returning Officer will call for the final lodgement of nominations at the meeting. After the final call for nominations the Returning Officer will announce the names of the nominee(s). If necessary, an election will then be conducted as per the decision made on the previous report.

Section 290 (1)(b) of the *Local Government Act 1993* requires Council to hold the election for the position of Mayor by the Councillors during the month of September. By virtue of this report and the recommendation is contained therein, Council will have satisfied its requirements under the Act.

Financial Implications

Nil

Attachments

- 1. Nomination Forms (BLUE)
- 2. OLG Circular 18-23: Mayoral Elections

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

RECOMMENDATION

That Council:

1. Note the report on the nominations for and election for the position of Mayor for the period 2018 to 2020;
2. Determine the method of voting for the position of Mayor;
3. Proceed to hold the election for the position of Mayor for the 2018 to 2020 term.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 2 Nominations for and Election for the Position of Deputy Mayor for the Period 2018 to 2020

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Summary

Council may elect a Deputy Mayor. This report provides the procedure for the election of the Deputy Mayor, if so decided, for the coming two year period.

Commentary

Councillors **may** elect one from their number to be the Deputy Mayor. The person may be elected for the Mayoral term or a shorter one (*Local Government Act 1993 s 231*).

The Deputy Mayor's role is to exercise any function and delegation of the Mayor:

- i) At the request of the Mayor; or
- ii) If the Mayor is prevented by illness, absence or otherwise from exercising the function; or
- iii) If there is a casual vacancy in the Office of Mayor.

Warrumbungle Shire Council in the past has elected a Deputy Mayor for the same term as the Mayor.

The procedure for the election of Deputy Mayor is the same as the procedure for the election of Mayor.

Additional fees, if any, for holding the position of Deputy Mayor are to be deducted from payments to the Mayor. No fees are presently paid by Warrumbungle Shire Council for the holder of the position of Deputy Mayor.

Nomination forms for the position of Deputy Mayor are coloured green and are enclosed with the business paper and will also be available at the Ordinary Meeting of Council.

The Returning Officer will call for final lodgement of nominations at this meeting. After the final call for nominations, the Returning Officer will announce the names of nominee(s). If necessary an election will then be conducted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Section 231 of the *Local Government Act 1993* provides that the councillors may elect a person from among their number to be the Deputy Mayor. The term may be for the Mayoral term or a shorter term. It has been common practice at Warrumbungle Shire Council for the position of Deputy Mayor to be the same length of time as the position of Mayor as determined in Section 231(2) of the *Local Government Act 1993*.

Financial Implications

Nil

Attachments

1. Nomination Forms (GREEN)

RECOMMENDATION

That Council:

1. Note the report on the appointment of and procedure for the election of a Deputy Mayor;
2. Resolve that a Deputy Mayor is to be elected from its number for the Mayoral term;
3. Hold an election for the position of Deputy Mayor on the same basis as for the Mayoral position; and
4. Determines the fee that is to be paid to the Deputy Mayor, if any.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 3 Delegations of Authority to the Mayor and Deputy Mayor

Division:	Executive Services
Management Area:	Governance
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

To update the alignment for the Mayor's and Deputy Mayor's delegations.

Background

Section 226 of the *Local Government Act 1993* (NSW) outlines the role of the Mayor. Section 226 provides:

226 Role of Mayor

The role of the mayor is as follows:

- (a) to be the leader of the council and a leader in the local community,*
- (b) to advance community cohesion and promote civic awareness,*
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,*
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,*
- (e) to preside at meetings of the council,*
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,*
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,*
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,*
- (i) to promote partnerships between the council and key stakeholders,*
- (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,*
- (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,*
- (l) to carry out the civic and ceremonial functions of the mayoral office,*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- (m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,*
- (n) in consultation with the councillors, to lead performance appraisals of the general manager,*
- (o) to exercise any other functions of the council that the council determines.*

In addition to the role described by section 226 Council may delegate additional functions to the Mayor. Warrumbungle Shire Council has chosen to provide additional delegations to the Mayor.

Options

Nil

Financial Considerations

Nil

Attachments

Nil

RECOMMENDATION

That Council:

- i) Notes that the Mayor holds the following functions under section 226 of the *Local Government Act 1993*:
 - a) to be the leader of the council and a leader in the local community,
 - b) to advance community cohesion and promote civic awareness,
 - c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
 - d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
 - e) to preside at meetings of the council,
 - f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
 - g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
 - h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
 - i) to promote partnerships between the council and key stakeholders,
 - j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
 - l) to carry out the civic and ceremonial functions of the mayoral office,
 - m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
 - n) in consultation with the councillors, to lead performance appraisals of the general manager,
 - o) to exercise any other functions of the council that the council determines.
- ii) Delegates the following additional functions and delegations to the Mayor:
- a) to approve leave for the General Manager,
 - b) to appoint an Acting General Manager from time to time as might be required by the absence of the General Manager for any reason,
 - c) to respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council,
 - d) approve attendance by elected members at conferences and seminars etc. within NSW and the ACT to a maximum of three (3) days and within budget provisions,
 - e) authorise urgent works up to an amount of \$50,000 where budget funds are available and report that approval to the next Council meeting,
 - f) promote the area of Council through representations, functions and personal approaches,
 - g) use of a corporate credit card to a maximum of \$5,000.
- iii) Delegates the following function and delegation to the Deputy Mayor:
- If the mayor is prevented by illness, absence or otherwise from exercising their function then subject to the requirements of the *Local Government Act 1993* the Deputy Mayor be authorised to exercise and perform on behalf of the Council the powers, authorities, duties or functions with Council has delegated to the Mayor.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 4 Mayoral Minute – Mayors Activity, Log of Kilometres Travelled, and Credit Card Activity from 9 August 2018 to 12 September 2018

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

MAYOR MINUTE - MAYORS ACTIVITY 9 Aug 2018 - 12.Sept 2018

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
09.08.18	meeting	attended	AMERC in Sydney Executive
10.09.18	meeting	attended	AMERC in Sydney
	event	attended	Drought Catch Up in Coonabarabran
12.08.18	phone call	in	Resident Eurobodalla Shire re drought
13.08.18	phone call	in	rate payer re dam water taken by council officer
	visit	RFS	to discuss meeting dates
	e-mail	in	from rate payer has spoken to DTS
	phone call	in	re Wall Street Journal report wants photos
	phone call	in	GM re dam water taken from rate payer
	phone call	in	tanker driver asking to access Castlereagh River water
14.08.18	meeting	attended	Newell Highway Task Force - welcome to Coonabarabran
	phone call	in	Wall Street Journal no photos required for story
	e-mail	out	send Notice of Motion to wind up OROC to JO Chairman
15.08.18	phone call	in	LLS re launch of Weeds Handbook
	letter	attended	signed letter to Mark Coulton re drought
	phone call	in	re drought support from rate payer
16.08.18	meeting	attended	Monthly Council meeting in Coolah
	e-mail	in	from Marnie Ogg re visitor bags
	e-mail	in	MERC re resignation of Deputy Chairman
17.08.18	phone call	in	Steele Johnston re stock water cartage
	phone call	out	to Kevin Humphries re police house
	phone call	out	to mark Coulton re funding for regional projects
	e-mail	in	from Kevin Mack re rural/regional vice president
	e-mail	in	invitation to VIC opening
	e-mail	in	from LLS re meeting agenda
	phone call	out	LLS CWRWC to discuss visitors at meeting
20.08.18	phone call	in	from Alicia Piper re rates and drought
	phone call	in	Kevin Humphries re grants for WSC and status of land clam on police house.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

21.08.18	meeting	attended	CWRW Committee in Dubbo
22.08.18	meeting	attended	ARTC
	meeting	attended	Swimming Pool Advisory meeting
	e-mail	in	Dark Sky Park thank you dinner
			Orana Mid western Police District Awards
23.08.18	event	attended	Presentation in Dubbo
	e-mail	in	MERC re VPA meeting
24.08.18	e-mail	in	OROC Business paper and Agenda
	e-mail	in	Hon. John Veigh re \$1m drought support advisory
			approve media release re Round 2 of Stronger
	e-mail	in	Country Community Grants
	e-mail	i	Invitation to Inland Rail forum in Narrabri
	e-mail	in	Jamie Smyth Financial Times interview
	e-mail	in	Invitation to Volunteers Awards
27.08.18	interview	newspaper	Jamie Smyth Financial Times interview
	phone call	in	Jamie Smyth re interview
	phone call	in	Clr Lewis re abattoirs & TRRRC
	e-mail	in	from DDS re Inland Rail round table
	e-mail	in	from GM re Inland Rail round table
	e-mail	in	from CWRWC media release approval
	e-mail	out	BFMC vote for bushfire danger period
28.08.10 8	interview	newspaper	with Jamie Smyth at Oxley
	phone call	in	Marnie Ogg re conference
	e-mail	in	GM re RFS building inspection
	e-mail	in	Marnie Ogg re conference
	e-mail	in	WACCI re exhibition on 17 Oct
29.08.18	meeting	attended	Inspection of Old RFS building
	e-mail	in	Clr Iannuzzi re GM's performance agreement
	e-mail	in	BlazeAid re drought relief
			DTS from resident complaining about parking and
	e-mail	out	signage
30.08.18	e-mail	in	invitation to attend Flag Raising at Yuluwirri Kids
	e-mail	in	from Dunedoo CWA re drought tour
	e-mail	in	DDS re attending Inland Rail seminar
			invitation from Deputy Premier to Consular dinner in
31.08.18	e-mail	in	Dubbo
			OEH NPWS RAC offer of appointment to RAC
01.09.18	e-mail	in	committee
02.09.18	e-mail	in	Coal Seam Gas & Public Health minutes
03.09.18	event	attended	Yuluwirri Kids Flag Raising
	e-mail	in	from Lorraine Wright re Silent ANZACS
	e-mail	in	from Gilgandra Shire re agenda Inland Rail.
	e-mail	out	to EA re death of Colin Harper
04.09.18	e-mail	in	DDS re Inland Rail meetings
	e-mail	in	Manager EDT re Inland Rail meeting
	e-mail	in	Gilgandra Shire re Inland Rail meeting
	e-mail	in	OLG re Biodiversity Act and Drought Characteristics

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

	e-mail	in	from Teneterfield Shire re Waste to Energy
	e-mail	in	OEH NPWS RAC congratulatory e-mail
05.09.18	e-mail	in	Cls Iannuzzi re absence
	e-mail	in	from GM re Silent Anzac donation
06.09.18	event	attended	Colin Harpers funeral, long time member of the Traffic Committee
	e-mail	in	from LGNSW legal officer
	e-mail	in	from CWRWC minutes for approval
	e-mail	out	to LGNSW Legal Officer
			OROC
07.09.18	meeting	attended	Coonamble
	letter	out	Nancy Nott re 100 years
			Peter Primrose MLC Shadow Minister calling for release of IPART reports
	e-mail	in	from W Giblin re Code of Conduct
	e-mail	in	from Kevin Butler re BlazeAid
	phone call	in	re OROC AGM
08.09.18	interview	abc	Clr Capel re Drought Funding
	e-mail	in	Clr Capel re Drought Funding
09.09.18	e-mail	out	to Marnie Ogg re conference agenda
	e-mail	in	from Marnie Ogg re Conference Dinner
	e-mail	in	AMERC re web page design
10.09.18	e-mail	in	Consular Dinner in Dubbo
	event	attended	re Consular dinner
	e-mail	in	re change of date for JO meeting
	e-mail	in	from NPWS re RAC committee
	e-mail	in	re We Care Roadtrip
	e-mail	in	invitation to RYMH launch at Parkes
	e-mail	in	Orana JO meeting , 2nd October
11.09.18	welcome	speech	Western Region Community Transport forum
	e-mail	in	from Graeme Flemming re account
	e-mail	in	LGNSW re conference
	e-mail	in	Corp Service Admin re media release
	e-mail	in	DDA re investigation report
12.09.18	met		Prof Richard Wright at the VIC

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

MAYORAL MINUTE – log of kilometres travelled

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
9-Aug	10-Aug	MERC meeting Dubbo	11986	12375	389
13-Aug		Complaint by ratepayer, meet with GM, RFS meeting	12375	12407	32
14-Aug		Welcome to Newell Highway Committee	12407	12467	60
15-Aug		Sign letters to local Member, meet with GM	12467	12499	32
16-Aug		Council Meeting - Coolah	12499	12632	133
17-Aug		Sign documents	12632	12664	32
21-Aug		CWRWC Meeting Dubbo	12664	12980	316
22-Aug		ARTC, swimming pool	12980	13074	94
23-Aug		Local Police Awards	13074	13354	280
24-Aug		Allison Bridge opening	13354	13384	30
27-Aug		Meeting with GM, interview with Financial Times	13384	13417	33
28-Aug		TV interview, newspaper interview	13417	13451	34
29-Aug		Inspect old RFS building, visit dam for photos SMH	13451	13513	62
30-Aug		iPad revamp, programme phone	13513	13539	26
31-Aug		Meeting DDS re VPA	13539	13574	35
3-Sep		Flag raising Yuluwirri Kids	13574	13612	38
4-Sep		100th birthday in Dunedoo	13612	13845	233
5-Sep		Meeting with GM re Facebook post	13845	13875	30
6-Sep		Coonamble OROC	13875	13925	50
7-Sep		Coonamble OROC	13925	14240	315
10-Sep		Letter to GM, sign documents, Dubbo dinner	14240	14617	377
11-Sep		Meet with GM, welcome community transport group	14617	14657	40
12-Sep		Meet with Prof. Richard Wright, visit BlazeAid reps	14657	14693	36
Total KM travelled for period 9/08/2018 - 12/09/2018					2707

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

MAYORAL MINUTE – Mayor’s expenses 10 July 2018 to 7 August 2018

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	<u>Amount (\$)</u>
30-Jul	New Lucky Star Bistro - Muswellbrook	McCullys Gap Windfarm Meeting#	32.00
31-Jul	Remington - Muswellbrook	McCullys Gap Windfarm Meeting#	208.80
2-Aug	GM Cabs - Mascot	Country Mayors	60.53
3-Aug	Airport Retail - Mascot	Country Mayors	26.50
3-Aug	GM Cabs - Mascot	Country Mayors	38.01
3-Aug	The Grace Hotel - Sydney	Country Mayors	266.95
3-Aug	Taxi Combined - Alexandria	Country Mayors	13.13
Total expenditure for period 10/7/2018 - 7/8/2018			645.92

RECOMMENDATION

That Council notes the report on:

1. The Mayors Activity and Log of Kilometres Travelled from 9 August 2018 to 12 September 2018.
2. The Mayor’s expenses between 10 July 2018 and 7 August 2018 and approve payment of expenses totalling \$645.92.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 5 Minutes of Ordinary Council Meeting – 16 August 2018

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

Reason for Report

To confirm the minutes of the Ordinary Council Meeting held on Thursday, 16 August 2018.

