

5 December 2018

**The next meeting of Coonamble Shire Council will be
held in the Council Chamber, Coonamble on
Wednesday 12 December 2018 commencing 9.00 a.m.**

BUSINESS OF THE MEETING:

1.	ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND	1
2.	PUBLIC QUESTION TIME	1
3.	LEAVE OF ABSENCE	1
4.	DEPUTATIONS / DELEGATIONS.....	2
5.	DECLARATIONS – CONFLICT/PECUNIARY INTEREST	3
6.	CONFIRMATION OF MINUTES	4
7.	BUSINESS ARISING FROM MINUTES	17
8.	RESOLUTION BOOK UPDATE	18
9.	MAYORAL ACTIVITIES REPORT	21
10.	PRECIS OF CORRESPONDENCE	23
11.	REPORT BY GENERAL MANAGER	26
12.	REPORT BY DIRECTOR OF COMMUNITY SERVICES	33
13.	<i>REPORT DIRECTOR OF CORPORATE/URBAN SERVICES</i>	39
14.	REPORT BY DIRECTOR OF ENGINEERING SERVICES	46
15.	REPORT BY MANAGER – ENVIRONMENTAL SERVICES	50
16.	REPORTS FROM VARIOUS COMMITTEES	51
17.	SALEYARDS REPORT	52
18.Error! Bookmark not defined.	
19.	QUESTIONS WITH NOTICE	53
20.	<i>QUESTIONS FROM COUNCILLORS</i>	54

Yours faithfully
Rick Warren
General Manager

4. DEPUTATIONS / DELEGATIONS
COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018

5. DECLARATIONS – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018

6. CONFIRMATION OF MINUTES

COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018

MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL HELD IN THE SHIRE CHAMBER, COONAMBLE ON WEDNESDAY 14TH NOVEMBER 2018, COMMENCING AT 9.01 A.M.

PRESENT: Cr Ahmad Karanouh, Mayor, in the Chair, with Crs. John Walker, Karen Churchill, Bill Fisher, Michael Webb and Paul Wheelhouse.

Also present were the General Manager, Mr Warren, the Director of Corporate and Urban Services, Mr Quarmby, the Director of Engineering Services, Mrs Atkins, the Manager of Environmental Services, Mr Cock and Mrs Moorhouse.

1.0 ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND

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

2.0 PUBLIC QUESTION TIME

No arrangements were made for anyone to attend during this session.

3.0 LEAVE OF ABSENCE

4118 RESOLVED on the motion of Crs Fisher and Wheelhouse that leave of absence be granted to Cr Robert Thomas.

4.0 DEPUTATIONS/DELEGATIONS

Mr Raymond Canham has recently resigned from Council after 22 years' service – he and his wife, Judy, have been invited to attend today's meeting at 12 noon and accompany Council to lunch.

5.0 DECLARATIONS OF INTEREST

The Mayor explained he had made an error when, at the October meeting, he moved a motion regarding the fire damaged buildings in Coonamble, noting that he is owner of one of the buildings. Cr Karanouh explained he has now submitted a letter to the General Manager, declaring his pecuniary interest along with Item No 11.6 in the General Manager's report which will be dealt with later in the day.

Cr Webb declared an interest in two issues today in Closed Session – Item No. 18.1 and Item No 18.2 – one of the tenderers is with a family member.

6.0 CONFIRMATION OF THE MINUTES

4119 RESOLVED on the motion of Crs Churchill and Webb that the minutes of the ordinary meeting of Coonamble Shire Council held on 10 October 2018 be confirmed.

7.0 BUSINESS ARISING FROM MINUTES

i) Information from Successful Grant Application Groups:

In response to Cr Churchill's question, the General Manager said we are still waiting on required information from some groups. He said Council staff is working with some individuals/groups, however information from others has either not been received or is not adequate.

The General Manager said Councillors may wish to remind those who are lagging behind to get the information in – remembering the deadline is Friday 23 November. Mr Warren said staff will get the applications lodged if the correct information is provided, however he said there is not sufficient time, nor sufficient staff, to continually chase up the information. The General Manager said there will be huge numbers of applications to go into the portal and it is important to be ahead with our applications.

8.0 RESOLUTION BOOK UPDATE

4120 RESOLVED on the motion of Crs Webb and Churchill that the Resolution Book Update be received and noted.

8.1 Resolutions in Progress

i) Emergency Services Building Reserve

The General Manager informed the meeting that the \$150,000 funding from SES is back on track following clarification of the money being available for expenditure at the same site as the SES building is now located. Mr Warren said a new shed would be constructed alongside the existing building, then a decision made regarding use of the old facility.

ii) Bore Baths – Land Purchase

Cr Churchill enquired how often the Racecourse Trust meets – the General Manager said he is of the understanding that it met recently, however he has not been able to contact the Chair, Michael Kennedy. It is understood the Trust is in favour of Council's proposal, however wants to hold negotiations with the Crown Lands and Council prior to a determination.

8.2 Resolutions Completed

4121 RESOLVED on the motion of Crs. Wheelhouse and Churchill that Council note the resolutions completed.

9.0 MAYORAL REPORT

4122 RESOLVED on the motion of Cr Karanouh that the Mayor's Activity Report be received and dealt with.

Cr Karanouh reported briefly on the following:

i) Police Housing Subsidy

The recommendation submitted by the Mayor that Council provide a housing subsidy of 50% to police officers in Coonamble and Gulargambone who are not provided with housing, was noted. The meeting noted that should Council agree to this the dollar terms would equate to around \$60,000/annum.

ii) Local Government Conference

The Mayor mentioned attending the Conference in Albury, accompanied by Cr Webb and the General Manager. He touched briefly on his discussion with the Premier on councils joining or not joining a Joint Organisation.

iii) Fisher's Ghost Festival – Campbelltown

Cr Karanouh thanked Cr Fisher and the General Manager for representing Council at the Fisher's Ghost Festival and Parade in Campbelltown earlier in the month. Representatives from Campbelltown City Council – our Sister City – visit Coonamble to attend the Rodeo and Campdraft in June and also sponsor an event.

iv) Inland Rail Roundtable

The Mayor informed the meeting that this event created a great deal of interest with media outlets and has been widely reported throughout the region.

v) Country Mayors' Association Meeting

Cr Karanouh referred to the Country Mayors' Association meeting held in Sydney on 2 November – saying that he moved a motion that the Association, in conjunction with LGNSW, arrange a Question and Answer Session on 8 March between the leaders of major NSW political parties and mayors and general managers of NSW councils.

vi) Youth Off The Streets

The Mayor reported that he met with Fr Chris Riley, founder of Youth off the Streets, his management team and about 50 young people from all over the State on 8 November. Cr Karanouh said it was a great get-together, however rain prevented the event being held at the sportsground but an alternate venue was arranged. The Mayor said YOTHS provide counselling services, employment services, DV-related work and after hours patrol – he said it's a great initiative.

4123 RESOLVED on the motion of Cr Karanouh that the Mayor's Activity Report be noted.

10.0 CORRESPONDENCE

4124 RESOLVED on the motion of Crs. Wheelhouse and Churchill that the Correspondence be received and dealt with.

Section A – For Council's Consideration:**10.1 CR BARRY HOLLMAN, BOURKE SHIRE MAYOR L10-2(52514)**

4125 RESOLVED on the motion of Crs. Churchill and Fisher that the Mayor and Councillor Walker be nominated as Council's delegates to the 2019 annual conference of the Western Division Councils at Bourke from Sunday to Tuesday, 24 – 26 February.

**10.2 RURAL SCHOOL COMMUNITY ENGAGEMENT OFFICER –
WESTERN SYDNEY UNIVERSITY – SCHOOL OF MEDICINE
D7(52541)**

- 4126 RESOLVED** on the motion of Crs. Webb and Churchill that Council decline the invitation from Western Sydney University – School of Medicine – to participate in the Rural Medical Scholarship offered by the University.

10.3 CSC INDOOR EMPLOYEES' CHRISTMAS PARTY D7(52551)

- 4127 RESOLVED** on the motion of Crs. Webb and Fisher that Council agree to contribute \$400 to the indoor staff for the annual Christmas Party under the same terms and conditions as previously.

10.4 PROPERTY NSW PR1265(52482)

- 4128 RESOLVED** on the motion of Crs. Wheelhouse and Webb that Council not accept the offer to purchase Government property situated at 62 – 64 Aberford Street, Coonamble for the sale price of \$90,000, noting the building was formerly used by the Department of Agriculture.

A MOTION

PROPOSED by Cr Churchill **SECONDED** by Cr Karanouh that Council wait for the building to be placed on the open market, set its reserve price and make an offer, **WAS LOST**.

10.5 COONAMBLE PUBLIC SCHOOL D7(52549)

- 4129 RESOLVED** on the motion of Crs. Fisher and Webb that Council agree to contribute \$100 to each of the five schools in the Shire towards their Presentation of Awards functions.

**10.6 CSC EMPLOYEES' CHRISTMAS PARTY COMMITTEE
D7(52565)**

- 4130 RESOLVED** on the motion of Crs. Webb and Fisher that Council agree to contribute \$500 to the outdoor staff break up party, however this amount is to offset catering costs and will not be a cash donation **AND FURTHER** that permission be granted for staff to cease work at noon on Thursday 20 December so all outdoor staff can attend the function, noting that leave arrangements and rostered days off for the holiday period will be organised with supervisors.

