

5. DEPUTATIONS/ DELEGATIONS
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

- 09.30 a.m.** **Mr Paul Loxley – School Education Director**
Accompanied by:
Cheri McDonald (Principal, Coonamble High School)
Toby Morgan (Principal, Coonamble Public School)
Pam Sharkey (TLC – Student Services Dubbo)
Sandra Gray (Home School Liaison Officer)
Tammy Baker (Aboriginal School Liaison Officer)
- 12.45 p.m.** **Steve & Jenny Baldwin**
Accompany Council to Lunch at 1.00 p.m.
- 02.00 p.m.** **Natalie Boyd & Kathy Jones – KJA**
Community Strategic Planning – 1 hr Presentation

6. DECLARATION – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

7. CONFIRMATION OF MINUTES
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

**7.1 MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL
HELD IN THE SHIRE CHAMBER, COONAMBLE, ON WEDNESDAY, 10TH
AUGUST, 2011 COMMENCING AT 9.12 A.M.**

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

2.0 ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND

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

3.0 PUBLIC QUESTION TIME

Nil

4.0 APOLOGY

Nil

5.0 DELEGATIONS

Nil

6.0 DECLARATIONS OF INTEREST

- Councillor Horan – Item No. 20.1 – Tenders for Waste Landfill Management. One tenderer in a relationship with family member.
- Councillor Webb – Item No. 20.2 – Proposal to sell Industrial Land. Has had previous dealings with the proponent.

7.0 CONFIRMATION OF THE MINUTES

(a) Ordinary Meeting – 13 July 2011

9295 RESOLVED on the motion of Crs O'Brien and Canham that the minutes of the Ordinary Meeting of Coonamble Shire Council, held on 13 June, 2011, be confirmed.

BUSINESS ARISING:

Item Nos. 15.1 & 15.2 from July Meeting:

The General Manager referred to these items (Applications for assistance under the Business Assistance Fund) and advised that they should be raised in conjunction with a corresponding item in his report.

(b) Extraordinary Meeting – 22 July 2011

9296 RESOLVED on the motion of Crs O'Brien and Webb that the minutes of the Extraordinary Meeting of Coonamble Shire Council, held on 22 July, 2011 be confirmed.

BUSINESS ARISING:

Councillor Involvement in Operational Matters

The General Manager reiterated previous advice that when he spoke at the extraordinary meeting he did not single out any particular councillor.

8.0 RESOLUTION BOOK UPDATE

9297 RESOLVED on the motion of Crs. O'Brien and Webb that the Resolution Book Update be received and dealt with.

MATTERS ARISING:

(a) JW Jackson & Sons – Minute No. 8896

The General Manager advised that the subdivision has now been completed, following a hold-up with work the surveyor had carried out. He said Council's Manager – Environmental Services is assisting Mr. Jackson to move to the block.

DESTINATION 2036

Referring back to the Ordinary Meeting Minutes of 13 July, 2011, Cr. O'Brien asked whether the Mayor and General Manager would be attending this important event in Dubbo. The General Manager said they would both attend and referred to documents received in connection with the two day conference.

REPORT BY CR CULLEN – SALEYARDS CONFERENCE

9298 RESOLVED on the motion of Crs. Canham and Webb that this report be included as part of the Common Report and dealt with.

Cr Cullen referred to the Saleyard Operators Association Conference held in Dubbo last week and said that it had a clear message for yards such as Coonamble. He said our yards will continue to operate if we maintain the standard, remain positive and continually promote the facility. He said we have a good relationship with agents, our fees are very competitive which will attract sellers. Cr. Cullen reported that Superannuation Funds are buying into saleyards and constructing state-of-the-art facilities which will encourage sellers and buyers. Cr Cullen recommended a continuation of Council's current policy.

The Mayor thanked Councillor Cullen for the report.

9.0 MAYOR'S ACTIVITY REPORT

The Mayor said he did not have a written report, but had a couple of issues to raise:

- He and Cr O'Brien attended the Quambone School and met with the Principal. There is community concern regarding the shop – it is still open and selling food. The Mayor asked that the Manager – Environmental Services inspect the premises. It was noted that the premises is also the Post Office Agency and is paid a remuneration for providing that service.
- Cr Schieb referred to the newly launched Rural Neighbourhood Watch Scheme – he said there have been 27 messages from the district and all have been attended to.
- The Mayor said that Education Week is being held at Quambone this week.

9298 RESOLVED on the motion of Crs. Horan and Webb that the verbal report provided by the Mayor be adopted.

10.0 CORRESPONDENCE

9299 RESOLVED on the motion of Crs. O'Brien and Canham that the Correspondence be received and dealt with.

Section A –For Council's Consideration:

10.1 NEW SOUTH WALES ABORIGINAL LAND COUNCIL R4-6(35271)

9300 RESOLVED on the motion of Crs. O'Brien and Webb that Council not agree to write off the interest amount of \$2,382.22 on overdue rates of the Weilwan Local Aboriginal Land Council.

10.2 GULARGAMBONE MUMS' GROUP D7(35266)

9301 RESOLVED on the motion of Crs. Webb and Canham that Council note no specific request was received, although Council wrote asking that the information be supplied.

10.3 SHIRES ASSOCIATION OF NSW E2(35320)

Asking that Council advise its intention regarding the elections in 2012 and saying the final decision will be required by 31 October 2011.

9302 RESOLVED on the motion of Crs. Webb and Canham that Council note a report will be tabled at the October meeting following the meeting on 15 September 2011 with Electoral Commission personnel.

10.4 STATE EMERGENCY SERVICE S7(35327)

9303 RESOLVED on the motion of Crs. Karanouh and Schieb that Council endorse the reappointment of the SES Local Controller, Ms Shiralee Robinson.

**10.5 CENTRAL WEST CATCHMENT MANAGEMENT AUTHORITY
E5-3(35361)**

9304 RESOLVED on the motion of Crs. O'Brien and Schieb that Council:

- (a) advise the Catchment Management Authority that Council would be prepared for it to give a powerpoint presentation at a future meeting
- (b) note the luncheon seminar on Friday 9 September 2011 at the Dubbo Golf Club commencing at 9.45 a.m.

10.6 NATIONAL ROAD FREIGHTERS ASSOCIATION

9305 RESOLVED on the motion of Crs. Cullen and Webb that Council decline the request for the convoy of vehicles to use the Showground as a stop-over point on Saturday 20 August, 2011, advising that it is considered the ground not to be a suitable venue.

10.7 COONAMBLE QUOTA CANCER SURVIVAL FUND S10-1(35430)

9306 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council agree to assist the Coonamble Quota Cancer Survival Group with the annual "Walk the Loop" fundraising event as it has in previous years, noting that this year's event will be held on Sunday 4 September starting at 10.00 a.m.

10.8 COONAMBLE STREETS AHEAD COMMITTEE

9307 RESOLVED on the motion of Crs. O'Brien and Schieb that Council agree to close Castlereagh Street, from The Peace Tree to the Aberford Street intersection on Saturday 24 September 2011 for the Moorambilla Festival Markets, conditional upon approval being obtained from the Local Police.

10.9 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION R8-8(35417)

9308 RESOLVED on the motion of Crs. Canham and O'Brien that Coonamble Shire Council calls on the Federal Government to:

- Recognize the successful delivery of the Roads to Recovery Program to local government since 2000;
- Continue the roads to Recovery Program on a permanent basis to assist local government meet its responsibilities of providing access for its communities;
- Continue the Roads to Recovery Program with the current administrative arrangements; and
- Provide an increased level of funding under a future Roads to Recovery program that recognizes the shortfall of funding on local roads of \$1.2 billion annually.

Section B – For Council’s Information.

10.10 PREMIER & CABINET – DIVISION OF LOCAL GOVERNMENT R4(35301)

Advising the Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the 2011/2012 rating year will be 11%.

10.11 THE HON MICHAEL GALLACHER MLC, MINISTER FOR POLICE & EMERGENCY SERVICES P5(35305)

Thanking Council for its letter in relation to the audit of Police resources. Advising that when the comprehensive audit is completed in the next few months the Government, Police and communities will have a clear picture of where our Police need to be. Saying a copy of Council’s letter will be forwarded to Mr. Peter Parsons so that it can be considered as part of the audit process.

10.12 CASTLEREAGH LOCAL AREA COMMAND

Forwarding media releases which were attached to the business paper.

10.13 PREMIER & CABINET - DIVISION OF LOCAL GOVERNMENT S6+L10-1(35280)

Saying the Guidelines for Appointment and Oversight of General Managers are available on the ‘Publications’ page of the Division’s website at www.dlg.nsw.gov.au

10.14 PREMIER & CABINET – DIVISION OF LOCAL GOVERNMENT S6+L10-1(35279)

Advising councils of recent changes in legislation to protect public officials who disclose wrongdoing in accordance with the *Public Interest Disclosures Act 1994*. Pointing out the *Protected Disclosures Act 1994* has been renamed the *Public Interest Disclosures Act 1994* (the Act).

10.15 INDEPENDENT COMMISSION AGAINST CORRUPTION I2(35344)

Forwarding two Independent Commission Against Corruption reports that are the results of an examination of corruption risks in NSW procurement:

- *Recommendations to government*
- *Suppliers’ perception of corruption.*

10.16 THE HON JILLIAN SKINNER MP – MINISTER FOR HEALTH H6(35356)

Referring to the review of the Orange aeromedical retrieval service and saying the review found there has been no change in aeromedical activity in the Central West and that a 24 hour service was not currently needed.

Stating that a state-wide review of the service will be carried out before the existing contract expires in December 2011.

10.17 DEPARTMENT OF PREMIER & CABINET L10

Correcting an apparent misunderstanding among some councils that the relevant local government employee representative bodies have not been invited to participate in the *Destination 2036* Workshop to be held in Dubbo on 17 & 18 August 2011. Asking that the matter be brought to Council's attention, particularly if a resolution has already been before it.

10.18 THE HON GREG SMITH SC MP P5(35403)

Referring to Council's letter of 24 May 2011 about complaints from victims of crime in Coonamble. Stating he recently tabled in Parliament his response to a petition lodged by the Hon Kevin Humphries MP, about juvenile crime in Coonamble and forwarding a copy of his response. Asking that Council make copies available to correspondents and other interested persons.

10.19 MR STEVEN BALDWIN

Tendering resignation and intention to conclude his employment with Council from Friday 23 September 2011. Advising he has accepted a newly created position with Diamantina Shire Council as Tourism & Community Manager based in Birdsville, Queensland. Thanking the Mayor and Council (both current and former) for support during his 6½ years employment.

9309 RESOLVED on the motion of Crs. Horan and Webb that Council write to Mr. Baldwin, congratulating and thanking him for what he has achieved on the tourism front in this Shire, wish him and his family all the best with the move and invite him to lunch at the September meeting.

A lengthy debate on the future of the tourism role took place – the General Manager said he would be discussing all aspects of the position, plans and directions with Mr. Baldwin and take everything into account when planning the future direction.

Cr. Karanouh referred to his attendance at Country Week in Sydney and referred to the involvement of Tourism Development and Economic Development personnel with almost every Council represented.

The General Manager said he would explore new opportunities while maintaining progress made in the tourism field. He said when a decision is made Council will be informed.

10.20 NSW DEPARTMENT OF PLANNING & INFRASTRUCTURE E5-2(35358)

Stating that to address concerns, the Minister has decided to establish the Local Planning Panel (the panel) which will increase the opportunity for local government involvement in the plan making process.

Cr. Schieb asked whether Council should put its ideas forward on rural residential land – the General Manager said it would be necessary to undertake Land Use Strategy, pointing out that subdivision can take place, but housing entitlements are not permissible.

10.21 ROTARY CLUB OF COONAMBLE INC D7(35415)

Thanking Council for its sponsorship for the 2011 Rotary Black Duck Shoot and saying monies raised from the event will be put to good use in assisting local residents in need of medical and other necessary expenses.

10.22 THE HON MARTIN FERGUSON AM MP G5-42(35410)

Informing Council of the success of its application for the project *Coonamble eco Spa & Caravan Park – Investment Ready* – submitted under TQUAL Grants – Tourism Quality Projects and saying a grant of up to \$50,000 (including GST) will be offered.

10.23 KEVIN HUMPHRIES, MP F9(35446)

Thanking Council for advising its concerns about coal seam gas and the potential for either exploration or an expansion of the industry in our region. Providing a very lengthy response on the Government’s intentions and actions to date.

10.24 QUAMBONE RESOURCES COMMITTEE L4(35445)

Advising that the Quambone library is a valuable part of their isolated community and although Council believes the service was being under-utilised the Committee is of the opinion that usage was not being correctly reported. Thanking Council for its support thus far and saying the Committee strongly supports the continuation of this service.

10.25 QUAMBONE RESOURCES COMMITTEE L3(35432)

Thanking Council for the support in upgrading the access road to the Quambone Sportsground, commenting on the presentation of the sportsground for the Polocrosse Carnival, mentioning repairs to the Quambone Hall and advising of the forthcoming functions to be held at Quambone.

9310 RESOLVED on the motion of Crs. O’Brien and Webb that the information contained in Item Nos. 10.10 – 10.25 be noted, with the exception of Item No. 10.19 which is the subject of a separate resolution.

11.0 REPORT BY GENERAL MANAGER

9311 RESOLVED on the motion of Crs. O'Brien and Webb that the General Manager's report be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

9312 RESOLVED on the motion of Crs. Webb and O'Brien that Council note Development Application No 009/2011, and Complying Development Certificate Application Nos. 006/2011 and 008/2011 were approved under delegated authority since last meeting.

