

5 October 2011

«Title__Name»
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Councillors

YOU ARE HEREBY SUMMONED to attend an **ORDINARY MEETING** of **COONAMBLE SHIRE COUNCIL** to be held in the **QUAMBONE HALL** on **WEDNESDAY, 12th OCTOBER, 2011** commencing at 9.00 am.

BUSINESS OF THE MEETING:

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Yours faithfully
RICK WARREN
General Manager

5. DEPUTATIONS/ DELEGATIONS
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

**9.30 a.m. Representatives of Quambone Business and
 Tourism Services**

6. DECLARATION – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

**7. CONFIRMATION OF MINUTES
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011**

**7.1 MINUTES OF EXTRAORDINARY MEETING OF COONAMBLE SHIRE
COUNCIL HELD IN THE SHIRE CHAMBER, COONAMBLE, ON
WEDNESDAY, 14TH SEPTEMBER 2011 COMMENCING AT 9.10 A.M.**

PRESENT: Cr. Tim Horan, in the Chair, with Crs. J. Canham, T. Cullen, M. Webb, D.Schieb, B.O'Brien and A. Karanouh.
Also present were the General Manager, Mr. Warren, the Director of Corporate Services, Mr. Quarmby, the Director of Corporate and Community Services, Ms Tasker and Mrs Moorhouse.

At this juncture, the General Manager advised that he would assume the role of Returning Officer and said Council should decide how it wished to conduct the ballot. The Mayor vacated the Chair.

9345 RESOLVED on the motion of Crs Horan and Canham that voting be 'open' by a show of hands.

1. ELECTION OF MAYOR

The Returning Officer advised that he had two nominations for the position of Mayor, namely:

Councillors Timothy Horan and Don Schieb.

The Returning Officer asked a show of hands be given for Cr Timothy Horan (4 votes) and for Councillor Don Schieb (3 votes). He therefore declared Cr Timothy Horan elected as Mayor for the ensuing 12 months.

2. NOMINATION AND ELECTION OF DEPUTY MAYOR

The Returning Officer informed the meeting that he had two nominations for the position of Deputy Mayor, namely:

Councillors Don Schieb and Michael Webb.

The Returning Officer requested that a show of hands be given for Councillor Michael Webb (4) votes and Councillor Don Schieb (3 votes). He therefore declared Cr. Michael Webb elected Deputy Mayor for the ensuing 12 months.

The Mayor resumed the Chair and thanked Councillors for their support and confidence. He said he is looking forward to another challenging 12 months and continuing the work and projects this Council is looking to achieve.

3. ELECTION OF VARIOUS COUNCIL COMMITTEES (1 Year Term)

The meeting noted that the Mayor, by virtue of his office, shall be a member of every Committee (cl. 260(2) of the Local Government (General) Regulation 2005).

The Mayor invited Councillors to remove themselves from or include themselves on various committees in which they are interested in participating. Discussion took place regarding the Committees and their current delegates.

It was noted that Cr. Karanouh agreed to again be a delegate on the Moorambilla Committee. The 2010 Extraordinary Meeting Minutes were checked and it was found that Cr. Karanouh was the delegate on the Employment Circle.

9346 RESOLVED on the motion of Crs. Cullen and Karanouh that the following Councillors be Council's delegates on the Committees listed hereunder:

- (a) **Saleyards Management Committee:**
Councillor Cullen (also Director of Corporate Services and Saleyards Manager)
- (b) **Conduct Committee:**
OROC Panel (Coonamble representative Kevin Keady)
- (c) **Farming Committee:**
Councillor Cullen (with Manager – Rural Industries)
- (d) **Quarry Management Committee:**
Councillors Schieb & Cullen (with Director Corporate Services & Director Engineering Services)
- (e) **Roads Committee:**
All Councillors (with Director of Engineering Services & Director of Corporate Services).
- (f) **Parks & Gardens Committee:**
Councillors Cullen, Canham and O'Brien (with Director of Corporate Services or his nominee).
- (g) **Other Committees:**

The meeting noted that other committees may be formed during the life of Council – these committees may be either permanent or “sunset”.

**4. ELECTION OF DELEGATES - VARIOUS OUTSIDE COMMITTEES
(One Year Term)**

9347 RESOLVED on the motion of Crs. Cullen and Canham that the following Councillors be Council's delegates on the Committees listed hereunder:

- (a) **Traffic Facilities Committee:**
Councillor Webb (with Cr Karanouh representing the Local Member and the Director of Engineering Services or his nominee)
- (b) **Melbourne – Brisbane Rail Freight Corridor:**
Councillors Cullen and Karanouh
- (c) **Bush Fire Management Committee:**
Councillor Webb (with Director of Corporate Services)
- (d) **Great Inland Way Tourist Promotions**
- (j) **Tourism Committee**

9348 RESOLVED on the motion of Crs. Schieb and Webb that the two tourist committees, i.e. (d) Great Inland Way Tourist Promotions and (j) Tourism Committee be combined as:

- (d) **Tourism Promotion Committee:**
Councillor Schieb (with the General Manager and the Director of Corporate & Community Services)
- (e) **Outback Arts:**
Councillor O'Brien (Alternate Cr Karanouh)
- (f) **Coonamble Rural Transaction Centre Committee:**
Councillors Cullen and O'Brien
- (g) **Local Emergency Management Committee:**
Deputy Mayor and Director of Engineering Services
- (h) **Closed Circuit Television Committee:**
Councillors Canham and Schieb (with Director of Engineering Services)
- (i) **Moorambilla Steering Committee:**
Councillors Horan and Karanouh
- (k) **Employment Circle:**
Councillor Karanouh
- (l) **Reference Group:**
General Manager

- (m) **Bore Baths Project Steering Committee:**
Councillors Karanouh and O'Brien.

5. REGULAR MEETING DAY

The General Manager informed the meeting that Section 365 states that Council is required to meet at least 10 times each year, each time in a different month.

9349 RESOLVED on the motion of Crs. Canham and O'Brien that Council agree to hold its Ordinary Meeting on the second Wednesday of each month, excluding January, commencing at 9.00 a.m. **AND FURTHER** that the March meeting be held at Gulargambone and the October meeting at Quambone.

6. NOTICE OF MEETINGS

9350 RESOLVED on the motion of Crs. Canham and Webb that the information contained in Section 367 concerning notice of meetings be noted.

7. MEETING QUORUM

The meeting noted a 'meeting quorum' is the majority of the Councillors of the Council who hold Office for the time being and are not suspended from Office.

9351 RESOLVED on the motion of Crs. Canham and Webb that this information be noted.

8. PECUNIARY INTEREST FORMS

9352 RESOLVED on the motion of Crs. Canham and O'Brien that the Pecuniary Interest forms be completed and returned to the Director of Corporate Services no later than 30 September, 2011.

9. ELECTION OF COMMITTEES OF COUNCIL – SECTION 355

The meeting noted that the Mayor, by virtue of his office, shall be a member of every Committee (cl. 260(2) of the Local Government (General) Regulation 2005).

RESOLVED on the motion of Crs. that Council note the names of delegates appointed to the following s355 Committees of Council (which were appointed for a four year term expiring 2012):

- (a) **Coonamble Streets Ahead Committee:**
Councillors Schieb and Karanouh
- (b) **Quambone Resources Committee:**
Councillor O'Brien (Alternate:Councillor Canham)

- (c) **Coonamble Senior Citizens Association:**
Councillor Webb
- (d) **Gulargambone Memorial Hall Committee:**
Councillor O'Brien
- (e) **Coonamble After School Care Committee:**
Councillor O'Brien
- (f) **Coonamble Heritage & Historical Museum Committee:**
Councillors Webb and Cullen
- (g) **Conn Family Trust:**
Mayor and General Manager (together with David Ryan, Geoff Secombe, Ann Wiatkowski, Kylie Parry & Elizabeth Head)
- (h) **Combara Hall Committee:**
Mrs Lee O'Connor

**10. ELECTION OF REPRESENTATIVES TO COMMITTEES
(FOUR YEAR TERM)**

9353 RESOLVED on the motion of Crs. Webb and Canham that Council note names of delegates appointed for a four year term to the following organisations (expiring 2012) that delegates be appointed to represent Council for the four year term (expiring September 2012) on the following Committees :

(a) Castlereagh Macquarie (Weeds) County Council:
Councillors Schieb and Webb (Alternate: Cr Cullen)

(b) North Western Co-operative Library Service:
Councillor O'Brien (with the Librarian)

(c) Barwon Darling Alliance:
Mayor and General Manager (Alternate: Cr Schieb)

9354 RESOLVED on the motion of Crs. Webb and Canham that the Barwon Darling Alliance be deleted as it now longer functions.

(d) Orana Regional Organisation of Councils (OROC)
Mayor and General Manager

(e) OROC – Health Issues:
Councillor O'Brien.

This concluded the business and the meeting closed at 9.28 a.m. These minutes (Pages 1/4914 to 5/4918) be confirmed on the day of 2011 and are a full and accurate record of proceedings of the extraordinary meeting of Council held on 14 September 2011

MAYOR

**7.2 MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL
HELD IN THE SHIRE CHAMBER, COONAMBLE, ON WEDNESDAY, 14TH
SEPTEMBER 2011 COMMENCING AT 9.28 A.M.**

PRESENT: Cr Tim Horan, Mayor, in the Chair, with Crs. J. Canham, B. O'Brien, T. Cullen, M. Webb, D. Schieb and A. Karanouh.
Also present were the General Manager, Mr. Warren, the Director of Corporate Services, Mr. Quarmby, the Director of Corporate and Community Services, Ms Tasker and Mrs Moorhouse.

The meeting noted that Director of Engineering Services, Mr. Kel Brodbeck is on leave.

2.0 ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND

At this juncture, the Mayor acknowledged the original owners of the land, both past and present.

3.0 PUBLIC QUESTION TIME

Nil

4.0 APOLOGY

Nil

5.0 DELEGATIONS

Council noted that the following delegations would be at this meeting:

- (1) Mr Paul Loxley – School Education Director, together with representatives of Coonamble High and Coonamble Primary Schools, Liaison Officers and Student Services Officer from Dubbo.
- (2) Natalie Boyd & Kathy Jones – KJA – Community Strategic Planning Presentation.
- (3) Steve & Jenny Baldwin – to accompany Council to lunch.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 CONFIRMATION OF THE MINUTES

9355 RESOLVED on the motion of Crs O'Brien and Schieb that the minutes of the Ordinary Meeting of Coonamble Shire Council, held on 10 August, 2011, be confirmed.

BUSINESS ARISING:**Gulargambone Young Mums Group:**

In response to a question from Cr. O'Brien, the General Manager said that the exact nature of the Group's request has not been confirmed.

8.0 RESOLUTION BOOK UPDATE

9356 RESOLVED on the motion of Crs. Webb and O'Brien that the Resolution Book Update be received and dealt with.

MATTERS ARISING:**(a) Youth Training Positions within Council – Min No 8729**

Cr. Schieb referred to the opportunity for financial assistance through grant funding to employee trainees for longer periods. He said that four or five businesses have recently taken on students. The General Manager said that Council is continuing to work on options that can include the employment of students in Council's workforce.

DELEGATION – EDUCATION DEPARTMENT

At this juncture, Mr. Paul Loxley and representatives of both the Coonamble High and Coonamble Public Schools were received to the meeting. They were also accompanied by the Support Officers, Sandra Gray and Tammie Baker.