**10.7 COONAMBLE ABORIGINAL HEALTH SERVICES LTD
PR1906-1(52564)**

- 4131 RESOLVED** on the motion of Crs. Webb and Fisher that Council agree to the request from the Coonamble Aboriginal Health Services and install a disabled car park in front of the new Castlereagh Health Centre in Tooloon Street.

10.8 COONAMBLE STREETS AHEAD COMMITTEE D7(52574)

4132 RESOLVED on the motion of Crs. Wheelhouse and Fisher that the Coonamble Streets Ahead Committee be advised that Council has \$4,800 left in its current budget and that amount will be paid to the Committee to offset costs associated with the Christmas Carnivale on 19 December 2018.

Section B – Matters for Information Only:**10.9 DAVID GITZ, ACTIVITIES MANAGER, PCYC L3(52515)**

Thanking the Director of Community Services and her staff for support during the PCYC Fun for Kids Tour. Saying it's the first time PCYC has run such an event and without support and dedication of others, it would not have been possible. Looking forward to working with Council in the future.

10.10 NSW DEPARTMENT OF PREMIER & CABINET R8-25(52461)

Referring to Council's application under Round 6 of the Restart NSW Resources for Regions Fund for upgrading of the Tooraweenah Road and advising it has not been shortlisted to progress to the Detailed Application stage, as it did not fully meet the Restart NSW Funding criteria.

10.11 ELECTORAL COMMISSION NSW E2(52537)

Thanking Council for engaging the Commission to conduct the by-election and enclosing a report into the conduct of the election for record purposes. Saying copies have been provided to the Premier, Minister for Local Government and Chair of the Joint Standing Committee on Electoral Matters.

10.12 GILGANDRA SHIRE COUNCIL SR2(52546)

Referring to a potential joint application under the Fixing Country Roads Program to seal Tooraweenah Road in Coonamble Shire and part of the National Park Road in Gilgandra Shire and declining the offer to submit a joint application.

10.13 KEVIN HUMPHRIES OFFICE – MEDIA RELEASE

Saying farmers in the Barwon Electorate will have access to more mental health support with qualified professionals providing real-time online help to communities in rural and remote NSW. Stating that a \$100,000 funding boost for the program would provide services for an additional 1,100 farmers across the State.

10.14 THE HON MICHAEL McCORMACK MP D9-2(52561)

Referring to recent announcements and discussions with local governments around Australia on the Liberal and Nationals' Government drought support measures and confirming an offer to consider options for improving the delivery of local infrastructure expenditure in this LGA. Saying the Drought Communities Program (DCP) delivers support to targeted drought-affected regions and is managed by Senator the Hon Bridget McKenzie, Minister for Regional Services, Sport, Local Government and Decentralisation.

10.15 THE HON MARK COULTON MP D9-1(52566)

Forwarding copy of letter from The Hon David Littleproud MP, regarding Council's representations to have a rural financial counsellor located at Coonamble. Saying additional funding has been announced and includes the RFCS NSW Central region which services Coonamble Shire.

The General Manager reported that enquiries made by staff recently with Mr. Jeff Caldbeck revealed that the interview process is underway for financial counsellors to service areas, including Coonamble.

10.16 NSW SMALL BUSINESS COMMISSIONER

Advising Council that during 2019 it will be releasing a NSW Outdoor Dining Policy for councils to consider adopting. Requesting Council to provide any views it may have in regard to the policy and, in particular, that the policy will be fee free.

4133 RESOLVED on the motion of Crs. Webb and Churchill that the information contained in Item Nos. 10.9 to 10.16 be noted.

11.0 REPORT BY GENERAL MANAGER

4134 RESOLVED on the motion of Crs. Churchill and Webb that the report by the General Manager be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

4135 RESOLVED on the motion of Crs. Churchill and Webb that Council note no Development Applications or Complying Development Applications were approved under delegated authority since the last meeting.

11.2 PROPOSED CLOSURE OF OFFICE – CHRISTMAS/ NEW YEAR PERIOD

4136 RESOLVED on the motion of Crs. Churchill and Fisher that Council close the Office at c.o.b. Friday 21 December 2018 and re-open on Wednesday 2 January 2019 and note staff be instructed to use leave provisions for the four days not covered by public holidays, namely Monday 24, Thursday 27, Friday 28 and Monday 31 December 2018.

10.3 STRONGER COUNTRY COMMUNITIES – SKATE BOWL PROJECT

The General Manager pointed out that some time ago a young person from west Coonamble asked for a skate park to be built on that side of town. Council took on board the suggestion, applied for and was successful in obtaining the \$120,000 for the project. Mr Warren said a decision on the preferred location must be made quickly, as funding documents have to be signed; however there is no time frame on the actual construction of the facility. Mr Warren said that the final cost estimate for the project is \$157,000.

A MOTION

PROPOSED by Cr Churchill that Council investigate land owned by the railway or pursue an area of Crown land in a suitable location, **LAPSED FOR WANT OF A SECONDER.**

A MOTION

PROPOSED by Cr Webb **SECONDED** by Cr Walker that the site for the west Coonamble skate park be at the rear of Macdonald Park, **WAS LOST.**

- 4137 RESOLVED** on the motion of Crs. Wheelhouse and Fisher that the report be carried over to the December meeting to allow Councillors more time to consider any proposed locations.

11.4 RETURNS – DISCLOSING PECUNIARY INTEREST

The General Manager referred to these returns which should be completed for period 1 July 2017 to 30 June 2018. Mr Warren said Section 450(2) requires the General Manager to keep a register of returns and table these returns at the appropriate meeting of Council. The Register was tabled at the meeting – it was noted that two Councillors have failed to lodge a return as required.

- 4138 RESOLVED** on the motion of Crs. Webb and Walker that Council note the pecuniary interest returns for period July 2017 to June 2018 have been tabled.

11.5 DROUGHT COMMUNITIES PROGRAM – EXTENSION – AMENITIES AT GULARGAMBONE SPORTSGROUND

- 4139 RESOLVED** on the motion of Crs. Webb and Churchill that Council update the toilet facilities of the existing structure at Gulargambone sportsground, to a total of \$40,000 under the Drought Communities Program – Extension funding.

At this juncture, the Mayor, after declaring a pecuniary interest in the following matter – being owner of one of the buildings within the report - vacated the Chair – the Deputy Mayor took the Chair.

11.6 FIRE DAMAGED BUILDINGS - TIMELINE

The General Manager provided a comprehensive report setting out a timeline of events since the buildings on the corner of Aberford Street and Castlereagh Street were extensively damaged by fire on the night of 22 August 2018.

The General Manager provided Council with details of actions taken by Council and the dates of those actions, noting that Council's legal representative was kept abreast of proceedings throughout and provided legal advice upon request.

Regarding payment for demolition and clean up, Mr Warren said when the full amount is known accounts will be allocated and forwarded to owners with their proportion. He explained it's a commercial debt and Council will issue a 30 day account, however should it be necessary Council is prepared to negotiate payment arrangements with any of the owners. If payment is not forthcoming or arrangements not made, the debt will be referred to debt collection. Council will be seeking judgement and enforcement of the debt.

4140 RESOLVED on the motion of Crs. Webb and Walker that Council note the timeline regarding clean-up of the fire damaged buildings on the corner of Aberford Street and Castlereagh Street, Coonamble.

At this juncture, the Mayor returned to the meeting and took the Chair.

12.0 REPORT BY DIRECTOR OF COMMUNITY SERVICES

4141 RESOLVED on the motion of Crs Churchill and Webb that the report by the Community Services Director be received and dealt with.

12.1 COMMUNITY SERVICES PROGRESS UPDATE

4142 RESOLVED on the motion of Crs Churchill and Webb that the information contained in this item be noted.

12.2 ECO-TOURISM FUNDING REQUEST

4143 RESOLVED on the motion of Crs. Wheelhouse and Webb that Council take no further action in relation to this invitation, but offer a letter of support for the funding application.

13.0 REPORT BY DIRECTOR OF CORPORATE & URBAN SERVICES

4144 RESOLVED on the motion of Crs Webb and Wheelhouse that the report by the Director of Corporate and Urban Services be received and dealt with.

13.1 RATE COLLECTIONS

4145 RESOLVED on the motion of Crs Churchill and Webb that the Total Combined Rate Collections to 31 October 2018 be noted.

13.2 LIST OF INVESTMENTS

4146 RESOLVED on the motion of Crs. Webb and Wheelhouse that the list of investments as 31 October 2018 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 WORKS IN PROGRESS

4147 RESOLVED on the motion of Crs Webb and Churchill that Council note the information in this item of the Director's report.

13.4 LOCAL GOVERNMENT BOUNDARY CHANGE AMENDMENT – MINOR NON-CONTENTIOUS – PROPERTY OWNED BY McISAAC

The Director referred to Council's approval at its July 2018 meeting Minute No 3978 as follows:

" ... that Council approve, in principle, the proposed LGA move from the previous road centreline to the western boundary of Lots 17//752550, 1//10047515 and northern boundary of Lots 17//752550 and 28//752550 to be included with property owned by Mr McIsaac."

