



Ordinary Council Meeting

Agenda

21 February 2019

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, 21 February 2019** commencing at **5.00pm**.

Mayor: Cr Denis Todd

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

Please note:

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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

WARRUMBUNGLE SHIRE COUNCIL

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AGENDA

ACKNOWLEDGEMENT OF COUNTRY – Council acknowledges the Gomeroi people, the Traditional Custodians of the Land at which the meeting is held and pays its respects to Elders, both past and present, of the Gomeroi Nation and extends that respect to other Aboriginal people who are present.

Turn Off Mobile Phones

Audio Recording of Council Meetings

Forum

Maria Deep, DA fees for Coinda development.
Sally Edwards, Coolah Youth and Community Centre request that Council accept transfer of community property.
Maureen Sulter, Aboriginal protocols at meetings.

Apologies

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minutes

Minutes of Last Meeting – 13 December 2018

Minutes of Extra Ordinary Meeting – 4 January 2019

Reports

Reports to be considered in Closed Council

.....
ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 6 December 2018 to 7 February 2019

MAYORAL MINUTE - MAYORS ACTIVITY – 6 Dec 2018 to 11 Feb

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
6-Dec	Meeting	Attended	State candidates in Narrabri, discussed Mungindi Rd
	Christmas card	In	Cr Chaffey, Mayor Gunnedah Shire Council
7-Dec	Meeting	Attended	New owners of abattoir
	Opening	Performed	Near Future
8-Dec	Discussion		Spoke with Binnaway resident re abattoir and campground
	Event	Attended	CWA Christmas Party as invited guest
	Letter	In	Epuron - update on Wind Farm
9-Dec	Discussion		Spoke with Binnaway resident re campground
	Discussion		Spoke with Binnaway publican re campground
	Discussion		Spoke with kiosk manager at Binnaway baths
10-Dec	Function	Attended	Connect 5, Baradine, with GM
	Function	Attended	Baradine Central School awards night
11-Dec	Christmas card	In	Regional Development Australia - Orana
12-Dec	Travel		Parkes, Inland Rail
	Meeting	Attended	Rural Financial Counselling Service - Dubbo
13-Dec	Event	Attended	Inland Rail sod turning at Parkes
	Meeting	Chaired	Council meeting Coolah
14-Dec	Function	Attended	St Johns School awards night
	Function	Attended	Council Christmas party Coonabarabran
15-Dec	Discussion		Kiosk manager Baradine pool
16-Dec	Travel		Mudgee, JO meeting
17-Dec	Meeting	Attended	JO, Mudgee
	Meeting	Attended	Baradine Showground and Racecourse Trust
	Letter	In	Peter Primrose MLC
20-Dec	Report	In	Skillset - annual report
	Letter	In	National Australia Day Council
22-Dec	Inspection		Guinema Rd - lot of timber blown over
			Former Cr colleague about Binnaway campground
25-Dec	Discussion		Kevin Stewart, Binnaway Bowling Club, re upgrades
27-Dec	Discussion		
2-Jan	Meeting		Coonabarabran, met with GM
	Christmas card	In	Cr Linda Scott, City of Sydney
	Letter	In	Local Government Remuneration Tribunal re review
	Christmas card	In	John Barilaro, MP
			Binnaway Progress Association President re campground
3-Jan	Discussion		
4-Jan	Meeting		Coonabarabran, extraordinary meeting
5-Jan	Letter	In	Special Commission of Inquiry
6-Jan	Discussion		Mrs Varty re Family Day Care
7-Jan	Discussion		GM re Australia Day

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	Discussion		John Hunter re Mendooran race club building
	Telephone calls	Out	Contacted recipients of Australia Day awards
			Cr Capel and Doolan re Mendooran racecourse building
8-Jan	Discussion		
9-Jan	Travel		Vehicle to Coonabarabran for repairs
	Meeting		OLG with councillors
	Function	Attended	Croxon - 65th wedding anniversary
15-Jan	Inspection		Site inspection - Baradine Showground
17-Jan	Meeting	Attended	GM - Coolah boil water alert
	Discussion		John Single re Inland Rail
18-Jan	Discussion		Cr Fisher re Inland Rail
	Travel		with DDS re Inland Rail meeting
	Inspection		Munns Rd resheeting
	Discussion		George Simmons re Framptons Bore, Dunedoo
	Discussion		Publican Baradine Hotel re Aus. Day function
	Phone Call	Out	Cr Doolan re Australia Day arrangements
	Phone Call	Received	Cr Capel re Framptons Bore
	Discussion		George Simmons re water quota
20-Jan	Discussion		Cr Shinton re Australia Day awards
	Phone Call	received	Peter Colley re Irrigation bore
21-Jan	Letter	In	Mr Egan re Binnaway Progress Assn
23-Jan	Travel		with DDS for Inland Rail meeting
25-Jan	Function	Attended	Dinner with ambassador, Katryna Robinson
26-Jan	Event	Presented	Australia Day - Binnaway, Baradine with
			Cr Shinton, Cr Doolan
	Event	Presented	Australia Day - Coolah with ambassador Sascha
			Estens, Cr Capel
27-Jan	Function	Attended	Breakfast with ambassador Katryna Robinson
	Meeting	Attended	Premier Gladys Berejiklian, Minister Niall Blair
	Inspection		Timor Dam and bore pumps
	Function	Attended	Meal with Premier, Minister and Councillors
28-Jan	Phone call	received	Bill Tadd re campground at Binnaway
			Publican Exchange Hotel Binnaway re
	Discussion		campground
			The Hon Melinda Pavey, MP - funding for Billy
30-Jan	Letter	In	Kings Creek
1-Feb	Letter	In	CED Consultants
3-Feb	Discussion		Ron Bowman, water for Dunedoo Showground
			John Rouse, President of Binnaway Show,
	Discussion		water for showground
4-Feb	Discussion		Andrew Schier re Mendooran water
	Discussion		Colin Tink re Aerodrome meeting
5-Feb	Meeting	Attended	Aerodrome Committee Meeting
	Meeting		Acting GM re Council issues
6-Feb	Discussion		GM re Drought Community Funding and water
			Emergency water meeting at Baradine
	Meeting	Attended	Showground with Trust
	Invitation	In	Queensland Police Service

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7-Feb Discussion
Inspection
Travel
email

In

Jim Masman re water connection at Baradine
Took photos Showground water connection
Council office
Cr Liz Innes, Eurobodalla Shire Council

MAYORAL MINUTE – KILOMETRES TRAVELED – 5 DEC TO 7 FEB

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
5-Dec		Meeting with Deputy Mayor	21761	21922	161
6-Dec		Meet the Candidates - Narrabri	21922	22048	126
10-Dec		Baradine Central School	22048	22244	196
12-Dec		Meet Police - Baradine trees	22244	22377	133
12-Dec		Baradine - Parkes (Inland Rail)	22377	22700	323
13-Dec		Parkes - Coolah (Council meeting)	22700	23099	399
14-Dec		Baradine - Coonabarabran (break up party)	23099	23215	116
14-Dec		Baradine Unit concert	23215	23235	20
16-Dec		Baradine - Mudgee Orana JO	23235	23705	470
17-Dec		Baradine Trust Meeting	23705	23725	20
18-Dec		Mendooran School	23725	23937	212
2-Jan		Coonabarabran - meet with GM	23937	24088	151
4-Jan		Extra Ordinary Council meeting	24088	24204	116
9-Jan		Croxon event	24204	24326	122
21-Jan	23-Jan	Narrabri - Inland Rail meeting	24326	24425	99
25-Jan	27-Jan	Australia Day	24425	24650	225
29-Jan		Dubbo - Macquarie Home Stay	24650	25068	418
4-Feb		Visit acting GM	25068	25290	222
5-Feb		Aerodrome Committee Meeting	25290	25400	110
7-Feb		Visit acting GM	25400	25469	69
Total KM travelled for period 5/12/2018 - 7/2/2019					3708

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MAYORAL MINUTE - EXPENSES 9 November 2018 to 27 January 2019

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	<u>Amount (\$)</u>
9-Nov	Non CBA ATM balance enquiry fee		2.50
13-Nov	McPickelway Parkes	Meeting in Parkes	124.00
13-Nov	Hotel Dunedoo	Community Consultation meeting Prior to travel for ALGA	24.00
18-Nov	Cattlemans Motor Inn	conference	40.50
19-Nov	Delaware Nth Aus	ALGA conference	35.00
20-Nov	Lasseters Casino Alice Springs	ALGA conference	44.00
21-Nov	Travelodge Wynyard	LGNSW Mayors' Weekend accommodation	849.02
22-Nov	GM Cabs Pty Ltd	Airport transfer	72.98
22-Nov	Crowne Plaza Alice Springs	ALGA conference - accommodation	382.00
22-Nov	Crowne Plaza Alice Springs	ALGA conference - Cr Lewis accommodation	347.13
22-Nov	Travelodge Wynyard	LGNSW Mayors' Weekend - meal	36.50
23-Nov	Travelodge Wynyard	LGNSW Mayors' Weekend - meal	32.00
24-Nov	Travelodge Wynyard	LGNSW Mayors' Weekend - meal	25.00
25-Nov	Home Style Diner & Takeaway Gilgandra	Meal - travel home from conference	17.50
25-Nov	Travelodge Wynyard	LGNSW Mayors' Weekend - meal	25.00
25-Nov	Taxi4UR Service Pty Ltd	Airport transfer	38.33
4-Dec	Booking.com Australia	Accom. - Inland Rail event, Parkes	119.00
7-Dec	Bellview Motel Narrabri	Near Future event - accommodation	105.00
7-Dec	Watsons Bakery Narrabri	Near Future event - meal	19.00
12-Dec	McPickelway Parkes	Inland Rail event - meal	14.00
12-Dec	McPickelway Parkes	Inland Rail event - accommodation	119.00
13-Dec	Melissa Strudwick Parkes	Inland Rail event - meal	23.00
13-Dec	BP Tomingly	Inland Rail event - meal	13.87
16-Dec	Anglease Pty Ltd Mudgee	Orana JO - accommodation	131.95
17-Dec	Anglease Pty Ltd Mudgee	Orana JO - meal	34.41
17-Dec	Anglease Pty Ltd Mudgee	Orana JO - meal	34.41
26-Jan	Acacia Motor Lodge Coonabarabran	Australia Day	145.00
27-Jan	Acacia Motor Lodge Coonabarabran	Australia Day	145.00
Total expenditure for period 9/11/2018 - 27/1/2019			2999.10

WARRUMBUNGLA SHIRE COUNCIL

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RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 6 December 2018 to 7 February 2019.
2. Notes the report on the Mayor's credit card expenses between 9 November 2018 and 27 January 2019 and approve payment of expenses totalling \$2,999.10.

WARRUMBUNGLE SHIRE COUNCIL

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Item 2 Mayoral Minute – Binnaway Campground

Mayoral Minute

Former Warrumbungle Shire Councillor Egan forwarded a letter to me regarding the management of the Binnaway Campground. Mr Egan requested the letter be provided to councillors and tabled for discussion.

The letter provides Mr Egan's recollection of the commencement of operation of the Binnaway Campground and his comments on the current management of the facility.

Councillors are also provided with a copy of the Lease Agreement between Council and Binnaway Progress Association over the campground.

Attachments

1. Correspondence dated 10 October 2018, Mr RC Egan.
2. Lease Agreement between Council and Binnaway Progress Association over the Pumphouse Caravan Park Binnaway.

RECOMMENDATION

That Council note the incoming correspondence from Mr RC Egan in relation to the Binnaway Caravan Park.

DENIS TODD
MAYOR

WARRUMBUNGLE SHIRE COUNCIL

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Item 3 Minutes of Ordinary Council Meeting – 13 December 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, 13 December 2018.

