

2 March 2011

«Title__Name»

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Councillors

YOU ARE HEREBY SUMMONED to attend an **ORDINARY MEETING** of **COONAMBLE SHIRE COUNCIL** to be held in the **GULARGAMBONE MEMORIAL HALL** on **WEDNESDAY 9th MARCH, 2011** commencing at 9 am.

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Yours faithfully
RICK WARREN
 General Manager

5. DEPUTATIONS/ DELEGATIONS
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

- 9.30 a.m. MURDI PAAKI REGIONAL ENTERPRISE CORPORATION**
General Discussion on MPREC Projects
- 9.30 a.m. YOUTH LIAISON OFFICER - BEAU RILEY**
Discussion regarding youth
- 9.30 a.m. COONAMBLE AMATEUR THEATRICAL SOCIETY**
Address regarding application for Financial Assistance
(Letter in Precis of Correspondence)
- 10.30 a.m. SERGEANT MARY-FRANCES FEDE**
Welcome to the Shire and Morning Tea with Council

6. DECLARATION – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

7. CONFIRMATION OF MINUTES
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

**7.1 MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL
HELD IN THE SHIRE CHAMBER, COONAMBLE ON WEDNESDAY, 9TH
FEBRUARY, 2011 COMMENCING AT 9.10 A.M.**

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

At this juncture, the Mayor welcomed Councillors to the first meeting of 2011 and said he is looking forward to another challenging and rewarding year. Cr Horan introduced Mr. Bruce Quarmby who commenced duties with Council on Monday in the role of Director of Corporate Services and welcomed him to Coonamble. Cr Horan also congratulated Mr. Rick Warren who has taken over the position of General Manager. He also welcomed Jill Moorhouse back to work following sick leave.

2.0 ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND

Prior to beginning the meeting, the Mayor acknowledged the original owners of the land, both past and present.

3.0 PUBLIC QUESTION TIME

No persons were present at this time.

4.0 APOLOGY

Nil

5.0 DELEGATIONS

Mr. and Mrs Scott Edwards were invited to lunch with Council following Scott's resignation from Council after 21 years' service, however they were unable to accept.

Council noted that Jenny Rand would provide a presentation at 12 noon concerning the Eco Spa Project. At 2 p.m. the University of NSW students were scheduled to present various proposals to Council covering their work so far with the proposal rodeo arena project.

Cr Schieb informed the meeting there was to be a deputation to talk about the condition of roads, however those people will not now be attending, as they are satisfied with responses received from the Director of Engineering Services.

6.0 DECLARATIONS OF INTEREST

Nil

7.0 CONFIRMATION OF THE MINUTES

8927 RESOLVED on the motion of Crs Webb and O'Brien that the minutes of the Ordinary Meeting of Coonamble Shire Council, held on 8 December, 2010 be confirmed.

BUSINESS ARISING FROM THE MINUTES

(a) Premier & Cabinet (Item 10.27)

In response to a question from Cr Schieb, the Director of Engineering said this application for funding under the Natural Disaster Program for the Warrena Creek Weir was for the 2009 flooding event. He said it was his understanding that the Mayor and former General Manager spoke to the Minister some six months ago. The General Manager agreed to follow up and ascertain the current position.

(b) CH & DA Newbold Transport (Item 10.41)

Councillors were informed that this matter is in progress. The General Manager advised that JW Jackson and Sons has accepted Council's offer to purchase a part of "The Meglo". Mr. Warren said it may be prudent to look at a plan of "The Meglo" and agree what should be Council's future direction in regard to that land.

8.0 RESOLUTION BOOK UPDATE

8928 RESOLVED on the motion of Crs. Canham and Karanouh that the Resolution Book Update be received and dealt with.

(a) Land Use Strategy (Minute No. 8087)

The General Manager informed the meeting that it would appear Council's request for a reduction in minimum rural subdivision allotments from 1000ha to 200ha will not be granted. He said it would seem fruitless to pursue the matter as the Department of Planning seems intent on retaining the 1000ha size.

(b) Cleaning of Pavers – CBD (Minute No 8712)

In response to a question from Cr Webb, the Director of Engineering Services advised that he has not yet purchased a vacuum-type cleaner for the main street. Mr Brodbeck said he hoped to attend Field Days in May to ascertain what is available. He said he was disappointed at how dirty the CBD has become since cleaning the tiles and referred to a variety of stains that had occurred.

The Director said Council would have to hose down or pressure clean the area on a regular basis and he would be arranging for this to be done. Cr Karanouh advised that tiles in front of Cant's Hardware Store need to be levelled – the Director agreed to inspect.

(c) Crime Prevention Plan Amendment (Minute No. 8835)

The General Manager advised that the Attorney General has signed off on Council's Crime Prevention Plan. He said that funding is being sought to employ a Facilitator to bring all agencies together so that the Plan can be implemented.

The Mayor referred to the amount of crime being committed and said that whilst the clean up rate is good, crimes are still being committed. The General Manager said that if locals don't work together no progress will be made. He pointed out that all crime must be reported, as it is from these figures that funding is made available.

Cr Karanouh said Council should push for a 24 hour station and for a detective to be stationed in Coonamble at least in the short term. Cr Cullen suggested that Council make another formal complaint, advising that Council does not believe its previous complaint was addressed. He said the public is not satisfied with the present situation and some members are saying they will take the law into their hands. Cr O'Brien said she is disappointed that Police supposedly stationed at Gulargambone are being deployed to Coonamble.

8929 RESOLVED on the motion of Crs. Webb and Schieb that Council send a letter to the Ombudsman, as well as the Superintendent at Walgett, advising that Council is not satisfied with the manner in which its complaint was handled, saying that no investigation was carried out, the incidents of crime have increased and the public want law and orders issues addressed **AND FURTHER** advise that Coonamble is still under-staffed.

(d) Coonamble Levee (Minute No. 8511)

In response to a question from Cr. Schieb, the Director of Engineering Services advised that a preliminary report has been received, however the consultant required additional information. The Director pointed out that this matter is the subject of an item in his report to this meeting.

(e) Youth Training Positions with Council (Minute No 8729)

In connection with this matter, the Director of Engineering Services advised that it is hard to train school leavers for jobs currently vacant in Council's workforce. He said, however, that he is looking into employing a school leaver to be trained for water treatment/water operator. Mr. Brodbeck said he has not taken any action in this matter as he was intending to discuss the organisation structure with the General Manager before making any decisions.

The General Manager said the organisation structure would be reviewed and recommendations made to Council.

Cr. Cullen asked about contractors – the Director of Engineering Services said procedure was that each contractor is included on a list and dealt with in the usual manner. The General Manager referred to a recent incident when expressions of interest were invited for a truck and dog and the successful contractor was not a local. He said this was the outcome after considering costs, availability and other factors.

Mr. Warren said that Council's preference was to have its own staff, however in the short term with the amount of work to be performed, contractors would be engaged in accordance with Council's practice.

(f) Local Training/Employment Contracts (Min No 8734)

Cr. Karanouh advised that this matter was the subject of a meeting with Local Member, Mr Mark Coulton. It has been ascertained that Coonamble was not included in the tendered area. Cr. Karanouh said that discussion is taking place to rectify the error.

(g) Medical Practitioners' Housing (Min No 8820)

The General Manager said that no response has yet been provided by Ochre Health.

The General Manager informed the meeting that a teacher from Gulargambone has signed a residential lease of the property in Gulargambone. He said that since the house has not been occupied issues have arisen, which have been addressed for the tenant.

9.0 MAYOR'S ACTIVITY REPORT

The Mayor advised that he has not prepared a written report due to the fact that the period has been quiet. He listed the following activities in which he participated over the past two months:

- Australia Day – congratulated Crs Canham, Schieb and Karanouh, saying it was a good morning at Macdonald Park.
- Beautification of Main Street – advised that a meeting with the landscape consultant was scheduled for Thursday 10 February, 2011 at 10.30 – Kel and Rick to attend.
- Attended interviews for the position of Director of Corporate Services position.
- Opened the 24hr Fuel Outlet at Gulargambone – advised vehicles can use the facility via a card system.

8930 RESOLVED on the motion of Crs. Webb and Canham that the report submitted by the Mayor be adopted.

10.0 CORRESPONDENCE

8931 RESOLVED on the motion of Crs. O'Brien and Schieb that the Correspondence be received and dealt with.

Section A –For Council's Consideration:**10.1 DEPARTMENT OF LOCAL GOVERNMENT C13 (33991)**

Forwarding Circular No 10-30 dealing with *Councillors' Access to Information* which has been prepared with the assistance of the NSW Ombudsman, the Independent Commission Against Corruption and the NSW Office of the Information Commissioner. Stating that as individuals councillors also communicate council policy and decisions to the community, exercise community leadership and represent the views of residents and ratepayers to council. Reiterating that the LGA makes it clear that the general manager is responsible for the day-to-day operations of the council.

The meeting noted that information contained in this Circular lists responsibilities of both councillors and general managers. A copy of the circular was included with the Business Paper.

8932 RESOLVED on the motion of Crs. Karanouh and O'Brien that Councillors acknowledge this information has been conveyed and note the contents of Departmental Circular No 10-30 dealing with *Councillors' Access to Information*.

10.2 "C" DIVISION SHIRES ASSOCIATION OF NSW S3-3 (34023)

Advising that following the meeting in Sydney in December for finalization of dates for divisional tours next year, President Bruce Miller and Executive Officer Bill Gillooley AM requested that the "C" Division Conference be now scheduled for Wednesday 16 March 2011 to enable them to attend. Confirming the change of date suits Warrumbungle Shire, hoping that delegates from Coonamble Council are able to attend. Advising all other arrangements for motions and the business paper remain unaltered.

It was noted that any motions Council has for the Conference must be sent by Thursday 17 February, 2011.

8933 RESOLVED on the motion of Crs O'Brien and Webb that the Mayor and Councillors Karanouh and Schieb, together with the General Manager, attend the 2011 "C" Division Shires Association.

10.3 GREATER WESTERN AREA HEALTH SERVICE M5 (34105)

Requesting a representative of Council to sit on the Coonamble Multi Purpose Health Service Committee. Saying the Committee meets monthly and its role is to represent the general community on issues and concerns relating to health.

8934 RESOLVED on the motion of Crs. Karanouh and Schieb that Council nominate Cr Barbara O'Brien as its representative to the Coonamble Multi Purpose Health Service Committee.

10.4 DEPARTMENT OF INDUSTRY AND INVESTMENT S10 (34172)

Inviting Council to provide comments on the revised draft Public Lighting Code. Saying the Code ensures people of NSW have safe public spaces that are reliably and efficiently illuminated. Pointing out comments are due 25th February with a final Code released in April.

8935 RESOLVED on the motion of Crs. O'Brien and Webb that Council decline to comment or make submission on the draft Public Lighting Code.

10.5 K & H GLOVER R8-11 + ST19 (34294)

Requesting the opportunity to purchase a portion of lane which adjoins their property at 12 Mendooran Street. Pointing out that the section of land in question is from Mendooran Street to the rear of their block along with the portion of lane at the rear of the block.

Councillors noted the General Manager's comment that, in essence, this request is identical to that made in January 2009 and Council's response dated 13 February 2009 is still applicable. The General Manager pointed out that the policy advertised for public comment and subsequently adopted by Council in 2009, conforms to the previous advice provided to Mr Glover.

8936 RESOLVED on the motion of Crs. O'Brien and Webb that Council endorse the actions of General Manager in responding to Mr Glover stating that the conditions listed in original 2009 letter are still applicable.

10.6 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION L10 (34286)

Calling for motions for the 2011 National General Assembly of Local Government under this year's theme "Growing with our Community – Partnership, Place and Position". To be eligible for inclusion motions must follow the principles:

1. Fall under one of the themes;
2. Be relevant to the work of local government nationally; and
3. Complement or build on the policy objectives of state and territory associations.

Saying that to assist Councils in preparing motions, a Discussion Paper has been prepared and is available on the NGA website. Motions must be submitted electronically by 22 April 2011.

8937 RESOLVED on the motion of Crs Webb and Cullen that the information be noted.

10.7 SHIRE OF WALGETT**E5 (34291)**

Forwarding Invitation to attend the Climate Change Action Planning Workshop - Councillors 15th February, Employees 16th February. Saying the workshop is a starting point for compiling a Climate Change Action Plan for Walgett Council working with neighbouring Councils in adapting to Climate Change. Advising that places have been reserved for three each of Councillors and staff.

8938 RESOLVED on the motion of Crs. Webb and O'Brien that Council thank Walgett Shire for the opportunity to be represented at the Climate Change Action Planning Workshop and advise that it is unable to attend either the Councillor or Staff workshop.

10.8 GULARGAMBONE WAR MEMORIAL HALL & MECHANICS INSTITUTE COMMITTEE**G5-32 (34280)**

Requesting that the grant funds of \$1000 received by Council for International Women's Day 2011 be shared with the Committee to assist in running the day for the women of Gulargambone.

Councillors noted that to date no expressions of interest have been received from Coonamble community.

8939 RESOLVED on the motion of Crs Karanouh and Webb that the \$1,000 be made available to Gulargambone War Memorial Hall and Mechanics Institute Committee should there be no response to Council's call for expressions of interest in Coonamble.

10.9 NSW RURAL FIRE SERVICE**B13 (34009)**

Forwarding the staffing level report for the North West Zone and Bogan District RFS. Advising that recommendations for the 2011/2012 budget are included and require a decision along with the 12/13 staff increases. Requesting approval in principal for these increases for planning purposes.

The General Manager informed the meeting that it is anticipated the budget will be resubmitted in light of the recent issues pertaining to Rural Fire Service funding.

Cr Schieb mentioned that some blocks within the town are overgrown and should be attended to. The General Manager said he instructed the Director of Environmental Services to issue notices relative to vermin and health on owners of blocks in Greene Avenue, Smith Street and Eurimie Street.

The General Manager said he has raised the matter of hazard reduction with Mr. Tony Place of the NSW Rural Fire Service, pointing out Council is not satisfied with the Service's actions and he will again voice Council's concerns.

With regard to staffing levels, Cr. Webb said that Mudgee has four staff members to deal with its area. Council noted that the area covering Coonamble also includes Walgett, Warren and Bogan, with currently 12 staff for the region.

8940 RESOLVED on the motion of Crs. Webb and Cullen that the General Manager submit a report to the March meeting for consideration, prior to Council making any determination on the budget estimates and staffing levels within the Zone.

10.10 HALCROFT AND BENNETT PTY LTD PR1839 + R4-4 (34100)
Making an offer on behalf of a client of \$8,000 for vacant land at 36 Namoi Street.

Councillors were advised that this parcel of land did not receive any bid at the auction of land for sale of overdue rates and current outstanding balance is \$22,609.04. Mr. Warren pointed out this sale is permissible following on from the auction.

Councillor Canham asked whether the price offered was in keeping with market trends – Cr. Schieb said that taking into account the location and size of the block the price offered was reasonable.

8941 RESOLVED on the motion of Crs. Karanouh and Cullen that Council accept the offer of \$8,000 for the property situated at 36 Namoi Street, Coonamble.

10.11 CASTLEREAGH CALLING PTY LTD A4 (34043)
Offering advertising space in the Gilgandra Blue Book - a telephone and business directory.

The General Manager pointed out that the advertising cost is \$264 and that Council has declined to advertise with this company in the past.

8942 RESOLVED on the motion of Crs. O'Brien and Webb that Council decline to advertise with Castlereagh Calling Pty Ltd.

10.12 LOCAL GOVT AND SHIRES ASSOC. L10 (34130)
Requesting legal assistance for Ballina Shire Council regarding the matter of SJ Connelly Pty Ltd v Ballina Shire Council (2010) NSWLEC 128 received and granted on 19 September 2010 by the Joint Executive. Pointing out that Coonamble Shire Council's contribution is \$310.86.

The General Manager stated that Council has, in the past, contributed to legal costs. However, Mr. Warren said this is considered a test case of definition by the LGSA of environmental planning regulations.

8943 RESOLVED on the motion of Crs. Webb and O'Brien that Council agree to contribute its share of \$310.86 to assist Ballina Shire Council with legal fees.

10.13 BUILDING PROFESSIONALS BOARD

B11 (34087)

Saying comments are being sought from councils and council accredited certifiers to assist the Board in its review of the conflict of interest exemption. Stating the Building Professionals Regulation 2007 currently exempts accredited certifiers who carry out certification work on behalf of council from the operation of section 66(1)(C) of Building Professionals Act 2005 where the applicant for the work is an employee of the council or where the council is the applicant for the work. Asking that responses be provided by 28th February 2011.

8944 RESOLVED on the motion of Crs. O'Brien and Webb that Council support the continuance of the exemption that allows council accredited certifiers to issue Part 4A certificates and Complying Development Certificates on behalf of Council where the applicant for the work is an employee of the council or where the council is the applicant for the work.

10.14 HOUSE OF REPRESENTATIVES – STANDING COMMITTEE ON INFRASTRUCTURE AND COMMUNICATIONS

C9 + D5 + C8 (34060)

Advising the Committee has been asked to 'examine the capacity of the National Broadband Network to contribute to:

1. The delivery of government services and programmes;
2. achieving health outcomes;
3. improving the educational resources and training available for teachers and students;
4. the management of Australia's build and natural resources and environmental sustainability;
5. impacting regional economic growth and employment opportunities;
6. impacting business efficiencies and revenues, particularly for small and medium business, and Australia's export market;
7. interaction with research and development and related innovation investments;
8. facilitating community and social benefits; and
9. the optimal capacity and technological requirements of a network to deliver these outcomes.'

Saying the Committee welcomes the views of Coonamble Council and advising that Submissions should be sent before 25th February 2011.

8945 RESOLVED on the motion of Crs O'Brien and Schieb that Council make a submission to the Inquiry supporting the proposed National Broadband Network and application within regional Australia.

10.15 DEPARTMENT OF PLANNING**B11 + E5 (34109)**

Saying comment is sought regarding Stage 2 of the Commercial and Industrial Code. Advising the discussion paper is on exhibition on the Dept of Planning website until 21 February.

The General Manager informed the meeting that the Manager – Environmental Services has noted the contents of this letter which is for information only and Council does not have any comment.

8946 RESOLVED on the motion of Crs. Webb and O'Brien that Council endorse the comment by the Manager - Environmental Services.

10.16 ORANGE CITY COUNCIL**Q1 (34052)**

Advising that Royalties for Regions programme is an initiative for the Association of Mining Related Councils to work with the NSW State Government to assist communities across the state to provide additional services and community infrastructure by returning 30% of all royalties received by the State Government back to Local Government. Requesting that when Council meets with the Local Member and any future political candidates, that it ask them their position on Royalties for Regions.

8947 RESOLVED on the motion of Crs. Webb and O'Brien that Council note the information regarding the Royalties for Regions programme.

10. 20 KEVIN HUMPHRIES MP**R8-3 + R8-6 (34045)**

Advising that currently many of the Barwon Councils operate on variations of self help road improvements and maintenance. Requesting submissions in writing of Council's thoughts on how to improve road construction and maintenance and what needs to be in Government to break through the barriers that are stifling increased productivity at Council's level. Saying written submissions are required by 10th January 2011.

The General Manager informed the meeting that a Submission has been provided outlining concerns held in regard to funding for local and regional roads supporting access to additional infrastructure funding.

8948 RESOLVED on the motion of Crs Webb and O'Brien that Council endorse General Manager's actions.

10.21 AUSTRALA DAY GULARGAMBONE**A13 (34189)**

Requesting confirmation that Council will cover the cost of the Australia Day breakfast in accordance with past practice. Also requesting financial assistance in updating the Australia Day Honour Board.

The General Manager reported that Council has supported Gulargambone Australia Day in the past by covering expenses incurred for breakfast. Mr Warren said costs for 2011 breakfast were not included, but the cost of updating Honour Board is \$341,

8949 RESOLVED on the motion of Crs. O'Brien and Webb that Council write a letter requesting an invoice for the cost of breakfast for Gulargambone Australia Day 2011 and that Council pay to have the Gulargambone Australia Day Honour Board updated (quoted at \$341.00).

10.22 MCALARY, ROSS

PR1867.5 + DA50/10

Objecting again to the proposed development or increase in number of flats in Maule Street Coonamble for a number of reasons.

The General Manager stated that Mr McAlary has been advised his objection will be considered when the matter is before Council for determination. Mr. Warren said that a further objection has been received from Mr. McAlary.

Cr Canham asked where the proposal referred to – the General Manager advised the flats are located opposite the Coonamble High School Mr Warren said a development application must be submitted to Council for determination prior to any extensions being build. Cr Karanouh said it was his understanding that the flats were to be sold with a DA for further extension.