4148 RESOLVED on the motion of Crs. Webb and Walker that Council :

- i) in line with the additional advice received from Crown Lands, amend Resolution No 3978 to support the boundary change from the previous road centreline to:
 - a) the western & northern boundary of Lot 17 DP752550, so that Lot 1 DP1231091, Lot 2 DP1228767, Lot 1 DP40485 and Lot 2 DP1235708 are wholly located in the Coonamble LGA;
 - b) the southern & eastern boundary of Lot A DP103246, so this section of road reserve is wholly located in the Gilgandra LGA;
- ii) authorise an application to the Minister and the Governor;
- iii) authorise the General Manager to advise Gilgandra Shire that a provision for rates is not required.

13.5 FINANCIAL REPORTS & AUDIT REPORT – YEAR END 30/06/2018

4149 RESOLVED on the motion of Crs. Churchill and Webb that Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2018.

Cr Wheelhouse referred to his position as President of the Football Club – a non-pecuniary interest.

13.6 STORAGE AT COONAMBLE SPORTSGROUND

The Director provided a report regarding a building adequate to house the electronic scoreboard, along with other equipment owned by various sporting bodies. Mr Quarmby provided options for either increasing the capacity of the existing building or constructing a new replacement storage facility.

4150 RESOLVED on the motion of Crs. Churchill and Wheelhouse that Council, subject to available funding, construct a facility to replace the current storage shed, ensuring adequate height for housing the electronic scoreboard, noting it is proposed to have a concrete slab 5 bay areas, fitted with roller doors.

Cr Wheelhouse requested that Council write to sporting groups asking if they have any objection to removal of the old scoreboard erected at the sportsground.

14.0 REPORT BY DIRECTOR OF ENGINEERING SERVICES

4151 RESOLVED on the motion of Crs. Churchill and Webb that the report by the Director of Engineering Services be received and dealt with.

14.1 WORKS IN PROGRESS

4152 RESOLVED on the motion of Crs Churchill and Webb that Council note the Director's report on works in progress.

i) Stage 4 – Levee Upgrade

Councillors discussed works at the rear of the Shire building and library in connection with this stage of the levee upgrade – the Director said that the final stage – Stage 4 – would entail the construction of a concrete wall along the top of the river bank from the showground to the end of Namoi Street.

14.2 McCULLOUGH STREET – INSTALLATION OF MEDIAN ISLANDS

The Director provided a report outlining the cost to construct median islands and associated works, along with the provision of water. The estimate, covering the three blocks – Castlereagh Street to Dubbo Street; Dubbo Street to Auburn Street and Auburn Street to Charles Street – for capital works is \$690,000, with an estimated annual maintenance charge of \$15,000.

Cr Wheelhouse spoke against having this work carried out, saying he would prefer to see all unsealed streets in Coonamble bitumened prior to doing this work.

4153 RESOLVED on the motion of Crs. Webb and Churchill that the works proceed and Council allocate \$300,000 over three years to carry out the work in stages as outlined in the Director's report.

Cr Wheelhouse requested that his name be recorded as voting against this resolution.

14.3 DROUGHT RELIEF – HEAVY VEHICLE ACCESS PROGRAM FUNDING

Councillors noted this funding has been made available to contribute to the cost of maintenance and minor improvement works on council roads and roadsides, with the RMS administering the funds and calling for applications that meet guidelines. The funding approval will be merit-based and limited to \$300,000/council for all projects.

4154 RESOLVED on the motion of Crs. Webb and Walker that Council:

- a) lodge an application under the Drought Relief Heavy Vehicle Access Program for \$300,000 for remediation of:
 - Castlereagh Street parking lane (both sides in the vicinity of Coonamble Motel)
 - Castlereagh Street parking lane (west side adjacent to Smith Park sporting fields)

- Aberford Street parking lane (both sides east of Quambone Road intersection)
- Intersection of Namoi Street and Castlereagh Street
- Intersection of Railway Street and Aberford Street;

b) fund an additional \$100,000 from Council's Rural Road Reserves, bringing the total cost of the project to \$400,000.

15.0 REPORT BY MANAGER OF ENVIRONMENTAL SERVICES

4155 RESOLVED on the motion of Crs Webb and Churchill that the report by the Manager of Environmental Services be received and dealt with.

15.1 RANGER'S REPORT –OCTOBER 2018

4156 RESOLVED on the motion of Crs Churchill and Webb that the Ranger's report for the month of October 2018 be noted.

16.0 QUARTERLY BUDGET REVIEW PERIOD TO 30/09/2018

At this juncture the Director referred to the budget documents and asked Councillors how they wished to proceed. Mr Quarmby invited Councillors to ask questions should there be any issues they needed clarification or explanation.

4157 RESOLVED on the motion of Crs. Webb and Churchill 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 30 September 2018.

17.0 SALEYARDS REPORT – OCTOBER 2018

4158 RESOLVED on the motion of Crs Webb and Walker that the saleyards report for October 2018 be dealt with.

17.2 Saleyards Account

4159 RESOLVED on the motion of Crs. Webb and Churchill that the Saleyards Account to 31 October 2018 showing a reserve balance deficit of \$365,376.07 be noted.

After declaring an interest in items being dealt with in Closed Session, at this juncture Cr Webb left the meeting. Pecuniary interest – relative is one of the tenderers for 18.2 in Closed Session.

18.0 CLOSED SESSION

4160 RESOLVED on the motion of Crs Wheelhouse and Fisher that Council resolve into Closed Session, in accordance with the Local Government Act 1993, Section 10A: "*section 2 :*

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business".

4161 RESOLVED on the motion of Crs Wheelhouse and Fisher that the press and public be excluded from the meeting.

RESUME OPEN MEETING

4162 RESOLVED on the motion of Crs Fisher and Wheelhouse that Council resume Open Meeting.

ADOPTION OF RECOMMENDATION OF CLOSED SESSION

4163 RESOLVED on the motion of Crs Fisher and Wheelhouse that Council adopt the recommendation from Closed Session, being Recommendation Nos. 18.1 and 18.2 as set out hereunder:

18.1 Tender – Water Main Replacement – Castlereagh Street, Coonamble – Contract TD18-05

Council resolves to accept the tender submission of Laser Plumbing Dubbo in an amount of \$117,826.50 for replacement of water mains in Castlereagh Street, Coonamble from Tooloon Street to Macquarie Street.

18.2 Tender – Water Main Replacement – Munnell Street, Gulargambone – Contract TD18-06

Council resolves to accept the tender submission of Jake Jones of Coonamble in an amount of \$117,900.00 for the replacement of water mains in Munnell Street, Gulargambone from Muraiman Street to the Gulargambone showground.

19.0 QUESTIONS WITH NOTICE

Nil

20.0 QUESTIONS FROM COUNCIL

Cr Wheelhouse:

- Castlereagh Medical Practice – suggested that when Council is installing the car space for disabled parking, it consider imposing a time restriction on parking immediately in front of the Centre. Councillors were not in favour of this.
- In response to a question about water supply, the Director of Engineering Services said the No 3 bore is back on line.

4164 RESOLVED on the motion of Crs Wheelhouse and Churchill that Council revisit options and costings of supplying town water to Dubbo Road residents as far up as Jehovah's Witness building.

A MOTION

PROPOSED by Cr Wheelhouse **SECONDED** by Cr Walker that Council replace the hot water system and open the amenities at the saleyards for the convenience of truck drivers, **WAS LOST.**

4165 RESOLVED on the motion of Crs Wheelhouse and Fisher that staff investigate the cost to move a set of stables from the southern end of the Showground to the northern end near the river bank gate and report back to Council.

4166 RESOLVED on the motion of Crs Fisher and Wheelhouse that Council agree to make emergency repairs to the entrance road into the Coonamble MPS by using the jet patcher to fill holes and wait on advice from the Department of Health as to whether it accepts Council's estimate of \$55,000 to have the road property sealed.

- Roads Committee meeting – will be held 9.00 a.m. on Wednesday 21 November 2018.

Cr Webb:

- Giving notice that he will move a motion at the December meeting that Council meetings be conducted in accordance with the adopted Code of Meeting Practice.

Director Engineering Services:

- Referred to the Taxi Rank sign – saying is the sign is removed it will not be able to be reinstated at that location. Asked for Council direction – it was agreed the sign be removed.

This concluded the business and the meeting closed at 10.30 a.m.

These minutes Pages (1/6251 to 14/6264) were confirmed on the **12th** day of **DECEMBER 2018** and are a full and accurate record of proceedings of the Ordinary Meeting of Coonamble Shire Council held on **14th November 2018**.

MAYOR

<p><u>7. BUSINESS ARISING FROM MINUTES</u> <u>COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018</u></p>

8. RESOLUTION BOOK UPDATE **COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018**

8.1 Resolutions in Progress

EMERGENCY SERVICES BUILDING RESERVE

2646(a) RESOLVED on the motion of Crs Karanouh and Wheelhouse that Council allocate \$100,000 from the Development Reserve to the Emergency Services Building Reserve, making this reserve in total \$200,000 and that a new building be constructed on the current site subject to the SES contributing \$150,000 towards the cost of the structure.

Status:

Draft specification received – formal plans to be drawn up.

