

7 May 2014

The next Ordinary Meeting of Coonamble Shire Council will be held on WEDNESDAY 14TH MAY 2014 in the Council Chamber, Coonamble commencing 9.00 a.m.

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Yours faithfully
RICK WARREN
General Manager

5. DEPUTATIONS/ DELEGATIONS
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

- 9.00 a.m. COONAMBLE HIGH SCHOOL**
Discuss working partnership with Council at Coonamble Common.
- 9.30 a.m. SUPERINTENDENT JIM STEWART**
General discussion with Council.
- 10.00 a.m. MR DAVID CHADWICK**
Coonamble Airport.

**6. DECLARATION – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 14 MAY 2014**

7. CONFIRMATION OF MINUTES **COUNCIL MEETING WEDNESDAY, 14 MAY 2014**

7.1 MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL HELD IN THE SHIRE CHAMBER, COONAMBLE ON WEDNESDAY 09TH APRIL 2014 COMMENCING AT 9.15 A.M.

PRESENT: Cr.Al Karanouh, Mayor, in the Chair, with Crs. Michael Webb, John Walker, Dan Keady, Bill Burnheim and Tom Cullen.

Also present were the General Manager, Mr. Warren, the Director of Community Services, Ms Tasker, the Director of Corporate & Urban Services, Mr Quarmby, the A/Director of Engineering Services, Mrs Atkins and Mrs Moorhouse.

1.0 OPENING PRAYER

2.0 ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND

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

4.0 APOLOGIES

0788 RESOLVED on the motion of Crs Webb and Keady that Council accept an apology for non-attendance from Cr Don Schieb.

3.0 PUBLIC QUESTION TIME

(i) Mr Mike Svikis – Coonamble Local Environmental Plan 2011

The Mayor welcomed Mr Mike Svikis to the meeting – it was noted that his report on Council's planning proposal to amend sections of its Local Environmental Plan 2011 was included within the business paper. The General Manager drew Council's attention to the fact that Mr Svikis' report does not include proposals for :

- land on the western side of Castlereagh Highway along the river;
- a reduction in area from 1000ha to 400ha block size.

Council should resolve to include these in the review to allow a proposal to be prepared or, if Council does not want to review the issues, it should resolve accordingly.

At this stage, the General Manager handed out Special Disclosure of Pecuniary Interest forms to each Councillor which are required by the Office of Local Government to be completed prior to debate.

Cr Keady referred to the proposal to change the zoning of the Meglo land. Mr Svikis said that the zoning NI3 permits the establishment of offensive and hazardous materials and suggested that Council risks putting itself in a difficult situation to allow dwellings to be constructed, as these industries are incompatible and should be totally isolated from residential dwellings. He said allowing dwellings in the NI3 zone may, in the future, create circumstances for conflict. However, Mr Svikis said that he has included in the proposal special conditions that would allow a dwelling with a

maximum 200sq.metre area to be constructed only with development of the industrial aspects of land use.

Cr Burnheim referred to Council's earlier discussion to relocate the waste fill site to a block at "The Meglo", if it cannot procure the land adjacent to the current site and suggested that Council not permit the construction of dwellings on the Meglo. Mr Svikis said that a 400metre buffer is required around a tip area. He reminded Council that it would have another opportunity to examine these proposals after the public exhibition period and at which time it would be able to consider any submissions received. However Council would not, at that stage, be able to introduce new changes into the proposal.

It was agreed to amend the planning proposal at the Meglo from IN3 back to Rural Industrial, with no dwelling entitlement, however there be an option to consider a caretaker's cottage (not more than 60sq.m) or a facility for heavy haulage drivers to shower/sleep with the development application.

0789 RESOLVED on the motion of Crs. Cullen and Walker that Council remove the IN3 zoning at the Meglo, not include the land on the western side of the Highway on the river in the proposal and not request a change in block size from 1000ha to 400ha.

*Carried: Crs Cullen, Keady, Walker & Karanouh
Against: Cr Webb*

(ii) Warrena Creek Weir

Council's Manager of Environmental Services advised Council that, in company with Mr Svikis and representatives of other organisations, he inspected the Warrena Creek Weir.

Mr. Svikis said that following recent rain the weir holds water and proposed works would not be able to proceed, as the wildlife is back and none of the authorities would issue a permit to let water out or dredge the weir.. He said that when the weir is dry Council would, from an environmental point of view, have to comply with conditions set out in Part 5 of the Environmental Planning & Protection (EPA) Act, and as applicant would need to obtain a Review of Environmental Factors (REF) before any works can begin and the process cannot commence early, as the authorities require an accurate and "existing" profile.

Mr. Svikis said the process of dealing with the Department of Fisheries, Crown Lands, and the local Aboriginal Land Council takes considerable time, however it is crucial to follow procedures because fines for doing any work without permission are exorbitant. He also referred to the amount of material to be disposed of and said that Council has to make appropriate arrangements to dispose of the surplus material as it is in a flood plain and the effects of this need to be assessed. Again, he reiterated that it is a slow process, but each step must be followed.

At this juncture, 10.20 a.m., Mr Svikis left the meeting and Ms Kristie Pearson was welcomed to the meeting.

(iii) Ms Kristie Pearson

Kristie is the Senior Leader, Community Engagement at the Coonamble High School and she was accompanied by Ms Diana Dixon who is a member of the Wellbeing Team. Kristie said it is her aim to form a partnership with Council to deliver a range of services, to further training and employment opportunities and review ways to lessen the current gap.

She said a main focus currently is on basic health needs of students and, in this regard, she is working with community health workers and the Aboriginal Medical Service at the school. Kristie pointed out that the wellbeing of students has an impact on their learning and, although she has been in the position for only one term, she has noted positive progress.

Ms Pearson said she is open to suggestions from Council and acknowledged that Council is already active in the Coonamble High School's education program with students working in various areas of Council's workforce. She also said that the Bovine Appreciation Club members have had positive outcomes from their involvement with Council.

In discussing areas in which Council can be involved, the General Manager said the Community Services Department has already been actively associated with the school through its Student Youth Council, which this year is driving Youth Week. Ms Pearson acknowledged the activities currently being undertaken and said she is looking at broadening those activities for the beneficial outcome of students. Ms Pearson referred to mental health issues, which currently has a huge focus in the Wellbeing Program.

She said she is prepared to follow any avenue that will benefit the students, i.e. information/business partnerships – it was suggested that Kristie liaise with Council's Director of Community Services for feedback to/from Council.

Council noted that there are two positions to be filled on the Reference Group which meets once per month. The General Manager said he would like to be included and, in his absence, the Director of Community Services would be his alternate delegate. Ms Pearson said that the School has the Connected Community Strategy for four years and encouraged Council to support it. She also said that she is working on increasing school attendance.

0790 RESOLVED on the motion of Crs Walker and Webb that Council nominate Cr Walker and the General Manager as delegates on the Reference Group and the alternate delegate be the Director of Community Services.

At this juncture, Ms Pearson and Ms Dixon left the meeting and the Mayor welcomed Mrs Amanda Colwell.

(iv) Coonamble Show Society – Funding for Project

Mrs Colwell thanked Council for the opportunity to speak to a letter on today's agenda from the Coonamble Show Society, seeking seed funding for the launch of a project which will be promoted Australia-wide. The project is a special photographic

competition called *Showing the Connection*. Mrs Colwell said that positive feedback has been received, although they will have to wait until the entries are received to ascertain whether the promotion of the inaugural competition has been successful.

The Mayor invited Councillors to ask questions if they require further information regarding the Show Society's request.

Mrs Colwell left the meeting at 10.35 a.m. and the meeting adjourned for morning tea, resuming at 10.55 a.m.

5.0 DEPUTATIONS/DELEGATIONS

No deputations were booked for this meeting.

6.0 DECLARATIONS OF INTEREST

Cr Keady declared an interest as a member of the Show Society Committee in regard to Item 10.8 of the business paper – request for sponsorship from Coonamble Show Society.

7.0 CONFIRMATION OF THE MINUTES

0791 RESOLVED on the motion of Crs Keady and Webb that the minutes of the Ordinary Meeting of Coonamble Shire Council held on 12 March 2014 be confirmed.

Business arising from Minutes:

(i) Moorambilla – Councillors noted that the Moorambilla Festival will not be held this year but, at this stage, a Farewell Concert is at the Showground Pavilion. The organisers will contact Council's Events Officer confirming arrangements later.

(ii) Department of Sport and Recreation – Council was advised that grants are now available – Cr Burnheim asked whether Council could utilise this funding to repair the Skate park damage. It was noted that an application has been made for cricket nets at the Sportsground.

(iii) Code of Conduct Breach – Cr Burnheim referred to this matter in the March minutes and said he is happy to undertake any appropriate training courses. He said he unreservedly apologises to Ms Davidson as he was in the wrong contacting her and discussing work issues.

Cr Burnheim said he wished to resign as Council's delegate from the North Western Library as well as the Youth Council, as he feels he will be ineffective on these Committees if he cannot converse with staff.

The General Manager stated that Cr Burnheim was to be afforded the opportunity to address recommendations in the report and it was included as an agenda item in Closed Session for this purpose. Although Council adopted the recommendation as per the March 2014 minutes, no action was taken thus giving Cr Burnheim the opportunity prior to sanctions being imposed. Cr Burnheim said he had every intention at being present at the March meeting, but a delayed flight prevented this.

Cr Burnheim said he did not wish the matter to be discussed in Closed Session, however the General Manager said this was a requirement of the Code.

8.0 RESOLUTION BOOK UPDATE

0792 RESOLVED on the motion of Crs. Webb and Keady that the Resolution Book Update be received and noted.

Business Arising from the Resolution Book Update

Nil

9.0 MAYOR'S REPORT

The Mayor provided a verbal report of his activities throughout the month, which included the following:

- Attendance at OROC meeting in Nyngan to discuss the Local Government Review recommendations. It was noted that OROC made a submission and Council also made its separate submission.
- Attended the Rally and activities in Coonamble concerning the coal seam gas issue – said approximately 620 people attended the event.
- Assisted in distribution of cakes and biscuits at Walgett as part of the Drought Buster scheme – said hay was also donated and delivered to Walgett for drought affected farmers.

0793 RESOLVED on the motion of Crs. Keady and Cullen that the Mayor's activity report since last meeting be adopted.

10.0 CORRESPONDENCE

0794 RESOLVED on the motion of Crs. Walker and Keady that the Correspondence be received and dealt with.

Section A – For Council's Consideration:

10.1 COONAMBLE LOCAL COURT P5(43077)

In discussing this matter, Cr Burnheim requested that when representatives meet with Magistrate Kok, the seriousness of rural crime be discussed. He said farmers in the area continue to suffer big losses in the theft of fuel and vehicles and the destruction of fences and property.

0795 RESOLVED on the motion of Crs. Webb and Keady that Council meet with Magistrate Kok on Wednesday 23 April 2014, that Crs. Keady, Schieb, Walker and Cullen be the nominated representatives and that sentencing laws be discussed with the Magistrate.

10.2 OFFICE OF LOCAL GOVERNMENT R4(43095)

0796 RESOLVED on the motion of Crs. Webb and Walker that Council note the maximum rate of interest payable on overdue rates and charges for the 2014/2015 year is 8.5% and the maximum amount of a minimum ordinary rate will be \$485 for the financial year 2014/2015.

10.3 CIRCULAR - OFFICE OF LOCAL GOVERNMENT C13

0797 RESOLVED on the motion of Crs. Webb and Keady that Councillors note the information contained in the annexure included with the business paper and complete the Declaration of Pecuniary Interest Form prior to debate regarding review of the Local Environmental Plan 2011.

10.4 COONAMBLE DISTRICT RSL CLUB LTD C6-13(43129)

0798 RESOLVED on the motion of Crs. Webb and Keady that the Coonamble District RSL Club Ltd be advised the matter of a parking space for the Club bus adjacent to the Club premises will be referred for inspection and determination at the next meeting of the Traffic Committee.

10.5 COONAMBLE CHAMBER OF COMMERCE D5-20(43125)

0799 RESOLVED on the motion of Crs. Keady and Walker that Council advise the Chamber of Commerce that it agrees to this year's awards being changed to *Coonamble District Business Awards*, concurs with the placement of nomination boxes as suggested and notes that a function may be held at Two eight two eight for presentation of the awards.

10.6 COONAMBLE PISTOL CLUB INC R4

0800 RESOLVED on the motion of Crs. Keady and Webb that Council advise the Coonamble Pistol Club it will pay rates in the amount of \$420 owing by the Club for the current rating year and that funds be sourced from the Donations Vote.

10.7 MR TRAVIS McCLEARY PR1646(43998)

0801 RESOLVED on the motion of Crs Cullen and Walker that Mr McCleary be advised Council is charging services in accordance with the Local Government Act 1993 and Council's Policy and is unable to reduce the amount payable, however Mr McCleary can request that the number of domestic waste services be reduced to a single service.

10.8 COONAMBLE SHOW SOCIETY INC D7(43163)

0802 RESOLVED on the motion of Crs. Cullen and Burnheim that Council agree to contribute \$1,000 as sponsorship to the Coonamble Show Society for the launch of a special photographic competition and that funds be sourced from Council's Donations Vote.

Section B – Matters for Council's Information.**10.9 COONAMBLE STREETS AHEAD COMMITTEE C6-12-1(43034)**

Advising the annual general meeting was held at the Bowling Club on 11 March 2014 and advising that the following have been elected to the positions shown:

- President: Al Karanouh
- Vice-President: Raquel Pickering
- Secretary: Rowena Macrae
- Treasurer: Kevin Simkin
- Publicity Officer: Raquel Pickering

10.10 QUAMBONE WOMEN'S GROUP L3(43039)

Thanking Council for use of the Quambone Pool for the Australia Day event and also for the \$200 contribution towards catering. Hoping to continue the tradition next year.

10.11 HON KATRINA HODGKINSON MP D9+D9-1(43081)

Responding to letters from the Mayor regarding expansion of drought assistance and saying additional assistance has been announced by the Australian Government, which compliments that put in place by the NSW Government, and she is unable to modify the decision to back-date assistance as requested.

10.12 COONAMBLE SINGERS G2-1(43080)

Thanking Council for its generous donation of a new keyboard and extending an invitation to Councillors to join them on Saturday 10 May 2014 when they will be celebrating the 100th anniversary of Leonards Stores in Coonamble at a street party adjacent Leonards premises.