Options

Nil

Financial Considerations

Nil

Attachments

1. Minutes of the Ordinary Council Meeting held in Coolah on Thursday, 16 August 2018.

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 16 August 2018 are endorsed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 6 Minutes of Traffic Advisory Committee Meeting – 23 August 2018

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Road Safety Officer – Cheyenne O'Brien
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: Ms Sharon Grierson (RMS), Senior Constable Manbir Singh (NSW Police) and Mr Colin Harper (Community).

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

APOLOGIES: Cr Peter Shinton (Chairperson) and Ms Jackie Barry (RMS)
Grierson/Harper

CONFIRMATION OF MINUTES

RECOMMENDATION that the minutes of the Traffic Advisory Committee meeting held on 26 July 2018 be confirmed.

Grierson/Harper

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Council to investigate the preparation of a Rural Bus Stop Policy. Draft School Bus Stop Guideline prepared and awaiting review by Director Technical Services.
- 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.
- Placement of advisory warning signs on Observatory Road. Council to monitor the speed of vehicles via traffic counters to determine if a speed review is necessary. *All signs installed with the exception of one.*
- Installation of double barrier lines on the Dandry Road approach to the Newell Highway. *In progress – Contractors to undertake works.*
- Tongy Lane signposting – determine correct name and amend signs accordingly.
- Warrumbungle Quarry – road safety concern at entry / exit point. Council to consider conducting a feasibility study and to contact RMS Regional Director to request relocation of the point to point safety camera. Council to look into activated speed signs currently being trialled by RMS. *Letter forwarded to RMS requesting information and costings on the implementation of STARS Program.*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- School Bus Stop on Oxley Highway – a sign plan for the installation of 'School Bus Route' signs has been forwarded to RMS for approval. *RMS has provided approval and signs are to be ordered.*
- 'No Stopping' zone either side of pedestrian ramp at the intersection of Edwards Street and Cowper Street. Further investigation required.

Warrumbungle Quarry- STARS Pilot Program

RMS have contacted other regions in NSW for more information about the STARS Pilot Program and to gain information on the costing and requirements needed if it were to be applied on Newell Highway at the Warrumbungle Quarry access point intersection.

Long Vehicle Parking in Coolah

Council is required to send an official email to RMS to request that they investigate sign options further.

B Double Stock Truck Access on Mendooran Road

It was noted that Mogriguy Road is B Double Approved from the Newell Highway intersection at Brockelhurst through to Mogriguy.

AGENDA ITEMS

- a) Detailed Design for the Intersection of Black Stump Way (MR55) and Warrumbungles Way (MR396)

It was noted that RMS have received the design plan and their Design Team are currently assessing it and will advise Council in the near future if they provide concurrence or not.

- b) Coonabarabran Chamber of Commerce – Traffic Control Plan for Christmas Fete
A Traffic Control Plan for the Coonabarabran Christmas Fete to be held on 13 December 2018 was presented to the Committee.

RECOMMENDATION that approval be granted to the Coonabarabran Chamber of Commerce to close Dalgarno Street, Coonabarabran on 13 December 2018 between 5.30 pm and 9.30 pm for the Christmas Fete, subject to receiving public liability insurance and RMS Regional concurrence.

Grierson/Harper

- c) RSO Monthly Report – August 2018

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

- Free Cuppa Program – An Infographic explaining the scheme and invitation letter inviting local businesses to participate in Phase Nine will be posted by the end of the week.
- Child Car Seat Safety – Child Car Seat Checking Day to be held at Baradine Preschool on Thursday, 13 September from 8:30 am - 10:30 am.
- School Bus Stop Guideline – Drafted and awaiting review by management.
- Council's speed trailer is currently located at Mendooran.

LATE AGENDA ITEM

- d) Coonabarabran RSL – Road Closure for Remembrance Day Event

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

The Committee considered an application received from Coonabarabran RSL to close part of John Street, Coonabarabran on 11 November 2018 from 10.57 am to 11.30 am to conduct a Remembrance Day event.

RECOMMENDATION that in principle approval be granted to Coonabarabran RSL to close John Street, Coonabarabran on 11 November 2018 between 10.57 am and 11.30 am for Remembrance Day, subject to concurrence by RMS Regional Special Events, RMS Regional, a Transport Management Plan (TMP) and a copy of public liability insurance.

Grierson/Singh

GENERAL BUSINESS

Warrumbungle Shire Council - Information Night on Events that Require a Road Closure

RMS has offered to provide support for an Information Night for local community members who wish to hold an event on State, Regional and Local Roads. This event will inform attendees on what is required to apply for an event and the application process. The Traffic Committee agreed that this event would be useful and it will be considered in the future.

Uarbry Signs

The Traffic Committee requested confirmation of signs damaged from the Sir Ivan Fire at Uarbry had been replaced by new signs. This will be followed up by Council and the Traffic Committee will be informed at the next meeting.

There being no further business the meeting closed at 10.53 am.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Thursday, 27 September 2018 commencing 10.00 am.

.....
CHAIRPERSON

RECOMMENDATION

That:

1. Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 23 August 2018.
2. Approval be granted to the Coonabarabran Chamber of Commerce to close Dalgarno Street, Coonabarabran on 13 December 2018 between 5.30 pm and 9.30 pm for the Christmas Fete, subject to receiving public liability insurance and RMS Regional concurrence
3. In principle approval be granted to Coonabarabran RSL to close John Street, Coonabarabran on 11 November 2018 between 10.57 am and 11.30 am for Remembrance Day, subject to concurrence by RMS Regional Special Events, RMS Regional, a Transport Management Plan (TMP) and a copy of public liability insurance.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 7 Minutes of TRRRC 355 Advisory Committee Meeting – 8 August 2018

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

MEETING OPENED: 4.04pm

PRESENT: Cr Peter Shinton (Chair), Cr Anne - Louise Capel, Cr Wendy Hill, Sally Dent, John Horne, Neville Stanford, Sue Stoddart and Mary Warren.

ATTENDING: Roger Bailey (*General Manager WSC*) Leeanne Ryan (*Director Development Services*), Kelly Dewar (*Acting Manager Property and Risk WSC*)

APOLOGIES: Fiona Luckhurst and Darren Devenish (*Acting Manager Projects WSC*).

HILL / STODDART

1. DECLARATION OF PECUNIARY OR NON PECUNIARY INTEREST

None.

2. ACCEPTANCE OF THE MINUTES 6 June 2018.

RECOMMENDATION: that minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 6 June 2018 be accepted

WARREN / DENT

3. BUSINESS ARISING

Action list was discussed.

- The request for a walk through of the site by Committee Members was approved by General Manager. Acting Manager Projects to organise a walk through of the site.

4. TERMS OF REFERENCE REPORT – Acting Manager Property and Risk

Deferred to next meeting

5. CAPITAL WORKS UPDATE – Acting Manager Projects

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

- Unit 1 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit is still to pass the critical frame inspection.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- Unit 2 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit is still to pass the critical frame inspection. Verandah slabs front and rear are constructed.
- Unit 3 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit has still to pass the critical frame inspection. Verandah slabs front and rear are constructed.
- Unit 9 - Gyprock has been set. Fit out is underway. Bathroom and WC tiled.
- Unit 10 - Gyprock has been set. Fit out is underway. Bathroom and WC tiled.
- Units 11, 12 - Gyprock has been set. Fit out is underway. Bathroom and WC have floor bedded for tiling.
- Units 13, 14 – Unit 13 and 14 need to have defects rectified to then pass the critical frame report.
- Units 15, 16 – Front and rear verandahs are complete. Gyprock is hung and set. Bathroom and WC have been waterproofed
- Units 17, 18 – Front and rear verandahs are complete. Gyprock is hung and set. Bathroom and WC have been waterproofed.
- Units 4, 5, 6, 7, 8, 25, 26 and 27 and the Community Centre site are work ready.

The Appliance Schedule in the Tender indicates that the appliances in the units will be Westinghouse for the cooktop, rangehood, oven and dishwasher. The community centre appliances will be Westinghouse for the cooktop, rangehood, fridge and boiling water unit.

WARREN / HILL

6. **TRRRC RENT ASSISTANCE – CENTRELINK PAYMENTS** – Acting Manager
Property and Risk
Deferred to next meeting
7. **TRRRC EXRESSION OF INTEREST – VACANT POSITION** - Acting Manager
Property and Risk

RECOMENDATION: That the TRRRC Committee accept the nomination from **Alice Mayers for the position of community representative, and the nomination be presented to Council.**

DENT / STANFORD

8. **TRRRC ACTING MANAGER PROPERTY AND RISK UPDATE REPORT** –
Acting Manager Property and Risk

STANDFORD / STODDART

9. **GENERAL BUSINESS**

Committee would like to have regular updates on the progress of the TRRRC project.

A good news story is to be prepared so the community knows that the project is continuing.

10. **NEXT MEETING:** TBA

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

MEETING CLOSED: 5:00pm

RECOMMENDATION

That Council notes the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 8 August 2018.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 8 Minutes of Local Emergency Management Committee Meeting – 20 August 2018

Division:	Technical Services
Management Area:	Technical Services Management
Author: Southwell	Emergency Services Co-ordinator – Phil
CSP Key Focus Area:	Our Natural Environment
Priority:	P12 The long-term wellbeing of our communities is supported by ongoing provision of high quality health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management

PRESENT: Kevin Tighe (Chairperson) (LEMO), David Maher (LEOCON), Kel Wise (REMO), Rodney Coombes (VRA Coonabarabran), Shane Peate (NSW Ambulance), David Hunter (NSW Ambulance), Bob Cosgrove (SES Baradine), Michael Robinson (RFS), Shane Smallcombe (RFS) and

IN ATTENDANCE: Phil Southwell (Minutes) (WSC).

APOLOGIES: Rod Williams (VRA Coolah), Glen Clarke (VRA Coolah), Nigel Boyce (LLS), Phil Lalor (SES Dubbo HQ), Sue Berry (Health, Coonabarabran MPS), Laura Dent (Health, Baradine MPS), Russell McArthur (Alt LEOCON), Stuart Green (RFS), Corey Philip (RFS), Andrew Young (RFS), Dave Smith (SES Dunedoo) and June Buck (Red Cross).

MINUTES OF PREVIOUS MEETING

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

Minutes Accepted – Cosgrove/Coombes

BUSINES ARISING

1. Animal Disposal Department of Primary Industry (DPI) Policy document (*see Agenda Item*).
2. Letter of appreciation from Local Emergency Management Committee to Baradine Emergency Information Hub. Inspector David Maher will organise with Corey Philip (RFS) a suitable time to present these letters.

AGENDA ITEMS

1. Contact Lists – *Distributed to the meeting for amendments.*
2. REMO Report – *Kel Wise provided a written report.*

Summary Report

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- (i) Region Emergency Management Plans are well advanced and close to being completed.
- (ii) Local Emergency Management Plans were provided to Office of Emergency Management.
- (iii) Work on Emergency Management Operations System web based system continuing.
- (iv) Training at Coonabarabran Fire Control Centre in October is a chance for Agencies to train volunteers and staff. Three courses can be applied for all online after a short online induction.

Courses are:	23 October 2018	Introduction to Emergency Management
	24 October 2018	Emergency Operations Centre Concepts
	30-31 October 2018	Evacuation Management

3. Events – Summary of Events within the Shire

a) Coonabarabran Cup	23/10/2018
b) Coonabarabran Pony Club Camp	30/09/2018 – 05/10/2018
c) Opening Day National Park	22/09/2018
d) Doganabuganaram Bike Ride Event	22/09/2018
e) Moorambilla Music Festival Baradine	28/09/2018 – 29/09/2018

4. Standard Operating Procedure – Emergency Operations Centre - Set Up for an Emergency

The committee agreed that instead of a Standard Operating Procedure, a laminated Instruction Card will be located in the Emergency Operations Centre to aid the setting up of phones and Internet access. A modem will be permanently set up to allow Wi-Fi access for Local Emergency Management Committee members.

The committee agreed upon having a *pre fire season Emergency Operations Centre set-up* session and also include a short revision of Bushfire Evacuation Plans and Maps. The day planned was Monday, 10 September 2018 at 3.00pm.

5. Exercise – Hospital Exercises

Received from Susan Berry (Health), and included with the minutes, was the Coolah Hospital Exercise Report. All agreed that the exercise highlighted issues regarding chemical exposure and the extra requirements on MPS staff for such incidents.

The Coonabarabran Hospital Exercise has been postponed until the next Coonabarabran Local Emergency Management Committee meeting which will be held in February 2019.

6. Standard Operating Procedure – Road Closure Additional Information

Following the Sir Ivan Fire S44 Debrief a new 'Road Closure Standard Operating Procedure' was adopted by our committee at the last meeting.

Information from Kel Wise reported that Region received information from the Local Emergency Management Committee of an *Interagency Standard Operating Procedure Card*, regarding Traffic Control Points (Road Closures).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

The committee suggested that our new Standard Operating Procedure on Road Closures should be cross referenced with this document, with the view of including in our Standard Operating Procedure any items overlooked. This will be presented to the next meeting.

7. Animal Disposal – Department of Primary Industry Policy TI-O-158

A new Policy document from Department of Primary Industry (DPI), was provided to the committee for comment. Discussion on the document highlighted the following areas of concern:

1. Our Local Emergency Management Committee does not have a Consequence Management Guide for Transport Accidents involving animals.
2. Does Council have a Policy with regards to the disposal of animals within the Shire at the Waste Disposal sites?
3. What does Item 9 mean? Does this mean that Council becomes responsible for the disposal or for creating a disposal site for animals?

To verify these questions the committee agreed that further investigation is required.

- (i) A letter to Local Lands Services (LLS) to ask for a presentation to our committee of a new Consequence Management Guide drafted by them for Transport Accidents involving animals, and to be included in our Local Emergency Management Plan.
- (ii) Clarify Council's Policy of animal disposal at waste sites.
- (iii) Letter to DPI asking to clarify Item 9 of their Policy.