8950 RESOLVED on the motion of Crs. O'Brien and Webb that Council endorse General Manager's actions.

10.23 AUSTRALIAN RURAL ROAD GROUP INC.

R8-1 (34173)

Forwarding Publication: Going Nowhere Inaugural Report of the Australian Rural Roads Group. Requesting current member Councils to contribute an additional \$900 towards an economic study outlining the impact of not substantially increasing the Federal Government's contribution to maintaining and enhancing the vital 'first mile' of the agricultural supply chain.

8951 RESOLVED on the motion of Crs. Karanouh and Webb that Council not contribute an additional \$900 to fund an economic study outlining the impact of not substantially increasing the Federal Government's contribution to maintaining and enhancing the vital 'first mile' of the agricultural supply chain.

10.24 GUDGEON, TREVOR

P1-13 (34311)

Stating that as a member of the Rural Fire Service, he would like to know why the Emergency Services do not have access to the Weir for training purposes and also for emergencies.

The General Manager stated that the Director of Engineering has been directed to respond stating that Mr Gudgeon should contact the Coonamble Aquatic Club for any information regarding access to the Weir.

8952 RESOLVED on the motion of Crs Webb and Karanouh that Council endorse General Manager's actions.

Section B – For Information:

10.25 ROBERT JOHN ANDRISKE E540 (34309)
Tendering his resignation - last day of employment Friday 25th February 2011.

10.26 DENNIS HARGANS E760 (34310)
Tendering his resignation - last day of employment Friday 18th February 2011.

10.27 CARL MOLLOY E900 (34305)
Tendering his resignation - last day of employment Friday 4th February 2011.

10.28 SCOTT EDWARDS E2440 (34258)
Tendering his resignation - last day of employment Friday 4th February 2011.

10.29 DANIEL SEMMS E1102 (34223)
Tendering his resignation. Last day of employment Thursday 27th January 2011.

10.30 STATE RECORDS AUTHORITY OF NSW R4 + A2 (33992)
Advising that local government bodies responsible for the management of Crown reserves, commons and land that is currently, or may potentially be the subject of a claim under the Aboriginal Land Rights Act 1983, should ensure records providing evidence of ownership, control and usage of the relevant parcel are retained and not destroyed until a claim had been granted over that parcel of land. Saying documents can include surveys, agreements, consents and tenure arrangements. Council should ensure that records relating to the management of Crown reserves, commons or other Trusts are created and maintained in accordance with the Trust Handbook.

10.31 THE HON JODI MCKAY MP, MINISTER FOR WOMEN G5-32 (34075)
Advising that Council has been successful in the NSW Government's 2011 International Women's Day (IWD) grant program and providing \$1,000 to help celebrate the centenary year of IWD.

10.32 COONAMBLE HIGH SCHOOL E1-1 (34022)

Saying a big thank you to Council's Tourism Development Manager for helping students in making decisions about their careers or future goals. Advising that students do appreciate the time spent with them and pointing out teachers, parents and community have seen a lot of positive changes in some students who participated in the program. Hoping Steve will consider being a mentor again in 2011.

10.33 INDEPENDENT COMMISSION AGAINST CORRUPTION B11 (34078)

Reporting into the exercise of discretion under Part 3A of the Environmental Planning and Assessment Act 1979 and the State Environmental Planning Policy (Major Development) 2005.

10.34 LOCAL GOVERNMENT AND SHIRES ASSOCIATION T3 (34021)

Advising LGSA is holding its annual conference in March hosted by Sutherland Shire Council. Pointing out that topics will feature indigenous tourism, backpackers and the youth market, eco tourism and camping. Inviting Council's Tourism Development Manager to speak on the launch of the new digital technology campaign for the Warrumbungle Cluster.

10.35 NSW GOVERNMENT MINISTER FOR POLICE P5-1 (34003)

Advising the NSW Police Force supports the Coonamble Shire Council Crime Prevention Plan 2009/2011 and the Minister for Police supports the registration of the Plan as a Compact. Stating that Castlereagh Local Area Commander has advised the Minister for Police that Council should consider working with local service clubs to seek their assistance in installing security measures.

10.36 NSW RURAL FIRE SERVICE B13 (34018)

Advising that Coonamble Shire Council has received funding through the Fire Mitigation Works Fund 2010/2011 of \$15,000.

10.37 SINCLAIR KINGHT MERZ F5-3 + T4-2 (34215)

Providing detailed outcomes on the Provisional Flood Inundation and Hazard Mapping for the Area located east of Yuma Street.

10.38 NSW FIRE BRIGADES B13 (34107)

Advising Council's contribution for the Coonamble Fire District for 2010/2011 is \$16,565.

10.39 DEPARTMENT OF LOCAL GOVERNMENT A19 + L10-1 (34106)

Forwarding Circular 10-33 Alcohol Prohibited Areas, amendments to the Local Government Act 1933.

10.40 COONAMBLE PUBLIC SCHOOL L3 (34129)

Thanking Council for donation towards the school's Annual Presentation Day. Advising Council sponsored the Shire Sports Person of the Year Award and the winners of the award were Kate Harris-Dee and Brodie Turnbull.

10.41 GULARGAMBONE CARAVAN PARK L3 (34127)

Thanking Council for the donation towards Christmas decorations within Gulargambone.

10.42 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION L9 + R8-1 + D5 (34133)

Forwarding details of the 2011 National General Assembly and Regional Development and Cooperation Forum to be held in Canberra in June and the National Local Roads and Transport Congress in November at Mount Gambier. Advising that the call for motions will open in January.

10.43 LOCAL GOVERNMENT AND SHIRES ASSOC. S7 (34154)

Advising the Association is concerned about escalating NSW Emergency Services budgets of which Local Government contributes 11.7% through the Emergency Services Levy (ESL). Stating there are false rumours circulating that the Associations were consulted about and/or approved the increases.

Pointing out the Associations have not agreed to nor approved the RFS budget. Saying they will continue to make representations opposing the ongoing practice of Emergency Service agencies increasing their budgets drastically and unexpectedly, as well as announcing ESL estimates far too late in the financial year.

Stressing that the Associations will continue to maintain their position that the Emergency Service's funding needs to be replaced with a transparent and equitable system, i.e. a broad based property levy.

10.44 DEPARTMENT OF INDUSTRIAL RELATIONS H5 (34159)

Granting a local holiday on Wednesday 1st June 2011 within the Coonamble Shire Council area on the occasion of the second day of Coonamble Annual Show.

10.45 SUTHERLAND SHIRE COUNCIL L3-1 (34165)

Sending best wishes following the December floods, relaying Mayoral Minute presented by Mayor Blight and resolved inter-alia as follows:

1. That Council send messages of concern and support to the councils of the local government areas declared Natural Disaster Areas.
2. That should there be a flood victim appeal established for councils, the Mayor and General Manager be authorised under Section 377 of the Local Government Act to provide assistance.

10.46 NSW GOVERNMENT COMMUNITIES**D5 (34048)**

Introducing Communities NSW Regional Coordinator, Mark Harton. Advising the position was created to underpin regional and state planning strategies in the Western Region.

10.47 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION F5 (34216)

Advising that in light of recent events concerning flooding over the summer, the President Genia McCaffrey, will be making representations to the Prime Minister and relevant Federal Ministers to seek appropriate federal assistance.

10.48 CASTLEREAGH AREA LOCAL COMMAND P5 (34145, 34067, 34170)

Press releases for 12/12/10, 21/12/10 and 26/12/10 from NSW Police.

10.49 NSW DEPARTMENT OF PLANNING**E5-2 (34306)**

Advising that the planning proposal to prepare a local Environmental Plan for Coonamble Local Government Area in the Standard Instrument Format should proceed subject to the conditions listed in the Gateway Determination. Advising the Department has incorporated the required changes into an amended version of the draft LEP which should be placed on exhibition with the Planning Proposal, along with this letter. Saying the Planning Proposal is to be finalised by 30 June 2011.

10.50 COONAMBLE COMMERCE FOR COONAMBLE S2-1 (34308)

Requesting information on the area covered by Councils security cameras, in particular Castlereagh Street and Aberford Street. Requesting a diagram showing where the cameras sight and the circumferences.. Saying with this information shop owners hope to install lighting to help police identify any criminal activity.

The General Manager said it is anticipated that the Coonamble Commerce for Coonamble will request additional cameras throughout the main street and surrounds and the Director of Engineering will provide a report to March Council meeting.

8953 RESOLVED on the motion of Crs. Webb and O'Brien that the information noted in Item Nos. 1025 – 10.50 inclusive be noted.

Councillor Cullen advised that a letter will be forthcoming from Coonamble High School for the next meeting. Cr Karanouh referred to the number of school students in the street at lunch time and said unless they have a School Pass or in the company of a parent, he will not serve them at his shops during the lunch break.

11.0 REPORT BY GENERAL MANAGER

8954 RESOLVED on the motion of Crs. O'Brien and Karanouh that the General Manager's report be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

8955 RESOLVED on the motion of Crs. Webb and Karanouh that Council note Development Application Nos. 041/2010 and 045/2010, together with Complying Development Application Nos. 051/2010 and 053/2010 issued since the last meeting, have been approved under delegated authority since the last Council meeting.

11.2 COMMUNITY BASED HERITAGE STUDY

The former General Manager reported that after consultation with the local community, the Heritage Advisor has submitted both the Heritage Study and a Thematic History for Council's consideration – copies of which were included in the Business Paper.

It was pointed out that the Heritage Study contains around 80 items considered to be of heritage significance and some, such as the water hole at the Sir Edward Halstrom Bridge, seem out of place and Councillors should carefully consider the wisdom of each and every item.

8956 RESOLVED on the motion of Crs Karanouh and O'Brien that Council advertise the Heritage Study and call for submissions from the public for a period of 28 days and consider those submissions/comments from owners of affected properties at the April meeting.

URGENT BUSINESS – REPORT BY GENERAL MANAGER

8957 RESOLVED on the motion of Crs. Webb and Karanouh that the following matters be classified 'urgent business' and dealt with.

11.3 DELEGATIONS OF AUTHORITY

The General Manager reported that the Local Government Act permits delegation of duties to the General Manager at Section 377 which states:

(1) A council may, by resolution, delegate to the General Manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

Mr. Warren attached a list of delegations to the General Manager which are seen as appropriate for a council of this size. The General Manager pointed out that delegations to the Director of Corporate Services, Director of Engineering Services, the Director of Environmental Services and a number of other staff are delegations the General Manager issues to those staff members and do not require a resolution of Council.

8958 RESOLVED on the motion of Crs. Karanouh and Cullen that Council adopt the delegations to the General Manager as submitted, noting that one of the delegations is still in the former GM's name and has to be amended.

11.4 ACCESSIBLE COMMUNITIES PROGRAM – GRANT FUNDING

The General Manager reported that grant funding has become available through the Accessible Communities Program. He said funding is provided to make local buildings and public spaces, such as playgrounds, gardens, art spaces, swimming pools, senior citizen centres, public toilets and the like, more accessible for people with disability so they can fully participate in the community.

Council noted that each local government is permitted to submit up to two applications – each of which can be for funding of up to \$100,000 (GST exclusive), based on meeting a range of criteria and that it is for the current year only and includes new construction, major renovations or refurbishment of assets. The General Manager pointed out that Council would have to provide \$1 for \$1 for any amounts approved

8959 RESOLVED on the motion of Crs. Karanouh and Webb that Council submit two applications for funding under the Accessible Communities Program as follows, noting that if successful, matching funds will be sourced from specifically identified works within the Coonamble swimming pool for the current year, and from reserve funds in regard to the Caravan Park:

- (i) Pool Access/Change Room Facilities
- (ii) Caravan Park Toilets/Showers

Councillor Schieb referred to a proposal that the Hospital was investigating to have a 12 metre, 3ft deep pool installed, heated by a solar system at a cost of \$70,000. He said the only additional cost would be for the excavation of the hole. Cr. Schieb wondered whether Council could partner the Hospital in this venture. This matter was left in abeyance.

At this juncture, 10.28 a.m., the meeting adjourned for morning tea and resumed at 10.55 a.m.

12.0 REPORT BY DIRECTOR OF CORPORATE SERVICES

8960 RESOLVED on the motion of Crs Karanouh and Webb that the report by the Director of Corporate Services be received and dealt with.

12.1 RATE COLLECTIONS

8961 RESOLVED on the motion of Crs. Webb and Canham that the Total Combined Rate Collections to 31 January, 2011 be noted.

The General Manager said that he will be taking action to follow up on arrears where appropriate.

12.2 LIST OF INVESTMENTS

8962 RESOLVED on the motion of Crs. that the list of investments as at 31 January 2011 be noted, and it also be noted that Council's investments comply with s625(2) of Local Government Act 1993 and Council's Investment Policy.

12.3 STORES & MATERIALS UNACCOUNTED FOR AND STORES & MATERIALS WRITTEN IN – PERIOD 31/07/2010 TO 31/12/2010

8963 RESOLVED on the motion of Crs. Webb and Karanouh that Council authorise the writing in of stores and materials in the sum of \$285.68 and the writing off of stores and materials in the sum of \$193.98 for the period ending 31 December 2010, as detailed in the Director of Corporate Services Report.

13.0 REPORT BY DIRECTOR OF ENGINEERING SERVICES

8964 RESOLVED on the motion of Crs Canham and Webb that the report by the Director of Engineering Services be received and dealt with.

13.1 WORKS IN PROGRESS

The Director of Engineering Services submitted a report on works in progress, which included emergency grading of roads during the Christmas period, along with flood damage repairs. It was also noted that works at the Weir are in progress and well as patching roads.

The Director of Engineering Services advised that during the Christmas period contract graders were utilised to carry out emergency works to the value of approximately \$250,000. He referred to the fact that graders often worked in tandem because of the extremely wet conditions.

The General Manager said Shire Maps, showing Council's road network, would be supplied to each Councillor for easy reference when dealing with roads.

8965 RESOLVED on the motion of Crs. Webb and O'Brien that the information contained in this item be noted.

13.2. FLOOD DAMAGE

The Director reported that during the latter part of December 2010 Council was declared a 'Natural Disaster Area' following extensive flooding of the Shire. As a result of the flooding damage occurred on the road network, the Warrena Weir and the Coonamble Common. Mr Brodbeck informed the meeting that submissions have been made to the Roads & Traffic Authority and the Land & Property Management Authority for funds to repair the damage.

He pointed out that to enable Council to recoup the cost of repairs to damaged infrastructure it is necessary to submit detailed estimates to various Government Departments, who then assess the claims to ascertain their validity. Mr. Brodbeck said that damage other than that caused by flood waters and attributed to vehicles does not qualify. He said improvement type works do not qualify and all works are limited to restoration to pre-flood standard.

The Director of Engineering Services advised that applications for grant funding have been submitted for the following:

- Local Roads
- Warrena Weir
- Coonamble Common

The Mayor congratulated the Director of Engineering Services, the Director of Corporate Services, Council staff and Bob Green for their commitment and hard work over the flood crisis. The Director of Engineering Services informed Council that he hopes to have flood damage completed by June 2012.

8966 RESOLVED on the motion of Crs. Karanouh and Webb that Council amend its 2010/2011 Management Plan to include the grants received for the December 2010 floods.

13.3 LEVEE INVESTIGATION

The Director of Engineering Services informed the meeting that Council has engaged the NSW Department of Public Works to complete a Concept Design for upgrading the Coonamble levee to provide adequate protection to the eastern side of the urban area.

He said the PWD was requested to consider two design options for several flood reoccurrence intervals. These were for a 100 year ARI in both the Castlereagh River and Warrena Creek and a 100 year ARI event for the Castlereagh River and a 50 year ARI in Warrena Creek.

The Director reported the study resolved there is little difference between the two flood events (0.07m) and the Concept Design has been based on the 100 year ARI in both the Castlereagh River and Warrena Creek.

Council noted that to enable it to proceed with the upgrade of the levee, it is necessary that the requirements of the NSW Department of Environment, Climate Change and Water be met. The Director said this will enable Council to obtain maximum funding from Government sources to not only complete the construction, but to ensure that all studies are completed to community expectations.

The Director of Engineering Services said that funding was being provided by both State and Federal Governments and with the recent flooding crisis in Queensland, its share of funding may be deferred.

8967 RESOLVED on the motion of Crs. Webb and Karanouh that Council liaise with the NSW Department of Environment, Climate Change and Water to complete the Investigation into the Design of the Coonamble Levee.

14.0 MANAGEMENT REVIEW & QUARTERLY BUDGET REVIEW TO 31 DECEMBER 2011

Council noted that 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 Management Plan, have been achieved and submit a review of the estimates of income and expenditure for Council's consideration.

The General Manager provided a list of major budget variations for Council's consideration.

In discussion of the various items, Cr. Schieb was advised that funds have already been expended in putting the Crime Prevention Plan together. Cr. Karanouh asked whether some of the funds can be used for additional CCTV cameras. The General Manager said that costings would have to be considered in conjunction with the 2011 – 2021 Management Plan.

The Mayor suggested that a meeting of the Crime Prevention Committee, comprising Crs. Horan, Schieb, Karanouh and Webb, should be held as a priority.

In regard to fluoridation of water supplies, the Director of Engineering Services advised that he has contacted the Brisbane-based Company and he hopes the work of installation of injector systems will be carried out within the next 2 – 3 months. He said training of staff had been undertaken.

8968 RESOLVED on the motion of Crs. O'Brien and Canhan that Council:

- (1) note the Management Plan Review;
- (2) approve the variations to votes as listed in the budget review documents;

- (3) note that in the opinion of the responsible accounting officer, Council is in a satisfactory financial position;
- (4) note the position of Council's estimated Reserves at 31 December 2010.

14.1 RESERVES – 31 DECEMBER, 2010 – BUDGETED

The General Manager presented an amended sheet to the meeting, showing the Financial Assistance Grant Advance at \$740,043 (not \$\$782,456 as shown on the sheet included in the Business Paper).

8969 RESOLVED on the motion of Crs. Webb and Karanouh that the Reserves as at 31 December 2010 be noted.

14.2 OVERTIME REPORT

Councillors were advised that the flood emergency overtime amount would be reimbursed by the RTA.

8970 RESOLVED on the motion of Crs. Webb and Canham that the overtime report for period 1 July to 30 September 2010 and 1 October to 31 December 2010 be noted.

15.0 REPORTS BY VARIOUS COMMITTEES

Nil

18.0 REPORT BY SALEYARD MANAGER

8971 RESOLVED on the motion of Crs. Webb and Canham that the report by the Saleyard Manager be received and dealt with.

SALEYARDS PROMOTION - DRIZABONE

Cr Cullen asked whether Council's promotion was still running. The General Manager said a Drizabone was presented on a monthly basis. Cr Cullen said he thought it was a good idea to continue the promotion, however it may be a good idea to investigate another type of prize.

19.0 REPORT BY CONTRACT RANGER

8972 RESOLVED on the motion of Crs. Webb and Karanouh that the report by the Contract Ranger for the months of December 2010 and January 2011 be received and dealt with.

The General Manager informed Council he has instructed the Ranger to issue penalty notices for all breaches of the Companion Animals Act. In response to a question, Mr Warren stated that night patrols are not feasible because of OH&S regulations requiring two people to be on duty.

The issue of unlimited parking in the main street was raised and the General Manager stated he would instruct the Ranger to carry out patrols.

17.0 REPORT BY TOURISM DEVELOPMENT MANGER

8973 RESOLVED on the motion of Crs. O'Brien and Webb that the report by the Tourism Development Manager be received and adopted.

The TDM was at the meeting to present his report. He commented on the following items:

- Bore Baths Feasibility – has provided feedback to Consultant on final draft
- Events Calendar – has joined with adjoining Council to prepare an events calendar which will be released mid-year.
- Gular Signs – two signs now complete – will submit report to next meeting on siting locations of the signs.
- Country NSW Tourism – amalgamation proceeding – new area will cover 2/3rds of NSW.
- VIC – no further issues – should Council decide to relocate saying the library would be the best alternative. TDM to discuss this with the GM. TDM to submit a formal proposal to the March meeting on this matter.

8974 RESOLVED on the motion of Crs. O'Brien and Karanouh that the Tourism Development Officer further investigate with the RTA proposed locations for signs on the Highway in Coonamble and Gulargambone.

URGENT BUSINESS – REPORT BY FORMER GENERAL MANAGER

8975 RESOLVED on the motion of Crs. Karanouh and Canham that the report by the former General Manager be classified 'urgent business' and dealt with.

(a) MOORAMBILLA FESTIVAL 2011

The former General Manager reported that on Wednesday 2 February 2011 he represented the Director of Corporate Services at a meeting to discuss the future of the Moorambilla Festival in Coonamble for 2011 and beyond. Council noted that Mr. Warren was unable to attend due to illness.

The meeting with Ms Leonard, Annette Brown, (Operations Coordinator, Sydney Youth Orchestra) and Suzanne Blythin (Leichhardt Espresso Chorus) was attended by Crs Canham, O'Brien and Schieb, together with the Tourism Development Manager.