10.13 MELBOURNE-BRISBANE INLAND RAIL ALLIANCE R2(43100)

Referring to the Melbourne to Brisbane Inland Railway Alliance (MBIRA) Strategy Meeting to be held on Friday 4 April in Sydney. Pointing out it was clear from the discussions held at the Symposium hosted by Moree Plains Shire Council recently that construction of the MBIRA is a once in a lifetime opportunity.

10.14 THE HON GABRIELLE UPTON MP, MINISTER FOR SPORT & RECREATION G5-14(43103)

Advising Council was successful in securing funds for its project Irrigation Upgrade of Sporting Ovals – Coonamble and an amount of \$25,000 has been awarded for the work.

10.15 KEVIN HUMPHRIES MP D9(43126)

Referring to the Mayor's letter requesting Minister Hodgkinson to back-date drought emergency assistance.

Council noted that it received advice from the Minister for Primary Industries, the Hon Katrina Hodgkinson, of what is available for farmers in drought affected areas and she will not be back-dating the most recent assistance package.

0803 RESOLVED on the motion of Crs. Webb and Cullen that the information contained in Item Nos. 10.9 to 10.15 be noted.

URGENT BUSINESS – SUPPLEMENTARY CORRESPONDENCE

0804 RESOLVED on the motion of Crs Webb and Keady that the following matters be classified "urgent" and dealt with.

10.16 KR TRAINING S13-1(43059)

0805 RESOLVED on the motion of Crs Webb and Cullen that Council note the information contained in the letter, expressing an interest in leasing the Coonamble Swimming Complex and giving a brief overview of how the facility would be managed.

10.17 MINISTER FOR VETERANS' AFFAIRS G5(43208)

0806 RESOLVED on the motion of Crs Webb and Keady that Council note a grant of \$895 has been approved under the ANZAC Centenary Local Grants Program to help install a secure cabinet and story-board holders at the Museum Under the Bridge to house First World War memorabilia.

10.18 ROADS & MARITIME SERVICES R8-23(43223)

0807 RESOLVED on the motion of Crs. Webb and Keady that this additional information concerning delegation powers for NSW Road Managers under the Heavy Vehicle National Law be noted.

10.19 QUAMBONE BUSH FIRE BRIGADE B13+D7(43197)

0808 RESOLVED on the motion of Crs Webb and Keady that Council refer the request from the Quambone Bush Fire Brigade for a fire hose pole and a flag pole for the new shed at Quambone to the RFS Zone Manager for attention.

10.20 MINISTRY OF TOURISM, CULTURE AND ENVIRONMENT C13

0809 RESOLVED on the motion of Crs Webb and Keady that the information concerning the Global Tourism Cities Conference on 24 and 25 June 2014 at Kota Kinabulu, Sabah, Malaysia, be noted.

11.0 REPORT BY GENERAL MANAGER

0810 RESOLVED on the motion of Crs Webb and Keady that the report by the General Manager be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

0811 RESOLVED on the motion of Crs. Webb and Keady that Council note no Development Applications or Complying Development Applications were approved since the last meeting.

11.2 CIVIL EMERGENCY LEAVE

0812 RESOLVED on the motion of Crs Webb and Walker that Council formally adopt the Civil Emergency Leave Policy, noting the document was on public exhibition from 26 February until 28 March 2014 and no submissions and/or comments were received.

11.3 MEETING WITH RODEO REPRESENTATIVES

The A/Director of Engineering Services advised that work on the arena has been carried out and the area has been lowered as requested, also ground work in front of the grandstands has been completed. The General Manager said Council should decide what it will provide to the Rodeo Committee in the way of cash and in-kind – he said that Council will supply materials and the Club will be responsible for all activity and control during the rodeo period.

0813 RESOLVED on the motion of Crs Cullen and Burnheim that Council agree to provide the following to the Coonamble Rodeo/Campdraft for the 2014 event:

- | | | |
|-----------------------------|---------|----------------|
| • Toilet/shower hire | \$7,000 | |
| • "In-kind" contribution | \$7,000 | |
| • Waive fee for ground hire | \$2,500 | Total \$16,500 |

Corporate Tent at Rodeo – The General Manager requested Council to make a decision on the number of attendees to be invited to Council's corporate tent and determine costs. Councillors noted that supplying finger food for 60 people would cost \$8,000 and felt that other quotes should be obtained. The General Manager said 9 caterers were contacted, only two were available and quotes were obtained from those. Councillors eventually decided to defer this item and Crs Keady, Cullen and Walker meet with the Grants and Events Officer, immediately after the Council meeting to determine final arrangements.

0814 RESOLVED on the motion of Crs. Karanouh and Walker that Council delegate authority to the Mayor and the Deputy Mayor to make a final determination on Council's requirements regarding catering, funding and invitees to its Corporate Tent at the Coonamble Rodeo, following the meeting with the Grants and Events Officer.

11.4 ECONOMIC DEVELOPMENT

0815 RESOLVED on the motion of Crs. Cullen and Webb that the information contained in the report by the Economic Development Manager be noted.

(i) **Business Awards** – The Mayor advised that the Coonamble Chamber of Commerce has decided to launch the business awards on Sunday 18 May 2014 at a luncheon at Twoeighttwoeight.

(ii) **Economic Development – Clubgrants** - Councillors noted the availability of funds under the ClubGRANTS offered by the Office of Liquor Gaming and Racing. Cr Burnheim suggested that funds may be available for the purchase of Smith Park and upgrade of the Caravan Park.

URGENT BUSINESS – SUPPLEMENTARY REPORT BY GENERAL MANAGER

0816 RESOLVED on the motion of Crs Webb and Walker that the following matter be classified "urgent" and dealt with.

11.5 FUNDING OPPORTUNITY FOR INDOOR ARENA (WESTERN EDUCATION & EVENTS CENTRE)

Council's Economic Development Manager presented a report on this funding opportunity and said that Council has the 4 key criteria on which applications will be assessed for Stage 1 of the project. Council noted that applications close on 10 April, assessment of applications on 30 April and successful projects announced by the end of June 2014.

It was agreed that Council determine the extent of its financial commitment to Stage 1 of the project for the purposes of the application.

0817 RESOLVED on the motion of Crs Cullen and Webb that Council submit an application for up to \$2m to Category 3 ClubGRANTS for the first stage of the Western Education and Events Centre at Coonamble Showground.

0818 RESOLVED on the motion of Crs. Cullen and Burnheim that Council allocate \$300,000 from the indoor arena reserve to complement the grant application for Stage 1 of the project.

12.0 REPORT BY DIRECTOR OF COMMUNITY SERVICES

0819 RESOLVED on the motion of Crs Walker and Webb that the report by the Director of Community Services be received and dealt with.

12.1 COUNCILLOR TRAINING COURSES

0820 RESOLVED on the motion of Crs Webb and Walker that Council approve the attendance/expenditure of any Councillor wishing to undertake the training course, and any Councillor wishing to do so advise the General Manager who will make the necessary arrangements.

13.0 REPORT BY DIRECTOR OF CORPORATE & URBAN SERVICES

0821 RESOLVED on the motion of Crs Keady and Burnheim that the report by the Director of Corporate Services be received and dealt with.

13.1 RATE COLLECTIONS

0822 RESOLVED on the motion of Crs. Webb and Walker that the Total Combined Rate Collections to 31 March 2014 be noted.

13.2 LIST OF INVESTMENTS

0823 RESOLVED on the motion of Crs. Keady and Walker that the list of investments as 31 March 2014 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.

13.3 RURAL FIRE SERVICES ESTIMATES 2014/2015

0824 RESOLVED on the motion of Crs. Keady and Webb that Council approve the budget of \$3,662,352 for the North West Zone of the NSW Rural Fire Service for the 2014/2015 financial year, noting Council's contribution will be approximately \$102,800.

13.4 TEMPORARY CLOSURE OF COONAMBLE SKATE PARK

0825 RESOLVED on the motion of Crs. Keady and Walker that Council note the contents of the report and also that an insurance claim has been lodged and Council will be informed as soon as further information is to hand.

The Director advised that quotes are being sourced to repair the damage and it is estimated, at this stage, that the cost could be in the vicinity of \$124,000. In response to a question, the Director said insurance may pay around \$15,000.

0826 RESOLVED on the motion of Crs Webb and Keady that Council remove the end modules, if necessary, to make the area safe and reopen the facility for use as soon as possible.

13.5 WORKS IN PROGRESS

0827 RESOLVED on the motion of Crs. Webb and Walker that the information contained in this section of the report be noted.

14.0 REPORT BY A/DIRECTOR OF ENGINEERING SERVICES

0828 RESOLVED on the motion of Crs. Keady and Walker that the report by the A/Director of Engineering Services be received and dealt with.

14.1 WORKS IN PROGRESS

0829 RESOLVED on the motion of Crs. Webb and Walker that the information contained in this section of the report be noted.

Cr Burnheim referred to a complaint he has received about the water causing skin irritation – the General Manager said this is the result of sulphur in the water and the water not having time to settle in the reservoirs during times of heavy water usage, especially in the summer months.

In response to a question about the Water Treatment Plant, the A/Director advised that a power interruption caused problems and the practical completion period will have to start again. She explained that the plant must operate problem free for a period of five days before 'practical completion' is reached.

15.0 REPORT FROM MANAGER OF ENVIRONMENTAL SERVICES

0830 RESOLVED on the motion of Crs Keady and Webb that the report by the Manager of Environmental Services be received and dealt with.

15.1 WARRENA WEIR DREDGING

Council noted this matter was discussed earlier in the day, however the General Manager said that perhaps it may be prudent to budget money in next year's estimates if Council wishes to proceed with the works.

0831 RESOLVED on the motion of Crs. Webb and Keady that Council refer for consideration to the 2014/2015 estimates meeting allocating \$30,000 so that funds are available to obtain the required permits/licenses to carry out proposed dredging works.

15.2 REVIEW OF LOCAL ENVIRONMENTAL PLAN

0832 RESOLVED on the motion of Crs Webb and Keady that Council:

- (1) submit to the "Gateway", as administered by NSW Planning and Infrastructure, a Planning Proposal to facilitate a range of LEP amendments, as submitted to Council, for a determination;
- (2) advise the Minister for Planning & Infrastructure, or his delegate, that Coonamble Shire Council is NOT seeking plan-making delegations for this planning proposal;

- (3) advise the Minister for Planning & Infrastructure, or his delegate, that the minimum exhibition period for the exhibition of the Planning Proposal should be for a period not less than 28 days and should be concurrent;
- (4) upon receiving an affirmative Determination Notice from the NSW Planning & Infrastructure, any additional studies or work required in satisfaction of demonstrating the suitability of the proposed changes in land use be completed;
- (5) upon satisfactory completion of the Planning Proposal and supporting information, it be publicly exhibited in accordance with the Determination Notice or, where there is no such condition or the condition prescribes a period less than 28 days, for a period not less than 28 days;
- (6) note that following public exhibition of the Planning Proposal, a report is to be submitted to Council at the earliest time detailing the content of submissions received and how those, if any, issues have been addressed;

AND FURTHER

- (7) that Council not include any proposal for a review of land known as “The Meglo” on the Quambone Road to an IN3 zone – and that the current zone remain the same;
- (8) that Council not include in the proposal any reduction in lot size in the RU1 zone (Primary Production);
- (9) that Council not consider a review of land between the Castlereagh Highway and the river on the Dubbo Road zoned RU1, nor consider any reduction in lot size.

15.3 RANGER’S REPORT – MARCH 2014

0833 RESOLVED on the motion of Crs Keady and Cullen that the report by the Ranger for the month of March 2014 be noted.

The Manager of Environmental Services advised that while Council’s Ranger is on holidays it was decided to engage two out-of-town rangers and they will be working 2 days/week for at least five weeks. They will be targeting companion animals, school drop off zones and proper use of parking spaces for disabled persons.

URGENT BUSINESS – SUPPLEMENTARY REPORT BY MANAGER – ENVIRONMENTAL SERVICES

0834 RESOLVED on the motion of Crs Webb and Keady that the following matter be classified “urgent” and dealt with.

15.4 CARAVAN PARK – AMENITIES BLOCK

Councillors discussed with the Manager the various options on how best to proceed with this work. The Manager said the current amenities building is structurally sound and could be gutted and made into a 2 bedroom residence for the caretaker. In response to a question from Cr Burnheim, the Manager said the Eco Spa development would have a separate amenities block.

0835 RESOLVED on the motion of Crs Cullen and Walker that Council construct a new amenities block and renovate the existing block to a 2 bedroom residence for a caretaker/manager, at an estimated cost of \$410,000.

16.0 REPORTS FROM VARIOUS COMMITTEES

0836 RESOLVED on the motion of Crs Keady and Burnheim that the following reports, Item Nos. 16.1 and 16.2 be noted.

16.1 Standing Committee on State Development – Council’s submission to the Inquiry into Regional Aviation Services

0837 RESOLVED on the motion of Crs Webb and Walker that Council note the submission forwarded to the Inquiry into Regional aviation Services.

16.2 Notes from meeting with Local Land Services Representatives and stakeholders held on 13 March 2014.

0838 RESOLVED on the motion of Crs Keady and Webb that the information contained in this report be noted.

17.0 REPORT BY SALEYARDS MANAGER

0838 RESOLVED on the motion of Crs. Webb and Keady that the report by the Manager – Saleyards & Facilities be received and noted.

0839 RESOLVED on the motion of Crs Webb and Keady that Items 17.1 – 17.3 in the report be noted.

18.0/19.0 CLOSED SESSION

0840 RESOLVED on the motion of Crs Keady and Webb that Council resolve into Closed Session in accordance with:

- *Local Government Act 1993 - Section 10A (2) (d)(i) “prejudice the commercial position of the person who supplied it”;* and
- the administrative procedures of the Code of Conduct March 2013.

0841 RESOLVED on the motion of Crs Keady and Webb that the press and public be excluded from the meeting.

RESUME OPEN MEETING

0842 RESOLVED on the motion of Crs. Webb and Keady that Council resume Open Meeting.

ADOPTION OF RECOMMENDATIONS FROM CLOSED SESSION

0843 RESOLVED on the motion of Crs. Webb and Keady that Council adopt the recommendation from Closed Session, being Recommendation No. 18.1 and 19.1, as detailed below:

18.1 CASTLEREAGH MACQUARIE COUNTY COUNCIL

that Council:

- (1) Advise CMCC it is unable to absorb any redundant staff from the County Council on a secondment basis however, if Council has advertised vacancies, those staff members may apply.
- (2) Agree to an interest free loan to the CMCC of \$50,000 over a period of three (3) years and request a copy of the County Council’s financial statements.