GENERAL BUSINESS

EXERCISES

1. Warrumbungle Hightops 2018

Kel Wise indicated that the remaining paperwork for Exercise 'Warrumbungle Hightops 2018' is outstanding and that the Agency Evaluation Reports from Police Rescue, VRA and RFS are still required.

The final Report including the Evaluations is required by the Region Operations Controller (REOCON) for the Region Emergency Management Committee meeting at Dubbo.

2. Starship Enterprise

It was suggested that the pre organised Desktop Exercise, 'Starship Enterprise', an exercise in managing an unprecedented disaster event, would benefit our committee. A preliminary date of 24 May 2019 at Coonabarabran Fire Control Centre was considered.

The event is one day and will require invitations to the community to participate. Further details will be available at the November meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Asbestos Letter

A letter from Council's Environmental Health Officer (Simone Tenne) indicated that Council has a responsibility to the public in the management of asbestos from houses that have been burnt. The suggestion was that until a formal State Emergency Management Committee Policy is created that a local arrangement for NSW F&R and RFS be made. If both Agencies in the interim could provide a time / date / location of house fires to Council, then a database could be started and managed.

Information to info@warrumbungle.nsw.gov.au with - Attention Development Services, would be appreciated.

Further information from NSW Health Asbestos Policy Project Manager (who is running the Asbestos Course in Orange in October), appears that the *State 'has a conundrum'* with regards to this issue.

CORRESPONDENCE

1. Report on Coolah Hospital Exercise
2. DPI Policy document – Transport Accident Involving Animals
3. Red Cross – New App, Emergency Preparation
4. Letter from Council Environmental Officer (Asbestos)
5. Outgoing letter – Baradine Appreciation Letter (Inspector D Maher)

DATE OF NEXT MEETING

The next meeting will be held on Monday, 19 November 2018 at the Coolah RFS Building.

Usual times for Rescue Meeting at 6.30pm and Local Emergency Management Committee meeting at 7.00pm.

MEETING CONCLUDED

As there was no further business the formal part of the meeting concluded at 8.47pm.

.....
CHAIRPERSON

RECOMMENDATION

That Council notes the minutes from the Local Emergency Management Committee held on 20 August 2018 at Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 9 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 22 August 2018

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

PRESENT: Cr Peter Shinton (Chairperson), Mr David Hunter, Ms Narda Abel, Mr Brett England, Ms Paula Duggan, Ms Fay Chapman and Ms Dianne Dow.

IN ATTENDANCE: Mr Roger Bailey (General Manager), Mr Kevin Tighe (Director Technical Services), Mr Shane Weatherall (Manager Urban Services) and Ms Sharmaine Kennedy (Supervisor Pools).

APOLOGIES: Cr Ambrose Doolan and Ms Krista Holmesby.

CONFIRMATION OF MINUTES

RECOMMENDATION that the minutes of the Coonabarabran Swimming Pool Advisory Committee meeting held on Wednesday, 25 July 2018 be confirmed.

Dow/Hunter

BUSINESS ARISING FROM THE MINUTES

Nil

AGENDA ITEMS

- a) Update on Regional Sports Infrastructure Funding Application for the Coonabarabran Memorial Pool – Regional Facility Project

The Committee reviewed the 'Business Case' document and a number of issues were discussed including:

- Final layout of pool.
- Training facilities.
- Public consultation.
- Requirements from Royal Life Saving NSW in relation to:
 - Learn to Swim Programs
 - Water Safety Programs
 - Swimming Teacher training periods.
- Use of existing toilet / change room facilities.
- Separation of areas – learn to swim and main pool.
- Dinosaur – proposal to include dinosaur has been left out of 'Business Case'.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- Review of benefits in Benefit Cost Analysis.
- Task Register – Status Update Report presented by Ms Abel.
- Ms Abel presented a draft version of the 'Business Case'. Final version completed.
- Submission – next three days.
- 'Business Case' refers to pool being open for 9 months not 12 months. Even so, the proposal and forecast maintenance cost to be presented to Council.
- Skillion roof option included in 'Business Case'.
- Design costs may be included in funding submission as well as project management costs.
- The Benefit Cost Ratio (BCR) Analysis included research from other facilities. Also, the benefit in terms of reducing risk of drowning included in analysis. The calculated BCR for the project is 1.12.

RECOMMENDATION that Council extend its appreciation to Ms Narda Abel and volunteers on the Coonabarabran Swimming Pool Sub Committee also Council Officers Shane Weatherall, Bikram Joshi and Sharmaine Kennedy for the work done to complete the Business Case for Council's submission under the Regional Sports Infrastructure Program.

Hunter/Chapman

GENERAL BUSINESS

The following items were discussed without resolution:

- Public Consultation – Currently submitting funding application. Council will make resolutions around further public consultation.

There being no further business the meeting closed at 6:00 pm.

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

.....
CHAIRPERSON

RECOMMENDATION

That Council:

1. Accept the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 22 August 2018.
2. Extend its appreciation to Ms Narda Abel and volunteers on the Coonabarabran Swimming Pool Sub Committee also Council Officers Shane Weatherall, Bikram Joshi and Sharmaine Kennedy for the work done to complete the Business Case for Council's submission under the Regional Sports Infrastructure Program.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 10 Exclusion of Notice of Motion

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
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 the Report

A Notice of Motion was submitted that has been deemed to be unlawful and excluded from the business paper in accordance with Clause 240 of the *Local Government (General) Regulation 2005* (NSW).

Background

The General Manager is in receipt of a Notice of Motion (NOM) presented for this meeting of Council. The matter has been determined by the General Manager to be unlawful and therefore the NOM has not been included as part of the business paper for this Council meeting.

In accordance with clause 240 of the *Local Government (General) Regulation 2005* (NSW) the General Manager must report such exclusions to the next meeting of Council. The relevant section of the Regulation is:

Clause 240 Agenda and business papers for council meetings

- (1) *The general manager must ensure that the agenda for a meeting of the council states:*
 - (a) *all matters to be dealt with arising out of the proceedings of former meetings of the council, and*
 - (b) *if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and*
 - (c) *subject to subclause (2), any business of which due notice has been given.*
- (2) *The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is (or the implementation of the business would be) unlawful. The general manager must report (without giving details of the item of business) any such exclusion to the next meeting of the council.*

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

This provision is also reflected in Council's Code of Meeting Practice and the Department's Meetings Practice Note Practice Note 16, August 2009.

Options

Nil

Financial Implications

Nil

Attachments

Nil

RECOMMENDATION

That Council note the report on the exclusion of a Notice of Motion due to the item being declared unlawful and therefore excluded from the Business Paper in accordance with clause 240 of the *Local Government (General) Regulation 2005* (NSW).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 11 Councillors' Monthly Travel Claims – August 2018

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Jenni Maundrell
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 details of travel claims of Councillors for the month of August 2018.

Background

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

Councillor Monthly Travel Claims

Councillor	Month	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	May		0.78	-
Cr Todd	May	488	0.78	380.64
Cr Brady	May	190	0.78	148.20
Cr Capel	May		0.78	-
Cr Clancy	May		0.73	-
Cr Doolan	May	150	0.78	117.00
Cr Hill	May	90	0.68	61.20
Cr Iannuzzi	May	170	0.78	132.60
Cr Lewis	May	112	0.78	87.36
			Total for August:	\$927.00

RECOMMENDATION

That the Councillors' monthly travel claims for August 2018 in the amount of \$927.00 is received for Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 12 Consular Dinner in Dubbo – 10 September 2018

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

Reason for Report

To report to Council on the Consular Dinner held at the Veldt Restaurant in Dubbo on 10 September 2018.

Background

On Monday 10 September I was invited by Deputy Premier, John Barilaro along with the surrounding Mayors from Dubbo, Narromine, Mid Western, Parkes and Forbes to meet with a delegation of Consular officials looking for investment and tourism opportunities around the central region of NSW. The Dubbo State Member Troy Grant, Rick Colless MLC, Gary Barnes Deputy Secretary Dept Premier and Cabinet, Ian Smith Director Office of Regional Development along with Roger Fletcher, Mike Sutherland from Alkane, Megan Dixon from RDA Orana and a host of local business representatives from Dubbo and Parkes region were all there to meet and greet the Consular Officials.

I spent time on the night with the Deputy Premier where I raised Cr. Brady's request for him to open the development around and inside the Coonabarabran Sport and Recreation Centre as well as drought support in our Shire.

With the Japanese and Netherlands Consular officials I discussed the Waste to Energy concept and their involvement in this industry to produce electricity as well as the use for the end product, in both fertilizers and for manufacture of other goods. We also discussed Astro Tourism, Dark Sky and Starfest and one member of the consular team remembered Hank Sato who apparently is still promoting the Siding Spring Tourism potential and the Milroy Telescope in Japan.

A quick discussion with Mike Sutherland from Alkane revealed that they will process the rare earths from their mine in Australia but are still looking for more finances and that they are now actively exploring further gold mineralisation to the west of Dubbo.

It was a very worthwhile experience and I challenged both the Deputy Premier and Rick Colless to organize a similar function for the North West and New England regions.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

RECOMMENDATION

That Council notes the Delegate's Report by Cr Peter Shinton in relation to the Consular Dinner held in Dubbo on 10 September 2018.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 13 Circulars/Newsletters

Circular Details (Office of Local Government)	Title
18-26 / 06 September 2018 / A617440	Commencement of amendments to the Companion Animals Act 1998 and a new Companion Animals Regulation 2018
18-25 / 05 September 2018 / A618437	Status of the new Councillor Inductions and Professional Development Guidelines
18-24 / 05 September 2018 / A618429	Status of the new Model Code of Conduct for Local Councils in NSW and Procedures
18-23 / 05 September 2018 / A616349	Mayoral Elections
18-22 / 22 August 2018 / A603486	Release of the Charter for Public Participation – a guide to assist agencies and promote citizen engagement
18-21 / 16 August 2018 / A598797	2018-19 Calendar of Compliance and Reporting Requirements
Media/Alert Release Details (Local Government NSW)	Title
04 September 2018	Snowy Monaro Regional Council named award winner
02 September 2018	Minister's so-called crackdown a missed opportunity
24 August 2018	New funding for public libraries a welcome first step
17 August 2018	Time to speak up for fair elections
15 August 2018	Lost opportunity on short-term holiday rental
13 August 2018	Let's get short-term holiday rental right in NSW
10 August 2018	Inquiry Terms of Reference critical on election funding law
10 August 2018	Call for urgent inquiry into election funding law

Media Releases – Office of Local Government	Title

Ministerial Media Releases Details (Office of Local Government)	Title
02 September 2018	Tough new behaviour code for Councillors

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Planning Circulars (Department of Planning)	Title
29 August 2018	Amendments to Retail Land Use Definitions

RECOMMENDATION

That the Correspondence for Council be received and noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 14 Binnaway Sewerage Scheme Funding Submission

Division:	Technical Services
Management Area:	Warrumbungle Water
Author: Wiebels	Manager Warrumbungle Water – Cornelia
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire

Reason for Report

To provide Council with summary information on the Binnaway Sewerage Scheme funding submission and to consider funding of Council's share in the construction phase cost from community contributions.

Background

Following a preliminary Options Assessment on sewerage collection and treatment systems in the township of Binnaway, an Expression of Interest followed by a detailed application for funding under the Safe and Secure Water Program have been submitted. Reference is made to Council resolution 245/1718, involving the establishment of a community based Reference Group for the Binnaway Sewerage Project. Formation of such a group is part of the current funding application.

Issues

The Preliminary Options Assessment identified a vacuum collection system with pond treatment as preferred option.

Now, funding has been sought for project Phase 2 'Concept Design and Business Case Development'. The Scope of Works for this project phase includes:

- Consultation with NSW Department of Industry – Water
- Formation of a community reference group
- Preferred options study
- Community consultation
- Preferred site selection
- Concept design for the collection and treatment systems
- Environmental impact assessment.

To complete the overall project, the successful completion of project Phase 2 would be succeeded by project Phase 3 'Design & Construct'. Funding for project Phase 3 would need to be sought.

Options

For Council's information and contemplation of funding Council's share in project Phase 3 costs through community contributions.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Financial Considerations

Funding for project Phase 2 'Concept Design and Business Case Development' is sought for a total of \$530,000, including a Council contribution of \$132,500 (25%). A breakdown of cost is given in the table below.

Project Stage (within Project Phase 2)	Indicative Cost
Consult with Department of Industries – Water	\$10k
Form a community reference group to discuss options	\$10k
Preferred options development study	\$75k
Community consultation	\$10k
Preferred site selection	\$100k
Concept design and Environmental Impact Assessment. Including geotech investigations, survey of selected site and effluent management strategy. Identify procurement methodology.	\$240k
External Project Management (for all of the above)	\$60k
Business Case Development (Phase 3 Application building upon the Phase 2 Application)	\$15k
Total	\$530k

The total project cost – including both remaining project phases, Phase 2 and Phase 3 – is estimated to \$7,700,000, of which Council would need to contribute \$1,925,000 over a 5 year period.

There is an allocation in relation to the Binnaway Sewerage project of \$30,000 in this year's capital budget. However, no provisions are currently made in Council's long term financial plan. If the funding application for project Phase 2 is successful, an additional budget allocation of \$102,500 will have to be made to complete this project phase. A further \$1,792,500 would be required to complete project Phase 3, assuming a successful funding application.

An assessment of ongoing operational costs has yet not been carried out.

Attachments

Nil

RECOMMENDATION

That Council:

1. Note this summary report on the Binnaway Sewerage Scheme Funding Submission.
2. Postpone the establishment of a community based Reference Group for the Binnaway Sewerage Project until Phase 2 funding is approved.
3. Investigate the funding of its share in project Phase 3 'Design and Construct' from community contributions.
4. Carry out an assessment of ongoing operational costs during project Phase 2 'Concept Design and Business Case Development'.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 15 Camp Cypress Sewer Connection Request

Division:	Technical Services
Management Area:	Warrumbungle Water
Author: Wiebels	Manager Warrumbungle Water – Cornelia
CSP Key Focus Area:	Natural Environment
Priority:	NE4 Local natural water resources including waterways and aquifers remain unpolluted

Reason for Report

The purpose of this report is to present identified options for upgrades of the Camp Cypress sewerage/septic system and connection to Council's sewer system; and to make a recommendation based on financial considerations.

Background

The Baradine Racecourse and Showground Trust requested that Council advise and give guidance on the possible upgrade of the sewerage/septic system in the complex and that Council provide a connection to the Baradine sewerage system at the boundary of the reserve.

Council allocated \$200,000 in this year's capital budget to connect Camp Cypress to the Baradine town sewerage scheme.