The delegation outlined procedures, methods and incentives which had been implemented in an attempt to encourage students to attend school. It was advised when students have less than 85% attendance rate, home enquiries are made and a personal attendance plan implemented with parents endeavouring to improve the situation. It was pointed out that the people who are responsible for doing this are members of the Learning Support Team. Council was advised that support of parents is crucial in getting these plans to work. If students have days at a time off school, outside agencies are called in as well as the Home School Liaison Office and Department of Community Services is notified.

Council noted that there is a *GET SMART* attendance initiative between the Department of Education and Communities and the NSW Police which targets students whose attendance is poor, with many unexplained absences in the term. Councillors were advised the initiative also included several Joint Anti Truancy operations throughout the community and involved speaking with community members and local business houses about the expectations of school attendance and ways of promoting this.

Cr Karanouh asked whether any there had been any prosecutions against parents – Council was advised that four local families are to face Court in Coonamble on Friday. Cr. Webb asked why the Joint Anti Truancy Operations did not include Friday and was advised it was carried out over the four days Monday – Thursday. Cr. Cullen asked the definition of ‘truancy’ and was advised that a truant is a student whose parent/carer thought was at school, but in fact, was not.

Mr Loxley said the truancy figures in Coonamble are low in comparison to other centres. Cr O’Brien said that students who are suspended should be directed to an alternate learning centre. The General Manager advised that, together with the Principal of the Coonamble High School, Council is working to provide options to students. It was noted that the curriculum is adjusted to suit students and to make available subjects they want to study.

The Mayor thanked the deputation for its presentation and discussion with Council. He commended staff on their commitment and invited the delegation to join Councillors for morning tea.

At this juncture, 10.19 am the meeting adjourned for morning tea and resumed at 10.50 a.m.

9.0 MAYOR’S ACTIVITY REPORT

The Mayor provided Council with a verbal report on activities during the past month, which included the following:

- Destination 2036 – Attended meeting in Dubbo with General Manager. He said the meeting had a pre-determined agenda and was managed to get the outcomes sought. Regarding amalgamations, the Mayor said in the future it seems that western councils may be incorporated under Fair Trading and run by a committee.
- Fluoride – the Mayor said he was disappointed this has not been completed. He requested a comprehensive report come to Council. The General Manager said that training was still being undertaken. He also said that the proposed water treatment plant may not be compatible with the fluoride installation.
- Early opening of hotel in main street – Cr Horan said he was disappointed to see that SOTS is opening early in the morning – it seems nothing can be done, but it was also important to put Council’s disapproval on record.

9357 RESOLVED on the motion of Crs. O’Brien and Horan that Council write to the Liquor Accord, voicing its disapproval at the early opening of the Sons of the Soil Hotel, saying that Council feels it is totally inappropriate to operate from such an early hour.

- Yatton Purchase – the Mayor said he was disappointed with rumours circulating at the moment in regard to this purchase. The General Manager reiterated the purchase process which, in fact, did not involve any Councillor. The Mayor referred to Ginty Estate and reasons for not proceeding with development into a residential estate. The General Manager said that “Yatton” was zoned rural small holding 1”c” and had been on the market for a considerable time before Council made the decision to purchase. Cr Cullen suggested that Council write to the petitioners – the General Manager said this would be done.

At this stage, 11.09 a.m., Cr. Cullen left the meeting.

- Crime statistics – the Mayor said that in the last release of crime figures, Coonamble is in the top 11 categories – pointing out that last time it was in only 5 categories.
- Business Information Evening – the Mayor said the event was successful – he thanked Crs O’Brien, Karanouh and Schieb for attending and said a lot of employment agencies were represented.

9358 RESOLVED on the motion of Crs Horan and Canham that the verbal report provided by the Mayor be adopted.

10.0 CORRESPONDENCE

9359 RESOLVED on the motion of Crs. O’Brien and Canham that the Correspondence be received and dealt with.

Section A –For Council’s Consideration:

10.1 COONAMBLE STREETS AHEAD COMMITTEE R8-10(35457)

9360 RESOLVED on the motion of Crs. Canham and O’Brien that Council raise no objection to the closure of Castlereagh Street, from the Peace Tree to the Aberford Street intersection, for the Christmas Party on Thursday, 16 December, 2011 subject to prior approval having been obtained from the local Police.

10.2 PRESIDENT OF COONAMBLE CHILDREN’S SERVICE MANAGEMENT COMMITTEE C8+S6(35461)

9361 RESOLVED on the motion of Crs. Webb and O’Brien that Council advise Coonamble Children’s Service Management Committee that it is unable to assist in the provision of a driver of the bus from its current workforce.

10.3 PETER HURST, USU REPRESENTATIVE S6-10(35547)

9362 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council confirm the action of the General Manager in agreeing to the request to allow the annual picnic holiday to be observed on Friday 30 September, 2011, in accordance with the Local Government (State) Award and Council policy.

10.4 QUAMBONE BUSINESS AND TOURISM SERVICES (QBATS) C8+D7(35601)

9363 RESOLVED on the motion of Crs. O'Brien and Schieb that Council endorse the General Manager's action in advising the Quambone Business and Tourism Services that Council has no funds available but the matter has been referred to the Grants Officer to take action when appropriate funding opportunities arise.

10.5 NARRABRI SHIRE COUNCIL S16 (35620)

9364 RESOLVED on the motion of Crs Webb and Schieb that Council advise Narrabri Shire Council that it declines to become involved as the issue is between the RSPCA and Ms Downey.

10.6 MR NEIL W KENNEDY PR2460-2(35473)

Saying he is concerned at the decision by Council to buy the property "Yatton" and its decision to subdivide into 5 acre building blocks.

10.7 MR B R COLWELL & 16 OTHER SIGNATORIES PR2460-2(35548)

Expressing deep concern and distress over Council's decision to purchase the property "Yatton" with the intention of subdividing it into housing blocks.

Council noted that Items 10.6 & 10.7 refer to the same subject and dealt with them together.

9365 RESOLVED on the motion of Crs. Canham and Webb that Council instruct the General Manager to provide a response to Messrs. Kennedy and Colwell and all other signatories to the petition.

10.8 KYLIE PARRY - PARTNER – COONAMBLE VETERINARY SURGERY A3(35596)

Expressing deep concern the direction Coonamble Shire has taken with its organization restructure.

9366 RESOLVED on the motion of Crs. O'Brien and Schieb that Council instruct the General Manager, in conjunction with the Mayor, to prepare a response to Mrs Kylie Parry's letter.

**10.9 QUAMBONE BUSINESS AND TOURISM SERVICES (QBATS)
L4(35602)**

9367 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council decline the request to reimburse the amount of \$144 paid to replace the damaged fan in the air conditioner at the Quambone Library due to the lapse of time.

**10.10 QUAMBONE BUSINESS AND TOURISM SERVICES (QBATS)
L4(35603)**

The General Manager informed the meeting that the review of operations at Quambone Library, as requested at the April meeting, will be presented to Council in October, 2011 at which time borrowing statistics will be available.

9368 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council note the information.

**10.11 QUAMBONE BUSINESS AND TOURISM SERVICES (QBATS)
R4(35627)**

9369 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council advise QBATS that the matter of house numbering in Quambone will be referred to staff to prepare a report as to feasibility and costing.

10.12 MURRAY DARLING ASSOCIATION

9370 RESOLVED on the motion of Crs. Webb and O'Brien that Councillors wishing to attend the special forum in Narrabri on Friday 18 November 2011 which will explore the challenges and possibilities of mining and agriculture to ascertain if they can co-exist, contact the General Manager

10.13 CHESTERFIELD AUSTRALIA C6-13

9371 RESOLVED on the motion of Crs. O'Brien and Schieb that the action of the Director of Engineering Services in forwarding the request for installation of signage direct to the RTA for comment and advising the applicant accordingly, be confirmed.

10.14 COONAMBLE ASSOCIATED AGENTS C6-13

9372 RESOLVED on the motion of Crs. O'Brien and Schieb that Council confirm the actions of the Director of Engineering Services in directing the request for installation of signage to the RTA and informing the applicant accordingly.

10.15 SHIRES ASSOCIATION OF NSW E2(35658)

Regarding the Local Government Elections in September 2012.

9373 RESOLVED on the motion of Crs. O'Brien and Webb that Council note a meeting was held with the Electoral Commission on 13 September 2011 but Council has until November 2011 to advise its intentions regarding the conduct of the 2012 Local Government Elections.

10.16 COONAMBLE HIGH SCHOOL D7(35662)

9374 RESOLVED on the motion of Crs. that Council waive any fee payable for use of the Showground for the Northern Schools Steer Competition to be held during 25 – 27 October 2011, however advise it requires payment of a refundable security deposit of \$400, \$120/day for use of the kitchen and the \$54 charge for lighting.

10.17 ORANA REGIONAL ORGANISATION OF COUNCILS (OROC)

9375 RESOLVED on the motion of Crs. Karanouh and Webb that Councillors O'Brien, Karanouh and Schieb attend the Natural Resource Management Training at Coonamble on 10 October, 2011.

Section B – For Council's Information.

10.18 SHIRES ASSOCIATION OF NSW P15(35458)

Writing in relation to the Industry Alcohol and Other Drugs Procedure ('Procedure') which has been developed in consultation with relevant industry unions. Advising councils will be updated on progress and the outcome of the trial in due course and recommending that the Procedure and consultation documents be read – they can be downloaded from <http://www.lgsa.org.au/www/html/2473-occupational-health-and-safety.asp>

10.19 NSW TRANSPORT, ROADS & TRAFFIC AUTHORITY R8-16(35418)

Advising indicative Roads Program allocations to Council for 2011/2012 and saying that following the release of the NSW State Budget in September 2011 Council will be formally advised of the approved allocations.

The Director of Engineering Services has accepted the indicative funding in accordance with the *Arrangements with Councils for Road Management*.

10.20 THE HON BRAD HAZZARD MP E5-2 (35524)

Writing to the Mayor advising that the Department of Planning and Infrastructure wrote to all NSW councils regarding the establishment of a Local Planning Panel.

The General Manager said the letter from the Department of Planning and Infrastructure, containing the relevant information, was conveyed to Council at the August meeting at Item 10.20.

10.21 CASTLEREAGH LOCAL AREA COMMAND P5(35525)
Forwarding copies of media releases

10.22 COONAMBLE INTERAGENCY C8(35517)
Forwarding copy of minutes of Coonamble Interagency Meeting held on 3 August, 2011.

10.23 MR KEVIN HUMPHRIES MP P5(35520)
Enclosing a copy of response from Mr Russell D Grove, Clerk of the General Assembly and a response from the Attorney General and NSW Minister for Justice, The Hon Greg Smith SC MP, regarding the Juvenile Crime in Coonamble petition tabled on 24 May 2011. Advising that both responses are available for viewing on the Parliament’s website (www.parliament.nsw.gov.au)

10.24 NSW DEPARTMENT OF TRANSPORT – ROADS AND TRAFFIC AUTHORITY R8-6(35510)
Drawing attention to some recent developments that aim to facilitate improved access for road freight vehicles in NSW. Stating that in early 2010 a “Last Mile” Sub Committee was established with members from the LGSA, IPWEA, RTA and the road transport industry, with its role being to improve productivity in road freight transport by facilitating improved access for road freight vehicles.