The report was comprehensive and detailed the requests of Council for the Festival. It was noted that the financial contribution for 2011 was \$12,000 and for the 2013 event it would rise to \$20,000. Council's Tourism Development Officer's time and effort was also included in the requests.

The report stated that due to time constraints an estimate of costs was not available, but could be as high as \$30,000 in the first year.

Councillors recalled past issues in the conduct of the festival and are aware that changes need to be made. The TDM said that the artistic and media value of the event cannot be measured. Cr Cullen noted that Council's contribution of \$12,000 (2011) would be used for the employment of a local coordinator and marketing. The General Manager said requests of the Festival Committee are "open ended" and need clarification. Council acknowledged that Moorambilla Festival is a good event, but lots of problems have occurred in the past. However, it felt that now is the time to work through the various issues.

It was suggested that Coonamble take ownership of the Moorambilla Festival and that the Artistic Director be contracted by Council. Council noted that more structure is required and ground rules must be set – it was also felt that Council must have a representative on the Festival Committee. Council did commit in principle to funding of \$12,000 for 2011. It was noted that the Showground Pavilion was the intended venue for the 2011 main concert.

8976 RESOLVED on the motion of Crs. Schieb and Karanouh that Council:

- (1) support the Moorambilla Festival being held in Coonamble in 2011;
- (2) commit in principle to funding of \$12,000 (for 2011);
- (3) implement more structure into running the various associated events;
- (4) contract the Artistic Director for the festival;
- (5) require local ownership and control of the festival.

2. CONN FAMILY TRUST

The report from the former General Manager stated that when the Conn Family Trust was established, the General Manager was appointed as a Trustee, undertaking the role of Secretary. As the former General Manager resigned the position at the last meeting of the Trust on 25 January 2010, it is proposed that Mr Rick Warren, in his capacity as General Manager, be appointed to the role.

8977 RESOLVED on the motion of Crs. Canham and Cullen that Mr. Rick Warren, in his capacity as General Manager of Council, be appointed as a Trustee of the Conn Family Trust and assume the role of Secretary.

16.0 REPORT BY ECONOMIC DEVELOPMENT MANAGERS

Councillors noted that the EDMs would be present at 12 noon.

8978 RESOLVED on the motion of Crs. Webb and Schieb that the report by Economic Development Managers be received and dealt with.

16.1 COONAMBLE ECO SPA FEASIBILITY ASSESSMENT & BUSINESS CASE

At this juncture, Ms Jenny Rand of Jenny Rand & Associates, was welcomed to the meeting to make a presentation to Council on the Preliminary Feasibility Study for the Coonamble Eco Spa.

A copy of the preliminary study was included with the business papers for Councillors' information. Following the presentation Councillors asked questions concerning the proposal. Estimates of costs were submitted to the meeting.

8979 RESOLVED on the motion of Crs Cullen and Karanouh that the report be adopted, further investigations be made into costings and a report be prepared on ways to progress this development.

The Mayor congratulated Jenny on the presentation and thanked her for her efforts.

At this juncture, 1.18 p.m. the meeting adjourned for lunch and resumed at 2.05 p.m. It was noted that Crs. Schieb and O'Brien were not present when the meeting resumed.

PRESENTATION BY NSW UNIVERSITY STUDENTS – RODEO AREA PROJECT

The Mayor welcomed the delegation of students who have been working on this project. It was noted that Mr. Danny Keady and Brendon O'Connor were present at the meeting whilst this matter was dealt with.

The presentation was comprehensive and included various designs, layouts and siting options on the Showground. The cost of the facility can range from \$5 million for a basic design to \$20 million plus.

At this juncture, 2.11 Cr. Schieb returned from lunch and at 2.18 Cr. O'Brien returned.

The students were advised that cost is the main factor. A question was asked regarding solar panels and Council was advised that the entire roof structure can be used for this purpose. Councillors were asked to identify three options, two layouts and 3 walkway designs. It was hoped to have a model for display in June 2011.

At this juncture, the Mayor thanked the students for their presentation and commended them on their efforts. The deputation then left the meeting.

The EDMs were in attendance to present their report.

- Rail Line Upgrade – Preliminary report received from JL Kilby Pty Ltd – seeking comment..
- 8980 RESOLVED** on the motion of Crs. Cullen and Webb that Council adopt the Preliminary Engineering Report and seek an industry partner(s) as developer and owner/operator of a Rail Loading facility.
- Indoor Arena Project – Referred to Corporate partners – will contact Janelle Whitehead (MPREC) – maybe invite smaller number of VIPs to Coonamble.
 - Progress Our Regional Towns & Shires (PORTS) – attendance at next meeting.
 - Prospective Residents - three information packs have been sent.
 - New Business – Inland Petroleum opened at Gulargambone – congratulations to Gular Coop.
 - Saleyards – complaints concerning lack of water supply to some pens – big concern for vendors. The General Manager said that it would be prudent for Agents to advise what they require at the yards over the next 12 months for costing and inclusion in the Management Plan.
 - Chamber of Commerce – 83 members – arranging Customer Service Training. Cr Cullen suggested a promotional campaign over a 12 month period with the prize being a vehicle.
 - Railway Station – contact ARTC and negotiate lease details, noting that it was always intended for commercial use.
 - Gular Roundtable – next meeting Tuesday, 22/2/11 – 7 pm.

20.0 QUESTIONS WITH NOTICE

NIL

21.0 GENERAL BUSINESS

Cr Karanouh:

- Cameras in main street – suggest that Committee meet – investigate training for personnel to retrieve data. Any known incidents to be kept for an extended period.
- Seats at Sportsground – some have been burnt, others destroyed, GM advised that the matter of replacement seating in the grandstand would be investigated and a report presented to Council. Cr Karanouh requested that Council trim low shoots around trees, as children play in them and it could cause accidents.
- Electricity Costs – make representations concerning the excessively high charges. GM said Council wrote 12 months ago and as IPART sets the rate, there is nothing Council can do. Cr Karanouh enquired whether Council has taken delivery of the “energy rating unit” promised by Country Energy. The GM said he followed this up about four weeks ago, however it has not been received to date.

- Parking of Heavy Vehicles – trucks parking in Maule Street and Charles Street – bitumen broken. The GM said he would request the Ranger to police these areas and take appropriate action.

Cr Schieb:

- Requested that the minutes include a list of outstanding resolutions – the GM said the minutes are a legal document and must contain only the proceedings of the meeting at which they are recorded. The General Manager agreed to present a different format for the Resolution Book Update to the next meeting.
- Employees working Saturdays – could the Director have employees work on the Monday, in lieu of Saturday, to give a better perception to the public – saying he was aware that overtime would still be applicable. The Director advised that Council works a 9 day fortnight and such change would not be possible.
- Fire Hazard - Ginty Estate – needs to be cleaned up. GM advised RFS is responsible for this function and pointed out forms are available at the counter for completion. He said the matter will be taken up with the RFS because Council can issue Orders for only vermin and health.
- A1 Tree Service – Asked about tree removal using this Service. The DoE said that no response was ever received from the other Company, so Council continues to use A1 Tree Service.
- School Children in Street – referred to Truancy Officer – Cr. Cullen said the School cannot make them go to school nor stop them from leaving during school hours.

8981 RESOLVED on the motion of Crs. Schieb and Cullen that Council write to Mr. Allan Hall and the Local Member, Kevin Humphries, seeking assistance in finding a solution to the problem of students not attending school and/or leaving during school hours.

Cr O'Brien:

- Peter Hurst – nominated for the Australia Day Award for doing such a good job at the Gular Pool. Council noted that Mr Hurst could not accept any award.
- Roadbase in laneway – Gulargambone – why can't crusher dust be used – kids throw the rocks at houses, etc. The DoE said crusher dust could be used, however transport costs are high.
- Gulargambone Cemetery – why can't the cemetery be included in a regular maintenance program. The Director replied that the CDEP used to carry out routine maintenance. He undertook to check whether Council has a contract with CDEP.
- Gular Rail Low Level Bridge – kids jump off – asked for signs to be placed. Director said he was not aware that appropriate signage was not provided and he would arrange for signage to be placed.
- Advised Gular will be presenting an Award for Senior Citizen during Seniors Week in March.

- Meeting at Gulargambone – Suggested twoeighttwoeight was not appropriate for the meeting. Jill said expressions of interest have been invited – GM will make decision when expressions close.

Cr Webb:

- Murdi Paaki Community Bus – should be used only to pick up kids and return them home. Referred to its unauthorised use – other Councillors have had complaints from a taxi proprietor. The Mayor said that when Council requested that the bus be used as a “booze bus”, its request was denied.

8982 RESOLVED on the motion of Crs.Webb and Karanouh that Council write to Murdi Paaki Regional Enterprise Corporation advising that the bus is being used in contravention of its specific purpose to provide children with transport to their homes.

Cr Canham:

- Referred to John Griffith’s farewell and said he was disappointed that only four councillors attended.
- Ambulance Station grounds overgrown – action should be taken.
- Demolition of Ambulance Station – the GM said that a development application has not been submitted. He said that the plaque from the building would be relocated to the wall near the Memorial and the RSL clock from the Ambulance building may be salvageable.

General Manager:

- Management Plan 2011/2012 – asked Councillors to bring forward any items to be included in the Management Plan, saying it would be helpful to have them by the March meeting. GM advised that the timeframe for the Management Plan would be:
 - Workshop April meeting.
 - Draft Plan/Budget May meeting
 - Adoption of Plan/Budget June meeting
- Advised that he would not be requiring a Statesman and said that the Fleet Management Plan would require amendment. Referred to the vehicle (sedan) being used by Manager – Highway/Fleet Management and suggested that it be replaced with a Colorado, which has a better resale value. Advised that the Statesman will be sold through the local dealer at an agreed price, otherwise it will go to auction.
- Meeting at Gilgandra – Thursday 10 February – Nationals proposals – Council’s Manager – Highway/Plant Fleet will attend – does any councillor wish to attend.

8983 RESOLVED on the motion of Karanouh and O’Brien that Cr Schieb be authorised to attend the meeting at Gilgandra on Thursday, 10 February, 2011.

Cr Webb:

- Referred to training he and Cr O'Brien attended – very informative. Cr O'Brien thanked Council for opportunity to attend, saying one of the attendees said it was the best course he has attended in 30 years as a councillor. The General Manager referred to new Capital Guidelines and said he would present a report to the March meeting.

Cr Cullen:

- Quarry – necessity for more land, review capacity of plant, identify locations of other quarries.

8984 RESOLVED on the motion of Crs Cullen and Schieb that a report be presented to the March meeting outlining options for extension to the quarry.

CLOSED SESSION

8985 RESOLVED on the motion of Crs Webb and O'Brien that Council resolve into Closed Session in accordance with section 10A of the Local Government Act 1993 "*2(a) personnel matters concerning particular individuals (other than councillors)...*"

8987 RESOLVED on the motion of Crs Canham and Webb that the press and public be excluded from the meeting.

RESUME OPEN MEETING

8988 RESOLVED on the motion of Crs. Webb and Canham that Council resume Open Meeting.

ADOPTION OF RECOMMENDATIONS FROM CLOSED SESSION

There were no recommendations were put forward by Closed Session.

PROMOTION – HALF-PRICE MICROCHIPPING

The General Manager referred to a proposal put forward by the Ranger that a half-price microchipping promotion be undertaken in an effort to get owners to permanently identify their animals. The proposal is to charge \$22 for microchipping until 1 April, 2011 – interested persons must pay at Council's office, complete paperwork and get notification of appointment date. The Ranger will then carry out the microchipping at each person's address.

8989 RESOLVED on the motion of Crs. O'Brien and Canham that Council approve of the half price microchipping proposal in accordance with the above conditions.

This concluded the business and the meeting closed at 4.38 p.m.

These Pages (Page 1/4733 to 30/4762) were confirmed on the **9th** day of **March** 2011 and are a full and accurate record of proceedings of the Ordinary Meeting of Coonamble Shire Council held on 9 February 2011.

8. RESOLUTION BOOK UPDATE
COUNCIL MEETING WEDNESDAY 9 MARCH 2011

INTERNAL AUDIT COMMITTEE**F2 11/3/2009**

7529 RESOLVED on the motion of Crs. Webb and O'Brien that Council instruct the Director of Corporate Services, through the General Manager, to ensure an internal audit committee is implemented in accordance with the guidelines through surrounding Councils and/or OROC.

Status:

Draft Charters for both OROC involvement and local councils are being developed.

SALE OF SHARES**F2 + I5 8/7/2009**

7849 RESOLVED on the motion of Crs. Cullen and Karanouh that Council sell the GrainCorp shares it currently holds and that the amount received be deposited to the farming reserve.

Status:

Action being taken to accommodate the requirements of the pending sale. Trading in AWB shares has been suspended due to a takeover offer.

11.7 LAND USE STRATEGY**T4-2 14/10/2009**

8087 RESOLVED on the motion of Crs. Karanouh and Schieb that Council:

- (1) Formally adopt the Western Councils Land Use Strategy, with the following two amendments, noting that further review will be necessary prior to developing a new Local Environmental Plan under the standard template format:
 - (i) area from town boundary south to 8 Mile Park on the Castlereagh Highway be zoned 'rural residential' and identified for subdivision
 - (ii) minimum rural subdivision reduce from 1000ha to 200ha. In respect of permitting a residence to be built.
- (2) Undertake annual monitoring of residential, rural residential, industrial and commercial land to provide accurate development data;
- (3) Instruct staff to commence the actions identified throughout the report with a view to finalization by December 2011;
- (4) Commence review of the Land Use Strategy in July 2011 to include results of the monitoring process on demand for residential, rural residential, industrial, commercial and smaller rural allotments;
- (5) Seek quotations immediately from planning consultants for a rezoning application of land situated at the Coonamble Aerodrome with a view to developing the potential Sky Park.

Status:

Department of Planning undertaking preparation of Standard Instrument LEP. Review of the two issues, being rural residential land and size of rural allotments, will be discussed with the consultants who lodged expressions of interest for the full process.

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

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

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

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

Status:

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

11.9 LAW & ORDER MEETING – LOCAL MEMBER & LOCAL AREA COMMANDER P5 10/2/2010

8290 RESOLVED on the motion of Crs. Cullen and Webb that Council await the outcome of its Crime Prevention Plan Review by the Attorney-General's Department and, in the interim, authorise the General Manager to progress the high level meeting with the relevant State Government Departments and to contact Dawn Fardell, MP to obtain information that she may have that would be of assistance in addressing crime prevention issues.

Status:

Crime Prevention Plan approval still awaited and meeting with regional department heads deferred, awaiting regional policy on "Keep Them Safe" Program.

DEPARTMENT OF ENVIRONMENT, CLIMATE CHANGE & WATER F5 (32079) 10/3/2010

8334 RESOLVED on the motion of Crs. Cullen and Schieb that Council apply for funding and record the known flood marks utilizing 'in-house' knowledge on flood marks, consulting with community members and recording the information.

Status:

To be completed as part of the Levee Investigation process.

SPORTSGROUND LIGHTING**S10 + P1-11 9/6/2010**

8479 RESOLVED on the motion of Crs. Schieb and Karanouh that a report be prepared on the use of lights at the Sportsground and alternate methods be investigated in an endeavour to ensure that lights are not left on when training is finished.

Status:

Waiting on quote to install a suitable switch system. Some alterations have been made to the existing system as a temporary measure.

COONAMBLE LEVEE**9/6/2010**

8511 RESOLVED on the motion of Crs. Horan and Webb that Council write to the Department of Commerce, pointing out that this project has been on the drawing board for a lengthy period and requesting that it be expedited.

Status:

DECCW report due – will be presented to Council when available.

GINTY ESTATE – RESIDENTIAL SUBDIVISION**D5-13 8/9/2010**

8714 RESOLVED on the motion of Crs. Karanouh and Cullen that Council:

- (b) prepare a development control plan for the area which identifies sewer services, kerbing and guttering, sealed roads, larger residential blocks so that Council can stipulate what is required should a developer buy the area if and when it is offered for sale in the future.

Status:

Council's Manager Environmental Services to undertake DCP.

15.2 YOUTH TRAINING POSITIONS WITHIN COUNCIL**8/9/2010**

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

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

Status:

Limited opportunities available in Works Department

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

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

Status:

Awaiting review of organisational structure by DES – currently in progress.

DRAFT LEP 2011

E5-2 10/11/2010

8804 RESOLVED on the motion of Crs. Karanouh and Canham that Council:

- (3) Apply for Grant Funding to complete a flood study to allow for rezoning following the review of the Strategic Land Use Plan.

Status:

In progress.

LIBRARY SERVICES

L4 + L4-5 10/11/2010

8854 RESOLVED on the motion of Crs Schieb and Karanouh that options relating to the operation of the Library services at Gulargambone and Quambone be investigated.

Status:

Report being prepared for April Meeting.

WARRENA CREEK WEIR**P1-13 + E5-3 10/11/2010**

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

Status:
In progress.

J.W.JACKSON & SONS PR1225.212 (33981) 08/12/10

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

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

Status:
Subdivision being undertaken.

10.9 NSW RURAL FIRE SERVICE**B13 (34009)**

8940 RESOLVED on the motion of Crs. Webb and Cullen that the General Manager submit a report to the March meeting for consideration, prior to Council making any determination on the budget estimates and staffing levels within the Zone.

Status:
Rural Fire Service has been requested to provide further information to Council to enable consideration of estimates, etc. and this has not yet been supplied.

MOORAMBILLA FESTIVAL 2011

8976 RESOLVED on the motion of Crs. Schieb and Karanouh that Council:

- (1) support the Moorambilla Festival being held in Coonamble in 2011;
- (2) commit in principle to funding of \$12,000 (for 2011);
- (3) implement more structure into running the various associated events;
- (4) contract the Artistic Director for the festival;
- (5) require local ownership and control of the festival.

Status:

Refer to report by Tourism Development Manager to the March Meeting.

8.1 COMPLETED RESOLUTIONS TO BE REMOVED FROM RESOLUTION BOOK

10.16 MARTHAGUY PICNIC RACE CLUB **D7 (32992) 14/7/2010**
8538 RESOLVED on the motion of Crs Webb and O'Brien that staff report back on the possible purchase of portable toilets to negate costs of Council contributions towards this amenity.

Status:
COMPLETED. Shower/Toilet Block purchased in December 2010.

CLEANING OF PAVERS – CBD **B7 8/9/2010**
8712 RESOLVED on the motion of Crs. Karanouh and Webb that Council:
 (a) engage a professional cleaner to clean and seal the entire paved area, after carrying out maintenance and levelling of pavers;
 (b) continue investigations into the purchase of a lightweight vacuum-type cleaner for routine maintenance.

Status:
COMPLETED

INTERNATIONAL WOMENS DAY **G5-32 10/11/2010**
8819 RESOLVED on the motion of Crs. O'Brien and Karanouh that Expressions of Interest be advertised for the conduct of International Women's Day Celebrations in Coonamble utilizing the full \$1,000 but should there be no interest, Gulargambone Memorial Hall Committee will organise at Gulargambone.

Status:
Full amount of \$1,000 allocated to Gulargambone War Memorial Hall Committee **COMPLETED.**

CRIME PREVENTION PLAN AMENDMENT **P5 10/11/2010**
8835 RESOLVED on the motion of Crs O'Brien and Canham that the Crime Prevention Plan be amended to include a Part Time Crime Prevention Officer.

Status:
Plan amended and resubmitted. COMPLETED

QUAMBONE PRIMITIVE CAMPGROUND**10/11/2010**

8840 RESOLVED on the motion of Crs Webb and O'Brien that Council agree to establish a 'primitive campground at Quambone and allocate funds from the surplus.

Status:
COMPLETED.

LOCAL TRAINING/EMPLOYMENT CONTRACTS**(8/9/2010)**

8734 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council make representations through its local Federal Member, Mark Coulton, pointing out the contract to deliver these services was awarded to the Western College at Dubbo and asking how Contracts are awarded.

Status:
Refer report by EDMs (Item 15.3) COMPLETED.

11.6 RECLASSIFICATION OF LAND**E5-2 13/10/2010**

8767 RESOLVED on the motion of Crs. Karanouh and Webb that Council resolve to reclassify the land listed as "Operational" on the attachment to these minutes and notify the Department of Planning of its intention to develop a Local Environmental Plan for that purpose.

Status:
Included in Reclassification of Land within LEP – COMPLETED.

FLOOD STUDY – AUTHORITY TO PROCEED**13/10/2010**

8793 RESOLVED on the motion of Crs. Webb and Karanouh that the General Manager be authorised to proceed with arrangements to have a flood study conducted of the western side of Coonamble, noting that funds to cover this expense are held in reserve.

Status:
COMPLETED.

RAILWAY STATION**R2 10/11/2010**

8808 RESOLVED on the motion of O'Brien and Webb that a report be presented to the next meeting on proposed uses and the progress in finding a tenant.