11.2 COUNCIL HOUSING

9313 RESOLVED on the motion of Crs. O'Brien and Webb that Council:

- (1) Note the information contained in the report;
- (2) Obtain market appraisals on the Yalcograin Street house and the Aberford Street House;
- (3) Develop plans to build 2 x 3 villa units at "Yatton";
- (4) Obtain market appraisals for 32 Nash Street and 46 Yarran Street, with a view to selling them and building additional accommodation at "Yatton";
- (5) Develop a strategic plan to manage accommodation requirements for the Shire over the long term, incorporating the above recommendation principles.

Councillor Karanouh requested that his name be recorded as voting against Item (3) in the foregoing resolution.

11.3 BUSINESS INCENTIVE POLICY

The General Manager submitted a draft policy for Council's consideration. He informed the meeting that Council could not delegate to the General Manager the authority to make a decision on providing money to applicants. Mr. Warren pointed out that each application would need to be determined by Council.

9314 RESOLVED on the motion of Crs. Webb and Canham that Council place the Business Incentive Scheme Policy & Guidelines on public display for 28 days, calling for submissions prior to formal adoption.

At this juncture, the Mayor informed the meeting that he received a call concerning the Abattoirs, with the proponent requesting financial assistance to bring equipment for the abattoirs to Coonamble. The proponent was of the belief that the State Government had grants available for this purpose.

ITEM NOS. 15.1 & 15.2 FROM JULY MEETING – APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL’S BUSINESS ASSISTANCE SCHEME.

(a) 15.1 Burgers on Bourbah

9315 RESOLVED on the motion of Crs. Cullen and Canham that Council not approve the application for financial assistance.

A MOTION

PROPOSED by Cr O’Brien **SECONDED** by Cr. Karanouh that \$2,000 be provided to Burgers on Bourbah **WAS LOST**.

Cr O’Brien requested that her name be recorded as voting against this resolution.

(b) 15.2 Gail Day’s Day Care Facility

9316 RESOLVED on the motion of Crs. Canham and Cullen that no assistance be provided as the application does not meet policy guidelines.

Cr O’Brien requested that her name be recorded as voting against this resolution.

At this juncture, 10.47 a.m., the meeting adjourned for morning tea and resumed at 11.05 a.m.

URGENT BUSINESS – SUPPLEMENTARY REPORT BY GENERAL MANAGER

9317 RESOLVED on the motion of Crs. Webb and Schieb that the following matters be classified “urgent business” and dealt with.

11.4 AIRPORT – ACCOMMODATION UNIT

9318 RESOLVED on the motion of Crs. Cullen and Karanouh that Council advise the Coonamble Aero Club:

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

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

11.5 COONAMBLE POOL

Council noted that a request has been made by the Coonamble Swimming Club for permission to use the pool for training prior to the official opening. This matter was debated at length before a decision was reached.

9319 RESOLVED on the motion of Crs. O'Brien and Schieb that the Coonamble Swimming Club be advised permission is granted for its members to use the pool for training as soon as works to make the water safe for swimming have been completed, that Council staff will be required to supervise the swimmers and that any excess of normal operational hours that staff are involved, Council is to be reimbursed accordingly.

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

12.0 REPORT BY DIRECTOR OF CORPORATE SERVICES

9320 RESOLVED on the motion of Crs O'Brien and Webb that the report by the Director of Corporate Services be received and dealt with.

12.1 RATE COLLECTIONS

9321 RESOLVED on the motion of Crs. Webb and Karanouh that the Total Combined Rate Collections to 31 July 2011 be noted.

12.2 LIST OF INVESTMENTS

9322 RESOLVED on the motion of Crs. O'Brien and Karanouh that the list of investments as at 31 July 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 AND MATERIALS UNACCOUNTED FOR & STORES AND MATERIALS WRITTEN IN – PERIOD 1 JANUARY TO 30 JUNE 2011

9323 RESOLVED on the motion of Crs. O'Brien and Schieb that Council authorise the writing in of stores and materials in the sum of \$481.18 and note that there were NIL items unaccounted for as shown above for period ending 30 June 2011.

12.4 RETURNS DISCLOSING PECUNIARY INTEREST

The Director of Corporate Services reminded Councillors and designated persons that they are required to complete and lodge disclosure of interest returns by the end of September each year. He said these returns are to be tabled at the next meeting of Council after 30 September – a return was provided to each councillor/delegated person.

9324 RESOLVED on the motion of Crs. Webb and O'Brien that the report be noted.

12.5 FINANCIAL REPORTS FOR YEAR ENDED 30 JUNE 2011

9325 RESOLVED on the motion of Crs. Webb and O'Brien :

- (1) That the necessary elected members and staff be authorised to sign the Statement by Council on the Financial Reports for the year ended 30 June 2011.
- (2) That Council's Financial reports for the year ended 30 June 2011 be referred for audit.

13.0 REPORT BY DIRECTOR OF ENGINEERING SERVICES

9326 RESOLVED on the motion of Crs O'Brien and Webb that the report by the Director of Engineering Services be received and dealt with.

13.1 COMBARA GARBAGE TIP

9327 RESOLVED on the motion of Crs. O'Brien and Webb that Council note information received from six residents of Combara indicating they do not require a pick-up service and Council take no further action in endeavouring to address domestic waste management at Combara.

**13.2 COONAMBLE SWIMMING POOL
A MOTION**

PROPOSED by Cr O'Brien **SECONDED** by Cr Schieb that Council seek expressions of interest from suitably qualified persons to operate the Coonamble Pool, with the minimum operating hours to be as follows:

<u>Early</u>	October/November	Mon-Fri Sat-Sun	7am – 9am	2pm – 6pm 2pm – 6pm
<u>Mid</u>	December/February	Mon-Fri Sat-Sun	6am – 9am	1pm – 7pm 1pm – 7pm
<u>Late</u>	March	Mon-Fri Sat-Sun	7am – 9am	2pm – 6pm 2pm – 6pm

WAS LOST.

9328 RESOLVED on the motion of Crs. Canham and Webb that Council continue to operate the pool with the current level of staffing and the opening hours be as follows:

<u>Early</u>	October/November	Mon-Fri Sat-Sun	7am – 9am	2pm – 6pm 2pm – 6pm
<u>Mid</u>	December/February	Mon-Fri Sat-Sun	6am – 9am	1pm – 6pm 1pm – 6pm
<u>Late</u>	March	Mon-Fri Sat-Sun	7am – 9am	2pm – 6pm 2pm – 6pm

GULARGAMBONE POOL

9329 RESOLVED on the motion of Crs. O'Brien and Canham that the hours of operation of the Gulargambone Pool be:

Tuesday to Friday *6.00am – 7.00am and 1.00pm.-6.00p.*
Saturday & Sunday *12noon – 6pm*

13.4 WORKS IN PROGRESS

9330 RESOLVED on the motion of Crs. O'Brien and Schieb that Council note the Director's report on works in progress.

At this juncture, Council's Manager – Environmental Services was at the meeting to speak to his report.

14.0 REPORT BY MANAGER – ENVIRONMENTAL SERVICES

9331 RESOLVED on the motion of Crs. Canham and Webb that the report by the Manager – Environmental Services be received and dealt with.

14.1 DOMESTIC ANIMAL POLICY

9332 RESOLVED on the motion of Crs. O'Brien and Webb that Council formally adopt the policy, noting that the two submissions received were considered in conjunction with its adoption and that Council agree to consider applications to keep more than two dogs per household on a case-by-case basis.

The Manager – Environmental Services left the meeting at this time.

15.0 REPORTS BY VARIOUS COMMITTEES/DELEGATES

9333 RESOLVED on the motion of Crs. O'Brien and Webb that the reports by Various Committees/Delegates, as submitted, be noted.

15.1 MINUTES OF TRAFFIC COMMITTEE MEETING

9334 RESOLVED on the motion of Crs. Karanouh and O'Brien that the minutes of the Traffic Committee Meeting held on 10 August, 2011 be noted and the Traffic Committee be informed that it should make recommendations to Council, not individuals.

16.0 REPORT BY ECONOMIC DEVELOPMENT MANAGER

9335 RESOLVED on the motion of Crs O'Brien and Karanouh that the report by the Economic Development Manager be received and dealt with.

(a) Eco Spa Project Management Committee

9336 RESOLVED on the motion of Crs. O'Brien and Canham that Councillors Karanouh and Schieb be Council's representatives on the Eco Spa Project Management Committee.

(b) Country Week - Randwick

Cr Karanouh reported that around 9000 people attended the Country Week Exp held at Randwick recently. He said the trend seems to be that people are looking to relocate out of Sydney into smaller communities and he has received emails from some people, which he has referred to our ED office.

The Mayor thanked Cr Karanouh for attending the Country Week Exp on behalf of Council.

9337 RESOLVED on the motion of Crs. Karanouh and O'Brien that the report by the Economic Development Manager be adopted.

16.1 NOTES FROM SPECIAL MEETING OF EMPLOYMENT CIRCLE

9338 RESOLVED on the motion of Crs. Canaham and Webb that the notes from the Special Meeting of the Employment Circle held on 19 July, 2011 be noted.

17.0 REPORT BY TOURISM DEVELOPMENT MANAGER

9339 RESOLVED on the motion of Crs. Webb and O'Brien that the report by the Tourism Development Manager be received and adopted.

18.0 REPORT BY SALEYARDS MANAGER

9340 RESOLVED on the motion of Crs. O'Briejn and Webb that the report by the Saleyards Manager for the month of July 2011 be noted

19.0 REPORT BY CONTRACT RANGER

Councillors noted that the Contract Ranger did not submit a report for the month.

CLOSED SESSION – DEFER

The Mayor requested that Council agree to defer Closed Session, as he had declared an interest and he had to leave the meeting to attend another meeting at 1.00 p.m. Councillors agreed to proceed with other matters at this time.

21.0 QUESTION WITH NOTICE

Nil

22.0 GENERAL BUSINESS

Cr Karanouh:

- Toilet block at Showground – needs upgrading – the 'tidy up' of the block has not been sufficient to provide a satisfactory facility. The GM said that Council will need to look at costings and bring a report to September meeting.

- Rural Financial Counselling Service – asked whether Coonamble could apply for a ‘stand alone’ service, citing Bourke as an example. The Mayor advised that the Service is an open State tender for a 4 – 5 year contract term which still has a considerable time to run. He said it seems the areas are being made bigger, rather than smaller. When the tender is up again, Coonamble could perhaps consider options.

Cr Schieb:

- Need for a detective to be based in Coonamble – Mayor advised that letters have been sent previously.
- Outreach Centre – the School is working on this – currently seeking funds.
- Parking bay at Showground – could this area be made available as a parking area for trucks – the Director Engineering Services said the matter would have to be referred to the RTA.

Cr O’Brien:

- Attended Health Council meeting – been asked to put the following issues forward:
 - Rural addressing – does not correlate to Ambulance GPS – the Mayor said the rural addressing was done to the Rural Addressing Standards and when it was completed there were emergency services training sessions – he said maybe should have more training.
 - Painting of street numbers on gutters – need to have clear numbering for emergencies.
 - Locking of toilets at night – needle disposal bins are located inside – suggesting more bins be placed outside.
 - Weir toilets locked – the Mayor said these toilets are not Council’s.
- Gular Tidy Towns Assessor arrives Friday – commented that the roads and cemetery area at Gulargambone are in a good state.

General Manager:

- Thanked Cr Karanouh for representing Council and the Shire at the Country Week Expo in Sydney recently.

20.0 CLOSED SESSION

9341 RESOLVED on the motion of Crs O’Brien and Webb that Council resolve into Closed Session in accordance with:

Section 10A (2) (c) of the Local Government Act 1993 which states: *“Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business”*

9342 RESOLVED on the motion of Crs. O’Brien and Webb that the press and public be excluded from the meeting

RESUME OPEN MEETING

9343 RESOLVED on the motion of Crs O'Brien and Canham that Council resume Open Meeting.

ADOPTION OF RECOMMENDATIONS OF CLOSED SESSION

9344 RESOLVED on the motion of Crs. o'Brien and Canham that Council adopt the recommendation of Closed Session, being the Recommendations set out hereunder:

Cr. Webb had declared an interest in this matter, left the room and took no part in discussion or voting.

20.2 OFFER ON INDUSTRIAL ESTATE BLOCKS

THE COMMITTEE RECOMMENDS that Council advise the prospective purchaser that:

- The block prices are Lot 20 \$69,000 plus GST of \$6,900 and Lot 28 \$46,000 plus GST of \$4,600
- Council requires 10% deposit
- Council requires settlement within 42 days
- Council requires information as to potential use of the blocks.

AND FURTHER Council authorises the affixing of the Common Seal on documents relevant to the transaction.

Cr. Webb returned to the meeting and took the Chair – the Mayor had declared an interest, left the meeting and did not return.

20.1 COONAMBLE LANDFILL & GULARGAMBONE TRANSFER STATION CONTRACT

THE COMMITTEE RECOMMENDS that Council award the Contract for the Operation and Management of both the Coonamble landfill site and the Gulargambone transfer station (TD11-4) to Batterline Earthmoving for \$186,732 p/a for one year commencing 1 September 2011, with the option of up to six extension periods, each of one year duration, noting that option periods are to be invoked at the sole discretion of Council.

This concluded the business and the meeting closed at 1.27 p.m.

These Pages (Page 1/4898 to 16/4913) were confirmed on the day of _____ 2011 and are a full and accurate record of proceedings of the Ordinary Meeting of Coonamble Shire Council held on 10 August 2011.