10.25 DEPARTMENT OF THE ENVIRONMENT, WATER, HERITAGE AND THE ARTS W1-13(35532)
Returning a copy of the *Strengthening Basin Communities Program: Water Saving Initiatives Component Round 2 Funding Agreement* which has been executed by DSEWPaC. Advising Council is now authorised to proceed with its project entitled “*Improving the Efficiency and Quality of the Coonamble Water Supply*” in accordance with the Funding Agreement.

10.26 NSW GOVERNMENT DEPARTMENT OF TRADE & INVESTMENT G5-42(35536)
Referring to Council’s application for funding through the NSW Department of trade & Investment, Regional Infrastructure and Services (DTIRIS) for the Coonamble Eco Spa and Caravan Park – Stage 2. Informing Council that it has been successful, DTIRIS is prepared to provide up to \$25,000 towards the project. Saying the assistance is specifically towards the cost of a consultancy to undertake detailed architectural and engineering design plans for the project.

**10.27 DIVISION OF LOCAL GOVERNMENT – PREMIER & CABINET
L9-1(35580)**

Forwarding a Communique referring to Destination 2036 Workshop which was held in Dubbo on 17 – 18 August. Advising the two day workshop represents the first stage in a new era in state/local government relations and sets the stage for some of the biggest reforms in the history of local government in the State.

**10.28 MARK COULTON MP, FEDERAL MEMBER FOR PARKES
R8-8(35584)**

Thanking Council for its letter regarding the Federal Roads to Recovery Program and saying he understands how important this program is, as the funding is necessary for local councils trying to meet needs in their areas.

10.29 HON WARREN TRUSS MP R8-8(35597)

Thanking Council for its letter regarding the Roads to Recovery Program and saying the program has become an essential element in helping local councils across the country maintain and upgrade 650,000 kilometres of local roads. Saying the Coalition will seek to ensure that Roads to Recovery is continued and is adequately funded so that local councils can provide appropriate transport services to the community.

10.30 DEPARTMENT OF INFRASTRUCTURE AND TRANSPORT R8-8(35642)

Thanking Council for its letter to the Hon Anthony Albanese MP regarding the Roads to Recovery Program and responding on behalf of the Minister. Advising that the Australian Government strongly supports the Roads to Recovery Program and has no plans to withdraw this financial support.

10.31 GULARGAMBONE JOCKEY CLUB D7 (35622)

Expressing sincere thanks for Council's sponsorship contribution which helped conduct another successful race meeting on August 20. Advising numerous compliments have been received from people who enjoyed the day. Saying numbers were down owing to the rugby minor semi final, but that did not dampen enthusiasm of those present.

10.32 OFFICE OF THE HON GREG SMITH SC MP P5(35624)

Thanking Council for its letter of 9 June 2011 to the Attorney General about Government agencies dealing with dysfunctional families and responding on the Attorney General's behalf. Advising a copy of Council's correspondence has been forwarded to the Minister for a response in due course.

**10.33 THE HON DON PAGE, MINISTER FOR LOCAL GOVERNMENT
G5-1(35645)**

Advising he has approved recommendations by the NSW local Government Grants Commission for the distribution of federally funded financial assistance grants to local government for 2011/2012. Saying the grants have been determined in accordance with the provisions of the Local Government (Financial Assistance) Act 1995 (Cwlth). Saying the entitlement for Council of \$3,114,130 consists of two components:

- a) general purpose component \$1,817,598
- b) local roads component \$1,296,532

10.34 SUPERINTENDENT BOB NOBLE C13(35647)

Inviting Councillors to attend the Castlereagh Local Area Command Police Remembrance Day Service on Thursday 29 September 2011 at St Peter’s Anglican Church, Walgett. RSVP by Thursday 22 September, 2011.

10.35 NATIONAL LIBRARY OF AUSTRALIA, CANBERRA G5-21-2(35670)

Advising that the Coonamble Heritage & Historical Museum Committee is being offered a 2011 Community Heritage Grant in the amount of \$4,400 (which includes GST) for a Significance Assessment of the Neville Owen Photographic Collection. Setting out the conditions associated with the offer of the grant.

10.36 COONAMBLE SHOW SOCIETY INC S5(35657)

Thanking Council for the way in which the Showground was presented for the 2011 show. Saying many comments were made about the grounds looking immaculate and that all areas were clean, tidy and presentable.

**10.37 COONABARABRAN-MUNGINDI ROAD UPGRADE PROJECT
STEERING COMMITTEE NOTES R8-3(35661)**

Forwarding copy of minutes of meeting held on Friday 19 August 2011 at the Narrabri Shire Council building. Advising the purpose of the meeting was to discuss the issues relating to the three Councils applying for funding from the Regional Development Australia Fund for upgrading the Coonabarabran – Mungindi route.

10.38 NSW OFFICE OF WATER

Advising that the draft Water Sharing Plan for the Macquarie Bogan unregulated and Alleval Water Sources is on public exhibition from Thursday 1 September 2011 to Friday 21 October 2011.

9376 RESOLVED on the motion of Crs Webb and O’Brien that the information contained in Item Nos. 10.18 – 10.38 (inclusive) be noted.

11.0 REPORT BY GENERAL MANAGER

9377 RESOLVED on the motion of Crs. Canham and Webb that the General Manager's report be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

9378 RESOLVED on the motion of Crs. Webb and O'Brien that Council note Development Application No 011/2011 was approved under delegated authority since last meeting and there were no Complying Development Applications submitted during that time.

11.2 DESTINATION 2036

The General Manager informed Council that he, in company with the Mayor, attended the two day convention at Dubbo on 17 and 18 August, 2011. He said there was representation from all councils across NSW and from various union and other government bodies and the message given by councils appeared to be that *one size does not fit all*. Mr Warren said of particular note was that all participants called for a defining role of state government and local government roles and responsibilities.

9379 RESOLVED on the motion of Crs. Webb and O'Brien that Council note the contents of the General Manager's report.

11.3 CODE OF CONDUCT COMPLAINTS

The General Manager said he is required to report to Council at least once every 12 months in regard to Code of Conduct complaints and in keeping with Section 12.33 of Council's adopted Code of Conduct, he provided the relevant information to Council.

9380 RESOLVED on the motion of Crs Webb and O'Brien that Council note the information relating to Code of Conduct complaints received during the financial year ended 30 June 2011.

URGENT BUSINESS – SUPPLEMENTARY REPORT BY GENERAL MANAGER

9381 RESOLVED on the motion of Crs. O'Brien and Canham that the following item be classified "urgent" and dealt with.

11.4 MULTI PURPOSE INDOOR ARENA

The General Manager provided a report seeking Council's guidance on a way forward with the proposed project. It was noted that Council's application for \$5m was not successful and that Council would have to indicate how it proposed to proceed prior to making any further applications for funding.

Council agreed to defer this item until Cr Cullen returns to the meeting.

12.0 REPORT BY DIRECTOR OF CORPORATE SERVICES

9382 RESOLVED on the motion of Crs O'Brien and Webb that the report by the Director of Corporate Services be received and dealt with.

12.1 RATE COLLECTIONS

9383 RESOLVED on the motion of Crs. O'Brien and Webb that the Total Combined Rate Collections to 31 August 2011 be noted.

12.2 LIST OF INVESTMENTS

9384 RESOLVED on the motion of Crs. O'Brien and Canham that the list of investments as at 31 August 2011 be noted, and it also be noted that Council's investments comply with s625(2) of Local Government Act 1993 and Council's Investment Policy.

12.3 FINANCIAL REPORTS & AUDIT REPORT – YEAR ENDED 30 JUNE 2011

9385 RESOLVED on the motion of Crs. O'Brien and Webb that Council note the tabling of the Presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2011.

The General Manager congratulated the accounting team for its work in preparing Council's financial statements and informed Council that Coonamble was second in the State in lodging the Statements with the Department.

13.0 REPORT BY DIRECTOR OF ENGINEERING SERVICES

9386 RESOLVED on the motion of Crs O'Brien and Canham that the report by the Director of Engineering Services be received and dealt with.

13.1 COONAMBLE SWIMMING POOL

9387 RESOLVED on the motion of Crs Webb and Karanouh that Council agree to change morning times throughout the whole swimming season to 6.00 a.m. – 9.00 a.m

13.2 QUARRY DEVELOPMENT

9388 RESOLVED on the motion of Crs. Schieb and Webb that quotes for a detailed investigation of the quantity and quality of materials available be obtained, prior to discussing the possibility of obtaining additional land from the present lessee.

13.3 WORKS IN PROGRESS

In considering this matter, the Mayor requested that in future works-in-progress reports, the status of works requested by Council be shown.

9389 RESOLVED on the motion of Crs. Canham and Webb that the information contained in this item of the report be noted.

14.0 REPORT BY MANAGER – ENVIRONMENTAL SERVICES

9390 RESOLVED on the motion of Crs. O'Brien and Webb that the report by the Manager – Environmental Services be received and dealt with.

Council deferred consideration of the two items in the Manager's report until he was present at the meeting.

15.0 MANAGEMENT PLAN REVIEW & QUARTERLY BUDGET REVIEW TO 30 JUNE 2011

9391 RESOLVED on the motion of Crs. O'Brien and Canham that Council:

- (1) note the Management Plan Review;
- (2) approve the variations to voted as listed in the budget review documents;
- (3) note that, in the opinion of the responsible accounting officer, Council is in a satisfactory financial position;
- (4) note the position of Council's estimated reserves at 30 June 2011;
- (5) note the information provided on Overtime for period 01/04/2011 to 30/06/2011.

9392 RESOLVED on the motion of Crs Karanouh and O'Brien that the Dental Reserve of \$6,000 be closed and the \$6,000 be transferred to the Development Reserve and that the Corporate Visit Reserve also be closed and the \$14,726 be transferred to the Development Reserve.

At this juncture, 12.04 p.m. the Manager – Environmental Services was at the meeting to answer questions regarding his report. Cr. Cullen returned to the meeting.

14.1 QUAMBONE STORE

9393 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council put a Prohibition Order on the owners of Quambone Store preventing the preparation of food on the premises and that the Manager – Environmental Services begin action to serve a Closing Order on premises.

14.2 TOILET BLOCK – COONAMBLE SHOWGROUND

9394 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council refurbish the toilet block at the Showground, adjacent to the greyhound track, at an estimated cost of \$22,000, that funds be provided from the 2010/2011 surplus and that work be carried out as a priority.

At this juncture, the Manager – Environmental Services left the meeting.

DEFERRED ITEM – 11.4 - MULTI PURPOSE INDOOR ARENA

9395 RESOLVED on the motion of Crs. Cullen and Webb that discussion take place with the Coonamble Rodeo Association as to what type of structure is required, what funds the Association will contribute and that a report be prepared for the October meeting so that an application for funds can be submitted to the second round of the program which is due in November.

CORPORATE SPONSORSHIP

9396 RESOLVED on the motion of Crs. Cullen and Schieb that no further action be taken in regard to seeking corporate sponsorship at this time.

16.0 REPORTS BY VARIOUS COMMITTEES/DELEGATES

9397 RESOLVED on the motion of Crs. O'Brien and Canham that the reports by Various Committees/Delegates, as submitted, be noted.

16.1 MINUTES OF CONSULTATIVE COMMITTEE MEETING

It was decided to defer consideration of these minutes to Closed Session.