19.2 Bore Baths – Land Purchase

Council resolves to:

- a) *authority the General Manager and Mayor to negotiate with the Racecourse and Recreation Trust Land Manager to gain tenure of the subject Crown Land (Dedication 520089) and take the necessary steps to convert the land to freehold in Council's name;*
- b) *classify any acquisition of land as "operational land";*
- c) *authorise the affixing of the Common Seal to any relevant documents*

Status:

Contact from the Chair of the Racecourse Trust indicates agreement in principle, however seeking advice from Crown Lands.

EXTENSION OF WATER – DUBBO ROAD RESIDENTS (14/11/2018)

4164 RESOLVED on the motion of Crs Wheelhouse and Churchill that Council revisit options and costings of supplying town water to Dubbo Road residents as far up as Jehovah's Witness building.

Status:

A comprehensive report will be prepared and provided to the February 2019 meeting.

STORAGE AT COONAMBLE SPORTSGROUND

4150 RESOLVED on the motion of Crs Churchill and Wheelhouse that Council, subject to available funding, construct a facility to replace the current storage shed, ensuring adequate height for housing the electronic scoreboard, noting it is proposed to have a concrete slab 5 bay areas, fitted with roller doors.

Status:
Applications will be submitted as appropriate funding becomes available.

8.2 Resolutions Completed

10.3 STRONGER COUNTRY COMMUNITIES – SKATE BOWL PROJECT
4137 RESOLVED on the motion of Crs. Wheelhouse and Fisher that the report be carried over to the December meeting to allow Councillors more time to consider any proposed locations.

Status:

The re-submitted report is included in the December meeting business paper for determination of a location. **COMPLETED.**

9. MAYORAL ACTIVITIES REPORT

COUNCIL MEETING WEDNESDAY 12 DECEMBER 2018

9.1 ACTIVITY REPORT

i) Mayors' Weekend

Attended the Mayors' Weekend in Sydney over 24 & 25 November - a good opportunity to catch up with other mayors and discuss issues. A topic of conversation was certainly the proposed Code of Meeting Practice, other issues pertaining to governance and finance were also covered.

ii) Inland Rail Project

On 22 November, in company with Crs Fisher and Wheelhouse, I attended the meeting at Gilgandra about the Melbourne to Brisbane inland rail proposal. A good crowd – around 200 – was in attendance to hear from The Hon Michael McCormack MP – Deputy Prime Minister, Minister for Infrastructure Local Member, Mark Coulton, MP was also in attendance, as was Richard Wankmuller, CEO of Inland Rail.

I took the opportunity to again raise the issue of sealing of the Tooraweenah Road with Mr Coulton, who stated he would take it up with the Deputy Prime Minister.

iii) Gulargambone Fun Day

Returning from Gilgandra, Crs Fisher, Wheelhouse and I attended the Gulargambone fun day which was held at Gulargambone Youth Centre. Children and parents combined to make it a full-on event and I am pleased to see so much interest in the activities organised by staff for youth – about 45 kids attended the day.

iv) Clontarff

I was invited to the end-of-year Clontarff function held at the Coonamble Bowling Club. It was a packed house and the many young men who achieved goals throughout the year were well supported. Congratulations to the Clontarff organisation for its ongoing programs.

9.2 POLICE HOUSING SUBSIDY

I raised this matter at the November meeting – now Councillors have been able to consider what I think will be of great benefit to our Shire, I put forward the following recommendation.

Recommendation:

That Council provide a housing subsidy of 50% to police officers in Coonamble and Gulargambone – equating to approximately \$60,000/annum - for officers not provided with housing.

Recommendation:

That the Mayor's activity report since the November meeting be noted.

AHMAD KARANOUH

Mayor

4 December 2018

10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018

Section A – Matters for Consideration by Council:

10.1 COONAMBLE ABORIGINAL HEALTH SERVICES LIMITED D7

Referring to the former Ambulance Station building which is now owned and operated as a Funeral Home by the Coonamble Aboriginal Health Services. Advising there has been a lot of community interest in having the clock repaired – forwarding copy of a quote from Tower Clock Services Australia in an amount of \$35,880 (+ GST). Asking Council to fund repairs.

Recommendation:
For Council's determination

10.2 MacKILLOP FAMILY SERVICES D7(52687)

i) *Gulargambone Junior Cricket Club*

On behalf of the Gulargambone Junior Cricket Club making application for sporting grants that will assist them to participate in the summer competition by way of registration and shirts. Advising the Club is in need of bats, head gear, batting pads for junior players. Submitting for Council's approval a request in the amount of \$600 to purchase a cricket kit containing the required equipment. Saying the children and families would appreciate any assistance that Council may be able to provide.

Recommendation:
For Council's determination

ii) *Gulargambone Junior Rugby League Club*

Also making application on behalf of Gulargambone Junior Rugby League Club which is hoping to participate in a Touch Football Competition being held in Dubbo from 14 – 16 December. Saying they hope to have funding to allow them to enter the Competition, however asking Council to consider donating the cost of registering two teams at \$250/per team.

Recommendation:
For Council's determination

10.3 ANNE WRIGHT, GLENBROOK B2

Advising that her great grandfather, Joseph Alfred Clark, owned J A Clark & Sons Tailors business in Coonamble for 49 years. Saying it was in the building that survived the recent fire in Castlereagh Street. Further stating that Joseph served two terms as Mayor of Coonamble and his son, Joe Clark, served three terms. Wondering if Council would erect a plaque to honour the Clark family business.

(NOTE BY GENERAL MANAGER – Both gentlemen must have served on the Coonamble Municipal Council – Joseph Clark is mentioned in Mrs McKenzie's history book in the early 1900s).

Recommendation:
For Council's determination.

10.4 COONAMBLE COMMUNITY RADIO D7

Advising the station has recently installed a recording studio to assist in improving sponsorship announcements. Asking Council to consider providing financial support in the amount of \$1,000 to enable sound-proofing panels to be installed.

Recommendation:
For Council's determination.

10.5 COONAMBLE ABORIGINAL HEALTH SERVICES LTD M5-2

Advising that until 2008 Council provided free housing for Doctors who relocate to Coonamble. Saying that Council then advised it was not prudent to be subsidising doctors' rental and is now charging full market rent to doctors for premises it provides. Referring to the article in a recent Coonamble Times that Council now believes it's appropriate to assist police and other professionals with rental assistance to attract and retain them in the town. Requesting that Council again provide free or reduced rent for houses currently supplied to doctors.

Recommendation:
For Council's determination

Section B – Matters for Information Only:**10.6 THE HON PAUL TOOLE MP A2**

Referring to Aboriginal Land Claim 6567 lodged with the Aboriginal Land Rights Registrar by NSW Aboriginal Land Council on behalf of Weilwan Local Aboriginal Land Council in relation to Portion 133 DP753385 (now Lot 133 DP753385) in Gulargambone. Advising that following investigation of the Claim, he is satisfied that when the Claim was made the land was not claimable Crown land and it was lawfully used, occupied and needed for the essential public purpose of police premises. Saying in the circumstances he has refused the Claim.

(NOTE BY GENERAL MANAGER – This was a long standing Claim which related to the Gulargambone police station and residence.)

10.7 THE HON PAUL TOOLE MP A2

Referring to Aboriginal Land Claim 5940 lodged on behalf of Coonamble Local Aboriginal Land Council in relation to Section 15 (R97933), now Lot 701 DP1021382 in Coonamble. Advising that following the investigation of the Claim, he is satisfied that when the Claim was made the land was claimable Crown land, therefore he has granted the Claim.

Referring also to Aboriginal Land Claim 33248 on behalf of Coonamble Local Aboriginal Land Council wholly relates to the granted land – saying, therefore, this claim is refused on the basis the land is subject to a previous granting.

(NOTE BY GENERAL MANAGER – **Attached to this report is a map showing the area of the granted Claim).**

10.8 KEVIN HUMPHRIES MP B13-1

Forwarding letter from The Hon Troy Grant, MP, Minister for Emergency Services, in response to Council's request for funding to provide suitable facilities for female firefighters at Coonamble Fire Station. Saying there are a number of fire stations which require rectification work to accommodate both males and females on shift at the same time. Pointing out this work has been scoped and included in a comprehensive review of total station adequacy which includes male/female separation, clean/dirty separation and vehicle/equipment storage accommodation. Stating Council's concerns have been taken into account in the prioritisation of capital funds to upgrade all stations that need improvements. Further stating that \$2m was spent in the 2016/17 & 2017/18 financial years and a further \$2m has been allocated this financial year. Saying the capital works program will be ongoing until all facilities are suitably addressed.

RICK WARREN

General Manager 29 November 2018

11. REPORT BY GENERAL MANAGER **COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018**

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
32/18	Nalder, Clover Helen	Owner	Residential Dwelling	Lot 2 DP860481	01/11/2018

CDA No	Owner	Applicant	Proposed Use	Address of land	Approval Date
40/18	Koonambil Aged Care	Paynter and Dixon Const. P/L	Internal alterations to existing building	Lots 3, 253, 236 & 216 DPs8807,40042 & 754227	01/11/2018

Sustainability/Legislative Provisions:

Promoting Better Practice Review - Department of Local Government.