MAYOR

8. RESOLUTION BOOK UPDATE
COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011

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

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

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

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

Status:

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

15.2 YOUTH TRAINING POSITIONS WITHIN COUNCIL 8/9/2010

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

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

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

- (a) proceed with two school-based or youth traineeships per year from 2011 in one of the areas listed in the EDMs supplementary report;
- (b) proceed with two – four traineeship/apprenticeships in any one of the areas listed in the EDMs report, subject to the Director of Engineering Services' review of organisational chart and availability of suitably qualified supervisors;
- (c) seek to offer holiday and/or other work placement to local students attending University in areas mentioned in the report;
- (d) investigate further the benefits and costs of cadetships in various areas;
- (e) ensure that the primary supervisors have completed any relevant and required training;

- (f) in creating the traineeship and apprenticeship positions work through one of the not-for-profit Australian Apprenticeship Centres, Group Training Organisations and Registered Training Organisations to minimize cost and maximize benefits of existing incentives;
- (g) develop a Training and Recruitment Policy, including a section on young people aged 16 – 25 years and including Work Experience placements and the existing allowance for staff to participate in the “Plan-it Youth” mentoring program at Coonamble High School which can be incorporated into Council’s Management Plan.

Status:
Council is currently developing a School to Work Transition Policy in conjunction with the High School.

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 – awaiting gazettal of LEP.

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:
CMA to be invoiced for \$67,000 for milestones 1, 2 & 3 and a further \$7,000 will be forthcoming after additional works.

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 – survey completed and subdivision submitted. Waterford Ryan preparing Contracts for Sale.

**8.1 COMPLETED SECTION – RESOLUTIONS TO BE REMOVED FROM
RESOLUTION BOOK**

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:

DCP in place.

COMPLETED.

9. MAYOR'S ACTIVITY REPORT
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

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10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

Section A – Matters for Consideration by Council:

**10.1 COONAMBLE STREETS AHEAD COMMITTEE R8-
10(35457)**

Advising the Committee is again organizing the annual Christmas Party which will be held on Thursday 16 December, 2011 commencing at 6 p.m. Requesting closure of Castlereagh Street from the Peace Tree to the Aberford Street intersection from 5.30 p.m. to 9.30 p.m.

Recommendation:

That Council raise no objection to the closure of Castlereagh Street, from the Peace Tree to the Aberford Street intersection, for the Christmas Party on Thursday, 16 December, 2011 subject to prior approval having been obtained from the local Police.

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

Advising that Coonamble Children's Service (CCS) currently provides a bus service to its users, which provides vital assistance to working parents and low socio-economic families who would not otherwise be able to get children to the centre. Stating the Centre's long serving bus driver left, a replacement was appointed, however he too has left. Pointing out the Committee does not want to lose the bus and to keep it running the Director of the Centre, who has the correct license, has been the driver, however this takes her away from other duties.

Asking Council to assist by supplying a person licensed with a Light Rigid (LR) or above for no more than one hour a day. Saying the person must pass a 'working with children' check and the position entails arriving at the Centre by 8.30am, driving the bus around town picking up the children and delivering them to the centre. Appreciating this is an exceptional request but asking Council to consider providing someone for an initial period of three months. Saying they would be happy to pay wages, normally paid to the bus driver, to Council.

(NOTE BY GENERAL MANAGER – This letter arrived on 4 August 2011 and I advised that it would not be tabled until the September meeting. The ability of Council staff to undertake this role is completely impractical from any operational viewpoint).

Recommendation:

That Council advise Coonamble Children's Service Management Committee that it is unable to assist in the provision of a driver of the bus from its current workforce.

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

Requesting Council to recognize Friday 30 September 2011 as the annual picnic day and regard the day as a holiday for its employees.

(NOTE BY GENERAL MANAGER – When I contacted Councillors seeking their responses regarding this matter, the date requested was Friday 23 September, however it has now been changed to Friday 30 September. All Councillors provided a positive response and I issued a memo to staff advising of Council policy, which is that non-financial members of the Union may observe the day, but they are to submit a leave application in accordance with the Award, for either annual leave, time in lieu of overtime or leave without pay.)

Recommendation:

That Council confirm the action of the General Manager in agreeing to the request to allow the annual picnic holiday to be observed on Friday 30 September, 2011, in accordance with the Local Government (State) Award and Council policy.

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

Advising that following discussion with community members, it is felt there are limited activities for the youth of Quambone and their idea is a skate park similar to Coonamble. Acknowledging it will be costly and they are prepared to raise money within the community, but that would take years. Hoping for council's approval and possible financial assistance. Wondering how to proceed with the idea and asking if council can help in applying for a grant.

(NOTE BY GENERAL MANAGER – I have responded to this letter, advising that Council has no funds available and advising the matter has been referred to Council's Grants Officer to make application for funding through appropriate sources)

Recommendation:

That Council endorse the General Manager's action in advising the Quambone Business and Tourism Services that Council has no funds available but the matter has been referred to the Grants Officer to take action when appropriate funding opportunities arise.

10.5 NARRABRI SHIRE COUNCIL S16 (35620)

Saying Council may be aware, through recent news coverage of the RSPCA's activities involving Mrs Ruth Downey's cattle at Pilliga, within Narrabri Shire.

Advising that at its August meeting, Council resolved :

“ that Council involve itself with our 70 other rural shires to secure 10,000 signatures to present to the State Parliament to have the costs removed from the Ruth Downey case on the basis that in the 6th year of a 10 year drought, Ruth Downey had not lost one head of cattle from malnutrition and on the day of the mass slaughter, there were 13 cows of the 48 killed who were rearing young calves and those calves were seen on TV as healthy shiny animals.”

Seeking Council's support by way of signing the petition and requesting that the petition be distributed throughout this LGA to obtain signatures.

Recommendation:

That Council advise Narrabri Shire Council that it declines to become involved as the issue is between the RSPCA and Ms Downey.

10.6 MR NEIL W KENNEDY PR2460-2(35473)

Saying he is concerned at the decision by Council to buy the property “Yatton” and its decision to subdivide into 5 acre building blocks. Asking why would Council do this when there are many vacant blocks of land in town and a number of homes also for sale. Referring to the Ginty Estate which was purchased for housing, but never developed. Saying as a ratepayer he is of the opinion that Council is wasting money. Stating that he would imagine restrictions will be placed on neighbours in the area who already farm their areas – new residents will not want ploughing and spraying crops beside homes/gardens.

Asking what is the purpose of Council's decision and exactly what is Council's long term plan for the town. Saying it would seem the solution would be to address problems within town rather than trying to attract future employees by having them live outside the town. Querying why Council provides homes for employees – “...why can't they buy or rent their own – like everyone else”.

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

Expressing deep concern and distress over Council's decision to purchase the property “Yatton” with the intention of subdividing it into housing blocks. Assuming it was already decided to subdivide the property before purchase. Saying there was no public notice of this intention, nor any opportunity for neighbours to comment or have input into the decision.

Pointing out that ‘neighbours’ in this area have paid large sums of money for their blocks on the understanding of having ‘hobby farm’ lifestyles – growing crops, having stock and commercial enterprises. Saying close neighbours will not tolerate farming, chemical spraying, etc.

Saying one of their main concerns is there are already so many vacant housing blocks and many empty houses within the town limits – why the need to subdivide and build out of town. Saying that in town premises already have sewerage, kerb and guttering and all amenities – asking why should ratepayers have to pay again to have these amenities connected to blocks out of town.

Further, asking why did Council purchase the very large block of land in Barton Street, close to the school with the intention of subdividing it for housing – yet the area is still an empty paddock. Saying why not subdivide that block and not ruin productive useful farming land.

Saying they would like answers to the questions raised and also asking Council to explain its long term goal for Coonamble and for all the vacant houses and blocks already there.

(NOTE BY GENERAL MANAGER – The above two items refer to the same subject.)

Recommendation:

That Council instruct the General Manager to provide a response to Messrs. Kennedy and Colwell and all other signatories to the petition.

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

Expressing deep concern the direction Coonamble Shire has taken with its organization restructure. Saying the restructure appears to be taking place with very little community consultation and questioning how much input councillors are having. Saying she would have thought that tourism and economic development positions and directions would be important issues for councillors to consider – not for the General Manager to “report to back to Council”. Pointing out she is very upset and saddened that the economic development office has had its hours/staffing halved and asking “does Council not think we need economic development?” Saying it is the staff of the economic development office who are more often than not the “public face of Coonamble Shire Council”. Saying she has seen some very positive initiatives driven by this office in Coonamble in the last eight years.

Saying that as a town we often struggle to find new people to come and fill jobs – pointing out Council has(or had) many staff who were happy to continue in their roles, yet they are being “reshuffled” and made unhappy. Saying she is talking wider across the council than just the EDO & Tourism office now. Saying that change should not happen just because its “trendy” or for change’s sake – if these staff members are not performing to some particular standard, then train them better – this would be infinitely cheaper than recruiting.

Noting in the minutes that councillors have been warned by the General Manager against their “involvement in operational matters”. Pointing out this really concerns her – saying she would like to feel that her elected representatives have an involvement in operational matters – not every tiny thing that happens – but surely some over-riding control and direction for what is happening within council. Saying the council staff, right down to apprentices and people in the office, are your neighbours, contemporaries and constituents – often completely unknown by a “restructuring team” – asking councillors to stand up and be counted for their sake and that of the Coonamble community.

Recommendation:

That Council instruct the General Manager to prepare a response to Mrs Kylie Parry’s letter.

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

Advising that QBATS Committee gained funds from council to carry out refurbishment work at the Quambone Library, including installation of an airconditioner. Saying this work was carried out by the committee and the electrical work was done by Sean Golledge. Advising that vandals damaged the fan of the airconditioner the night after it was installed – the electrical contractor replaced the fan at cost price and this was paid by QBATS. Wondering if council would reimburse the amount of \$144 which was paid to Mr Golledge to replace the damaged fan.

(NOTE BY GENERAL MANAGER – This work was undertaken three years ago and it would not be prudent to reimburse QBATS for repairs carried out at that time).

Recommendation:

That Council decline the request to reimburse the amount of \$144 paid to replace the damaged fan in the air conditioner at the Quambone Library due to the lapse of time.

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

Regarding the Quambone Library and saying they understand the required paperwork was not completed by the librarian, as she did not have relevant documentation. Pointing out that the number of books recorded as borrowed from the library was inaccurate. Saying QBATS has just completed extensive renovation to the Library with financial assistance from Council and it would be a shame to see the library close. Pointing out that with the Tourism Development Manager's assistance, they found that the library is actually the smallest in NSW and only one smaller in Australia. Saying this is a feature for Quambone and hoping to use it for tourism purposes.

(NOTE BY GENERAL MANAGER – The review of operations, as requested at the April meeting, will be presented to Council in October, 2011 at which time borrowing statistics as provided by the Librarian will be available.)

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

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

Advising that at last meeting it was brought forward by the Census employee that difficulty was experienced during the Census within Quambone as everyone in Tucka Tucka Street all had the same addresses, either 3 or 8. Pointing out that the Ambulance driver had to ask for directions to an address in Quambone when called to an emergency. Asking if council would assist in the matter and number the houses. Saying Carinda has recently done this, the numbers were put on each residence by a Council representative, look uniform and numbers reflect in the dark.

**Recommendation:
That Council advise QBATS that this matter will be referred to staff to prepare a report for Council as to feasibility and costing.**

10.12 MURRAY DARLING ASSOCIATION

Advising of a special forum to explore the challenges and possibilities of mining and agriculture – can they co-exist? Saying the forum will be held in Narrabri on Friday 18 November 2011. Pointing out their aim is to provide a forum in which the various stakeholders can put their facts and fears and seek answers and understanding about this complex issue.

Recommendation:

That Councillors wishing to attend this forum please advise so that numbers can be provided.

10.13 CHESTERFIELD AUSTRALIA**C6-13**

Requesting information on restrictions and how to proceed at placing a business directory sign on the corner of Railway Street advising where the Coonamble Branch of Chesterfield Australia is located.

Recommendation:

That Council advise Chesterfield Australia its request has been referred to the next meeting of the Traffic Committee for consideration and advice.

10.14 COONAMBLE ASSOCIATED AGENTS**C6-13**

Stating that as part of the ongoing promotion of the Coonamble Saleyards, with the joint support of Council and the Agents, wishing to address the issue of signage with Council's Traffic Committee. Saying it is felt that much larger and more noticeable signage to the Saleyards would be beneficial on the corner of Aberford/Railway Streets. Requesting that the matter be considered at the next meeting of the Traffic Committee.

Recommendation:

That Council advise the Coonamble Associated Agents that its request has been referred to the next meeting of the Traffic Committee for consideration and advice of the outcome.

10.15 SHIRES ASSOCIATION OF NSW**E2(35658)**

Advising that a number of councils met with representatives from the Australian Election Company in Sydney to hear its presentation about offering their services so that councils could consider having it conduct local government elections in September 2012. Saying the Company provided a very detailed and straightforward presentation covering all aspects of either a council completely running its own elections, or assisting councils to run their elections guided by the Australian Election Company staff and materials. Advising the Company assured the meeting they can provide a legally defensible and very efficient and cost effective package to assist with the elections and that they have the software which would enable above the line voting.

Pointing out that representatives from the NSWEC have indicated that no assistance will be given to councils who choose not to have the NSWEC run their elections and it is also unable to give an accurate final cost prior to councils having to make a decision as to who will run their elections.

Saying that before making any final decision councils should be aware that the LGA President and the Shires Association President have a meeting scheduled with the Premier on 19 September to urgently discuss the intent of the legislation being eroded by the lack of cooperation from the NSWEC. Strongly suggesting that council refrain from taking any final decision until after this meeting.

Advising also that the Associations are awaiting the Guidelines promised by the end of August by the Department of Local Government and saying councils cannot be expected to make final decisions until they have seen these guidelines. Suggesting that council contact the Australian Election Company to determine if they can offer each council a viable alternative. Saying the Associations would appreciate any comments/feedback regarding the issue prior to their meeting with the Premier.

(NOTE BY GENERAL MANAGER – Council has previously been advised that a meeting will be held with the Electoral Commission on 13 September 2011 with a report to come back to Council).

Recommendation:
That Council note this information.