Action to date has been to arrange quotations and environmental studies to determine the feasibility of connecting Camp Cypress to the Baradine sewerage system.

Issues

Camp Cypress has been run by the Baradine Racecourse and Showground Trust and funded by grants and community support. A connection to the Baradine sewerage system will involve a significant allocation by Council.

Internal options are for the Trust to develop and fund.

Current internal arrangements are:

1. Old tank toilets. These toilets are to the North of camp Cypress. In periods of high usage this system overflows. The absorption trench has lost efficiency.
2. Accommodation buildings. There are four buildings, each containing four en suite bedrooms. Four septic tanks service these buildings with a pumped overflow to the tanks behind the amenities building.
3. Amenities buildings. There are two dual tank systems that service toilets and showers. Overflow from these tanks is pumped out to the old racecourse area for

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

disposal in three rubble pits. The rubble pits are ineffective in wet weather with free standing effluent accessible to the public and animals.

4. Caretaker's cottage. This building has a domestic style septic system which appears to have an inoperative absorption pit during wet weather.
5. Caravan dump site. This facility is located near the caretaker's cottage and appears to discharge into the cottage septic system.

The system servicing the accommodation and amenities (2 and 3 above) was designed by Public Works when Camp Cypress was established. Other facilities at the caretaker's house and the old tank are stand alone systems.

Baradine sewerage scheme is not a typical gravity flow system but instead operates on a vacuum system. A large pump creates a vacuum in the collection pipes around the township. For the correct operation of the system there needs to be an interface between the normal household air pressure and the vacuum pipes.

The interface consists of a series of underground collection pots with vacuum controlled valves that regulate the amount and flow rate of sewerage entering the system. Too little or too much sewage entering can upset the operation of the system.

The amount of sewerage from Camp Cypress at peak times will require seven (7) new pots arranged to operate in a sequence that will not disrupt the operation of the existing sewerage system. This requires specialist design and construction.

Quotations have been obtained to extend the scheme to allow Camp Cypress to dispose of its sewerage into the scheme. These quotations are for \$538,000 (Option A below).

Options

Five (5) options have been considered to address the Trust's concerns. Two (2) of them involve a connection to Council's sewer system, three (3) involve Camp Cypress internal system upgrades.

A. Connect to Baradine Sewerage System (current proposal)

Directly connect the facilities at Camp Cypress to the Baradine vacuum sewerage system. This option includes a new connection to and extension of the vacuum main at the corner of Lachlan and Namoi Streets where seven (7) new vacuum pots would receive the effluent from Camp Cypress.

Obtained cost calculations were:

- \$238,150 for a rising main and associated connections, involving a tank, pumps and pressure line from Camp Cypress to the Lachlan/Namoi Street interface; and
- \$300,000 for seven (7) vacuum pots and branch line at the Namoi/Lachlan Street site.

The total estimated cost of this option is \$538,000.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

The Trust would be required to provide all internal sewerage collection systems, including pumps, tanks and pipework. Cost estimates for these have not been prepared by Council.

B. Construct a pipeline directly to the Sewerage Treatment Ponds.

This option is explored in Item 30 of the March 2017 Business Paper and Item 40 of the September 2017 Business Paper reports. It has had an Ecological Assessment and an Aboriginal Due Diligence Assessment completed. There are further restraints to be overcome, these include property access and alignment issues along the corridor.

Commercial rates for the 3 km pipeline would exceed \$300,000, this together with the cost of pumps, connection, valves and fittings would lead to a total project cost exceeding \$400,000.

The Trust would be required to provide all internal sewerage collection systems, including pumps, tanks and pipework. Cost estimates for these have not been prepared by Council.

C. Upgrade internal septic system

Upgrade present systems to include holding tanks and irrigation compatible with Baradine Central School agricultural plots on the old racecourse. This has not been examined in detail at this stage as the lease between the school and the Trust has not been finalised. Should approval be given it would be expected that the septic system would need to be upgraded to improve the effluent quality by constructing a secondary treatment tank along with pumps and irrigation hardware.

A price of less than \$200,000 would be expected for this option.

If this option is to proceed then it would be undertaken by the Trust.

D. Upgrade internal septic system and construct a wetland.

This option is considered in lieu of Option C should effluent disposal to the school plot not be acceptable. A selected site could be prepared with a bund and exclusion fencing that would accept and manage the peak flows from large events. An area South West of the campdraft arena may be acceptable.

With environmental approval, this option may cost a similar amount to that of Option C.

If this option is to proceed then it would be undertaken by the Trust.

E. Install a stand alone internal micro treatment works.

This option would involve the installation of a commercial treatment works package similar to that used at mine sites. Internal pumps and pipework would be required from the facilities to the works. Effluent from these types of works would be suitable for irrigation.

Similar sized projects have cost in the order of \$150,000 plus collection works.

If this option is to proceed then it would be undertaken by the Trust.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Connection to the Baradine sewerage treatment works either directly via a pipeline (Option B) or through the vacuum system (Option A) would cost Council an excessive amount of money.

The internal solutions suggested (Options C, D and E) are cheaper overall and do not involve Council other than the normal approval process.

Financial Considerations

\$200,000 has been allocated to connect Camp Cypress to the Baradine Sewer System, the cost however will be \$538,000. The alternative of running a pipeline to the sewerage treatment ponds will also be in excess of \$400,000. Costs of this order are prohibitive for connecting one property to the sewer system.

Should a sewer connection be provided to Camp Cypress, ongoing sewer charges would apply. Based on Camp Cypress' average water consumption over the last four (4) years and using current fees and charges, these sewer charges would amount to an annual total of \$1,110.

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes this report on the Camp Cypress Sewer Extension request.
2. Does not proceed with providing a sewer connection to Camp Cypress due to the prohibitive cost involved.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 16 Coonabarabran Emergency Water Supply Project – September 2018 Update

Division:	Technical Services
Management Area:	Warrumbungle Water
Author: Wiebels	Manager Warrumbungle Water – Cornelia
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	PI7 Communities across the Shire are supported by the secure, long term supply of energy and clean water.

Reason for Report

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

Background

Council has received monthly reports on the project setting out details on the progress of the works being undertaken and the water level in Timor Dam.

This report sets out the current position as at 5 September 2018.

Issues

- **Timor Dam Level:** The water level in Timor Dam has remained relatively stable and has been currently measured at 22.1%.
- **Supply:** Council has been drawing all its supply over the past months from six (6) bores near the Water Treatment Plant (Bores No 1, 2, 3, 4, 6 and 7) and the Castlereagh River.
- **Equipping and Connection of New Bores:** The remaining new bores at Bart Bok, Nandi Park, Nandi Creek and Homeleigh Drive (Bores No 11, 5, 8 and 10) have now been equipped, with the installation of power boards outstanding. Bores No 5, 8 and 10 still require connecting to the main line from the dam to the WTP.
- **Power Supply to the New Bores:** Power supply to Bore No 11 is expected to occur over the next four (4) weeks, Bores No 5, 8 and 10 are expected to be connected to power in mid October at the earliest.
- **New Test Bore:** A new test bore near the dam has been drilled and cased. A test scheduled for 10/09/2018 will determine if the bore is considered suitable for production.
- **Groundwater Access Licence:** Council's volumetric entitlement is limited to 50ML/year as per the Great Artesian Basin Groundwater Source Water Sharing Plan. This is not a sustainable amount under the current circumstances, being the continuing sourcing of town water supply from bores and river only. An increase of the volumetric entitlement has been requested through a letter to the Department of Industry - Water. Granting of the increase request is dependant on the outcome of the Hydrogeological report

WARRUMBUNGL SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

that is being prepared to assess the effect of town water bores on the water table and neighbouring bores.

- **Standpipe Usage:** Since 2/8/2018 a total of 195kL has been purchased from the Coonabarabran standpipe through a commercial water carter. This amounts to an average of 5.6kL/day. Section 68 approval is required for commercial and private users to access Council standpipes; a respective report is presented under a separate item within this Business Paper.

The draft Drought Management Plan and draft Water Demand Management Plan have been advertised with submissions closing on 16 August 2018. A respective report is presented under a separate item within this Business Paper.

Financial Considerations

The attached table of expenditure and committed costs is expected to total \$1,865,662. Given that the total of grants plus Council's contribution is \$2,042,500, this will leave a surplus of funds of \$176,838.

The remaining project funds will be spent on completing and equipping the Coonabarabran town water supply bores, and on water security related works and investigations. This includes completing the hydrogeological assessment of the bores, and undertaking a water security study for Coonabarabran.

Options

For Council's information.

Attachment

1. Total Expenditure and Committed Costs for Completion of all Bores

RECOMMENDATION

That Council:

1. Note the September 2018 Update Report on the Coonabarabran Emergency Water Supply Project.
2. Endorse the expenditure (committed and expended) of \$1,865,662.
3. Note that a variation of the funding is being sought to permit any estimated unspent funds to be used for related water security works and investigations.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 17 Council Correspondence

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

Reason for Report

To make a decision on the method used to update councillors on circulars and correspondence.

Background

In February 2018, in response to councillor feedback about the high volume of emails regarding media, a regular business paper report was implemented that outlined circulars, correspondence, and media received during the preceding month. Hard copies of the documents are available at each Council meeting.

In May 2018, a regular memo to councillors, sent via email, was implemented outlining circulars, correspondence, and media that had been placed on The Hub in the preceding week.

Issues

Councillors are, in effect, receiving duplicate information through two channels. Media is invariably sent to Council electronically and then loaded to The Hub.

Options

Councillors may elect to be informed of media received by Council:

- a) By way of the business paper, with hard copies available at Council meetings;
- b) By way of email, with file paths provided to access electronic copies;
- c) By both methods of communication outlined above.

Financial Considerations

Nil

Attachments

Nil

RECOMMENDATION

That Council cease being provided with the monthly report to Council meetings on correspondence.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 18 Minutes of Orana Joint Organisation Meeting – 8 August 2018

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

Reason for Report

To present Minutes from the Orana Joint Organisation board meeting held in Narromine on Wednesday, 8 August 2018.

Background

At the board meeting of the Orana Joint Organisation (JO) held on 8 August 2018:

- Warren and Bogan councils were acknowledged and recognised as representatives at the meeting, with Proclamation of their membership to the organisation imminent.
- The following draft policies were adopted:
 - Code of Meeting Practice
 - Statement of Revenue
 - Orana Joint Organisation Charter
 - Payment of Expenses and the Provision of Facilities to Orana Joint Organisation Board Members
- The Standard Contract of Employment for the interim Executive Officer of Orana Joint Organisation was executed.

Issues

The minutes of the Orana JO board meeting held in Narromine on 8 August 2018 are provided under separate cover.

Options

Nil

Financial Considerations

Nil

Attachments

1. Minutes of the Orana Joint Organisation board meeting held in Narromine on Wednesday, 8 August 2018.

RECOMMENDATION

That Council notes the minutes of the Orana Joint Organisation meeting held on 8 August 2018.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 19 Council Resolutions Report September 2018

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

Reason for Report

The Council Resolution Report includes all outstanding Council resolutions. Items completed are noted then deleted from the report in the following month. The report is provided as an attachment.

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.

Attachments

1. Council Resolution Report

RECOMMENDATION

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 20 Community Consultation Meetings

Division:	Corporate and Community Services
Management Area:	Children's and Community Services
Author:	A/Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Governance and Finance
Priority:	GF2: The demographic makeup of the community is well-represented in local activities, service delivery and decision-making.

Reason for Report

- To present draft Terms of Reference for Community Consultation Meetings to Council for their endorsement.
- To present a schedule for the next round of Community Consultation Meetings to Council for their endorsement.

Background

Warrumbungle Shire Council hosts Community Consultation Meetings twice per year, generally in March and November. Community Consultation Meetings are an opportunity for members of local communities to meet with Councillors, senior Council staff and other members of local communities to discuss the issues affecting the Shire and individual communities. Community Consultation Meetings are held in each town in the Shire.

The last round of Community Consultation Meetings was held in March 2018.

Council has developed draft Terms of Reference for Community Consultation Meetings to help guide the meetings and also manage expectations about what the meetings are expected to achieve. The draft Terms of Reference also provide a commitment regarding regular reporting to the community on actions identified at Community Consultation Meetings.

Issues

Draft Terms of Reference for Community Consultation Meetings are included as an Attachment for the information and consideration of Councillors.

It is proposed that the next round of Community Consultation Meetings be held in late October and early November 2018. The proposed dates are:

- Monday, 29 October 2018 – Coolah
- Tuesday, 30 October 2018 – Baradine
- Monday, 5 November 2018 – Binnaway
- Thursday, 8 November 2018 – Mendooran
- Monday, 12 November 2018 – Coonabarabran
- Tuesday, 13 November 2018 – Dunedoo

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

All meetings will commence at 5:30pm.

Options

In relation to the Terms of Reference, Council can choose to:

- Endorse the Terms of Reference as presented; or
- Endorse the terms of Reference with changes; or
- Not endorse the Terms of Reference.

In relation to the proposed dates for the next round of Community Consultation Meetings, Council can choose to:

- Endorse the schedule as presented; or
- Endorse the schedule with changes; or
- Not endorse the schedule.

Financial Considerations

Attendance by senior Council staff at Community Consultation Meetings is required as part of their role. There are limited costs associated with travel for Councillors to Community Consultation Meetings.

Attachments

1. Draft Terms of Reference for Community Consultation Meetings.

RECOMMENDATION

That Council:

1. Endorse the draft Terms of Reference for Community Consultation Meetings as presented.
2. Endorse the schedule for the next round of Community Consultation Meetings:
 - Monday, 29 October 2018 Coolah
 - Tuesday, 30 October 2018 Baradine
 - Monday, 5 November 2018 Binnaway
 - Thursday, 8 November 2018 Mendooran
 - Monday, 12 November 2018 Coonabarabran
 - Tuesday, 13 November 2018 Dunedoo

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 21 Delivery Program 2016/17 to 2019/20 – Progress Report

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Acting Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisation structure reflects the vision, directions and priorities outlined in the Community Strategic Plan.

Reason for Report

The General Manager presents the progress report of the 2016/17-2019/20 Delivery Program (DP) for the period 1 July 2017 to 30 June 2018 to Council for consideration. The report provides information on the progress, achievements and challenges of Council's programs and services.