Financial Considerations:

NIL

Options:

NIL

Recommendation:

That Council note Development Application No 032/2018 and Complying Development Application No 040/2018 have been approved under delegated authority since the last meeting.

11.2 MODEL CODE OF MEETING PRACTICE

Background:

The Office of Local Government (OLG) has released the new Model Code of Meeting Practice but, at the date of writing this report, has not yet prescribed the Code by regulation.

Issues:

The OLG states the new Code will, when released, ensure more accessible, orderly, effective and efficient meetings – they will be transparent, informed, inclusive and respectful.

It is expected the new Code of Meeting Practice will be prescribed prior to Christmas, it is proposed that Council debate the optional provisions of the Code at the February 2019 meeting.

A copy of the Code is included for Council's information and analysis – **APPENDIX A.**

- Mandatory Provisions are indicated in black font
- Non-mandatory Provisions are indicated in red font
- Joint Organisation Specific Provisions in blue font.

Once the Code is prescribed transitional arrangements will be made for its adoption by Council – it is expected that it will be adopted within six months of prescription.

Sustainability / Legislative Provisions:

Local Government Amendment (Governance and Planning) Act 2016
Local Government (General) Regulation 2005.

Financial Considerations:

Council will be required to webcast the meetings.

Options:

Nil

Recommendation:

That Council:

- a) note the status of the proposed Model Code of Meeting Practice;**
- b) consider the Code at the February 2019 meeting to debate optional features.**

11.3 ANNUAL REPORT – 2017/2018

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

Background:

Under section 428(1) of the Local Government Act 1993 Council must, within five months after the end of each year, prepare a report as to its achievements with respect to the objectives and performance targets set out in its Delivery Program. ***A printed copy will be available at the meeting.***

Issues:

Under the Integrated Planning and Reporting Framework, a number of changes have been made to annual reporting requirements. The Annual Report focuses mainly on Council's implementation of its Delivery Program and Operational Plan, as these are the plans that are wholly the Council's responsibility.

In summary, the Delivery Program identifies actions across the five themes; Our People, Our Infrastructure, Our Environment, Our Economy and Our Leadership and provides a status for each action, together with a reason for any outstanding action. The report also includes audited financial reports, together with the required various statutory disclosures.

Sustainability/Legislative Provisions:

Various legislation requires information be provided within Council's Annual report:

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Government Information (Public Access) Act 2009
- Privacy and Personal Information Protection Act 1998
- Environmental Planning and Assessment Act 1979
- Companion Animals Act 1998.

Financial Considerations:

The Annual Report takes considerable time and staff resources to produce. Council is required to provide a State of the Environment Report to be included in the Annual report. Reference is made to the State of Environment Report – available for perusal on Council's website www.coonambleshire.nsw.gov.au

Options: Nil

Recommendation:

That Council note the 2017/2018 Annual Report has been completed and has been lodged with the Office of Local Government.

**11.4 STRONGER COUNTRY COMMUNITIES – SKATE BOWL PROJECT
– RESUBMITTED FROM NOVEMBER**

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

12.3.1 Continue to upgrade and maintain infrastructure that supports cultural, recreational and leisure activity.

Background:

This matter is resubmitted at the request of Council at the November meeting. Crs Wheelhouse & Fisher moved a resolution to this effect, to allow Councillors more time to consider proposed locations. Council has been successful in obtaining \$120,000 for the project under the Stronger Country Communities funding program.

Issues:

At the time of developing the idea no firm location was determined, although some discussion was held about a location behind the swimming pool and the back of the bowling club. Another suggestion was in one of the recreation reserves, such as Lions Park or Broome Park.

Council should consider consulting with the youth who may use the facility as to their suggestions for a preferred location.

Councillors may have other locations in mind however a decision will need to be made quickly as the funding documents will shortly have to be signed to accept the funds.

Sustainability / Legislative Provisions:

N/A

Financial Considerations:

Final cost estimates for the project were \$157,000 with grant funds of \$120,000.

Options:

All options are available to Council.

Recommendation:

That Council determine the location for the proposed skate bowl in Coonamble.

11.5 RELOCATION OF CENTRELINK BUILDING

Background:

Council has received a request to relocate the Centrelink building currently sited at 2 Namoi Street, Coonamble in front of the premises owned by Murdi Paaki Regional Enterprises Corporation Ltd.

Issues:

It would appear that the businesses located in premises at 70 Castlereagh Street, Coonamble are in the process of relocating to 2 Namoi Street and being joined by another, which will provide food at the premises.

Council has been requested to locate the Centrelink building in front of Service NSW to give easier access to distributors, provide full space for visitor parking and allow better access to the hairdresser at 2 Namoi Street.

This building is not owned by Council and Council is not responsible for providing service to Centrelink clients. Another concern is lack of space in front of Service NSW – the small area is currently used for parking of clients' vehicles – it simply won't fit! Council does not have a suitable area available to relocate the building.

It is not known what type of lease arrangement has been agreed to between the owner of the building and the other parties concerned, however the removal and relocation of any superfluous buildings should have been agreed to before taking over the building.

Sustainability / Legislative Provisions: N/A

Financial Considerations:

If Council agrees to relocate the building, it would be assumed that the costs would not be met by another party. Council also does not have the plant or expertise to undertake the relocation.

Options:

- 1) Not agree to relocate the building to the suggested site.
- 2) Suggest the owner of the building arrange for its removal.

Recommendation:

That Council advise the applicant it is unable to assist in the relocation of the building and further, Council is not privy to the contract and cannot intervene in contractual relationships.

11.6 BORE BATHS – WATER & LAND TENURE

Background:

On Friday 30 November, the Mayor, Deputy Mayor, General Manager, members of the Coonamble Racecourse Trust, Coonamble Jockey Club and Coonamble Golf Club met to discuss the progress of the bore baths.

Issues:

Council is waiting for confirmation from the Land Manager that it may acquire the land at the front of the track adjacent to the highway. Mr Kennedy stated this should be fine and once confirmation is received should be able to be progressed to the next stage with Crown Lands to acquire the land. All should fall into place.

The Jockey Club and Golf Club raised issues regarding water and a guaranteed access to water for a grant proposal they are working on and, at this stage, only subject to the water agreement.

The clubs need 250,000 litres a fortnight or 6 mL per year – the Club has asked Council to provide this free – anticipated cost is \$350/250,000 litres or around \$8,400 per annum for treated water. The club will also use the same amount of sewage treated water, which is provided free by Council.

The grant proposal put forward by the club requires a better quality of water than is currently provided by the sewage treated water and can be achieved by alternate applications of each type of water to the track.

The clubs propose this be the case until the bore is operational at the proposed bore baths facility – should documentation be received from the Land Manager, it may be in the order of 12 months.

Sustainability / Legislative Provisions:

N/A

Financial Considerations:

Cost to Council per annum, should it agree and based on figures provided by the Jockey Club, is approximately \$8,400 for the 6mL required.

Options:

1. Not provide water for free
2. Negotiate a price with the Jockey Club
3. Provide water for free
4. Provide letter regarding the guarantee of water, but not stipulate who will pay for the water.

Recommendation:

For Council's determination.

11.7 NOTICE OF MOTION

I, Michael Webb, give notice that at the December 2018 meeting of Council I intend to move the following motion:

“That the Mayor conduct Council and Committee meetings in accordance with Council’s adopted Code of Meeting Practice – in particular, no motion should be forthcoming from the floor at a meeting where prior notice has not been given”.

Reason:

All councillors have a copy of the Code of Meeting Practice – this has been adopted by Council in order to run the meetings in a proper manner.

Any motion coming from the floor at the meeting does not allow Councillors time to research the motion or consult with the community before a decision is made. There are provisions within the Code to deal with matters of urgency and these should be dealt with in accordance with the requirements of the Code.

Very soon a new Code of Meeting Practice will be prescribed by the Office of Local Government. This will require either live stream recording or video recording of Council meetings. I believe Council should be conducting meetings in a proper manner in readiness for the new meeting code,

Councillors also should indicate clearly their intention when voting on motions. It is extremely hard for the Chair to determine the vote otherwise – likewise, the community should be able to see which way Councillors vote on issues that concern it.

*Signed: M.Webb
Dated: 19/11/2018*

RICK WARREN
General Manager
29 November 2018

12. REPORT BY DIRECTOR OF COMMUNITY SERVICES **COUNCIL MEETING ON WEDNESDAY 12 DECEMBER 2018**

12.1 COMMUNITY SERVICES PROGRESS UPDATE

Background:

In line with Council's 2018/2019 Operational Plan, this report presents a summary of community development progress and activities for the period November 2018 to December 2018.