- (3) Advise the CMCC it is not in a position to undertake administration/ accounting functions for the County Council.
- (4) Negotiate necessary arrangements with the CMCC should Council have surplus or available facilities suitable for depot uses.

19.1 CODE OF CONDUCT BREACH

Cr Burnheim left the room while this matter was being discussed. It was noted that Cr Burnheim was given the opportunity to address the recommendations listed in the report, but he declined.

that Council, impose the following sanctions, being the recommendations of the *Report for Coonamble Shire Council Investigation of Alleged Code of Conduct Breach*:

“Having determined that Cr Burnheim has committed a breach a section 6.7(a) of the Code of Conduct, it is recommended that:

1. *Cr Burnheim be counselled in relation to:*

(a) *His conduct in this matter, and why it constituted a breach of the section 6.7(b) of the Code of Conduct.*

(b) *His failure to attend Code of Conduct training arranged in November 2012 for councillors and to sign a statement that he has received, read, understood and will abide by his obligations under the Code of Conduct.*

(c) *The requirement to direct all of his enquiries through the General Manager and not to approach other Council staff directly on council business, including after normal business hours.*

(d) *His responsibility to behave in a professional manner towards Council staff and to not make derogatory comments to or about them or their professional conduct.*

2.. *Cr Burnheim be required to immediately undertake training in the Code of Conduct, particularly relationships and interactions between councillors and council staff members and in the Procedures for the Administration of the Code of Conduct, particularly the role of the complaints coordinator.*

3.. *Following counselling and completion of training in the Code of Conduct, Cr Burnheim be required to sign a statement that he has received, read, understood and will abide by his obligations under the Code of Conduct.*

4. *Cr Burnheim be required to undertake training in Department of Local Government Integrated Planning and Reporting.*

5. *Consideration be given to requiring all councillors and staff to attend annual Code of Conduct training.*

In light of the systemic issues and other matters identified and discussed above it is recommended that Coonamble Shire Council:

6. Develop and implement detailed policy and procedures to control access and interaction between councillors and staff members and ensure the proper management, regulation and accountability of these interactions, while still allowing councillors to carry out their civic duties.

7. Develop and promulgate a policy requiring all councillors and staff to sign a statement that they have received, read, understood and will abide by their obligations under the Code of Conduct.

8. Professional, formal mediation occur between Cr Burnheim and Mr Warren and Cr Burnheim and Ms Tasker”

AND FURTHER, in addition to the recommendations of the conduct reviewer that Cr Burnheim be required to apologise to any person or organisation affected by the breach.

20.0 QUESTIONS WITH NOTICE

Insurance Premiums in the Shire

Cr Schieb had previously handed the General Manager a notice of motion regarding insurance premiums for houses in Coonamble, which have risen dramatically. Information from insurance companies is that the increase is due to additional risk accepted to insure for a flood event. Some of the companies stated they were advised by Council that Coonamble township is flood prone – this is incorrect. It was noted other insurance companies are basing their increases on declarations of ‘natural disaster’ made by the State Government.

0844 RESOLVED on the motion of Crs. Keady and Webb that Council write to the Insurance Council of Australia and the Australian Prudential Regulation Authority (APRA) informing these organisations of the substantial increases in insurance premiums payable by residents of Coonamble, which appear to be based on erroneous factors.

21.0 GENERAL BUSINESS

Cr Cullen:

- Allegations against Mayor Karanouh – letter in Coonamble Times Newspaper. Asked the Mayor about the alleged incident – the Mayor responded that his reply is printed in this week’s Coonamble Times – there were no grounds for those allegations. Cr. Cullen questioned why those allegations would have been made if there were no grounds, the Mayor said there were no grounds whatsoever and, as far as he is concerned, the matter is now closed.

Cr Webb:

- Referred to allegations against the Mayor, published in last week's Coonamble Times. He said publicity such as this brings the Council into disrepute and is extremely damaging for the whole community and because of this, he intended to move a vote of no confidence in the Mayor.

Vote of No Confidence

Moved by Cr Webb **Seconded** by Cr Walker that a motion of No Confidence in the Mayor be put in regard to the recent letters to the editor appearing in the Coonamble Times - **Lost – 2 votes / 4 votes.**

Director of Corporate & Urban Services:

- Reminded Councillors to take business papers for the workshop to be held on Tuesday 15 April.

A/Director of Engineering Services:

- Advised that abutments to the Warrena Creek bridge would be jacked up next week.

Cr Keady:

- Asked when the organisation structure would be reviewed – the General Manager said it had to be reviewed within six months of the election of a new Council – which was done. He said Council can review the structure at any time it wishes.

Director of Community Services:

- Distributed Youth Week activities information for Councillors' information – it was noted that Youth Week is being held from 11 – 17 April 2014.

There being no further business the meeting closed at 2.27 p.m.

These Pages (1/5438 to 18/5455) were confirmed on theday of MAY 2014 and are a full and accurate record of proceedings of the Ordinary Meeting of Coonamble Shire Council held on 09 April 2014.

MAYOR

7.2 MINUTES OF EXTRAORDINARY MEETING OF COONAMBLE SHIRE COUNCIL HELD IN THE SHIRE CHAMBER, COONAMBLE ON TUESDAY, 15TH APRIL 2014, COMMENCING AT 9.00 A.M.

PRESENT: Cr.Al Karanouh, Mayor, in the Chair, with Crs. Michael Webb, John Walker, Dan Keady, Bill Burnheim, Tom Cullen & Don Schieb.
Also present were the General Manager, Mr. Warren, the Director of Corporate & Urban Services, Mr Quarmby, the A/Director of Engineering Services, Mrs Atkins, the Manager of Environmental Services, Mr Cock and the Manager of Finance, Mrs Dennis.

Prior to the commencement of the meeting, the Director of Community Services introduced two students from the Coonamble High School, Denzel Ryan and Dwayne Hammond who were participating in Council's *Boss for a Day* project as part of Youth Week 2014. The boys explained their role in the project and answered questions from Councillors.

Purpose of the Meeting:

The meeting was convened to set the Operational Plan and adopt a balanced budget for the forthcoming financial year, as well as set fees and charges for 2014/2015, which were considered in conjunction with the operational plan.

The Director of Corporate Services explained regulatory processes to Councillors, saying that it would be placed on public display seeking submission from the public and a public meeting would be held at 7.00 p.m. on Wednesday 30 April 2014.

The following documents were provided to Council for consideration:

- (1) Draft operation budget 2014/15
- (2) Revenue policy
- (3) Proposed fees and charges 2014/15
- (4) Operational Plan 2014/15
- (5) Roads Management Plan 2014/15 – 2024/25
- (6) Building Management Plan 2014/15 – 2024/25
- (7) Quarry Management Plan 2014/15 – 2024/25
- (8) Recreational Facilities Management Plan 2014/15 – 2024/25
- (9) Showground Management Plan 2014/15
- (10) Water and Sewer Management Plan – 2014/15 – 2024/25
- (11) Fleet Management Plan 2014/15 – 2024/25

Council considered various avenues to balance the budget, including the sale of land at "Yatton". A report is to be brought back to Council in regard to subdivision costs and potential subdivision of the area.

0845 RESOLVED on the motion of Crs Cullen and Keady that the budget estimates, as amended to reflect a balanced budget, along with the operational plan, proposed fees and charges and revenue policy be placed on public display for the required period, seeking submissions from the public prior to being considered and adopted at the June meeting of Council in conjunction with any submissions received.

FUNCTIONS / ACTIVITIES			
Expenditure		Income	
Administration	294,444	Administration	120,660
Salaries/Allowances	30,000	O/head to function	58,000
Interest on loans	50,000	Interest Investment	40,000
Doubtful debts	10,000	Fuel rebate	12,500
Workshop exes	20,000	FAGs @ 1.5%	10,160
Salaries Store	10,000		
Engineering salaries	149,444		
HR exes	25,000		
Public Order & Safety	10,000	Public Order & Safety	Nil
Impounding exes	10,000		
Health	Nil	Health	10,000
		Trf LEP reserve	10,000
Environment	10,000	Environment	Nil
Levee mtce	10,000		
Community Services/Education		Community Services/Education	
Housing/Comm. Amenities		Housing/Comm. Amenities	
Water Supplies		Water Supplies	
Sewerage Services		Sewerage Services	
Recreation/Culture	8,000	Recreation/Culture	7,500
Gular Swim Club	5,000	Trf Res.Devel. Fund	10,000
Plant Hire	3,000	Showground Rent/Fees	2,500
Mining,Manufacturing & Const		Mining,Manufacturing & Const	
Transport/Communication	134,300	Trans/Communication	656,820
Urban Rds Unsealed	27,900	Trf Urban Rds	400,000
Urban Rds Reconst	100,000	Trf RR Unsealed	250,000
Tree Plant/Mtce	6,400	FAGS @ 1.5%	6,820
Economic Services	15,000	Economic Services	30,000
Business Asst.Fund	15,000	Trf Farming Res	
		Saleyards	30,000

FUNCTIONS / ACTIVITIES (cont'd)			
Expenditure		Income	
Capital Exp – General	381,650	Capital Exp. – General	443,500
Caravan Pk addn costs	126,650	Trf Office Equip	40,000
Loam Roads	100,000	Trf Premises Res	50,000
Cble Pool – Cap	25,000	Trf Res. Community	30,000
Trf Res – Pound	50,000	Trf Aerodrome	50,000
Aero – internal road	10,000	Sale Ind./Main St land	200,000
Desilt weir	70,000	Trf Farming Res	9,000
		Trf Dev.Fd (gardens)	6,000
		Trf Dev.Fund	58,500
Capital Expenditure – Water		Capital Income – Water	
Capital Expenditure – Sewer		Capital Income – Sewer	
Total Change Budget Exp.	\$853,394	Total Change Budget Income	\$1,268,480

0846 RESOLVED on the motion of Crs. Cullen and Webb that the block of land between the Coonamble Aboriginal Medical Service and the Tooloon Street building currently used for Vacation Care and Community Radio Station be sold “as is” and proceeds be used to offset the 2014/15 budget.

There being no further business the meeting closed at 1.00 p.m.

These Pages (1/5456 to 3/5458) were confirmed on theday of MAY 2014 and are a full and accurate record of proceedings of the Extraordinary Meeting of Coonamble Shire Council held on 15 April 2014.

MAYOR

8. RESOLUTION BOOK UPDATE
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

8.1 RESOLUTIONS IN PROGRESS

CARAVAN PARK+ECO SPA STAGE 2 – INVESTMENT READY

0392 RESOLVED on the motion of Crs. Webb and Schieb that:

- (a) Council note the General Manager will determine the Development Application under delegated authority;
- (b) following approval of the Investor Brief, with adjustments approved by the General Manager, commence proceedings in calling for expressions of interest;
- (c) continue proceedings to purchase the land required for the development of the Eco Spa, together with the rest of Smith Park in its entirety;
- (d) upon completion of the process, classify the land as 'operational'.

Status:

Crown Lands advertising proposal to sell underway. No response to Council's offer.

EXTENSION OF COONAMBLE LANDFILL SITE

0397 RESOLVED on the motion of Crs. Karanouh and Keady that Council:

- (1) negotiate with the LHPA and Crown Lands to acquire a portion of approximately 16 hectares of land being Part TSR 24312 by way of the compulsory process and further, Council make application to the Minister of Local Government seeking approval from the Governor to acquire the land using the compulsory process;
- (2) reclassify the land being acquired under the compulsory process under section 31 of the Local Government Act to operational land and further, pursuant to section 34 of the Local Government Act, give public notice of its intention to reclassify the land;
- (3) engage a Registered Surveyor to survey the parcel of land and lodgment of the deposited plan with the Land Titles Office;
- (4) engage Councils Solicitors to commence the legal proceedings of formally acquiring the land and lodging of the deposited plan.

Status:

Application made to Minister seeking approval to acquire the land. No response from the Coonamble ALC to date.

TRUCK PARKING AREA – PILLIGA/BARADINE TURNOFF

RESOLVED on the motion of Crs Karanouh and Webb that the Director of Engineering Services make representations to the Roads and Maritime Services to have a truck parking area established at the Baradine/Pilliga turnoff.

Status:

Will be raised at the Traffic Committee meeting later this month.

SCHOOL BUS SHELTERS

School Children's bus shelters – application for funding has been submitted – staff will follow up.

Status:

Applications assessed and proceeded to approvals stage, however they are not yet approved. When approved an announcement will be made through the media.

CORPORATE TENT AT RODEO

0814 RESOLVED on the motion of Crs. Karanouh and Walker that Council delegate authority to the Mayor and the Deputy Mayor to make a final determination on Council's requirements regarding catering, funding and invitees to its Corporate Tent at the Coonamble Rodeo, following the meeting with the Grants and Events Officer.

Status:

A buffet luncheon including morning and afternoon teas, welcome nibbles has been booked. GEO is currently negotiating the menu with the caterer, who will be supplying all glassware, as well as crockery and cutlery. Outdoor staff have been notified they are required to assist with the transfer of tables and chairs from the pavilion to the marquee. This has been budgeted. Invitations have been sent to relevant businesses in Dubbo and the wider region, plus Sydney after consultation with the Mayor. The GEO is in discussion with local businesses for the provision of table centre pieces and other decorative items for the marquee. This will include a selection of photos from the Neville Owen Collection depicting past rodeos. At this point in time, expenditure is well within the budget approved by Council.

HOUSE NUMBERING

Requested that a check be made to see what progress has been made with House Numbering, as the matter was again discussed at a Health Meeting recently. The Director advised that the numbers were being ordered, but he would check. It was noted that \$5,000 remains in the budget to assist with this project.

Status:

Written to the Coonamble Lions Club requesting it to carry out the house numbering. No response to date.

11.3 MANAGEMENT OF COMMON

0645 RESOLVED on the motion of Crs. Webb and Walker that :

- (a) Council seek advice from its insurer in the development of a set of procedures to allow the commoners to undertake their own mustering, drenching, marking and other husbandry practices, and in doing so ...
- (b) Council, as trustee, undertake administrative activity and oversight of collective requirements such as water supply, fencing and asset management.

Status:

Awaiting response from Insurance Company.

8.2 RESOLUTIONS COMPLETED

Nil for April.