Background

The *Local Government Act 1993* (NSW) s404 states:

404 DELIVERY PROGRAM

- 1. A council must have a program (its "delivery program") detailing the principal activities to be undertaken by the council to implement the strategies established by the community strategic plan within the resources available under the resourcing strategy.*
- 2. The delivery program must include a method of assessment to determine the effectiveness of each principal activity detailed in the delivery program in implementing the strategies and achieving the strategic objectives at which the principal activity is directed.*
- 3. The council must establish a new delivery program after each ordinary election of councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.*
- 4. A draft delivery program must be placed on public exhibition for a period of at least 28 days and submissions received by the council must be considered by the council before the delivery program is adopted by the council.*
- 5. The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with*

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

*respect to the principal activities detailed in its delivery program.
Progress reports must be provided at least every 6 months.*

Issues

Council's Delivery Program details the principal activities to be undertaken by Council over the four year program, and the outcomes Council is expected to achieve in these four years. The DP also provides costings for each of Council's activities and service levels that can be used to measure Council's performance against DP outcomes.

Services levels have been defined for each outcome under each deliverable within the DP, and Council has developed service level benchmarks in line with SMARTER performance measures (i.e. service level benchmarks that are **S**pecific, **M**easurable, **A**chievable, **R**elevant, **T**ime-bound and subject to **E**valuation and **R**eassessment).

It should be noted that service level expectations are subjective, hard to define and differ from individual to individual, and some of the service levels in the current DP may require review at a later date.

Options

Nil

Financial Considerations

Any financial or budget issues related to not meeting service levels are reported in the Quarterly Budget Review Statement for June 2018.

Attachments

1. Draft Delivery Program progress report 30 June 2018

RECOMMENDATION

That Council accepts the 2016/17-2019/20 Delivery Program Progress Report for the period 1 July 2017 to 30 June 2018.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 22 Drought Communities Programme – Extension

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Author:	A/Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Governance and Finance
Priority:	GF2: The demographic makeup of the community is well-represented in local activities, service delivery and decision-making.

Reason for Report

To provide Councillors with information on the Drought Communities Programme – Extension and seek endorsement for the consultation and implementation strategy to be implemented.

Background

On Sunday, 19 August 2018, the Australian Government announced an extension to the Drought Communities Program. The extension of the program includes initial support of \$1 million to 60 eligible councils in 2018-19. Warrumbungle Shire Council has been identified as an eligible Council, along with 35 other Council's in NSW.

Issues

At the time of this report there is limited information available in relation to the extension of this funding programme. The Drought Communities Programme guidelines are currently being updated to reflect the extension announced by the Australian Government on 19 August 2018.

Although the guidelines have not yet been released, Council would like to be proactive in planning for expenditure of the funding so this can be actioned quickly once the funding is received.

A copy of the guidelines for the earlier rounds of the Drought Communities Programme is provided as an Attachment for the information of Councillors.

The Australian Government has advised that:

- Funding is available to eligible councils for local infrastructure projects and other drought-relief activities.
- Project funding is intended to provide short-term support, including by boosting local employment and procurement, and addressing social and community needs.
- Eligible councils are able to select projects that provide the greatest support to their communities, including infrastructure and other activities.
- Projects must be in addition to the normal planned activities of the council.

Further guidance will be available in the program guidelines once released.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

The Australian Government has suggested that projects could include:

- Employing local contractors to undertake repairs and maintenance.
- Upgrading or building new community facilities.
- Holding events and undertaking drought-relief activities.
- Carting potable water into communities for drinking and bathing.

Consultation

It is proposed that Council implement the following approach in relation to this funding:

- Conduct two (2) community forums in Coonabarabran and Dunedoo to seek ideas from the community for projects and/or activities to be funded.
- It is suggested the community forums be facilitated by the Mayor. Councillors and Executive Staff will be invited to attend the community forums.
- Council staff will provide administration support for the forums.
- Ideas from the community forum to Councillors will be presented to Councillors – via email – to seek feedback on which ideas should be and could be presented to the community.
- Ideas to be presented to the community will be presented with a set of criteria which relates to the Drought Community Programme objectives. If available, guidelines for the Drought Communities Program will also be provided.
- Projects and activities identified in community forums and prioritised by Councillors will be presented to the community and the community will have the opportunity to vote for their favoured project.
- The poll will be run on social media with people also having the opportunity to vote in person at Council Offices, Rural Transaction Centre's and local libraries.
- Final projects will be presented to Council for endorsement at the November Council Meeting.

Table 1: Proposed Timelines

Action/Task	Timeline
Receive feedback and support from Councillors	20/9/2018
Determine dates for community forums – in consultation with Councillors	26/9/2018
Promote dates for community forums	26/9/2018 – 8/10/2018
Conduct community forums	8/10/2018 – 12/10/2018
Distribute ideas from community forums to Councillors for feedback	15/10/2018
Finalise ideas to be presented to the community	19/10/2018
Conduct poll to determine priority projects and activities to be funded	22/10/2018 – 2/11/2018
Present results from poll to Councillors – via Council report	5/11/2018
Determine projects and activities to be funded – by resolution of Council	15/11/2018
Determine implementation of projects and activities to be funded	23/11/2018
Announce projects and activities to be funded	26/11/2018
Implement projects and activities	26/11/2018
Provide regular reports to Council on projects and activities	Monthly

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Promote programs and activities

As required

Options

Council can choose to:

1. Endorse the consultation and implementation strategy as presented;
2. Endorse the consultation and implementation strategy with changes; or
3. Not endorse the consultation and implementation strategy.

Financial Considerations

Warrumbungle Shire Council has been identified as one (1) of the 60 Council's that will receive initial support of \$1 million under the Drought Communities Programme – Extension. Implementation of the consultation strategy will be completed with existing Council resources.

Attachments

Nil

RECOMMENDATION

That Council:

1. Receive the advice regarding the Drought Communities Programme – Extension.
2. Endorse the consultation and implementation strategy outlined regarding expenditure of the funding to be provided under the Drought Communities Programme – Extension.
3. Authorise the General Manager to accept the offer of funding, when received, for the Drought Communities Programme – Extension and instruct the General Manager to sign the Funding Agreement.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 23 Stronger Country Communities Fund

Division:	Corporate and Community Services
Management Area:	Corporate and Community Services
Author:	A/Director Corporate and Community Services – Louise Johnson
CSP Key Focus Area:	Recreation and Open Space
Priority:	RO1: The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

To advise Council of the outcomes of applications to Round Two of the NSW Government Stronger Country Communities Fund and to seek Council support for the signing of the funding deed.

Background

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

At the April Council Meeting, Councillors resolved to endorse the following projects to be submitted in Round Two of the NSW Government Stronger Country Communities Fund:

- Baradine Showground: construction of new public amenities and safety fencing – \$196,000
- Baradine Skate and Activity Park: construction of a skate and activity park – \$168,300
- Binnaway Bowling Club: upgrades to outdoor lighting and the kitchen, and installation of children's play area – \$134,746
- Binnaway Jockey Club: new and upgraded tea room and bar facilities – \$229,269
- Bowen Oval: lighting construction and upgrade – \$300, 670
- Coonabarabran Skate Park: construction of a shelter / shade and skate bowl – \$51,283
- Coonabarabran Sporting Complex – construction of equipment storage facilities at No. 3 Oval
- Dunedoo Pool: upgrade of toilet and change room facilities – \$114,330
- Leadville Hall: upgrades and construction to hall and amenities block – \$486,286
- Mendooran Mechanics Institute: upgrades and construction to hall and amenities block – 268,831
- Mendooran Sportsground: fencing, upgrading of amenities and lighting, installation of playground equipment, soft fall, tables and chairs – \$93,419

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- Mendooran Turf Club and Golf Club: upgrades and construction to change rooms and toilet facilities – \$201,795

Funding applications totalling \$2,437,155 were submitted.

Issues

Council has been advised that the following projects have received funding in Round Two of the NSW Government Stronger Country Communities Fund:

- Bowen Oval: lighting construction and upgrade – \$300,670
- Leadville Hall: upgrades to the hall and construction of a new toilet block – \$486,826
- Coonabarabran Skate Park: installation of shade – \$51,283
- Baradine Skate and Activity Park: construction of a skate and activity park (Skatepark 2020) – \$168,300
- Mendooran Mechanics Institute: upgrades and construction to hall and amenities block – \$268,831
- Binnaway Bowling Club: upgrades to the outdoor lighting, kitchen and installation of children's play area – \$119,648
- Mendooran Turf Club and Golf Club: construction of new facilities including a female jockey room – \$201,795.

Funding for the Binnaway Bowling Club is less than the funding that was sought. Binnaway Bowling Club have confirmed that they are willing to accept the lesser amount.

Council will receive the funding for all projects, and will be responsible for reporting and accountability on all projects. However, three (3) projects will be managed by community based organisations:

- Leadville Hall
- Binnaway Bowling Club
- Mendooran Turf Club and Golf Club

Council is still to determine the governance structures for these projects. Governance of these projects will need to meet the requirements of the community based organisation, Council and the NSW Government

Options

Council can choose to:

4. Accept the offer of funding for Round Two of the NSW Government Stronger Country Communities Fund;
5. Accept the offer of funding for Round Two of the NSW Government Stronger Country Communities Fund with changes; or
6. Not accept the offer of funding for Round Two of the NSW Government Stronger Country Communities Fund.

Financial Considerations

Council has been allocated funding of \$1,597,353.00. This will be increased with contributions from Council and / or other partners.

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

RECOMMENDATION

That Council:

4. Receive the advice regarding the outcomes of applications to Round Two of the NSW Government Stronger Country Communities Fund; and
5. Accept the offer of funding for Round Two of the NSW Government Stronger Country Communities Fund and instruct the General Manager to sign the Funding Deed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 24 Human Resources Monthly Report

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

Reason for Report

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

Background

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

Recruitment

Since the last Council Meeting, the following positions have been filled:

- Service NSW Officer (Coonabarabran)
- Urban Service Operator (Coolah)
- Relief Plant Operator (Dunedoo)
- Visitor Information Centre Officer

Several permanent positions are currently being recruited, with interviews held for the following roles:

- Personal Assistant to the Director Corporate and Community Services
- Relief Plant Operator (Coolah)

The following positions are currently being advertised externally:

- Supervisor Roads – North
- Supervisor Roads – South
- Lifeguards – 2018/2019 season

The following positions are currently being advertised internally:

- Supervisor Warrumbungle Water – North
- Supervisor Warrumbungle Water – South

Resignations

In August, one (1) resignation received:

- Assistant to the Senior Accountant

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Training

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

- First Aid
- Asbestos Awareness online
- Confined Spaces
- Traffic Controller and Implement Traffic Control Plans
- Wastewater Treatment Operations
- Chain of Responsibility

Work Health and Safety

There was one (1) new incident and two (2) new claims in August:

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

The nature of the reported incidents were:

- Employee was unloading a load of broken concrete and rubble to Coonabarabran Waste facility. Truck had been unloaded when the employee walked around the back of the truck to close the tail gate and tripped on existing broken concrete pile and fell forwards onto their left leg resulting in several lacerations to their shin and knee. Employee was taken to hospital to have wounds checked and cleaned. Lost time injury (LTI) – 1.5 hours for the hospital visit. The employee returned to pre-injury duties that same day.
- Employee was preparing food in the kitchen when they cut her left thumb with a kitchen knife. Cut went through thumb nail. First aid was applied, cleaned and dressed. No lost time apart from time to administer first aid.
- Employee was requested to attend a fallen tree obstructing the road on the Golden Highway. Employee was getting down from the ute tray when their foot slipped on the tray and wooden pegs stored in the ute. The employee fell to the ground, landing on their right hand resulting in a lacerations to their right thumb and palm. The employee also felt pain to the right shoulder / bicep area. The employee continued to work removing the tree and visited the hospital upon returning to their town. Wounds were cleaned and dressed. Lost time injury (LTI) – 2 hours for the hospital visit. Employee has been placed on suitable duties, with a restriction of lifting no more than 2kg with their right arm for the next two (2) weeks when it will be reviewed by the doctor.

Issues

None to report.

RECOMMENDATION

That the Human Resources Monthly Report for September 2018 be noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 25 Investments and Term Deposits – month ending 31 August 2018

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

Reason for Report

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

Background

Council is authorised by s265 of the *Local Government Act 1993* (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

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

Issues

Comments on Performance

Marketable Securities, Term Deposits and At Call Investment Accounts

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

Marketable Securities

Council currently holds no Marketable Securities.

Term Deposits

During the month, no term deposits matured, and the balance at the end of the month remained at \$11,500,002.

At Call

At Call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month, net transfers of \$557,099 were made from these accounts and \$3,006 interest was

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

received on the balances in the accounts resulting in a month end balance of \$3,257,999.

Income Return

The average rate of return on Investments for the month of 2.27% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.95% by 32 points or 16%.

Council's full year budget for 2018/19 for interest added to investment is \$366,560. At the end of August the amount of interest received and accrued should be around 16.7% of the total year budget, i.e. \$61,093. On a year to date basis, interest added to investment totals \$32,857 which is 9.0% of the annual budget.

This result is a combination of:

- a timing difference due to the maturing of Term Deposits and recognising the interest earned;
- falling interest rates including NAB's interest rate falling from 1.19% to 1.09% and the return on T-Corp falling to 0.40%.

Financial Implications

Based on the current investment market and Council's current investment holdings and maturity dates, the average rate of return on Council's investment portfolio has exceeded the BBSW benchmark rate overall. Council may have to reconsider the projected interest earnings in due course depending on changing interest rates.

Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with section 265 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investments Policy.

Responsible Accounting Officer

Attachments

1. Investment Balances – 31 August 2018
2. At Call and Term Deposits – Monthly Movements

RECOMMENDATION

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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 26 Community Response to Level Crossing Closure Proposal on Fairfield Road

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and services
Priority:	P13 Roads throughout the Shire are safe, well-maintained and appropriately funded.

Purpose

The purpose of this report is to consider community responses to a proposal by Australian Rail Track Corporation (ARTC) to close the level crossing on Fairfield Road.

Background

Council will recall a request by ARTC to close the rail level crossing on Fairfield Road. Council made the following resolution;

'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'

The proposal was advertised and letters were sent to property owners along Fairfield Road. Ten (10) written responses were received. All submissions except one strongly objected to the level crossing being closed. Most of the objections were based on three reasons;

- a) Fairfield Road is used as an emergency access and detour should an accident occur on the Golden Highway,
- b) Fairfield Road is used as a stock route to walk stock between Dunedoo and Craboon, and
- c) Fairfield Road is used to reduce travel time between Dunedoo and Craboon.