Issues:

1. LIBRARY SERVICES

1.1 Monthly Activity Report

Link to Community Strategic Plan/Council Delivery Programme - P4.1.1 Support Activities that Promote Cultural Awareness and Diversity Age and Ability. P4.4.1 Assist Coonamble Shire Events with Marketing and Promotion. I2.2.1 Provide High Quality, Multi-purpose Library Services that are Responsive to Community Need. P3.1.1 Advocate, Support and Raise Awareness of Programmes that Promote the Physical and Mental Health and Well-being of Community Members

- The North Western Regional Library held their Annual General Meeting at Coonamble in November with seven (7) attendees from member Councils. Councillor Pauline Serdity was re-elected to the position of Chair and Councillor Karlene Irving was elected to the Executive Management Committee. During the morning attendees visited the library to view the recent improvements – new carpet and shelving.
- The library staff were nominated for an award and joined the Mayor at the Coonamble Chamber of Commerce Business Awards. While the library was not successful in their category, it was an uplifting and inspiring night that showcased the business success stories in the Shire. The library staff had a great night and are looking forward to next year!
- The Coonamble Preschool visited the library this month. The Librarian conducted a story time session and read books followed by playtime with the toys and the children's computers. The teachers expressed their appreciation of the flexibility of library staff in ensuring a safe and fun place for the kids to visit.
- The Gulargambone Book Exchange has been completed with new release books now available at the Gulargambone Library. A new scanner has also been installed at the facility.
- In November, the Librarian attended the Well Being event held at McDonald Park. The story corner and colouring in station was well attended and support was provided to the community service staff in serving refreshments, fruit and cake to event-goers.

1.2 Library Statistics (November 2018)

Service	Issues	New M/ships	Wi-Fi	Internet	Children's Computers	Junior Visits	Adult Visits
Coonamble	1037	7	183	236 (267.5 hr)	79	260	373
Gulargambone	48	1					

Manual Statistics - Coonamble (numbers refer to people attending)

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
633	18	47	7	23

Activity Statistics - Coonamble (numbers refer to people attending)

Senior Craft	Pre-School Visits	Housebound	Study/Tutor
27	84	11	12

Usage Statistics - External meetings

Interact	Distance Education	Meetings
0	6	4

2. YOUTH AND CHILDREN'S SERVICES

Link to Community Strategic Plan/Council Delivery Program - P4.1.3 Facilitate and support appropriate child and youth activities.

2.1 January School Holiday Program

- Planning for the January 2019 School Holiday Program is progressing with some new activities being introduced. The program will operate 5 days per week from Monday 7 January to Friday 1 February.

3. TOURISM AND EVENTS

Link to Community Strategic Plan / Council Delivery Program - EC1.1.5 Develop visitor markets. EC1.1.7 Display Coonamble Shire tourism information at regional and interstate visitor centres. P4.1.2 Continue to facilitate Australia Day activities. P4.4.1 Assist Coonamble Shire events with marketing and promotion.

3.1 Information Centre Monthly Activity Report

A reprint of the *Coonamble Shire Endless Discovery* visitor guide has been completed. Guides have been disseminated to all Visitor Information Centres that have requested copies as well as local businesses and motels. There was no charge to operators for this reprint.

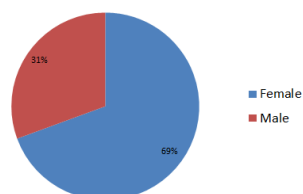
3.2 Coonamble Visitor Information Centre Facebook page November statistics

ENGAGEMENT

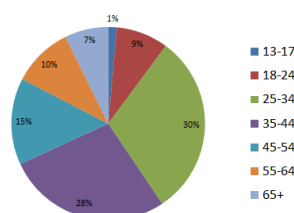


Our Facebook Posts reached **2226** people in November 2018...

Gender breakdown - post reach



Age Group breakdown - post reach

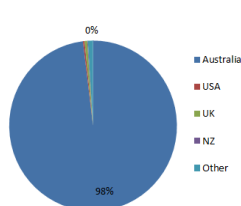


ENGAGEMENT

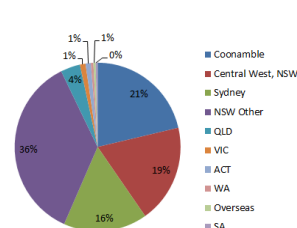


92% of our Facebook Posts were read by people in **NSW** in November 2018...

Countries Reach



Australia Postcode Reach



3.3 Visit Coonamble Website – Monthly Statistics

Visit Coonamble Website – Monthly Statistics:

Number of Visitors	1,097
Number of Visits	1,281
Number of Page Views	5,694

Sessions by Device:

Desktop Computer	43.3%
Mobile Phone	44.1%
Tablet/iPad	12.6%

Top 3 Page Views:

1. About Coonamble
2. Coonamble Riverside Caravan Park
3. About Gulargambone

3.4 Visitor Statistics for Reporting Period (November 2018)

Visitor Numbers	Visitor Type		Visitor Home State		Enquiry Type		Enquiry Details*	
38	Retiree	25	NSW	19	Local	17	Directions	14
	Family	0	VIC	6	Regional	11	Attractions	11
	Worker	10	WA	1	Interstate	4	Toilets	1
	Backpackers	1	QLD	9			Accommodation	7
			TAS	0			Eateries	1
			Overseas	1			Souvenirs	2
							Family History	2

*Some visitors had more than 1 enquiry

3.5 Events

The following posters were created for upcoming events within the community.



3.6 Rotary Drought Relief Fun Day

- Over 500 people attended the Rotary Drought Relief Fun Day held at the Coonamble Showground on 25 November. Council supported the event through marketing and co-ordination of children's activities. Coonamble Rotary Club and supporting organisations must be commended on hosting such a successful event.



3.7 Museum Under the Bridge Update

- Attendance for the month of November 2018 – 30 visitors.
- The museum will close on Saturday 22 December 2018 and will reopen at the end of January 2019.

3.8 Coonamble Riverside Caravan Park

- The redevelopment of the Coonamble Riverside Caravan Park has commenced.



Progress to date:

- The park entrance has been widened to allow easy access for larger rigs and a new concrete entry pad has been constructed,
- construction of the perimeter fence will commence shortly,
- the residence office and cabin plans have been finalised, material ordered with construction commencing in January,
- the new dump point has been ordered and;
- the demolition of the old amenities will be undertaken in early February.

4. COMMUNITY DEVELOPMENT UPDATE

Link to Community Strategic Plan/Council Delivery Program - P3.1.1 Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members. P3.3 Improve access to services for disengaged community members. P4.1 Increase opportunities for our community to socialise together. P4.1.1. Support activities and promote cultural awareness and diversity in ability and age.

- An application has been submitted for funding to host a “Women – Be What You Want to Be” event in Coonamble on 8 March 2019 at the Showground Pavilion. The event will celebrate the strength, resilience and hard work of women and young girls across the Shire by offering a day of information gathering, assessments and pampering. The day will offer a free morning tea and luncheon with a chance for the participants to connect with each other and become aware of services that are able to provide support for them at a local level.
- On 14 November Community Development staff travelled to Quambone to attend a services meeting at the Quambone Store following an invitation from MacKillop Family Services. The day was very productive with service providers offering support within their service capacity to ensure the needs of the community are met. MacKillop will coordinate regular service network sessions and a list of actions for attending services is being developed.
- Community Services staff supported the Coonamble Fun Day – Combined NAIDOC event held at Mc Donald Park on 28 November 2018.

5. GRANTS AND COMMUNICATIONS UPDATE

P3.1.1. Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members. P3.3.1. Support appropriate community development activities undertaken by a range of organisations and provide assistance with project development, government, grant writing, community building and group facilitation. P1.3.1. Support activities/projects that increase community participation and connection. L1.1.2. Promote genuine opportunities for people to participate in decisions that affect them.

5.1 Drought Buster Program

- Council continues to support the Drought Buster Dollars Alliance with administration and record keeping of the dollars. The Drought Buster Dollar packs (of \$300) are processed by three members of the Drought Buster Alliance and to date, 248 packs have been distributed. \$3650 worth of Drought Buster Dollars was provided to St Brigid's School following a donation from the Cathedral School in Bathurst who raised money for the families of the school-each family received \$25 per child.
- Dollars spent within local businesses are starting to be returned to Council, to date Council has authorised \$3,550 worth of reimbursement cheques.
- Drought Buster Dollar information, contact numbers for the Alliance members and downloadable documents remain on the Drought and Well-Being Support page on Council's website.

5.2 Drought Communities Programme - Extended

- Community Services staff are currently preparing the applications for the eighteen (18) Drought Communities Programme – extended projects endorsed by Council at the October meeting. At the time of preparing this report information on two projects remained outstanding and eight projects had been submitted for assessment. It is envisaged that the all applications will be lodged by 10 December 2018.

5.3 Grant Opportunities

- Council continues to circulate a monthly grant opportunities list to community members within the Shire – it is also available on Council's website. The November issue was distributed on 28 November.

5.4 Stronger Country Communities Fund

- Council will recall that all applications submitted under the NSW Government Stronger Country Communities fund (valued at \$1.599m) were successful. Execution of the funding agreement is now complete with works now progressing on delivering the eleven (11) projects.

Sustainability/Legislative Provisions:

Local Government Act 1993

Financial Considerations: Not applicable

Options: Not applicable

Recommendation:

That Council note the information contained in the Community Services Progress Report.