9. MAYOR'S ACTIVITY REPORT
COUNCIL MEETING WEDNESDAY 14 MAY 2014

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10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

Section A – Matters for Consideration by Council:

10.1 ST BRIGID'S SCHOOL C6-13(43257)

Advising that following a meeting with Sergeant Ryan, three major areas of concern were identified as follows:

1. Signage at the children's crossing is inconsistent with signs showing various times – suggested that all signs be aligned with the school zone times
2. The lines on the children's crossing require repainting – requesting this be done at Council's earliest convenience.
3. A "Keep Left" sign be installed in the centre of the road adjacent to the entrance to St Pat's Hall car park to prevent entry during busy times of the day.

Recommendation:

That Council inform the Principal of St Brigid's School that the three issues will be referred to the Traffic Committee's next meeting for inspection and determination.

10.2 EXECUTIVE PRINCIPAL, COONAMBLE HIGH SCHOOL C6-13(43260)

Saying she has been alerted to problems with regard to drop off/pick up area on Aberford Street and wondering whether Council will consider assistance in remedying the concerns. Stating that the blue line on the road marking the drop off/pick up area has faded so it is not necessarily obvious to drivers as to boundaries. Pointing out that signage seems to be accurate, but she is not aware of how often drivers are complying with the restrictions. Saying there have been occasions when parents have been unable to use the zone for drop off or pick up as cars have been parked there and some monitoring of the situation needs to occur to ensure safety of students. Wondering whether it is a Police or Council jurisdiction and pointing out she would be keen to assist in improving the situation by way of publishing restrictions in the newsletter.

Also stating that all DEC schools in NSW are auditing trees and taking steps to mitigate risk with regard to trees which may be in some way dangerous. Saying Coonamble High School is in the process of having this done and asking Council to look at the condition of trees on the footpaths on Aberford Street, outside the School. Drawing attention also to the fact that the footpath is cracked and uneven in some areas and is perhaps a trip hazard that needs remediation.

(NOTE BY GENERAL MANAGER - Regarding the requests for footpath remediation and tree maintenance - all requests of this nature are inspected and action taken as necessary in regard to the urgency of the problem and Council's resources.)

Recommendation:

That Council inform the Executive Principal of Coonamble High School that the matter of the drop off/pick up zone will be referred to the next meeting of the Traffic Committee for inspection and determination and also advise that concerns regarding trees and footpath have been considered within Council's works program.

10.3 OUTBACK RADIO 2WEB A4

Offering Council an annual advertising package with 2WEB for the 2014/2015 year. Saying this cost effective Local Government package is \$5,500+GST, entitling Council to unlimited announcements for 12 months.

Recommendation:

That Council decline the offer of an annual advertising package with 2WEB for the 2014/2015 year, noting that Council prefers to support its local radio station and will continue to use 2WEB as and when required.

10.4 COONAMBLE SHOW SOCIETY INC D7

Forwarding a Schedule for the 2014 show which will be held on Tuesday and Wednesday 27 and 28 May. Also attaching 4 x 2 day passes to the Show, which include the Members Luncheon on Wednesday 28 May.

(NOTE BY GENERAL MANAGER – Four passes have been made available to Council for the two day show for use at its discretion. The General Manager has spoken with the President of the Show Society regarding the assistance that may be required from Council. The President is yet to respond with a formal request).

Recommendation:

For Council's determination.

10.5 ROLEY GREEN T6(43310)

Writing about planting trees in Railway Street from the corner with Sydney Street north towards Aberford Street. Saying the trees will be the same as the London Planes near the cattle yards. Stating that with the assistance of two men and a digger for a day he is prepared to do the work and to water/care for the trees until they are established. Pointing out they will be on a drip system with a timer so watering will only be a matter of turning the timers on once/twice per week. Saying the trees in front of the Terminus hotel are growing well and he has been involved in their care. Providing costs from two local businesses – Sheila’s Nursery and Cant Bros – in a total amount of \$994, plus two men and a digger for one day.

(NOTE BY GENERAL MANAGER – The General Manager has instructed the A/Director of Engineering Services to contact Mr Green regarding his proposal. No issue can be identified in respect to the proposal.)

Recommendation:

That Council note Mr. Green’s proposal will proceed and funding will be sourced from the Urban Roads Maintenance Vote.

10.6 COONAMBLE RODEO & CAMPDRAFT INC S10-2(43306)

Seeking approval to conduct a “street parade” on 31 May along the length of Castlereagh Street and its surrounds to promote the annual rodeo and campdraft on 7 – 9 June. Saying they wish to have a one hour parade from 11.00 a.m. until midday, noting the parade will involve horse drawn vehicles and ridden horses. Pointing out Castlereagh Street is the ideal route for promotion of the town’s community activities. Saying Council’s support will be greatly appreciated and ultimately rewarded by way of exposure to the wider community.

(NOTE BY GENERAL MANAGER – Council’s Insurer has recommended that Council ensure the Coonamble Rodeo and Campdraft provides Council with a copy of its Certificate of Currency for Public Liability Insurance to cover this activity to an amount of \$20m.)

Recommendation:

That Council agree to the request for a street parade on Saturday 31 May from 11.00 a.m. – 12 noon, subject to the provision from the Rodeo & Campdraft Association of its Certificate of Currency for Public Liability Insurance to an amount of \$20m by 28 May 2014.

**10.7 COONAMBLE GREYHOUND RACING CLUB INC
G6(43315)**

Requesting continued financial support towards its October three day carnival. Saying inquiries are already being received from owners/trainers in NSW and Victoria, with the majority of regulars already confirming their accommodation. Saying there will be nine bookmakers fielding and, no doubt, the success of the carnival relies on prize money offered. Advising the carnival will run from 3 – 6 October and if Council agrees to its continued support, a race will carry its name. Suggesting that sponsorship be the same as last year, viz \$2,500.

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

10.8 MOORAMBILLA VOICES D5-6-1(43344)

Referring to the 2014 Moorambilla Tour farewell performance and proposing that Council takes the opportunity to support the concert both 'in kind' and financially. Saying specifically the removal and return of chairs from Coonamble High School and other venues to the Showground Pavilion and a 'dollar-match' with Moorambilla Voices for hiring of staging. Advising that based on 2013 figures this would equate to a Council contribution of \$2,500 including GST. Pointing out that this support will assist it in vacating the venue by late Saturday evening to allow for its use by other hirers.

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

Section B – Matters for Council’s Information.**10.9 OFFICE OF LOCAL GOVERNMENT C13(43233)**

Advising the NSW Councillor and Candidate Report 2012 is now available and has been redesigned and condensed to make the information more engaging and accessible for its intended audience – the community. Saying the report offers local communities valuable insights into participation in council elections and the extent to which the councils they elected resemble the communities they represent. Stating the report is available to view on the “Publications” and “Promoting Diversity” pages of the Office’s website www.dlg.nsw.gov.au

10.10 PRESIDENT, LOCAL GOVERNMENT NSW R8-8(43234)

Stating he knows that a number of councils are concerned about apparent delays in the passage of legislation to secure Roads to Recovery funding until 30 June 2019. Advising that at a late night teleconference involving the President of the Australian Local Government Association, Cr Felicity-ann Lewis and the two Vice Presidents of ALGA, Cr Troy Pickard and myself, the picture has become clearer – Roads to Recovery continues to be supported by both the Government and the Opposition. Pointing out the following advice has been provided by Cr Felicity-ann Lewis:

“The extension of Roads to Recovery beyond 20 June 2014 to a new end date of 30 June 2019 is just one of the amendments which the Government is seeking to enact in the current Land Transport Infrastructure Amendment Bill which has now passed the House of Representatives. The R2R extension is supported by both the Government and the Opposition and they have both stated that they will pass a Bill which includes the R2R extension. Unfortunately however, the Opposition and Government disagree with parts of the Bill dealing with other matters and this is creating concern about the passage of the legislation through the Senate in the next few months. ALGA is acutely aware of the issue and is discussing the matter with both Government and Opposition with the objective of ensuring that there is no impact on the R2R extension as a result of disagreement between the parties on other issues. I will keep you informed of developments on this matter and on any action that ALGA may need to take as events unfold in the next few weeks”.

**10.11 GREAT ARTESIAN BASIN – COONAMBLE ACTION GROUP
L3(43261)**

Thanking Council for its assistance with the CSG Free Declaration Day on 22 March 2014 and for allowing use of the Sportsground. Saying the sportsground facilities are of a high standard and Council staff ensured they were clean and inviting to attendees. Stating that Coonamble is fortunate in having a supportive Shire that is concerned about the future of our Great Artesian Base and of our town water supply.

Stating that more than 600 people attended the event and the sense of community spirit was also strongly felt. Pointing out public awareness is steadily increasing about how valuable the Great Artesian Basin is to Australia and Coonamble.

10.12 OFFICE OF ENVIRONMENT AND HERITAGE G5-13(43286)

Advising that a one year funding (2014/15) offer has been approved under the NSW Heritage Grants Local Heritage Places Program. Stating the offer is a development grant with a pro rata \$1 for \$2 grant of up to \$3,500 ex GST to continue the local heritage places grants for the LGA. Pointing out the assistance is based on a project cost of \$10,500 ex GST and therefore all claims will be paid at 33.3 cents in the dollar, with the balance to be met from Council's contributions to the value of \$7,000 ex GST.

10.13 KEEP NSW BEAUTIFUL B7-1(43346)

Inviting Council to participate in Tidy Towns and saying submissions for 2014 will close on 18 June. Encouraging councils, groups, businesses to enter and work with the committee to see the hard work of communities acknowledged and celebrated. Pointing out that additionally, in 2014, a prize will be awarded to the council who has the most number of towns participate in the program.

10.14 LEONARDS STORE S10-2(43283)

Referring to the street party on Saturday 10 May 2014 and saying Council's agreement to block off Castlereagh Street from Tooloon Street to Castlereagh Electrical will assist greatly. Asking to have a number of rubbish bins in place and suggesting that the street be closed from 7.00a.m. as seating will be arranged in the area. Thanking Council for the Australia Day Award for Leonard's 100th Year of Trading in Coonamble.

10.15 TRADE AND INVESTMENT – CROWN LANDS P10-5(43224)

Advising the NSW Government is pleased to release the Crown Lands Legislation White Paper for public comment following the first major review of Crown lands legislation in more than 25 years. Advising the NSW Crown estate makes up about 42% of the State and is currently administered under eight different pieces of legislation. Stating the recent Crown Lands Management Review was initiated to examine current activities and report on future directions – the following issues have been identified:

- Delays and backlogs resulting from multiple layers of decision-making and consent requirements which do not add value.
- Lack of clarity for the community about which government agency controls particular land.
- Inconsistent provisions in different legislation for similar land and activities.
- Requirements duplicated in more than one Act.

Pointing out that in response the NSW Government has prepared the crown Lands Legislation White Paper which sets out recommendations to:

- Create simpler legislation to support Crown land management in the 21st century.
- Help grow the NSW economy through the more effective management of Crown land.
- Continue the key objective of managing Crown land for the benefit of the people of NSW
- Reduce red tape for the community and stakeholders
- Streamline and speed up administration
- Cement the role of local communities in the management of crown land.

Saying that, of particular interest to local councils in NSW, is the proposal to introduce greater flexibility into how land is managed by local government on behalf of local communities. Saying the Government believes local land should be managed locally if it is in their best interests of the community. Stating the NSW government is mindful of the Final Report by the Local Government Taskforce in relation to the maintenance and renewal backlog in local government owned infrastructure. Stating that the NSW Government is also committed to the “Intergovernmental Agreement to Guide NSW State-Local Government Relations on Strategic Partnerships”, particularly in relation to cost-shifting.

Stating that in many cases the type of land that the NSW Government is seeking to transfer to local councils will already be managed by those local councils and there will be no forced transfer of land to local councils. Pointing out the benefits to local councils will be more efficient administration by no longer needing approval from Crown Lands for management decisions and being able to manage the land in accordance with the views of the local community.

Encouraging councils to read the crown Lands Legislation White Paper and the supporting Crown Lands Management Review document which are available at www.crownland.nsw.gov.au Inviting comments in writing to be submitted by 20 June 2014.

10.16	INLAND RAIL IMPLEMENTATION GROUP	R2(43345)
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Extending an invitation and seeking support of a project briefing to key community and regional stakeholders regarding the Melbourne to Brisbane inland railway project in Dubbo on Thursday 5 June 2014. Pointing out the Australian Government has committed \$300 million towards finalising planning, engineering design and environmental assessments and to start construction on the inland railway linking Melbourne and Brisbane. Saying that participation of and consultation with local business, industry, government and community throughout the project's design and construction stages will be crucial to its ultimate success. Advising that as part of the process, Australian Rail Track Corporation (ARTC) is planning a series of regional stakeholder briefings to meet with Councils, local business, community representatives and community leaders between Monday & Friday, 2 – 6 June 2014. Saying the intent of the briefings is to update on the current status and next stages of the project, as well as seek feedback on any initial local issues and opportunities that should be considered as part of the project planning process. Inviting Council to participate in the session in Dubbo on Thursday 5 June. Trusting Council is interested in participating and saying a representative of ARTC will be in contact to confirm specific details – such as time and venue – and in the meantime requesting that Council indicate its interest in attending.

RICK WARREN
General Manager
6 May 2014

**11. REPORT BY GENERAL MANAGER
COUNCIL MEETING WEDNESDAY, 14 MAY 2014**

**11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER
DELEGATED AUTHORITY**

*Link to Community Strategic Plan / Council's Delivery Program
L1.4.5 Governance is open and transparent.*

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
Nil					

CDA No	Owner	Applicant	Proposed Use	Address of land	Approval Date
Nil					

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 no Development Applications or Complying Development Applications have been approved in the period.

11.2 PERFORMANCE AGREEMENT – GENERAL MANAGER

Link to Community Strategic Plan / Council's Delivery Program:

L1.4.5 Governance is open and transparent.

Background:

General Managers of NSW Councils are employed on a standard contract which requires that a performance agreement be negotiated between the General Manager and the Council. The Agreement is attached – **APPENDIX A.**

Issues:

Clause 7.6 of the standard contract for employment states that the “*Employee will give Council 21 days’ written notice that an annual performance review is due*”.