16.2 MINUTES OF MT MAGOMETON QUARRY MANAGEMENT COMMITTEE MEETING

9398 RESOLVED on the motion of Crs Schieb and Webb that the minutes of the Mt Magometon Quarry Management Committee meeting held on 31 August 2011 be noted and the following recommendations adopted:

- (a) *that Council advance negotiations to obtain the additional land as a priority or as resources permit and approach the current lessee to obtain his consent.*
- (b) *that Council investigate the reserves in the area to ascertain the value of the product.*
- (c) *that Council contact neighbouring Shires and Contractors regarding potential demand in the future.*
- (d) *that Council staff carry out the proposed works if possible or, alternatively, quotes be sought from contractors to progress the storage area.*

CLOSED SESSION

9399 RESOLVED on the motion of Crs. O'Brien and Webb that Council resolve into Closed Session in accordance with Section 10A (2) of the Local Government Act 1993 which states:"...(c) *personnel matters concerning particular individuals (other than councillors)*

9400 RESOLVED on the motion of Crs O'Brien and Webb that the press and public be excluded from the meeting.

ORGANISATION RESTRUCTURE

A report was submitted by the General Manager outlining the process of the organisation restructure to date.

During this discussion, the Mayor adjourned the meeting at 1.20 p.m. for the luncheon adjournment, noting that Steven Baldwin would be accompanying Council for lunch. The meeting resumed at 2.18 p.m. and the discussion continued.

RESUME OPEN MEETING

9401 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council resume Open Meeting.

ADOPTION OF RECOMMENDATION OF CLOSED SESSION

9402 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council adopt the recommendation of Closed Session, as follows:

THE COMMITTEE RECOMMENDS that Council:

- (1) endorse the provisions of the Local Government (State) Award as they apply to redundancy;
- (2) note the information contained within the report in relation to Council's organisation restructure.

17.0 REPORT BY ECONOMIC DEVELOPMENT MANAGER

9403 RESOLVED on the motion of Crs Schieb and O'Brien that the report by the Economic Development Manager be received and adopted.

17.1 NOTES FROM MEETING OF EMPLOYMENT CIRCLE

9404 RESOLVED on the motion of Crs. O'Brien and Karanouh that the notes from the Meeting of the Employment Circle held on 9 August 2011 be noted.

At this juncture, Mr. Baldwin was at the meeting to present his report.

18.0 REPORT BY TOURISM DEVELOPMENT MANAGER

9405 RESOLVED on the motion of Crs. Canham and Cullen that the report by the Tourism Development Manager be received and dealt with.

The following items were mentioned:

- Gulargambone river walk signs – ordered.
- Preparing hand-over documents for a meeting with the Director of Corporate and Community Services
- VIC Information – 1800 persons through the door at Gulargambone VIC; 942 were visitors and 9 international visitors.
- Moorambilla – Mayor to attend the major events during the weekend.

9406 RESOLVED on the motion of Crs Karanouh and O'Brien that Council agree to contribute \$1,000 towards stage hire for the Moorambilla Festival, that a council vehicle/staff collect it from Dubbo and that staff assemble the stage at the Pavilion and return to Dubbo after the event **AND FURTHER** that funds be provided from the Showground Maintenance vote.

19.0 REPORT BY SALEYARDS MANAGER

9407 RESOLVED on the motion of Crs. Webb and O'Brien that the report by the Saleyards Manager for the month of August 2011 be noted

20.0 REPORTS BY CONTRACT RANGER

9408 RESOLVED on the motion of Crs. O'Brien and Webb that the reports by the Contract Ranger for the months of July 2011 and August 2011 be adopted.

21.0 QUESTION WITH NOTICE

The information supplied to Cr. O'Brien's questions on behalf of the Health Council were noted.

22.0 GENERAL BUSINESS

Cr Karanouh:

- RTC – requested that toilets be kept cleaned.
- Loose bitumen in the vicinity of King and Charles Streets
- Laneway behind Infants Centre – bad pot holes
- Graffiti – main street
- Offices – MPREC to Council
- Asked whether any interest in Industrial Estate.

Cr Schieb:

- Enquire about rail upgrade
- Truck parking area near Showground – advised waiting on RTA
- Changes in direction of water – around 9M
- Community grants – 3rd round of funding – will provide information to Council.

Cr O'Brien:

- Referred to meeting with Health Council –would like to have representative on LEMC
- Rural addressing still an issue from Health Council
- RTA inspection station at Coonamble – the General Manager will follow up.

Cr Webb:

- Requested that a letter of congratulations be forwarded to Mr. Daryl Colwell who recently graduated with First Class Honours.

Cr Cullen:

9409 RESOLVED on the motion of Crs. Cullen and Webb that Council carry out improvements to the culvert known as “Coughran’s Canyon”, carry out sealing in the vicinity and that work be carried out at the intersection of Charles Street and McCullough Street and that these works be a priority.

Cr Canham:

- Flowers in the main street garden beds to provide a colourful display.

The Mayor again thanked Councillors for their support prior to closing the meeting.

This concluded the business and the meeting closed at 3.04 p.m.

These Pages (Pages 1/4919 – 17/4935) were confirmed on the
day of _____ 2011 and are a full and accurate
record of proceedings of the Ordinary Meeting of Coonamble Shire Council held
on 14 September 2011.

MAYOR

8. RESOLUTION BOOK UPDATE
COUNCIL MEETING WEDNESDAY 12 OCTOBER 2011

10.5 NATIONAL RURAL AND REMOTE HEALTH INFRASTRUCTURE PROGRAM (NRRHIP) M5 (31870) 10/2/2010

8259 RESOLVED on the motion of Crs. Canham and Cullen that Council instruct the General Manager to have the refurbishment requirements of the residential housing provided to medical professionals identified, costed and application be made to the next round of funding under the NRRHIP.

8285 RESOLVED on the motion of Crs. Webb and Canham that Council apply for funding to:

- refurbish the three residential properties currently occupied by the doctors/dentist.

Status:

The next round of funding under the NRRHIP has not yet been announced.

DRAFT LEP 2011

E5-2

10/11/2010

8804 RESOLVED on the motion of Crs. Karanouh and Canham that Council:
(3) Apply for Grant Funding to complete a flood study to allow for rezoning following the review of the Strategic Land Use Plan.

Status:

In progress – seeking funding for Flood Study.

13.2 QUARRY DEVELOPMENT

9388 RESOLVED on the motion of Crs. Schieb and Webb that quotes for a detailed investigation of the quantity and quality of materials available be obtained, prior to discussing the possibility of obtaining additional land from the present lessee.

Status:

Director of Development, Commercial & Urban Services to follow up

14.1 QUAMBONE STORE

9393 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council put a Prohibition Order on the owners of Quambone Store preventing the preparation of food on the premises and that the Manager – Environmental Services begin action to serve a Closing Order on the premises.

Status:

Manager of Environmental Services has forwarded a letter to the owners in accordance with the resolution.

IMPROVEMENT WORKS - URBAN

9409 RESOLVED on the motion of Crs. Cullen and Webb that Council carry out improvements to the culvert known as “Coughran’s Canyon”, carry out sealing in the vicinity and that work be carried out at the intersection of Charles Street and McCullough Street and that these works be a priority.

Status:

Director of Engineering Services has commenced design for this work.

8.1 COMPLETED SECTION – RESOLUTIONS TO BE REMOVED FROM RESOLUTION BOOK

15.2 YOUTH TRAINING POSITIONS WITHIN COUNCIL 8/9/2010

8729 RESOLVED on the motion of Crs. Karanouh and O’Brien that Council:

- (a) undertake to quickly complete the informal review of the Organisational Structure, including a consideration of opportunities for youth training;
- (b) undertake to implement a program of youth training opportunities over a five year period in partnership with Coonamble High School;
- (c) nominate the Senior Administration Officer – Payroll to be the primary point of contact for the youth training program.
- (d) undertake to liaise with neighbouring Councils to identify opportunities for shared training delivery to reduce costs and disruption to work programs.

8730 RESOLVED on the motion of Crs Karanouh and O’Brien that Council:

- (a) proceed with two school-based or youth traineeships per year from 2011 in one of the areas listed in the EDMs supplementary report;
- (b) proceed with two – four traineeship/apprenticeships in any one of the areas listed in the EDMs report, subject to the Director of Engineering Services’ review of organisational chart and availability of suitably qualified supervisors;
- (c) seek to offer holiday and/or other work placement to local students attending University in areas mentioned in the report;
- (d) investigate further the benefits and costs of cadetships in various areas;
- (e) ensure that the primary supervisors have completed any relevant and required training;
- (f) in creating the traineeship and apprenticeship positions work through one of the not-for-profit Australian Apprenticeship Centres, Group Training Organisations and Registered Training Organisations to minimize cost and maximize benefits of existing incentives;
- (g) develop a Training and Recruitment Policy, including a section on young people aged 16 – 25 years and including Work Experience placements and the existing allowance for staff to participate in the “Plan-it Youth” mentoring program at Coonamble High School which can be incorporated into Council’s Management Plan.

Status:
Refer to report by Director of Corporate and Community Services this meeting. COMPLETED.

J.W.JACKSON & SONS PR1225.212 (33981)

08/12/10

8896 RESOLVED on the motion of Crs. Webb and Schieb that Council agree to the sale of 4 hectares of “The Meglo” adjacent to the block recently sold to another company to J W Jackson & Sons Transport, subject to the following conditions:

1. Purchaser to be responsible for the cost of electricity supply extension;
2. Purchaser to be responsible for the extension of town water supply to the site, noting that the quantity of supply will be minimal;
3. Price to be \$3,800 per hectare;
4. Purchaser to be responsible for the full cost of survey, subdivision, plan registration and legal costs associated with the transaction;
5. Vehicular entrance to conform with Council requirements;
6. Business to be operational within two years, otherwise the land revert to Council for the price paid by the purchaser.

Status:

Contracts of Sale prepared.

COMPLETED.

WARRENA CREEK WEIR

P1-13 + E5-3

10/11/2010

8856 RESOLVED on the motion of Crs Cullen and Webb that Council advise the CMA it will allocate \$30,900 towards the cost of repairing the scoured area of the Warrena Weir and that further funds may be included in the 2011/2012 budget to complete the works and remediation of the area.

Status:

COMPLETED

<p>9. <u>MAYOR'S ACTIVITY REPORT</u> <u>COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011</u></p>
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10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

Section A – Matters for Consideration by Council:

10.1 WIN NETWORK ORANGE/DUBBO W1(35700)

Announcing that Win Television, in association with local councils throughout Central West NSW, is again embarking on a water-wise campaign during the forthcoming summer. Providing details of the campaign saying the commercial will air throughout the Orange/Dubbo television market, Win Television already has a 30 second commercial for the water wise campaign that was used last year. Advising participating councils will have the opportunity to make suggestions regarding changes to the commercial prior to the campaign. Saying the Water Wise campaign will run over a three month period (December, January and February) with varying timeslots to reach people of all ages. Stating the investment per council is \$500+GST per month for the three month period.

(NOTE BY GENERAL MANAGER – Council participated in this Water Wise Campaign last year, however the value to Council is questionable and resources should be directed at local water saving initiatives).

Recommendation:

That Council not participate in the water wise campaign being run by Win Network Television this year.

10.2 UNITED SERVICES UNION B9-2+L9-1(35750)

Advising USU is seriously concerned about the daily push by the Sydney Business chamber's proposal to see the amalgamation of 42 metropolitan councils into 10 and is challenging assertions that the recent Destination 2036 forum called for the amalgamation of councils. Saying there needs to be a full and open process to any reform – in particular, reform which may result in the reduction of local services and jobs.