The correspondent who did not object to the closure, did make clear that the crossing should be available to walk stock from one side to the other.

Issues

If Fairfield Road is closed at the level crossing, travel distance between the two end points increases by 2.7km. The additional travel distance is unlikely to have a

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

significant impact on the cost of travel for through vehicles as Fairfield Road is unsealed and traffic is required to stop at the level crossing.

The acute angle at which the road and rail line intersect is a significant safety concern and it means that trains are required to travel at low speed through the level crossing. To enable trains to travel at higher speed through the crossing a realignment of the road approaches will be necessary.

Options

Should Council not wish to pursue the closure option, ARTC is likely to insist that Council develop and construct a crossing to a standard that will allow trains to maintain speed. Council has legal obligation under the Rail Safety National Law (NSW) to enter into an interface agreement with ARTC. Failure to do so may result in Council being subject to orders from the National Rail Safety Regulator.

Financial Considerations

There is no budget allocation for any improvement works on Fairfield Road. The cost of realigning the road has not been estimated, however the scope of the roadworks involved will be significant and it will involve land acquisition. The cost of realigning and reconstructing the road approaches is likely to be in the order of \$80,000.

RECOMMENDATION

That the Australian Rail Track Corporation be advised that Council is not in favour of closing the rail level crossing on Fairfield Road and that ARTC is requested to provide alternate solutions to improving safety of the crossing.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 27 Coonabarabran Town Pool Facility Upgrade

Division:	Technical Services
Management Area:	Urban Services
Author:	Manager Urban Services – Shane Weatherall
CSP Key Focus Area:	Recreation and open space
Priority:	RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

To provide Council with an update on the funding application submission for the upgrade of the Coonabarabran Town Pool to a Regional Swimming Facility.

Background

The existing Town Pool facility in Coonabarabran was constructed in the 1950's and it has now reached a point where it is becoming unserviceable and not meeting modern expectations, especially for program activities and safety standards. Therefore, Warrumbungle Shire Council has proposed to improve the existing facility and develop a regional swimming facility.

Council has worked alongside our community via the Coonabarabran Swimming Pool Advisory Committee to ensure that the proposed facility fulfils the needs and aspirations of all potential users. Concept Plans for the proposed facility are shown in the following Figure 1.0 and Figure 2.0.

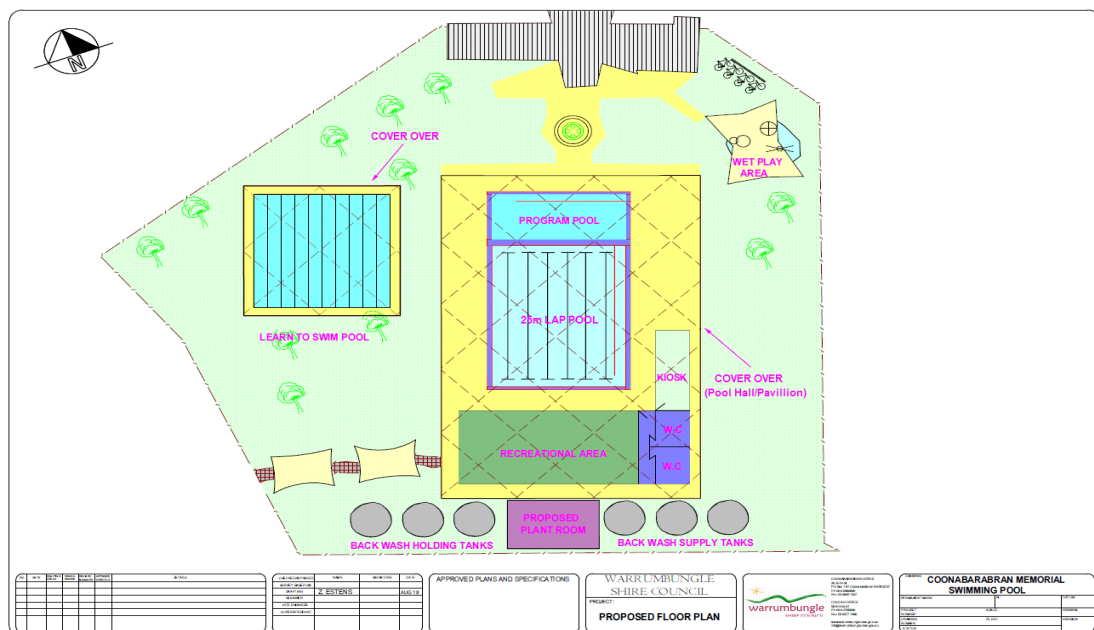


Figure 1.0 – Proposed Coonabarabran Pool Facility Concept Plan

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

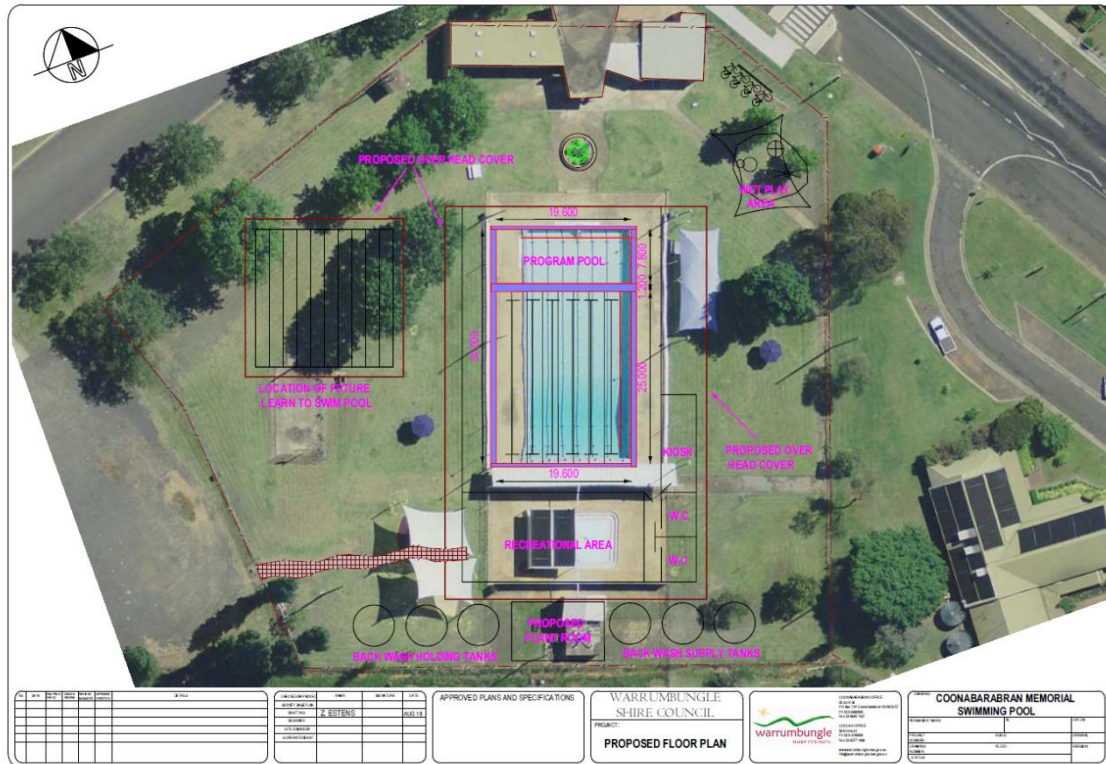


Figure 2.0 – Proposed Coonabarabran Pool Facility Site Plan

Unfortunately it is not within Council's capital budget to fund the construction of the proposed Indoor Aquatic Centre inside the next 10 years. Therefore, external funding for the project is being sought via the NSW Government's Regional Sports Infrastructure Fund.

The following table (Table 1.0) illustrates the timeline for the funding application process.

Table 1.0 – Funding Application Process Timeline

10 January 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
7 February 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
6 March 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
15 March 2018	Regional Sports Infrastructure Fund opened for Expressions of Interest
4 April 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
1 May 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
4 May 2018	Expression of Interest submitted.
4 May 2018.	Regional Sports Infrastructure Fund closed for Expressions of Interest on Friday at 5.00 pm.
13 June 2018	Coonabarabran Swimming Pool Advisory Committee meeting.
12 July 2018	WSC invited to proceed to the Business Case stage.
25 July 2018	Coonabarabran Swimming Pool Advisory Committee meeting
22 August 2018	Coonabarabran Swimming Pool Advisory Committee meeting
29 August 2018	Electronic copy of Business Case submitted

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

29 August 2018	Acknowledgement for receipt of Business Case from Office of Sport
30 August 2018	Hard copy of Business Case forwarded to Office of Sport by registered post
31 August 2018	Closing date for Business Case – 5.00 pm.
unknown	Successful applicants notified – not yet scheduled by Office of Sport

Issues

At the heart of the business case prepared for the Coonabarabran Pool project is a Cost Benefit Analysis(CBA) of the project. A wide range of quantifiable benefits were assessed in detail and presented in the report with supporting data. The benefits not only relate to an increase in revenue at the Pool but also to economic benefits in the town of Coonabarabran. Some of the benefits include:

- Increased usage of the pool through a wider range of programs
- Increased visitor numbers to town
- Less likelihood of injury
- Savings in health costs

The costs of the project are also quantifiable and for the purpose of the CBA relate to calculated ongoing operational costs and of course the cost of construction.

The annual operating costs associated with the proposed pool complex will be higher than existing operating costs at the pool. Even though the CBA returned a value greater than 1.0, which means that in financial terms the project is worthwhile, the net cost to Council will be higher as the economic benefits in the community will not be reflected in Council's profit and loss account for the pool.

The business case canvassed other benefits that could not be quantified in terms of dollars including; eliminating physical access barriers, pride and community wellbeing, potential for business growth and a more socially cohesive community.

Benefits (quantifiable) (\$734,164.91)

- Improved utilisation through wider range of programs.
- Increased visitor numbers to town and more popular place to live
- Less injury & claims against public liability
- Savings in health costs

Options

Council has discretion in this matter.

Financial Considerations

For the purpose of the CBA, the quantifiable benefits are calculated to be \$734,165 per year. The annual quantifiable operating costs are calculated to be \$308,287 and this cost when combined with a construction cost of \$7.9m discounted over 20years results in a Benefit Cost Ratio of 1.09.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

The current annual operating cost at the Coonabarabran Pool is \$170,000 per year. Should the pool project receive funding and be developed in accordance with the business case, the annual cost of operating the pool will increase by \$138,000 per annum.

The business case predicts that annual revenue will increase from \$43,400 to \$81,000, that is, an increase of \$37,500. This means that the nett cost of operating the pool will increase by \$100,500 per year.

Through the business case, Council has applied for \$7.6 million in funding with a total estimated cost for the project of \$7.9 million including project management fees and Council fees. A case for financial hardship has also been submitted as part of the expression of interest phase. If successful this means that Council would not be required to provide the minimum 25% co contribution towards the project costs.

RECOMMENDATION

That Council endorse the submission of the funding application for the Coonabarabran Town Pool Facility Upgrade via the Regional Sporting Infrastructure Funding Program for the amount of \$7.6 million.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 28 Napier Lane Road Closure and Opening

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	PI3 Roads throughout the Shire are safe, well-maintained and appropriately funded.

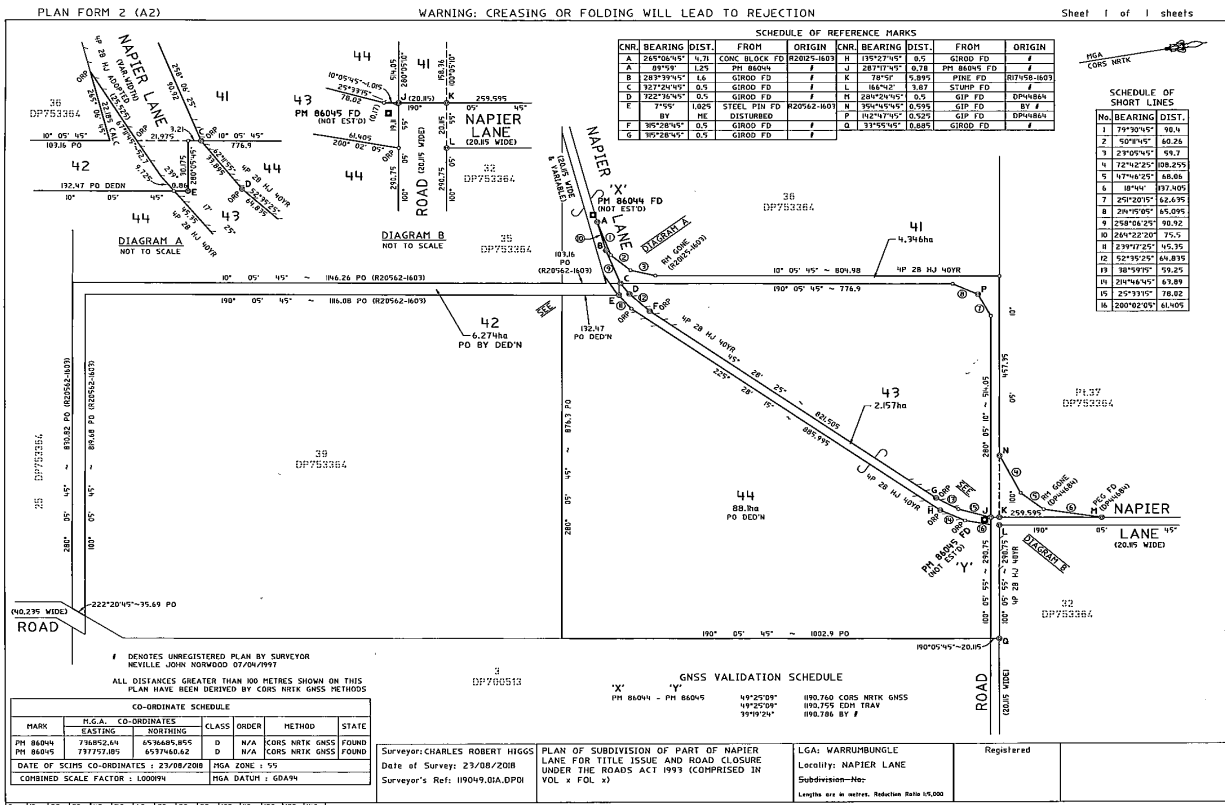
Reason for Report

To finalise a 1993 road realignment and land transfer agreement.