- 7.7 *Council will give the employee at least 10 days notice in writing that any performance review is to be conducted.*
- 7.8 *The structure and process of the performance review is at the discretion of Council following consultation with the employee.*
- 7.9 *The employee may prepare and submit to Council an assessment of the employee’s own performance prior to a performance review.*
- 7.10 *Within 6 weeks from the conclusion of a performance review, Council will prepare and send to the employee a written statement that sets out:*
 - (a) *Council’s conclusions about the employee’s performance during the performance review period;*
 - (b) *any proposal by Council to vary the performance criteria as a consequence of a performance review; and*
 - (c) *any directions or recommendations made by Council to the employee in relation to the employee’s future performance of the duties of the position.*

Sustainability/Legislative Provisions:

Division of Local Government Circular 06/37 – Standard Contract for General Managers

Financial Considerations: N/A

Options: N/A

Recommendation:

That Council :

- (1) note it has received 21 days written notice of the performance review of the General Manager in accordance with clause 7.6 of the Standard Contract for General Managers;**
- (2) agree to review the performance of the General Manager at the Council meeting of 11 June 2014.**

11.3 COUNCILLORS' EXPENSES & FACILITIES POLICY

Link to Community Strategic Plan / Council's Delivery Program:

L1.4.5 Governance is open and transparent

L1.4.6 Review Council policies

Background:

In accordance with s2152 clause (1) of the Local Government Act 1993 (*Payment of expenses and provision of facilities*) Council must, within five months after the end of each year, adopt a policy concerning the payment of expenses incurred or to be incurred by and the provision of facilities to the mayor, the deputy mayor and other councillors in relation to discharging their functions of civic office.

Issues:

Under the Local Government Act, a council must not pay any expense incurred, or to be incurred, by or provide any facility to the mayor, deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section [s252(3)].

A council must give public notice of its intention to adopt a policy for payment of expenses or provision of facilities, allowing at least 28 days for the making of public submissions. Before adopting the policy Council must consider any submissions made during the display period and, if necessary, make any appropriate changes to the policy.

Within 28 days of adopting the policy Council must forward to the Director General:

- (a) a copy of the policy or amendment, together with all submissions received;
- (b) a statement setting out, for each submission, the council's response to the submission and Council's reasons for the response;
- (c) a copy of the notice pertaining to its intention to adopt a policy for the payment of expenses or provision of facilities to the mayor, deputy mayor and councillors.

A copy of the draft policy is included with the business paper at **APPENDIX B**.

Sustainability/Legislative Provisions:

- Section 252 of the Local Government Act
- Clause 403 of the Local Government (General) Regulation 2005.

Financial Considerations:

Council has allowed \$112,990 in the 2014/2015 budget for Councillor facilities, inclusive of fees.

Options:

N/A

Recommendation:

That Council place the draft policy for Payment of Expenses and Provision of Facilities to the Mayor and Councillors on public exhibition for the prescribed 28 day period, inviting comment AND FURTHER that the policy be formally adopted at the June meeting taking into account any submissions received.

11.4 AIRPORT – ACCOMMODATION UNIT
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***Link to Community Strategic Plan / Council's Delivery Program:
L1.4.5 Governance is open and transparent***

Background:

In July 2011 Mr Paul Backhouse, representing the Coonamble Aero Club, addressed Council to speak to a report from the Economic Development Manager concerning general aviation flying training and theory classes to be delivered at Coonamble Airport. It was noted that Coonamble had the advantages of a well resource aerodrome, with very few days when flying is limited by weather conditions and a highly accessible airspace (flight training zone) with little competing air traffic.

Issues:

To establish a training school in Coonamble it would be necessary to provide accommodation and be permitted to use the terminal building for theory classes so that it could become “a one stop shop” for students to obtain their pilot’s license.

At that time Mr Backhouse advised that the Coonamble Aero Club would need assistance with the purchase of a transportable block for accommodation and he estimated the cost between \$14,000 - \$20,000. It was noted that a development application would need to be lodged, showers and toilets provided and funds sourced for connection of plumbing and electricity.

An ‘on site’ meeting was held with the then General Manager, the Manager of Environmental Services, Mr Backhouse and Aero Club members to discuss the project further.

Following a report to the August 2011 meeting Council resolved as follows:

“RESOLVED .. that Council advise the Coonamble Aero Club:

- (1) to lodge a development application for the project;*
- (2) review and have approved modifications to the Club’s Transport Security Program;*
- (3) provide a copy of the approved document to Coonamble Shire Council;*
- (4) that Council will make \$20,000 available from the development reserve for the portable accommodation unit, which will remain Council property;*

AND FURTHER that Council resolve to charge a fee of \$20/day or part thereof for use of the terminal building”.

This information was conveyed to Mr Backhouse by letter of 12 August 2011. On 2 December 2011 an *Authority to Bid at Auction* on a transportable accommodation unit being auctioned through Ray White Real Estate at Coonabarabran on 3 December 2011 was provided to Mr Backhouse - the maximum amount stated was \$16,000. A request was made that, if the unit was purchased, the account be sent to Council for payment within seven days. The unit was not purchased.

At the September 2012 Budget Review Council utilised the balance of the Aerodrome Reserve to fund the re-sealing of the refuelling area at the Aerodrome.

On 30 October 2012 Council acknowledged the Coonamble Aero Club's payment and submission of a development application for the erection of a four bedroom bunkhouse at the Aerodrome, however this did not proceed and no further correspondence was received regarding this project. Following completion of the annual estimates for 2012/2013 \$50,000 was allocated to the Aerodrome Reserve for resealing of the entrance roadway and parking areas.

On 17 March 2014 Mr Backhouse advised that he purchased and paid for an ATCO 5 room donga for the Aero Club at a cost of \$11,000 (includes GST) and requested he be reimbursed. The unit has not been sited at the Aerodrome nor was Council informed prior to its purchase.

Financial Considerations:

Council has not provided funding for this item, or the ancillary works which will have to be carried out for the provision of electricity, water, showers and toilets.

Options:

N/A

<p>Recommendation: For Council's determination.</p>

11.5 COONAMBLE RODEO EVENT 2014

***Link to Community Strategic Plan / Council's Delivery Program:
P4.4.2 Assist Coonamble Shire Events with marketing & promotion.***

Background:

Council requested that a Memorandum of Understanding be developed between the Coonamble Rodeo Association Inc and Council to facilitate future events.

Issues:

Generally Council prepares the grounds and assists the Association prior to the competition. The event itself is managed and run by the Association and the Memorandum of Understanding has been prepared on this basis.

Should Council consider other issues need to be contained within the Memorandum of Understanding this can be accommodated. Consultation can then take place with the Rodeo Association to finalise the agreement. Please see following pages.

Sustainability/Legislative Provisions:

Nil

Financial Considerations:

Nil

Options:

N/A

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

MEMORANDUM OF UNDERSTANDING
between
COONAMBLE SHIRE COUNCIL
and
COONAMBLE RODEO ASSOCIATION INC

This Memorandum of Understanding is made between Coonamble Shire Council (“the Council”) and the Coonamble Rodeo Association Inc (“the Association”).

The purpose of the Memorandum of Understanding (MOU) is to facilitate the formation of a co-operative and productive working relationship between the two parties.

This MOU does not create legally enforceable obligations between the parties. It serves as a commitment from each party to work with the other to deliver a professional rodeo event on the June long weekend.

Council agrees to :

- (1) Prepare the grounds to an adequate standard to allow the rodeo competition to take place.
- (2) Consider reasonable requests from the Association for “in kind” assistance through the use of Council equipment to manage the events and traffic flows during the event.
- (3) Consider any requests for direct financial assistance. Such requests to be directed to Council to allow consideration at the March Council meeting.
- (4) Assist with promotion under the Flagship Funding Grant.
- (5) Council may utilize a corporate tent to entertain its business partners or potential sponsors to the Rodeo. Council will negotiate reciprocal arrangements with the Association in this regard.
- (6) Make the grounds available to the Association for the period of hire and allow all proceeds from camping, stall holder fees and other similar income to be retained by the Association.
- (7) The Director of Engineering Services shall be Council’s single point of contact.

Rodeo Association Inc agrees to :

- (1) Manage, co-ordinate and run the event over the June long weekend in a professional and safe manner.
- (2) Comply with all relevant legislation and regulation including, but not limited to :
 - Codes of practice relating to animals
 - Service and consumption of alcohol
 - Security and crown control
 - Sanitary and hygiene services.
- (3) Provide Council with a copy of public liability insurance cover to a minimum of \$20,000,000 or to an amount requested by Council’s insurer.
- (4) Provide Council with any request for assistance by February 28 each year to enable Council to consider such request at the March meeting.
- (5) The Association President shall be the single point of contact for Council.
- (6) Provide Council with a report, including financial information by 1 October each year.

Signed for and on behalf of)
COONAMBLE SHIRE COUNCIL)
 in the presence of:)
)

Signed for and on behalf of)
COONAMBLE RODEO ASSOCIATION)
INC in the presence of:).....
)
)

11.6 ECONOMIC DEVELOPMENT

Author: Council’s Economic Development, Lee O’Connor

Links to Council’s Community Strategic Plan/Delivery Plan:

EC2.1 Identify and attract industry programs that will draw new industry to the Shire.

I2.1.2 Encourage development of multi-purpose community facilities.

EC.3.3.1 Support social enterprise opportunities that allow young people to transition from school/TAFE to employment.

PROJECT	ACTIONS	STATUS/OUTCOMES
Eco Spa + Caravan Park	<ol style="list-style-type: none"> 1. Follow up with Crown Lands Dept. 2. Consular Visit – Liaise with NSW Trade & Investment and RDA Orana. 	<ol style="list-style-type: none"> 1. Intention to sell advertised to 1 May. Crown Land now seeks approval to sell from Ministerial Delegate. Then approval advertised for a further 14 days. 2. Potential for inclusion of Eco Spa information in presentation to Consular Officials when in Dubbo on 20th May.
Support new and existing business	<ol style="list-style-type: none"> 1. Support Business Start-Ups and Expansions: provide information, advocacy and referral. 2. Chamber of Commerce – attended April meeting. 3. Business Awards + Business Dinner – invitations, advertising. 4. Inquiries New Residents – respond to online inquiries from prospective residents. 	<ol style="list-style-type: none"> 1. 6 responses/referrals this month. [2 ongoing business startup, 1 ongoing business expansion, 3 new start-ups.] Intrinsic Clothing opened. EPA report received by Abattoir. 2. Next Chamber meeting Tues 13th May 3. Business Awards – to open May, close end July. Official launch at Business Lunch, Sunday 18 May. Bookings www.trybooking.com/84261. 4. 0 inquiries this month.
Employment Circle	<ol style="list-style-type: none"> 1. Operation Agribusiness Workforce – liaise with potential speakers. 2. Employment Circle meeting held 6th May. 	<ol style="list-style-type: none"> 1. Date TBA between 1-19 September. Depends on keynote speaker Roger Fletcher. 2. See Employment Circle meeting notes attached.

PROJECT	ACTIONS	STATUS/OUTCOMES
Economic Development Committee	1. Inaugural meeting held 29 th April.	1. See meeting notes attached.
Advocacy	Emailed business concerns to Orana Business Enterprise Centre for presentation to NSW Small Business Commissioner.	TBA.

Recommendation:

That the information contained in the report by the Economic Development Manager be noted.

RICK WARREN
General Manager
6 May 2014

12. REPORT BY DIRECTOR OF COMMUNITY SERVICES COUNCIL MEETING ON WEDNESDAY 14 MAY 2014

12.1 COMMUNITY SERVICES PROGRESS

Background:

In line with Council's 2013/14 Operational Plan, this report presents a summary of community services progress and activities for the period March – April 2014.

Issues:

1. Community Development

1.1 Youth anti-social behaviour

1.1.1 Youth Week

Link to Community Strategic Plan/Council Delivery Program - L1.1.1 Continue to support Coonamble Shire Youth Council as a link between young people and their Council.

Coonamble Shire Youth Council facilitated Youth Week events 11th – 17th April as follows. A number of local organisations contributed to, or assisted with hosting, events. Funding for the events was provided through NSW Office of Communities grant funds.

Blue Reelers - held at the Vacation Care Centre with the Giyaali Youth Van and a big screen movie. Approximately 60 children and parents/carers attended. Police Youth Liaison staff (Local Area Command), local Police and Council staff attended.

Youth v Oldies Basket Ball/ Netball Competition – An “oldies” team made up of Coonamble High School and Coonamble Aboriginal Medical Service staff played against local young people. Approximately 30 people participated in the event at the Vacation Care Centre. Heikens IGA Coonamble kindly donated sausages and bread for the BBQ.

Big Day Out, Coonamble – Approximately 300 people enjoyed a community day at Smith Park. The day involved a variety of activities including carnival style rides, Human Foosball, Pinnacle Challenge, and Karaoke. Mission Australia, Lions Club of Coonamble and Coonamble Community Church partnered in the event.

Boss for the Day – 6 students participated in the Boss for the Day workshops which involved them “taking on” a staff position in Council and working on an issue of interest to them. Two of the students gave a short presentation, focussed on drug and alcohol issues, at Council's April estimates meeting.

34 young people participated in the “Boss for the Day” writing competition, expressing their views on improving the Coonamble Shire community.

Your Voice, Your Choice – 14 young people participated in this activity involving a round table discussion on community issues and solutions. Discussion ranged from improved social activities to prevention of coal seam gas mining.

Music Trivia – 30 young people gathered at the Coonamble Library for a music trivia competition. The event was assisted by staff from MacKillop Rural Community Services and Coonamble Family Wellbeing Program (Medical Local).

Waste to Art Workshop – Hosted by Outback Arts, this event assisted young people to create works of art from discarded materials. The works created will be entered in the Coonamble Shire Waste to Art Competition.

Football Day – Hosted by Mission Australia, young people and their families participated in skills and drill training, a game of touch football and other activities. Mission staff from Coonamble and Gulargambone facilitated the event with the Coonamble Rugby League Club providing the equipment.

Lightning Ridge Big Day Out – 15 young people participated in the Lightning Ridge excursion which included a community fun day and trip to the Lightning Ridge Aquatic Centre. Coonamble High School, Mission Australia and Mackillop Rural Services staff joined Council staff in supervising the young people.

1.1.2. Bang the Table

Link to Community Strategic Plan / Council Delivery Program – P4.2.1 Provide strategic early intervention community development programs for children and young people.

The Bang the Table project is progressing with the Youth Council continuing to develop youth-led events. A Youth Forum is planned for the end of the year and the participants have commenced action for this event.

1.2 Youth Council

Link to Community Strategic Plan/Council Delivery Program

L1.1.1 Continue to support Coonamble Shire Youth Council as a link between young people and their Council.

Two Youth Council meetings took place during the reporting period and five sub group meetings took place in preparation for Youth Week. The sub group meetings allowed interested Youth Council members to work on developing resources and event details for Youth Week events which occurred in April.