ROBYN RYAN

Director of Community Services

30 November 2018

13. REPORT DIRECTOR OF CORPORATE/URBAN SERVICES
COUNCIL MEETING WEDNESDAY 12 DECEMBER 2018

13.1 RATE COLLECTIONS

Total Combined Rate Collections 30/11/2018 compared to 30/11/2017:

	30/11/2018	30/11/2017
Arrears 30 th June previous year	540,282.85	533,958.78
Plus 2018/19 Combined Levy	6,525,091.68	6,340,043.23
Add Transfer from Postponed	-	-
GROSS LEVY	7,079,497.74	6,874,002.01
Less: Pensioner Concession (State)	(59,686.63)	(59,418.76)
Pensioner Concession (Council)	(48,834.52)	(48,615.35)
Transfer to Postponed	-	-
Abandoned	-	-
NET TOTAL LEVY FOR YEAR	6,970,976.59	6,765,967.91
Less Collections	(3,482,319.05)	(3,386,458.32)
Plus Refunds	-	-
NET TOTAL BALANCE	3,488,657.54	3,379,509.59
Plus Postponed	-	-
GROSS TOTAL BALANCE	3,488,657.54	3,379,509.59
Collection % of Total Receivable	49.95%	50.05%
Arrears % of Total Receivable	50.05%	49.95%

Recommendation:
Submitted for Council's information.

13.2 INVESTMENTS – NOVEMBER 2018

Financial Institution	Invest Rating S&Ps	Investment Type/Maturity Date	Current Rate	Term	Amount (\$)
Bank of Queensland	A2	Term Deposit - 11/02/2019	2.75%	182 Days	1,000,000.00
Bankwest	A1+	Term Deposit - 15/01/2019	2.65%	120 Days	500,000.00
Bankwest	A1+	Term Deposit - 07/03/2019	2.65%	150 Days	1,000,000.00
Bendigo Bank	A2	Term Deposit - 17/02/2019	2.45%	150 Days	1,000,000.00
Bendigo Bank	A2	Term Deposit - 24/03/2019	2.35%	120 Days	1,000,000.00
Bendigo Bank	A2	Term Deposit - 30/01/2019	2.45%	150 Days	1,500,000.00
Bendigo Bank	A2	Term Deposit - 28/02/2019	2.45%	151 Days	1,000,000.00
Commonwealth Bank	A1+	Term Deposit - 15/03/2019	2.54%	150 Days	2,000,000.00
Commonwealth Bank	A1+	Term Deposit - 06/03/2019	2.48%	120 Days	1,000,000.00
Commonwealth Bank	A1+	@ Call Account	1.50%	N/A	250,000.00
IMB	A2	Term Deposit - 16/01/2019	2.63%	90 Days	1,000,000.00
IMB	A2	Term Deposit - 01/02/2019	2.67%	90 Days	500,000.00
IMB	A2	Term Deposit - 28/05/2019	2.65%	182 Days	1,500,000.00
IMB	A2	Term Deposit - 22/03/2019	2.55%	120 Days	500,000.00
IMB	A2	Term Deposit - 25/01/2019	2.67%	90 Days	500,000.00
ME Bank	A2	Term Deposit - 08/01/2019	2.00%	90 Days	500,000.00
ME Bank	A2	Term Deposit - 24/03/2019	2.50%	120 Days	500,000.00
National Australia Bank	A1+	Term Deposit - 07/01/2019	2.74%	182 Days	2,000,000.00
National Australia Bank	A1+	Term Deposit - 26/04/2019	2.70%	150 Days	500,000.00
National Australia Bank	A1+	Term Deposit - 18/02/2019	2.68%	151 Days	1,000,000.00
National Australia Bank	A1+	Term Deposit - 03/12/2018	2.74%	151 Days	2,000,000.00
Reliance C/U	Unrated	Term Deposit - 22/02/2019	2.40%	180 Days	500,000.00
St George	A1+	Term Deposit - 18/02/2019	2.55%	180 Days	500,000.00
St George	A1+	Term Deposit - 28/02/2019	2.45%	120 Days	500,000.00
St George	A1+	Term Deposit - 27/02/2019	2.45%	120 Days	2,000,000.00
TOTAL					\$ 24,250,000

Financial Institution	Invest Rating S&Ps	% of Investment	Max per Investment Policy	Amount (\$)
Commonwealth Bank	A1+	19%	50%	4,500,000
National Australia Bank	A1+	8%	50%	2,000,000
St George	A1+	19%	50%	4,500,000
Bankwest	A1+	10%	50%	2,500,000
Bendigo Bank	A2	12%	35%	3,000,000
IMB	A2	16%	35%	4,000,000
ME Bank	A2	10%	35%	2,500,000
Bank of Queensland	A2	2%	35%	500,000
Reliance C/U	Unrated	1%	10%	250,000
AMP	A1	2%	40%	500,000
				\$ 24,250,000

Rating	% of Investment	Policy	Amount
A1+	56%	100%	13,500,000
A1	2%	80%	500,000
A2	42%	60%	10,000,000
Unrated	1%	30%	250,000
			\$ 24,250,000
General Fund Investments			17,117,493
Sewerage Investment Fund			2,620,904
Water Investment Fund			4,511,603
			\$ 24,250,000

Interest earned on Investments for 2018-2019 as at 29th November, 2018

\$ 303,197

Recommendation:

That the list of investments as at 30 November 2018 be noted and it also be noted that Council's Investments comply with s625(2) of the Local Government Act 1993 and Council's Investment Policy.

13.3 WORKS IN PROGRESS

Urban Services:

- Works program has focused on maintaining and improving the presentation of open spaces within Coonamble, in particular works at the Cemetery.
- Planned works over the next month will focus on improving the presentation of Parks and Town streets within Coonamble.

Vandalism Update:

- Vandalism to Council property has been minor of nature with vandalism cost for the 2018/2019 financial year amounting to \$13,338.
- A door was removed from its hinges at the Quambone Pool (26/11/2018)

Pools:

- Coonamble Swimming Club recently held its annual carnival with Council receiving positive feedback on the presentation of the facility.
- Minor disruptions to the normal operational hours of the pools occurred through due to Council staff being required to clean facilities following storms.

Buildings:

- The installation of Wireless link between Council facilities is planned to proceed during the month of December 2018. Planned works at the Quarry will be carried out in the new calendar year.
- Ongoing minor maintenance continues as planned.

Recommendation:

That Council note the information contained in this section of the report.

13.4 PROCUREMENT POLICY – DRAFT

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

L1.4.5 Governance is open and transparent

L1.4.6 Review Council Policies

Background:

Recently management has carried out a review of its Procurement Policy and identified minor changes to staff delegation levels that have been required to keep the policy in line with the current organisational structure.

Issues:

The change to the policy relates to the updating staff delegations to reflect its current organisation structure and an attempt to streamline the purchasing and procurement aspect of Council's operations.

The draft policy is included as **APPENDIX B** with the proposed changes highlighted for Council's information

Sustainability/Legislative Provisions:

Local Government Act 1993

Local Government Regulation 2005

Financial Considerations: N/A

Options: N/A

Recommendation:

That Council approve the changes as highlighted in the draft policy and resolve to place it on public exhibition for the prescribed period of 28 days, inviting submissions prior to formally adopting the policy taking into account any submissions received.

13.5 RELOCATION OF STABLES AT SHOWGROUND

Link to Community Strategic Plan/Council's Delivery Program:
14.2 Ensure Long term management and protection of our community assets

Background:

At the November Council meeting, Council requested that a report be brought back examining the estimated cost to relocate a set of stables at the Coonamble Showground. As such estimates have been prepared by Council staff to relocate the first bay of stables along the fence line at the most southern end of the showground to a more suitable site as determined by Council. A draft map of the showground is shown below:



Issues:

Whilst the relocation of stables may prove to be initially the most cost-effective option for Council, it does have the potential to raise the following issues:

- Long term structural viability of the relocated stables may be negatively impacted with the move.
- Overall presentation of the facility.
- Impact on Showground users, both positive and negative.

As such, two options have been priced for Council, the first being the relocation of the stables as per Council resolution or alternatively the construction of another set of new stables in the proposed location. Council may also wish to consult with the Showground users to seek feedback on the most preferred option.

Sustainability/Legislative Provisions:

Local Government Act 1993

Financial Considerations:

Estimates for the two options investigated are as follows:

Option 1 being the relocation of the stables comes at an estimated cost of \$21,000.

Option 2 - alternatively, the construction of another set of stables comes at an estimated cost of \$47,100.

Options:

1. Council carry out the relocation of the stables at an estimated cost of \$21,000 with the works to be funded from Internal reserves.
2. Council construct a new set of stables in the proposed location at an estimated cost of \$47,100.
3. Council do nothing

Recommendation:

That Council seek feedback from the Showground User Groups Representatives and include the preferred option for consideration as part of the 2019/2020 estimates process.

BRUCE QUARMBY

Director of Corporate and Urban Services

28 November 2018

14. REPORT BY DIRECTOR OF ENGINEERING SERVICES **COUNCIL MEETING WEDNESDAY 12 DECEMBER 2018**

14.1 WORKS IN PROGRESS

(a) Plant / Fleet:

- Tender evaluations conducted for Loader, Excavator, Backhoe and Watercart purchase – report and recommendations in Closed Session.
- Worksite Van Refurbishments nearing completion.
- Work scheduling system under investigation to improve prioritisation and communication of servicing and maintenance requirements.

(b) Airport:

- Routine inspection and maintenance on going.
- Annual Obstacle Limitation Surfaces inspection complete
- Pavement inspection carried out.