Background

Council constructed a new road through the property 'Napier' in 1993. The owner of 'Napier' agreed to the creation of the road in exchange for land taken up by the old road. Council made a resolution in respect of the road realignment and reconstruction (ref 815/1993). A search of records has revealed that Council has not made a resolution in relation to transferring the closed road to the adjoining property owner.

The plan below shows the extent of the road opening and closing.



WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Issues

In accordance with section 377 of the *Local Government Act 1993*, the authority to transfer land rests with Council and cannot be delegated.

Options

Council has limited discretion in this matter as the road has been constructed and in use for over 25 years and the land exchange agreement signed by the owner of 'Napier' and Council in 1993 is still valid.

Financial Considerations

The cost of preparing a survey plan, registering the plan and legal costs associated with transferring the land is estimated to be around \$7,000. These expenses may be funded from the budget allocation for road maintenance.

RECOMMENDATION

That Council authorises the:

1. Transfer of ownership of closed road Lots 41 and 42, DP753364 to adjoining owners as compensation for opening and dedicating as road Lot 43, DP753364; and
2. Affixing of the Council seal to execute the land transfer.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 29 RMS Consultation on Coonabarabran Truck Route

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and services
Priority:	P13 Roads throughout the Shire are safe, well-maintained and appropriately funded.

Purpose

The purpose of this report is to consider a request from Roads & Maritime Services (RMS) to make a presentation to Council on a heavy vehicle route for Coonabarabran.

Background

Council will be aware that the Newell Highway is an important route for the movement of freight by trucks. To improve the productivity of the Newell Highway as a freight route, the RMS aims to eliminate constraints on the route that prevent travel by larger capacity trucks such as the AB Triple truck which is 36 metres long. The Newell Highway through Coonabarabran is one of three locations along the Newell Highway that is not suitable for the movement of AB Triple trucks.

The RMS has been working on strategic options for the movement of trucks in and around Coonabarabran and they would like to make a presentation to Council on the project. The presentation would involve a power point presentation and it would focus on the following themes:

- Project background
- What has been done to date including strategic options considered
- Strategic options being taken forward to Strategic Business Case and public display
- Next steps

The Council meeting scheduled for the 15 November 2018 has been nominated as the preferred date by RMS for the presentation.

Issues

The RMS is planning to undertake public consultation on the project from February 2019. They are also planning to finalise a preferred option by June 2019.

Council will have the opportunity to formally respond to the options strategy during the public consultation period in 2019.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Options

Council has discretion in this matter and may wish to accept the request from RMS to make a presentation on strategic options for a heavy vehicle route in or around Coonabarabran.

Financial Considerations

There are no financial considerations associated with the proposed presentation from RMS

RECOMMENDATION

That Council accede to the request by NSW Roads & Maritime Services to make a presentation on strategic options for truck access in and around Coonabarabran to Council on 15 November 2018.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 30 Acquisition of Lot 2 Section 23 Deposit Plan 758051 – Part Baradine Hall

Division:	Development Services
Management Area:	Property and Risk
Author:	Acting Manager Property and Risk – Kelly Dewar
CSP Key Focus Area:	Community and Culture
Priority:	CC3 our shire is home to vibrant arts and cultural like of the shire is promoted and supported as an essential aspect of community well-being.

Reason for Report

To provide Council with an update on the acquisition process as resolution remains outstanding for a period greater than 12 months.

Background

At the Ordinary Council meeting of the Warrumbungle Shire Council on September 2017 Council resolved;

1. *That Council becomes trustee of the trust created on Lot 2 Section 23 DP758051*
2. *That Council acquires Lot 2 Section 23 DP758051 pursuant to the provisions of sections 186 and 187 of the Local Government Act 1993.*
3. *Council make an application to the Minister and the Governor for approval to acquire the land described Lot 2 Section 23 DP758051 under section 186 and 187 of the Local Government Act 1993.*
4. *That once acquired the land be classified as Operational Land under the Local Government Act 1993 then be consolidated with Lot 4 Section 23 Deposit Plan 758051.*
5. *Pay any compensation in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.*
6. *That the Mayor and General Manger be authorised to affix the Common Seal of the Warrumbungle Shire Council to any documentation required to effect acquisition of the land.*

In April 2018 a public meeting was held in Baradine to declare the positions of the Trustees of the Mechanics Institute vacant. A meeting was then held in May 2018 to nominate a new trustee of the Baradine Mechanics Institute; Warrumbungle Shire Council was nominated by those in attendance to be appointed as Trustee of the Baradine Mechanics Institute.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

An application was made to The Minister for Land and Forestry for the appointment of Warrumbungle Shire Council as trustees. The Minister approved the appointment of Warrumbungle Shire Council as Trustee of the Baradine Mechanics Institute and notification was published in the Government Gazette dated 29 June 2018.

Issues

Council needs to acquire the subject land Lot 2 Section 23 DP75805. At present the hall straddles two separate allotments and land title and ownership needs to be consolidated.

Options

The acquisition is required to proceed to finalise this matter.

Financial Considerations

Surveying and just terms compensation will be required at a later stage and will incur costs.

RECOMMENDATION

That Council note the September 2018 Update Report on the Acquisition of Lot 2 Section 23 Deposit Plan 758051.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 31 Compulsory Acquisition of Coonabarabran Visitors Information Centre Car Park

Division:	Development Services
Management Area:	Property and Risk
Author:	Acting Manager Property and Risk – Kelly Dewar
CSP Key Focus Area:	Local Governance and Finance
Priority:	LE3 – Tourism opportunities and initiatives across the shire are identified, developed and well coordinated.

Reason for Report

To provide Council with an update on the acquisition process as resolution remains outstanding for a period greater than 12 months.

Background

At the Ordinary Council meeting of the Warrumbungle Shire Council on September 2017 Council resolved;

- 1. Council proceed with the compulsory acquisition of the land described as Lot 589 DP721790 for the purpose of a carpark in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991*
- 2. Council make an application to the Minister and Governor for approval to acquire the land described as Lot 589 DP721790 by compulsory process under section 186 of the Local Government Act 1993*
- 3. The land is to be classified as operational land upon acquisition*
- 4. That the Mayor and General Manager be authorised to affix the Common Seal of the Warrumbungle Shire Council to any documentation required to effect acquisition of the land.*

Council application to compulsorily acquire Lot 589 DP721790 was approved by His Excellency the Governor on Wednesday 8 August 2018. The Minister for Local Government also approved the Council to issue proposed acquisition notices in respect of the land.

Council can now commence finalisation of the acquisition process.

Issues

Lot 589 DP721790 is a Crown Reserve for car parking under the care of Warrumbungle Shire Council. The reserve should only be utilised as a car park. At present part of the existing building is located on the Crown Reserve.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Options

Council needs to acquire the subject land Lot 589 DP721790 and consolidate this lot with Lot 212 DP753378 to allow the existing building to be sited on one allotment.

Financial Considerations

The matter is still progressing and a specific timeframe for finalisation cannot be pinpointed; this makes the estimated financial cost hard to predict.

RECOMMENDATION

That Council note the September 2018 Update Report on the Compulsory Acquisition of Coonabarabran Visitors Information Centre Car Park.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 32 Compulsory Acquisition of Part Crown Road adjacent to Lot 102 DP1201959

Division:	Development Services
Management Area:	Property and Risk
Author:	Acting Manager Property and Risk – Kelly Dewar
CSP Key Focus Area:	Local Economy
Priority:	LE5 – The local production of any renewable energy or mining and extractive industries should provide economic benefits to the communities of the Shire.

Reason for Report

To provide Council with an update on the acquisition process as resolution remains outstanding for a period greater than 12 months.

Background

At the Ordinary Council meeting of the Warrumbungle Shire Council on September 2017 Council resolved;

- 1. Council proceed with the compulsory acquisition of the land described Crown road adjacent to Lot 102 DP1201959 for the purpose of expansion of Warrumbungle Quarry in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991*
- 2. Council make an application to the Minister and the Governor for approval to acquire the land described as Crown Road adjacent Lot 120 DP1201959 by compulsory process under section 189 of the Local Government Act 1993*
- 3. The land is to be classified as operational land upon acquisition*
- 4. That the Mayor and the General Manager be authorised to affix the Common Seal of the Warrumbungle Shire Council to any documentation required to effect acquisition of the land.*

Issues

Some unexpected issues have arisen whilst proceeding through the compulsory acquisition process. These issues have included the need to obtain an extension of time from the Crown Lands Department for the acquisition of the crown road as the OLG requires a registered plan for the acquisition of the crown road. Information was sought from LPI regarding the registration of the plan for acquisition which stated that no signature was required from the land owner, however when the plan was submitted they have now requested the land owners signature.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Council has now received an extension of time from Crown Lands and the survey plans have been sent to Crown Lands for land owner's approval to enable the acquisition plan to be registered. Once registered the plans then be forwarded to OLG for consideration as part of the compulsory acquisition application.

Options

Council has taken steps to proceed with the acquisition within the Department of Crown Lands. It is recommended that Council continue with the acquisition process.

Financial Considerations

As reported previously the land subject to compulsory acquisition is approximately 2.37ha with an estimated value of approximately \$3,345 (this will be subject to market value at the time of valuation). There are legal costs and surveying costs expected to be around \$8,000.

At this point no budgetary allowance has been provided as it is unknown the timeframe when this matter will be finalised.

RECOMMENDATION

That Council note the September 2018 Update Report on the Compulsory Acquisition of Part Crown Road adjacent to Lot 102 DP1201959.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 33 Draft Cobbora Land Use Planning Strategy

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

Reason for Report

To consider submissions received after the completion of the public exhibition period for the draft Cobbora Land Use Planning Strategy.

Background

In 2010, the NSW Government announced it would develop the Cobbora Coal Project, which was expected to produce coal over approximately 21 years. This supply was intended to meet State energy needs by providing ongoing resources to coal fired power stations in NSW. Between 2008 and 2014, Cobbora Holdings Company (CHC) owned by the NSW Government, purchased land within the Dunedoo district and water licences to take from on-site sources and the Cudgegong River sufficient to develop an open cut coal mine.

In 2013, the NSW Government announced that it would lease or sell the Cobbora Coal Project. The project was subsequently abandoned, and, in 2016, the NSW Government initiated a staged process for the private sale of the CHC's assets. Sales proceedings were completed in 2016 for water assets and late 2017 for land assets.

In November 2016, Warrumbungle Shire Council, with funding from the NSW Department of Planning and Environment, engaged consultants to prepare a Land Use Planning Strategy for CHC's landholdings. The aim of the project is to identify a Strategy that allows for the future development of CHC's former landholdings in a manner that supports the re-population of the Dunedoo district by facilitation the delivery of local economic development and employment generating initiatives. To clarify, this Strategy does not intend to accommodate additional rural residential development within CHC's former landholdings.

On 19 July 2018, Council resolved that (Resolution Number 30/1819):

- 1. Council endorse for consultation the draft Cobbora Land Use Planning Strategy*
- 2. The draft Cobbora Land Use Planning Strategy be placed on public exhibition for a period of 28 days*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

3. *A further report be provided to Council on the Cobbora Land Use Planning Strategy after the public exhibition period.*

As a result of the resolution the draft Strategy was placed on public exhibition for 28 days, from 1 August 2018 to 29 August 2018. During the exhibition period Council received two submissions from the same submitter. Council also received a late submission from the Rural Fire Service on 7 September 2018. All submissions are included as enclosures to this report.

Consideration of Submissions

Submission 1:

The first submission received (15 August 2018) relates to six heritage items that were identified as locally significant in the Environmental Assessment (“EA”) reports prepared in support of the Cobbora Coal Project. The Strategy refers to these in Table 13, and recommends Council identify these in the LEP to apply heritage protection provisions. The submission objects to this recommendation specifically for items 4 and 6, namely Woolandra and Yukon Paradise farmhouses, noting the EA information is out-dated, and no additional review was undertaken in the formulation of this Strategy.

The submission claims that as the owners of these farmhouses they do not believe that the houses are “locally rare” as stated in the draft strategy and believe that listing these homes is more likely to be detrimental to the aims of the strategy.

Councils Comment:

The point in relation to the age of the EA heritage study is valid – that study was published in 2012, and modifications may have been made to any of the properties assessed. Further assessment of heritage significance would need to be undertaken to confirm their significance prior to any changes to LEP provisions.

Suggest re-wording the recommendation on page 57 (first dot-point) to the following:

- “Consider identifying the six locally significant heritage items identified in the EA in Schedule 5 to the LEP, and on the LEP Heritage Map, to apply LEP clause 5.10 Heritage Conservation. This would rely on updated heritage assessments.”

Submission 2:

The second submission (received 16 August 2018) confirms support for the intention to allow replacement of lawfully erected houses and for new or more intensified uses within the Strategy area.

In addition to this, the submission opposes to the recommendation for additional ecological investigations to be undertaken in consultation with OEH for the purpose of updating the “Terrestrial biodiversity” LEP map within the Strategy area. They feel the existing provisions are already sufficient and on par with what is applied elsewhere in NSW.

Councils Comment:

The Strategy recommendation arises from advice provided by OEH, which encouraged Council to review LEP vegetation maps across the whole of the LGA, not just within the Strategy area. We note that the ecological studies supporting the EA

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

(published in 2012) are now considered out-dated, and could not be used to justify changes to LEP maps.

Suggest changing the caption of Table 15 to “Summary of other considerations for Strategy-wide controls”, and the heading of column three from “Recommendation” to “Comment” with some minor adjustments in the wording throughout that column to suit.

RFS Submission:

The RFS submission raised concerns that, as currently worded, the following excerpt from page 32 of the Strategy appears to suggest that CHC owned the Dapper Rural Fire Brigade.

‘The Dapper Brigade’s Fire Station is located within the Strategy Area at Spring Ridge Road.

‘During the period of CHC ownership, this Brigade largely comprised CHC employees. Its continued operation will rely on volunteer enrolments from new landowners and the broader community.’

The RFS has requested the statement be re-written to avoid confusion.

Council’s Comment

Suggest re-wording the paragraph to: “The Rural Fire Service’s Dapper Brigade’s Fire Station is located within the Strategy Area at Spring Ridge Road. Prior to the disposal of CHC’s land assets in 2017, this Brigade’s volunteer base largely comprised CHC employees. Its continued operation will rely on volunteer enrolments from new landowners and the broader community.”

Issues

Nil

Options

Proceed with the Draft Cobbora Land Use Planning Strategy subject to making changes to the rewording on page 57 (first dot-point) and changing the caption on Table 15.

Financial Considerations

The development of the draft Strategy has been funded by NSW Department of Planning and Environment. Council has incurred minimal cost during the development of this plan.