2. Library

Link to Community Strategic Plan / Council Delivery Program- 12.2.1 Expand the role of Council libraries to support early language/literacy skills and life skills programs. 12.2.2 Provide high quality library services that are responsive to community need. EC3.4.4 Promote Shire libraries as venues for innovative educational support

The Library Connections Project is an externally funded project aiming to build connections between the Aboriginal community of Coonamble Shire and the Coonamble Library. The project involves a part time Project Worker facilitating a twelve (12) month program in accordance with a framework involving *place making, bridge building* and *cultural development*. During the reporting period the following has occurred:

- *Stories in the Street* continues to visit McDonald Park with a consistent number of parents and pre-school children attending.
- Pre school and day care centre readings continue on a fortnightly basis.
- Big screen movie nights for young people are continuing fortnightly.
- Homework help and after school activities Monday & Tuesday afternoon 3 -5pm have been well attended, with an average of 15 young people per session.
- Assisted an increased number of patrons to access online information.
- Harmony Day celebration involved dance exhibition, live painting demonstration and morning tea for approximately 30 participants.
- Cultural art and language workshop planning is continuing.

Other Library activities:

- Headphones/microphones and Library computers are being used by several patrons to record their own music and songs.
- Housebound deliveries to patrons with newly formed trivia and copy of senior's magazine continue every fortnight.
- Coonamble High School trainee working every Wednesday at the Library.
- Waste to Art promotion with Outback Arts.

- Anzac Day promotion with posters, books and DVDs on display.
- Easter Egg Hunt for 0-5year olds - attended by 15 children and their carers.
- Over 100 children participated in the Easter Egg guessing competition which ran during the school holiday period.

3. Vacation Care

Link to Community Strategic Plan / Council Delivery Program- P4.2.1 Provide strategic early intervention community development programs for children and young people.

30 occasions of care were provided during the reporting period.

4. Tourism

4.1 Coonamble Rodeo and Campdraft

Link to Community Strategic Plan / Council Delivery Program- P4.4.2 Assist Coonamble Shire events with marketing and promotion

Continued administration of the Regional Flagship Funding for the annual Coonamble Rodeo and Campdraft, on behalf of the Coonamble Rodeo Association.

4.2 Destination Management Planning

Link to Community Strategic Plan / Council Delivery Program – EC1.1.5 Develop existing visitor markets, EC1.1.6 Participate in Inland Tourism and Great Inland Way initiatives

- Next Inland Tourism meeting to be held in Coonamble on May 19 from 11am - 2pm at the Coonamble Bowling Club. Invitations have been sent to interested stakeholders.
- Completed Coonamble LGA tourism audits and gap analysis summaries as part of destination management planning for the Central NSW Inland Tourism Cluster.

4.3 Visitor Information Centre

Visitor statistics for reporting period (March – April 14)

	March 2014	April 2014
Place of origin	NSW 87% QLD 10% VIC – 1% SA- 1% ACT – 1%	NSW – 85% QLD – 9% VIC – 2% SA – 1% - TAS- 1% Overseas – 2%

	March 2014	April 2014
Service request	1. Directions 2. Attractions 3. Accommodation 4. Toilets	1. Directions 2. Attractions 3. Accommodation 4. Toilets
TOTAL Visitors	46	88

5. Grants

Link to Community Strategic Plan / Council Delivery Program – I2.3.1 Upgrade and maintain infrastructure that supports cultural recreational and leisure activities (5.1). P1.3.1 Support activities that increase community participation and connection (5.2).

5.1 Application lodged for the upgrade of the Coonamble cricket nets with expected date of announcement October 2014.

5.2 *Transport for NSW* grant application successful. \$8,400 has been granted to assist young people access events and activities, over a 12 month period.

6. Events

- Clean up Australia event
- Youth Week events
- Harmony Day event
- Continued planning – Rodeo Corporate Tent

7. Heritage and Museum Advisory Committee

Link to Community Strategic Plan / Council Delivery Program - I2.3.4. Continue to provide museum advisory support

7.1 Section 355 Committee meeting was hosted at the Museum Under the Bridge, where Cr Webb was elected Chair, Cr Walker Vice Chair and Angie Little Secretary Treasurer. Minutes will be provided to Council at the June meeting.

7.2 Heritage Day

The Heritage and Museum Advisory Committee, together with members of the public, are working together to host a display and open day at the Museum. The committee agreed that the day spotlight the Museum with a view to attracting more local residents.

8. Museum Under the Bridge

Link to Community Strategic Plan / Council Delivery Program- 12.3.1. Continue to upgrade and maintain infrastructure that supports cultural recreational and leisure activities

Council was notified of a successful grant application through the Local Centenary of Anzac Grants program to purchase another display cabinet for the Museum. This cabinet will be dedicated to World War One memorabilia.

The Museum Facebook page welcomed its 1200th follower. This compares very favourably for our size, with the National Museum of Australia having 4900 followers, Museums and Galleries NSW 642 and Old Dubbo Gaol 567 as a broad example of the scope of our reach.

Sustainability/Legislative Provisions:

- Local Government Act 1993

Financial Considerations: Nil.

Options: N/A

Recommendation:

That Council notes the information contained in the Community Services Progress report.

12.2	COONAMBLE SHIRE VISITOR GUIDE ADVERTISING RATES
2014	

Author: *Tourism Development Manager, Lauren Picone.*

Link to Community Strategic Plan / Council's Delivery Program:
EC1.2.8 *Tourism information on Coonamble Shire be displayed at regional and interstate visitor centres*

Background:

In February 2013 Council resolved to charge local businesses a fee for business advertisements in the new visitor brochure. Previously, businesses have not been charged advertising fees for listings in Coonamble Shire's visitor brochures (Coonamble, Gulargambone and Quambone). This report presents current surrounding LGA visitor brochure advertising rates and outlines proposed rates for Coonamble Shire advertising.

Issues:

Advertising

Surrounding LGA Visitor Brochure Advertising Rates		
LGA	Price	Size
Gilgandra	\$260.00	1/8 page colour advertisement
Coonabarabran	\$324.50	1/12 page colour advertisement
	\$250.00	Business Listing
Narrabri	\$550.00	1/8 page colour advertisement

The proposed advertising rates for the Coonamble Shire Visitor Brochure are below current market rates (see above table with regional advertising rates). The rates have been developed to encourage businesses to participate in the new visitor brochure. The objective of the brochure is to showcase and promote as many local businesses as possible, and it is hoped that the suggested rates will encourage maximum participation.

Proposed Advertising Rates		
Package	Price	Includes
Option A	\$200	<ul style="list-style-type: none"> - 1/8 page colour advertisement in the visitor brochure with a description and photo - Business listing in visitor brochure - Website listing: including photos, links and testimonials
Option B	\$150	<ul style="list-style-type: none"> - Business listing in visitor brochure - Website listing: including photos, links and testimonials

Sustainability/Legislative Provisions: NIL

Financial Considerations:

Design is being completed in-house and will require staff time only. A print quote has been obtained for 2500 copies of the brochure, which has been estimated at \$2,500.

Options:

1. Council approve the proposed advertising rates for the 2014 Coonamble Shire Visitor Brochure
2. Council determine alternative advertising rates for the 2014 Coonamble Shire Visitor Brochure

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

LIANNE TASKER

Director of Community Services
2 May 2014

13. REPORT BY DIRECTOR OF CORPORATE & URBAN SERVICES
COUNCIL MEETING WEDNESDAY 14 MAY 2014

13.1 RATE COLLECTIONS

Total Combined Rate Collections to 30/04/2014 compared to 30/04/2013:

	30/04/2014	30/04/2013
Arrears 30 th June previous year	791,468.50	763,910.00
Plus 2013/2014 Combined Levy	5,693,922.13	5,498,433.50
Add Transfer from Postponed	-	-
GROSS LEVY	6,485,390.63	6,262,343.50
Less: Pensioner Concession (State)	(62,753.54)	(65,818.79)
Pensioner Concession (Council)	(51,343.80)	(53,851.74)
Transfer to Postponed	-	-
Abandoned	-	-
NET TOTAL LEVY FOR YEAR	6,371,293.29	6,142,672.97
Less Collections	(4,544,613.08)	(4,367,932.36)
Plus Refunds	-	-
NET TOTAL BALANCE	1,826,680.21	1,774,740.61
Plus Postponed	-	-
GROSS TOTAL BALANCE	1,826,680.21	1,774,740.61
Collection % of Total Receivable	71.83%	71.11%
Arrears % of Total Receivable	28.17 %	28.89%

Recommendation:
Submitted for Council's information.

13.2 LIST OF INVESTMENTS

Financial Institution	Invest Rating S&Ps	Investment Type/Maturity Date	Current Rate	Term	Amount (\$)
National Australia Bank	A1+	Term Deposit - 20/06/2014	3.66%	90 Days	2,000,000.00
National Australia Bank	A1+	Term Deposit - 03/07/2014	3.66%	90 Days	1,000,000.00
IMB	A2	Term Deposit - 02/07/2014	3.50%	93 Days	1,000,000.00
St George	A1+	Term Deposit - 16/06/2014	3.45%	91 Days	1,000,000.00
ME Bank	A1+	Term Deposit - 02/06/2014	3.65%	91 Days	1,000,000.00
Reliance C/U	Unrated	Term Deposit - 04/09/2014	3.25%	184 Days	500,000.00
Bendigo Bank	A-	Term Deposit - 17/07/2014	3.40%	90 Days	1,000,000.00
Bendigo Bank	A-	Term Deposit - 24/09/2014	3.60%	150 Days	1,000,000.00
IMB	A2	Term Deposit - 11/06/2014	3.50%	92 Days	1,000,000.00
Orana Mutual	Unrated	Term Deposit - 26/05/2014	3.65%	90 Days	1,000,000.00
National Australia Bank	A1+	Term Deposit - 13/07/2014	3.66%	90 Days	2,000,000.00
ME Bank	A1+	Term Deposit - 26/08/2014	3.70%	120 Days	1,000,000.00
ME Bank	A1+	Term Deposit - 23/05/2014	3.43%	90 Days	1,500,000.00
ME Bank	A1+	At Call Account	3.10%	-	1,500,000.00
TOTAL					\$ 16,500,000

Financial Institution	Invest Rating S&Ps	% of Investment	Max per Investment Policy	Amount (\$)
National Australia Bank	A1+	30%	50%	5,000,000
St George	A1+	6%	50%	1,000,000
Bendigo Bank	A-	12%	40%	2,000,000
IMB	A2	12%	35%	2,000,000
ME Bank	A1+	30%	35%	5,000,000
Orana Mutual	Unrated	6%	10%	1,000,000
Reliance C/U	Unrated	3%	10%	500,000
				\$ 16,500,000

Rating	% of Investment	Policy	Amount
A1+	67%	100%	11,000,000
A1	12%	80%	2,000,000
A2	12%	60%	2,000,000
Unrated	9%	30%	1,500,000
			\$ 16,500,000
General Fund Investments			9,600,651
Sewerage Investment Fund			2,778,768
Water Investment Fund			4,120,581
			\$ 16,500,000

Recommendation:

That Council note the list of investments as at 30 April 2014 and it also be noted that Council's Investments comply with s625(2) of the Local Government Act 1993 and Council's Investment Policy.

13.3 WORKS IN PROGRESS**Parks & Gardens:**

- Works program continues to focus on improving the presentation of Council open spaces. During the month particular focus has been on clearing the backlog of works with slashing of the Coonamble approaches, airport and cemetery the main priorities.
- Planned work for the upcoming month includes preparation of the showground and surrounds for the upcoming Coonamble Show and Rodeo.
- Repairs to the Skate Park facility in Coonamble are due to commence on Monday 5th May, 2014.

Vandalism Update:

- Plants continue to be removed or destroyed from the gardens beds in the main street and around Council's administration complex.
- Minor graffiti has also occurred to Council signage and fixtures along the main street.

Pools:

- As discussed at the estimates meeting, work on the supply and erection of a shed at the Gulargambone Pool has commenced and it is anticipated that it will be completed this financial year.
- Council is currently in the process of recruiting a replacement Pool Attendant following the recent resignation of one its staff from the Coonamble Pool facility.

Buildings:

- Maintenance to the entrance, including the installation of hand rails, has been carried out at the Gulargambone Mechanic's Hall.
- Repair works to 32 Yarran Street have commenced.
- Minor planned maintenance has been carried out as scheduled

Recommendation:
That Council note the information.

BRUCE QUARMBY

Director of Corporate and Urban Service
5 May 2014

14. <u>REPORT BY A/DIRECTOR OF ENGINEERING SERVICES</u> <u>COUNCIL MEETING WEDNESDAY 14 MAY 2014</u>

14.1 WORKS IN PROGRESS

- (a) **Plant/Workshop:**
- Repairs have been completed as required on plant:
 - Routine servicing of transport vehicles completed as required.
- (b) **Vehicle Purchases/Disposals:**
- Three administration vehicles have been received and trades released.
 - Three surplus vehicles have yet to be sent to auction
- (c) **Airport:**
- The access road to the agricultural spray area has been formed and fencing and permanent gates will be erected
 - Routine maintenance completed as required.
- (d) **Depot:**
- Routine maintenance to depots and buildings as required.
 - Increased monitoring of fuel issues in progress.
- (e) **Water Treatment Plant & Reticulation:**
- Final commissioning of the plant has been completed.
 - Repairs have been completed to water mains, meters and services as required in Coonamble, Gulargambone and Quambone.
 - Lowering and re-location of the water mains at the intersection of Dubbo and Aberford Street have been completed.
- (f) **Sewerage:**
- Routine maintenance and clearing of blockages have been undertaken at Coonamble and Gulargambone.
 - An audit of the plants will be undertaken by Hunter Water as part of Council's asset management. Audits are in accordance with LMWUA guidelines.
- (g) **State Highway:**
- Works underway on culvert repairs and replacement north and south of Wingadee Road (Culverts 104, 117, 118, 119, 120, 121)
 - Repair to white ant damage at the Oxley Rest Area complete.
 - Preparation and sealing of road shoulders for 2 kms south of Coonamble is underway

- RMS are conducting preliminary investigations towards rehabilitating 2kms of highway immediately north of Coonamble.
- Orders received for Wilbur creek guardrail replacement.
- Order received for heavy patching work near Youie Gun Club.

(h) Regional Roads:

- Heavy patching on MR383 in the “Floddenfield” area will commence shortly.
- MR7515 repairs to Combara bridge investigated, and work is about to commence.
- A company has been engaged to “jack” the concrete approach slab on Warrena Creek bridge to remove the failed approach. This work is completed.
- Work on box culverts on MR129Q 2kms from Quambone about to commence
- Replacement of the “Coughrans Canyon” floodway with a more motorist friendly version is underway. Asbestos water main replacement in the same vicinity is complete. Rehabilitation of Dubbo St in the vicinity is now underway.