10.16 COONAMBLE HIGH SCHOOL D7(35662)

Informing Council that the Coonamble High School's Bovine Appreciation Club will be hosting the Northern Schools Steer Competition at the Coonamble Showground from 25 – 27 October 2011. Saying schools from across the north and west of the State will be competing with around 200 students expected to attend. Advising the following tentative arrangements are proposed, pending Council's approval:

- Students camp at ground (not in pavilion) under teachers supervision on Tuesday & Wednesday nights
- Requesting permission to conduct the Paraders' & Judging competitions on the lawn (south side of pavilion)
- A 'stockman's challenge' be held Wednesday night under lights in the rodeo arena.
- Catering by Global Village, Rotary and BAC Parents' Group – requesting that the Parents Group use the annexe on the south-east side of the pavilion with access to electricity.

Advising that Northern Schools is, by design, a low cost and highly educational event and by keeping costs low, schools can keep more money for their agricultural programs. Saying any assistance Council can offer in this regard will be warmly received.

Saying the Coonamble community has been wonderful in its support of this event and the Bovine Appreciation Club students are looking forward to competing on home turf in front of family and friends. Offering an invitation to all councillors to attend the competition in October.

(NOTE BY GENERAL MANAGER – There is no specific charge for this type of use, as it requires part only of the facility. However there is a 'stock use' charge of \$36/day x 3 days would equate to \$108).

Recommendation:

That Council waive any fee payable for use of the Showground for the Northern Schools Steer Competition to be held during 25 – 27 October 2011, however it requires payment of a refundable security deposit of \$400 and the \$54 charge for lights.

10.17 ORANA REGIONAL ORGANISATION OF COUNCILS (OROC)

Forwarding information regarding NRM training being held throughout the OROC region specifically aimed at Senior Managers and Councillors. Advising the workshop series is being facilitated by Geoff Hudson, Senior Policy Officer, Natural Resource Management, LGSA. Saying training is being offered in the following locations and will run for 4 hours and be fully catered:

- Friday 7 October – Nyngan – Outback Motor Inn (morning session)
- Monday 10 October – Coonamble – Council Administration Office (mid-morning session)
- Thursday 13 October – Dubbo – RDAOrana/OROC Office (morning session).

Asking interested participants to complete an attached form which will be provided at the meeting.

(NOTE BY GENERAL MANAGER – A copy of this email was forwarded to Councillors when received).,

Recommendation:

That interested Councillors advise the General Manager of their intention to attend.

Section B – For Council’s Information**10.18 SHIRES ASSOCIATION OF NSW P15(35458)**

Writing in relation to the Industry Alcohol and Other Drugs Procedure (‘Procedure’) which has been developed in consultation with relevant industry unions. Saying the Procedure is currently being trailed in a number of councils, with a review of the trial outcomes scheduled for early 2012. Advising that the purpose of the Procedure is to ensure employees are fit for work and that Council has a mechanism by which it can appropriately manage the misuse of alcohol and other drugs in its workplace. Stating that the Procedure allows councils to choose all or a combination of the following testing options:

1. Self testing
2. Reasonable suspicion
3. Post incident
4. Random testing

Advising councils will be updated on progress and the outcome of the trial in due course and recommending that the Procedure and consultation documents be read – they can be downloaded from <http://www.lgsa.org.au/www/html/2473-occupational-health-and-safety.asp>

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

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

(NOTE BY GENERAL MANAGER – The indicative amounts are as under:

- | | | |
|---------------------------------|-----------|--------------|
| ▪ Block Grant | \$983,000 | |
| ▪ REPAIR – MR383 Reconstruction | \$225,720 | |
| ▪ Supplementary Block Grant | \$100,000 | |
| ▪ Traffic Block Grant | \$ 51,000 | \$1,359,720. |

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

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

Writing to the Mayor advising that the Department of Planning and Infrastructure wrote to all NSW councils regarding the establishment of a Local Planning Panel. Saying that, as a matter of courtesy, he is writing directly to ensure the Mayor is aware of the intent of the Government and that he convey the message to all councillors.

(NOTE BY GENERAL MANAGER – The letter from the Department of Planning and Infrastructure, containing the relevant information, was conveyed to Council at the August meeting at Item 10.20).

10.21 CASTLEREAGH LOCAL AREA COMMAND	P5(35525)
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Forwarding copies of media releases – refer **APPENDIX A**

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

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

10.24 NSW DEPARTMENT OF TRANSPORT – ROADS AND TRAFFIC AUTHORITY	R8-6(35510)
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Drawing attention to some recent developments that aim to facilitate improved access for road freight vehicles in NSW. Stating that in early 2010 a "Last Mile" Sub Committee was established with members from the LGSA, IPWEA, RTA and the road transport industry with its role being to improve productivity in road freight transport by facilitating improved access for road freight vehicles. Pointing out that a key outcome from Sub Committee discussions has been the recognition that RTA and councils need to work in partnership to address the issues associated with road freight as it moves to or from the RTA's State roads to councils roads.

Stating that since last October, to develop this partnership, staff from the RTA's freight branch have been involved in eight meetings with personnel from 112 councils regarding freight issues on council roads. Saying these meetings have answered some questions, but also raised a number of issues about freight transport. with one particular area being Higher Mass Limits.

Pointing out a focus for councils in rural NSW has been to reduce the ‘first mile/last mile’ constraint that has prevented end to end freight transport of primary produce such as grain and livestock. Stating this has involved close liaison with many rural councils to seek approval to link council roads with the State Road Network for:

- 4.6m height routes for livestock transport
- Restricted access vehicles such as B-Doubles across NSW & Road Trains in the west
- Specific routes at Higher Mass Limits (HML)

Saying a number of councils have been active in assessing and where appropriate approving routes that enable end to end road freight transport within their LGAs. Stating that in the livestock area, the number of routes to the top 30 livestock centres approved for 4.6m height operation has increased from 40 to 108 routes in a year and for HML from 8 to 41 routes. Regarding grain transport, an additional 65 approvals for larger combination vehicles and 71 approved for HML access.

Pointing out that applications for HML access can be made for routes throughout the state, therefore some councils may receive HML applications for the first time. Encouraging all councils to favourably consider the role of HML in their LGA with a view to allocating resources to assess applications for access on council roads. Stating that should council, at any time, receive too many applications to practically deal with, they should contact the RTA Regional Freight Route Coordinator so that applications can be given priority and applicants advised of any delay.

10.25 DEPARTMENT OF THE ENVIRONMENT, WATER, HERITAGE AND THE ARTS W1-13(35532)

Returning a copy of the *Strengthening Basin Communities Program: Water Saving Initiatives Component* Round 2 Funding Agreement which has been executed by DSEWPaC. Advising Council is now authorised to proceed with its project entitled “*Improving the Efficiency and Quality of the Coonamble Water Supply*” in accordance with the Funding Agreement.

10.26 NSW GOVERNMENT DEPARTMENT OF TRADE & INVESTMENT G5-42(35536)

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

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

Forwarding a Communique referring to Destination 2036 Workshop which was held in Dubbo on 17 – 18 August. Saying local government leaders from all 152 councils were present to plan the future of local government in NSW. Advising the two day workshop represents the first stage in a new era in state/local government relations and sets the stage for some of the biggest reforms in the history of local government in the State. Copy of Communique attached as **APPENDIX C**

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

Thanking council for its letter regarding the Federal Roads to Recovery Program and saying he understands how important this program is, as the funding is necessary for local councils trying to meet needs in their areas. Advising he has written to the Minister for Transport and Infrastructure, the Hon Anthony Albanese and will forward his response when to hand.

10.29 HON WARREN TRUSS MP R8-8(35597)

Thanking Council for its letter regarding the Roads to Recovery Program and saying the program has become an essential element in helping local councils across the country maintain and upgrade 650,000 kilometres of local roads. Acknowledging that the obligation to maintain local roads is costly and the Roads to Recovery program gives local government a much needed helping hand in meeting this infrastructure burden. Advising the Coalition is also committed to restoring the Strategic Regional Roads program which supports major regional connections and creates jobs and additionally, it has announced the Bridges Renewal Program to provide \$300 million over four years to repair and rebuild thousands of ageing and decaying bridges around Australia. Saying the Coalition will seek to ensure that Roads to Recovery is continued and is adequately funded so that local councils can provide appropriate transport services to the community.

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

Thanking Council for its letter to the Hon Anthony Albanese MP regarding the Roads to Recovery Program and responding on behalf of the Minister. Advising that the Australian Government strongly supports the Roads to Recovery Program and has no plans to withdraw this financial support. Pointing out that the Government is investing a record \$1.75 billion in the Roads to recovery Program from 2009/10 to 2013/14.

10.31 GULARGAMBONE JOCKEY CLUB D7 (35622)

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

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

Thanking Council for its letter of 9 June 2011 to the Attorney General about Government agencies dealing with dysfunctional families and responding on the Attorney General's behalf. Noting that the issue of Government agencies dealing with dysfunctional families falls within the portfolio responsibilities of the Minister for Family and Community Services, the Hon Pru Goward MP. Advising a copy of Council's correspondence has been forwarded to the Minister for a response in due course.

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

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

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

Saying the entitlement is plus an adjustment for 2010/11 in the amount of \$9,487 (being \$5,485 for general purpose component and \$4,002 for local roads component). Saying the adjustment is necessary because the actual CPI and the NSW share of the national population varied from the Commonwealth estimates used to determine the 2010/2011 grants.

10.34 SUPERINTENDENT BOB NOBLE C13(35647)

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

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

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

10.36 COONAMBLE SHOW SOCIETY INC S5(35657)

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

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

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

10.38 NSW OFFICE OF WATER

Advising that the draft Water Sharing Plan for the Macquarie Bogan unregulated and Alleval Water Sources is on public exhibition from Thursday 1 September 2011 to Friday 21 October 2011. Saying public comment is essential to ensure appropriate management rules are developed as a result of the planning process. Pointing out that six public information sessions are proposed to provide information on how and why the draft plan was developed as well as proposed management rules.

(NOTE BY GENERAL MANAGER - The information session at Dubbo will be held on Thursday, 15 September 9.30 to 11.30 am – Cattlemans Motor Inn, Nyngan on Tuesday 27 September 10am – 12 noon – Nyngan RSL and Warren Wednesday 28 September 10am – 12 noon – Warren Sports Club).

RICK WARREN
General Manager
7 September 2011

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

Recommendation:

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

**11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED
AUTHORITY**

Background:

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

Issues:

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

DA No	Owner	Applicant	Proposed Use	Address of land	Approval Date
11/11	Greg O'Brien	Owner	Subdivision	'The Maze' Gulargambone	24/08/2011

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 No 011/2011 was approved under delegated authority since last meeting and there were no Complying Development Applications submitted during that time.

11.2 DESTINATION 2036

Background:

The Mayor and the General Manager attended the two day convention at Dubbo on 17 and 18 August, 2011. There was representation from all councils across NSW and from various union and other government bodies.

Issues:

The message given by councils appeared to be that *one size does not fit all*. There needs to be flexibility within regulation and service delivery to adapt to each council's individual circumstances. It was acknowledged that rural and remote councils are facing difficulty maintaining a sound financial base and there needs to be alternative sources of funding for councils.

Member for Barwon, Mr Kevin Humphries MP, outlined his view of how remote councils may operate using Central Darling Shire as an example. It could be that there is a town committee or council looking after the town and outside road works being undertaken by the RTA, as is now the case in the unincorporated area of the State.

Financial viability and asset management were other issues to come from the event. Most councils identified they had a substantial backlog of asset maintenance that they were unable to undertake due to level of funds. Resource-sharing was promoted as being the vehicle to address these issues, but as mentioned, many councils are already doing this where practical. It was agreed that the Regional Organisation of Councils was a very good mechanism that needed to be able to have legal status. This would require some changes to the Local Government Act.

Of particular note was that all participants called for a defining role of state government and local government roles and responsibilities.

The meeting was addressed by Local Government Minister, The Hon Don Page, who said he was there to listen and find ways of working in partnership with local government. Amalgamations were mentioned as boundary adjustments, with the Minister saying there would be no forced amalgamations but that the department would assist those councils where they identified a need to merge. This theme was constant throughout the two days and often referred to by the facilitator as a reorganization of Councils.

A steering committee has been established to progress the issues identified at the meeting. The LGSA has a seat at the table and will represent the views of rural councils. The steering committee will hold its first meeting on 2 September, 2011.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

N/A

Options:

Nil

Recommendation:

That Council note the contents of this report.

11.3 CODE OF CONDUCT COMPLAINTS

Background:

The General is required to report to council at least once every 12 months in regard to Code of Conduct complaints.

Issues:

In keeping with Section 12.33 of Council's adopted Code of Conduct, the following information is provided for Council.

Council received for the financial year ended 30 June 2011 one complaint that could relate to Code of Conduct breach. The complaint related to alleged behaviour not in the role of a councillor and the complainant was advised there was no prima facie case to further investigate the complaint.

Sustainability/Legislative Provisions:

Section 12.33 Code of Conduct – adopted by Council 12 August 2009.

Financial Considerations:

Nil

Options:

N/A

Recommendation:

That Council note the information relating to Code of Conduct complaints received during the financial year ended 30 June 2011.