Asking Council to write to the Minister calling on him to ensure that members concerns are heard during the reform process by inviting the USU and industry unions to participate on the Implementation Steering Committee. Saying the USU remains opposed to forced amalgamations and mergers and will support any council and its community in their quest to remain a "Local Council with a Local Identity".

Recommendation:

That Council not support any proposed non-voluntary amalgamations of city councils.

10.3 COONAMBLE SWIMMING CLUB INC**D7(35861)**

Advising the 2010/2011 season was one of the most successful for many of the members of the Club. Saying it is currently preparing for the next carnival which will be held on 26 and 27 November 2011. Saying it is a major event for the Club and hoping to attract clubs from other areas to complete. Seeking support from Council for the annual carnival.

(NOTE BY GENERAL MANAGER – Council maintains one of the best swimming complexes in this Region, provides extended swimming hours for the Club, does not charge the Club for use of the pool for its training and competitions. The Club retains all takings over the course of the carnival).

Recommendation:

That Council not make any further financial contribution towards the annual Carnival.

Section B Matters for Information Only:**10.4 LOCAL GOVERNMENT & SHIRES ASSOCIATIONS OF NSW
G1(35698)**

Advising the Associations' Executives have endorsed the following *Model Terms of Engagement* for councils participating in the national E-Waste scheme and also resolved to communicate these to Mayors of all NSW councils. Saying the terms are as follows:

- Local government maintains that, as a basic principle of extended producer responsibility, industry responsibility for e-waste (televisions, computers and their peripherals) commences at the owners' premises at the time when items are no longer required by the user.
- Councils may wish to consider assisting industry to meet targets under the e-waste scheme by providing access to existing collection schemes/collection points or establishing new services/facilities.
- LGSA considers that councils should be reimbursed for any costs associated with their involvement. These costs may include (but are not necessarily restricted to):
 - Any costs associated with collecting e-waste from households and businesses, where council elects to do this
 - Collection ("drop-off") facility establishment or upgrades to meet interim standards
 - Training of council staff
 - Additional human resource requirements where these are directly associated with the scheme
 - Signage
 - Education or advertising/communications in local media
- Councils may also wish to negotiate a commercial arrangement with the industry whereby they are paid a fee per unit for their services as a collector/collection point provider.

Advising that in developing these Model Terms of Engagement, the Executives were guided by existing EPR schemes such as DrumMuster (for farm chemical containers) and Mobilemuster (for mobile phones). Saying both these schemes are underpinned by the "no net cost to Local Government" principle and it is recommended that a similar principle be applied to any council involvement in the forthcoming E-waste EPR scheme, as this is consistent with the principle of genuine Extended Producer Responsibility.

10.5 CASTLEREAGH LOCAL AREA COMMAND P5(35723)

Forwarding copies of media releases – attached at **APPENDIX A**.

**10.6 DEPARTMENT OF PREMIER & CABINET (LOCAL GOVERNMENT)
C13(35738)**

Advising councils that *Anti-Discrimination Guidelines for Local Councils* and a fact sheet for councillors are available on the Division's website under the "Publications", "Directory of Policy Advice" and "Directory of Councillor Information" sessions. Requesting that this information be brought to the attention of councillors and relevant staff.

10.7 NSW OFFICE OF ENVIRONMENT & HERITAGE G4-5-6(35734)

Confirming an offer of maximum funding of \$5,998.25 from the NSW Government's Home Power Savings Program to assist organisations to train and equip front-line staff with information and resources to promote the benefits of the program. Advising that the Energy Efficiency Strategy will provide energy assessments to 220,000 low income households with the aim of saving on energy bills and reducing carbon pollution.

(NOTE BY GENERAL MANAGER – The report by the Director of Engineering Services includes an item on the Coonamble Levee).

**10.8 DEPARTMENT OF REGIONAL AUSTRALIA, REGIONAL
DEVELOPMENT AND LOCAL GOVERNMENT G5-35(35756)**

Referring to Council's application for funding from the Regional Development Australia Fund (RDAF) program for the Coonamble Multipurpose Indoor Arena. Advising the application was deemed ineligible for funding as it did not meet all the mandatory eligibility criteria set out in the guidelines. Giving the reasons for ineligibility as:

- No endorsement from the Regional Development Australia Committee.
- Mandatory documents – the application did not include one or more of these documents, or those provided were not directly relevant to the project.

(NOTE BY GENERAL MANAGER – Council's Economic Development Manager has been instructed to seek feedback, in particular, to address the two reasons raised above).

**10.9 PREMIER & CABINET (DIVISION OF LOCAL GOVERNMENT)
C13(35803)**

Advising that a sample of 47 councillor expenses and facilities policies have been reviewed to assess compliance with the legislation and Guidelines.

Advising the Guidelines were first released in September 2006 to promote accountability and transparency in the payment of expenses and provision of facilities to mayor and councillors to meet community expectations.

(NOTE BY GENERAL MANAGER – This circular is a lengthy one and a copy is attached at **APPENDIX B** for Councillors' information.).

10.10 MINISTERIAL CIRCULAR (MINISTER FOR LOCAL GOVERNMENT & MINISTER FOR SPORT AND RECREATION) P1(35801)

Advising the purpose of the circular is to remind councils of their role in promoting and supporting physical activity in their communities. Saying it has become practice for some local councils to impose a fee or charge for the use of sporting fields, ovals, reserves and facilities where sport is played. Pointing out the NSW Government is committed to increasing participation in physical activity and local councils are responsible for contributing to the health and well-being of their communities through the provision of services and facilities at the local level. Encouraging councils to provide affordable and equitable access to sporting and recreational fields for their communities, particularly young people. Reminding councils of their important role in promoting and supporting physical activity.

10.11 OFFICE OF ENVIRONMENT AND HERITAGE (DEPARTMENT OF PREMIER AND CABINET) F5-4-3+F5-4+F5-3(35794)

Confirming approved funding allocated to Council for Coonamble Levee Investigation & Design and Emergency Remedial Works for the High River Bank \$468,571. Saying allocations will materialize when Council accepts the offer from the Minister and submit a valid work plan and progress reports in accordance with the work plan.

10.12 AUSTRALIAN MONARCHIST LEAGUE M3-1(35812)

Advising the Mayor that 6 February 2012 will mark the Diamond Jubilee for the Queen, Australia's first Diamond Jubilee since Federation. Pointing out that, even though we have been embroiled in debates on a republic for some 20 years, this is an occasion which should rise far above the politics of constitutional change. Saying that since 2009 they have been suggesting that the Australian Government set up an impartial committee to organize celebrations which would bring together the peoples of Australia, whatever race, religion or social standing. Stating that another entirely appropriate way to mark the occasion would be to have celebrations at a local level. Requesting advice as to whether Council would consider doing something in its own right to mark the Diamond Jubilee, even in a small way.

10.13 NSW DEPARTMENT OF PLANNING AND INFRASTRUCTURE E5-2(35846)
--

Advising that as delegate of the Minister for Planning and Infrastructure, he has made the Coonamble Local Environmental Plan 2011 (LEP) which will update and rationalize planning controls by providing a principal LEP for the Coonamble Government Area. Saying that the Plan will take effect when published on the NSW legislation website www.legislation.nsw.gov.au

10.14 ROADS & TRAFFIC AUTHORITY OF NSW R8-5(35849)

Advising that the NSW State Budget was released on 6 September 21011 and formal advice on approved allocations under the 2011/2012 REPAIR Program is available. Pointing out the following project has been selected for funding under the program:

<i>MR383 Reconstruct formation to 9m, stabilize existing</i>)
<i>base/sub-base to 250mm depth, 100mm overlay and</i>) \$225,720
<i>14mm seal from 12.025 – 14.115km from intersection of</i>)
<i>MR129 and MR383 (at Baradine) towards Pilliga.</i>)

10.15 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION L9(35864)
--

Saying we have come a long way towards constitutional recognition of local government since the 2008 Constitutional Summit in Melbourne and councils will now be considering their submissions in response to the Discussion Paper issued last week by the Expert Panel on Constitutional Recognition of Local Government. Advising the Panel has called for comments on its Discussion Paper by 4 November and encouraging all councils to make a submission. Enclosing a kit of information to assist councils in supporting the campaign.

10.16 CHAIR, CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT L9(35863)
--

Saying that on 21 June 2011 the Australian government announced the establishment of an independent Expert Panel on Constitutional Recognition of Local Government. Advising this follows the Government's earlier commitment to hold a referendum on constitutional recognition of local government during the current Parliament or at the next election. Pointing out he is interested in council's views on recognising local government in the Australian Constitution and inviting it to make a written submission. Submissions close on Monday 4 November 2011.

RICK WARREN

General Manager
5 October 2011

**11. REPORT BY GENERAL MANAGER
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011**

Recommendation:

That the General Manager's report be received and dealt with.

**11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED
AUTHORITY**

Background:

Council was instructed in the Promoting Better Practice Review to report all development applications approved under Delegated Authority to each monthly meeting.

Issues:

The list covering period since last Council Meeting is as follows:

DA No	Owner	Applicant	Proposed Use	Address of land	Approval Date
24/11	Commonwealth Bank of Aust.	Owner	Signage	60 Aberford Street COONAMBLE	29/09/11

CDC No	Owners Name	Applicant	Proposed Use	Land proposed to be developed	Approval Date
27/11	McDonald, RB&CE	Owners	Extensions	151 Wilga Street COONAMBLE	29/09/11

Sustainability/Legislative Provisions:

As stated in the Promoting Better Practice Review from the Department of Local Government.

Financial Considerations: NIL

Options: NIL

Recommendation:

That Council note Development Application No 024/2011 and complying Development Application No. 027/2011 were approved under delegated authority since last meeting.

11.2 WATER RATES FOR SPORTING BODIES

Background:

At its meeting on 8 November 2006 (Minute No. 5802) Council resolved that up to \$1,000 per annum be contributed towards the cost of water for the Coonamble Jockey Club, Coonamble Golf Club and Gulargambone Golf Club to assist with each Club's water charges and this arrangement be reviewed annually.

Issues:

The Coonamble Jockey Club and Coonamble Golf Club both used their total contribution however the Gulargambone Golf Club has again made a concerted effort to reduce its consumption, with only \$334.15 of its \$1,000 allocation being utilized.

Sustainability/Legislative Provisions:

Assistance to the Clubs is allowable under the Local Government Act.

Financial Considerations;

The maximum commitment is \$3,000/annum funded from donation vote.

Options:

1. Grant the assistance for a further one year period with a review annually.
2. Not grant any assistance.

Recommendation:

That Council make a contribution of up to \$1,000 each to the Coonamble Jockey Club, the Coonamble Golf Club and Gulargambone Golf Club to assist with water charges and a review be presented to Council at the October 2012 meeting.

11.3 LOCAL PUBLIC HOLIDAY – COONAMBLE SHOW

Background:

Each year Council receives a letter from the NSW Department of Industrial Relations regarding annual public holidays to be gazetted for the next calendar year. However at the time of writing this report the letter has not been received.

Issues:

Last year upon receipt of the correspondence from the Department of Industrial Relations, Council referred the issue of the Show holiday to the Chamber of Commerce for consideration and comment. Due to the Chamber being in its infancy, no meeting was held to consider the matter. Although the policy of applying for gazettal of a public holiday for the second day of the Coonamble Show has been long-standing, it has also received negative reaction in recent times from some of the bigger organisations who are responsible for significant overtime payments.