(i) Local Roads:

- Grading on local roads has been confined to areas where there is sufficient moisture or in close proximity to urban water supplies.
- Bitumen patching and edge repair has been completed following routine inspections.
- Spraying and slashing underway, further reseals planned

(j) Urban Streets:

- Bitumen patching of streets and shoulders is in progress following prioritisation of works using REFLECT.
- Pavement construction in Gordon Street will be completed in conjunction with Dubbo, Aberford and Warrena Streets.
- Grading of unsealed streets is in progress.

(k) Quarry:

- Awaiting delivery of pre-coater for the quarry.
- Aggregate bins currently being installed

KAYLENE ATKINS

A/Director of Engineering Services
5 May 2014

15. <u>REPORT BY MANAGER – ENVIRONMENTAL SERVICES</u> <u>COUNCIL MEETING WEDNESDAY 14 MAY 2014</u>

15.1 RANGER'S REPORT – APRIL 2014
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*Link to Community Strategic Plan/Council's Delivery Program:
P2.2.5 Control straying animals*

STATISTICS:

<u>Compliance</u>	<u>April 2014</u>	<u>Year to Date 2013/2014 Total</u>
Official Correspondence	12	80
Infringements (Animals)	2	85
Infringements (Other)	0	9
Microchipped dogs	3	16
Registrations	2	26
Nuisance dog declaration	0	5
Dangerous dog declaration	0	4
Restricted dog declaration	2	3
<u>Impoundments</u>		
Dogs	29	202
Cats	11	91
Stock	0	0
Other	0	0
TOTAL ANIMALS IMPOUNDED	40	293
Motor vehicle	0	6
<i>Breakdown of impoundments:</i>		
Dogs destroyed	25	174
Dogs surrendered by owner	19	100
Dogs re-housed	1	20
Dogs released	5	22
Cats destroyed	10	83
Cats re-housed	1	1
Cats released	1	1
Gulargambone dogs impounded	19	23
Quambone dogs impounded	0	0

Recommendation:
That the information provided by Council's Ranger and contained in this report be noted.

MATTHEW COCK
Manager – Environmental Services
5 May 2014

**16. DELIVERY PROGRAM & QUARTERLY BUDGET REVIEW –
PERIOD ENDING 31 MARCH 2014
COUNCIL MEETING WEDNESDAY 14 MAY 2014**

Background:

In accordance with Section 407 of the Local Government Act 1993 and Section 203 of the Local Government (General) Regulation 2005 the General Manager must report to Council within two months of the end of each quarter the extent to which the performance targets of Council, set by the Delivery Program, have been achieved and submit a review of the estimates of income and expenditure for Council's consideration – (A3 sheets).

Issues:*BUDGET REVIEW:*

Refer to attached quarterly budget review report which is presented in accordance with the Local Government Accounting Standards.

Sustainability/Legislative Provisions:*Quarterly Review of Budget*

Local Government (General) Regulation

Section 203

Financial Considerations:

Consideration of attached Budget Review and list of budget variations.

Options: N/A

Recommendation:**That Council:**

- (1) approve the variations to votes as listed in the budget review documents;**
- (2) note that in the opinion of the responsible accounting officer, Council is in a satisfactory financial position;**
- (3) note the position of Council's estimated Reserves at 31 March 2014**

BRUCE QUARMBY

Responsible Accounting Officer.

2 May 2014.

17. REPORTS FROM VARIOUS COMMITTEES
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

**17.1 MINUTES OF A MEETING OF THE COONAMBLE HERITAGE
AND MUSEUM ADVISORY COMMITTEE HELD AT THE MUSEUM
UNDER THE BRIDGE ON MONDAY, 1 APRIL, 2014 AT 10.35AM**

PRESENT: Cr John Walker, Cr Michael Webb, Angie Little (Hon. Museum Curator), Jennie Geerdink (GEO, CSC), Helen Cant, Gordon Ditchfield.

APOLOGIES: Matt Cock (CSC), Eric Fisher

MINUTES OF PREVIOUS MEETINGS: The minutes of the Special Meeting held on Tuesday, 3 December were circulated at the meeting.

MOVED: Jennie Geerdink/Angie Little they be adopted.

BUSINESS ARISING FROM THE MINUTES: Jennie Geerdink informed the meeting that the new Constitution approved at the December meeting had been adopted by Council.

ELECTION OF EXECUTIVE: Discussion was held on the makeup of the Executive Committee.

MOVED Cr Webb/Gordon Ditchfield that the positions of Secretary/Treasurer be combined.

EXECUTIVE COMMITTEE:

CHAIR:	Cr Michael Webb
VICE CHAIR:	Cr John Walker
SECRETARY/TREASURER:	Angie Little

Jennie Geerdink explained that under the various policies and procedures, the committee would have administrative support from the nominated Council liaison officer, currently the Grants and Events Officer.

ARCHIVES: Discussion was held on the Archives Committee in light of the Archives being roped in under the Heritage and Museum Committee. The Archives Committee is made up of Eric and Carolyn Fisher, Gordon and Pauline Ditchfield and Neville Owen.

MOVED Cr Webb/Cr Walker that the Archives committee be a formal subcommittee of the Coonamble Heritage and Museum Advisory Committee and further that the Archive subcommittee continue to utilise their current funding sources for the purchase of consumables used in their activities.

HERITAGE DAY: Discussion was held about Heritage Day activities. It was agreed that Heritage Day should be held at the Museum, utilising outbuildings such as the Stables for displays. It was also agreed that it would be an ideal opportunity to promote the Museum to local people who may not have visited for a while. Gordon Ditchfield advised that the Archives committee was unavailable to open the Archives to the public on that day. GEO to contact schools to encourage further interest. A media release promoting the day should have emphasis on the storylines of the Museum; that its “not rusty old pots and pans”.

ACTION:

The Museum would be the venue for Heritage Day, which will be held on Saturday 3 May between 10.30am and 2.30pm. Gold coin donations would go toward the Museum. Coonamble Family History Society to be followed up on their participation.

PRESERVATION NEEDS ASSESSMENT: Jennie Geerdink informed the meeting of the Preservation Needs Assessment for the Neville Owen Collection that had been conducted in February by Tegan Anthes of Preservation Australia. The preservation needs assessment will provide a report on the best way of managing and preserving Neville’s negatives, photos and equipment into the future to ensure they are available for generations to come. During the assessment, Tegan had a lengthy discussion with Neville. The Preservation Needs Assessment was funded by a National Library of Australia grant.

GENERAL DISCUSSION ITEMS: The meeting discussed the stagecoach being on display. Angie said it had recently been measured up for relocation at the VIC. The harnesses associated with the stagecoach are now with the Museum.

Discussion was had on looking for Coonamble Bricks, which the stables are constructed from. About 100 are needed for maintenance and repair on the stable. Cr Webb said he would discuss the prospect of a story with the Coonamble Times and Angie Little said she would put a call out on Facebook.

Jennie Geerdink informed the meeting that a new display cabinet would be purchased soon, specifically to house war memorabilia. Funding was obtained through the Local Grants program to celebrate the Centenary of Anzac.

Gordon asked about Tin Town and what work was being done to recognise and preserve the heritage of the area.

Meeting closed at 11.35am

**17.2 MINUTES OF A MEETING OF COONAMBLE SENIOR
CITIZENS ASSOCIATION INC HELD IN THE SENIORS HALL 23
NAMOI STREET ON 18 MARCH 2014**

PRESENT: Ken Baker, Peter Mayoh, Gloria Fernando, Siffia Fernando, Bruce O'Brien, Lynn Betteridge, Jenny Driscoll, Alma Backhouse, Jean Shields and Lorna O'Brien.

Welcome to Lynn

APOLOGIES – None

MINUTES – read by Lorna
 Moved Alma Seconded Siffia

Business Arising – None

TREASURER'S REPORT

 Moved Peter Mayoh that his report be accepted and accounts passed for payment – Seconded Jean

CORRESPONDENCE IN:

 (1) Commonwealth Bank Statement

CORRESPONDENCE OUT: None

GENERAL BUSINESS:

 (1) Bruce moved we have a credit card for the grocery shopping for Bingo prizes – value of the credit card is not to exceed \$1,000 Seconded Alma

 (2) Yvonne Hodges donated a pearl ring to be raffled for Mothers Day

 (3) Brian Cobb donated a bike to be raffled for Christmas

CRAFT EXHIBITION – Thursday 20 march – Morning tea to be supplied

 Jean – scones

 Jenny – dip and biscuits

 Gloria – cup cakes

 Alma – lemon sponge (and jam drops)

 Lynn – cake

 Lorna – chocolate sponge

10a.m. start – Everyone to bring an item for the exhibition.

Michael will take photos and judge 1st, 2nd & 3rd prizes to be awarded
Craft Ladies gave a donation of \$140 – very generous – thank you.

RAFFLE Handbag and purse

- (1) Speakers in the hall – Gloria will see Terry Lees
- (2) Bruce to see Council re fan in kitchen
- (3) Also dish washer
- (4) Ken has ordered new trestles\

Meeting ended at 2.30 p.m.

**17.3 MINUTES OF AUDIT & RISK MANAGEMENT COMMITTEE
MEETING HELD AT THE ADMINISTRATION BUILDING,
COONABARABRAN ON WEDNESDAY 19 MARCH 2014
COMMENCING AT 11.30 A.M.**

PRESENT: Mr Andrew Fletcher, in the Chair, Mr David Honner, Independent Committee Member, Mr Rick Warren, General Manager, Cr Mr Michael Webb, Council Delegate, David Murray, Revenue and Finance Officer, Ms Amanda Nixon, Manager of Human Resources, Mr Jeff Shanks, Luka Group and Lisa Mannion, Luka Group.

1. **WELCOME** – The Chairman welcomed all to the meeting.
2. **APOLOGY:** Lianne Tasker, Bruce Quarmby and Joelene Dennis.
3. **DECLARATIONS OF INTEREST:** Nil
4. **MINUTES OF PREVIOUS MEETING:**

RESOLVED on the motion of Cr Webb and David Honner that the minutes of the meeting held 5 September 2013 be adopted.

RESOLVED on the motion of David Honner and Cr Webb that the following be noted in the minutes:

3 (c) Council's Internal Audit Committee:

*Assisting oversight of Council's internal audit functions Currently
Councillor Webb, Alternate Councillor Karanouh*

Extract from Coonamble Shire Council Minutes from the Extraordinary Meeting held Wednesday 11th Sept 2013.

5. FINANCIAL STATEMENTS AND AUDIT REPORT:

There were no questions or comments regarding the Audit Management Letter dated 31/10/2013. The Audit Management Letter dated 30 April 2013, prepared by Hill Rogers Spencer Steer, was submitted by the General Manager.

Comments or Recommendations arising from discussion:

- The General Manager informed the committee that there has been a comprehensive review of the current software system, however if Council needed to change to a new system it would be a lengthy process and many programs are cost prohibitive. Implementation of the current accounting program was imperfect and this was combined with staffing problems from the supplier, which has since been rectified to some degree.

- Andrew Fletcher advised that the action list contained in the *ARMC Recommendations Progress Report* should be updated to include the recommendations from the Audit Management Letter dated 30 April 2014.
- The committee agreed that repeated and completed actions are to be removed and an updated copy will be presented at the next meeting.
- The committee did not have any questions on the 30 April 2014 Audit Management Letter.

RESOLVED on the motion of Cr Webb and David Honner that the above actions are adopted.

RESOLVED on the motion of David Honner and Cr Webb that committee note that at the ordinary meeting of the Coonamble Shire Council held 9th October 2013, Council appointed Hill Rogers Spencer Steer as Council's Auditor for a six year term from 1 July 2013 to 30 June 2019.

6. REVIEW OF CHARTER

The committee held a general discussion on does the current ARMC charter reflect the committee's operation and a need to refine it further.

RESOLVED on the motion of David Honner and Cr Webb that the ARMC recommends that Council adopt the changes to the charter as listed below:

- Remove the word "host" from clause 5.10 of the ARMC Charter
- Change the business paper preparation from 10 days to "5 business days" from clause 5.12 of the ARMC Charter.
- Number of meetings changed from 4 to 3 meetings per financial year, with an allowance for a fourth meeting if required.
- The ARMC has reviewed the ARMC Charter and confirms that all responsibilities are required under the Charter has been completed throughout the year.
- That the ARMC trial three meetings per year instead of the current four each year.

7. AUDIT PLAN REVIEW

Discussion was held round the need for staff to address issues identified as high risk through the internal audits first and that over the next three years the focus will change to managing strategic risks. Development and submission of the audit plan should be prepared for review at the next meeting.

Andrew Fletcher tabled Coonamble Shire Council's Financial Assessment, Sustainability and Benchmarking Report prepared by NSW Treasury Corporation (TCorp). The following points were raised from discussion regarding the report:

- The report highlights the need for Council to remain solvent
- The report needs to be reviewed, updated and feedback provided by Hill Rogers Spencer Steer
- Some projects may need to be reevaluated for feasibility, especially in regards to large resources that need to be maintained into the future.

RESOLVED on the motion of Cr Webb and David Honner that the ARMC recommends that the following recommendations are adopted:

- The internal auditor review the Financial Assessment, Sustainability and Benchmarking Report undertaken by TCorp.
- The internal auditor is to provide a scoping document to the ARMC on the above.

8. RISK MANAGEMENT No issues to discuss at this meeting.

9. INTERNAL AUDIT REPORTS

The General Manager stated that there is currently a good balance of issues across Council, and we are awaiting the report from the latest internal audit.

RESOLVED on the motion of Webb and Honner that expected completion dates along with the General Manager's response to the First Internal Audit Visit for the year ending 30 June 2014 dated 11 March 2014 be distributed to the ARMC members.

10. COMMITTEE MEMBERS REPORTS No reports submitted.

11. GENERAL BUSINESS – No general business arose at this meeting.

12. ACTION LIST

RESOLVED on the motion of Honner and Webb that the action plan had been noted, along with the audit report and that the General Manager is to review the action plan and remove completed items.

The committee agreed to change the format of the action plan to include numbered action items rather than audit date. David Honner is to provide the appropriate template.