Options

Nil

Financial Considerations

Nil

Attachments

1. Minutes of the Ordinary Council Meeting held in Coolah on Thursday, 13 December 2018.

RECOMMENDATION

That the resolutions contained in the Minutes of the Ordinary Council meeting held on 13 December 2018 are endorsed.

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Item 4 Minutes of Extra Ordinary Council Meeting – 4 January 2019

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 Extra Ordinary Council Meeting held on Friday, 4 January 2019.

Options

Nil

Financial Considerations

Nil

Attachments

1. Minutes of the Extra Ordinary Council Meeting held in Coonabarabran on Friday, 4 January 2019.

RECOMMENDATION

That the resolutions contained in the Minutes of the Extra Ordinary Council meeting held on 4 January 2019 are endorsed.

WARRUMBUNGLE SHIRE COUNCIL

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Item 5 Minutes of Plant Advisory Committee Meeting – 5 February 2019

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

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

APOLOGIES: Mr Roger Bailey (General Manager).

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

CONFIRMATION OF MINUTES

RECOMMENDED that minutes of the Plant Advisory Committee meeting held on Tuesday, 27 November 2018 be accepted.

Capel/Doolan

BUSINESS ARISING FROM THE MINUTES

- The Committee was advised that Plant Item No 113 – Smooth Drum Roller was delivered on the 31 January 2019.

AGENDA ITEMS

- a) Replacement of Plant Item No 190 – Front Wheel Assist Tractor Fitted with Front End Loader – Road Operations Coonabarabran

The Committee was advised that the best deal for Council is to purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in 1 Bucket from Peel Valley Machinery Pty Ltd that complies with tender specifications at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 190 to Peel Valley Machinery Pty Ltd for a price of \$54,000.00 (ex GST) resulting in a changeover price of \$72,202.89 (ex GST) being \$2,797.11 under budget.

RECOMMENDED that Council purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in1 Bucket from Peel Valley Machinery Pty Ltd at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 190 to Peel Valley Machinery Pty Ltd.

Doolan/Capel

WARRUMBUNGLE SHIRE COUNCIL

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b) Replacement of Plant Item No 197 – Front Wheel Assist Tractor Fitted with Front End Loader – Road Operations Coolah

The Committee was advised that the best deal for Council is to purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in 1 Bucket from Peel Valley Machinery Pty Ltd that complies with tender specifications at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 197 to Peel Valley Machinery Pty Ltd for a price of \$62,000.00 (ex GST) resulting in a changeover price of \$64,202.89 (ex GST) being \$10,797.11 under budget.

RECOMMENDED that Council purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in1 Bucket from Peel Valley Machinery Pty Ltd at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 197 to Peel Valley Machinery Pty Ltd.

Doolan/Capel

c) Replacement of Plant Item No 260 – Skid Steer Loader – Waste Operations Coonabarabran

The Committee noted the benefits of purchasing a Telehandler tractor, rather than skid steer loader for operations at the Coonabarabran Recycling Centre. In particular the Telehandler will improve productivity by being able to load product directly onto the material sorting conveyor and it will have the capacity to weigh processed product onto freight trucks.

The Committee also considered the merits of retaining the existing skid steer loader for use in other operational areas of Council.

The Committee received information about the current status of the Plant Replacement Program which indicates that expenditure is currently \$203,370 under budget.

RECOMMENDED that Council purchase one(1) Bobcat TL 30.60 Telehandler with attachments from Tracserv Pty Ltd at a price of \$143,380.00 (ex GST) and that Plant Item No 260, Skid Steer Loader is retained within the fleet and the utilisation after six months is reviewed and reported to the Committee.

Capel/Doolan

GENERAL BUSINESS

Plant Utilisation Report

The Committee received a report on the year to date utilisation of earthmoving plant, trucks and minor plant. It was noted that some trucks in the 8 tonne category were under utilised and that a report will be prepared on the future of these trucks. It was also suggested that the utilisation report include information on expected utilisation hours for each plant category as well as actual hours.

There being no further business the meeting closed at 8.50am.

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

WARRUMBUNGLE SHIRE COUNCIL

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RECOMMENDATION

That Council:

1. Accepts the Minutes of the Plant Advisory Committee meeting held at Coonabarabran on 5 February 2019.
2. Purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in1 Bucket from Peel Valley Machinery Pty Ltd at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 190 to Peel Valley Machinery Pty Ltd.
3. Purchase one (1) John Deere 6110M FWA Tractor fitted with Front End Loader and a 4 in1 Bucket from Peel Valley Machinery Pty Ltd at a price of \$126,202.89 (ex GST) and that Council trade in Plant Item No 197 to Peel Valley Machinery Pty Ltd.
4. Purchase one(1) Bobcat TL 30.60 Telehandler with attachments from Tracserv Pty Ltd at a price of \$143,380.00 (ex GST) and that Plant Item No 260, Skid Steer Loader is retained within the fleet and the utilisation after six months is reviewed and reported to the Committee.

WARRUMBUNGLE SHIRE COUNCIL

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Item 6 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 5 February 2019

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

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

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services), Mr Shane Weatherall (Manager Urban Services) and Mr Jason Newton (President Coonabarabran Aero Club).

APOLOGIES: Nil.

CONFIRMATION OF MINUTES

RECOMMENDED that the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held on Thursday, 4 October 2018 be confirmed.

Sturtridge/Tink

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Coonabarabran Aerodrome – Windsock renewal. It was noted that installation of the new windsock is scheduled for March 2019.
- Coonabarabran Aerodrome – feasibility of installing a bore. The Committee was advised that a Consultant has been engaged however a groundwater investigation report has not yet been completed.

AGENDA ITEMS

- a) Drought Communities Program Funding for Boundary Fences at Baradine and Coonabarabran Aerodromes

The Committee was advised that submissions have been made under the Australian Government's Drought Communities Program to replace the boundary fence at both Baradine Aerodrome and Coonabarabran Aerodrome. \$75,000 is sought for the fence project at Baradine and \$85,000 for Coonabarabran. In relation to the fence at Coonabarabran, concern was raised about potential cost increase due to the location of gullies along the fence line. Comment was made that there is expected to be a price increase in fencing materials at the end of February.

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b) Rural Fire Service (RFS) Development of a Two Bay Shed at Coonabarabran Aerodrome

RFS Regional Controller, Corey Philip presented the meeting with a sketch plan of a standard Fire Brigade station shed and sought approval to locate the proposed shed on site where an existing RFS container is located. The Committee noted that in order to progress the project a Development Application must be lodged, which will enable a funding submission to be made to the RFS.

RECOMMENDED that Council lodge a Development Application for construction of a new two (2) bay Fire Brigade shed incorporating offices and equipment storage rooms at the Coonabarabran Aerodrome.

Philip/Tink

GENERAL BUSINESS

Feasibility and Design of Sealed Pavement at Baradine Aerodrome

RECOMMENDED that Council applies for funding through the Member for Parkes for both the feasibility and design of a sealed runway pavement at Baradine Aerodrome.

Doolan/Tink

The following matters were discussed:

- Grass strip at Coonabarabran – the Committee received information about the surface condition of the grass strip. Options to reduce the surface roughness were discussed and it was agreed that Council coordinate with Jason Newton to cut the grass ‘clumps’ as low as possible.
- Public Fuel Facility at Coonabarabran – Colin Tink advised that he is endeavouring to receive feedback from ‘Skyfuel’ about options for installation of a public fuel facility at Coonabarabran.
- Sky Diving Day – the Committee was advised that a request has been received from Aus Sky Diving to conduct an event on the 8 July 2019.
- Lease Agreement – the Coonabarabran Aero Club advised that they have received advice from Council that their Lease Agreement will not change until classification of land at the aerodrome is changed.

Members of the Committee inspected the site of the proposed RFS shed.

There being no further business the meeting closed at 11.00 am.

The next meeting will be held at the Baradine Rural Fire Service building on Tuesday, 14 May 2019 commencing at 9.30 am.

RECOMMENDATION

That Council:

1. Accepts the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held at Coonabarabran on 5 February 2019.

WARRUMBUNGL E SHIRE COUNCIL

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2. Lodge a Development Application for construction of a new two (2) bay Fire Brigade shed incorporating offices and equipment storage rooms at the Coonabarabran Aerodrome
3. Applies for funding through the Member for Parkes for both the feasibility and design of a sealed runway pavement at Baradine Aerodrome.

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Item 7 Notice of Motion – Waiving of DA Fees

Notice of Motion – Waiving of DA Fees

Councillor Iannuzzi has advised that at this meeting of Council he intends moving a Notice of Motion proposing to waive Development Application fees on a proposed development at Coinda Coonabarabran.

That Council waives the section 7.12 fees for DA 22/2018.

RECOMMENDATION

That Council waives the section 7.12 fees for DA 22/2018.

ANIELLO IANNUZZI
COUNCILLOR

Council Comment

The section 7.12 fee (former s94A levy) relating to DA 22/2018 is valued at \$45,000 as per Council's exhibited and adopted Section 94A Levy (Indirect Community Infrastructure Contributions) Plan 2009.

The levy is applicable to the following development:

- Development with a proposed cost of development more than \$100,000 but not greater than \$200,000 = 0.5% of the proposed cost of carrying out of development.
- Development with a proposed cost of development more than \$200,000 = 1% of the proposed cost of carrying out of development.

The levy is collected and utilised to undertake works as outlined in the Section 94A plan relating to key community infrastructure defined as local roads, parks, sporting, recreational and cultural facilities, social facilities, car parking facilities, drainage and stormwater management works.

Some exemptions from the levy are available under the plan, and as per Ministerial Directions the levy cannot be imposed on development:

- a) for the purpose of disabled access,
- b) for the purpose of affordable housing,
- c) for the purpose of reducing the consumption of mains-supplied potable water, or reducing the energy consumption of a building,
- d) for the sole purpose of the adaptive reuse of an item of environmental heritage, or

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- e) other than subdivision of land, where a condition under section 94 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out.

The development does not fit under the exemption provisions available under the Section 94A plan.

Council considered a similar request in December 2015 (Resolution 161/1516) relating to development at the Dunedoo Showground; and it was resolved at the time by Council that no part of the DA fees would be reimbursed. A S94A levy formed part of the DA fees for this development.

Council could resolve to waive the 7.12 levy related to DA 22/2018, though this would contravene the exhibited and adopted Section 94A Levy (Indirect Community Infrastructure Contributions) Plan 2009 as no exemptions are applicable for this development.

Furthermore, waiving of the levy could create a precedent for other developers across the Shire to seek a waiver from the levy as well.

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Item 8 Councillors' Monthly Travel Claims – December 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 December 2018.

Commentary

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	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	533	0.78	415.74
Cr Todd	0	0.78	-
Cr Brady	0	0.78	-
Cr Capel	0	0.78	-
Cr Clancy	0	0.73	-
Cr Doolan	150	0.78	117.00
Cr Hill	455	0.68	309.40
Cr Iannuzzi	170	0.78	132.60
Cr Lewis	802	0.78	625.56
Total for December:			1600.30

Financial Considerations

Outlined above.

Attachments

Nil

RECOMMENDATION

That the Councillors' monthly travel claims for December 2018 in the amount of \$1600.30 is received for Council's information.

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Item 9 Councillors' Monthly Travel Claims – January 2019

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 January 2019.

Commentary

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	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	466	0.78	363.48
Cr Todd	0	0.78	-
Cr Brady	0	0.78	-
Cr Capel	0	0.78	-
Cr Clancy	0	0.73	-
Cr Doolan	0	0.78	-
Cr Hill	0	0.68	-
Cr Iannuzzi	0	0.78	-
Cr Lewis	0	0.78	-
Total for January:			363.48

Financial Considerations

Outlined above.