In the past, the only application made annually by Council for the gazettal of a public holiday is for the second day of the Coonamble Show, which will be Wednesday 23 May 2012.

Should Council approve the application for gazettal of a public holiday for the Shire of Coonamble for the second day of the 2012 event, it must be made in November of the previous year.

Sustainability/Legislative Provisions:

Formal gazettal of any public holiday must occur prior to the desired date and, in any event, the process only allows the opportunity during November, unless exceptional circumstances prevail.

Financial Considerations:

Council is no different to any business in that it must grant any gazetted holiday and meet the costs of staffing and any overtime requirements that may eventuate.

Options:

1. Make application for a public holiday for the Shire of Coonamble for the second day of the Coonamble Show.
2. Not make application for the holiday and advise the Coonamble Show Society accordingly.

Recommendation:

That Council request the views of the Chamber of Commerce in regard to this matter and consider the outcome at the November meeting.

11.4 2012 LOCAL GOVERNMENT ELECTIONS

Background:

Council elections are held every four years, with the next being scheduled for September 2012.

Issues:

From 1995 onwards independent returning officers were appointed by the Electoral Office to conduct council elections. The State Electoral Office invoiced councils for the costs of running the elections. Changes to the Local Government Act have given councils the choice of running their own elections or engaging the NSW Electoral Office to carry out the function.

Should Council elect to undertake its own election, it will be required to undertake all the roles and responsibilities of:

- Advertising
- Appointing a returning officer
- Providing training for staff
- Sourcing polling places
- Preparing manuals and guidelines/forms
- Printing ballot papers
- Receiving nominations
- Conducting vote counts and preference distribution
- Declaring the election
- Providing assurance that the election has been carried out in accordance with Acts and Regulations.

The NSW Electoral Office has indicated the only assistance available should Council conduct its own election is that of provision of the electoral roll. Software necessary to complete the counting of votes will not be made available.

During August, the Shires Association held talks with the Australian Election Company in regard to providing an alternate service, however to date there has been no information forthcoming to address the requirements of the Act and Regulations. Council is required to advise the Minister if it wishes to retain the Electoral commission to conduct the election by 30 November, 2011.

Given the compliance requirements of the Act and Regulations, it becomes more apparent that the conduct of the Council elections is a specialist role best undertaken by the Electoral Commission, as it is felt it is not feasible for Council, through the General Manager, to undertake this role.

Sustainability/Legislative Provisions:

Local Government Act 1993

Local Government Amendment (Elections) Act 2011.

Financial Considerations:

The cost of the 2008 Council election was \$32,500, with over half of this amount attributable to the wages of the returning officer, as Council had requested a “dedicated” not “shared” returning officer. Surrounding councils indicate that the sharing of a returning officer saved considerable money. Should Coonamble Council be agreeable to sharing a returning officer, the cost would be reduced by around \$10,000. The anticipated cost to conduct the election in September 2012 would be approximately \$25,000. Council currently has \$40,000 in reserve to fund the 2012 election.

Options:

1. Engage the NSW Electoral Commissioner to conduct the 2012 election.
2. Council conduct the 2012 election.

Recommendation:

That Council engage the services of the NSW Electoral Commissioner to conduct the 2012 Local Government Election.

11.5 STREET LIGHTING

Background:

Council has been approached by Essential Energy to replace the current globes in the street lighting network with low energy globes when next they undertake the maintenance program.

Issues:

The paper presented by Essential Energy indicates that Council could save \$1,776 in the first year, with no projected savings into the future. In order to achieve these savings Council is required to sign over to the organization any Energy Saving Certificates. It was discussed by General Managers at the GM Forum and agreed to recommend to councils that further information be sought from Essential Energy through Energy Management Services to provide OROC Councils with an understanding of the process and the cost savings involved. Essential Energy will be advised of this outcome.

Also concerns were raised regarding the probable utilization of L.E.D. technology in the near future as considerable cost could be involved if councils resolved to adopt that technology as modification to street lamps would be required.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

N/A

Options:

1. Accept the proposal from Essential Energy
2. Seek further information on the proposal as a member of OROC Councils.

Recommendation:

That Council advise Essential Energy it will make a decision in regard to replacing street lights with low energy globes following receipt of independent information as to the effectiveness and efficiencies of the proposal.

11.6 DESTINATION 2036**Background:**

The Division of Local Government has released its outcomes report on the Destination 2036 Conference held at Dubbo. A copy of the report has been made available to Councillors.

Issues:

The report has been made available for comment and a draft action plan is to be released for consultation on Monday 21 November 2011. Council will be able to consider the plan in further detail and, if it chooses, formulate a response at the December meeting.

The Implementation Steering Committee is seeking Councils' views as to:

- (1) Do you support the draft Vision contained in the Outcomes Report?
- (2) If not, what changes would you suggest?
- (3) what do you believe should be the priorities for the draft action plan?

The draft Vision Statement contains statements worthy of any organization that is not profit-driven, the detail of any Action Plan is where Council would need to be more vigilant in ensuring the strategies that are proposed suit the community. Throughout the report that has been released, there is continual reference to realignment, boundary changes and amalgamations. Resource sharing, regional structures and economy of size all are given good mention.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

N/A

Options:

N/A

Recommendation:

That Council support the draft Vision contained in the Outcomes Report and provide comment on the draft Action Plan when it is released on 21 November 2011.

11.7 ICAC – OPERATION AVOCA**Background:**

Council will be aware of the ICAC Investigation involving the former Director of Engineering Services and subsequent recommendations.

Issues:

The investigation identified areas of weakness in Council recruitment and selection processes. Broadly, they included:

- (1) Failure to perform adequate employment screening.
- (2) failure to verify information provided by the applicant.
- (3) Not having overseas qualifications assessed to Australian qualification equivalent.
- (4) Not obtaining consent from applicants to verify membership of professional bodies and placing reliance upon membership as proof of qualification.

Council has been required to provide a response to the recommendations made by the ICAC and these are attached for Council's Information as **APPENDIX C**.

What is evident from both the report and recommendations was that Council had exposure to risk in the human resources area without developed processes and staff to address this area. Council has in the process of the recent restructure provided resources to strengthen this area of its operations.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

N/A

Options:

NIL

Recommendation:

That Council endorse the response provided to the ICAC in regard to the recommendations made to Council emanating from the ICAC Operation Avoca.

11.8 BUSINESS INCENTIVE POLICY

Background:

Council, at its meeting in August 2011 resolved to place the Business Incentive Scheme Policy and Guidelines on public display, calling for submissions. Closing date for submissions was Friday 16 September, 2011 at 12 noon.

Issues:

The draft policy and guidelines were on public exhibition from 17 August until 16 September 2011. Two submissions were received.

- (a) *Mrs Lee O'Connor, Economic Development Manager – setting out 7 areas of concern regarding the draft Business Incentive Scheme Policy and Guidelines.*
- (b) *Coonamble Chamber of Commerce – setting out comments from Chamber members.*

Both submissions are attached to this report.

Council is aware that the reason for the review of this policy is that the former policy, as administered through the Economic Development Office, is prohibited in its operation by section 377 of the Local Government Act 1993.

As explained to Council at the August 2011 meeting, the policy needs to be broad and flexible enough to allow Council to consider any type of business incentive. Applicants for any assistance or incentive scheme available from Council should demonstrate that the business is viable and will be in the interest of the Coonamble Shire. It is expected that any applicant will provide a business plan - that is essential to any ongoing business activity.

Council considers and respects all personal and commercial information and there are provisions under the Act to ensure this protection. However Council is also required to be transparent and apply the principles of probity and accountability when dealing with provision of financial assistance.

Sustainability/Legislative Provisions:

Council will include this program in its operational management plan each year.

Financial Considerations:

Council has, in the 2011/2012 budget, allocated \$15,000 for business assistance.

Options:

N/A

Recommendation:

That Council formally adopt the Business Incentive Scheme Policy and Guidelines which has been on public exhibition for the prescribed period, noting that the two submissions received were considered in conjunction with the adoption of this Policy & Guidelines.

RICK WARREN

General Manager

5 October 2011

12. REPORT BY DIRECTOR OF CORPORATE AND COMMUNITY SERVICES
COUNCIL MEETING ON WEDNESDAY 12 OCTOBER 2011

Recommendation:

That the Director of Corporate & Community Services' report be received and dealt with.

12.1 RATE COLLECTIONS

Total Combined Rate Collections to 30/09/2011 compared to 30/09/2010:

	30/09/2011	30/09/2010
Arrears 30 th June previous year	598,833.17	502,953.25
Plus 2010/2011 Combined Levy	5,166,247.69	4,913,555.96
Add Transfer from Postponed	-	1,349.15
GROSS LEVY	5,765,080.86	5,417,858.36
Less: Pensioner Concession (State)	(60,729.02)	(58,230.42)
Pensioner Concession (Council)	(49,687.38)	(47,645.40)
Transfer to Postponed	(-)	(231.15)
Abandoned	(-)	-
20% Farmland Rebate	-	-
NET TOTAL LEVY FOR YEAR	5,654,664.46	5,311,751.39
Less Collections	(1,692,265.16)	(1,539,357.10)
Plus Refunds	-	2,000
NET TOTAL BALANCE	3,962,399.30	3,774,349.29
Plus Postponed	-	4,441.55
GROSS TOTAL BALANCE	3,962,399.30	3,778,835.84
Collection % of Total Receivable	2.99%	2.89%
Arrears % of Total Receivable	15.11%	13.33%

Recommendation:

Submitted for Council's information.

12.2 LIST OF INVESTMENTS

I, Bruce Quarmby, Responsible Accounting Officer, certify that in accordance with the Local Government (General) Regulation 2005 s212 the investments have been made in accordance with the Local Government Act, the Ministerial Order and Councils Investment Policy.

Date Mature	Deposit Type	S&P Rating	Institution	Ref No	Terms (days)	Interest (%)	Amount (\$)
27/10/2011	Fixed	A1+	NAB	3	90	5.95	2,000,000
18/11/2011	Fixed	A1+	CBA	12	30	5.38	1,000,000
21/11/2011	Fixed	A2	Orana Mutal	5	90	5.80	1,000,000
30/11/2011	Fixed	A2	IMB	6	90	5.80	1,000,000
13/12/2011	Fixed	A1	Suncorp	9	91	5.78	1,000,000
17/12/2011	Fixed	A2	IMB	11	91	5.75	1,000,000
27/12/2011	Fixed	A1+	NAB	13	90	5.87	2,000,000
13/02/2012	Fixed	A1	Suncorp	8	153	5.87	1,500,000
17/02/2012	Fixed	A1+	St George	10	153	5.80	1,000,000
4/03/2012	Fixed	Unrated	Reliance C/U	7	182	5.25	500,000
	At Call Fixed	A1+	CBA			4.50	4,000,000
Total							\$ 16,000,000

Financial Institution	S&P Rating	% of Investment	Max per Investment Policy	Amount
CBA	A1+	31%	50%	5,000,000
NAB	A1+	25%	50%	4,000,000
St George	A1+	6%	50%	1,000,000
Suncorp	A1	16%	40%	2,500,000
IMB	A2	13%	35%	2,000,000
Orana Mutal	Unrated	6%	10%	1,000,000
Reliance C/U	Unrated	3%	10%	500,000
				\$ 16,000,000

Rating	% of Investment	Policy	Amount
A1+	63%	100%	10,000,000
A1	16%	80%	2,500,000
A2	13%	60%	2,000,000
Unrated	9%	30%	1,500,000
			\$ 16,000,000

2515-000	General Fund Investments	8,871,721
22503-000	Coonamble Sewerage Investment Funds	2,799,438
62503-000	Gulargambone Sewerage Investment Funds	25,320
52503-000	Coonamble Water Investment Funds	3,216,509
72503-000	Gulargambone Water Investment Funds	942,803
12503-000	Trust Investment Funds	194,849
		\$ 16,000,000

I, Bruce Quarmby, Responsible Accounting Officer, certify that in accordance with the Local Government (General) Regulation 2005 s212 the investments have been made in accordance with the Local Government Act, the Ministerial Order and Councils Investment Policy.