Status:
Duplication of Resolution 8900 of 8/12/2010 COMPLETED.

MEDICAL PRACTITIONERS HOUSING 10/11/2010

8820 RESOLVED on the motion of Crs. Karanouh and O'Brien that the offer of \$100 per week for each house be accepted but the immediate requirements be only funded to 50% for each Ochre Health and Council.

Status:

Agreement received – renovations underway. COMPLETED.

RAIL LOOP LINE – MEGLO FEASIBILITY STUDY R2 08/12/10

8915 RESOLVED on the motion of Crs. O'Brien and Cullen that Council delegate authority to the Mayor, Clr Cullen and the General Manger to undertake a feasibility study to determine the possibility of establishing a rail loop line within the locale of the Meglo.

Status:

Report provided to February meeting. COMPLETED.

8.2 ALTERNATIVE FORMAT FOR RESOLUTION BOOK

Meeting & Minute No	Resolution	Comment on Progress with Implementation
10/11/2010 8820	Medical Practitioners Housing - That the offer of \$100 per week for each house be accepted but the immediate requirements be only funded to 50% for each Ochre Health/Council	Response received from Ochre Health agreeing to the 50/50 arrangement and asking when immediate requirements would be undertaken.
10/11/2010 8819	International Womens Day – Advertise for expressions of interest for the conduct of IWD Celebrations in Coonamble, utilizing the full \$1000 but should there be no interest, Gulargambone Memorial Hall Committee will organize at Gulargambone	Full amount of \$1000 allocated to Gulargambone Memorial Hall Committee. Letters written and money deposited. COMPLETED.
08/12/2010 8900	Restoration of Railway Station – Council offer to assist ARTC in identifying a suitable lessee for the site	Investigations in hand.

9. MAYOR'S ACTIVITY REPORT
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

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10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

Section A – Matters for Consideration by Council:

**10.1 KATIE SULLIVAN, TEACHER, COONAMBLE PUBLIC SCHOOL D7
(34378)**

Advising she teaches Year One and one of her students suffers from severe Cerebral Palsy which prevents his communication with class mates and most other everyday activities. Seeking to help the student by the purchase of equipment which will cost approximately \$2,000 and asking Council to contribute.

(NOTE BY GENERAL MANAGER – Whilst Council is sympathetic to the situation, should a precedent such as this be set, it would give the community an ongoing expectation that Council will continue to undertake and finance activities that are the responsibility of State Government.)

Recommendation:

That Council not provide assistance in regard to supply of educational equipment that is the responsibility of the State Government.

**10.2 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION L9
(34388)**

Writing to all councils asking that they pass a resolution in the first few months of 2011 endorsing the position that a referendum be held by 2013 to change the Constitution to allow direct funding of local government bodies by the Commonwealth Government and also to include local government in any new Preamble to the Constitution if one is proposed.

Suggesting the following draft text as a possible resolution:

“Coonamble Shire Council declares its support for financial recognition of local government in the Australian Constitution so that the Federal Government has the power to fund local government directly and also for inclusion of local government in any new Preamble to the Constitution if one is proposed and calls on all political parties to support a referendum by 2013 to change the Constitution to achieve this recognition.”

Advising it is the ALGA's intention that a Constitutional Declaration for Councils will be submitted for signature by council representatives at the conclusion of the 2011 National General Assembly of Local Government on 22 June 2011. Saying it is ALGA's objective that all councils be in a position to sign the Declaration supporting financial recognition at that time.

Pointing out it is also important to ensure that National political leaders are left in no doubt about councils' commitment to constitutional recognition . Asking that councils write to the Prime Minister, the Leader of the Opposition and the local Federal Member to advise support for recognition.

Recommendation:

That Coonamble Shire Council declare its support for financial recognition of local government in the Australian Constitution so that the Federal Government has the power to fund local government directly and also for inclusion of local government in any new Preamble to the Constitution, if one is proposed and calls on all political parties to support a referendum by 2013 to change the Constitution to achieve this recognition AND FURTHER that Council write to the Prime Minister, the Leader of the Opposition and the Local Federal Member advising support for recognition.

**10.3 MURDI PAAKI REGIONAL ENTERPRISE CORPORATION (MPREC)
C4-1 (34420)**

Seeking permission to install seating and place a mobile shade structure onto the grounds of the Gulargambone Cemetery. Advising the items were made as part of the Community Development activities approved by FaHCSIA for the CDEP in Gulargambone. Stating the mobile shade is similar to that located at the Coonamble Cemetery and will be available for use in all sections – the seats are bench type which would be cemented into the ground and shared equally amongst Church groups. Saying if permission is granted, MPREC would like to carry out the work shortly and invite representatives from the Shire and the Gular Community to attend a handover, which could coincide with the March meeting in Gulargambone.

(NOTE BY GENERAL MANAGER – The Director of Engineering Services has written to MPREC seeking clarification regarding the type of bench seats proposed (i.e. manufactured from concrete, steel, timber). Discussions with representatives of MPREC on 28 February 2011 revealed that the seats will be all steel construction and a picture of the type proposed will be forthcoming).

Recommendation:

That Council endorse the action of the Director of Engineering Services in making enquiries regarding construction of the proposed seating and authorise the Director, through the General Manager, to make a decision and advise MPREC accordingly when all the information has been considered.

**10.4 GULARGAMBONE WAR MEMORIAL HALL & MECHANICS INSTITUTE
D7 (34433)**

Advising the Committee will be celebrating Senior Citizens Week in March by holding a morning tea. Saying that last year Council sponsored the event and again looking for a monetary donation to defray the costs.

(NOTE BY GENERAL MANAGER – Last year Council contributed \$100 towards this event.)

Recommendation:

That Council agree to contribute \$100 towards the Senior Citizens Week morning tea being organized by the Committee of the Gulargambone War Memorial Hall and Mechanics Institute.

10.5 COONAMBLE CHAMBER OF COMMERCE D7 + G5 (34453)

Referring to its recent meeting and putting the following items to Council for consideration:

- (1) Requesting Council to seek funding for a full-time Grants Officer which would assist all local businesses and community groups to apply for appropriate funding. Saying the Chamber of Commerce would like to be notified of any grants applicable to it.

(NOTE BY GENERAL MANAGER – *This issue will be addressed in conjunction with the review of the organization structure*).

- (2) Asking for clear signage to be erected on the approach to the Industrial Estate. Saying there could also be signage within the local shopping area (or somewhere visible) indicating the location of the Industrial Estate.

(NOTE BY GENERAL MANAGER – *The process is underway to erect signage adjacent to the roadway at the Industrial Estate*)

- (3) Enquiring about recycling – asking Council to investigate how surrounding areas recycle. Suggesting we take a proactive stand for recycling – starting with larger employment places (namely schools, hospital, government departments, local council), then include households.

(NOTE BY GENERAL MANAGER – *Council has addressed the issue of recycling previously and resolved not to undertake the recycling activity as a collection service. Recycling is undertaken at Council's Waste Management facility by the Manager*)

Recommendation:

That Council inform the Chamber of Commerce:

- (1) That when the organization structure is being reviewed the position of a Grants Officer will be addressed;**
- (2) That signage will be erected adjacent to the roadway in the vicinity of the Industrial Estate;**
- (3) That Council previously resolved not to undertake the recycling activity as a collection service.**

**10.6 COONAMBLE CHAMBER OF COMMERCE
(34454)**

P15 + T1

Enquiring about Council's local tendering policy and saying there is concern regarding awarding of tenders to out of town contractors. Stating it is aware of the 10% rule and pointing out it would be more advantageous if the percentage was raised to at least 12%. Realizing Council has to look after ratepayers' funds, but saying locals who tender are ratepayers and saying Council should consider employing locals who would generate income within the community.

Suggesting that Council consider an amendment to its tendering policy to include a provision for the employment of a percentage of locals on all job sites, even by out of town contractors. Reporting that the Chamber would like to see Council become more proactive towards rebuilding the qualified workforce within its employment. Referring to "the mass exodus" from Council in the past few months and saying now would be an excellent opportunity to introduce this policy. Raising the following points:

- Prioritise local employment
- Outsource surrounding areas
- Contract consists of clauses covering early departure-reimbursement to council
- Benefits –
 - economic growth
 - skilled employees
 - community morale
 - retention of youth within the Shire.

(NOTE BY GENERAL MANAGER – For the information of Councillors in relation to this matter, a copy of Council's Procurement Policy is attached as **APPENDIX A.**

Since Council last reviewed its Procurement Policy, there have been changes within Regulations relating to Preference to any Supplier. The DCS has been asked to provide a report to the April meeting.

Council would be aware of the difficulty in recruiting and retaining a qualified workforce. It should be pointed out that Council is not in a position to indenture trainees and/or apprentices to tradespeople – we do not have them. It should also be noted that Council is attempting to address the situation however there is no quick easy fix).

Recommendation:

That the Chamber of Commerce be advised that Council is aware of this issue and will address it when the opportunity presents itself AND FURTHER Council does not have qualified staff to indenture apprentices.

10.7 MRS JANETTE HUME P1-11 (34362)

Asking that this request be tabled at Council's meeting . Advising she lives in Maule Street and stating that *"every night about 9.00 – 9.30 a mob of kids go to the football oval and bash and bang, swear, throw things and set fire to things"*. Saying it is a lovely oval and Council does a great job in keeping it clean, *"but enough is enough"* Asking if the Shire can lock the oval each night to *"keep the hoons out"*.

(NOTE BY GENERAL MANAGER – Should Council decide that the gates are to be locked, the action will result in additional overtime being paid and prevent legitimate use of the Sportsground for the purposes for which it is intended.)

Recommendation:

That the vehicle gate be locked at night as is the practice recently instigated by the Director of Engineering Services and that the Police be requested to monitor the Sportsground after dark.

10.8 TWO EIGHT TWO EIGHT D7

Advising that six people (five volunteers plus the TDM) will be attending the Australian Tourism Awards in Perth on March 11. Saying that two eight two eight will be representing NSW in the Specialised Tourism Services category. Wondering whether Council would consider contributing towards the cost – the total of which is \$859/pp (excluding accommodation).

Recommendation:

For Council's determination.

10.9 DIXON & SWANSON, SHOPFITTERS

Advising they act on behalf of Mr Yong Cao who is currently seeking to purchase the building located at 43 Castlereagh Street, Coonamble and fit it out as a retail pharmacy. Advising the building, in its current stage, would be almost impossible to provide disabled access within the actual building without rendering the building useless as a retail premises. Advising the existing main customer access into the building is via two concrete steps off Castlereagh Street (each step is 185mm high above the existing paved footpath). Putting forward their proposal to install a ramp and enclosing a plan for Council's perusal.

(NOTE BY GENERAL MANAGER – The Manager of Environmental Services will present this case to Council at the meeting.

Recommendation:

That Council not approve a ramp on the Council footway as disabled access can be provided within the premises.

10.10 DAVE McLEAN F5-4 (34411)

Complaining about motor bikes and cars speeding on the levee bank, stirring up dust and causing safety issues. Pointing out a pedestrian (an elderly lady) was nearly hit by a motor bike speeding across the levee bank near the Warrana Creek bridge. Stating that the vehicles in question are not registered. Advising that some people even allow their children to ride small bikes along the levee. Fearing that someone will be killed and saying that something has to be done to stop this irresponsible behaviour. Wondering whether speed humps or a gate would work.

(NOTE BY GENERAL MANAGER – In discussions with the Director of Engineering Services, it has been determined that Council will have to make a determination regarding access to the new levee when it is constructed.)

Recommendation:

That Council request police to patrol the area and issue infringements for unregistered vehicles/bikes, unlicensed drivers/riders, not wearing helmets and that Council erect signage prohibiting this activity.

10.11 LOCAL GOVERNMENT PROCUREMENT 19 (34498)

Inviting Council to join NSW Local Government Electricity and Natural Gas Tender 2011. Advising that in 2011 Local Government Procurement (LGP) conducted a very successful Electricity tender for 31 councils in NSW. Saying the tender covered street lighting, large sites and green energy and savings achieved were exceptional – considered to average 22% pricing reductions with some councils exceeding 43% savings on the electricity c/kWh rate. Stating that in January 2011 LGP conducted a survey of all NSW councils seeking interest in a further tender process for:

- street lighting (un-metered)
- large sites (sites with capacity greater than 160MWh p.a.)
- small sites (sites with capacity less than 160MWh p.a.)
- Green energy
- Natural gas

Saying the survey results were an overwhelming support for a new tender process to commence immediately with the aim to be implemented by 30 June 2011.

(NOTE BY GENERAL MANAGER – Council spends approximately \$90,000 per year on street lighting and approximately \$50,000 for the quarry. Both of these sites qualify under the amount of electricity consumed).

Recommendation:

That Council participate in the tender process with LGP for electricity tender for street lighting and the crusher.

Section B – Information**10.12 COONAMBLE BOWLING CLUB LIMITED PR1263 (34326)**

Advising the Board of Directors has decided to close off the entrance/exit driveway in Aberford Street after considering hazards for both motorists and pedestrians. Saying there are two alternate entrance/exit driveways in Pages Terrace.

(NOTE BY GENERAL MANAGER – The Director of Engineering Services has advised the Club that Council has no objection to the closure in the interest of improved safety for motorists and pedestrians. The Director suggested that new “EXIT” signs be erected, with directional arrows to delineate the route to the car park exit).

10.13 OFFICE OF THE MINISTER FOR POLICE P5 (34322)

Referring to Council’s letter to the Minister for Police, Mr Michael Daley MP, regarding policing in Coonamble and noting Council’s resolution of 13 October 2010 concerning the matter. Saying it is understood Council’s concerns were assessed by the Western Region as constituting a complaint against police within the terms of Part 8A of the Police Act 1990 and were referred to Supt. David Noble for appropriate action in response to Council’s expressed misgivings about the standard of the police response to crime in Coonamble. Referring to Supt. Noble’s meeting with Councillors with a view to achieving a mutually agreed resolution.

Pointing out that if Council is unhappy with the way the Castlereagh Local Area Command is addressing its concerns, it should contact the NSW Ombudsman. Saying the Government has given the Ombudsman powers to oversee the way the NSW Police Force investigates matters when they have been determined under legislation to be a complaint against the NSW Police Force.

(NOTE BY GENERAL MANAGER – At Council’s February meeting it was resolved to make another formal complaint regarding this issue and a letter has been sent to the Ombudsman in accordance with that resolution).

10.14 LOCAL GOVERNMENT & SHIRES ASSOCIATIONS OF NSW E2 (34373)

Advising that the LGSA *NSW Election Priorities 2011* was formally launched on 7 February 2011 and an electronic version, a brief summary document and the media release is available on line at www.lgsa.org.au/election2011 Advising the document has been sent to all parties contesting the 2011 NSW Government

Election and outlines the issues of significance for NSW councils and the Associations proposed solutions. Stating it covers the following six key themes:

- Improvement local government financial viability
- Restoring the balance to land use planning
- Stronger support for communities
- Greater natural environment protection
- Enhanced infrastructure provision and maintenance
- Better local governance.

Stating the Associations have requested a formal response in writing from all parties and they will be posted on the website to keep councils informed.

10.15 THE HON STEVE WHAN MP – MINISTER FOR EMERGENCY SERVICES E4 (34342)

Advising of changes to the composition of NSW Emergency Management Districts as a consequence of a recent review of the State Emergency and Rescue Management Act 1989. Stating that one of the key recommendations of the review was to examine the number of Emergency Management Districts established in NSW with a view to ensuring most efficient and effective commitment of resources at the District and local level. Saying the change will take effect from March 1, 2011 and Council's Local Emergency Management Committee now falls within the Western Slopes

(NOTE BY GENERAL MANAGER – A copy of the map showing the new Emergency Management Districts is attached as APPENDIX B.)

10.16 CASTLEREAGH LOCAL AREA COMMAND P5

Forwarding copies of media releases regarding activities within the Command region.

(NOTE BY GENERAL MANAGER – Attached as APPENDIX C)

10.17 COONAMBLE MULTI PURPOSE SERVICE M5-3 (34386)

Advising that during a recent risk assessment of the new MPS staff identified a potential injury risk with the entrance to the new building, in that when cars indicate to enter the MPS often the car following goes off to the left to overtake, before realizing there is a sign in their path, causing them to break suddenly. Suggesting two possible solutions and saying the entrance to the MPS is on landscaping plans and it is hoped to make it more visual.

(NOTE BY GENERAL MANAGER – The writer has been advised that this matter has been referred to the Local Traffic Committee (which includes RTA representatives) for investigation and determination. The next meeting of the Committee will be held in March).

10.18 SHIRES ASSOCIATION OF NSW L9 (34410)

Providing a history of the NSW Aboriginal Land Council (NSWALC) membership as well some membership alternatives. Saying the matter will be discussed at the Special Shires Association Conference on 23 February 2011.

(NOTE BY GENERAL MANAGER – Because this is a lengthy letter I have enclosed a copy as **APPENDIX D)**

10.19 DEPARTMENT OF LOCAL GOVERNMENT L9

Advising a revised Investment Order pursuant to section 625 of the *Local Government Act 1993* has been issued, was published in the Government Gazette on 11 February 2011 and replaces the Order dated 31 July 2008. Listing some of the changes made to the Investment Order. Reminding Councils that on 25 May 2010 the Division of Local Government issued Investment Policy Guidelines (Circular 10-11 refers) and it is expected that all councils will, by now, have adopted an Investment Policy in accordance with those guidelines.

(NOTE BY GENERAL MANAGER – Changes to the Revised Ministerial Investment Order, as contained in Circular 10-11, requires deletion from Council's Investment Policy the ability to invest with Local Government Financial Services. In accordance with Clause E (Variations to Policy), this has been carried out and removed from Council's current Investment Policy)

10.20 DISTRICT EMERGENCY MANAGEMENT OFFICER

Advising that the DEMC meeting scheduled for 3 March 2011 will not be held as there will be no legal identity of "Western Slopes DEMC" on that date. Stating that as per previous advice the Western Slopes EM District will cease to exist after 28 February 2011. Pointing out that on 1 March 2011 a new EM District and associated DEMC will be in place. Advising the Minister for Emergency Services has approved the amalgamation of the existing "Central West" and "Western Slopes" Districts to form a new emergency management district from that date. Saying the new EM District is called "Central West" District and will consist of 19 LGAs.

RICK WARREN
General Manager
2 March 2011

11. REPORT BY GENERAL MANAGER
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

Recommendation:

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

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

Background:

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

Issues:

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

DA No	Owner	Applicant	Proposed Use	Address of land	Approval Date
56/10	Dept of Housing	Owner	Demolition of Units	5-10/9 Eurimie St Coonamble	16/2/2011
58/10	Livestock Health & Pest Authority	Narelle Rodway	Erection of Office building	12 Buckley Drive Coonamble	15/2/2011

CDC No	Owners Name	Applicant	Proposed Use	Land proposed to be developed	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 Development Application Nos.056/2011 & 058/2010, have been approved under delegated authority since the last Council Meeting, noting that no Complying Development Certificate applications were approved.

11.2 SPECIAL CONFERENCE – SYDNEY – PROPOSAL FOR ONE ASSOCIATION

Background:

On 23rd February 2011, Councillor Webb and I attended the Special Conference arranged by the Shires Association of NSW in Sydney to discuss the formation of a single association to represent Local Government in New South Wales. More than 150 representatives from 78 shires formally discussed and finalised the 27 principles that were agreed to at the LGSA One Association Convention in August 2010.

Issues:

The Shires Association called the early Special Conference to discuss the issue rather than waiting until its usual Conference in late May 2011. The Conference acknowledged that one voice representing Local Government in NSW was needed to effectively lobby State and Federal Governments on local government issues.

Debate during the day left no doubt that the general consensus for moving to one association was strong, with every Council given the opportunity to speak. The Local Government Association endorsed the 27 principles at its Conference in October, 2010 voting to adopt the formal recommendations. Council, at its meeting on 8 September, 2010 (Minute No. 8705) endorsed each of the 27 Foundations in the Convention Decision.

Council should note that of the 27 principles endorsed at its meeting in September, 2010, the following six have been amended as follows:

20. *There will be two categories of membership – Ordinary and Associate.*

(Previously: There will be one council membership category – Ordinary)

22. *The nine Regional Aboriginal Land Councils (at their discretion) will be eligible for Ordinary or Associate Membership of the Association.*

(Previously: The NSW Aboriginal Land Council will be eligible for Ordinary Membership)

23. *There will be two types of membership categories: Ordinary and Associate and NSW County Councils will only be eligible for Associate Membership.*

(Previously: All NSW County Councils will be eligible for Ordinary membership).

- 26. *Elected Councillors from Ordinary members who are their Councils nominated delegates will be eligible to vote for motions at Conference, with the exception of those councils under administration where the Administrator may be the delegate***
(Previously: Elected Councillors from ordinary members who are their Councils nominated delegates will be eligible to vote for motions at Conference).