Attachments

Nil

RECOMMENDATION

That the Councillors' monthly travel claims for January 2019 in the amount of \$363.48 is received for Council's information.

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Item 10 Coolah Sewerage Treatment Plant Upgrade Update Report

Division:	Executive Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
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 give Council an update on the progress of the Coolah Sewerage Treatment Plant (STP) Upgrade, including potential changes in scope.

Background

Item 19 of the July 2018 business paper presented a report on the upgrade options for the Coolah, Dunedoo and Coonabarabran STPs.

Council resolved:

25/1819 RESOLVED that Council:

- 1. Note the Option Assessments prepared by Hunter H2O for the Coonabarabran, Coolah and Dunedoo Sewerage Treatment Plants.*
- 2. Adopt the preferred options set out in this report as follows:*
 - Coonabarabran STP – Option 2 – Refurbish – Capital Cost \$2,430,000*
 - Coolah STP – Option 4 – New IDEAT – Capital Cost \$3,940,000*
 - Dunedoo STP – Option 2 – Refurbish – Capital Cost \$1,700,000*
- 3. Proceed to undertake the upgrade of the Coolah STP as first priority followed by Coonabarabran and then Dunedoo but conjointly seek tenders for all inlet works for all three sewerage treatment plants.*
- 4. Seek section 60 of the Local Government Act 1993 (NSW) approvals for all three sewerage treatment plants for undertaking the modification and improvements.*
- 5. Apply for Expressions of Interest for additional funding under the Safe and Secure Program for the Coolah and Dunedoo Sewerage Treatment Plant upgrades.*

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Meanwhile Council has:

- Provided the Options Reports to both the Department of Primary Industry (DOI) – Water and the Environmental Protection Agency (EPA) in August 2018.
- Liaised with DOI Water to gain endorsement of Council's preferred options as part of the Section 60 Approval process, and arranged for an alternative site review as a result from this consultation with and feedback from DOI. This alternative site review is provided as *Attachment 1*. Note: Under the *Local Government Act 1993*, section 60 approval is required for upgrades to treatment works.
- Arranged a stakeholder meeting with representatives from DOI Water and the EPA in December 2018. The aim of this meeting was to negotiate proposed EPA licence limit conditions for the upgraded STPs. This was clearly communicated to DOI and EPA and an appropriate agenda provided beforehand. Minutes of this meeting are provided in *Attachment 2*.
- Successfully submitted an EOI for supplementary funding under the Safe and Secure Water Program (SSWP) for the upgrades to the Coolah and Dunedoo STPs. A detailed application has not been submitted as a business case had already been prepared when applying for the initial funding under the Regional Water and Waste Water Backlog (RWWWB) Program in 2016. Council was advised that supplementary funding through the SSWP for the Coolah and Dunedoo STPs Upgrades will be granted. The letter inviting to submit a detailed application is provided in *Attachment 3*.

Issues

During the stakeholder meeting in December 2018, both DOI and EPA representatives strongly recommended that an alternative site be more closely investigated for the Coolah STP. The reasons for this recommendation are that the STP at its current location:

- is located in a potentially flood prone area,
- is located in relative close proximity to residential areas,
- cannot achieve 100% effluent reuse.

The EPA preference is reuse (of lesser quality effluent) over river discharge (of high quality effluent). This is manifested in a letter received from the EPA in January 2019, following the stakeholder meeting. The letter is provided in *Attachment 4*.

Options

The picture below highlights a potential alternative site for the location of the Coolah STP, adjacent to the tip on Neilrex Road.

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A more detailed investigation into alternative site locations would include:

- Computer modelling to determine the land area required to achieve 100% effluent reuse.
- Assessment of low tech treatment options for 100% reuse at the alternative site.
- A detailed alternative site assessment to add to the initial options assessment.

Financial Considerations

Coolah STP was originally granted \$0.825M in RWWWB funding; 50% contribution (\$0.825M) was required from Council funds. The supplementary funding requested through the SSWP amounts to \$2.29M. Council came to understand that 75% of this amount will be granted, as opposed to the 100% requested and endorsed (see *Attachment 3*). This scenario leaves Council with an additional contribution of \$0.57M, amounting to an overall funding of 64.5%.

The high level cost estimate for an alternative site (see *Attachment 1*) amounted to approx. \$1.6M, as detailed in the table below.

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Table 2-1: Costs associated with acquisition and development of alternate site

Requirement	Description	Cost
Site acquisition	7ha at \$20,000/ha	~\$150K
Planning	Approvals, survey, REF	~\$250K (allowance)
Sewer Pump Station	~10 L/s, PWWF ~20 L/s	\$100K
New rising main from STP to new STP	1.4km DN110 PVC	\$200K
Effluent gravity main to existing STP and river (outfall not included)	1.8k DN150 PVC	~\$250K
Site costs	Clearing, fencing, power and roads	~\$250K
TOTAL (with 30% contingency)		\$1.6 M

The cost for relocating the site could be off-set by the lower quality effluent if 100% reuse can be achieved (low tech option).

Attachments

1. Alternative Site Review, November 2018
2. Stakeholder Negotiation Meeting Minutes December 2018
3. SSWP Invitation to submit a detailed application for supplementary funding
4. EPA Letter following Stakeholder Meeting January 2019

RECOMMENDATION

That Council:

1. Note this update report on the Coolah Sewerage Treatment Plant Upgrade.
2. Performs a more detailed assessment of an alternative site location for the Coolah Sewage Treatment Plant to comply with NSW Environment Protection Authority and Department of Industry requirements, before proceeding with the preparation of tender documents for the plant upgrade.

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Item 11 Coonabarabran Emergency Water Supply Project – February 2019 Update

Division:	Executive Services
Management Area:	Warrumbungle Water
Author: Wiebels	Manager Warrumbungle Water – Cornelia
CSP Key Focus Area:	Public Infrastructure and 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 8 February 2019.

For Council's additional information, the numbers, names and depths of all bores are summarised in the table below. Additionally, the depths of test bore holes are given.

Bore No	Bore name/location	Bore depths (m)
1	Robertson Street	22
2	Namoi Street, South of river	24
3	Namoi Street, North of river, new (closest to river)	90
4	Namoi Street, North of river, old (closest to White Street)	26
5	Nandi Park	48
	<i>Nandi Park test hole</i>	39
6	WTP*, old	39
7	WTP*, new	88
	<i>WTP test hole 1</i>	18
	<i>WTP test hole 2</i>	43
8	Nandi Creek	150
9	<i>Morrissey's Corner – discontinued/not equipped due to insufficient yield</i>	150
10	Homeleigh Drive	150
11	Bart Bok	136
12	New bore at Timor Dam	150

*WTP = Water Treatment Plant, Coonabarabran

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Issues

1. Timor Dam Level

The water level in Timor Dam is currently at 18.9% (21.4%). This represents a decrease of 2.5% since the last report in December 2018, due to hot conditions and little rainfall.

Gravity draw down is not possible and the dead storage pump out system will need to be used if sourcing of dam water is required.

2. Consumption

After easing the water restriction level back to level 5 on 20 December 2018, the average daily usage has increased to 1,075 kL/day over the last 7 weeks. In November/December it was 890 kL/day, in September/October 795 kL/day.

3. Standpipe Usage

Between 22 November 2018 and 4 February 2019 a total of 275kL was purchased from the Coonabarabran standpipe through commercial water carters. This amounts to an average of 3.7kL/day, representing an increase of 1,130L/day compared to the last report in December.

4. Supply

Council has been drawing its town water supply from nine (9) bores, of which four are located in town (Bores 1, 2, 3 and 4), two are located at the Water Treatment Plant (Bores 6 and 7) and three are located along Timor Road (Bores No 5, 8 and 10).

The Castlereagh River has not been used as water source since early January 2019 as there has been no flow over the V-notch at Poundyard Weir.

Siding Springs Observatory and non-potable water users along Timor Road continue to be supplied through the Bart Bok Bore (No 11).

5. New Bores

The order for supply and install of pump and shed for Bore No. 12 at Timor Dam has been issued. Quotes for connecting electricity are being sought and compared.

6. Equipment of Bores

The fitting of level measurement instrumentation to the old and test bores and of data loggers to all level instrumentation is still outstanding. This will assist in getting a holistic picture of the impact of the new bores on the water table.

7. Operability of Bores

Part of the re-allocated water carting infrastructure funds is now used to equip the new bores along Timor Road with telemetry to improve their operation.

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8. Water licensing

Current available entitlements are:

Entitlement (ML/year)	Water source (management zone)	Water Sharing Plan	Access/Storage	Location
800	Castlereagh River Above Binnaway Water Source (Castlereagh River – Timor Dam to Pound Yard Weir Management Zone)	Castlereagh (below Binnaway Unregulated and Alluvial Water Sources)	In-river dam (1,140 ML), Pound Yard Weir	Timor Dam, Castlereagh River
50 + 75 temporary (2018/19)	Southern Recharge Groundwater Source	Great Artesian Basin Groundwater Source	Artesian bores	Coonabarabran (all bores)

Since the last report a temporary groundwater allocation of 75 ML was purchased from Gilgandra Shire Council to increase Council's allocation to 125 ML/a. Due to increasing reliance on groundwater these have meanwhile been used up; between 1 July 2018 and 7 February 2019 125.4 ML were used, averaging a daily groundwater usage of 862 kL since mid November 2018.

As granting of an increase in licence allocation appears unlikely, the purchase of permanent licence allocation is indicated.

9. Additional Water Security – Groundwater Pipeline

A detailed application for funding under the Safe and Secure Water Program to construct a dedicated groundwater pipeline between the Bart Bok bore (No 11) and the WTP is in preparation and expected to be submitted by mid March 2019. The project includes the installation of a 8.7km long and 200mm diameter pipeline parallel to the current gravity feed main coming from Timor dam.

10. Water restriction levels

With the summer nearing its end and the operational bores providing increased water security, the intention is to ease the level of restriction further from 5 to 4, starting 1 March 2019.

For watering of gardens, level 4 permits the use of microsystems, drip systems and soaker hoses on Wednesday and Sunday only, in summer between 6pm and 8pm and in winter between 4pm and 6pm.

A comparison between level 5 and level 4 restrictions is provided in *Attachment 1*.

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11. Fluoridation

A NSW Health support project has started, where NSW Health engages an engineering consultant for fluoridation operations and maintenance upgrades. As part of this project, site visits to the fluoridation plants in Coolah, Mendooran, Binnaway, Baradine and Coonabarabran are scheduled for 18-22 February 2019.

Financial Considerations

The table in *Attachment 2* summarises expenditure and committed costs to total \$2,006,503. Given that the total of grants plus Council's contribution is \$2,042,500, this leaves left over funding of \$35,997.

The purchase of permanent licence allocation costs around \$1000 per ML. Council intends to purchase 250 ML/a. Considering the continuation of the current drought, further emergency funds are intended to be sought to cover the cost for this purchase.

Attachments

1. Current Level 5 and proposed Level 4 restrictions for Coonabarabran.
2. Total Expenditure and Committed Costs for the Coonabarabran Emergency Water Supply Project

RECOMMENDATION

That Council:

1. Notes the February 2019 Update Report on the Coonabarabran Emergency Water Supply Project.
2. Endorses the expenditure to date (committed and expended) of \$2,006,503.
3. Eases water restriction levels from 5 to 4, starting 1 March 2019.
4. Seeks further emergency funding for the purchase of a 250 ML/a permanent groundwater allocation and further works as necessary, considering that the current funding is nearly exhausted.

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Item 12 Development of an Integrated Water Cycle Management Strategy

Division:	Executive Services
Management Area:	Warrumbungle Water
Author: Wiebels	Manager Warrumbungle Water – Cornelia
CSP Key Focus Area:	Public Infrastructure & Services; Natural Environment; Recreation & Open Spaces
Priority:	PI7 Communities across the Shire are supported by the secure, long term supply of energy and clean water; NE4 Local natural water resources including waterways and aquifers remain unpolluted; RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

To give Council a brief overview of its Integrated Water Cycle Management (IWCM) Strategy development, including status, expected outcomes and estimated timelines for completion of further steps within the development process.