Recommendation:

That the list of investments as at 30 September 2011 be noted and it also be noted that Council's Investments comply with s625(2) of the Local Government Act 1993 and Council's Investment Policy.

12.3 LIBRARY SERVICES – QUAMBONE LIBRARY

Background:

As per the September Council meeting a further report into the operations at the Quambone Library has been prepared and includes the borrowing statistics to August 2011.

Issues:

Costs for the Quambone library service are not captured directly however, from analysis of library expenditures derived, expenditure for Quambone is \$5,000 per annum.

At the time of the preparation of the previous report into operations at the Quambone library current membership for the 2010/11 year was 9 with an average monthly circulation of 10. Since Council indicated its intention to review library operations in Quambone circulation numbers for the library have increased – see below:

Month	Number of Borrowers
<i>January 2011</i>	<i>9</i>
<i>February 2011</i>	<i>20</i>
<i>March 2011</i>	<i>36</i>
<i>April 2011</i>	<i>32</i>
<i>May 2011</i>	<i>75</i>
<i>June 2011</i>	<i>65</i>
<i>July 2011</i>	<i>36</i>
<i>August 2011</i>	<i>33</i>

It is noted there has been a recent downturn in circulations numbers. Council staff will continue to monitor the borrowing statistics for each of its library services.

Sustainability/Legislative Provisions:

For a local authority to receive a library subsidy from the State Library, it must provide free membership to residents and ratepayers as well as free access for any person to use library material at the library, (Library Act 1939, s10). Council receives approximately \$25,000 per annum for the library subsidy.

Financial Considerations:

Based on the above figures, including the circulation prior to January 2011, the cost to provide library services to the members of the library at Quambone is \$555.55 per member and \$16.33 per item of circulation.

Information provided indicates the Quambone Library is open for 2 hours per week on Tuesday and Thursday for 1 hour per day

Options:

Continue to monitor operations at the Quambone Library for a further 6 month with a further review to be conducted at the end of this period taking into consideration the long term circulation numbers of the Quambone Library

**Recommendation:
For Council's information.**

12.4 SCHOOL TO WORK PROGRAM

Background:

Council has resolved to provide work experience and training opportunities to local young people. This report presents the School to Work Policy for endorsement.

Issues:

A School to Work program has been developed in consultation with Coonamble High School. The program provides opportunities for young people to develop their work experience and work readiness skills and involves three (3) categories of engagement with Council;

- a) Trainee placement - As part of their school curriculum, students may occupy part time trainee positions, as identified in Council's organisational chart
- b) First Step placement – Students attend an agreed work area four (4) hours per week over a maximum period of twelve (12) months.
- c) Community projects – Groups, or work “crews” of students assist in the development and/or maintenance of community projects.

This approach allows for a flexible response to the needs of both young people and Council.

The Policy outlines Council's commitment to assisting young people to develop their work experience skills, and will underpin the facilitation of the program in consideration of Council Resolutions 8729 and 8730.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

Nil. Expenditure allowed for in current budget.

Options:

N/A

Recommendation:

That Council endorse the attached School to Work Policy.

SCHOOL TO WORK PROGRAM

Approval Date: 14 October 2011
 Review Date: 10 October 2012
 Responsible Officer: Manager Human Resources Planning & Change

1. Objective

Coonamble Shire Council is committed to providing a high quality of service and responsiveness to the needs of the community within the Shire. Part of this service is to provide work experience and work readiness opportunities for local students through a *School to Work Program*.

2. Program

The School to Work program consists of three categories, providing a pathway for engagement with Council.

- a) Trainee placement - As part of their school curriculum, students may occupy part time trainee positions, as identified in Council’s organisational chart

- b) First Step placement – Students attend an agreed work area four (4) hours per week over a maximum period of twelve (12) months.

- a) Community projects – Groups, or work “crews” of students assist in the development and/or maintenance of community projects.

Policy Review History

Date	Changes Made	Approved By
	Complete Review	General Manager

12.5 COMMUNICATION AND ENGAGEMENT PLAN – INTEGRATED PLANNING & REPORTING

Background:

Council is required to develop a Community Strategic Plan as part of a new suite of plans that form part of the Integrated Planning and Reporting framework. The Strategic Community Plan will be Council's primary forward planning document, aligning our community's vision with a clear strategic direction for the Shire's long term future.

KJA Consultants have been engaged to assist with development of the Community Strategic Plan. After consultation with Councillors and staff, KJA have completed a Communication and Engagement Plan (attached as **APPENDIX D**), which will direct Council's approach to the process.

Issues:

The Communication and Engagement Plan outlines the aims, objectives and key messages of Council's community engagement. It also provides a stakeholder and issues analysis in terms of aiming to reach and consult with a broad range of community members.

Communication strategies are aimed at raising awareness of the Community Strategic Planning process. This includes informing community members and stakeholders about the opportunities to participate in the consultation process as well as key messages regarding the development of the Community Strategic Plan.

Engagement strategies aim to provide opportunities to the community for meaningful participation in the process. This will involve encouraging community members to identify key issues, challenges and opportunities, as well as a long term vision for the Shire.

The Plan provides a clear methodology for engaging with community and stakeholders, including identification of hard-to-reach communities, and strategies to ensure specific interest groups are provided with opportunities to participate.

Sustainability/Legislative Provisions:

The Community Strategic Plan allows Council to comply with Section 402 of the Local Government Act 1993.

Financial Considerations:

Nil. Expenditure allowed for in current budget.

Options:

N/A

Recommendation:

That the Community Strategic Planning process be progressed in accordance with the Communication and Engagement Plan provided by KJA.

LIANNE TASKER

Director of Corporate and Community Services

5 October 2011

13. REPORT BY DIRECTOR OF ENGINEERING SERVICES **COUNCIL MEETING WEDNESDAY 12 OCTOBER 2011**

Recommendation:

That the Director of Engineering Services' report be received and dealt with.

13.1 TOWN WATER FLUORIDATION

Background:

Council resolved at the September 2011 meeting that a report be submitted on the status of the fluoridation of the water supplies.

Presently fluoridation injection equipment has been installed at the Gulargambone pump station and at the Nos 3, 4 and 5 bores in Coonamble.

Works outstanding include the installation of a collection tank and pump out system at the No 3 & No 4 Bores (Barton Street & Smith Park respectively) and security fencing at all sites, as prescribed by the Department of Health requirements.

Applications (Form 1) have been forwarded to the NSW Office of Water but, because of reservations concerning the capacity of the injection pumps to cope with peak flows, some adjustments and clarification have had to be made.

With Council's success in obtaining Federal Government funding to construct a \$4.2M water filtration plant, uncertainty has arisen as to the suitability of the existing fluoridation units to be used with the new plant.

Presently the Public Works is completing investigations and preparing contract documentation to allow tenders to be invited for the final design and construction of the treatment plant. When these have been received a decision will then be able to be made as to whether part or all of the existing units can be utilized or disposed of.

If the units cannot be used, they will have to be decommissioned and disposed of. It is suggested that the unused units in Coonamble will be of more value if not used, even for a short time.

The Public Works anticipate that tenders will be called in early December and it is likely that the filtration plant and associated works will be completed within six to eight months of letting the Contract.

Issues:

It is possible that the commissioning of the fluoridation plant at Gulargambone can be completed once approval is received from the Department of Health.

Council should consider whether it is desirable to complete the outstanding works in Coonamble to allow commissioning and to then decommission the units if they are not compatible with the filtration plant.

Additional staff will have to be trained in the operation of the fluoride plants as some trained staff have transferred to alternate positions. Originally, five staff were trained and presently two remain as operational staff, two have been transferred to supervisory roles and one to a management role.

With the construction of the filtered water plant and the transfer of staff, it is now necessary to recruit and train additional staff. Applications are now being invited for trainee water and sewer staff capable of being trained to undertake all associated tasks with a filtered water supply.

Sustainability/Legislative Provisions:

Council cannot proceed with the commissioning of the plants until all works are completed and approval is granted by the Department of Health.

Council can defer the commissioning of the plants in Coonamble until it is determined that the units are compatible with the proposed water filtration plant or otherwise.

The Public Works has indicated that the construction of the plant will be completed by the end of 2012 and that the present fluoride units should not be commissioned until their worth is determined.

Financial Considerations:

Preliminary cost to complete fencing and pump outs is estimated at \$55,400.

Options:

- (1) Commission all of the existing plants following completion of safety fencing and a pump out station at No 3 bore in Smith Park.
- (2) Commission the Gulargambone Fluoridation Plant and defer the commissioning of the Coonamble units until the filtration plant and associated works are complete, utilizing the existing fluoridation units if possible.

Recommendation:

That Council commission the Gulargambone Fluoridation Plant and defer the commissioning of the Coonamble units until the filtration plant and associated works are complete, utilizing the existing fluoridation units if possible.

13.2 COONAMBLE FILTRATION PLANT

Background:

Testing of the raw water from the town bores as part of the final investigation into the design parameters for the Coonamble Filtered Water Plant has revealed that the area required for settling ponds at the No 4 bore site in Yarran Street may be insufficient. An area of approximately 100 metres x 150 metres will be required, whereas the Yarran Street site can only provide an area of 80 metres x 100 metres.

As an alternative to the existing site council is requested to make portion of the Ginty Estate adjacent to Yarran Street and the present No 4 bore site if required.

Issues:

The provision of an area to provide settling lagoons of sufficient capacity to cope with the treatment of the water is an integral part of the filtration process envisaged. Use of the existing site can be achieved by alternate processes but will come at an increased cost.

The use of part of Ginty Estate will reduce the amount of land available for sale, but there is little interest in the area as a residential subdivision.

Sustainability/Legislative Provisions:

To provide the most economic form of filtration sufficient area is required to provide settling ponds of sufficient volume. The land in Ginty Estate is presently zoned Village and the construction of water treatment lagoons is a permissible development under the LEP.

Council will have to complete a survey and subdivide the lot if the area is required for the settling lagoons or, alternatively confine the lagoons to Lots 85 & 87 (see attached map) which has a total area of 127.7m x 160.94m.

Financial Considerations:

All costs will form part of the filtration plant construction to which Council is contributing \$2.1M.

Options:

1. Confine works to the existing reservoir site which may increase the cost of the filtration plant

2. Advertise Council's intention to use Lots 85 & 87 fronting Yarran Street, if required as part of the water filtration plant development.

Recommendation:

That Council:

- (1) **advertise its intention to utilize an area of Ginty Estate if necessary for the purpose of building part of the Coonamble Water Filtration Plant;**
- (2) **submit a development application to proceed with the construction of the settling lagoons as part of the filtration plant.**

13.3 COONAMBLE LEVEE

Background:

Council has been endeavouring for many years to upgrade the levee protecting the eastern portion of Coonamble. Advice has been received that a grant is now available to complete the Environmental Impact Assessment and the final Design following adoption of the Concept Design Report (Minute No. 9211 of 8/6/2011).