RECOMMENDATION

That Council adopts the Draft Cobbora Land Use Planning Strategy subject to the following changes:

- 1) Re-wording the recommendation on page 57 (first dot-point) to the following: “Consider identifying the six locally significant heritage items identified in the EA in Schedule 5 to the LEP, and on the LEP Heritage Map, to apply LEP clause 5.10 Heritage Conservation. This would rely on updated heritage assessments.”

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- 2) Change the caption of Table 15 to “Summary of other considerations for Strategy-wide controls”, and the heading of column three from “Recommendation” to “Comment” with some minor adjustments in the wording throughout that column to suit.

- 3) Re-word the description of the Dapper Fire Brigade on page 32 to the following: “The Rural Fire Service’s Dapper Brigade's Fire Station is located within the Strategy Area at Spring Ridge Road. Prior to the disposal of CHC’s land assets in 2017, this Brigade’s volunteer base largely comprised CHC employees. Its continued operation will rely on volunteer enrolments from new landowners and the broader community.”

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 34 Inland Rail – Community Consultative Committee – Council Representation

Division:	Development Services
Management Area:	Development Services
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF2 – The demographic makeup of the community is well-represented in local activities, services delivery and decision-making

Reason for Report

This report provides Council with information on a proposal to establish Community Consultative Committees for the Narromine to Narrabri Inland Rail project and seeks Council to nominate two representatives to sit on the Committee.

Background

Correspondence received from Department of Planning and Environment (DP&E) advises that Australian Rail Track Corporation (ARTC) has identified the requirement for a Community Consultative Committee (CCC) specifically for the Narromine to Narrabri Inland Rail project.

The CCC will provide a forum for discussion between the proponent and community representatives, stakeholder groups and local councils on project related issues.

The CCC is endorsed by DP&E and advises that ARTC will undertake the process with regard to the Department's *Community Consultative Committee Guidelines (2016)*.

Issues

Due to the scale of the project, it is proposed to operate three separate CCC's throughout the alignment, based in each of Narromine, Gilgandra and Narrabri.

At this stage, it is proposed that the Gilgandra CCC will consist of eight community representatives, plus two Council representatives each from Gilgandra Warrumbungle and Coonamble Shire Councils'.

DP&E request that Warrumbungle Shire Council nominate two representatives to the CCC who can commit long term, and that at least one of the nominees has technical experience in the areas of environment, planning and/or design.

It is advised that Mr Michael Silver has been appointed to the role of Independent Chair of all three of the CCC's.

Options

Council should be represented on the CCC.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

It is recommended that representation should consist of one Councillor and one staff member.

Financial Considerations

Nil

RECOMMENDATION

That Council nominates two representatives for the Inland Rail Community Consultative Committee, with the representatives being a Councillor and Council's Director Development Services.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 35 Local Heritage Places Grant

Division:	Development Services
Management Area:	Regulatory Services
Author:	Acting Manager Property and Risk – Kelly Dewar
CSP Key Focus Area:	Rural and Urban Development
Priority:	Our towns and villages are characterised by their attractiveness, appurtenance, safety and amenity

Reason for Report

During August 2018 Warrumbungle Shire Council advertised for applications for Council's Local Heritage Places Grant. The grants are to assist with conservation and restoration work. It is recommended that the grants be allocated from the fund based on the recommendations provided by Council's Heritage Advisor.

Background

Council received funding from Office of Environment and Heritage (OEH) to run the annual Local Heritage Places Grant to assist owners undertake conservation and maintenance works on heritage buildings, items and places within the Shire.

Warrumbungle Shire Council has an established budget for its Local Heritage Places Grant and Local Heritage Advisor programs. If Council manages the fund in accordance with the requirements of the Heritage Branch - Department of Planning, that agency will reimburse up to \$6,000 (excl. GST) via a grant at the end of the financial year. This funding is based on a \$1 for \$1 formula.

One of the key requirements is that the fund be dispersed with regard for the recommendations of Council's Heritage Advisor.

After advertising five (5) applications for grants were received for works on the following places:

- Coonabarabran Club – 54 Cassilis Street Coonabarabran
- Enid Weekes – Savoy Theatre, Dalgarno Street Coonabarabran
- Jo Redden – 48 Cassilis Street Coonabarabran
- Doreen Searle – 39 John Street Coonabarabran
- Sally Dent – "Cobbora Station" Dunedoo

Warrumbungle Shire Council's Heritage Advisor, Mr Peter Duggan, evaluated the applications and has recommended that the grants be dispersed as shown in the Table 1 below.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Table 1: Recommendations for Local Heritage Places Grant

Property	SHI No.	Applicant	Works	Cost	Request	Rec
54 Cassilis Street Coonabarabran	CC004	Coonabarabran Club	Painting of side and rear walls	\$6,750	\$500+	\$1,500
54 Dalgarno Street Coonabarabran	ST001	Enid Weekes	Painting of front of building under awning and painting of original section of building	\$5,700	\$3,000	\$2,850
48 Cassilis Street Coonabarabran	ML001	Jo Redden	Paint external entrance portico, columns, external band, eaves and freshen the exterior façade	\$9,000	\$4,500	\$3,000
39 John Street Coonabarabran	SB001	Doreen Searle	Repair bathroom and downstairs office ceiling	\$8,368	\$4,184	\$3,000
“Cobbora Station” Dunedoo	CS002	Sally Dent	Continue restoration of main homestead	\$5,000	\$3,000	\$1,650
				\$34,818	\$15,184	\$12,000

Issues

Council is offering funding up to \$3,000 on a dollar for dollar basis. Funding is evaluated by the Heritage Advisor and new applicants with new projects will be provided a larger percentage of the funding to encourage more heritage restoration and preservation across the Shire. Some of our regular applicants received funding in prior years for continuing projects.

Applicants who receive an offer of funding less than requested can either accept the funding or not accept the funding. If the funding is not accepted the money will not be expended and therefore not claimed from OEHL at the end of the financial year. The funding from OEHL is on a yearly basis and is not carried forward to the next year.

Options

Given that Council has obtained funding it would be unreasonable to not offer the funding to assist with works as per the funding guidelines.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Financial Considerations

Warrumbungle Shire Council has an established annual budget for its Local Heritage Places Grant and Heritage Advisor programs.

RECOMMENDATION

That Council grant a total of \$12,000 from the Warrumbungle Shire Council Local Heritage Places Fund 2018-2019 to undertake restoration works to the following applicants:

- i) Coonabarabran Club – 54 Cassilis Street Coonabarabran - \$1,500
- ii) Enid Weekes – Savoy Theatre, Dalgarno Street Coonabarabran - \$2,850
- iii) Jo Redden – 48 Cassilis Street Coonabarabran - \$3,000
- iv) Doreen Searle – 39 John Street Coonabarabran - \$3,000
- v) Sally Dent – “Cobbora Station” Dunedoo - \$1,650

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 36 Three Rivers Regional Retirement Community Project – Status Update August 2018

Division:	Governance
Management Area:	Executive Services
Author:	Acting Manager Projects – Darren Devenish
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

Issues

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

With Commonwealth Stronger Regions, the Funding Deeds also detail the scope, budget, and schedule for the project components. These updates are submitted to the Federal Department of Regional Programs and Infrastructure.

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

- 2 August 2018 Warrumbungle Shire Council terminated the building contract of Boulus Constructions. Minor changes in the building status since this occurred.
- Warrumbungle Shire Council resumed responsibility for the site and there has been a concentrated effort by Shire personnel to clean the site and units of building and general waste. The security fence has been cleaned and straightened and the site made secure.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

- Minor works to protect the buildings from the weather has been undertaken. Roofing of units 2 and 3 will progress shortly to protect frames and trusses.
- Unit 1 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit has still to pass the critical frame inspection. There is no iron on the roof.
- Unit 2 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit has still to pass the critical frame inspection. Verandah slabs front and rear are constructed. There is no iron on the roof as to date.
- Unit 3 – Frame and trusses installed. Plumbing, electrical, air conditioning rough in complete. This unit has still to pass the critical frame inspection. Verandah slabs front and rear are constructed. There is no iron on the roof as to date.
- Unit 9 – Gyprock has been set. Fix out is underway. Bathroom and WC tiled. Verandah slab on northern side complete. This unit is close to lock up stage. There is less than 30 % external cladding.
- Unit 10 – Gyprock has been set. Fix out is underway. Bathroom and WC tiled. Verandah slab on northern side are complete. This unit is close to lock up stage. There is less than 30 % external cladding.
- Units 11, 12 – Gyprock has been set. Fix out is underway. Bathroom and WC have floor bedded for tiling. Western side verandah slab is complete. There is less than 20 % external cladding fixed.
- Units 13, 14 – Unit 13 and 14 still to pass the critical frame inspection. Western side verandah slab is complete. There is less than 20% external cladding fixed.
- Units 15, 16 – Front and rear verandahs are complete. Gyprock is hung and set. Bathroom and WC have been waterproofed. There is no external cladding fixed. This work is ready to be fixed out.
- Units 17, 18 – Front and rear verandahs are complete. Gyprock is hung and set. Bathroom and WC have been waterproofed. There is no external cladding fixed. This work is ready to be fixed out.
- Units 4, 5, 6,7,8,25,26 and 27 and the community centre pad slabs need to be constructed.

Options

Nil

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Financial Considerations

Financial Report as at 04/09/2018

Sources of Funds	
Total Grant Funding from Restart NSW	\$4,500,000
Commonwealth Stronger Regions Fund	\$2,450,000
Mendooran/Dunedoo Hostel Inc.	\$500,000
Total External Funding	\$7,450,000
Expenditure to Date	
Acquisition and Remediation of site	\$1,027,881
Boulus Constructions	\$2,711,477
Salaries, Plant & Other	\$379,221
Total Fund Expended to date	\$4,118,579
External Funding not yet expended	\$3,331,421

RECOMMENDATION

That Council notes the Three Rivers Regional Retirement Community Project – Status Update August 2018 report.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 37 Waiving of Fees for Access to Standpipe pursuant to Section 68 Local Government Act

Division:	Development Services
Management Area:	Regulatory Services
Author:	Acting Manager Regulatory Services – Dale Oliver
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P17 Communities across the shire are supported by the secure, long term supply of energy and clean water.

Reason for Report

To assist drought affected residents of Warrumbungle Shire to access water from the Council's water supply and standpipes through waiving applicable fees.

Background

Due to the ongoing drought conditions, Council is allowing access to the treated water supply from the Coonabarabran standpipe (located at the Council works depot) to residents not connected to the reticulated supply. The water will be available for household purposes only, not for livestock, any construction work or business use other than that of a certified potable water carter.

Section 68 (s68) of the *Local Government Act 1993* (LGA) requires that *a person may draw water from a Council water supply or a standpipe or sell water so drawn only with the prior approval of the Council.*

Issues

Under s68, a local approval is required before water can be extracted from a Council owned standpipe. No exemptions are applicable in this instance for the general public. In the event Council had a Local Approvals Policy an exemption could be noted if it is included in the policy; however no such policy exists.

Further to this, fees are applicable under Council's Operational Plan and Delivery Program 2018/19 relating to s68 approvals and accessing water from the standpipe. The fees apply to all users, whether commercial water carters or private water carters.

Options

No exemption from the requirement for s68 approval under the LGA can be provided at this stage to extract water from council's standpipe, and an application form needs to be lodged, assessed and approval issued.

Council can waive the fees associated with issuing a local approval. Consideration needs to be given as to whether this benefit is applicable to commercial water carters or only private water carters,

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Council can also waive the fees for the sale of the water from the standpipe, though this matter needs further consideration to explore whether it is applicable to commercial water carters or private water carters. It also needs to be considered that residents may not have the vehicles/trailers/trucks required to cart water and would rely upon the services of a commercial water to assist them.

Financial Considerations

Councils Operational Plan and Delivery Program 2018/19 states the fee applicable for s68 approval for use of Councils standpipe is \$190, plus an administration fee of \$50 per approval. Council cannot calculate the amount of applications we will receive for this fee waiving.

The plan also references the cost of water from the standpipe to be \$8.00 access fee plus \$4.10 per kilolitre, though indicatively over the past months commercial water carters have extracted up to 15 loads of water per month, with each load of water consisting of up to 13,000 litres.

The recent announcement by the State Government granting \$1M to Council's including Warrumbungle may assist to meet the costs of waiving the approval fees.

RECOMMENDATION

That Council waive the s68 approval fee under the 2018/19 Operational Plan and Delivery Program for all users extracting water from Council owned and operated standpipes for a six (6) month period expiring in March 2019.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 38 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Development Services Administration Officer – Jenni Tighe

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 Approved August 2018

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA26/2018	10/07/2018	13/08/2018	Richard Thompson & Michelle Phillips	Bandulla Street	Mendooran	Change of Use - Commercial	1
^DA28/2018	13/07/2018	22/08/2018	Taylor Made Buildings	Hill Street	Uarbry	Installation of Manufactured Home	19
DA29/2018	20/07/2018	13/08/2018	Michelle Saunders	60-78 John Street	Coonabarabran	Change of Use - Commercial	15
DA33/2018	08/08/2018	15/08/2018	Ezio Bergagnin	22 Cobborah Street	Dunedoo	New Residential Shed	0

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

DA6/2017	24/08/2018	27/08/2018	Betty Olsen	28 Hotchkiss Road	Baradine	Modification to original Notice of Determination approved 19/04/2017	0
----------	------------	------------	-------------	-------------------------	----------	--	---

*Development from the January 2013 Wambelong Bushfires

^ Development from the February 2017 Sir Ivan Bushfires

RECOMMENDATION

That Council notes the Applications and Certificates approved during August 2018, under Delegated Authority.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

Item 39 Reports to be Considered in Closed Council

Item 39.1 Tender – Mowrock Rural Fire Service Station

Division: Development Services

Author: A/Manager Projects – Darren Devenish

Summary

The purpose of this report is to consider tender submissions received for the supply and construction of Mowrock Rural Fire Service Station, near Binnaway.

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

The item relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

RECOMMENDATION

That the Tender – Mowrock Rural Fire Service Station Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

Item 39.2 Three Rivers Regional Retirement Community Information Report

Division: Executive Services

Author: Director Development Services – Leeanne Ryan

Summary

The purpose of this report is to provide Council with an update on the Three Rivers Regional Retirement Community (TRRRC) Project.

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 20 September 2018

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

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

RECOMMENDATION

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

FURTHER that Council resolve:

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