Background

Council engaged Hydrosphere Consulting in March 2018 to prepare an IWCM Strategy for Council.

The development of an IWCM Strategy by a local water utility (LWU) is required to comply with the NSW Best-Practice Management (BPM) of Water Supply and Sewerage Framework and needs to be prepared in accordance with the Department of Industry (DOI) – Water IWCM Checklist.

An IWCM Strategy is an LWU's 30-year strategy for the provision of appropriate, affordable, cost-effective and sustainable urban water services that meet community needs and protect public health and the environment. It includes:

- Identification of the urban water services issues;
- Assessment of options to address those issues;
- Development and evaluation of IWCM scenarios; and
- Adoption of a sound Strategy and Financial Plan to address the identified issues.

Figure 1 gives an overview of the IWCM Strategy development process.

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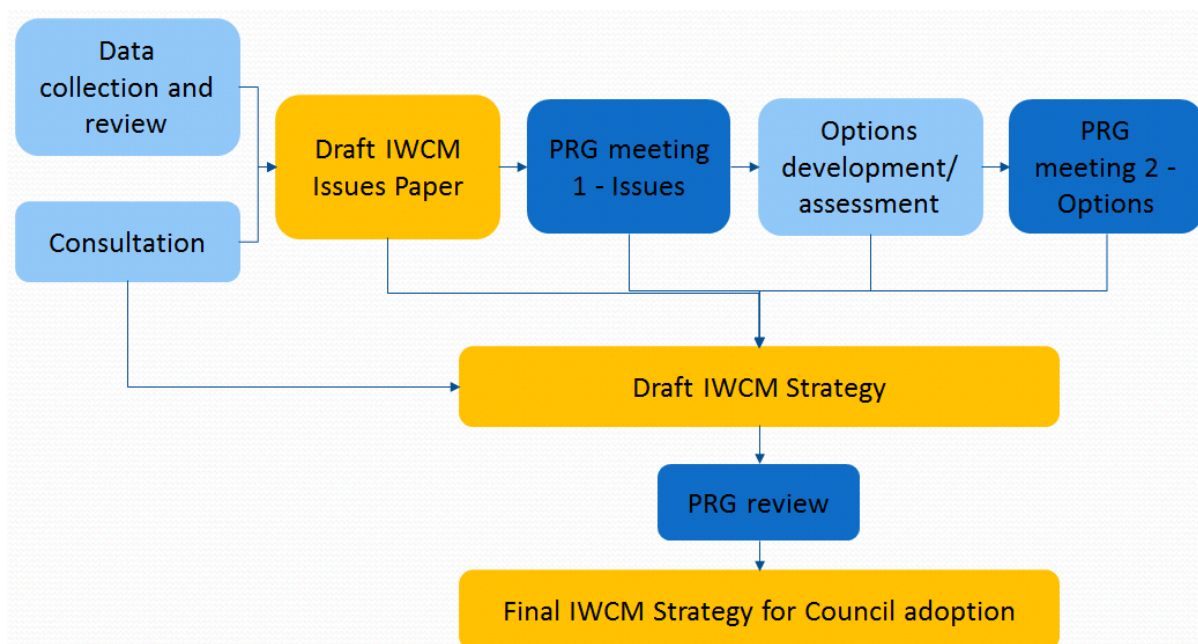


Figure 1: Overview of the IWCM Strategy development process

This IWCM Issues Paper identifies the IWCM issues facing Council and its customers and is the first component of the IWCM Strategy development.

The Draft IWCM Issues Paper was finalised in November 2018 and discussed during the first Project Reference Group (PRG) meeting on 26 November 2018. Attendees of this stakeholder group meeting included Councillors, Council staff, as well as representatives from DOI Water, the Natural Resources Access Regulator (NRAR) and NSW Health. Representatives from the NSW Environment Protection Authority (EPA) and the Central West Local Land Services (CWLLS) sent their apologies; the EPA however provided detailed feedback on the Draft Issues Paper.

The second PRG meeting had been scheduled for mid March 2019, however may be delayed due to requirements from DOI Water for more in-depth information to be included into the Issues Paper.

The Draft IWCM Strategy was scheduled to be completed by end March 2019, however this also may be delayed depending on when the second PRG meeting can be held, after options to address issues have been developed and assessed.

Issues

An IWCM issue is defined as an unacceptable risk of failure to meet statutory requirements or the adopted Levels of Service now or within the 30-year planning horizon.

Council's Draft IWCM Issues Paper lists 24 water issues and 13 sewer issues. High priority issue include:

- For water

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- Asset design, commissioning and condition of water supply systems, for example integrity (note: the recent Coolah boil water alert was caused by a reservoir integrity issue)
- Water security in Coonabarabran, Mendooran, Binnaway, Dunedoo, Coolah
- Management of non-potable supplies and small schemes
- For sewer
 - Environmental Protection Licence (EPL) exceedances
 - Management of Sewerage Treatment Plant (STP) waste, i.e. grit and biosolids
 - Recycled Water Management (RWM) – no RWM Plans in place where effluent is currently being irrigated
 - Management of septic waste and unsewered areas
- Overall
 - Telemetry: outdated and incompatible (North/South), not aligned with Drinking Water Management System (DWMS) and control requirements
 - Human Resources: some positions vacant, not suitably qualified staff

Options

This report is for Council's information only.

Financial Considerations

The IWCM Strategy will include a 30 year Financial Plan to address identified issues.

Attachments

Nil

RECOMMENDATION

That Council notes the overview report on its Integrated Water Cycle Management Strategy development.

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Item 13 Mendooran Water Supply Shortage

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

Reason for Report

To inform Council of the current water supply shortage in Mendooran, including the identification of options to control algal growth and identify an alternate source of supply.

Background

On 11 December 2018 the Mendooran WTP suffered elevated turbidity from filter break-through, with filtered water turbidities exceeding the set critical limit of 0.5 nephelometric turbidity unit (NTU) for the filtration critical control point (CCP). Following investigations, this was identified to have primarily been caused by an algae bloom in the sedimentation lagoon. As the algae cells grew in the sedimentation lagoon after the coagulation process, they did not get coagulated, flocculated and removed from the settled water. Therefore the cells could not be removed through the filtration process, and hence were passing the filters. Algae blooms only occurred with the use of bore water, not with the use of river water; test results indicate that this is in relation to nutrients (phosphorus compounds) present in the bore water. Various methods were tried to control/remove the algae, however no feasible method could be found in the short term. Consequently, the use of bore water was discontinued as source water on 22 December 2018 and supply relied solely on river water.

On 10 January 2019, significant drops in the river level were noted and the town was placed on level 5 water restrictions on 11 January 2019, as the bore water could still not be used as a back-up due to the algae problem. Continued low river levels and lack of desired reduction in demand under level 5 prompted the introduction of level 6 water restrictions on 29 January 2019.

The bore level had also dropped by almost five metres by 10 January 2019 since supply was ceased from it on 22 December 2018, indicating a foreign impact on the water table. The back-up bore was used for the first time since August 2018 over longer time periods.

Issues

With the algae problem, elevated turbidity is one issue threatening the safety of the water supply. The other issue is in the sedimentation lagoon operated with bore

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water; a high number of potentially toxic algae (cyanobacteria) were detected. The number of toxic algae species (e.g. microcystis) could not be determined through follow up tests as the bore water lagoon was taken off-line due to the uncontrollable algae growth. The concern with high numbers of toxic algae in the water is the release of toxins (microcystins). These can be removed/destroyed to a certain extent through chlorination; however, typically requires long chlorine contact times which are not provided for within the Mendooran plant. The river water lagoon also contained a certain number of potentially toxic algae but not to a concerning amount.

The dwindling supply in both river and back-up bores is of concern. When establishing the new back-up bore on the WTP grounds, a deeper aquifer could not be used due to salinity. The new back-up bore yields 0.8L/s.

A further issue is the limited operability of the source water pumps. They can currently only be operated on an on/off basis, i.e. control of the pump speed and therefore delivered flow rate is not possible. Reduction of the river pump flow rate is necessary at the moment to prevent emptying the river well. In order to reduce the flow rate, operators currently close a stop valve downstream of the pump.

Options

The Natural Resources Access Regulator (NRAR) was contacted to investigate the impact of local irrigators on the aquifers that supply the town water. An outcome has not yet been communicated to Council.

To control the algae growth in the bore water operated sedimentation lagoon, the following options/alternatives are being investigated:

1. a) Pre-chlorination of the bore water to prevent algae growth. Prerequisite is desludging of the current offline lagoon to prevent release of toxins from the algae cells already contained within once pre-chlorination starts.

This option can be supported by:

- b) installation of shade cloth (reduction of algae growth promoting temperature and UV light);
 - c) installation of an ultrasonic algae control device;
 - d) application of algaecide.
2. Replacement/by-passing of the sedimentation lagoon with a portable WTP unit (can be hired), including coagulant dosing, flocculation and sedimentation.

As alternative supply source the following option has been suggested:

3. Connect the old WTP pumping station in the river downstream of the township via pipework to the WTP. Availability of source water appears better at that point in the river.

Option 1 and 2 rely on sustainable/continued supply from the back-up bores. Further significant drops will limit source water availability.

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Option 3 relies on sustainable/continued supply from the river at that point.

Option 1 is in progress. Options 1b), c) and d) will have to be assessed against their feasibility and costing.

Both Department of Industry - Water and NSW Health have been informed of the issue, providing support and advice.

Further advice has been sought from a specialist engineering consultancy.

Additionally, the issues around the Mendooran water supply were addressed in a letter from the Mayor to the Minister in late January and assistance sought to address all of the issues identified with the Mendooran water supply.

Financial Considerations

Funding for Options 1 and 2 is intended to be sourced from the current capital project 'Implementation of Incident Review Recommendations' (WO 1818). This project was created to address shortfalls identified after the boil water alert from 2017 and had a budget of \$80,000. Expended and committed cost currently amount to approx. \$40,000, leaving approx. \$40,000 available.

Option 3 would require an application for emergency funding to cover the expected cost; this option involves underground pipe installation of at least 700m, installation of a flow meter as well as electrical integration in the WTP control. This should include variable speed drive (VSD) control of the current pumps.

Attachments

1. Mendooran bore level graph

RECOMMENDATION

That Council:

1. Notes this report on the Mendooran water supply shortage.
2. Uses the current capital project 'Implementation of Incident Review Recommendations' to cover costs for algae control methods and treatment alternatives as described in Option 1 and 2.
3. Considers applying for emergency funding to provide an alternative/additional supply source to the Water Treatment Plant as described in Option 3. This should include the installation of variable speed drive controls for the current pumps.

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Item 14 April 2019 Council Meeting Date

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

Reason for Report

To consider rescheduling the April 2019 Ordinary Council meeting.

Commentary

In July 2018 Council resolved to adopt a Code of Meeting Practice that set out dates and times for Ordinary Council meetings:

16/1819 RESOLVED that:

- 1. Council adopt the Code of Meeting Practice that includes the following changes:
 - i. Ordinary meetings of Council commence at 5.00pm.*
 - ii. Council meetings be audio recorded and posted on Council's website.*
 - iii. Provision that the date and time of Ordinary Council Meetings can, by Council resolution, be amended.**
- 2. Ordinary Council meeting dates remain (generally) as the third Thursday of a month.*
- 3. Council note that under clause 235 of the Local Government (General) Regulation 2005 (NSW) a councillor cannot participate in a meeting of Council unless personally present at the meeting.*

Under the meeting date schedule outlined above, the April 2019 Ordinary Council meeting falls due on Thursday, 18 April 2019. This is the day before Good Friday. The scheduled 5.00pm start time may impact Easter travel arrangements for a number of councillors and staff.