The two following additional principles (No 28 and No 29) were adopted by the Special Conference:

ADDITIONAL PRINCIPLES 28 & 29:

- 28. *That the Rural/Regional Division be broken into 10 Zones for the purpose of the election of members of the Board.***
- 29. *That Member Councils within each Zone vote for their Executive Member who will represent that Zone.***

Cr Bruce Miller, President of the Shires Association, said forming a new Association is a long, involved and formal legal process even when both parties are in total agreement. He said that in order to comply with federal legislation and Fair Work Australia requirements, further input, voting and discussion by both Associations will be required throughout 2011.

Cr. Keith Rhoades AFSM, President of the Local Government Association, was present at the Conference as an observer and said he was pleased to see endorsement by members of the Shires Association, indicating that this is a significant step forward.

A copy of the Agenda for the Special Conference is attached as **APPENDIX E**.

Sustainability/Legislative Provisions:

A draft Constitution is attached to the business paper as **APPENDIX F** for consideration by Council. This document is currently before all NSW councils and will require formal endorsement by all members of both Associations at future annual conferences.

Financial Considerations:

Nil

Options:

Nil

Recommendation:

That Council note the information regarding the Special Conference of the Shires Association of NSW in relation to the formation of One Association and submit a response to the LGSA regarding the draft Constitution prior to 18 March 2011.

11.3 QUARRY PRODUCTION

Background:

Council, at the February 2011 meeting, requested a report be provided outlining options for the extension of the quarry.

Issues:**(i) Pit**

Council's Quarry Manager estimates that at current levels of production the land area presently held by Council has a life of at least 50 years. There is an additional piece of land (approximately 2 hectares) adjoining Council's two pits that, if agreed by Council, could see the operational life extended even further. The ability to utilise this land would allow the quarry operations to link together the two operational pits.

(ii) Production

The current crushing plant is adequate for present operations. There is, however, a "bottleneck" with the secondary crusher where some product is returned to the crusher for repeat processing.

The Quarry Manager believes that by sending these returns to the next process where there is capacity, may increase the production of aggregates. This will involve the fabrication of a chute to take the product to the VI crusher. It would be relatively inexpensive and could be done with the labour currently available at the quarry. This, however, requires further engineering investigation and specification.

(iii) Marketing

Council resolution 8492 (9 June 2010) resolved that Council's works are first priority for quarry product. Quarry management, while planning production for Council's requirements, has been able to avail itself of opportunity sales and small runs of product for local contractors.

In the past when Council has actively sought markets in other Shires, road making material being the main product, quarry operators in these Shires have been quick to bring political pressure to bear on the Council to ensure that these purchases remain local as purchases from other competitors would threaten the viability of that operation, thereby affecting the employment and economy of that Shire.

Sustainability/Legislative Provisions:

Council, as a public authority, is subject to many stringent regulations not applicable to private enterprise – e.g. tendering regulations and adoption of fees and charges and publication of these. In order to change the fees and charges, once adopted, Council would need to display and seek public submissions prior to any change.

Financial Considerations:

Council procedure in the past has been to set the budget for quarry operations to break even with a transfer to reserve of the depreciation of crusher plant and a further \$10,000 for remediation works at the end of the quarry life. The reserve at 28 February 2011 is \$336,588.82. It would be appropriate to determine the amount applicable to the remediation works since the introduction of this procedure – this will then show in a separate reserve for remediation work.

Generally the quarry makes a surplus from operations and this is realised at the end of the financial year, when it is generally transferred to reserves as part of Council's end of year determinations.

The following figures indicate the surplus for the previous five years:

▪ 2009/2010	\$400,000
▪ 2008/2009	\$ 25,000
▪ 2007/2008	\$ 62,000
▪ 2006/2007	\$120,000
▪ 2005/2006	\$131,000

Currently Council operations indicate sales of \$746,000 and expenditure of \$773,000. There is considerable material produced and stockpiled at the quarry for use in repair of flood damaged roads and an additional blast to be costed. It is anticipated there will be a surplus of around \$200,000 at the end of the financial year. Sales to the public are in line with budget 74% (\$560,000), sales to Council works are only at 30% (\$204,000).

One consideration for Council is that should the decision be made to enter into any contractual supply agreements, there would be substantial financial penalties involved should Council not be able to supply within the contracted terms.

A much more detailed report would need to be commissioned to investigate markets and engineered specifications as to crushing equipment and mobile plant, for substantial increases in production.

Options: N/A

Recommendation:

That Council note the information contained in this report.

11.4 MANAGEMENT PLAN 2011 – 2014 – TIMETABLE

Background:

A time table is required to ensure the orderly progress of the 2011 – 2014 Management Planning process.

Issues:

It is suggested that the following timetable be adopted:

Date	Function
Wednesday, 11 May	Draft Management Plan (considered as part of May 2011 Council meeting) and placed on public exhibition
Wednesday, 25 May	Public Meeting (evening) for Council to present its Management Plan to the Community.
Tuesday, 7 June	Submissions from the public close
Wednesday 8 June	Management Plan adopted (at normal monthly Council meeting)

It is proposed that a workshop be held following the April meeting for Councillors to submit or discuss projects relating to the following year's management plan and estimates.

The NSW Office of Water has, for the past two years, informed Council that it is not achieving full cost recovery for its sewerage services as required by the State Government. In this regard, there will be greater than usual increases in the sewer charges to address this issue. To offset the total increase to ratepayers it is proposed that there be no increase in the Domestic Waste Charge, nor in the usage consumption charge for water. There will be an increase in the service charge for water supply.

Rates will increase by the 2.8% approved by IPART – this is an overall increase in total rates not an individual amount. It is proposed that the general rate minimum be increased by \$15.00. Further modelling is being undertaken with a report to be brought to the April meeting.

Sustainability/Legislative Provisions:

Council is required to place its Management Plan for the coming three years on public exhibition for a minimum of twenty eight days and must consider any submissions made by the public.

Financial Considerations:

Variable.

Options:

Various – in accordance with Councillors' availability.

Recommendation:

That Council note the information.

RICK WARREN

General Manager

2 March 2011

12. REPORT BY DIRECTOR OF CORPORATE SERVICES
COUNCIL MEETING ON WEDNESDAY 9 MARCH 2011

Recommendation:

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

12.1 RATE COLLECTIONS

Total Combined Rate Collections to 28/02/2011 compared to 28/02/2010:

	28/02/2011	28/02/2010
Arrears 30 th June previous year	502,953.25	614,828.79
Plus 2010/2011 Combined Levy	4,952,477.34	4,820,875.24
Add Transfer from Postponed	1,349.15	5,179.83
GROSS LEVY	5,456,779.74	5,440,883.86
Less: Pensioner Concession (State)	58,879.43	(59,617.32)
Pensioner Concession (Council)	48,176.39	(48,780.28)
Transfer to Postponed	231.15	(590.20)
Abandoned	-	(112,788.41)
20% Farmland Rebate	-	(2,900.92)
NET TOTAL LEVY FOR YEAR	5,349,492.77	5,216,206.73
Less Collections	3,424,492.58	(3,484,933.47)
Plus Refunds	3,500.00	17,393.88
NET TOTAL BALANCE	1,928,500.19	1,748,667.14
Plus Postponed	4,577.28	5,343.41
GROSS TOTAL BALANCE	1,933,077.47	1,754,010.55
Collection % of Total Receivable	63.95%	66.43%
Arrears % of Total Receivable	36.05%	33.57%

Recommendation:

Submitted for Council's information.

12.2 LIST OF INVESTMENTS

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

Date Mature	Deposit Type	S&P Rating	Institution	Ref No	Terms (days)	Interest (%)	Amount (\$)
4/03/2011	Fixed	Unrated	Reliance C/U	10	180	6.00	500,000
21/03/2011	Fixed	A1+	CBA	26	32	5.31	1,000,000
22/03/2011	Fixed	A1+	CBA	25	58	5.41	2,000,000
29/03/2011	Fixed	A1+	CBA	20	120	5.90	1,000,000
13/04/2011	Fixed	A1	Suncorp	21	121	6.32	1,500,000
17/04/2011	Fixed	A1+	St George	24	90	5.60	1,000,000
27/04/2011	Fixed	A1+	NAB	27	60	5.60	2,000,000
23/05/2011	Fixed	A2	IMB	28	91	5.90	1,000,000
28/05/2011	Fixed	A1+	NAB	29	90	5.80	2,000,000
	At Call Fixed	A1+	CBA			4.50	1,500,000
Total							\$ 13,500,000

Financial Institution	S&P Rating	% of Investment	Max per Investment Policy	Amount
CBA	A1+	41%	50%	5,500,000
NAB	A1+	30%	50%	4,000,000
St George	A1+	7%	50%	1,000,000
Suncorp	A1	11%	40%	1,500,000
IMB	A2	7%	35%	1,000,000
Reliance C/U	Unrated	4%	10%	500,000
				\$ 13,500,000

Rating	% of Investment	Policy	Amount
A1+	75%	100%	10,500,000
A1	13%	80%	1,500,000
A2	8%	60%	1,000,000
Unrated	4%	30%	500,000
			\$ 13,500,000

2515-000	General Fund Investments	6,371,721
22503-000	Coonamble Sewerage Investment Funds	2,799,438
62503-000	Gulargambone Sewerage Investment Funds	- 25,320
52503-000	Coonamble Water Investment Funds	3,216,509
72503-000	Gulargambone Water Investment Funds	942,803
12503-000	Trust Investment Funds	194,849
		\$ 13,500,000

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

Recommendation:

That the list of investments as at 28 February 2011 be noted and it also be noted that Council's Investments comply with s625(2) of the Local Government Act 1993 and Council's Investment Policy.

12.3 CAPITAL EXPENDITURE GUIDELINES

Background:

In December, 2010 the Division of Local Government Department of Premier and Cabinet released the Capital Expenditure Guidelines pursuant to section 23A of the Local Government Act 1993.

These Guidelines have been developed to assist councils prepare Capital Expenditure Reviews as part of the council's budgeting process. They are designed to ensure council's approach to considering proposed capital works projects is consistent and precise so as to allow the merits of the projects to be compared with the resource allocation required for the "whole of life of the project".

Issues:

These new guidelines apply to capital projects for infrastructure facilities, including renovations and extensions that are expected to cost in excess of 10% of council's ordinary rate revenue or \$1,000,000 whichever is the greater (GST exclusive). Where the anticipated cost of a project is estimated to be greater than \$10,000,000 further additional requirements will need to be completed.

The following list of projects are exempt from the guidelines but, in accordance with best practise, it is anticipated that council will apply the principles of these guidelines to all capital projects.

- Capital expenditure on land purchases, land remediation, water supply networks, sewerage networks, storm water drainage, domestic waste management facilities, roads, footpaths, bridges;
- Projects where funding has been approved under the Public Reserves Management Fund Act 1987;
- Projects that are classified as Public-Private Partnerships;
- Project designs and feasibility studies that do not commit council to the project (these costs are to be included at a later date if council decides at a later date to proceed with the project)

Sustainability/Legislative Provisions:

The Capital Expenditure Guidelines have been issued pursuant to section 23A of the Local Government Act 1993. Council will be required to go through the processes set out within the guidelines when considering whether or not to undertake a capital works project that meets the criteria

The ***Summary Flow Chart attached to this report*** represents the processes that will be required to be undertaken when considering capital works projects:

Financial Considerations:

Future Capital Works programs will be examined under the regulations set out within the guidelines for approval

Options:

Nil

Recommendation: For Council's information
--

BRUCE QUARMBY

Director of Corporate Services

2 March 2011

**13. REPORT BY DIRECTOR OF ENGINEERING SERVICES
COUNCIL MEETING WEDNESDAY 9 MARCH 2011****Recommendation:**

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

13.1 DRAFT POLICY – WORKING IN HOT OR EXTREME CONDITIONS**Background:**

At a meeting of the Occupational Health and Safety Committee held on 15 February, 2011 a draft policy on Working in Hot or Extreme Conditions was adopted.

Issues:

Council has a duty of care to ensure workers are protected from the sun and its effects to minimize exposure and as a precaution against the risk of heat stress injury. The draft policy is attached as **APPENDIX G**.

The procedure applies to all Council employees, contractors and volunteers whose duties would place them in areas of risk in a hot outdoor environment or working with equipment that produces heat.

Sustainability/Legislative Provisions:

Draft policy is consistent with recent amendments to the Local Government (State) Award 2010, the RTA Working in Extreme Temperatures Policy and the OH&S Act 2000 and OH&S Regulations 2001.

Financial Considerations:

N/A

Options:

Nil

Recommendation:

That Council advertise the Policy for Working in Hot or Extreme Conditions for a period of 28 days inviting written submissions and/or comments and that the policy be adopted at the April meeting, along with any submissions received.

13.2 ANNUAL GENERAL MEETING – NEW SOUTH WALES FLOOD PLAIN MANAGEMENT AUTHORITY

Background:

The 51st AGM for the NSW Flood Plain Management Authority was held on 23rd – 25th February in Tamworth and given Council's desire to progress the upgrade of the levee, the writer thought it appropriate that Council be represented.

Issues:

The Conference proper was opened by the Mayor of Tamworth, Cr Col Murray and a keynote presentation was made by Dr John Wicks from the UK on flood risk management planning.

Catherine Cusak MLC, the Shadow Minister for Climate Change and Environmental Sustainability, addressed the Conference and outlined the Opposition's policy on climate change and environmental issues. She particularly addressed the issue of controlling development on floodplains so as to reduce the impact of major flooding that has occurred recently in New South Wales, Queensland and Victoria.

On Thursday 24th, Senator Barnaby Joyce, Shadow Minister for Regional Development, Local Government and Water, Leader of the Nationals in the Senate and LNP Senator for Queensland, addressed the Conference and spoke about controlling development on floodplains to ensure that risk is considered, identified and the best options implemented to allow certain types of development to be approved.

Tony Windsor, Independent MP, addressed the Conference on Friday 25th and put his case for opposing the Federal Government's proposed flood levy to rebuild Queensland. He also spoke on the Murray/Darling Basin Committee and what he hoped to achieve in that area.

Like the previous Ministers, etc, he spoke on the importance of controlling flood prone land development and the need for State Governments to ensure they have adequate insurance to cope with natural disasters.

Much of the Conference was devoted to presentations on flood risk management, community consultation, flood mitigation, emergency response, flood prediction and modeling, as well as holding the AGM on the Thursday of the Conference.

The Conference was well attended with 50 of the 85 member councils present. Other delegates from the State Emergency Service, Bureau of Meteorology and consultants brought the number in attendance to over 250.

The Conference was very informative, as well as being very topical given the current floods and disasters being experienced in Australia and New Zealand.

Sustainability/Legislative Provisions:

Council should continue to be represented at these types of Conferences for the networking and to be kept up-to-date with topical information and changes in legislation relative to flood mitigation.

Financial Considerations:

The cost to Council for attendance at the Conference was \$1,294..

Options:

N/A

Recommendation:

That Council note the information contained in the report.

13.3 TREE MANAGEMENT POLICY & PROCEDURE

Background:

The purpose of this report is to present the Tree Management Policy and Procedure for consideration and adoption provisional to a 28 day public comment period.

Issues:

The Tree Management Policy and Procedure provides for the planting, maintenance and, where necessary the removal, of trees and shrubs on Council controlled property. A copy of the draft Policy is attached as **APPENDIX H**.

Sustainability/Legislative Provisions:

Council's insurance company requires policies and procedures to manage risk and reduce Council's liability.

Financial Considerations:

Budget allocations in support of this Tree Management Policy shall be made on the basis that maintenance of existing trees or plantings of new or replacement trees, is costed and funded in accordance with recognised risk management principles to ensure tree asset protection, community safety, risk and resource priorities and best value.

Options:

1. Not proceed with the Tree Management Policy and Procedure.
2. Place the Tree Management Policy and Procedure on public display for a period of 28 days to seek public comment and adopt the code of practice if no comments are received.

Recommendation:

Place the Tree Management Policy and Procedure on public display for a period of 28 days to seek public comment and adopt the code of practice if no comments are received..

13.4 WORKS IN PROGRESS

(a) STATE HIGHWAY:

- Flood damage repairs are in progress at the 8 Mile and adjacent to Heggarty's (approx. 30kms south). These will be finalised in the next few weeks.
- Flood damage at Wilber Creek, Mowlma Creek, Kennedy's Bridge is presently being scoped and will commence in the near future.
- Reseals will commence north of Coonamble (12 kilometres and 45 kilometres) as contractors become available
- Further rehabilitation and widening works at Wingadee turn off will be undertaken before the end of June.
- Bitumen patching and routine maintenance has been completed for the full length – is ongoing.

(b) REGIONAL ROADS;

- Routine patching, mowing and edge sealing has been carried out on:
 - RR129B Baradine
 - RR129Q Quambone
 - RR383 Pilliga
 - RR7515 Warren
- Emergency flood damage has been completed on MR202 (Carinda/Quambone) Further works will be completed in due course as resources permit.
- Roadbase has been carted to RR129B and RR7515 in preparation for the start of rehabilitation works under the REPAIR program.

(c) LOCAL ROADS:

- Flood damage has been completed or is underway on the following local roads:

Road No	Road Name	Road No	Road Name
SR8	Kensington	SR2	Tooraweenah
SR7	Wingadee	SR21	Teridgerie
SR24	Yarranville	SR26	Vatua Lane
SR15	Beanbah	SR33	Urawilkie
SR30	Willow Downs	SR40	Erdavale
SR49	Ottendorf Lane	SR47	Newbank Lane
SR1	Billeroy		

- There has been no announcement concerning the 2010 flood damage grant, but it is understood that this is with the Minister and Council will be advised shortly.

- Bitumen patching and slashing has been completed on the following roads:

Road No	Road Name
SR19	Gular/Quambone
SR2	Tooraweenah
SR86	Carinda
SR87	Box Ridge

(d) URBAN STREETS:

- Bitumen patching, slashing and cleaning has been completed in all urban streets.

K N BRODBECK

Director of Engineering Services
2 March 2011

14. REPORTS FROM VARIOUS COMMITTEES
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

**14.1 MINUTES OF MEETING OF THE QUARRY MANAGEMENT
COMMITTEE HELD IN THE MT MAGOMETON QUARRY ON TUESDAY, 2
FEBRUARY, 2011 COMMENCING AT 9.10 A.M.**

PRESENT: Cr Tom Cullen (Chair) and Cr Don Schieb, together with the Director of Engineering Services, Mr Kel Brodbeck, Quarry Production Manager, Mr John Smith and Manager – Roads, Mr Mark Harland

1. **APOLOGIES**
Apologies from the Mayor, Cr Tim Horan and Mr Rick Warren were tabled.
2. **CONFIRMATION OF THE MINUTES**
RESOLVED on the motion of Crs Schieb and Cullen that the Minutes of the Quarry Management Committee meeting held on 24 August, 2010 be confirmed.
3. **BUSINESS ARISING FROM MINUTES.**
 - a) **Mobile Crushing Plant**
The meeting noted the order supplied to Lovick Engineering to supply 20,000 tonne of -20mm road base was terminated after production of only 8,400 tonnes due to the Contractor's inability to continue.
 - b) **Purchase of Pump**
The meeting was informed that the pump has now been purchased.
4. **QUARRY SALES**
The Production Manager informed the Committee that sales to 1 February 2011 amounted to \$890,000.
5. **MT MAGOMETON QUARRY MANAGEMENT PLAN 2011/2020** The Management Plan for period 2011/2020 was perused by the Committee and recommended changes are detailed below. The Draft Management Plan (as amended) will be tabled at the next meeting of the Committee.
 - a) **Item 5 – Plant and Equipment**
 - (i) **Section 5.1 – Mobile Plant**
THE COMMITTEE RECOMMENDS that the following changes be made to Section 5.1 – Mobile Plant:
Second paragraph:

“It is felt that the size and type of mobile plant be reviewed, with additional equipment hired if necessary for campaign crushing operations”

Final paragraph to be replaced with the following wording:
“Replacement of the Quarry’s second vehicle be in accordance with Council’s current policies and procedures for plant replacement”.

(ii) Section 5.2 – Fixed Plant

The Committee noted that whilst the plant is in good condition it may be possible to increase productivity by changing the configuration of the screening process.

THE COMMITTEE RECOMMENDS that in an endeavour to increase productivity, it investigate reconfiguring the screening process to bypass the secondary jaw (HP Crusher), noting it may be possible to complete these works ‘in house’ utilizing existing plant and staff during lulls in production.