RICK WARREN

General Manager

7 September 2011

**12. REPORT BY DIRECTOR OF CORPORATE SERVICES
COUNCIL MEETING ON WEDNESDAY 14 SEPTEMBER 2011**

Recommendation:

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

12.1 RATE COLLECTIONS

Total Combined Rate Collections to 31/08/2011 compared to 31/08/2010:

	31/08/2011	31/08/2010
Arrears 30 th June previous year	598,833.17	502,953.25
Plus 2010/2011 Combined Levy	5,166,306.57	4,907,768.32
Add Transfer from Postponed	-	1,349.15
GROSS LEVY	5,765,139.74	5,412,070.72
Less: Pensioner Concession (State)	(58,432.91)	(56,966.62)
Pensioner Concession (Council)	(47,808.74)	(46,611.32)
Transfer to Postponed	(-)	(231.15)
Abandoned	(-)	-
20% Farmland Rebate	-	-
NET TOTAL LEVY FOR YEAR	5,658,898.09	5,308,261.63
Less Collections	(1,371,323.94)	(1,333,777.96)
Plus Refunds	-	-
NET TOTAL BALANCE	4,287,574.15	3,974,483.67
Plus Postponed	-	4,414.57
GROSS TOTAL BALANCE	4,287,574.15	3,978,898.24
Collection % of Total Receivable	24.23%	25.13%
Arrears % of Total Receivable	10.58%	9.47%

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 (\$)
21/11/2011	Fixed	Fixed	A2	Orana Mutal	5	90	5.80	1,000,000
	At call	Fixed	A2	IMB			4.75	1,000,000
27/10/2011	Fixed	Fixed	A1+	NAB	3	90	5.95	2,000,000
19/09/2011	Fixed	Fixed	A1+	CBA	4	30	5.38	1,000,000
28/09/2011	Fixed	Fixed	A1+	NAB	42	60	5.95	2,000,000
18/09/2011	Fixed	Fixed	A2	IMB	41	90	6.00	1,000,000
4/09/2011	Fixed	Fixed	Unrated	Reliance C/U	30	184	6.00	500,000
13/09/2011	Fixed	Fixed	A1	Suncorp	34	153	6.20	1,500,000
17/09/2011	Fixed	Fixed	A1+	St George	35	153	5.80	1,000,000
	At Call	Fixed	A1+	CBA			4.50	4,000,000
Total								\$ 15,000,000

Financial Institution	S&P Rating	% of Investment	Max per Investment Policy	Amount
CBA	A1+	33%	50%	5,000,000
NAB	A1+	27%	50%	4,000,000
St George	A1+	7%	50%	1,000,000
Suncorp	A1	10%	40%	1,500,000
IMB	A2	13%	35%	2,000,000
Orana Mutal	Unrated	7%	10%	1,000,000
Reliance C/U	Unrated	3%	10%	500,000
				\$ 15,000,000

A1+	58%	100%	8,750,000
A1	10%	80%	1,500,000
A2	13%	60%	2,000,000
Unrated	10%	30%	1,500,000
			\$ 15,000,000

2515-000	General Fund Investments	6,621,721
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
		\$ 15,000,000

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

Recommendation:

That the list of investments as at 31 August 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 FINANCIAL REPORTS & AUDIT REPORT – YEAR ENDED 30 JUNE 2011**Background:**

Hill Rogers Spencer Steer, Council's Auditors, have completed their audit of Council's records for the year ended 30 June 2010 and provided a report to Council – copy attached as **APPENDIX D**

Council's Financial Reports and Auditor's Report are required to be presented at a public meeting within five (5) weeks of Council receiving the audit report. These reports are tabled at this meeting and a copy has been provided to each Councillor with their Business Paper.

Included in this report to Council is:

- (1) Income Statement
- (2) Balance Sheet
- (3) Statement of Changes in Equity
- (4) Cash Flow Statement

Council has unrestricted cash and investments amounting to \$34,000 available to provide liquidity for day to day operations.

Issues:

In the opinion of the Auditors Council's overall financial position is sound. Council's auditors also expressed the opinion that :

- “(a) The accounting records of the Council have been kept in accordance with the requirements of Division 2 Part 3 of the Local Government Act;*
- (b) the general purpose financial report:*
 - (i) has been prepared in accordance with the requirements of Division 2 Part 3 of the Local Government Act 1993;*
 - (ii) is consistent with Council's accounting records;*
 - (iii) presents fairly the Council's financial position and the results of its operation;*
 - (iv) is in accordance with the applicable accounting standards and other mandatory professional reporting requirements.*
- (c) have been able to obtain all the information relevant to the conduct of the audit*
- (d) there are no material deficiencies in the accounting records or financial reports”.*

Council received an unqualified audit opinion relating to its financial reports.

Sustainability/Legislative Provisions:

Section 418 of the Local Government Act 1993 requires Council to present its Financial Reports and Auditors Report at a public meeting.

Financial Considerations:

Nil

Options:

Nil

Recommendation:

That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2011.

BRUCE QUARMBY

Director of Corporate Services
6 September 2011

**13. REPORT BY DIRECTOR OF ENGINEERING SERVICES
COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011****Recommendation:**

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

13.1 COONAMBLE SWIMMING POOL**Background:**

At the August meeting Council decided on the hours of operation of the Coonamble Pool for the 2011/2012 Season.

Issues:

The morning hours of operation adopted for the Early Season (October/November) and the Late Season (March) were from 7.00 a.m. to 9.00 a.m. with the Mid Season (December/February) morning hours being from 6.00 a.m. to 9.00 a.m.

Pool staff are on duty from 6.00 a.m. throughout the whole of the swimming season and for dedicated 'lap' swimmers the pool should be available from 6.00 a.m., with the general public having access from 7.00 a.m.

This would give serious swimmers the opportunity to have uninterrupted training sessions from 6.00 a.m. – 7.00 a.m. each day without general public participation.

Should Council not decide to change the morning times it will not allow sufficient hours prior to work/school for those people to do appropriate training/exercise.

Sustainability/Legislative Provisions:

Nil

Financial Considerations:

This will not be additional expenditure because staff are rostered on duty from 6.00 a.m. daily for the whole of the swimming season.

Options:

1. Not agree to change the adopted hours.
2. Agree to change the morning times throughout the whole season from 7.00am to 6.00am for 'lap' swimmers.

Recommendation:

That Council agree to change morning times throughout the whole swimming season to 6.00 a.m. – 9.00 a.m. for ‘lap’ swimmers, with public access from 7.00 a.m. daily.

13.2 QUARRY DEVELOPMENT

Background:

At the most recent Quarry Management Committee meeting held on 31 August, 2011 (see minutes within the business paper), it was recommended that Council advance negotiations with a neighbouring landowner to obtain a portion of land to enable Council's quarry operations to be expanded and that Council investigate the reserves in the area to ascertain the value of product.

Previous reports to Council have indicated that the life of the quarry varies between 20 to 50 years based on anecdotal information from Council employees and comments from drillers who drilled several shallow bore holes.

Issues:

- (i) To enable Council to properly manage the operation of the quarry it is necessary that a full investigation be conducted as to the quantity of materials available for aggregates, road base and rockfill, as well as quality of these products.
- (ii) As recommended by the Quarry Management Committee, seeking information from likely clients as to the future sales for their planned programs will not only enable Council to better predict the life of the quarry but will allow Council to determine the size of storage areas, staffing numbers and overtime requirements.

Sustainability/Legislative Provisions:

To improve knowledge of the reserves of different types of material available will enable Council to better manage the operations of the quarry and ensure that profits are achieved in accordance with Council's goals.

Presently Council has approval to produce 80,000 tonne of product per annum. Any increase over this amount on a regular basis will require the lodgement and approval of a new development consent.

Council must comply with the Mines Department Regulations and any expansion will require the preparation of an Environmental Impact Statement, as well as amendments to rehabilitation plans and other management plans.

Financial Considerations:

No provision has been made in the 2011/2012 estimates for any of the works or investigations recommended by the Quarry Management Committee, however sufficient funds should be available from reserves to fund the investigation of the resources available to determine the quality of the material as well as determining the life of the quarry.

Quotations from reputable firms to complete test drilling, undertake EISs and any other studies, should be obtained so that Council is fully aware of the life of the quarry and the cost of the expansion, if necessary.

Options:

- (1) Do nothing and continue to operate with no knowledge of the quantity or quality of reserves.
- (2) Obtain quotations for a full investigation of reserves and studies required if the extra land can be obtained from the present lessee.

Recommendation:

That Council discuss the possibility of obtaining additional land from the present lessee and that quotes for a detailed investigation of the quantity of quality of materials available be obtained.

13.3 WORKS IN PROGRESS

(a) **State Highway:**

- Mowlma Ck Flood Damage (approximately 2km) – complete
- Shoulder Grading 20km north – in progress
- Slashing – in progress.

(b) **Regional Roads:**

- Routine patching, mowing & edge sealing on MR129B, MR129Q, MR383 and MR7515.
- Further works will be completed in due course as resources permit.

(c) **Local Roads:**

- Flood damage and maintenance grading completed, or in progress, on the following local roads:

<i>Road No</i>	<i>Road Name Flood Damage</i>	<i>Road No</i>	<i>Road Name Maintenance</i>
SR12	Back Gular	SR2	Tooraweenah
SR19	Gular/Quambone	SR16	Mungery
SR29	Thurloo	SR17	Shanklins
SR42	Memsie	SR29b	Wilber
SR33	Urawilkie	SR44	Cordale
SR38	Calga		Gulargambone Streets
SR101	Bulgan		Coonamble Streets

- Bitumen patching and slashing completed on the following roads:

<i>Road No</i>	<i>Road Name</i>	<i>Road No</i>	<i>Road Name</i>
SR86	Carinda	SR87	Box Ridge
SR19	Gular/Quambone		

- Construction works scheduled for SR87 Box Ridge ch 8.34km to ch 9.34km east of Gulargambone and ch 9.900km to ch11.440km east of Gulargambone
- Construction works scheduled for SR19 Gular/Quambone ch 14.33km to ch 15.980km west of Gulargambone.
- Tooraweenah Road – heavy patches being carried out.

(d) **Urban Streets:**

- Patching has been undertaken over several days in the past month.
- Replacement of signs
- Grading of unsealed roads and lanes in progress.

(e) Water and Sewerage:

- General maintenance
- Extract columns and overhaul shafts and bearings from No 4 Bore – Yarran Street
- Inspections and reports – Council's reservoirs in Coonamble, Gulargambone and Quambone.
- Upgrade Bertram Street sewer pump station.

(f) Parks and Gardens:

- Street sweeping
- Graffiti removal
- Sports oval – marking, mowing and watering
- Tree trimming – pools
- Preparations for Moorambilla Festival
- Gulargambone – concrete between the baby pool and main pool has been replaced. A new pool fence will be erected as part of the upgrade.
- Coonamble – the pool has been readied for the upcoming season and is available for early training.
- Quambone pool

(g) Special Works / Other Projects:

- (i) Various heavy patches around the Shire
- (ii) Continued flood damage works
- (iii) Combara tip filled in and closed.
- (iv) Completed works at the weir, the spillway has been constructed and all fill material has been pushed in and levelled off.

Recommendation:
That Council note the information.

K N BRODBECK

Director of Engineering Services
6 September 2011

14. REPORT BY MANAGER – ENVIRONMENTAL SERVICES **COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011**

Recommendation:

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

14.1 QUAMBONE STORE

Background:

The issue of the unsatisfactory state of the store at Quambone was raised at Council's meeting on 10 August 2011. I was requested to carry out an inspection and report on the outcome and possible solutions.

Issues:

An inspection of the store took place on 23 August, 2011 and, at that time, there were no visible signs of food being prepared on the premises. Food available for sale consisted of loose lollies, packet chips, biscuits, sauces and tinned food. The refrigerator contained milk and soft drinks – everything for sale was within the 'due by' date.

It was noted that the kitchen area had not been used for a long period of time as there was dust visible on the surface areas of the cook top and benches. The area was dirty, untidy and completely unsuitable for the preparation of food.

The whole of the building is in a dilapidated state and requires substantial work to bring it to a standard suitable for use as a food premises.

I spoke with the owner's partner who was in attendance at the time of my inspection and advised him that no food preparation was to be carried out on the premises. I made it clear that the only items to be sold from the Store were those in a pre-packaged state, e.g. biscuits, chips, milk, bread and the like.

Sustainability/Legislative Provisions:

Requirements of the Food Authority of NSW.

Financial Considerations:

Obviously there has been no improvement works carried out at the premises since my last inspection and it would appear that the owner has no intention of complying with Council's previous requests. To bring the premises up to an acceptable standard would require significant funds. It would also be necessary to re-fit the whole kitchen area which would also be a costly exercise.

Options:

1. Take no action
2. Take no action and advise the owner that only pre-packaged foods may be sold at the premises.
3. Take action to serve a Closing Order until the premises is brought up to standard.

Recommendation:

That Council agree to take action to serve a Closing Order on premises known as the Quambone Store, requiring the owner to comply with the conditions imposed by such Order.

14.2 TOILET BLOCK – COONAMBLE SHOWGROUND

Background:

At the meeting of 10 August, Council requested a report on the cost to bring the toilet block at the Showground (near the greyhound track) to a satisfactory standard.

Issues:

The toilet block is of solid construction and does not need to be replaced – in my opinion it is in good condition. The existing fittings are all in good order, however the toilet block will require painting, both internally and externally.

At the present time there are four ladies' toilets and showers and two men's toilets, with one urinal and four showers, with a service bay located in the centre.

It will be necessary to remove the existing cement cisterns and replace them with new push-button stainless steel units. It will also be necessary to re-run the water pipe to suit these new cisterns. It is proposed that this work will be offered to local contractors for expressions of interest.

Sustainability/Legislative Provisions: N/A

Financial Considerations:

I estimate that it will cost in the vicinity of \$22,000 to bring the toilet block to an acceptable standard, based on the following :

▪ Purchase of stainless steel cisterns	\$9,000
▪ Painting	\$7,000
▪ Miscellaneous (additional plumbing)	\$6,000

Options:

1. Refurbish the toilet block by carrying out the foregoing repairs.
2. Demolish the toilet block and erect a new facility which is estimated to cost around \$120,000.

Recommendation:

That Council agree to refurbish the toilet block at the Showground, adjacent to the greyhound track, by replacing cisterns with new stainless steel units, at a cost of \$22,000 and that funds be provided from the 2010/2011 surplus.