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RECOMMENDATION

That the Ordinary Council meeting of April 2019 be held at the Coonabarabran Council Chambers on Thursday, 18 April 2019 commencing at 8.30am.

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Item 15 Council Resolutions Report February 2019

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Jenni Maundrell
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 provide Council with updated information on the progress of Council resolutions.

Background

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Furthermore, the General Manager is responsible for ensuring appropriate information regarding Council resolutions and deliberations are provided to Directors and relevant staff. Each Council resolution is allocated to a directorate for action. Directors and Managers provide feedback to the General Manager on the progress of resolutions each month by way of the attached Council Resolution Report. Once an item is noted by Council as being complete it is removed from the Report.

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 the history and issues of outstanding items before Council reconsiders the matter.

Issues

This feedback is provided to Council for information purposes.

Attachments

1. Council Resolution Report, February 2019

RECOMMENDATION

That the Council Resolution Report for February 2019 be noted for information.

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Item 16 Revotes Report February 2019

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Jenni Maundrell
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 provide Council with updated information on the progress of projects that Council has funded by revote.

Commentary

From time to time, Council endorses changes to its adopted annual budget by way of a revote. A report on those projects that have been subject to a revote is compiled, with updates provided on progress.

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Council is provided with information on revote items and their progress in the attached report.

Attachments

1. Revote Report, February 2019

RECOMMENDATION

That the Revote Report for February 2019 be noted for information.

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Item 17 2019/20 Operational Plan and 2019/23 Delivery Program

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

Reason for Report

To inform Council of timelines and milestones for the preparation of the 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program.

Background

Timelines and milestones have been developed to facilitate completion of the 2019/20 Operational Plan, including Revenue Policy, and the Delivery Program for 2019/2023.

Issues

Council is currently completing an internal review and coordinating input in to the 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program.

External Budget Submissions and requests for Annual Donations have been called for and are due by 1/3/2019. External Budget Submissions and requests for Annual Donations will be presented to Council at the first councillor workshop.

The first councillor workshop will be held prior to the March Council Meeting on Thursday, 21 March 2019. Following this workshop, Councillors will advise if a second workshop is required.

If required, a second workshop will be held prior to a proposed Extra Ordinary Council Meeting on Thursday, 4 April 2019. The Extra Ordinary Council Meeting is proposed to enable the 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program to be placed on Public Exhibition during April 2019.

Following input from Councillors, the draft 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program, will be placed on Public Exhibition from 5 April 2019 to 6 May 2019.

A final draft of the 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program, including submissions made during the period of Public

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Exhibition, will be presented to Councillors at the May Council Meeting for final endorsement prior to the end of May.

The 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program will then be distributed during June 2019 for commencement on 1 July 2019.

RECOMMENDATION

That Council receive the information regarding timelines and milestones for the preparation of the 2019/20 Operational Plan, including the Revenue Policy, and the 2019/23 Delivery Program.

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Item 18 Appointment of Auditor

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

Reason for Report

To inform Council of audit arrangements for the year ending 30 June 2019 and beyond, including the appointment of a new audit service provider.

Background

In June last year Auditor-General of NSW, Margaret Crawford, wrote to Council and advised of her intention to appoint a suitably qualified and experienced audit service provider to perform the annual financial audit of Council.

Issues

Following a competitive open tender process, Prosperity Advisers Audit Services (Prosperity Advisers) have been appointed to carry out the annual financial audit of Council for a period of three (3) years, with an option to extend a further two (2) years.

This arrangement will begin the year ending 30 June 2019.

Prosperity Advisers have also been appointed as the audit service provider for several other local councils in the same region.

Council will commence planning for the 2019 audit with an introductory discussion with Prosperity Advisers in February 2019.

RECOMMENDATION

That Council receive the information regarding audit arrangements for the year ending 30 June 2019 and beyond, including the appointment of a new audit service provider.

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Item 19 Delivery Program Progress Report – 30 December 2018

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Acting Personal Assistant to the Director Corporate and Community Services – Claudia Westoby
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 present the six (6) monthly Delivery Program Progress Report for the period 1 July 2018 to 31 December 2018 to Council for their consideration and endorsement.

Background

Section 404 of the *Local Government Act 1993* (NSW) 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 respect to the*

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

Issues

Council has a Delivery Program for the period 2018/19 –2021/22 which outlines 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.

The Delivery Program includes a method of assessment (benchmark) to determine the effectiveness of each principal activity detailed in the delivery program.

This six (6) monthly report is presented to provide Council with information regarding progress with respect to the principal activities detailed in the Delivery Program. The Delivery Program Progress Report relates to the period from 1 July 2018 to 31 December 2018.

Options

Council can choose to:

1. Accept the Delivery Program Progress Report for the period 1 July 2018 to 31 December 2018 as presented; or
2. Accept the Delivery Program Progress Report for the period 1 July 2018 to 31 December 2018 with changes; or
3. Not accept the Delivery Program Progress Report for the period 1 July 2018 to 31 December 2018.

Attachment

1. Delivery Program Progress Report – 31 December 2018

RECOMMENDATION

That Council accepts the Delivery Program Progress Report for the period 1 July 2018 to 31 December 2018.

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Item 20 Quarterly Budget Review Statement for the Quarter Ending 31 December 2018

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

Reason for Report

To present a summary of Council's financial position as at the end of the December 2018 quarter, including information regarding the collection performance related to rates and annual charges and supplementary vote requests.

Background

Clause 203 of the *Local Government (General) Regulation 2005* regarding budget review statements and revision of estimates states that:

- (1) Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) A budget review statement must include or be accompanied by:*
 - (a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
 - (b) if that position is unsatisfactory, recommendations for remedial action.*
- (3) A budget review statement must also include any information required by the Code to be included in such a statement.*

The minimum requirements for the Quarterly Budget Review Statement are included in the Code of Accounting Practice and Financial Reporting.

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The QBRS is composed of, but not limited to, the following budget review (BR) components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the Quarterly Business Review Statement (Part 2).
- Budget Review – Income and Expenses Statement in one of the following formats (Parts 3, 5 & 6):
 - consolidated;
 - by fund (eg. General Fund; Water Fund; Sewer Fund); or
 - by function, activity, program etc. to align with the management plan/ operational plan.
- Budget Review – Capital Budget (Part 7).
- Budget Review – Cash and Investments Position (Part 9).
- Budget Review – Key Performance Indicators (Part 11).
- Budget Review – Contracts and Other Expenses (Part 12).

The following important financial information has also been provided in addition to the information required as part of the Quarterly Budget Review Statement reporting framework:

- Balance Sheet as at 31 December 2018 (Part 8).
- A Loan Movement Schedule (Part 10).

The Quarterly Budget Review Statement is an opportunity for Council to explain major variations and recommend changes to the budget. Explanations for major variations are reported within the Quarterly Budget Review Statement. Also included is a list of supplementary votes for approval.

A copy of Council's second quarter Quarterly Budget Review Statement for the 2018/19 financial year, for the quarter ending 31 December 2018, is provided under separate cover as an Attachment to the Business Paper.

Issues

The second quarter Quarterly Budget Review Statement shows that Council's revised income budget for the 2018/19 financial year is \$50,802,189. Expenses from continuing operations are projected to be \$41,625,013. This results in a projected operating result from continuing operations of \$9,177,176.

Council's end of December year to date (YTD), accrual result is an accrual of \$5,335,350 including Capital grants and Contributions and an increase in cash of \$52,396 from \$17,044,221 to \$17,096,617.

Council's unrestricted cash and investments balance is \$532,570 as at 31 December 2018.

Significant items to note from the QBRS include:

- User charges and fees are \$2,093,000 (25%) under the pro-rata budget. The major areas are:

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- RMS Charges (\$1,406,702 or 45% lower than pro-rata budget);
- Water Supply Services User Charge (\$244,000 under pro-rata budget) due to low consumption, water restrictions and seasonality;
- Quarry revenue (\$196,000 under pro-rata budget);
- Yuluwiri Kids' Child Care – Fees And Charges (\$202,000 under the pro-rata budget).
- Interest and investment revenue is \$67,000 under the pro-rata budget. This is predominantly due to lower than budgeted interest rates on investment.
- Operational Grants and Contributions is under the pro-rata budget. This is primarily due to:
 - FAGS Grant: \$3,485,945 of the Grant has already been received in advance in the previous year;
 - Grants - Bushfire And Emergency Services: \$246,090 less than pro rata,
 - Grants - Roads to Recovery Funding: \$430,397 less than pro rata.

These are offset by higher than pro-rata Grants in Child Care for Yuluwirri Kids (\$326,762) and Family Day Care (\$174,994).

- Capital grants income is currently 35% less than the pro rata budget (before supplementary vote 2) predominantly due to the following items:
 - Cobbora Transition Fund - TRRRC Capital Grant (\$1,442,283) - delay and timing issue;
 - Bushfire - Capital Grant (\$1,438,582) - timing issue;
 - Unsealed Rural Roads - Transport Grant (\$410,477) - timing issue;
 - Sewer Infrastructure - Capital Grant (\$813,388);
 - Grant for Sport Grounds & Recreation (\$385,872).
- Employee related expenditure is slightly under the pro-rata budget by 3%.
- Materials and Contracts is slightly under the pro-rata budget by 7%.
- Building and Infrastructure Renewals Ratio – the year to date (YTD) ratio is 72%. A ratio of less than 100% is unsatisfactory; however, as at 31 December 2018, a YTD ratio of 72% is very sufficient. At this stage, the majority of Council's renewals are on roads. This work is both seasonal and dependant on the weather hence requires ongoing monitoring.

Further information is provided in the Second Quarter Quarterly Budget Review Statement which is provided as an Attachment to this report.

Supplementary Vote Requests

Supplementary Vote requests have been received for the items outlined in Table 1.

The total amount of expenditure supplementary vote requests is \$3,496,234 with the net impact on the budget being an increase of \$455,334.