(c) Depot Facilities:

- Construction of compounds complete.
- Sale of obsolete items closed, with 43 out of 47 Lots sold recouping \$2709. Remaining items will be offered in next sale or disposed of.

(d) Water & Sewer:

- General maintenance services completed on an as needs basis, as the weather warms up water main and service breaks become more frequent
- Work has begun connecting Bore No. 3 to the Sportsground Irrigation system. This will supply the irrigation system with untreated bore water, reducing the demand on the town's drinking water supply. Work to replace the irrigation pumps at the sports field will be carried out in the coming weeks with Council staff to begin installing the necessary pipework in the near future.
- Tenderers for the water main replacements on Castlereagh St in Coonamble and Munnell Street in Gulargambone that were awarded at the November Council meeting were notified. Council is negotiating with the successful tenderers on a start date, however work for the Castlereagh Street water main replacement is expected to begin in January.
- Council has taken the second tertiary pond offline for desilting and maintenance work. Cleaning of the lagoon is expected to start in February.

- Council is continuing working on funding applications for the Safe and Secure Water Program, with projects such as new bores in Coonamble and Quambone, and a new reservoir in Coonamble, hopefully being funded through the program.
- Quambone was recently put on Boil Water Alert on Friday 16th November, with Council acting quickly in conjunction with NSW Health to identify and fix the issue. Council expects that the Boil Water alert will be lifted before the December Council meeting.

(e) Quarry:

- Tender evaluation conducted for Mobile Screen purchase – – report and recommendations included in Closed Session report.
- Repairs to processing plant complete.

(f) Levee:

- Stage 3 works progressing. Flood gates across Baradine and Tooraweenah roads complete, reinstatement of earth levee and fencing underway. Stabilisation of the river bank behind the library complete.



(g) Flood Risk Management studies for Coonamble, Gular & Quambone

- Newsletter including community survey have been sent out to house holds.
- Additional survey information for Gulargambone collected.

(h) Roads Report:

**i) State Highway
RMS Peer Exchange Group Meeting**

Coonamble Shire Council hosted the annual RMS Road Maintenance Council Contract (RMCC) Peer Exchange Group (PEG) Meeting on 22nd and 23rd November 2018. Representatives from the RMS Western Region and Sydney along with council representatives from Warrumbungle, Walgett, Narrabri and Coonamble were in attendance.

Apologies were received from Warren and Moree. Industry partners were also in attendance where presentations covered topics on road condition assessment and asset management, alternate stabilisation methods, the Bio Security Act and aboriginal cultural awareness. Coonamble Shire Council gave a presentation on “Jabiru” the very successful delivery of a complex project for RMS and there was high interest in the type of work we completed. This type of treatment is not undertaken by Councils normally. The event was well received and the positive feedback from participants was fantastic.

RMCC Contractor Performance Report

Council receives from the RMS quarterly Contractor Performance Reports as a means to monitor Council’s performance against Key Performance Measures under the RMCC Contract. The Quarter 2 assessment for 2018/2019 was undertaken by Sam Brown – Contract Manager and endorsed by Paul Polansky – Senior Project Manager where Council’s overall performance score was upgraded.

Council was congratulated in the delivery of the complex Jabiru Project and additional work at short notice to improve the network where all work had been delivered in a timely manner and to a high quality. This is outstanding and largely due to your commitment and contribution in successfully delivering both routine and major project works under the RMCC.

Our ability to work under extreme pressures with limited resources and extenuating circumstances to deliver such positive outcomes for the RMS, Council the travelling public and our community was acknowledged and congratulated by the RMS.

Appreciation and congratulations were extended to staff involved in the project for their commitment and work ethic in getting the job done and maintaining professionalism in their roles with Council. In particular, Anthony Smith – Senior Technical Officer was key in the success of this major project and received a letter of appreciation from management and was personally thanked by the RMS at our PEG Meeting.

Routine Activities

Routine activities including pothole and edgebreak repairs, rest area maintenance, litter collection, removal of detritus and routine inspections are ongoing. Heavy patching works have commenced and are programmed to be completed early December.

RMS Additional Works:

Update on the RMS request to complete surface correction of bridge approaches at two locations in the Walgett Shire. We have submitted a price to undertake the works and are waiting on a response from the RMS.

ii) Urban, Local and Regional Roads:

Item	Task	Comments
1	SR33 Urawilkie Road – Maintenance Grade	Continued - Complete
2	SR7 Wingadee Road – Maintenance Grade	Complete
3	SR86 Carinda Road - Rehabilitation	Complete
4	SR17 Shanklin Road – Maintenance Grade	Complete
5	SR7 Wingadee Road - Signs	Complete
6	Buckley Road - Upgrade	Complete
7	SR86 Carinda Road - Reform	In Progress
8	SR87 Box Ridge Road - Construction	In Progress
9	SR 6 Bramble Road - Resheeting	Planning/Preparation
10	LR and RR - Spray invasive grasses in preparation for reseal program	In Progress
11	LR and RR – Jetpatching repairs in preparation for reseal program	In Progress

Routine activities including pothole and edge-break repairs on sealed roads, maintenance grading, litter collection and removal of detritus and routine inspections have been completed and are ongoing.

Recommendation:

That the information in this section of the report be noted.

KOOKIE ATKINS

Director of Engineering Services
30 November 2018

15. REPORT BY MANAGER – ENVIRONMENTAL SERVICES **COUNCIL MEETING WEDNESDAY 12 DECEMBER 2018**

15.1 RANGER'S REPORT – NOVEMBER 2018

*Link to Community Strategic Plan/Council's Delivery Program:
P2.2.5 Control straying animals*

<u>CORRESPONDENCE</u>	<u>November 2018</u>	<u>Year to Date 2018/2019 Total</u>
Official Correspondence	77	204
Infringements (Animals)	6	27
Infringements (Other)	0	0
Change of Details	5	22
Microchipped dogs	46	95
Registrations	18	56
Nuisance dog declaration	0	2
Dangerous dog declaration	2	2
Menace dog declaration	3	3
<u>IMPOUNDED ANIMALS</u>		
Dogs	34	123
Cats	7	26
Stock	0	0
Other	0	0
TOTAL	41	149
<u>BREAKDOWN</u>		
Dogs Euthanased	8	35
Dogs surrendered by owner	23	65
Dogs re-housed	20	64
Dogs released	6	21
Cats Euthanased	7	26
Cats re-housed	0	0
Cats released	0	0
Gulargambone dogs impounded	6	19
Quambone dogs impounded	0	0

DOG ATTACKS: Three dog attacks during the month – all under investigation.

Recommendation:
That Council note the information for the month of November 2018.

MATTHEW COCK

Manager – Environmental Services
28 November 2018

16. REPORTS FROM VARIOUS COMMITTEES **COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018**

16.1 MINUTES OF MEETING OF THE ROADS COMMITTEE HELD IN THE COMMITTEE ROOM ON WEDNESDAY 21 NOVEMBER 2018 COMMENCING AT 9.95 A.M.

Present: Cr Wheelhouse, Cr Fisher, the Director of Engineering Services and the General Manager.
Cr Wheelhouse assumed the role of Chairperson.

Apologies:

Apologies were accepted from Cr Karanouh and Cr Thomas

Moved: Cr Wheelhouse **Seconded:** Cr Fisher

Item 1 – Terms of Reference

Moved: Cr Wheelhouse **Seconded:** Cr Fisher

That terms of reference be developed for the Committee.

Generally expected to provide and identify strategic direction for future capital expansion and capital renewal road projects.

Prioritising sealing works on rural roads and strategic direction.

A more detailed document to be prepared for Council.

Item 2 – General Discussion

Moved: Cr Wheelhouse **Seconded:** Cr Fisher

That the Committee believes priority for funding should be for freight roads – namely the Carinda Road and the Warren/Pilliga Road.

The Tooraweenah Road has priority for funding where eligibility is consistent with the use.

The Committee believes its members should determine roads that would be included in capital expansion projects and capital renewal projects and undertake a physical inspection of the roads to enable priority to be given for the 2019/2020 budget/operating plan.

Recommendation:

That Council note the minutes of the Roads Committee meeting which was held on 21 November 2018.

17. SALEYARDS REPORT **COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018**

17.1 CATTLE:

CATTLE: Nil sales

TOTALS:	Casual Weigh	142 head	\$ 593.82
			\$ 593.82

17.2 SALEYARDS ACCOUNT 01/07/2018 – 28/11/2018

Sale yards Operations:	Income	\$ 1,900.49
	Expenditure	\$ 21,128.92
	Deficit	\$ 19,228.43

Truck wash:	Income	\$ 8,652.63
	Expenditure	\$ 4,450.69
	Surplus	\$ 4,201.94

Summary:	Income	\$ 10,553.12
	Expenditure	\$ 25,579.61
	Deficit	\$ 15,026.49

Sale yard Reserves:	Balance 01/07/18	\$348,591.55
	Operational result to date	\$ 15,026.49
	Reserve Balance at 30/11/2018	\$363,618.04

BRUCE QUARMBY

Director of Corporate & Urban Services

28 November 2018

<p><u>18. QUESTIONS WITH NOTICE</u> <u>COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018</u></p>
--

NIL

19. QUESTIONS FROM COUNCILLORS
COUNCIL MEETING WEDNESDAY, 12 DECEMBER 2018