MATTHEW COCK

Manager – Environmental Services
7 September 2011

**15. MANAGEMENT PLAN REVIEW AND QUARTERLY BUDGET
REVIEW TO 30 JUNE 2011
FOR COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011**

Background:

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

Issues:*(i) MANAGEMENT PLAN:*

A copy of the Management Plan is attached showing performance against the targets set by Council for the current year.

(ii) BUDGET REVIEW:

Council adopted the budget for the current year at its meeting of 10 June 2010. Given the advertising requirements of 28 days and the time taken to prepare the budget results in lengthy lead times. Consequently the budget is prepared without actual knowledge of the year end result which has an effect on the current budget and which has been adjusted to reflect such contingency.

Council commenced 2010/11 with an estimated budget surplus of \$20,000. This year end following the preparation of the June quarter budget review indicates a full year surplus of \$66,514 as the final result for 2010/2011.

As at the 30th of June 2011, Council had on hand approximately \$8.2 million in externally restricted funds, internally restricted funds amounted to approximately \$7.2 million (as per Reserves list tabled to council) leaving council with approximately \$34,000 in working funds.

As per the custom with previous financial years any unspent grant funded works have been automatically transferred through to council's externally restricted reserves. These works are then carried over into the current financial year (2011/2012) for completion.

At the same time a review of the transfers to and from internally restricted assets contained within the budget has been conducted and the corresponding budget adjustments made to reflect the level of expenditure carried out. Whilst management has proposed these changes to the transfers to and from restricted assets Council is reminded that they have final say on the amount and use of the internally restricted reserves as tabled before council.

The following is a list of major budget variations for Council's consideration:

- **Building M & R (P2)** – \$62,346 reductions in costs due to the renovations for the front counter not being carried out in the 2010/11 year. The \$30,00 council previously allocated to this task will be carried forward into the 2011/12 financial year.
- **Inclusion of Loss & Gain on sale of Assets (P2)** – net result was an increase in expenses of \$525,749. This transaction basically represents a book entry transaction with the value of the result determined by the carrying book values of council's assets at the time of sale. It is noted that these values were originally supplied by external valuer's.
- **Interest income (P2)** – increased \$107,009 due to interest rates increasing and Council having greater than anticipated investment amounts.
- **Accrued Leave Expenses (P2 & 3)** – reduction in budgeted expenses due to leave entitlements not been taken throughout the course of the 2010/11 financial year with the administration and engineering staff
- **On Costs Contribution (P4)** – increased by \$403,980 due to additional recovery of costs associated with grant funded programs for the 2010/11 Financial year.
- **Plant Running Expenses (P4)** – increased expenditure by \$191,559 this has been offset by the recognition of additional revenue generated by the Diesel Fuel Rebate of \$127,100
- **Emergency Works December 2010 (P10)** –Inclusion of \$122,685 of Council expenses specifically related to the Flood event in December 2010. These expenses were previously spread throughout the overall budget in various area's such as Parks and Gardens and Roads.
- **Coonamble & Gulargambone Water Supply (P11 & 12)** – Votes adjusted to reflect actual levels of income and expenditure with the Transfer to/from adjusted to provide a balanced result
- **Coonamble & Gulargambone Sewerage Supply (P13 & 14)** – Votes adjusted to reflect actual levels of income and expenditure with the Transfer to/from adjusted to provide a balanced result
- **Quarries & Pits(P15)** – Increase in actual expenditure of \$216,179 which was offset by an increase in income of \$549,670 for operations carried out at the Quarry and Crusher
- **Shire Roads M&R (P18)** – a reduction in Expenditure of \$282,576 this is offset by the removal of the transfer from Restricted Assets of \$300,000 which was being used to fund this work. Work was not able to be carried out in this area due to the heavy demands placed on council workforce by the Grant funded flood damage programs
- **Rural Roads Unsealed (P18)** – Inclusion of depreciation expense for Rural Roads unsealed of \$515,002. This entry represents a book entry and is reversed out of the final result on the Summary page of the quarterly budget review

- **State Highways (P19)** – Expenses and Income have been adjusted to reflect the final result for the 2010/11 financial year. As a function of Council the State Highways returned a surplus of \$231,816
- **Main Roads Depreciation (P19)** – recognition of depreciation expense for Regional Roads & Bridges of \$1,201,703. This entry represents a book entry and is reversed out of the final result on the Summary page of the quarterly budget review.
- **Capital Items (P22 & 23)** – Votes have been amended to reflect the final level of income and expenditure for the 2010/11 financial year. Capital works projects not completed as at the 30/06/2011 will be carried forward into the 2011/2012 financial year.

As Council's responsible accounting officer it is my opinion, having regard to the original estimate of income and expenditure and the quarterly review of these estimates at 30th June 2011, that Council is in a satisfactory financial position.

Sustainability/Legislative Provisions:

- | | | |
|------|--|-------------|
| (i) | <i>Management Plan</i> | |
| | Local Government Act 1993 | Section 407 |
| (ii) | <i>Quarterly Review of Budget</i> | |
| | Local Government (General) Regulation) | Section 203 |

Financial Considerations:

Consideration of attached Budget Review and list of budget variations.

Options: N/A

Recommendation:

That Council:

- (1) **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 30 June 2011;**
- (5) **note the information provided on overtime for the period 01/04/2011 to 30/06/2011.**

BRUCE QUARMBY

Director of Corporate Services
Responsible Accounting Officer

**16. REPORTS FROM VARIOUS COMMITTEES/DELEGATES
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011****16.1 MINUTES OF A MEETING OF THE CONSULTATIVE COMMITTEE
HELD IN THE COMMITTEE ROOM ON TUESDAY 23 AUGUST, 2011
COMMENCING AT 8.30 A.M.**

PRESENT: Kristern Ramien (in the Chair) with Peter Hurst, Rick Warren, Bruce Quarmby, Andrew Morley, Craig Nichols and Phillip Ryan arrived at 8.35 a.m.

Also in attendance were Terry Dray (USU) & Barry Frew (Consultant).

APOLOGY: Kookie Atkins

1. CONFIRMATION OF THE MINUTES

Moved K Ramien Seconded A Morley that the minutes of the Consultative Committee meeting held on 22 March 2011 be confirmed.
Carried

2. BUSINESS ARISING:

- (a) Kristern Ramien raised the issue of problems with timing and availability of staff.
- (b) Support Ranger Duties – it was noted this will be covered under the new Salary Structure/Organisational Review.
- (c) Position of Manager – Water and Sewerage Services
The Committee noted this position description is with General Manager/Director of Engineering Services – and will form part of the review.
- (d) Staff Appraisals – to be completed by July yearly. It was noted that not many have been completed and this process will be reviewed as part of the organizational review. The General Manager advised the Committee that this is not the role of the Senior Administration Officer – Payroll. Completion and follow up of staff appraisals will form part of the new HR Department duties, following the implementation of the organizational review.

3. CORRESPONDENCE

- (a) Memo from General Manager regarding recommendations from previous meeting of Consultative Committee.

Tabled and noted.

Attendance at Consultative Committee Meetings by General Manager

Kristern Ramien noted that the former General Manager attended most Consultative Committee meetings and provided responses to previous issues during the meeting.

RECOMMENDATION:

The Committee Recommends that the Consultative Committee minutes be forwarded to the General Manager for approval of recommendations put forward and the General Manager reply with outcomes prior to next meeting.

4. GENERAL BUSINESS

(a) Organisational Restructure/Salary System

The General Manager requested that only Committee members be in the room, whilst this matter is being discussed. At this juncture, Craig Nichols and Phillip Ryan left the meeting as they are alternates, not members of the Consultative Committee.

The General Manager addressed the meeting pointing out the need for a salary review and organization restructure.

At this juncture, Barry Frew addressed the meeting and tabled the information regarding the review. Material presented was noted and comments made in confidence. The background report, rather than the charts and other attachments, was noted as in confidence.

Mr. Dray suggested, with some vigour, that some staff had expressed concerns the review process, outcomes had been somewhat secretive, rude, with limited consultation about what was intended. Some job descriptions were not available and some felt they were not happy with the process. He referred to various sections of the Award.

On the contrary it was stated that the process had been consultative and open, gaining the views of many staff members. Progress had been accompanied by a newsletter and indications of the need to consult with the Consultative Committee before further steps could be taken, beyond discussions with staff directly

affected. The Unions had been advised that a review was being undertaken, with some aspects at the request of staff. The General Manager replied that the process, following consultation, was now at the point of addressing concerns, which may have been raised.

Whilst going through the proposed new structure and salary review, Mr. Dray asked Mr. Frew whether the number of positions will change and was advised that they would principally remain the same. There was some discussion of the small (2) number/percentage of redundancies and the reasoning behind them.

Mr. Andrew Morley- Workshop representative – questioned the decision to not appoint a new workshop foreman/Superintendent. He asked who will be responsible for directing staff and have responsibility for the workshop. Both Andrew and Terry Dray suggested that management establish a rotating roster system for the “supervisor”, who would schedule priorities and work allocation, in the workshop to assist the Manager and staff.

Management agreed to revisit a number of these issues and advise the Committee.

Mr. Dray requested that the Structure indicating the number of positions be displayed – also to indicate which positions are ‘part time’. Mr. Frew advised this can be done and re-tabled to the Committee.

Mr. Frew advised, in an attempt for transparency, there may be future redundancies due to change in workforce requirements/practices. Mr. Dray again requested that the new positions (TBA) be clearly marked on the (new version) of the Structure.

A discussion then followed on appointments and salaries, associated with the new structure. Mr. Frew advised the Committee of intention to introduce broad banding of the Salary Structure, together with performance evaluation and reward as allowed for under the Award.

There was no desire to disadvantage staff already substantively holding a position or proposed position, by a total spill of positions. Mr Dray positively advised that some Shire Councils, with their support, often considered an appointment within a 2 to 3 Grade range above the existing grade equitable, as a lateral transfer.

Mr Kristern Ramien requested that names be included on the Organisation Structure in an effort to quash the rumours currently circulating. Mr Frew agreed that this would be done.

It was agreed that Committee members take the new Structure, including names, for feedback from staff.

The Committee requested that the proposed revised Salary Structure be displayed on weekly rates (in lieu of annual rates). Mr Frew advised that this would be completed.

RECOMMENDATION:

Recommended that the Consultative Committee review progress at the next meeting on 2 September, 2011, commencing at 8.30 a.m.

The meeting closed at 10.50 a.m.

**16.2 MINUTES OF A MEETING OF MT MAGOMETON QUARRY
MANAGEMENT COMMITTEE HELD AT THE QUARRY ON WEDNESDAY,
31 AUGUST, 2011 COMMENCING AT 9.55 A.M.**

PRESENT: Councillors D Schieb and T Cullen, together with the Director of Engineering Services, Mr Kel Brodbeck, the Director of Corporate Services, Mr. Bruce Quarmby and Production Manager, Mr John Smith.

APOLOGY: The Mayor forwarded his apology by email prior to the meeting.

1. CONFIRMATION OF THE MINUTES

RESOLVED on the motion of Cr Cullen and K Brodbeck that the minutes of the meeting of the Quarry Management Committee held on 2 February 2011 be confirmed.'

2. ITEMS ARISING FOR DISCUSSION

(a) Changes to Storage Area

A report by the Production Manager was presented to the meeting. The Director of Engineering Services asked whether 600 tonne for a day would be just for road base or all products. Based on 600 tonne/day, 90,000 tonne of product could be made in 25 weeks. The Director also questioned the amount of product that would be required in the current calendar year.

It was noted that over the past two years sales have been around 40,000 tonne of road base and 45,000 tonne of 40mm rock fill. The Director of Engineering Services said he was not sure of demands or future requirements, as RTA Programs for the Shire have not been determined at this stage, but it is anticipated that the volume of product required will be down on past years.

The Director raised the issue of why the proposed work would be let to a contractor and asked why Council's work force could not carry out the work. Another issue he raised was that the proposed additional storage area is not in the Management Plan for the Quarry.

3. GENERAL BUSINESS

(a) Additional Land

Cr Cullen asked whether any progress has been made regarding the procurement of additional land adjacent to the current Council lease.

The Director replied that Council has not advanced the investigation due to the recent implementation of the organizational structure and the transfer of duties relating to the management of the quarry. He said that investigations with the Lands Department will require Council to obtain consent from the present lessee to have the necessary land transferred to Council. All costs associated with the transfer will be Council's responsibility.

THE COMMITTEE RECOMMENDS that Council advance negotiations to obtain the additional land as a priority or as resources permit and approach the current lessee to obtain his consent.

THE COMMITTEE RECOMMENDS that Council investigate the reserves in the area above to ascertain the value of the product.

THE COMMITTEE RECOMMENDS that Council contact neighbouring Shires and Contractors regarding potential demand in the future.

(b) Emulsion Tank at Depot

The Production Manager asked the Director that if the emulsion tank at the Depot was replaced would it be possible to relocate it to the Quarry for use as a diesel storage tank.

The Director said he is investigating the replacement of the existing tank and he can see no reason why it cannot be utilized as a diesel storage tank.

4. CONCLUSION

THE COMMITTEE RECOMMENDS that Council staff carry out the proposed works if possible or alternatively, quotes be sought from contractors to progress the storage area.

This concluded the business and the meeting closed at 11.00 a.m.

17. REPORT BY ECONOMIC DEVELOPMENT MANAGERS
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

Recommendation:

That the report by the Economic Development Manager for the month of August 2011 be received and dealt with.