Table 1: Supplementary Vote Requests

Description	Revenue	Expenditure	Net Impact on Budget
General Fund			
Banner Pole Installation – Dunedoo	-	(5,000)	(5,000)
Disabled access – Coolah Office	-	(50,000)	(50,000)

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Description	Revenue	Expenditure	Net Impact on Budget
Binnaway Hall Stage Refurbishment	-	(40,000)	(40,000)
Coonabarabran – Native Grove Cemetery Toilet	-	(7,013)	(7,013)
Sub-total		(102,013)	(102,013)
Water Fund			
Mendooran – EOL Safe & Secure upgrade	19,688	-	19,688
Mendooran – Spectrometer	-	1,275	1,275
Replace Water Meters	-	(1,275)	(1,275)
Coonabarabran – Back up bores	-	79,564	79,564
Coonabarabran – Test Bore	-	(79,564)	(79,564)
Baradine – Turbidity meter	-	339	339
Binnaway WTP Improvements / Renewals	-	17,500	17,500
Binnaway – Upgrade Reservoir C18	-	10,000	10,000
Coolah Water Reservoirs Capital	-	(15,000)	(15,000)
Coolah – Line WW reservoir	-	15,000	15,000
Meter Replacements – Coolah	-	(1,361)	(1,361)
Telemetry Upgrade Water – all towns	-	400,000	400,000
Coonabarabran Turbidity meter	-	1,022	1,022
Coonabarabran – upgrade tank and reservoirs C18	-	8,494	8,494
Four (4) yearly reservoir inspections (Shire-wide)	-	(18,494)	(18,494)
Mains Replacement Camp Street – Anne to Namoi Street	-	3,259	3,259
Mains Replacement – Wargundy Street	-	(3,259)	(3,259)
Dunedoo new back-up pump	-	(17,500)	(17,500)
Mendooran – EOL Safe & Secure upgrade	-	(19,688)	(19,688)
Sub-total	19,688	380,312	400,000
Sewer Fund			
Coolah Sewage Treatment Plant Upgrade	(1,457,396)	-	(1,457,396)
Coonabarabran Sewage Treatment Plant Upgrade	(355,610)	-	(355,610)
Dunedoo Sewage Treatment Plant Upgrade	(1,247,582)		(1,247,582)
Baradine – replace pot valves	-	(155,562)	(155,562)
Baradine – STP inlet works rehab	-	7,543	7,543
Binnaway – EOL Sewer Implementation	-	7,347	7,347

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Description	Revenue	Expenditure	Net Impact on Budget
Coolah Sewage Treatment Plant – upgrade peripherals	-	56,571	56,571
Coolah Sewage Treatment Plant Upgrade	-	1,457,396	1,457,396
Mains – relining various sections, Coonabarabran	-	75,425	75,425
Coonabarabran Sewage Treatment Plant – upgrade peripherals	-	48,461	48,461
Mains replacement / rehabilitation	-	(13,439)	(13,439)
Telemetry Upgrade – all towns	-	150,000	150,000
Coonabarabran Sewage Treatment Plant Upgrade	-	355,610	355,610
Tablet / GPS unit	-	457	457
Dunedoo Sewage Treatment Plant Upgrade	-	1,247,582	1,247,582
Mains – relining various sections, Dunedoo	-	(11,456)	(11,456)
Mendooran – EOL Sewer Scope	-	(8,000)	(8,000)
Sub-total	(3,060,588)	3,217,935	157,347
Total	(3,040,900)	3,496,234	455,334

Rates and Annual Charges

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

The Office of Local Government (OLG) recommends, via their accepted benchmark, a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils.

Council's outstanding ratio as at 30 June 2018 was 8.68% which is below the recommended benchmark.

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

Year	Rates and Annual Charges Outstanding Ratio
2019	12.63%
2018	8.68%
2017	7.91%
2016	8.32%
2015	8.44%
2014	11.41%
2013	13.30%

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The outstanding rates and annual charges ratio as at 31 December 2018 is 12.63%. This is higher than the 10% benchmark recommended by the Office of Local Government.

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

Table 2 provides an overview of outstanding rates and annual charges, as at 31 December 2018, by rate and/or charge type.

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Table 2: Outstanding Rates and Annual Charges – By Rate and Charge Type

Rate/ Charge Type	Rate Arrears 2017/18	2018/19 Levy	Pensioner Write-off	Abandoned	Interest	Legal Fees	Rate Arrears & Net Levy	Total Payments to Date	Total Outstanding 2017/18	Collection (%) 2018/19	Total Arrears as at EOM	Outstanding Rates & Annual Charges (%)
General	617,754	7,929,922	(157,236)	(22,442)	28,807	11,626	8,408,431	(4,209,122)	4,199,309	50.06%	928,564	11.04%
Water	306,800	1,611,169	(69,277)	-	8,289	-	1,856,981	(934,936)	922,045	50.35%	314,824	16.95%
Sewerage	140,265	1,258,517	(50,173)	-	4,441	-	1,353,050	(688,140)	664,910	50.86%	161,380	11.93%
Trade Waste	1,526	8,633	-	-	18	-	10,177	(6,550)	3,627	64.36%	732	7.19%
Storm Water	13,795	105,263	-	-	449	-	119,507	(62,815)	56,692	52.56%	15,638	13.09%
Garbage	378,122	2,018,950	(105,736)	(273)	9,455	-	2,300,518	(1,206,550)	1,093,968	52.45%	353,030	15.35%
Total Rates & Annual Charges	1,458,262	12,932,454	(382,422)	(22,715)	51,459	11,626	14,048,664	(7,108,113)	6,940,551	50.60%	1,774,168	12.63%
Sewerage Access	104,003	155,308	-	(199)	1,521	-	260,633	(116,531)	144,102	44.71%	52,624	20.19%
Water Consumption	651,349	1,156,116	-	1,991	13,088	1,212	1,823,756	(679,976)	1,143,780	37.28%	328,818	18.03%
Sewer Consumption	31,395	82,007	-	-	342	-	113,744	(40,182)	73,562	35.33%	13,703	12.05%
Trade Waste Usage	9,954	45,245	-	(553)	36	-	54,682	(16,070)	38,612	29.39%	1401	2.56%
Total Water Supply Services	796,701	1,438,676	-	1,239	14,987	1,212	2,252,815	(852,759)	1,400,056	37.85%	396,546	17.60%
Grand Total	2,254,963	14,371,130	(382,422)	(21,476)	66,446	12,838	16,301,479	(7,960,872)	8,340,607	48.84%	2,170,714	13.32%

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Options

The total amount of expenditure supplementary vote requests is \$3,496,234 with the net impact on the budget being an increase of \$455,334.

Council can choose to:

1. Accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2018/19; or
2. Accept the Quarterly Budget Review Statement (QBRs) subject to changes and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2018/19; or
3. Not accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) revoke the whole amount requested; or
 - (b) select projects from the requested revotes and approve a lower revoke amount; or
 - (c) approve the revotes requested and postpone selected current year projects to reduce the capital works program for 2018/19.

Financial Considerations

The total amount of expenditure supplementary vote requests is \$3,496,234 with the net impact on the budget being an increase of \$455,334.

Attachments

1. Draft Quarterly Budget Review Statement for the quarter ending 31 December 2018

Statement by Responsible Accounting Officer

The following statement is made in accordance with clause 203(2) of the *Local Government (General) Regulations 2005*.

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter indicates that Council's financial position as at 30 June 2019 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

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Responsible Accounting Officer

RECOMMENDATION

That Council:

1. Accept the second quarter Quarterly Budget Review Statement for the 2018/19 financial year, as presented.
2. Approve the variations as described in Table 1.
3. Note and accept the information provided on the status of the rates and annual charges for the year ending 31 December 2018.

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Item 21 Investments and Term Deposits – month ending 31 December 2018

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Finance Officer – Rachael Carlyle
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 section 625 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, \$1,500,000 worth of term deposits matured, earning Council a total of \$20,119.73 in interest.

In December, the following placements were made in to term deposits:

- \$1,000,000 with WBC at a rate of 2.56%
- \$1,000,000 with WBC at a rate of 2.60%

The balance of the term deposits at the end of the month was \$13,000,002.

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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 \$760,745.84 were made from these accounts and \$413.08 interest was received on the balances in the accounts resulting in a month end balance of \$2,311,000.19.

Income Return

The average rate of return on investments for the month of 2.45% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 2.08% by 37 points or 17.66%.

Council's full year budget for 2018/19 for interest added to investment is \$366,560. At the end of December the amount of interest received and accrued should be around 50.00% of the total year budget, ie. \$183,280.00. On a year to date basis, interest received and accrued totals \$133,502.37 which is 36.42% of the annual budget.

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.

In addition to the at call accounts and term deposits, as at 31 December 2018, Council had a cash at bank balance of \$1,280,260.84.

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Table 1: Investment Balances – 31 December 2018

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB		At Call	At Call	ADI	ADI	1.09%	354.52
NAB		B-Pay	At Call	ADI	ADI	0.00%	83,359.96
ANZ		At Call	At Call	ADI	ADI	0.75%	7,079.80
Regional Australia Bank		At Call	At Call	LMG	LMG	1.75%	1,539.89
T Corp IM Cash Fund		At Call	At Call	P	P	2.20%	218,666.02
CBA At Call		At Call	At Call	ADI	ADI	1.45%	2,000,000.00
Sub-Total							2,311,000.19
Term Deposits							
WBC	26-Sep-18	08-Jan-19	104	ADI	ADI	2.48%	1,000,000
NAB	26-Sep-18	15-Jan-19	111	ADI	ADI	2.65%	1,000,000
AMP	23-Jul-18	21-Jan-19	182	UMG	UMG	2.80%	1,000,001
AMP	23-Jul-18	21-Jan-19	182	UMG	UMG	2.80%	1,000,001
WBC	3-Oct-18	19-Feb-19	139	ADI	ADI	2.52%	1,000,000
Bank of Queensland	4-Sep-18	05-Mar-19	182	LMG	LMG	2.75%	1,000,000
NAB	3-Oct-18	19-Mar-19	167	ADI	ADI	2.68%	1,000,000
NAB	9-Oct-18	02-Apr-19	175	ADI	ADI	2.68%	1,000,000
CBA	22-Nov-18	17-Apr-19	146	ADI	ADI	2.53%	1,500,000
CBA	29-Nov-18	01-May-19	153	ADI	ADI	2.53%	1,500,000
WBC	21-Dec-18	15-May-19	145	ADI	ADI	2.56%	1,000,000

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WBC	21-Dec-18	30-May-19	160	ADI	ADI	2.60%	1,000,000
Sub-Total							13,000,002
Total							15,311,002.19

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Credit Rating Legend

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

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements/ Withdrawals	Closing Balance
NAB	354.52	-	-	354.52
NAB B-Pay At Call	322,537.43	61.69	(239,239.16)	83,359.96
ANZ	7,091.15	3.65	(15.00)	7,079.80
Regional Australia Bank	1,539.04	0.85	-	1,539.89
T Corp IM Cash Fund	218,319.13	346.89	-	218,666.02
CBA At Call	1,000,000.00	-	1,000,000.00	2,000,000.00
Total At Call	1,549,841.27	413.08	760,745.84	2,311,000.19
CBA	1,500,000.00	20,119.73	(1,520,119.73)	-
WBC	1,000,000.00		-	1,000,000.00
NAB	1,000,000.00		-	1,000,000.00
AMP	1,000,001.00		-	1,000,001.00
AMP	1,000,001.00		-	1,000,001.00
WBC	1,000,000.00			1,000,000.00
Bank of Queensland	1,000,000.00		-	1,000,000.00
NAB	1,000,000.00		-	1,000,000.00
NAB	1,000,000.00		-	1,000,000.00
CBA	1,500,000.00		-	1,500,000.00
CBA	1,500,000.00		-	1,500,000.00
WBC			1,000,000	1,000,000.00
WBC			1,000,000	1,000,000.00
Total Term Deposits	12,500,002.00	20,119.73	479,880.27	13,000,002.00
Total	14,049,843.27	20,532.81	1,240,626.11	15,311,002.19

Certification of Responsible Accounting Officer

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

Responsible Accounting Officer

WARRUMBUNGLA SHIRE COUNCIL

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RECOMMENDATION

That Council note and accept the Investments and Term Deposits Report for the month ending 31 December 2018 including a total balance \$16,591,263.03 being:

- \$2,311,000.19 in at call accounts
- \$13,000,002.00 in term deposits
- \$1,280,260.84 cash at bank

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Item 22 Investments and Term Deposits – month ending 31 January 2019

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Finance Officer – Rachael Carlyle
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 section 625 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, \$4,000,002 worth of term deposits matured, earning Council a total of \$43,047.53 in interest.

In January, the following placements were made in to term deposits:

- \$1,000,000 with NAB at a rate of 2.72%
- \$1,000,000 with NAB at a rate of 2.73%
- \$1,000,001 with AMP at a rate of 2.75%

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- \$1,000,000 with AMP at a rate of 2.75%

The balance of the term deposits at the end of the month was \$13,000,001.

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 \$53,779.53 were made from these accounts and \$4,372.59 interest was received on the balances in the accounts resulting in a month end balance of \$2,261,593.25.

Income Return

The average rate of return on investments for the month of 2.51% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 2.07% by 21 points or 0.44%.

Council's full year budget for 2018/19 for interest added to investment is \$366,560. At the end of January the amount of interest received and accrued should be around 58.33% of the total year budget, ie. \$213,826.67. On a year to date basis, interest received and accrued totals \$178,609.45 which is 48.72% of the annual budget.