(b) Section 7 – Rehabilitation

The meeting noted the eight major components of the future site rehabilitation were listed as:

1. Fencing and signage to ensure safety of the pit area.
2. Removal of structures, roads and other infrastructure.
3. Tree planting for the purpose of screening the site.
4. Upgrade communication system so that the operation, sales and financial activities can be seen and monitored from the Shire’s main office.
5. Install security camera system.
6. Re-arrange conveyor system to eliminate double handling of material before dispatch.
7. Seal access road and compound.
8. Purchase heavy duty water pump.

THE COMMITTEE RECOMMENDS that Items 4 to 8 (inclusive) be removed.

It was noted that the estimated cost of the major rehabilitation (Item Nos. 1 – 3 above) would be approximately \$130,00, made up as follows::

1.	Fencing/signage	\$20,000
2.	Removal of structures, etc.	\$60,000
3.	Tree Planting	\$50,000.

(c) Section 8 – Financial Plan

The Committee noted that earlier in the meeting, when discussing Item 7 - Rehabilitation, the estimated amount of \$320,000 for major rehabilitation (shown in paragraph 3 of Item 8) was reduced to \$130,000.

THE COMMITTEE RECOMMENDS that the Quarry Management Plan be amended to read:

“Section 7 of the Management Plan estimates the rehabilitation liability to be approximately \$130,000 in today’s terms, equating to an annual accumulation of \$10,000 – this amount will allow for annual price increases”.

(d) Section 9 – Conclusion & Recommendations

9.1 Existing Operation

THE COMMITTEE RECOMMENDS that Council:

1. Continue to operate the Mt Magometon quarry with the reviewed plant and equipment and existing staff levels.
2. Continue to utilise contractors for drilling, blasting and breaking down of oversize rock.
3. Continue to investigate possible improvements to increase productivity.

9.2 Future Development

THE COMMITTEE RECOMMENDS that Council:

1. Continue the development of the new pit to the south of the existing workings.
2. Commence discussions with the relevant Department to investigate securing additional land to the south of the existing pit.
3. Manage the cost of pit development through the utilisation of overburden in the production of roadbase wherever practical

9.3 Rehabilitation

THE COMMITTEE RECOMMENDS that Council:

1. Accrue \$130,000 at a rate of \$10,000 per annum, plus CPI increases, towards the long term rehabilitation of the quarry.

9.4 Financial Matters

THE COMMITTEE RECOMMENDS that Council:

1. Aim to achieve at least 13% return on capital invested at the site and also two million dollar annual sale within the next two years.
2. Increase prices annually in accordance with CPI, subject to a review of the prevailing market prices.

3. Continue to cash fund the depreciation of plant and equipment on the site, with mobile plant to be funded through the Plant Reserve, and fixed plant to be funded through the Quarry Reserve.

6. MATTERS FOR DISCUSSION PRIOR TO FINALISATION OF MANAGEMENT PLAN

The Committee had two items for consideration which were:

- 3% discount offered to Walgett Shire.
- Possible purchase of additional piece of land.

The Committee noted that the 3% discount formerly offered for the purchase of bulk product had already been discontinued in accordance with Council's Resolution 8085 of 14 October 2009 and agreed that the status quo remain.

With regard to the possible purchase of an additional piece of land to extend quarry operations, the Committee noted that a recommendation has been made at today's meeting for Council to consider commencing negotiations with the relevant Department.

This concluded the business and meeting closed at 11.29 a.m.

14.2 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL BUILDING ON THURSDAY 7 OCTOBER 2010 COMMENCING AT 10.00AM

PRESENT: David Vant (RTA Representative), Kel Brodbeck (Director Engineering), Alan Karanough (Councillor), Daryl Colwell (Manager SH & Regional Roads), Leona Terry (Minute Secretary)

APOLOGIES: Mark Harland (Manager Roads), Michael Webb (Councillor), Matt Dalkeith (Police Representative), Kookie Atkins (Manager Services), Nigel Noffke (Highway Patrol)

1. CONFIRMATION OF MINUTES**Committee Recommendation:**

Minutes of the Traffic Committee meeting confirmed by David Vant and seconded by Councillor Karanough.

Committee Recommendation:

- (a) That the information be noted.
- (b) Committee Member names and the agency they represent needs to be clarified.

2. SPEED REDUCTION – CARINDA ROAD

Letter received requesting a speed reduction from 100kph to 80kph on the Carinda Road beginning from the Castlereagh Highway for a distance of 1.5km.

Committee Recommendation:

- (a) No further action required.

3. CLOSURE OF MAIN STREET

TCP's for Main Street closure need to be looked at, as well as the barricades used for the closures.

Committee Recommendation:

- (a) Barrier boards will suffice where the road is closed to through traffic.

4. TRAFFIC MARSHAL – HARVEST SEASON

Request for Traffic Marshal to be appointed for the harvest season.

Committee Recommendation:

- (a) To be discussed at the next meeting as no representative present. Committee is unaware of the history which prompted the item.

5. PEDESTRIAN CROSSING – CASTLEREAGH HIGHWAY

Kookie to supply plan ASAP. (URGENT)

Committee Recommendation:

- (a) To be discussed at the next meeting.
 - (b) Plan to be checked to determine if a crossing or refuge is needed.
 - (c) Changing signage ASAP to comply with current standards on existing crossings.
-

6. SHOWGROUND GATES

Kookie to investigate installation of gates and contact Development Assessment Officer for DA Approval.

Committee Recommendation:

- (a) On hold until Rodeo Committee decide weather or not to move camp drafting yards.
 - (b) Committee requires this to be clarified location, etc.
-

7. HEAVY VEHICLE PARKING

Near Sportsground.

Committee Recommendation:

- (a) Kookie to send letter to local Police regarding heavy vehicles parking to close to the corner and across driveways.
 - (b) Check the condition of signage and if it meets standards.
-

8. 90KM AHEAD SIGNAGE – DUBBO ROAD

Request received by a member of the public regarding the speed signage for Dubbo Road.

Committee Recommendation:

- (a) Signage has been upgraded and vegetation cleared.
 - (b) This item of the minutes is now complete.
-

9. SIGNAGE – COONAMBLE & GILGANDRA – NO FUEL

Request for 'No Fuel' signage to be located in Coonamble & Gilgandra heading towards Gulargambone.

Committee Recommendation:

- (a) No action required.
-

10. QUAMBONE PUBLIC SCHOOL

Request from Sharon Greison to rectify issues relating to her email for Quambone Public School.

Committee Recommendation:

- (a) Check to ensure Kookie has sent photographs to Sharon at the RTA.
-

11. SPEED BUMPS - SKILLMANS LANE

Request for speed bumps to be installed in Skillmans Lane (exit from car park onto Tooloon St)

Committee Recommendation:

- (a) To be discussed at the next meeting after further monitoring.
-

12. 'SCHOOL BUS STOP AHEAD' SIGNAGE – SR19 & SH18 (near 4701)

Request for 'School Bus Stop Ahead' signage be erected on SR19 and SH18 near 4701.

Committee Recommendation:

- (a) Check site distance to ensure safe sight distance on SH18.
(b) Clarify with Ogdens Coaches re school bus route signage on SR19.
-

13. SCHOOL BUS 'PULL OFF PAD' – 4701 CASTLEREAGH HIGHWAY ADJACENT TO 'MISERY FARM'

Request for a 'Pull Off Pad' adjacent to Misery Farm 4701 Castlereagh Highway due to high rainfall.

Committee Recommendation:

- (a) RTA Contract Manager to address.
-

14. ERECTION OF GULARGAMBONE CARAVAN PARK SIGNAGE – JOHN OXLEY MEMORIAL REST AREA, CASTLEREAGH HIGHWAY

Request permission to erect signage at the John Oxley Memorial Rest Area (Castlereagh Highway) advertising the Gulargambone Caravan Park.

Committee Recommendation:

- (a) RTA to investigate and advise applicant.
-

15. NO STOPPING SIGNAGE – TOOLOON STREET NEAR SCHOOL

'No Stopping' signage near the school on Tooloon Street needs to be checked.

Committee Recommendation:

- (a) That the signage be checked.
-

16. SIGNAGE AND SILENT COPS WITHIN THE SHIRE

'No Standing' signage are outdated and no longer in use. Silent Cops do not meet the Traffic Facilities standards.

Committee Recommendation:

- (a) All Silent Cops to be removed.
- (b) No Standing signage to be removed and replaced with 'No Stopping' signage.

17. SPECIAL PERMIT LOADS, CASTLEREAGH HIGHWAY

Committee discussed the movement of special permit loads on the Castlereagh Highway. It is the responsibility of the permit holder to notify all relevant parties prior to travel.

Committee Recommendation:

- (a) RTA to clarify and advise Local Government Councils on routes.

DATE OF NEXT MEETING

Date: Thursday 9 December 2010
Time: 10:00am
Venue: Committee Room
Coonamble Shire Council

MEETING CLOSED

11:05am.

14.3 MINUTES OF A MEETING OF THE COONAMBLE SHIRE HERITAGE & HISTORICAL MUSEUM COMMITTEE HELD ON 15 FEBRUARY 2011 IN THE COONAMBLE SHIRE COUNCIL COMMITTEE ROOM COMMENCING AT 11AM

Apologies: Lee O'Connor, Vicky Fulmer, Helen Cant, Barbara O'Brien

Attendees: Neville Owen, Angie Little, Shar Jones, Gordon Ditchfield, Marion Murray, Ray Christison, Steve Baldwin

Minutes of previous meeting: Moved by Angie, Seconded by Gordon. Passed

Business Arising:

Community-based Heritage Study– Ray reported 3 formal submissions, some locations to be removed. There is a mis-match between the LEP, Public consultation and heritage study but this will be amended

Vision Splendid: Need approach businesses in town as per agreement at previous meeting and ask them to see the book. Need to check with Bev as to how many have already been sold

Shipping Container

Angie reported shipping container in place

Heritage Day 2011

SB listed event and handed around booklets

SB to do blog/load to website

SB to promote call for stories/photos on the 55 floods through council news column

Angie reported Well not feasible

Mitchell Family coming

Angie has tried but still seeking quotes for getting power

RC suggested an EOI /form for the oral histories be produced for the day

SB to look at recording stories digitally

Museum

SB to check letter to Sue Hargans was sent

Committee decided to set fees as \$50 for photos/weddings and \$100 for use of site (filming, half day or full weekend)

Shar has drafted a duty statement for the trainee position. Steve and Gordon to send points to Lee for Archive and tourism positions respectively

It was decided by the group that the new name of the Museum would be "*The Museum Under the Bridge*" stories from Coonamble's History

SB to ensure that this suggestion is communicated to Coonamble Shire Council

Heritage Brochures

On hold until name confirmed,

Shar working on grants submission for Stables exhibition

Volunteers

Lisa Murray talked to Angie but did not attend Museum
Mandy Jerrett possibly one day a month

Museum

Museum was closed for a month over Xmas for refurbishment and replacement of displays. Seven attendees over December
Storylines for 2011 are: Hallstrom, Mitchell, Coonamble Fire, Coonamble Courthouse, CWA, Ambulance Service, Coonamble Bore, Coonamble Town band, Prince Edward Visit, Discovery of Coonamble's Present Site

Shar to send Museum Strategy to Steve
To be added to agenda for next meeting
Shar to progress disaster plan for Museum

Meeting closed 12.45

NEXT MEETING: 23 March 2011 11am

14.4 MINUTES OF A MEETING OF THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE HELD AT THE COONAMBLE SHIRE COUNCIL ON TUESDAY 15 FEBRUARY 2011 AT 9.15 A.M.

PRESENT: Kel Brodbeck (Mgt Rep), Rick Warren (Mgt ALT-Rep), Bruce Quarmby (Mgt Rep), Phillippa Ballard (AOSI), Raquel Pickering (EMP Rep), Steven Rutledge (Emp Rep) and Russell Smith (Emp Rep-Chair) & John Smith (EMP Rep).

1. WELCOME AND APOLOGIES

APOLOGIES: Nil

2. MINUTES FROM LAST MEETING.

The minutes are accepted as read from last meeting.

Moved: Steven Rutledge Second: Kel Brodbeck

3. REPORT ON ACTION ITEMS.

3.1 Council Grandstands

Kel advised \$25,000 per 100 seating is to go up to 2011-2012 years Budget. Depending of what council wants but suggest they would be newly purchased making sure they are mobile with wheels etc. ***No further Recommendation from Committee.***

3.2 Coonamble Treatment works-safety rails

Chair advised should be close to starting project in 2 weeks. Rails ordered, stage 1 to be actioned next week. ***No further Recommendations from Committee.***

3.3 Employee's OHS Responsibilities

Memo went out in last pay. ***Recommendation from committee for AOSI to email supervisors requesting a toolbox meeting be hold with staff to discuss Memo & ensure everyone is aware of their responsibilities.***

3.4 Working in the Heat

Draft policy submitted - committee noted that it is consistent with recent amendments to award. ***Committee endorsed policy with recommendation for council to adopt policy at next council meeting.***

3.5 First Aid Policy – checking & maintaining FAK's

Kel advised Contractor only looks at bigger kits not little ones in plant. This should be listed on plant Daily Inspection list – if not needs to be put on there. ***Committee Recommendation for Supervisors to make sure first aid kits are on plant if not, to get them from Rick at Store – council to make sure when new Daily plant inspection books are order again it is to include First aid kits on list.***

3.6 Emergency Evacuation Drills

Committee recommendation for AOSI to send copy of council's emergency policy & procedures out to worksites & the OHS Reps and for council to look at sourcing contractor for training requirements.

3.7 Chemical Register Compliance

AOSI reported currently working on this. **Recommendation from committee for SO to complete.**

3.8 Safe Work Procedures

Kel advised started reviewing them – will be an ongoing project. ***No further Recommendation from committee.***

3.9 New Fuel Tanks on vehicles

Chair advised there is a fault in the design of tanks with the hot weather the top of the tanks sag causing pump seal to fail with diesel leaking out into back of utes with potential of contamination of staff lunches store in back of vehicle. Kel suggested use of spill tray. Chair commented that large amount of diesel leaks out. GM mention the urgency in the matter that management should have been made aware of this by now – the correct consultation process needs to be occurring on issues like this eg: supervisor-manager-director to be consulted if not dealt with effectively at any management level only than should issue be referred to Committee. ***Committee recommends the DES to look into this ie: different tank design or reinforcement of current tanks to eliminate leaks.***

3.10 Site Specific Risk Assessment Forms

AOSI advised reports from 2 supervisors one for & one against. Like-because easier to use, disliked-because worried it would become a tick & flick sheet and not completed properly. GM instructed that these forms must be completed and supplied together with relevant training & procedure with Investigation Reports for any incident that occurs. ***Committee recommends the implementation of the new form, AOSI to email new form to supervisor for implementing and ensure they go through the process of using it with their staff in a tool box meeting.***

3.11 OHS Plans

AOSI advised still haven't been able to look at as yet. Will get to it as soon as she can. ***Committees previous recommendation stands – "council to develop OHS plans"***.

4 NEW BUSINESS

4.1 WorkCover Prohibition Notice – Mobile Crane.

GM commented no need to discuss further has been handled by Council and workcover. Chair commented perhaps council's test & tag policy/procedure may need to be look at as concerns it wasn't followed, with responsible person for tagging item not consulted. GM advised given the circumstances if the same thing happened councils action would be the same. Kel advised the item of plant was tagged out because it hadn't been checked/re-inspected not because of any plant failures or malfunctions so given the circumstances hence decision made to use it. ***Committee noted-the importance in stating reason for tagging out items in future-no further recommendations at this time.***

5 REVIEW OF INCIDENTS SINCE LAST MEETING

- 102/25392 – **Worksite inspections/Program work in advance – Organise appropriate plant for job/task when next available.**
- 102/25442 – **Worksite Inspections must be completed for staff awareness of hazards council noted – hazard out of council's control-NFA.**
- 102/26051 – **Investigation found council used appropriate TCP which was all in place at the time of incident - NFA required.**
- 102/26053 – **Use correct Manual handling procedures for lifting or assisted lift should be sort.**
- 102/26307 – **No Investigation Report supplied – Manager Services to supply for next meeting.**
- 102/26337 – **Draft Policy proposed to cover this – employee responsible for own awareness of hazards at worksites – risk assessments.**
- 102/26372 – **Supervisors to perform toolbox meeting with staff regarding safe entry & exit (3pt contact) of council's plant & vehicles. AOSI to look at more signs/posters/stickers to highlight awareness.**

6 WORKPLACE SAFETY INSPECTIONS

6.1 Results last committee Inspections

Steven Rutledge performed last inspection – AOSI to find report & present next meeting.

6.3 Next Inspections- Highway, W/shop & Depot, trades gang, office/library.

DES suggested AOSI to do up Inspection program - scheduling in managers & OHS reps at appropriate dates & times. OHS Rep commented that after some inspections nothing is getting fixed. DES advised Manager must be in attendance & make themselves available to do inspections – with 1 or 2 completed a month so that they are aware of issues raised at inspections & given the opportunity to respond if required.

7 GENERAL BUSINESS

7.1 Meeting dates 10/11 – all ok.

7.2 OHS rep raised issue with shires Communication Radio Repeater station at Toora – channels 2 & 3 not working council's two-ways so no way of communicating in case of emergency. Management commented thought this issue was already sorted – management will chase up. **Committee recommends DES to look into this communication issue & report back next meeting.**

8 NEXT MEETING TIME AND DATE

7th April 2011 at 9am

9 CLOSE OF MEETING

Meeting closed 10.15am.

Acronyms:

DES	Director of Engineering	Kel Brodbeck
AOSI	Admin Officer Safety/Insurance	Phillippa Ballard
GM	General Manager	John Griffiths
M-H	Manager-Highway/Plant Fleet	Daryl Colwell
DCS	Director of Corporate Services	Rick Warren
M-S	Manager-Services	Kookie Atkins
M-R	Manager-Roads	Mark Harland

14.5 MINUTES OF MEETING OF THE COONAMBLE STREETS AHEAD COMMITTEE HELD IN THE GLOBAL VILLAGE RESTAURANT ON 17 FEBRUARY 2011 AT 12.30 PM

Present: Don Schieb, Carmen Hiscock, Al Karanouh, Rowena Macrae, Steven Baldwin, Ange Thompson, Lisa Murray

Apologies: Liz Markey

Treasurer's Report

Accepted as provided. Moved Don Schieb, Second Rowena Macrae.

Motion carried.

Fundraiser for FLOOD RELIEF

With the new government tax being implemented (or possibly implemented) this fundraiser has been postponed until such time as we know if the tax will come in. The general consensus is that with a tax people will not be so "keen" to donate to the flood relief fund outside our own community.

Al suggested we look to doing an event similar to our ideas for this fundraiser, but use the money on community projects – or make it available for community groups to "apply" for.

All present agreed this was an excellent idea – more to come on this next meeting.

One idea was to utilise the greyhound meet in October (?) as a way of boosting the numbers at any function.

AGM

To be held in place of our normal monthly meeting. Thursday 17th March 6pm @ Global Village.

ROW TO ADVERTISE for two weeks prior and email reminders.

Welcome to Coonamble Dinner

Notice regarding Street's Ahead and what we do, along with market dates and AGM date has been coordinated with Steve – he will finalise, print and place in Welcome to Coonamble packs.

Don will be in attendance at the dinner and will talk on behalf of Street's Ahead. IDEA – to become involved in the delivery of the dinner next year –if possible.. Steve will notify of the meeting dates/times so we can go along and try to get involved.

Markets – dates

Final dates for markets are as follows:

(4th Saturday of each quarter)

26th March

25th June

15th December (XMAS CARNIVALE)

Row to advertise on email to stall holders and wider community – trawling for new stalls.

Steve to place on Council website.

Bush Poets

Bush Poets breakfast – ideas were tabled to revamp this and turn it into a comedy festival of sorts on the Friday night of the long weekend.

General consensus is that the Bush poets needs a new look and possible revamping it to an evening will do just that.

Ideas include – comedy/stand up with bush poetry in between (Row to look into prices of comedian)

- Alcohol for sale (AI to look into licensing and security)
- Food??? To be discussed when more details are known
- Making the rodeo a more of a week long thing in town, incorporating schools etc to extend the tourism side of the event, with many people arriving before Friday

In order to change the program we are going to need an EXCELLENT comedian, no point changing the format unless we are sure we can make it a FANTASTIC night.

More ideas to be sought from the community and tabled at the next meeting – after the AGM.

Friends of the Flicks

VERY keen to get these up and running again – Row to commence looking into how this might work. Row volunteered to start the ball rolling with a LAUNCH flick to fundraise for the Childcare centre.

AI has kindly donated goods to be used for the benefit of the Child care. ROW TO GET ALL DETAILS AND START BALL ROLLING.

Suggestion – Harry Potter marathon.