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

PROJECT	ACTIONS	STATUS/OUTCOMES
Indoor Arena	1. Design – preferred student design identified. 2. Design - Met with Ian Berryman, ILB Orange and Col Tink, Country Rite Mix re alternative design/costing. 3. Corporate Partners – met with J Quealy to review presenter document to take to companies.	1. Brookfield Multiplex working to cost student design. 2. Cost estimate received from CRM. Awaiting estimate from ILB. 3.
Eco Spa	Received advice of successful state contribution \$25,000. Prepared acceptance documents.	• All funding for Stage 2 now in place. Need to form Project Management Committee.
Rent-a-Farmhouse	Contacted C Weston re next visit. Liaising with Baradine Progress Association. Prepared flyer Information for Farmers and distributed via email and at key locations/events. See attached.	Opportunity for national TV coverage early/mid September. Need 2-3 farmhouses. Three inquiries received so far from farmers. Needs community committee to manage. Possibly separate Coonamble, Gular, Quambone.

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

PROJECT	ACTIONS	STATUS/OUTCOMES
Small Business September	Received offer of Visual Merchandising workshop funded by RDA Orana and NSW OTBI. Checked with Chamber reps. Commenced organising.	Retail Revamp – Visual Merchandising. Breakfast Seminar. Wed 21 Sept. Global Village Café. 7.15am.

Support new and existing business	<ol style="list-style-type: none"> 1. Support Business Start-Ups: made inquiries re status of old Ambulance Station in response to business inquiry. Add new Sheep manure removal business to web listing. Further discussions re new business at Quambone. 2. Support Business Expansion: assisting with request re signage for one expanding business. 3. Business Incentives Program – distributed draft policy to Shire business database. 	Advice/support provided to 4 businesses.
Chamber of Commerce	Assisting with organisation and promotion of Customer Service training.	Natalie Bramble to deliver training from 31 Oct to 4 Nov. Separate workshops proposed for Government/Non-Profit; Retail; Trades. Council is a sponsor.
Gular Rural Transaction Centre	Assisted in booking a speaker for GRTC AGM on topic 'Working together to keep Gular flying ahead.'	Karen Saunders booked. Council is a sponsor through Business Training budget.
Coonamble Saleyards	<ol style="list-style-type: none"> 1. Marketing – contacted PR company to finalise logo. Organised bulk mailout to north west region of Saleyard Spring flyers. Flyer and info onto CSC website. Organised ad, editorial and photo in Around the Saleyards feature in Western Magazine. 	PR company responsible for finalising logo is not returning calls or emails. Promotional strategies continuing regardless. See Spring Flyer attached.
Employment Circle	<ol style="list-style-type: none"> 1. Organised and attended meeting 9th August 2. Driver Training project – Amanda organised Dept of Transport to attend as potential funding source. 3. Attended Business Information Evening 11th August at CHS MPC. 4. Literacy Numeracy – followed up with Western College, Dubbo who have contract for Coonamble. 	<ol style="list-style-type: none"> 1. See meeting notes attached. 2. MPREC to progress Driver Training project with Employment Circle support. 3. Disappointing business attendance at dinner. Excellent support from relevant agencies and Councillors. 4. Literacy Numeracy classes to commence soon. More referrals needed.

3. Community Economic Development + Physical Amenity

PROJECT	ACTIONS	STATUS/OUTCOMES
Gular Native Garden	Organised and attended meeting held 23 rd August at GCS.	Native Garden project is a Central School project with community support. Part of Gular Community Strategic Plan.

4. Networking, Advocacy and Lobbying

ISSUE/ OPPORTUNITY	ACTIONS	STATUS/OUTCOMES
Wungali Aboriginal Community Working Party	Attended meeting 30 th August..	Reported on: Indoor Arena, Employment Circle – Driver Training proposal, Training/Recruitment survey and directory. Lands Council/CWP rep will now attend Employment Circle.
RDA Orana	Orana EDO Network -	Coonamble Shire to host next meeting Monday 10 th & Tues 11 th October. Approx. 15 EDOs and similar from around the region.

APPENDICES TO EDM REPORT:

- Rent a Farmhouse flyer – Information for Farmers
- Coonamble Saleyards – Spring Flyer
- Notes from Employment Circle Meeting 9th August.

Recommendation:

1. That Council adopt the revised Guidelines for the Operation of the Local Heritage Fund – APPENDIX E

Recommendation:

That Council adopt the report submitted by the Economic Development Manager for the month of August 2011.

LEE O'CONNOR

Economic Development Manager

6 September 2011

**17.1 NOTES FROM EMPLOYMENT CIRCLE MEETING HELD ON TUESDAY
9 AUGUST, 2011 AT THE GLOBAL VILLAGE RESTAURANT AT 10.00
A.M.**

Present: Cr Alan Karanouh, Priscilla Kelly (CHS), Marie Thomas (CHS), Amanda Glasson (CSC), Lee O'Connor (CSC EDM), Amanda Nixon (Sureway), Shane Kilby (TAFE), Daisy Buckley (Joblink), Melissa Baker (Joblink), Jen Hoath (RFCS), Tanya Hind (CHS), Sandra Harrison (Coonamble RTC), Daisy Buckley (MPREC), Irene (MPREC)

Apologies: David Floyd, Ana Pateman (Western Student Connections), Cheri McDonald (CHS), Gary Brown (Western Student Connections) Jo Ellis (Reconnect, MacKillop), Zoe Bridges (Outreach Coordinator, N W Area, TAFE NSW Western Institute), Adam Wilner (ABL Apprenticeship Centre), Taryne Albert (MPREC), Adam Cohen (MPREC), Richard Simpson (Partnership Community Project Officer - Coonamble & Gulargambone Aboriginal Affairs NSW)

1. Local Training/Employment Contracts**1.1 Literacy & Numeracy Contract (LLNP) –**

Erifili Davis for Western College phone 9/8/11 to give update for LLNP as Kate is unwell. They have secured a training venue at MPREC Training Centre plus a trainer. They will be contacting the local JSA's next week with the process of how the refer to the service. Classes are set to begin in early September, minimum numbers are 12 participants. If average attendance falls below 10 students for a period of 2 weeks the service will be reviewed. Western College are happy to send attendance list to each JSA stating attendance for their enrolled participants.

3.2 Project to assist in learner drivers getting logbook hours

Sharlie Ovrachim Regional & Metropolitan Transport Coordinator for Department of Transport, attended this meeting to discuss this project and the possibility of his Department being able to assist. His role is in dealing with transport disadvantage, the position is described as follows on the transport website:

Regional and Metropolitan Transport Coordinators

Transport NSW commenced a Transport Coordination Program covering Regional and Metropolitan areas to address the needs of people facing transport disadvantage. This followed recommendations made by the Ministerial reports into Sustainable Public Transport and the Bus Industry.

Transport disadvantage is defined as a circumstance or set of circumstances that leaves those that are affected by it in a situation where they have limited or no access to private transport and they have difficulty in gaining access to conventional transport systems

In NSW, there are 13 Transport Coordinators - 2 Sydney Metropolitan Coordinators and 11 in rural and regional areas. They aim to reduce the negative effects of transport disadvantage through improved coordination with community stakeholders, transport operators and other agencies. Positive benefits from the program include:

- Developing partnerships
- More integrated transport
- Less duplication of services
- Improved utilisation of resources
- Increased transport options
- Improved access to community activities
- Flexible services to meet needs
- Environmental benefits

An Aboriginal Project and Liaison Officer identifies issues and provides advice and assistance to improve transport outcomes for Aboriginal people. As the position is a state wide position, building relationships within communities is important and requires ongoing consultation and liaison with a wide range of organisations and agencies including local, state and federal government departments, transport providers, community transport groups and community based organisations as well as with the Aboriginal communities.

The officer works closely with all the Transport Coordinators to assist in identifying shortfalls and inconsistencies in transport related issues that predominately affect Aboriginal people.

New statewide project to assist Aboriginal communities and groups to access transport to Events of Cultural Significance

Transport NSW, through the Local and Community Transport Branch, is trialling the funding of group transport that will enable Aboriginal people in NSW to attend events that have a cultural significance to them and their community. Funding may be provided for transport to events such as funerals.

Transport will usually be for groups of 8 or more travelling in the same vehicle to an event which is at least 25 kms away in rural and regional areas. For metropolitan communities, only transport to events outside the metropolitan area will be considered.

This project is not intended to be the primary source of funds for the transport but rather a source of funds to enable transport to be undertaken where, despite all efforts, there are insufficient resources to undertake the travel.

Transport NSW will provide no more than 50% of the cost of the transport and no overnight accommodation or meals will be funded. Funding from this project should be seen as the last place to turn to for financial assistance. A contribution towards the cost of transport will be requested from passengers. Funding is not available to regular events such as sporting competitions.

Organisations applying for funding must have an ABN e.g. Aboriginal Lands Councils, Aboriginal Medical Services, non-government organisations etc.

Sharlie has been speaking with Janelle Whitehead regarding the Coonamble project. Sharlie will work collaboratively with other organisations to assist with getting the funding for the project. He has been assisting MPREC to get instructors qualified for their organisation. MPREC has a dual control vehicle plus a person to assist. The project needs to be clearly defined to include the following:

- Model would be required.- this needs to include building a pool of qualified instructors, how the hours can be completed, whole of community project, participant eligibility, privately funded clients etc.
- Partners need to be identified and what they would be willing to contribute.
- Numbers of people to be assisted in obtaining their licence
- Reasons participants need their licence
- Participants would need to be registered with a JSA.
- CHS questioned why students would not be eligible as there is a generational issue of non driving therefore no car/licenced driver to do the hours. Stats will be needed from the school.
- Proof of generational unemployment within the town.
- JSA financial contribution for referred clients would need to be committed in writing.
- Other financial contributors to be secured and committed in writing.

A normal drivers lesson can cost between \$40-\$70 per hour. MPREC is currently supporting Irene to obtain her instructors qualification for their organisation. MPREC would be happy to deliver the program. Would need to check if Nugget is happy to deliver every hour of the required hours per participant in their vehicle. Everyone was in agreement that the project should be open to whole of community. Coonamble RTC have indicated they would be happy to be the auspice body for the project. It is felt that the project has the ability to become self sustaining in the longer term by becoming a small business opportunity for a private operator.

Questions were raised regarding training a trainer for the project. The following information has been sourced from the RTA website:

Requirements for getting a driving instructor's licence:

Overview of requirements:

To become a driving instructor you must have completed all of the following requirements:

1. Documents and checks
2. Tests
3. Letter of eligibility
4. Instructor training course
5. Regulator Final Assessment

Requirements in detail:

Documents and checks:

Driving instructor application (RTA form 239).

Pass a medical check (RTA form 239).

Pass Police and criminal checks; (RTA forms 1183 & 1184 office use only).

Two specimen signatures.

Four passport size photographs.

Theory test:

Pass an extended driver knowledge test on road rules (90 questions).

Practical test:

Pass a Driving Test with a 95% pass. The driving test **must** be passed *before* you will be issued with a letter of eligibility - this requirement is effective from 1 July, 2010.

A Motorcycle Operator Skill Test (MOST) with a 100% pass.

Letter of eligibility:

After all the above documents, checks, theory test and practical test have been completed the RTA will issue you a letter of eligibility. You **cannot** enrol in an instructor-training course unless you hold a current letter of eligibility.

Instructor-training course:

The instructor training standards are nationally agreed and are included in the Australian Quality Training Framework (AQTF).

Car driving instructors must pass the Certificate IV in Transport and Logistics (Road Transport - Car Driving Instruction) TL141207.

Heavy vehicle driving instructors must pass the Certificate IV in Transport and Logistics (Road Transport - Heavy Vehicle Driving Instruction) TL141309. HVDI courses equivalent to the Certificate IV in Driving Instruction NSW 91000 will continue to be accepted until 31 December 2009.

Motorcycle riding instructors must pass the RTA Pre-learner rider-training course as a student prior to commencing the instructor training with an approved course provider.

Generally most new driving instructors will take at least six months to complete the required qualifications.

Regulator Final Assessment:

After you have passed the instructor-training course you are required to pass a Regulator Final Assessment in the type of vehicle you want to be licensed to instruct in. During the tests you are required to demonstrate the knowledge, skills and driving behaviours expected of a professional driving instructor. The test includes: presenting lessons; demonstration of safe driving; a commentary drive and various manoeuvres.

Motorcycle instructors are not required to undertake a Regulator Final Assessment; however, motorcycle instructors require RTA accreditation to instruct in the NSW rider training scheme.

After you have passed the Regulator Final Assessment and paid the licence fee you will be issued with a driving instructor licence, which is valid for 5 years.

Fees:

Fees are payable to the RTA for the:

DKT (driver knowledge test).

Driving Test / MOST (motorcycle operator skill test).

Pre-learner rider training course (motorcycle instructors only).

Issuing of a 5 year driving instructor licence.

Fees for the instructor-training course including the Final Assessment are determined by the course providers and are paid directly to them.

Other fees such as those payable to medical practitioners for the medical check are the responsibility of the licence applicant.

Applicants are required to supply the vehicle for all driving tests and assessments.

ACTION: Amanda to work with Sharlie to develop the project and work on funding

ACTION: Amanda & Tanya to work on attracting funding for a driver beware type video program with Stride.

3.2.1 Driving Instructor Business Opportunity:

Discussion about the sustainability of the above pilot project was had. An opportunity could potentially exist for an interested person to establish their own business locally servicing the Coonamble and surrounding towns.

Potentially a JSA could support someone an interested person listed on their books into this business.

ACTION: Sarah to investigate how a JSA could assist a suitable person to do the licence training via sponsorship plus how they can then be assisted by the NIECE program.

5. Business Information Evening

RSVP's for the evening are at 28 businesses committed.

ACTION: Jen H to send a personal email inviting farming community to attend the evening explaining what they can expect to learn from the evening.

A guest speaker from the JSA network is yet to be committed.

ACTION: Amanda Nixon to make contact with someone within her organisation to see if they might be available for the evening.

OEC have had many staffing changes. Sarah Lyster Dubbo Based Manager for OEC servicing Coonamble.

ACTION: EDM to email info regarding Thursday to Sarah.