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.

In addition to the at call accounts and term deposits, as at 31 January 2019, Council had a cash at bank balance of \$569,773.99.

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Table 1: Investment Balances – 31 January 2019

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB		At Call	At Call	ADI	ADI	1.09%	354.52
NAB		B-Pay	At Call	ADI	ADI	0.00%	111,595.43
ANZ		At Call	At Call	ADI	ADI	0.75%	7,069.98
Regional Australia Bank		At Call	At Call	LMG	LMG	1.75%	1,540.74
T Corp IM Cash Fund		At Call	At Call	P	P	2.26%	1,138,331.21
CBA At Call		At Call	At Call	ADI	ADI	1.45%	1,002,701.37
Sub-Total							2,261,593.25
Term Deposits							
WBC	04-Oct-18	19-Feb-19	139	ADI	ADI	2.52%	1,000,000
Bank of Queensland	04-Sep-18	05-Mar-19	182	LMG	LMG	2.75%	1,000,000
NAB	03-Oct-18	19-Mar-19	167	ADI	ADI	2.68%	1,000,000
NAB	09-Oct-18	02-Apr-19	175	ADI	ADI	2.68%	1,000,000
CBA	22-Nov-18	17-Apr-19	146	ADI	ADI	2.53%	1,500,000
CBA	29-Nov-18	01-May-19	153	ADI	ADI	2.53%	1,500,000
WBC	21-Dec-18	15-May-19	145	ADI	ADI	2.56%	1,000,000
WBC	21-Dec-18	30-May-19	160	ADI	ADI	2.60%	1,000,000
NAB	11-Jan-19	12-Jun-19	152	ADI	ADI	2.72%	1,000,000
NAB	15-Jan-19	26-Jun-19	162	ADI	ADI	2.73%	1,000,000
AMP	21-Jan-19	10-Jul-19	170	UMG	UMG	2.75%	1,000,001
AMP	31-Jan-19	24-Jul-19	174	UMG	UMG	2.75%	1,000,000
Sub-Total							13,000,001
Total							15,261,594.25

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Credit Rating Legend

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

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements/ Withdrawals	Closing Balance
NAB	354.52	-	-	354.52
NAB B-Pay At Call	83,359.96	-	28,235.47	111,595.43
ANZ	7,079.80	5.18	(15)	7,069.98
Regional Australia Bank	1,539.89	0.85	-	1,540.74
T Corp IM Cash Fund	218,666.02	1,665.19	918,000	1,138,331.21
CBA At Call	2,000,000.00	2,701.37	(1,000,000)	1,002,701.37
Total At Call	2,311,000.19	4,372.59	(53,779.53)	2,261,593.25
WBC	1,000,000.00	7,066.30	(1,007,066.30)	-
NAB	1,000,000.00	8,058.91	(1,008,058.91)	-
AMP	1,000,001.00	13,961.66	(1,013,962.66)	-
AMP	1,000,001.00	13,960.66	(1,013,961.66)	-
WBC	1,000,000.00	-		1,000,000.00
Bank of Queensland	1,000,000.00	-	-	1,000,000.00
NAB	1,000,000.00	-		1,000,000.00
NAB	1,000,000.00	-		1,000,000.00
CBA	1,500,000.00	-		1,500,000.00
CBA	1,500,000.00	-		1,500,000.00
WBC	1,000,000.00	-		1,000,000.00
WBC	1,000,000.00	-		1,000,000.00
NAB	-	-	1,000,000.00	1,000,000.00
NAB	-	-	1,000,000.00	1,000,000.00
AMP	-	-	1,000,001.00	1,000,001.00
AMP	-	-	1,000,000.00	1,000,000.00
Total Term Deposits	13,000,002.00	43,047.53	(43,048.53)	13,000,001.00
Total	15,311,002.19	47,420.12	(96,828.06)	15,261,594.25

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Certification of Responsible Accounting Officer

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

Responsible Accounting Officer

RECOMMENDATION

That Council note and accept the Investments and Term Deposits Report for the month ending 31 January 2019 including a total balance \$15,831,368.24 being:

- \$2,261,593.25 in at call accounts
- \$13,000,001.00 in term deposits
- \$569,773.99 cash at bank

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Item 23 Guideline for School Bus Routes and Bus Stops

Division:	Technical Services
Management Area:	Asset and Design Services
Author:	Road Safety Officer – Cheyenne O'Brien
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI3 Roads throughout the Shire are safe, well-maintained and appropriately funded

Reason for Report

The reason for this report is final endorsement of the Guideline for School Bus Routes and Bus Stops.

Background

Warrumbungle Traffic Advisory Committee and the Roads and Maritime Services suggested that Council have a guideline to effectively communicate to the public the key responsibilities of each stakeholder for school bus stops.

This guideline was created to allow Council to communicate to key stakeholders on their responsibilities involving school bus stops as well as outline what Council will consider when approving a new school bus route. Responsibilities were obtained from NSW Transport documents and are current and valid for all bus stop stakeholders in NSW.

This guideline was presented to Council in November 2018 through the Traffic Advisory Committee minutes. The guideline was placed on public exhibition on 15 December 2018. The guideline was sent to all schools within the Shire, several bus operators, and was advertised through town newspapers, Council's website and social media.

Issues

One verbal comment was received from a community member that involved further clarification of the school's responsibility when students embark and disembark a bus to directly enter or exit a school. This guideline was updated to factor in this comment.

Options

Council may or may not wish to endorse the guideline, however, the guideline will enable clearer communication of each stakeholders responsibility for school bus stops and routes within Warrumbungle Shire.

Financial Considerations

Nil.

Attachment

1. Draft Guideline for School Bus Routes and Bus Stops

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RECOMMENDATION

That Council endorse the document 'Warrumbungle Shire Council Guideline for School Bus Routes and Bus Stops'.

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Item 24 Proposed Road Name Change from Wool Road to Booloola Road, Goolhi

Division:	Technical Services
Management Area:	Asset & Design Services
Author:	Emergency Services Coordinator – Phil Southwell
CSP Key Focus Area:	Rural & Urban Development
Priority:	RU4 – Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

Purpose

The purpose of this report is to provide Council with the response received from Gunnedah Shire Council in relation to Council's request to change the road name within their Shire from Booloola Road to Wool Road, thus allowing for the rationalisation of the road name in both Shires (Resolution No 27/1819).

Background

Council wrote to Gunnedah Shire Council and conducted a survey of residents along Wool Road including the resident at the property 'Booloola' that is within the Gunnedah Shire.

Gunnedah Shire Council has objected to the renaming of Booloola Road to Wool Road on the grounds that their section of road is Gazetted and Warrumbungle Shire's section is not (*refer to Attachment 1*).

A Geographical Names Board search of Wool Road indicates that it is not Gazetted but 'In Use' whereas Booloola Road was Gazetted by Gunnedah Shire on 23 April 2004.

Issues

Numerous complaints along this road have been received over the years and having two names for one road will remain an issue with the Geographical Names Board (GNB).

There are eight (8) residents with rural addressing along Wool Road. Of the eight (8) residents, seven are Warrumbungle Shire ratepayers and the other property, 'Booloola' is a Gunnedah Shire ratepayer.

An attempt was made via post to gain an opinion from the 'Booloola' property owner regarding the road naming proposal; however, to date a response has not been received.

Options

With no further options available to Warrumbungle Shire, Council should consider changing its section of Wool Road to Booloola Road.

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There will be no rural address numbering changes only the road name change.

Financial Considerations

There are no financial implications.

Attachments

1. Gunnedah Shire Council – Objection to Road Naming Proposal
2. Locality Map – Wool Road and Booloolo Road

RECOMMENDATION

That Council change the name of Wool Road within Warrumbungle Shire to Booloolo Road as per Gunnedah Shire, subject to consultation with relevant property owners.

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Item 25 'Starship Enterprise' Emergency Management Exercise

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI2 The long-term wellbeing of our communities is supported by ongoing provision of high quality health and aged care, education, policing, and public safety, child, youth and family support, environmental protection and land management

Reason for Report

The purpose of this report is to commit Council to participation in a desk top emergency management exercise called 'Local Emergency Management Committee (LEMC) Starship Enterprise'

Background

The aim of the 'LEMC Starship Enterprise' exercise is to provide an environment where LEMC agencies, functional areas, service providers, Council and local business can self assess their readiness to respond to an unprecedented disaster and provide support to the community. The exercise is facilitated by the Regional Emergency Management Officer (REMO) and it is proposed that the exercise will be held in Coonabarabran.

The aim of the Starship Enterprise exercise is to test the local Emergency Management Plan, supporting plans and business continuity plans of all stakeholders based on an unprecedented disaster that impacts all the communities within the Warrumbungle Local Government Area.

From information supplied by the REMO:

'The exercise is designed to highlight local emergency management arrangements, command, control and coordination arrangements, community capacity and capability, identify limitations, identify triggers and escalation expectations, identify community engagement and communication strategies.'

'The target audience is expected to be the whole LEMC membership including emergency service organisations, functional area supporting agencies, utilities and service providers, local businesses and community representatives.'

The following agencies will be invited to participate in the Starship Enterprise exercise:

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NSW Police Force	Local Emergency Management Officer
Volunteer Rescue Association	LGA General Manager
NSW State Emergency Service	Education Department School Principals
NSW Rural Fire Service	Aged Care Facilities
NSW Fire & Rescue	Banking and Finance
NSW Health	Commerce Representatives
NSW Ambulance	Food Industry Representatives
Local Land Services / DPI	Local Communications Technician
Essential Energy	Local Welfare – Community Partners
Fuel Industry / Service Stations	Community Leaders / Representatives
Local Government representatives from Community Engagement, Environment, Transport, Water, Sewerage, Economics, Tourism.	

Evaluation of the exercise will focus on business continuity, the Emergency Management Plan, command, control, coordination, and communication. Data collection and assessment will be captured by designated evaluators provided by the Office of Emergency Management.

The date nominated for the Starship Enterprise exercise is Friday, 24 May 2019. The exercise will take a day to complete.

Issues

Council is expected to provide necessary staff to participate in the exercise as well as the venue and catering for the day.

Media and publicity around the event will be jointly managed by the REMO and Council. The public message will be 'is your community disaster ready?'

Options

Council has the option of participating in the proposed exercise or it has the option of declining to participate.

Financial Considerations

The cost to Council of participating in the exercise are those associated with staff time and catering, which all up is estimated to be around \$2,500 for the day. The costs associated with the exercise can be managed within existing budget allocations.

RECOMMENDATION

That Council participates in the emergency management exercise called 'Starship Enterprise' which is facilitated by the Regional Emergency Management Officer with Council and NSW Police as lead agencies.

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Item 26 Liverpool Range Wind Farm – Voluntary Planning Agreement

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

Reason for Report

To consider the outcome of public consultation undertaken in respect of the draft Voluntary Planning Agreement for the Liverpool Range Wind Farm and to seek Council's approval to enter into the agreement with Upper Hunter Shire Council and Epuron Pty Ltd.

Background

On 27 March 2018, the Department of Planning and Environment under the delegation of the Minister for Planning, approved Development Application No. SSD 6696 for the Liverpool Range Wind Farm.

The approved development involves the installation, operation, maintenance and decommissioning of a wind farm comprising up to 267 turbines, with a maximum tip height of 165 metres (m) and hub height of 100 m.

Should all 267 proposed turbines be built, the project would have a generating capacity of approximately 960 megawatts (MW) depending on the turbine models chosen. The wind farm would be the largest wind farm in NSW, generating up to 2,760,000 megawatt hours (MWh) of electricity annually, which is equivalent to the energy consumption of about 460,000 homes.