With no further business the meeting was closed with thanks,

NEXT MEETING AGM 17th March 6pm @ Global Village

**14.6 REPORT TO COUNCIL MEETING 9TH MARCH, 2011 ON SEMINAR
ATTENDED BY COUNCILLOR BARBARA O'BRIEN**

Topic: Financial Skills for Councillors
Venue: Dubbo Council
Date: Tuesday 1st February 2011
Cost: \$320
Co-ordinated by : Local Government Learning Solutions
Presented: Denis Banicevic, Pricewaterhouse Coopers

The presentation covered a range of basic tools designed to enable participants to understand, interpret, develop, plan and more effectively manage the financial resources of their Council. It was also designed to inform councillors of their duties and responsibilities in regard to the financial management of their Council. The presenter had a very interactive learning style. He asked each participant their name, Council, and what they hoped to gain, and then proceeded to answer and expand. This encompassed the morning session. It was a great way as it covered most issues that all participants were interested in without any one feeling lectured at.

The afternoon session referred to the written notes and covered any area not addressed in the morning session. A case study was then completed by all attendees. Some councillors had brought their Annual Financial Report and they were used as a leaning tool.

Key points –

- the need to ensure a risk register is kept
- disaster recovery plan
- where does interest go on investment - ?into reserves
- all councillors should have a close look at Schedule 7 – look at true cost of services-
- how was overheads allocated – what subsidy do we provide to that service?
- key performance indicators – should have 20 – 10 financial and 10 operational
- audit committee – guidelines will be set out by Government – but should be set up now

- councillors are responsible for the financial liability of the Council and should take an active role in reading financial reports, and questioning expenses

Thank you for giving me the privilege to attend this learning opportunity. It was very enlightening, and if the seminar is repeated I would strongly urge all councillors to attend

Barbara O'Brien
28/2/11

**15. REPORT BY ECONOMIC DEVELOPMENT MANAGERS
FOR COUNCIL MEETING WEDNESDAY, 9 MARCH 2011**

Recommendation:

That the report by the Economic Development Managers be received and dealt with.

1. Diversify Industry Base - Infrastructure, Tourism, New Enterprise

PROJECT	ACTIONS	STATUS/OUTCOMES
Solar Power	UNSW students considering inclusion of solar in roof design for indoor arena.	See below Indoor Arena.
Rail Line Upgrade	<ol style="list-style-type: none"> Project to improve access to rail loading at Coonamble included in information requested by RDA Orana. Contracted and briefed J L Kilby Pty Ltd to complete Rail Loading Infrastructure Preliminary Engineering Report 	<ol style="list-style-type: none"> Information sent to RDA Orana 19th January. Copy attached for information. Draft report received. Seeking comment from Councillors and other interested parties.
Indoor Arena	<ol style="list-style-type: none"> UNSW – co-ordinated first student visit to Coonamble 30 Nov - 3 Dec. Received Preliminary Conceptual Design Report and provided advice/feedback on feedback survey. Corporate partners – prepared and presented to a meeting between MPREC, Corporate Connect.Ab and various corporate executives in Sydney on Friday 26 Nov. Received request on 18th January from RDA Orana for outlines of projects/opportunities to present to Federal Government. 	<ol style="list-style-type: none"> Students met with user groups and attended various community functions. Visited AELEC (Tamworth). Second mid-January visit cancelled. Next visit approx 9-11 February 2011. For information: See students' report and on-line survey via link. http://coonamblerdeoarenaunsw.wikispaces.com/ Corporate Presentation well-received. Notes attached from meeting provided by Corporate Connect Ab on 10th December. Further meeting with MPREC attempted. Indoor Arena to be included in Projects/Opportunities for RDA Orana discussions from information previously provided.

Eco Spa	<ul style="list-style-type: none"> ▪ Received report from hydrogeologist C Jewell 12th December. ▪ Visit by consultant Jenny Rand and Architect Ian Brewster on 21st December. Facilitated site visits. ▪ Received reviewed report from Jenny Rand. <p>Note: Next round of TQUAL Tourism Grants expected to open in first quarter of 2011. Focus program focuses on matched funding for product development initiatives.</p>	<ul style="list-style-type: none"> • Eco Spa Feasibility Assessment and Business Case is attached including Report from C Jewell Hydrogeologist • Final report on TQUAL Grant 2010 due on 9th Feb. • Information on Eco Spa Project/ Opportunity sent to RDA Orana on 19th January. See attached for information.
Progress Our Regional Towns & Shires (PORTS).	<ul style="list-style-type: none"> ▪ Received file from J Griffiths 13th December. 	<ul style="list-style-type: none"> • Awaiting advice on Council's decision whether to participate.

2. Business Growth – Start-up/Expansion, Promotion, Education, Skill Development

PROJECT	ACTIONS	STATUS/OUTCOMES
Information for Prospective Residents Support new and existing business	<ul style="list-style-type: none"> ▪ Responded to inquiries received via website and email. <ol style="list-style-type: none"> 1. Support Business Start-Ups: L O'Connor attended opening of Inland Petroleum automated 24-hr fuel outlet in Gulargambone on 22nd December. 2. Support Business Expansion: no action this month. 	<ol style="list-style-type: none"> 2 Prospective residents packs sent. {Hunter Valley; South Australia} <p>Discussed with owner the potential for signage on site for local business and community services.</p>
Coonamble Regional Livestock Market	<ol style="list-style-type: none"> 1. Business Plan - 2. Marketing – PGPR and Lisa Wheeler underway with marketing strategy supported by EDM. 3. Prepared and submitted grant acquittal to NSW Department of Industry & Innovation. 	<ol style="list-style-type: none"> 1. Business Plan review requires Council Committee to meet. 2. PGPR commenced stakeholder surveys. 'Messaging session' planned for early February. PGPR to prepare basic brief for logo design. 3. Funded project completed.

Employment Circle	1. Meeting with Mark Coulton MP re LLNP issues 18 th Jan – contacted EC members.	Cr Karanough, Cr Schieb and L O'Connor attended. Next Employment Circle meeting to be held 10am Tues 15 th February.
2010 Business Awards	<ul style="list-style-type: none"> • Provided nomination forms and reminders to local winners to apply for Orana Regional Business Excellence Awards – Awards Ceremony to be held in Narramine on 19th February. • Judging of awards 27th January at the RDA office in Dubbo – Amanda will attend 	Assisted 4 local nominees for the Regional Awards (assistance offered to all category winners)
Coonamble Chamber of Commerce	<ol style="list-style-type: none"> 1. Promotion Sub-Committee – worked with sub-committee to instigate 2010 Keep Coonamble Kicking. 2. Training Sub-Committee – responded to request to identify suitable Customer Service Training providers. 	<ol style="list-style-type: none"> 1. 2010 Keep Coonamble Kicking Promotion. 83 participating businesses. \$1000 Coonamble Cash won by Stephanie Ryan. 2. Date of training TBA.
Railway Station Repairs/Restoration	Lease of site: referred inquiry to ARTC	Project almost complete. CRTC has one report to submit. ARTC to lease site.

3. Community Economic Development + Physical Amenity

PROJECT	ACTIONS	STATUS/OUTCOMES
Gulgambone Roundtable	<ul style="list-style-type: none"> ▪ GCS Native Garden – supplied information on NSW Better Futures and RAS funding opportunities. Provided budget information to complete RAS application. 	<ul style="list-style-type: none"> ▪ GCS SRC submitted application to RAS. ▪ Next Roundtable meeting to be held Tuesday 8th February.
Heritage activities	<ul style="list-style-type: none"> ▪ Finalised funding agreement and invoice for Museum Advisor Program 2010/2011. 	Next Heritage Committee meeting to be held Wed 16 th February.
Keep Coonamble Kicking	<ul style="list-style-type: none"> ▪ Prepared grant acquittal for NSW Department of Industry & Innovation for campaign 2009/2010. 	Funded project complete. Keep Coonamble Kicking to be continued in partnership with Coonamble Chamber of Commerce.

<p>Crime Prevention Plan</p>	<ul style="list-style-type: none"> ▪ Sent required information to Crime Prevention Division contact. 	<p>NSW Attorney General has endorsed the plan for three years as a Safer Community Compact. The endorsement order will be published in the Coonamble Times newspaper.</p>
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4. Networking, Advocacy and Lobbying

<p>ISSUE/ OPPORTUNITY</p>	<p>ACTIONS</p>	<p>STATUS/OUTCOMES</p>
<p>Orana EDO Network</p>	<p>Orana EDO Network meeting scheduled for 7th December. Attended Orana Regional Business Awards, award Judging 27th January</p>	<p>Meeting cancelled due to flooding. Award winner announced at regional dinner to be held in Narromine</p>
<p>Flood December 2010</p>	<p>Prepared and distributed press release for Mayor on flood impacts on local incomes and economy. Included call for grants in addition to low interest loans.</p>	<p>Grants to farmers and small business have been offered.</p>

APPENDICES TO EDO REPORT:

- Notes from meeting with Corporate Leaders, Corporate Connect Ab, and MPREC in Sydney on 19th December.
- UNSW Students Coonamble Indoor Arena Preliminary Conceptual Design Report (**see link above) attachment not supplied** as it 229pg long
- Eco Spa Feasibility Assessment & Business Case – Final Report.
- Eco Spa Feasibility – Hydrogeological Report

RECOMMENDATIONS (as per attached reports):

Rail Loading Infrastructure:

Recommendation:

That Council adopt the Preliminary Engineering Report but seek an industry partner/s as the developer and owner/operator of a Rail Loading Facility.

Eco Spa Feasibility Assessment & Business Case:

Recommendation:

For Council's determination.

AMANDA GLASSON / LEE O'CONNOR

Economic Development Manager (Joint)

2 March 2011

15.1 INDOOR ARENA – UNSW DESIGN PHASE AS AT MARCH 2011

Background:

The five students from UNSW School of Civil and Environmental Engineering completed their 12-week summer scholarship work on the proposed Indoor Arena on Monday 21st February 2011. They visited Coonamble for a second time between 8th and 11th February, gaining feedback from stakeholders on their Draft Concept Designs. A copy of their 'Final Report – Conceptual Design Proposal' has been tabled for Council's March meeting.

The second phase of the UNSW students' involvement in the project design is due to commence in mid March with around 90 x 4th Year students working to provide necessary detail to enable 3 design options to be fully costed.

This phase will involve site visits by around 90 students and 1 or 2 lecturers in early April. It is envisaged that these visits will be in groups of 15-30 with each group of students staying in Coonamble for 1-2 nights.

By the end of the semester the students will provide calculations and quantities of materials etc, detailed drawings and rough cost estimates of each design option. The top 3 options will be selected for costing by a qualified quantity surveyor.

Coonamble High School has agreed to work with the UNSW to create a 3D model of the single preferred option.

Issues:

- The large number of students to be hosted and transported will require substantial planning and co-ordination.
- In order to maximise benefits to the local community and the visiting students, opportunities for social interaction will need to be organised.
- The final outcome of the overall design process is to have in hand a detailed and fully costed design. The involvement of a qualified quantity surveyor is still to be clarified. It is not yet clear who will pay for this step of the process. RDA Orana are to approach Engineers Australia and other corporate partners seeking in-kind contribution of the services of a Quantity Surveyor.

Sustainability/Legislative Provisions:

Not applicable.

Financial Considerations:

- There is a Council allocation of \$12,500 plus a grant from Department of Industry & Innovation for up to \$17,000 to cover this phase of the project. Most of these funds remain unspent to date. Therefore there should be sufficient funds to cover the costs of the students' visits.

Options:

N/A

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

**15.2 MINUTES OF MEETING OF COONAMBLE EMPLOYMENT CIRCLE
HELD IN THE GLOBAL VILLAGE RESTAURANT ON WEDNESDAY 15
FEBRUARY 2011 AT 10 A.M.**

Present: Cr Alan Karanouh, Lee O'Connor, Marie Thomas, Priscilla Harvey, Kate Keizer, Daisy Buckley,

Apologies: Glenda Simpson, Elizabeth McKay, Richard Simpson, Sue Miles, Ana Pateman, Prue Crichton, Tanya Hind, Vicky Fulmer, Adam Willner, David Floyd, Shane Kilby, Jen Hoath, Tracey Hardwick, Jay Ramirez, Zoe Bridges,

1. Local Training/Employment Contracts

1.1 Literacy & Numeracy Contract (LLNP) –

- Cr Karanouh contacted M Coulton as per November meeting. M Coulton invited Employment Circle participants to a meeting on Tuesday 18th January.
- The meeting was attended by Daisy Buckley (Joblink), Sandra Harrison (Centrelink), Tracey Hardwick (Sureway), Craig McLeod (Work Experience Co-ordinator Joblink), Cr Al Karanouh, Cr Don Schieb, Lee O'Connor (CSC EDM), Jen Hoath (Rural Financial Counsellor), Shane Kilby (TAFE), Tanya Hind (MPREC), Taryn Albert (MPREC CDEP), Em Pryke (Dubbo Plains Division of General Practice Family Wellbeing Project), Kate Keizer (OEC Employment) and Cheri McDonald (Principal, CHS).

See meeting notes attached.

- No-one present was aware of Western College's current plans for running the program in Coonamble.

1.2 Work Readiness

From Previous meetings: discussion was in terms of designing and running a joint local program via a partnership approach with relevant agencies. Discussion deferred until JSAs, High School and other agencies are present.

ACTIONS from previous meeting:

Priscilla, Shane, Kate and Daisy to get together and prepare a proposal.

Invite AIT/CDEP, JJs, and Murdi Paaki to participate.

- TAFE now running an Access to Work & Training course at Coonamble campus. JSAs refer to this course.

1.3 TVET Courses

- TVET courses start in a fortnight. CHS is having trouble affording TVET as DET no longer pay. CHS has prioritised and is paying for all Year 10 to do TVET.
- if affordability of TAFE courses is not reviewed, CHS and JSAs will need to look for private providers. For example, CHS can get an OH&S course delivered for \$75pp, offered by TAFE for \$175pp.

ACTION: *Priscilla investigate with a view to meeting with TAFE to discuss numbers and costs of TVET courses.*

Kate to speak to Mark Noonan re the above.

2. Training & Employment Directory

- S Kilby trialled a survey in 2010 by survey monkey to obtain the information needed from service providers.

ACTION: *S Kilby to report on status.*

3. Dare to Lead

More information hopefully at next meeting.

ACTION from previous meetings: *P Harvey to continue to chase information.*

ACTION: *Cr Karanouh will begin talking to farmers re taking on HS students under current work experience or traineeship programs.*

4. Rural Skills Training

- rural employment continues to be greatest area of need.
- the main barrier to gaining work in the rural sector is the issue of potential workers not having drivers licence and/or access to vehicles to get to work.
- OEC (and other JSAs?) will pay for clients to go for their licence (one attempt only).
- if person is over 25years they do not need to complete a logbook.
- Mission Australia can help with a driver's licence for under 20 year olds.
- state opposition is promising to review logbook hours.
- MPREC have an excellent learn to drive program. Cost of \$65 per half hour is very good.
- JSAs believe people need to achieve their licence before leaving school or it becomes a medium to long term obstacle in gaining employment.
- It costs \$6000 and 6weeks to become a qualified driving instructor.
- Gulargambone and Baradine have similar needs to Coonamble jobseekers in relation to licences.

It as agreed that the Employment Circle would investigate developing a local program to help young people accrue logbook driving hours.

- MPREC CDEP have good incentives at present. May be up to 90% of a participant's wage. Replaces host employment scheme.

ACTION: *Get more information on CDEP incentives from Taryne Albert.*

Daisy Buckley arrived.

Rural Skills Training continued...

- CHS offers Primary Industries plus Construction, and Metals & Engineering Cert II. It can be offered out of school hours and involve the adult community if there is sufficient interest.

ACTION: *Cr Karanouh to ask Kevin Humphries re ideas for getting logbook hours for young people whose families do not have access to a vehicle.*

P Harvey to approach MPREC re doing logbook hours with Indigenous Yr11&12 students.

P Harvey to get more information on proposed Out of School Hours courses so that other CEC members can survey for interest.

5. Council-based Training

- Priscilla and Vicky have commenced planning for School-based Traineeships.
- Priscilla is identifying potential students to proceed to the pre-recruitment stage.
- Initial traineeships will be in Admin/IT and also with S355 Committees of Council (ie. community sub-committees) such as the Museum, Archives.
- Engineering Department are still identifying their needs. Most likely to be in water/sewer.
- CSC staff are preparing job descriptions/duties lists to determine no. of traineeships possible.

ACTION: *Vicky and Priscilla to continue to progress CSC traineeships.*

6. Business Information Evening

Need to set a date. Agreed to seek partnership with Chamber of Commerce. The purpose of the night is to inform local business/employers of the agencies, services and programs available to assist them in recruiting staff, trainees and apprentices. The feedback from last year's event was extremely positive.

ACTION: *Bring suggested dates and format ideas to next CEC meeting.*

7. General Business

7.1 [from previous meeting] AIT training centre – does it comply with requirements for small motors courses?

ACTION: *K Forrester to check compliance. Refer to Zoe?*

8.2 Chamber of Commerce

- Chamber address is PO Box 182, Coonamble, 2829. Key contacts are: Donna Swansborough, President Dswanny66@gmail.com; Ann-Marie Martin, Secretary to end 2010 Ann-Marie.Martin@nab.com.au 6827 1200; or driving force Lisa Murray, Castlereagh Photographics 68223338 photos.frames@bigpond.com

ACTION: *Invite Chamber members to attend Employment Circle.*

8.3 Aboriginal Employment Strategy

- The Council was contacted by Jay Ramirez to discuss ideas for Indigenous training and employment. Jay has been invited to participate in the Employment Circle but is an apology for this meeting.

8.4 MPREC Horticulture

- Employment Circle participants are interested in how this is progressing.

ACTION: *Invite the Horticulture Project Co-ordinator to provide an overview at the next meeting.*

8.5 Murdi Paaki Projects

- Participation by MPREC representatives at Employment Circle meetings would be highly beneficial due to their involvement in a range of key local projects.

ACTION: *Lee to invite MPREC to the next CEC meeting to describe The Meglo Horticulture project and other training/employment initiatives.*

8.6 Employment with Council

Those present raised concerns with perceptions in the community and among jobseekers that Council does not seem to follow standard recruitment processes in appointing some staff, and also that there is little effort to employ Indigenous community members.

ACTION: *Cr Karanouh to discuss these comments with the General Manager.*

8.7 CHS Programs

- P Harvey reported that at least 13 of the 17 school leavers in 2010 have achieved employment, university or an apprenticeship.
- Apprentices have gone to Burtenshaw Welding, Dean Murray, Wards Mechanical, Bowling Club Bistro, John Crawford Electrical, Fusion Hair Studio, and one student has a boilermaking apprenticeship in Warren.

ACTION: *Invite one or two of these employers to speak about their experiences of taking an apprentice at the Business Info Evening.*

- P Harvey reported that Coonamble businesses have been excellent in taking students on. In 2010 local businesses accommodated 80 x Year 10 work experience students for 2 weeks, 50 students on work placement, and 20 on the Road to Work program where employers trial students in the industry/position of their choice.

10. NEXT MEETING:

**TUESDAY 8th March, 2011
10AM, GLOBAL VILLAGE
Castlereagh St, Coonamble.**

15.3 MEETING TO DISCUSS THE CURRENT ARRANGEMENTS FOR THE DELIVERY OF LLNP (LITERACY & NUMERACY CONTRACT) IN COONAMBLE HELD 18TH JANUARY 2011 AT COONAMBLE SHIRE COUNCIL.

The meeting was called by Mark Coulton, MP, Member for Parkes.

Present: M&B Coulton, Daisy Buckley (Joblink), Sandra Harrison (Centrelink), Tracey Hardwick (Sureway), Craig McLeod (Work Experience Co-ordinator Joblink), Cr Al Karanouh, Cr Don Schieb, Lee O'Connor (CSC EDM), Jen Hoath (Rural Financial Counsellor), Shane Kilby (TAFE), Tanya Hind (MPREC), Taryn Albert (MPREC CDEP), Em Pryke (Dubbo Plains Division of General Practice Family Wellbeing Project), Kate Keizer (OEC Employment) and Cheri McDonald (Principal, CHS).

M Coulton received a reply to his inquiry re the LLNP contract from the Minister's office. It stated that the outcome was "accepted and welcomed" by local providers.

Ron Maxwell, Director of Western College, is keen to deliver services to Coonamble. Reiterates that minimum numbers are required.

Those present made the following points:

- There is no criticism of Western College and their willingness/capacity to deliver a service to Coonamble area. It is our understanding that they did not tender to deliver services to this area but are willing to respond to the need for the course.
- It is not clear why TAFE in the Coonamble/Gilgandra part of the region were not considered in the process of awarding contracts.
- There is strong evidence that participating in the LLNP at the local TAFE campus builds confidence to go onto other courses @ TAFE and/or local employment.
- The local clientele are highly disadvantaged and have limited access to transport, little money for fuel, and are unlikely to be able to attend a course delivered in another centre.
- Due to the way the contracts have been awarded, there is effectively no replacement service for Coonamble and apparently Gilgandra.
- There is a wide-ranging grass-roots web of support that can be provided by the local TAFE campus due to clients' familiarity with the teachers, teachers' networks in the community and with other agencies, and having a staffed facility where students can go to ask questions or seek assistance any working day.