FUTURE MEETING DATES

Proposed dates:

- 20th - 25th August 2014
- 27th - 31st October 2014

MEETING CLOSED 1:15PM

17.4 MINUTES OF INAUGURAL MEETING OF COONAMBLE SHIRE ECONOMIC DEVELOPMENT COMMITTEE, HELD IN THE COMMITTEE ROOM ON TUESDAY, 29TH APRIL 2014 COMMENCING AT 6.00 P.M.

Present: Mayor A Karanouh, Cr D Keady, Cr T Cullen, R Warren (GM), D Swansborough, A Dent, D Taylor, J Nalder, L O'Connor (CSC EDM)

Apologies: Cr B Burnheim, L Picone (CSC TDM)

Documents Tabled for Committee Information:

- Invitation to Chamber Business Lunch Sunday 18th May
- 'Growing Local Business – How?', RDA Northern Inland
- RDA Orana Economic Development Consultation Results 2013.
- Sense of Place Business Action Plan 2004 – Report on Outcomes to April 2014.
- Sense of Place Agriculture Action Plan – Summary @ June 2005
- Excerpts from RDA Orana Regional Profile & Opportunities. WRI. Oct 2013

1. Welcome & Apologies

Mayor Karanouh welcomed the Committee and thanked them for their willingness to volunteer their time for the benefit of the district. He explained that this group was formed with the goal of helping to attract business and expand the economy by providing advice and information to Council. Meetings will be a venue for ideas and frank, in-depth discussion of potential projects for recommendation to Council.

Moved: That the apologies be accepted. D Taylor/T Cullen CARRIED.

2. Roles & Relationships

GM reiterated that the ED Committee had been formed to provide additional diversity of skills and knowledge to support Council's economic development goals. The Committee will work in an advisory capacity and any expenditure or use of Council's resources will necessarily need to occur within the allocated budget. The ED Committee is to take a strategic approach so as to put the district in a better position down the track. Cannot escape the reality that many smaller regional towns have been losing population over a long period but we can perhaps work to arrest the decline by working towards sustainable development and investment.

3. Background to ED in Coonamble Shire

EDM presented a pocket history of Economic Development within Coonamble Shire since a dedicated Economic Development position had been created in 2001/02. Summary attached.

Contents: ED Aims
Priority Areas
Local Approach to ED
ED Activities, Method, Examples.
Positive Changes/Trends
Challenges to ED
ED Committee – Mission, Functions, Activities.

4. Discussion on Areas of Interest

- 4.1 Industrial Estate – 3 blocks sold out of 10. Self-storage units under construction – to be managed by local agent. Delta Agribusiness yet to commence construction. Ag Auto Spark yet to finalise contract. Marketing on an ongoing basis by arrangement with all local agents.
- 4.2 Agriculture White Paper – “big picture” policy with potential impacts for our Shire. Question re involvement of ED Committee. Agreed that Council already responds to government policy and planning where relevant. ED Committee to take a more localised focus towards achievable outcomes.
- 4.3 Passenger Air Services – REX has indicated that they require minimum annual passengers of approx. 30,000. Not achievable for our Shire. Potential to open discussions with other companies. Eg. Mudgee should have finalised a contract at end March with a different company.
- 4.4 Opportunity for fourth Motel – potential to use existing Council-owned site on corner of Aberford & Tooloon Streets to attract a new motel development. Any increase in visitation brings ‘new money’ to the district. Current occupancy rates on weekdays very high, often a shortage of overnight beds. **L Picone, TDM, to attend next meeting to provide additional information.**
- 4.5 Recruiting to fill Skill Gaps – query re what skills are currently missing in the Shire. Grenfell investigated their needs, then promoted them as business opportunities during a major event. Resulted in a number of new businesses/residents. CSC is partner in a Skills Audit project with other neighbouring Councils. RDA Orana is currently finalising funding to undertake Workforce Development Program. **L O’Connor to provide the outcomes from the Orana Skills Survey to next meeting.**
- 4.6 Heavy Vehicle Inspection Station – ongoing negative impact on existing local businesses by having to take vehicles to Walgett, Gilgandra, Coonabarabran etc for inspections. Council has been supporting Batterline, who have been ‘in discussions’ with RMS for approx. 2 years. They have recently received Heads of Agreement paperwork which should lead to lease.

- 4.7 Eco Spa – Council has submitted an offer to purchase of Smith Park Reserve from Crown Lands so the Caravan Park (with Eco Spa development) can be offered for lease. Land acquisition has been a lengthy process and has delayed advertising of the opportunity. The project is ‘investor ready’ with design approval and other documentation in place. Agreed this project has potential to be a ‘game changer’ for local tourism. Discussion re whether to secure Eco Spa/Caravan Park investment prior to seeking developer for a new motel.
- 4.8 Covered Arena – approvals for a new covered arena are in place along with relevant documentation. Council has recently applied for a \$2m grant from ClubsNSW for Stage 1 (roof and hydraulics, electricals, etc) with approval due in June.
- 4.9 Abattoir – purchased June 2012. Works required by EPA were completed by Jan/Feb this year. EPA conducted inspection 7-8 weeks ago and owners are now waiting on report containing any additional conditions before they can proceed to opening. Start-up workforce will be 17-18 for a small kill of approx. 200-300. Hope to grow to 40 employees. Will be a multi-species halal operation – sheep, cattle, goats, and possibly emus. Boning room has been refurbished to enable manufacture of smallgoods for the domestic halal market. **Council staff will follow up re delays with EPA.**
- 4.10 Backpacker Accommodation – query re proposal some years ago to establish Budget Accommodation targeting the backpacker market. At that time, there was a small market in backpackers in this area. Now that visa requirements have changed and more European young people are travelling to Australia (post-GFC), the potential market is expanding. Promoting existing pub accommodation is something that any of the hotels could do. **For further discussion, with TDM present.**
- 4.11 Airfield Accommodation – Coonamble Aero Club, with Council’s financial assistance, has recently purchased a 4 bedroom (8 berth) transportable unit to relocate to Coonamble Aerodrome. Further funding required to cover delivery costs, refurbishment, and installation. Council staff are assisting with grant-seeking. ED Committee could assist by recommending the project to local Members of Parliament when applications are made. The accommodation would also assist with beds during periods of peak demand (eg. local events and harvest).
- 4.12 Flight Training – is still underway with Chief Instructor Gary Fraser now operating as an independent business. Student pilots have attended training in Coonamble from Maitland area and overseas. Has potential to grow significantly. Other enterprises could also flow-on from the pilot training, eg. aerial tours.

4.13 Castlereagh Cattle Drive – a new enterprise by Ross & Chris Clarke. Business is based in Baradine but plans to utilise Coonamble stock routes and employ Coonamble stockmen, horsemen, booking agent etc. First ‘trial’ drive has been undertaken. Further information at www.castlereaghcattledrive.com.au.

4.14 Aged Accommodation – potential for additional self-contained aged/frail units in Coonamble. **For further discussion/investigation.**

5. Next Meeting: Tuesday 24th June, 5pm. Council Committee Room. Committee members to bring ideas for discussion and possible inclusion in an Economic Development Action Plan.

Meeting closed 7.30pm.

“If only we took as much time to advance our district as we do to pick each other to pieces what a district this would be!” Anglican
Minister, Coonamble, 1898

^^^

“When all is said and done, there’s a lot that’s said but very little done.”

ATTACHMENT 1: BACKGROUND TO ECONOMIC DEVELOPMENT IN COONAMBLE SHIRE

ED Aims: to stimulate, facilitate and encourage increased employment, income, investment and population.

- ED Priority Area 1: Strengthen & diversify the Shire's Industry base
 2: Sustain and grow local business, employment and population
 3: Support and build community capacity

Local ED approach

- Opportunistic within a Strategic Framework – respond with local knowledge + information
- relationships – contacts, networks, partnerships – business + government + NGO
- profile – events, newsletters, media, website
- persistence – economic development is a long term proposition.

The table below is a summary of activities undertaken by the Economic Development Office within Council.

EDM Activity	Method	Examples
Manage business investment proposals	Provide information, referral, research, land/premises, incentives/assistance in response to business inquiries.	<ul style="list-style-type: none"> • Coonamble Feedlot • Inland Petroleum Gular • Castlereagh Cattle Drive • Agrigrain • Gular Caravan Park • Cropjet • Ag Auto Spark
Infrastructure & Service Development to support Business & Industry	Work with outside agencies or other Council divisions to plan, fund and deliver specific projects in response to identified needs.	<ul style="list-style-type: none"> • Coonamble RTC • Hooper Drive Industrial Estate • Rail Line Upgrade • Local training delivery • Business support services
Tourism & Physical Amenity	Work with outside agencies or other Council staff in response to identified needs to develop tourism product or improve community facilities and services to increase visitation and improve "liveability".	<ul style="list-style-type: none"> • Gular Town Branding • Museum • Showground Upgrade • Eco Spa & Caravan Park • Quambone Racecourse • Shed • Gular Showground • Quambone Hall
Business Training & Workforce Development	Work with business groups and other agencies in response to identified needs to increase business skills and capacity to grow.	<ul style="list-style-type: none"> • workshops for owners/managers/staff • business bulletins/ newsletters • Employment Circle • Employer Information Events • Jobs & Skills Expos • driver licensing • CHS Enterprise Education • local training delivery

EDM Activity	Method	Examples
Market Expansion	Work with other local agencies to increase awareness of local business, products and services.	<ul style="list-style-type: none"> • Business Awards • Buy Local Campaigns • Business Directory (online/print) • Keep Coonamble Kicking (facebook) • Welcome Bags • Merchandise • Events
Research, Planning & Advocacy	<ol style="list-style-type: none"> 1. Submissions to government on issues affecting ED in the Shire. 2. Consultation & Planning – with local community and business through surveys, workshops, planning sessions. 3. Lobbying and Advocacy – direct contact with decision-makers, use of media, events. 	<ol style="list-style-type: none"> 1. NSW Grain Freight Review, skills shortages, drought, mobile coverage, passenger air services) 2. Sense of Place, Gular & Quambone Roundtables, Tent Summit, CBD Revitalisation Project; Skills Audit; 3. Economic Zones, DPI agronomist position, water access for feedlot, funding for childcare centre, rail line upgrade
Leverage additional resources for ED activities	<ol style="list-style-type: none"> 1. Grants and sponsorship – funding applications, sponsorship requests for specific projects/events. 2. Partnerships – arrangements to use expertise of other agencies or volunteers. 	<ol style="list-style-type: none"> 1. Quambone Shed, Skate Park, Gular Showground, Riverwalk, Industrial Estate, Museum, Caravan Park, 2. RDA Orana, BEC, Many Rivers, JSAs, CHS, TAFE, Trade & Investment, NSW Business Chamber, Orana EDO Network, DEEWR, Landcare, LLS, JSAs,

Coonamble Shire Council – Economic Development Staffing

1996- 2001	<i>Shire Development Officer</i> incorporating community, tourism, and economic development. Co-funded by NSW State & Regional Development.
2002 -2004	Economic Development Officer co-funded by NSW State & Regional Development
2004 – 2014	Tourism Development Manager, funded by Council.
2005 – 2011	Economic Development Manager (F/T job-share, funded by Council.)
2011 – 2014	Economic Development Manager (P/T funded by Council.)

Positive Changes/Trends since 2002

- Improvements to some Coonamble CBD buildings and relatively high occupancy. (from approx 60% in 2003/4 to 85% in 2013)
- Increased supply and sale of appropriately-zoned industrial land.
- Increased business participation in 'buy local' campaigns. (51 in 2007, 75 in 2013)

- Increased number of business start-up inquiries and referrals. (8 in 2002-04, 21 in 2010/11, 6-10/month in 2013/14)
- Increase in prospective resident inquiries. (9 in 2007, 21 in 2010, 100+ in 2011/12, 14 in 2013/14)
- Increased number of non-farm businesses. (164 in 2005, 260 in 2014 – Coonamble Business Database.)
- Returning residents – young people with families bringing skills, starting businesses. (eg. 6 young tradesmen in past 12 months)

Challenges to Economic Development in Coonamble Shire

External:

- Lack of diversity – reliance on agriculture
- Impact of Drought (at least 8 of the last 13 years have been drought)
- Limited government/private investment
- Government policy and departmental changes eg. centralisation and contraction of services, procurement and tendering processes that favour large corporations
- Impact of Social changes (drug & alcohol abuse, youth crime) and inter-generational welfare dependency

Internal:

- Limited resources – financial
- Limited resources - Lower population - reliance on volunteers, maintaining skill base, retaining critical mass of professionals
- Lack of shared vision, imagination, commitment, consensus, **self-belief**.

ED Committee Mission (as per approved Charter)

Attract new investment to the district and help existing Coonamble Shire businesses to grow.

ED Committee Functions

- Identify issues, opportunities and initiatives for Council to work actively towards a more diversified economic base for the Shire.
- Consider and advise Council and Council staff on matters relevant to economic development of Coonamble Shire.
- Identify opportunities to encourage regional co-operation and private / Government sector participation.

ED Committee Roles/Activities

- Identify and articulate the business advantages and natural resource assets of the region.
- Identify and investigate potential 'right fit' sustainable businesses and industries, eg. to develop value-adding, clusters/nodes, tourism, etc.

- Identify and investigate gaps, opportunities, and potential projects for Council to pursue
- Provide intelligence, information, contacts, partners.
- Undertake networking and casual promotion.
- Develop a business attraction/growth strategy based on the competitive assets of the region.

18. REPORT BY SALEYARD MANAGER
FOR COUNCIL MEETING WEDNESDAY, 14 MAY 2014

Recommendation:

That the report by the Saleyards Manager be received and dealt with

17.1 SALES

Nil sales during the month of April.

17.2 WORKS UPDATE:

No works were carried out at the yards during the month.

17.3 SALEYARDS ACCOUNT

- Period to 30 April 2014
- | | |
|----------------------------|-----------------------|
| Income | \$126,645.64 |
| Expenditure | <u>\$148,500.94</u> |
| Surplus / (Deficit) | (\$ 21,855.30) |

Recommendation:

That the information contained in the report be noted.

AMANDA GLASSON

Manager – Saleyards & Facilities

6 May 2014

19. QUESTIONS WITH NOTICE
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

NIL

20. GENERAL BUSINESS
COUNCIL MEETING WEDNESDAY, 14 MAY 2014

**21. APPENDIX A – AGREEMENT GENERAL MANAGER
COUNCIL MEETING WEDNESDAY, 14 MAY 2014**

**22. APPENDIX B – DRAFT POLICY COUNCILLORS
EXPENSES**
COUNCIL MEETING WEDNESDAY, 14 MAY 2014