ACTION: Would all organisation intending to supply promotional material for inclusion in attendees bags please deliver the same to Marie by Wednesday 10/8/11.

ACTION: CHS to pick up plates from Golf Club cost \$0.50/plate.

10. NEXT MEETING: TUESDAY 13th September, 2011
10AM, GLOBAL VILLAGE, Castlereagh St, Coonamble.

**18. REPORT BY TOURISM DEVELOPMENT MANAGER
FOR COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011**

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

Tourism Development September 2011

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Gulargambone Riverwalk	<ul style="list-style-type: none"> Sited signage Prepared launch invites & media release Prepared DL flier 	<ul style="list-style-type: none"> Signs launched by MPREC on 8th September 	Complete
NSW Tourism Awards	<ul style="list-style-type: none"> Failed to complete entries for Moorambilla, Gulargambone Caravan Park & Mt Tenandra 	<ul style="list-style-type: none"> There are other awards throughout the year where council may assist businesses with submissions 	Complete
Quambone-Primitive campground	<ul style="list-style-type: none"> Prepared project plan for handover 	<ul style="list-style-type: none"> Will need to be progressed by new TDM 	In-progress
Bore sign for Smith Park	<ul style="list-style-type: none"> Finalised draft 	<ul style="list-style-type: none"> Under construction 	Installed September
Review of all tourism projects	<ul style="list-style-type: none"> Initiated review of all projects to prioritise completion by 23 September Met with senior staff 	<ul style="list-style-type: none"> Handover documents for key projects/events prepared and sent to appropriate staff 	Complete

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"> 60 visitors in August, primarily NSW but also VIC and SA. 	Ongoing

Visitor Information Centre (GVIC) – Gulargambone	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • No figures at time of report 	Ongoing
Information Packs (via web site form)	<ul style="list-style-type: none"> • Sent out 7 packs 	<ul style="list-style-type: none"> • 	Complete
Bluetooth Marketing	<ul style="list-style-type: none"> • Handover of project to Warrumbungle Cluster • Briefed David Murray on operation 	<ul style="list-style-type: none"> • Using Global village trial to fine-tune settings • Will trial device during Moorambilla Festival 	Complete

Marketing, Promotion & Events

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Joint advertising-Race clubs	<ul style="list-style-type: none"> • Invoiced the four race clubs 	<ul style="list-style-type: none"> • Fliers mailed out to residents in August 	Complete
Moorambilla Festival	<ul style="list-style-type: none"> • Attended several local Moorambilla committee meetings • Arranged Marshes tour • Coordinated markets 	<ul style="list-style-type: none"> • 	Event held 23-25 September
Moorambilla Festival - Staging Request	<ul style="list-style-type: none"> • The local committee sought to find local businesses that would be able to construct the required staging with no success. The quotes obtained elsewhere were extremely high 	<ul style="list-style-type: none"> • Staging is available for hire from Dubbo at a cost of \$2244 without transport or assembly. The festival has asked if council could cover the cost of hiring this staging, arrange council vehicle to pick up the staging in Dubbo on 22nd September and return on 26th September and provide staff to assemble. 	Decision required ASAP. Event commences 23 rd September

Marthaguy, Come-by-Chance, Gulargambone and Coonamble Jockey Clubs	<ul style="list-style-type: none"> • Updated web sites • Prepared posters/fliers • Emailed promotional material 	•	Complete
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Tourism Signage

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Smith Park Business Advertising	<ul style="list-style-type: none"> • Progressed 4 of the 10 business adverts • Prepared handover documentation 	•	Four of ten places filled
RTA Tourism Attraction Signposting Accreditation Committee (TASAC)	<ul style="list-style-type: none"> • Prepared submissions for Gulargambone Riverwalk and AVIC signage • 	•	Submissions assessed at RTA TASAC September meeting
Information Sign- Castlereagh Street	<ul style="list-style-type: none"> • Prepared draft with Danthonia 	•	
AVIC signage for Bourbah Street Intersection	<ul style="list-style-type: none"> • Costed signage 	<ul style="list-style-type: none"> • Signage ordered 	Awaiting RTA ruling
John Oxley Rest Area Signage	<ul style="list-style-type: none"> • Prepared drafts of new signage • Ordered new information panels and brackets 	<ul style="list-style-type: none"> • New signage to be more vandal proof than previous Perspex covers 	September
Bourbah Crossroads John Oxley Signage	<ul style="list-style-type: none"> • Ordered Signage 	<ul style="list-style-type: none"> • Signage will arrive in September and need to be installed 	October
Nickname Smith Park Sign	<ul style="list-style-type: none"> • Exploring completion prior to 23 September 	•	September

Industry and Regional Partnerships

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Warrumbungle Cluster (Gilgandra, Coonamble, Narrabri and Warrumbungle Shires)	<ul style="list-style-type: none"> • Prepared advertising plan • Prepared progress report 	<ul style="list-style-type: none"> • Attending cluster meeting in Gilgandra 20th September • Will handover to cluster and prepare handover document 	Complete
Campbelltown City Council	<ul style="list-style-type: none"> • Confirmed key dates for art exhibition • Briefed Director Community & Corporate & Outback Arts 	<ul style="list-style-type: none"> • Coonamble Art Exhibition may still proceed 	Festival of Fishers Ghost October 2011
Great Inland Way	<ul style="list-style-type: none"> • Attended teleconference 	<ul style="list-style-type: none"> • Will dial in to teleconference for handover 	AGM September
Inland NSW Tourism	<ul style="list-style-type: none"> • Council is now formally part of this new RTO 	<ul style="list-style-type: none"> • Randall Medd (Gilgandra will be interim regional representative on the board) 	Complete
Coonamble Streets Ahead	<ul style="list-style-type: none"> • Attended meeting held 8 September 	<ul style="list-style-type: none"> • 	Next meeting September
Outback Arts	<ul style="list-style-type: none"> • Attended Board meeting as council representative on 8th September 	<ul style="list-style-type: none"> • Council to explore possibilities for development of a cultural plan 	complete

<p>Council Web site/Council Facebook page</p>	<ul style="list-style-type: none"> • Trained 2 more staff in updating web site 	<ul style="list-style-type: none"> • David Murray to provide technical troubleshooting but uploading to web the responsibility of each functional area 	<p>complete</p>
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RECOMMENDATION:
That Council adopt the report submitted by the Tourism Development Manager for the month of August 2011.

STEVEN BALDWIN
 Tourism Development Manager
 6 September 2011

**19. REPORT BY SALEYARD MANAGER
FOR COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011**

Recommendation:

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

19.1 SALES**CATTLE:**

Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle/ Sheep	Total Amount (\$)	No. of Yards
05.08.11	Fat	504	2,570.40	41	154.16	545	2,724.56	-
17.08.11	Store					1,232	4,632.32	-

Totals:	Scale	504 head	\$2,570.40				
	VA	41 head	\$ 154.16				
	Store	1232 head	\$4,632.32				
	Yards	NI Leach	\$ NIL			\$7,356.88	

19.2 CASUAL WEIGHING & CASUAL USE

Halcroft & Bennett Pty Ltd	\$451.50
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19.3 SALEYARDS ACCOUNT

Period to 31 AUGUST 2011	Income	\$ 21,680.87
	Expenditure	\$ 34,926.82
	Surplus/(Deficit)	(\$13,245.95)
Balance General Fund (30/6/2011)		\$ 54,552.43

GREG ROBINSON

Saleyards Manager

1 September 2011

**20. REPORT BY CONTRACT RANGER
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011**

Recommendation:

That the report by the Contract Ranger for the months of July and August 2011 be received and dealt with.

MONTH OF JULY 2011:

20.1 Dangerous Dog Enforcement

The owner of the two dogs that were declared dangerous last month for attacking a postal worker had action taken against him this month for failing to comply with the control requirements for the keeping of these kinds of dogs. These dogs will continue to be monitored.

20.2 Dog Attacks

Two dog attacks were reported this month.

- 1) A child riding a bicycle in the street was rushed at and bitten by a dog. Action was taken against the owner. The dog was subsequently surrendered and destroyed.

- 2) A mother and child were bitten by a dog that had entered their front yard. Action was taken against the owner. The dog was subsequently surrendered and destroyed.

20.3 Dangerous Dog Appeals – Court

Two owners elected to appeal to the Coonamble Local Court to overturn dangerous dog declarations that were issued for their dogs attacking. Council's Ranger compiled briefs of evidence concerning these matters. Council was successful in having the Dangerous Dog Orders upheld by the Magistrate.

20.4 Australian Institute of Local Government Rangers (AILGR)

Council's Ranger attended the annual AILGR conference held in Sydney this month where a number of issues were discussed including:

- NSW District Court liability judgement against Warren Shire Council
- Restricted Dogs
- Waste Dumping
- Illegal Native Animal Trading
- Rural Crime
- Zoonosis

- Investigations & Prosecutions
- Reporting activities required by the DLG
- Practical demonstration re: catching & handling aggressive dogs

Council’s Ranger received an award from the AILGR for 15 years service to the industry.

Recommendation:
That the above information be noted

20.5 STATISTICS:

	<u>July 2011</u>	<u>2011/2012 Total</u>	<u>July 2010</u>
Official Correspondence	5	5	12
Infringements (Animals)	5	5	10
Infringements (Other)	0	0	3
Microchipped dogs	4	4	2
Registrations	12	12	4
Nuisance dog declaration	0	0	1
Restricted dog declaration	0	0	0
Dangerous dog declaration	0	0	0
Total Animals Impounded	18	18	17
Motor Vehicle	0	0	0

	<u>July 2011</u>				<u>Year to Date 2011/2012</u>			
	<u>Cble</u>	<u>Gular</u>	<u>Qbone</u>	<u>Total</u>	<u>Cble</u>	<u>Gular</u>	<u>Qbone</u>	<u>Total</u>
Dogs seized	10	1		11	10	1		11
Dogs surrendered	7			7	7			7
Dogs destroyed	14	1		15	14	1		15
Dogs rehoused								
Dogs released	3			3	3			3
Dogs died								
Dogs escaped								
Dogs stolen								
Cats seized								
Cats surrendered								
Cats destroyed								
Cats rehoused								
Cats escaped								
In pound								
Cattle								
Goat								
Horse								

Recommendation:
That the above statistics be noted.

MONTH OF AUGUST 2011:**20.6 Dangerous Dog Enforcement**

Council's Ranger, in conjunction with the Coonamble Police and other Council officers attended a premises and seized two dogs that were declared dangerous. The dogs were seized as the owner repeatedly failed to comply with the control requirements for the keeping of these dogs. Action was taken against the owner of the dogs. The dogs will be held at the pound for a period of 14 days.

20.7 Dog Attacks

Two dog attacks were reported this month.

- (1) Three dogs were observed chasing and attacking sheep in Coonamble. Approximately 30 sheep were killed and there were injuries to the remaining 20 sheep. Action has been taken against the owner of these dogs in the form of prosecution.

- (2) A number of dogs have been responsible for attacks on sheep in the Gulargambone area. Walgett detectives notified Council's Ranger after one dog was killed in the commission of the attack. As a result, three dogs were seized from a premises in Gulargambone and will be held in the pound for a period of 14 days. Action has been taken against the owner of these dogs.

Council's Ranger is currently compiling briefs of evidence for these matters and two other matters that will be in court next month.

20.8 Dangerous Dog Course

Council's Ranger attended a training course in Dubbo this month concerning dangerous dogs. The course covered scenarios and legislative requirements.

Recommendation:
That the above information be noted.

20.9 STATISTICS:

	<u>August 2011</u>	<u>2011/2012 Total</u>	<u>August 2010</u>
Official Correspondence	8	13	8
Infringements (Animals)	2	7	1
Infringements (Other)	0	0	0
Microchipped dogs	1	5	6
Registrations	7	19	10
Nuisance dog declaration	0	0	1
Restricted dog declaration	0	0	1
Dangerous dog declaration	0	0	0
Total Animals Impounded	29	47	50
Motor Vehicle	0	0	0

	<u>August 2011</u>				<u>Year to Date 2011/2012</u>			
	<u>Cble</u>	<u>Gular</u>	<u>Qbone</u>	<u>Total</u>	<u>Cble</u>	<u>Gular</u>	<u>Qbone</u>	<u>Total</u>
Dogs seized	10	3		13	20	4		24
Dogs surrendered	3	13		16	10	13		23
Dogs destroyed	11	16		27	25	17		42
Dogs rehoused								
Dogs released	2			2	5			5
Dogs died								
Dogs escaped								
Dogs stolen								
Cats seized								
Cats surrendered								
Cats destroyed								
Cats rehoused								
Cats escaped								
In pound								
Cattle								
Goat								
Horse								

Recommendation:
That the above statistics be noted.

CASSANDRA BOYCE
 Contract Ranger
 6 September 2011

21. QUESTIONS WITH NOTICE
COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011

QUESTIONS FROM CR O'BRIEN:

- (a) Does Council supply containers for the safe handling of syringes to the community? If so how can community members access them, and is this service publicised?

Response from Manager – Services:

Council has bins in all its public toilets, but the service is not publicized.

- (b) Does Council supply syringe collection bins in places readily accessible to the community 24 hrs. per day?

Response from Manager – Services:

Bins are located only in Council's public toilets, which are locked at night.

22. GENERAL BUSINESS
COUNCIL MEETING WEDNESDAY 14 SEPTEMBER 2011

23. APPENDIX A – POLICE MEDIA RELEASES
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

24. APPENDIX B – INTERAGENCY MINUTES
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

25. APPENDIX C – COMMUNIQUE DESTINATION 2036
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

26. APPENDIX D – AUDITORS REPORT
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011

27. APPENDIX E – GUIDELINES LOCAL HERITAGE FUND
COUNCIL MEETING WEDNESDAY, 14 SEPTEMBER 2011