- Stream 4 JSA clients lack confidence, are highly transient, and struggle with consistent attendance. There were 21 referrals in 2010 – not all get through to attend.
- Some JSA clients are referred to OTEN but this form of delivery does not match their skills and is unrealistic. Many JSAs do not refer to OTEN for these reasons.
- The loss of this contract to TAFE means a loss of 10 hours per week employment in Coonamble.
- There has clearly been a mistake made in the awarding of contracts without consideration to residents of the Coonamble or Gilgandra areas.
- Value for taxpayers' dollars is questionable when awarding a contract to a company based in a distant centre when TAFE has an established presence, already employs local teachers and administrators, and maintains a fully-equipped learning facility.
- Towns the size of Coonamble have ongoing issues with required minimum numbers for courses. Wherever possible local providers organise a partnership approach to deliver to a combined cohort eg. JSA clients, High School students. This doesn't work for every kind of course.
- Another issue that Mr Coulton needs to be aware of is the reduced funding and new restrictions on TVET courses. This will also add another layer of disadvantage to students in this area.
- S Kilby tabled a letter raising issues. See attached.

ACTIONS:

- **M Coulton's office to contact Senator Evan's liaison person.**
- **M Coulton's office to also contact Susan Carey, Director of Educational Delivery.**
- **The Economic Development Office at Coonamble Shire is to be the central point of contact for progress on this matter. Tel: (02) 68271917 or email edo@coonambleshire.nsw.gov.au.**

15.4 GULARGAMBONE COMMUNITY STRATEGIC PLAN 2011

Background:

In 2003/04 Coonamble Shire Council with funding from Department Of State & Regional Development undertook the Sense of Place program. Within that program each community developed a Community Strategic Plan. This Community Strategic Plan for Gulargambone builds on the 2003 Community Strategic Plan produced under the Sense of Place Program. The current Plan has been prepared by the Gulargambone community through consultation with local residents and businesses. Community members, including local business owners and representatives of Gulargambone Rural Transaction Centre, Two Eight Two Eight, Gulargambone Community Enterprises Co-op, Gulargambone Golf Club, Gulargambone Flying Ahead participated in an initial "Roundtable" Discussion on 18th May 2010 at Gulargambone Bowling Club to kickstart the planning and review process. Follow-up meetings were held on 29th June 2010 and 22nd February, 2011 to refine and endorse the Plan drafts.

The purpose of this Plan is to:

- Act as a framework to direct action within the Gulargambone community on agreed shared priorities.
- Facilitate co-operative working relationships between the Gulargambone community, businesses, Council and other external partners
- Formalise the goals and objectives of the community in relation to its economic and social future

The planning process has been supported by Economic Development and Tourism staff of Coonamble Shire Council, and the intention is that this Plan will inform Council's Economic Development Strategy, Tourism Action Plan and general Management Plan for the next few years.

Issues:

The plan will allow Council to ensure the communities issues are included in future planning.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

Council may wish to support some of the strategies and include into the Management plan.

Options:

- Adopt the Gulargambone Community Strategic Plan
- Not adopt the Gulargambone Community Strategic Plan

Recommendation:

**That Council endorse the Gulargambone Community Strategic Plan 2011
ATTACHED AS APPENDIX I.**

Report prepared by EDM
01/03/11

**16. REPORT BY TOURISM DEVELOPMENT MANAGER
FOR COUNCIL MEETING WEDNESDAY 9 MARCH 2011**

Recommendation:
That the report by the Tourism Development Manager be received and dealt with.

Tourism Development

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Tourism Development Strategy	<ul style="list-style-type: none"> • Revised for 2011 with key projects 	<ul style="list-style-type: none"> • 	Complete
Tin Town Information Sign	<ul style="list-style-type: none"> • No action this month • Contacted coordinator to arrange meeting 	<ul style="list-style-type: none"> • 	In-progress
Quambone-Primitive campground	<ul style="list-style-type: none"> • Preparing project plan & timeline for operation of campground 	<ul style="list-style-type: none"> • Site ready early 2011 	In-progress
Bore sign for Smith Park	<ul style="list-style-type: none"> • Revised draft 	<ul style="list-style-type: none"> • 	Under construction

Visitor Services

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Visitor Information Centre-Coonamble (CVIC)	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • February visitors 28 	Ongoing
Visitor Information Centre (GVIC) – Gulargambone	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • December 450, January 300 February 810 (excludes 2828 & 2829 postcodes) 	Ongoing
Information Packs (via web site form)	<ul style="list-style-type: none"> • Sent out 11 packs 	<ul style="list-style-type: none"> • 	Complete

two eight two eight project	<ul style="list-style-type: none"> Assisted with staff appraisal Assisted with installation of information signage as part of AVIC accreditation Attended committee meeting on 9th February 	<ul style="list-style-type: none"> two eight two eight is a finalist at the Australian Tourism Awards in Perth on 11 March 	Next meeting 9 th March
Marketing, Promotion & Events			
PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Tourism Marketing Plan	<ul style="list-style-type: none"> Revised plan for 2011 	<ul style="list-style-type: none"> Complete 	Complete
Digital Solutions for Travellers	<ul style="list-style-type: none"> Prepared presentation for the LGSA Tourism Conference on the digital campaign 	<ul style="list-style-type: none"> Presenting on the 11th March with Tourism Manager from Warrumbungle Shire Coonamble will receive zip drives, Bluetooth marketing unit and signage 	Launch 11 March
Web Site Promotion/Other events	<ul style="list-style-type: none"> Loaded over 6 events to the council event calendar Updated Council web site daily 	<ul style="list-style-type: none"> Uploading of 2011 and 2012 events to council calendar 	Complete
2011 Events Calendar	<ul style="list-style-type: none"> Collecting event dates 	<ul style="list-style-type: none"> Calendar to be 2011-2012 and be released mid-year 	July 2011
Moorambilla Festival	<ul style="list-style-type: none"> Prepared audit of beds at each accommodation property Investigated Tent city costs Investigated tourist trains as accommodation/package option 	<ul style="list-style-type: none"> See separate detailed brief 	Event held 23-25 September

State Tourism Data Warehouse (STDW)	<ul style="list-style-type: none"> Updating accommodation houses 	<ul style="list-style-type: none"> Local products will be listed on www.visitnsw.com.au 	Complete
Tourism Signage			
PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Info Bay Signage-Quambone	<ul style="list-style-type: none"> New information bay signs ordered 	<ul style="list-style-type: none"> 	Awaiting delivery
Information Sign-Gulgambone-Castlereagh Highway	<ul style="list-style-type: none"> Arranged installation 	<ul style="list-style-type: none"> Installed February 	Complete
Information Sign- Castlereagh Street	<ul style="list-style-type: none"> Preparing new draft to be located on Castlereagh Street 	<ul style="list-style-type: none"> 	Awaiting DA approval
Visitor Information Sign-Gulgambone	<ul style="list-style-type: none"> Arranged installation 	<ul style="list-style-type: none"> Installed February 	Complete
Industry and Regional Partnerships			
PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Warrumbungle Cluster (Gilgandra, Coonamble, Narrabri and Warrumbungle Shires)	<ul style="list-style-type: none"> Met in Coonabarabran on 14 February Numerous meetings and work to progress Digital marketing campaign Purchased five Bluetooth marketing devices No action this month Assisted Outback Arts with web site, Business Plan and constitutional changes No action this month No action this month 	<ul style="list-style-type: none"> Digital campaign to be launched by Managing Director of Tourism NSW on 11th March 2011 	Launch on 11 March in Sydney
Campbelltown City Council			Complete
Outback Arts			Next Meeting March 24 th in Lightning Ridge
Great Inland Way			Meeting March
QBATS (Quambone Business & Tourism Services)			Next meeting March 2011

Central NSW Tourism	<ul style="list-style-type: none"> • Attended Special General meeting & AGM in Dubbo on 24 February • Attended Steering committee meeting for amalgamation at TNSW on 22nd February 	<ul style="list-style-type: none"> • Central NSW Tourism is looking at a possible amalgamation which would take effect from 1 July 	In progress
Riversmart Macquarie	<ul style="list-style-type: none"> • Met with CEO, Dr Bill Phillips & coordinator Shona Whitfield to discuss potential Eco-cultural trail 	<ul style="list-style-type: none"> • Riversmart is an initiative based around the Macquarie River and Marshes. They are involving nearby councils 	complete
Coonamble Streets Ahead	<ul style="list-style-type: none"> • Attended meeting held on 17th February 	<ul style="list-style-type: none"> • (see attached minutes) 	AGM to be held on 17 th March

STEVEN BALDWIN
 Tourism Development Manager
 2 March 2011

16.1 ACCREDITED VISITOR INFORMATION CENTRE COONAMBLE DETAILS

Background:

Coonamble Shire currently has two level three accredited visitor information centres with one being located within the two eight two eight project at Gulargambone and the other at the Cypress Motel in Coonamble. Both these are located within existing businesses and both were audited in 2010 by the accredited Visitor Information Centre (AVIC) network to ensure compliance. These centres provide information for visitors to the shire, 5 days a week in the case of Gulargambone and 7 days a week for Coonamble. Current visitors using the service are on average between 50-100 for Coonamble and between 900-1200 for Gulargambone. Neither of the two businesses charge for providing the service and council currently provides assistance with purchase of brochure display racks, the phone charges for Coonamble and external signage (both informational and directional) and other minor expenses.

Issues:

At the February meeting of Council a number of councillors raised concerns about the location and operation of the current AVIC in Coonamble and the location within an existing business. In 2008-2009 Council called for expressions of interest from businesses willing to operate the service after complaints that the previous information service within cottage industries was not open on weekends. A panel consisting of the Mayor, General Manager and Tourism Manager selected the Cypress Motel. This was the only business that expressed an interest and the location as the first building on the approach to town was deemed to be an excellent location for caravan parking. There are clear conditions in place for the operation of the centre and the operation is audited regularly with a monthly summary of information requests provided to council. There are precedents across the state where accommodation providers are also Information centres and the AVIC network is comfortable with the arrangement. It was only once the information centre was moved to the Cypress Motel that it was accredited and permission to display the italic 'i' was given.

There are costs involved with moving to council premises as there would be a need to pay staff over the weekend. There is the possibility of finding volunteers to provide the weekend service although this should not be assumed and the cost estimates below are based on a casual staff member.

Should the 'Eco-Spa' project proceed at Smith Park then the new kiosk/office at this facility would be the ideal location for the Coonamble Visitor Information facility.

Sustainability/Legislative Provisions:

There is no legal requirement for Coonamble to have an AVIC although the use of the 'blue and yellow italic i' comes with strict guidelines is governed by copyright and enforced by the NSW government through the AVIC network

Financial Considerations of providing weekend staff (estimates):

Initial Costs		Annual/ongoing	
Brochure Display stands/new or relocate	\$1000	Weekend staff costs (9am-4pm Saturday & Sunday) assuming new location could provide staff Monday-Friday	\$25,000pa (excludes on costs)
Signage/new or relocate existing	\$1500	Phone/utilities	\$500 annual
		Stationary /paper	\$200
		Misc	\$300
		On costs @55%	\$13,000
TOTAL	\$2500		\$39,000

Options:

1. Retain the Coonamble Visitor Information Service in the current location at the Cypress Motel
2. Move the Information service to a council owned facility (Library, Museum or Council administration centre). Would involve opening weekends or losing accreditation and reverting to the 'blue and white roman I'
3. Call for Expressions of Interest for another business to take on the service
4. Build a stand-alone facility or use an existing building and run the information service there.

**Recommendation:
For Council's determination**

16.2 MOORAMBILLA FESTIVAL 2011-2013

Background:

At the February 2011 meeting Council considered a report from the former General Manager following a meeting with the Artistic Director of the Moorambilla Festival, Michelle Leonard, and other event representatives. The report contained as an attachment a three year proposal from Ms Leonard for council support of the festival 2011-2013. Council resolved in principle to support the festival in 2011 with the sum of \$16,000 and to develop a contract/funding agreement with the artistic director which would involve more structure as well as more local ownership and control of the festival.

Issues:

The festival is clearly beneficial to the town both in terms of artistic/cultural development and the value of media generated. At a time when a number of councils in this region are struggling to find a major event to fill their calendar the Moorambilla Festival has provided the town with an arts festival that continues to grow. Whilst there have been and still are some operational issues to resolve these are not insurmountable.

The visitation figures have now been provided:

Year	Total Visitors & Participants (includes locals)	Expenditure (visitors only)
2008	1236	\$125,000
2009	1552	\$132,000
2010	2036	\$174,000

1. **Local Coordination:** The festival is seeking a new coordinator to run the operational elements of the event and to be the key contact for council. The festival has requested a single contact at council and the appointed council officer will work directly with the coordinator as the contact for the event thus ensuring the Artistic Director is free to concentrate on the festival performances and workshops
2. **Local Committee:** The Moorambilla Steering Committee should have council representation and consist Tourism Development Manager/General Manager, two councillors, Event coordinator, community member and an Outback Arts representative at a minimum
3. **Additional Requests/Cost:** The proposal contained a number of areas which might require additional expenditure. These include provision of additional toilets in the main street, hanging of flags, preparation and cleaning of venues and provision of tents at the Showground pavilion.

The tourism development manager has also committed to preparation of a full bed audit, costing/feasibility of tent city accommodation and exploring the potential for tourist trains to be used for package trips and accommodation

Sustainability/Legislative Provisions:

There are no legislative provisions preventing council from providing financial support to the event provided systems are in place to ensure due diligence and transparency.

Financial Considerations:

The request is for \$16,000 in 2011, \$18,000 in 2012 and \$20,000 in 2013

Options:

1. That Council agree to support the Moorambilla Festival in 2011, 2012 & 2013 and prepare a funding agreement with the Artistic Director which provides \$16,000 in 2011, \$18,000 in 2012 and \$20,000 in 2013 to include a rigid reporting structure and a functioning local committee.
2. That Council agree to support the Moorambilla Festival in 2011, 2012 & 2013 but with different funding and conditions.
3. That council decline to provide financial support to the Moorambilla Festival.

Recommendation:

That Council agree to support the Moorambilla Festival in 2011, 2012 and 2013 and prepare a funding agreement with the Artistic Director which provides \$16,000 in 2011; \$18,000 in 2012 and \$20,000 in 2013 to include a rigid reporting structure and a functioning local committee.

**17. REPORT BY SALEYARD MANAGER
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011**

Recommendation:

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

17.1 SALES**(a) CATTLE:**

Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle	Total Amount (\$)	No of Yards
04.02.11	Fat	1424	7,048.80	37	135.05	1461	7,183.85	Nil
18.02.11	Fat	1320	6,534.00	30	109.50	1350	6,643.50	Nil

Totals:	Scale	2744 head		\$13,582.80			
	VA	67 head		\$ 244.55			
	Store	NIL head		\$ NIL			
	Yards	NIL each		\$ NIL			
	NLIS Scanning	2811 head		\$ 1,967.70		\$15,795.05	

17.2 CASUAL WEIGHING & CASUAL USE

Halcroft & Bennett Pty Ltd	\$676.50	\$ 676.50
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17.3 SALEYARDS ACCOUNT

Period to 28 February 2011	Income	\$126,224.16
	Expenditure	\$ 90,837.74
	Surplus/(Deficit)	\$
Balance General Fund		\$ 35,386.42

GREG ROBINSON

Saleyards Manager

2 March 2011

18. REPORT BY CONTRACT RANGER
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

Recommendation:

That the reports by the Contract Ranger be received and dealt with.

REPORT NOT TO HAND AT TIME OF PRINTING.

CASSANDRA BOYCE

Contract Ranger

March 2011

19. QUESTIONS WITH NOTICE
COUNCIL MEETING WEDNESDAY, 19 MARCH 2011

CR O'BRIEN:

“Apparently, approximately 10 years ago, a project was considered taking treated water from the sewage farm to the school/oval for watering purposes. What was the outcome of that plan?”

(NOTE BY GENERAL MANAGER – Representatives of Gulargambone Golf Club attended the April 1999 meeting to discuss this matter.

The Director of Works submitted a report, which was considered in conjunction with these discussions, advising that staff examined the feasibility of using effluent to water the Gulargambone Golf Club. Discussions were held with representatives of the EPA and the Department of Land and Water Conservation concerning the feasibility and procedures to be followed in making application for the reuse of effluent. The requirements at that time were:

1. Preparation of a Review of environmental Factors (REF)
2. Soil Testing (soil analysis, nutrient balances, etc of the land to be irrigated)
3. Wind Roses (prevailing Wind Direction Data)

Advice received at the time was that the cost of the initial study could be in the region of \$15,000 - \$25,000 depending on actual tests carried out. It was also pointed out that Council would have to consult with local residents to determine if there are any objections or if there are other interested consumers or users of the effluent. In 1999 the following estimate of the cost of an effluent reuse scheme was:

1.	Investigation	\$20,000
2.	Supply pump, switchgear, power	\$ 5,000
3.	Construct effluent collection tank, fencing etc	\$ 5,000
4.	Lay pipeline to Golf Club	\$10,000

In addition to this a storage dam, fencing and associated pumping and internal piping costs would have to be met by the user as well as the cost of groundwater monitoring and testing as prescribed by the EPA. Testing of water samples may have to be completed on a 90 day cycle and will cost in the vicinity of \$1,000 per sample (year 1999), after initial testing on a 30 day cycle to establish existing water quality criteria.

At that time it was recommended not to proceed with further investigation as the reuse of effluent is not economical and that the annual cost of maintenance of a recycling system which will include pumping costs for both Council and the end user, as well as ongoing testing, may be beyond the Golf Club's means.

Council decided to pursue investigations and on 3 July 1999 representatives from the EPA meet residents in Gulargambone. Advice was given regarding procedures required to undertake effluent re-use and the EPA requirements.

In November 1999 the Director of Works reported that Council has been considering options to dispose of effluent from the Gulargambone Sewage Treatment Plant because new regulations will require Council to cease allowing excess effluent to flow to the River. The two options available to Council are:

1. dispose of effluent to a private landowner; or
2. construct an evaporation basin adjacent to the treatment works.

It was stated that Council had previously approached the Gulargambone Golf Club and the Gulargambone Public School to see if either organisation was interested – with the Golf Club indicating its interest. The report stated that the suggested cost to Council to provide storage, pumping equipment and a line to the Club would amount to \$25,000 with additional costs of \$75,000 to provide a reticulation network and pumping equipment on land at the Club. The cost of an evaporation pond and associated pipe work would possibly cost around \$15,000.

Council resolved as follows:

1. Council commence an investigation for the assessment of effluent re-use on existing ground water and a soil analysis for the soil capacity to accept effluent re-use, at an estimated cost of \$5,000
2. Council prepare an environmental study based on a similar study undertaken by Coolah Shire
3. Council and the Gular Golf Club lobby the local member, Hon Ian Slack-Smith
4. Council investigate funds made available through Aboriginal funding (in Gulargambone) for upgrade of environmental health.

Council wrote to Mr. Slack-Smith on 2 December, 1999 outlining its intentions and requesting assistance in gaining funding to undertake the construction of the re-use scheme, pointing out that for Council to commence the installation of a re-use scheme, a levy on the rating assessment would be required for recovery of capital costs. The letter pointed out that if funding was not forthcoming an increase of 500% would be required to recover capital costs associated with the project and this would not be feasible.

Council needs to be aware that these costs are ten years old and would need to be reviewed.

Gulargambone Sewerage Fund has no reserves and has been running at a deficit for many years. State Government Regulation requires water and sewerage funds to be self sustaining – this will not be the case at

Gulargambone without the doubling of the current sewerage charge. To embark on this project would be financially irresponsible in light of the above.

**Recommendation:
That Council note the information.**

RICK WARREN
General Manager
2 March 2011

20. GENERAL BUSINESS
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

21. APPENDIX A –PROCUREMENT POLICY
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

**22. APPENDIX B – EMERGENCY MANAGEMENT DISTRICTS
COUNCIL MEETING WEDNESDAY 9 MARCH 2011**

23. APPENDIX C – POLICE MEDIA RELEASES
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

24. APPENDIX D – NSW ALC MEMBERSHIP
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

25. APPENDIX E – SPECIAL CONFERENCE AGENDA
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

26. APPENDIX F – DRAFT CONSTITUTION
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

27. APPENDIX G – DRAFT POLICY
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011

**28. APPENDIX H – DRAFT POLICY TREE MANAGEMENT
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011**

29. APPENDIX I – GULAR STRATEGIC PLAN
COUNCIL MEETING WEDNESDAY, 9 MARCH 2011