A grant has also been made available to undertake works to protect the high bank at the rear of the Library which sustained significant damage during the December 2010 floods.

Issues:

Hopefully Council can now move forward and apply for funding to finalise the construction of the upgraded levee once the EIA and the Final Design are completed.

The lack of a levee to protect the eastern side of Coonamble is not acceptable, given the risk of flooding if the current levee was to be over-topped or failed.

Sustainability/Legislative Provisions:

Before tenders can be invited, environmental and structural issues must be addressed. Funds will not be forthcoming unless the requirements of the Office of Environment and Heritage are met.

Financial Considerations:

Council will be required to contribute portion of the \$9M estimated cost of the Levee Reconstruction.

Options:

N/A

Recommendation:**That Council:**

- (1) accept the offer to proceed with the preparation of an EIA and the final design of the “Coonamble Levee”; and
- (2) consult with the Office of Environment and Heritage to complete remediation of the river bank at the rear of the library.

13.4 AERODROME APRON RESEAL

Background:

The area of the airport adjacent to the Aero Club and the Hangar has been earmarked for resealing in 2011/2012. A recent inspection has revealed that the apron has been severely damaged by planes engaged in agricultural spraying and will need reconstructing.

Issues:

The provision of an apron that is structurally sound and free of loose aggregate is required for the safe operation of aircraft accessing the hangar and the refueling bowsers at the airport.

Loose aggregate and an unsafe pavement will damage planes.

Sustainability/Legislative Provisions:

As a licensed operator, Council has a duty of care to ensure the safe operation of all aircraft.

Financial Considerations:

The original estimate to reseal the apron area was \$20,000 and has been included in the 2011/12 budget.

The revised cost to incorporate road base, mix, stabilize and apply a 10/7mm seal is \$41,000

Options:

- (1) Do nothing and accept liability for damage to planes
- (2) Reconstruct and reseal the apron.

Recommendation:

That Council proceed with the rehabilitation of the apron at the Coonamble Aerodrome and that the increased cost be voted from the unexpended 2010/2011 carry over.

13.5 WORKS IN PROGRESS**(a) STATE HIGHWAY:**

- Flood damage – Mowlma Creek – finalized
- Flood damage – Woodlands section – commenced
- Reseals 8M Park & 23km South of Coonamble – due end October

(b) LOCAL AND REGIONAL ROADS:

- SR87 – Construction at two locations Box Ridge Road – in progress, but interrupted by wet weather
- SR19 – Construction Gular-Quambone Road – scheduled following Box Ridge Road construction
- RR7515 – Flood Damage Warren Road – scheduled following Gulargambone Road construction.
- SR19 – Flood Damage Gular-Quambone Road (& associated side roads) – 90% complete
- SR15 & MR202 – Flood damage Sandy Camp Road/Carinda-Quambone Road – commenced.
- SR33 – Flood Damage Urawilkie Road and nearby areas – 80% complete.
- SR12 – Flood Damage Back Gular Road – 60% complete.

(c) WATER & SEWER:

- Reconditioning of No 4 Bore bearings and pump shafts – completed.
- Water rising main replacement in Gular – completed except for final 10 metres at the bore head.
- Jetting of 300 metres of 300mm sewer main in Coonamble (and various culverts) – in progress (Sydney and Yarran Streets)
- General maintenance and improvements in Gular, Quambone and Coonamble – as required.
- Meter reading – Coonamble, Gular & Quambone – in progress.
- Reservoir inspection and assessment – Gular, Quambone and Coonamble – completed and works to be scheduled.

(d) WORKSHOP:

- General maintenance on plant – as required
- Inspections and repairs on all plant for annual registration – completed.
- Five insurance claims prepared (panel damages)

(e) DEPOT:

- General clean up of signs, sheds and store yard – completed.
- Security dog “Harry” out of action for 3 weeks due to injury sustained in the course of his duties – no compensation claim has been made at this time!

13.6 STATUS OF WORKS REQUESTED BY COUNCIL

Effie Durham Drive & Hickey Street Construction:
A consultant has been engaged to complete survey and design of both projects.

Recommendation:
That Council note the information.

K N BRODBECK
Director of Engineering Services
7 October 2011

14. REPORT BY MANAGER – ENVIRONMENTAL SERVICES
COUNCIL MEETING WEDNESDAY 12 OCTOBER 2011

Recommendation:

That the Manager of Environmental Services' report be received and dealt with.

**14.1 DEVELOPMENT APPLICATION NO. 026/2011 – TELSTRA SHOP
(OLD WESTPAC BANK BUILDING)**

Applicant's Details: Dixon and Swanson Australia P/L
9 Prince William Drive,
Seven Hills NSW 2147

Description of Development:

The applicant proposes to install a disabled access ramp into the existing Telstra Shop Building. The proposed ramp would be located on Council's footpath area.

Description of Land: Lots 8, DP 668261
43 Castlereagh Street,
Coonamble NSW 2829

Zoning: B2 Local Centre – Coonamble Local Environment Plan 2011.

Comment:

The applicant proposes to erect a disabled access ramp 1.200 metres x 5.600 metres with safety handrails to the front of the Telstra Shop. The ramp will be completely built on the footpath area. The shop would then be used as the new chemist building with the upstairs residence to be occupied by the new owner Mr Yong Cao. The existing chemist premises which is situated in Leonards shop would, I assume, be closed down.

Allowing a ramp to be placed on the footpath area would set a precedent for other shop owners to be allowed to build ramps on Council's footpath area. The applicant has not sought permission of Council, as owner of the footpath where the ramp is proposed to be constructed.

Recommendation:

That Council refuse Development Application Number 026/2011 for the erection of a ramp for disabled access to an existing shop due to the ramp being wholly erected on Council's footpath, pointing out it would set a precedent, interfere with the aesthetics of the main street and pose a safety risk..

MATTHEW COCK

Manager – Environmental Services

5 October 2011

15. REPORTS FROM VARIOUS COMMITTEES/DELEGATES
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

**15.1 MINUTES OF A MEETING OF THE CONSULTATIVE COMMITTEE
HELD IN THE COMMITTEE ROOM ON TUESDAY 30 AUGUST, 2011
COMMENCING AT 8.30 A.M.**

PRESENT: Kristern Ramien (in the Chair) with Peter Hurst, Andrew Morley, Kaylene Atkins, Kel Brodbeck and Rick Warren.

Observers: Terry Dray (USU) & Barry Frew (Consultant).

APOLOGY: Bruce Quarmby

1. CONFIRMATION OF THE MINUTES

Moved A Morley Seconded P Hurst that the minutes of the Consultative Committee meeting held on 23 August 2011 be confirmed with minor amendments. **Carried**

2. BUSINESS ARISING:

Discussion resolved around Restructure.

- Mechanics not in favour of rotating roster – advising they would be happy for P. Foodey to be leading hand.
- The Chairman, Kristern Ramien, advised that he had consulted widely with members and engineering, some of whom had suggested questions to be raised with the Committee. He was thanked for his efforts as part of the consultative process.
- Terry Dray – USU Observer – informed the meeting he believed Council had not followed process. The General Manager advised he believes process has been meticulously followed in accordance with the Award and Local Government requirements.
- Mr Dray commented that some jobs were new and some were redesigned and called for job descriptions for all jobs. He felt that perhaps all jobs should be spilled. The General Manager replied that work was being carried out on developing position descriptions and reviewing the format of all these descriptions. Mr Frew commented that there appeared to be no requirement to submit position descriptions to the Consultative Committee.

- Reference was made to several positions within the new chart. Mr Dray believed the position of Design Engineer/Relief Overseer was a new position. The General Manager said he believed it was basically the same with emphasis placed on design; a factor in all road maintenance and construction work. The Committee felt that if the position was for a new engineer, it should be advertised.
- The General Manager again stated it was hoped people could be laterally transferred to positions without spilling jobs thereby avoiding uncertainty and potential and extensive job loss. As previously noted this also afforded the opportunities for moderate grade movement (increases) as was accepted practice by other councils and supported by the unions. Mr Dray felt that under the award, jobs identified on the old chart as not being required, should be made redundant and the occupants dealt with under award provisions. He particularly referred to the tar truck assistant. The General Manager stated he preferred not to have people lose their jobs but if this was necessary it would happen, but there was no guarantee these people would be re-employed. It was raised by Mr Dray that this was a requirement under Equal Employment Opportunity, a point that was queried as to its relevance.
- Kristern Ramien and various members listed their questions. These were dealt with as being of operational in nature or as being covered by the Award, e.g. certain allowances.
- Discussion revolved around other positions regarding the level of the position and the salary rate. While it was explained to the Committee that it was not intended to disadvantage anybody financially through salary reduction for a present incumbent, Mr Dray pointed out that under Clause 35 of the Award, if an employee agrees to be transferred to a lower paid position, salary and conditions need only be maintained for a period equal to that of the notice and severance pay provisions. It was noted that Council was trying to avoid this type of situation where employees would suffer reduction in pay. Mr Dray seemed to seek confrontation rather than consultation. The General Manager stated that if this was what the Union wanted, to employee disadvantage – then “so be it”.
- The General Manager explained to the Committee that it appeared to him, in disbelief, the Committee wanted more jobs to be made redundant with a general “spill” and then advertised as new positions. It was suggested that the Committee might like to consult with each other and then make a recommendation to the General Manager to facilitate further progress.

There was no further business and the meeting closed at 10.10 a.m.

**16. REPORT BY SALEYARD MANAGER
FOR COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011**

Recommendation:

That the report by the Saleyard Manager be received and dealt with.

16.1 SALES**CATTLE:**

Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle/ Sheep	Total Amount (\$)	No. of Yards
02.09.11	Fat	539	2,748.90	14	55.44	553	2,804.34	-
16.09.11	Fat	375	1,912.50	16	60.16	391	1,972.66	-
14.09.11	Store					1,387	5,215.12	-

Totals:	Scale	914 head		\$4,661.40			
	VA	30 head		\$ 112.80			
	Store	1,387 head		\$5,215.12			
	Yards	NIL each		\$ NIL		\$9,989.32	

16.2 CASUAL WEIGHING & CASUAL USE

Nil

16.3 SALEYARDS ACCOUNT

Period to 30 SEPTEMBER 2011	Income	\$19,883.87
	Expenditure	\$49,468.96
	Surplus/(Deficit)	(\$29,585.09)
Balance General Fund (30/6/2011)		\$40,378.00

GREG ROBINSON

Saleyards Manager

5 October 2011

17. REPORT BY CONTRACT RANGER
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

Recommendation:

That the report by the Contract Ranger for the month of September 2011 be received and dealt with.

NO REPORT TO HAND AT TIME OF PREPARING BUSINESS PAPER.

CASSANDRA BOYCE

Contract Ranger

October 2011

18. QUESTIONS WITH NOTICE
COUNCIL MEETING WEDNESDAY 12 OCTOBER 2011

19. GENERAL BUSINESS
COUNCIL MEETING WEDNESDAY 12 OCTOBER 2011

20. APPENDIX A – POLICE MEDIA RELEASES
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

21. APPENDIX B – EXPENSES/FACILITIES POLICIES
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

22. APPENDIX C – ICAC OPERATION AVOCA
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011

**23. APPENDIX D – COMMUNICATION & ENGAGEMENT PLAN
COUNCIL MEETING WEDNESDAY, 12 OCTOBER 2011**