Two hundred and eighteen (218) of the 267 turbines will be located within the Warrumbungle Local Government Area.

Condition No. 17 of the development consent requires the Applicant (Epuron Pty Ltd) to enter into a Voluntary Planning Agreement (VPA) with Warrumbungle Shire Council and Upper Hunter Shire Council.

Council, at its meeting held on 25 June 2018, resolved the following:

461/1718 RESOLVED

1. That:

- i. Council endorse the draft Voluntary Planning Agreement (VPA) between Epuron Pty Ltd, Upper Hunter Shire Council and*

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Warrumbungle Shire Council for the recently approved Liverpool Range Wind Farm.

- ii. *Once endorsed by each Council listed above, public notice of the proposed VPA shall be given with a copy of the document made available for inspection by the public for a period of not less than 28 days to allow for feedback.*
 - iii. *After the completion of the public notice period, if there are no substantive matters raised, the proposed VPA shall be put to a meeting of each Council and after resolutions are made the agreement shall be executed by all the parties.*
 - iv. *Warrumbungle Shire Council delegates authority to the General Manager to sign and execute the VPA.*
 - v. *Upon all parties executing the VPA, a copy of the agreement shall be provided to the Minister, via the Department of Planning & Environment, within 14 days after the agreement has been entered into.*
 - vi. *Council, having entered into the VPA, shall, for the duration of the agreement place the VPA on a planning agreement register and record in the register a short description of the agreement (including any amendment) that applies to the area of Council, including the date the agreement was entered into, the names of the parties and the land to which it applies.*
2. *That Council, having entered into the VPA shall, for the duration of the agreement include in its annual report particulars of compliance with and the effect of the planning agreement during the year to which the report relates.*

Issues

A total of eight (8) submissions have been received by Warrumbungle and Upper Hunter Shire Councils in response to the public exhibition of the draft VPA.

The submissions have raised various issues with the draft agreement which are summarised in a response to submissions table in *Attachment 1* to this report.

After considering the issues raised in the submissions, numerous amendments have been made to the draft VPA and the Section 355 Committee Operating Principles (Schedule 2). The key amendments are summarised as follows:

1. Include a definition of “road maintenance” and make consequential amendments to the definition of “road maintenance fund”.

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2. Amend clause 5.4(b) to change the ratio between the Community Enhancement Fund (CEF) and Road Maintenance Fund to reflect further costings carried out by Councils. In this regard, an estimate of potential road maintenance costs has been calculated by each Council which suggests that the allocation to road maintenance could be reduced to 23% of the net development contribution. Accordingly, it is recommended that Clause 5.4(b) be amended such that 23% of the net development contribution is allocated to the road maintenance fund and 77% is allocated to the community enhancement fund.
3. Add clauses 5.4(d) and (e) to provide for the ratio between the two funds to be reviewed every three (3) years with consideration given to the Council's operational plans. At the end of each three (3) year period, unspent funds shall be returned to the community enhancement fund. Any change to the ratio shall be subject to the amended provisions of Clause 10(b).
4. Amend clause 10(b) to make it clear that an amendment of the Agreement must be publicly notified as required by the *Environmental Planning and Assessment Act 1979* and Regulation.
5. Consequential amendments to clause 5.4(c), the definitions of "Managing Council" and "Strategic Reserve" and clause 18(b) as a result of amendments to Schedule 2 (see below).

Schedule 2 Community Enhancement Fund

A large portion of the submissions received raised concerns in relation to the operation of the CEF Committee. As a result, Schedule 2 has been amended as summarised below.

1. Change the name from "operating principles" to "Constitution" and include a template "Instrument of Delegation".
2. Include headings and new formatting and re-order the content.
3. Use defined terms consistently throughout.
4. Add a 'recitals' and 'purpose' sections.
5. The role of the CEF Committee now includes the power to determine applications for grant funding from the CEF. Previously, the Committee was to make a recommendation and the decision was made by resolution of both councils. It is considered that this change will assist in avoiding disputes between the Host Councils; will make the Committee more efficient; place less administrative burden on the Councils; and make grant allocations more transparent. Further, this change will provide a degree of separation and impartiality, particularly in relation to the determination of grant applications made by the Councils.
6. Remove the role of the CEF previously at clause (d)(i) in relation to annual review of the draft operational plans. There were several problems with this clause in that a council's operational plan does not include "land use planning

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standards”, the committee does not have the power to amend the operational plan and it is questionable whether the committee would be qualified to carry out this kind of exercise. As noted above, Clause 5.4(d) has been inserted into the VPA to provide for the ratio between the CEF and road maintenance fund to be reviewed every three (3) years with consideration given to the Council’s operational plans. At the end of each three (3) year period, unspent funds shall be returned to the community enhancement fund.

7. Amendments and additions have been made to the eligibility criteria.
8. More detail is provided in relation to the operation of the committee, including the establishment of the inaugural committee, who is the chair of the committee and providing for application of a Code of Meeting Practice and Code of Conduct.

The above amendments have been accepted by Epuron.

As all of the proposed amendments are intended to address the community concerns raised, it is not necessary to re-exhibit the draft agreement.

A copy of the amended VPA is provided in *Attachment 2*.

A copy of the submissions received will be provided to Councillors under separate cover.

Options

1.
 - a) Pursuant to Section 7.4 of the *Environmental Planning and Assessment Act 1979*, enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm;
 - b) Delegate authority to the General Manager to execute the Voluntary Planning Agreement.
2. Not enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.

Financial Considerations

On the basis that all 267 turbines are constructed, the total annual contributions payable by the wind farm owner under the VPA would equate to approximately \$801,000 (in today’s dollars). Of this, \$654,000 per annum would be attributable to the 218 turbines located within the Warrumbungle local government area (LGA).

Taking into account the administration allowance of \$20,000 per annum and an allocation of 23% of the net balance to the Road Maintenance Fund, approximately \$179,630 per annum would be available for road maintenance across both LGAs. Of this, it is estimated that approximately \$137,417 (76.5%) would be available each year for the maintenance of roads impacted by the wind farm within the Warrumbungle LGA.

Attachments

1. Summary of submissions received.

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2. Final draft Liverpool Plains Wind Farm Voluntary Planning Agreement.

RECOMMENDATION

That Council:

1. Pursuant to section 7.4 of the *Environmental Planning and Assessment Act 1979*, enter into a Voluntary Planning Agreement with Upper Hunter Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.
2. Delegate authority to the General Manager to execute the Voluntary Planning Agreement.

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Item 27 Development Applications – December 2018

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer Environment and Development Services – 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

(i) Approved – December 2018

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA49/2018	24/10/2018	06/12/2018	Ronald Lightowlers	39 Booyamurra Street	Coolah	Dual Occupancy	15
DA58/2018	13/11/2018	10/12/2018	Warrumbungle Steel Buildings	2 Dalgarno Street	Coonabarabran	New Awning	21
DA59/2018	14/11/2018	06/12/2018	Taylor Made Buildings	183 Kurrajong Road	Bugaldie	Installation of Manufactured Home	8
DA65/2018	10/12/2018	20/12/2018	Kim Potbury	33 Tucklan Street	Dunedoo	New Garage/Shed	0

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

^ Development from the February 2017 Sir Ivan Bushfires

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RECOMMENDATION

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

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Item 28 Development Applications – January 2019

Division: Development Services

Management Area: Regulatory Services

Author: Administration Officer Environment and Development Services – 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

(ii) Approved – January 2019

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA1/2019	02/01/2019	29/01/2019	Taylor Made Buildings	35 Cox Lane	Coolah	Installation of Manufactured Home	15
DA7/2019	11/01/2019	16/01/2019	Richard Blackman	John Street	Coonabarabran	Stables	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 January 2019, under Delegated Authority.

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Item 29 Reports to be Considered in Closed Council

Item 29.1 Forensic Audit Report

Division: Executive Services

Author: General Manager – Roger Bailey

Summary

The purpose of this report is to provide further advice to Council on the forensic audit undertaken in June 2018 and the subsequent actions.

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 personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors)

RECOMMENDATION

That the Forensic Audit report be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

Item 29.2 Organisational Development Monthly Report – February 2019

Division: Executive Services

Author: Acting Manager Human Resources – Chris Kennedy

Summary

The purpose of this report is to update Council in relation to activities undertaken by Organisational Development including Staffing and Recruitment, Training and Workplace Health and Safety (WHS).

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 personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors)

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RECOMMENDATION

That the Organisational Development Monthly Report – February 2019 be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

Item 29.3 Managed Services – Support and Maintenance IT End User Support

Division: Corporate and Community Services

Author: Acting PA to the Director Corporate and Community Services –
Claudia Westoby

Summary

The purpose of this report is to seek Council approval for the extension of the Managed Services – Support and Maintenance IT End User Support Agreement with Tamworth Regional Council until end June 2020.

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 Managed Services – Support and Maintenance IT End User Support 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 29.4 Request for Write-Off of Rates and Charges – Assessment Number 10022390

Division: Corporate and Community Services

Author: Acting Director Corporate and Community Services –
Louise Johnson

WARRUMBUNGLE SHIRE COUNCIL

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Summary

The purpose of this report is to put forward a request to write-off of rates, charges and interest for Assessment Number 10022390 due to financial hardship.

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 the personal hardship of a ratepayer and is classified **CONFIDENTIAL** under section 10A(2)(b) of the Act, which permits the meeting to be closed to the public for business relating to the following:

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

RECOMMENDATION

That the Request for Write-Off of Rates and Charges – Assessment Number 10022390 be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with the personal hardship of a ratepayer.

Item 29.5 Request for Write-Off of Rates and Charges – Assessment Number 10024719

Division: Corporate and Community Services

Author: Acting Director Corporate and Community Services –
Louise Johnson

Summary

The purpose of this report is to put forward a request to write-off of rates, charges and interest for Assessment Number 10024719 due to financial hardship.

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 the personal hardship of a ratepayer and is classified **CONFIDENTIAL** under section 10A(2)(b) of the Act, which permits the meeting to be closed to the public for business relating to the following:

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

RECOMMENDATION

That the Request for Write-Off of Rates and Charges – Assessment Number 10024719 be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with the personal hardship of a ratepayer.

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Item 29.6 Tenders for Hire of Various Plant Items on a Casual Basis – 2019

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

Summary

The purpose of this report is to assess tender submissions received for hiring of earthmoving plant and trucks.

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 information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business, 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)(c)-(d) 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
- (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 Tenders for Hire of Various Plant Items on a Casual Basis – 2019 report be referred to Closed Council pursuant to section 10A(2)(c)-(d) 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 the council is conducting (or proposes to conduct) business, 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 29.7 Three Rivers Regional Retirement Community Information Report – February 2019

Division: Environment and Development Services

Author: Director Environment and Development Services – Leeanne Ryan

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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.

The item relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is classified **CONFIDENTIAL** under section 10A(2)(g) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (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 – February 2019 be referred to Closed Council pursuant to section 10A(2)(g) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Item 29.8 Modified Proposal for Three Rivers Regional Retirement Community

Division: Environment and Development Services

Author: Director Environment and Development Services – Leeanne Ryan

Summary

The purpose of this report is to provide a number of options to enable a modified proposal to be presented to the two funding bodies, being Restart NSW and National Stronger Regions, for the project known as the Three Rivers Regional Retirement Community for consideration to enable the project to move forward.

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 information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business, 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, advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is classified **CONFIDENTIAL** under sections 10A(2)(c), (d), (g) of the Act, which permits the meeting to be closed to the public for business relating to the following:

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- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret
- (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 Modified Proposal for Three Rivers Regional Retirement Community report be referred to Closed Council pursuant to section 10A(2)(c), (d), (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 the council is conducting (or proposes to conduct) business, 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, 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 that:

1. Council go into Closed Council to consider business relating to confidential information.
2. 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.
3. 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).