

4 May 2011

«Title__Name»

«Address_1»

«Address_2»

Councillor

YOU ARE HEREBY SUMMONED to attend an **ORDINARY MEETING** of **COONAMBLE SHIRE COUNCIL** to be held in the **SHIRE CHAMBER, COONAMBLE** on **WEDNESDAY, 11TH MAY, 2011** commencing at 9 am.

BUSINESS OF THE MEETING:

- 1. **OPENING PRAYER 1**
- 2. **ACKNOWLEDGE ORIGINAL OWNERS OF THE LAND 1**
- 3. **PUBLIC QUESTION TIME 1**
- 4. **APOLOGIES 1**
- 5. **DEPUTATIONS/ DELEGATIONS..... 2**
- 6. **DECLARATION – CONFLICT/PECUNIARY INTEREST 3**
- 7. **CONFIRMATION OF MINUTES 4**
- 8. **RESOLUTION BOOK UPDATE 28**
- 9. **MAYOR’S ACTIVITY REPORT 32**
- 10. **PRECIS OF CORRESPONDENCE 33**
- 11. **REPORT BY GENERAL MANAGER 40**
- 12. **REPORT BY DIRECTOR OF CORPORATE SERVICES 48**
- 13. **REPORT BY DIRECTOR OF ENGINEERING SERVICES 53**
- 14. **MANAGEMENT PLAN REVIEW TO 31 MARCH, 2011 59**
- 15. **REPORTS FROM VARIOUS COMMITTEES/DELEGATES 64**
- 16. **REPORT BY ECONOMIC DEVELOPMENT MANAGERS 72**
- 17. **REPORT BY TOURISM DEVELOPMENT MANAGER..... 77**
- 18. **REPORT BY SALEYARD MANAGER 80**
- 19. **REPORT BY CONTRACT RANGER..... 81**
- 20. **QUESTIONS WITH NOTICE 83**
- 21. **GENERAL BUSINESS 84**
- 22. **APPENDIX A –POLICE MEDIA RELEASES 85**
- 23. **APPENDIX B – PUBLICATION GUIDE..... 86**

Yours faithfully
RICK WARREN
General Manager

5. DEPUTATIONS/ DELEGATIONS
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

9.30 a.m. Mr. Geoff Taylor
Coal Seam & Gas Exploration

12.45 p.m. Dennis & Sue Hargans
Presentation to Dennis on his retirement and lunch with Council.

6. DECLARATION – CONFLICT/PECUNIARY INTEREST
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

**7. CONFIRMATION OF MINUTES
COUNCIL MEETING WEDNESDAY, 11 MAY 2011**

**7.1 MINUTES OF ORDINARY MEETING OF COONAMBLE SHIRE COUNCIL
HELD IN THE SHIRE CHAMBER, COONAMBLE, ON WEDNESDAY, 13TH
APRIL, 2011 COMMENCING AT 9.07 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.

CONGRATULATIONS

Before commencing the meeting the Mayor congratulated Jill Moorhouse on her 50 years' service with Council.

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

Nil

7.0 CONFIRMATION OF THE MINUTES - ORDINARY MEETING

9049 RESOLVED on the motion of Crs Webb and Canham that the minutes of the Ordinary Meeting of Coonamble Shire Council, held on 9 March, 2011 be confirmed.

BUSINESS ARISING

(a) Grant Funding: Accessible Communities Program (Min 8959)

In response to a question from Cr Schieb, the Mayor advised that the Eco Spa Project was the subject of a report by the Economic Development Manager later in the day.

(b) Learner Driver Hours

Cr Karanouh asked whether Council wrote about reducing learner driver hours – the General Manager said a letter was sent, however no reply has been received to date.

(c) Law and Order

Following a question from Cr. Schieb the Mayor stated that this issue would be raised later in the day.

At this juncture, 9.14 a.m., Cr. Cullen arrived at the meeting.

CONFIRMATION OF THE MINUTES - EXTRAORDINARY MEETING

9050 RESOLVED on the motion of Crs Schieb and Canham that the minutes of the Extraordinary Meeting of Coonamble Shire Council, held on 1 April, 2011 be confirmed.

BUSINESS ARISING

Nil

8.0 RESOLUTION BOOK UPDATE

9051 RESOLVED on the motion of Crs. O'Brien and Webb that the Resolution Book Update be received and dealt with.

(a) Sale of Shares – Min No 7849

The General Manager stated that the shares have not yet been sold – Council is still in the process of converting them from other names, however no trading in AWB shares has now recommenced and the matter will be progressed as quickly as possible.

(b) Moorambilla Festival 2011 – 2013 - Min No 9025

Cr Karanouh asked what progress has been made – the General Manager said a draft agreement has been forwarded to the Artistic Director for approval and signature. Mr. Warren said Ms Leonard has had discussions with the TDM who advised her that she would have to work through the local coordinator – not with Council directly. The General Manager clarified the funding issue, saying that \$8,000 would be paid to Outback Arts and \$8,000 would be paid to Moorambilla Festival Inc. Cr Karanouh said it would be prudent to have a meeting as soon as possible, however the General Manager stated he would prefer to wait until the Agreement is signed. Mr. Warren also stated that he has been endeavouring to contact Mrs White, who expressed an interest in being part of the Committee.

9.0 MAYOR'S ACTIVITY REPORT

The Mayor gave a verbal report on his activities throughout the month since the last meeting. Cr Horan mentioned the following issues:

(a) Saleyards Meeting

Attended with Cr.Cullen – Committee recommended that Council agree to implement presale scanning – part of the deal would be that Council forego its 70cents/head scanning fee. Cr Horan said the Coonamble Associated Agents are prepared to pay all costs involved in the presale scanning process.

He said it was envisaged that a Dubbo Contractor be employed for a two year period, before inviting expressions for local interest.

Cr. Schieb mentioned that the yards should be redesigned to capture throughput – this would have to be done to avoid a ‘bottleneck’ when there are big yardings. The General Manager said if significant works (i.e. money) is required, it should be referred to the budget for consideration.

(b) Indoor Arena Steering Committee

The steering committee suggested that the strategic plan be updated, noting that it is about four years old. Three proposals were put forward by the students and all look good.

The Mayor said it is important to get funding application to Federal Government, however at this point in time, Council does not have definitive costings.

(c) Senior Citizens Morning Tea - Gulargambone

The Mayor said he attended the Citizens Morning Tea at Gulargambone – Cr Karanouh also attended. Cr Horan said presentations were made to Mr Paul Ferguson, Senior Citizen of the Year and Mrs Doris Kearney for her service to the community. Cr Horan thanked Cr O’Brien for arranging the morning tea.

(d) Victims of Crime Meeting

The Mayor said he attended the Victims of Crime meeting which was held in the Bowling Club Auditorium last Friday. He said there was a huge attendance, with some people leaving because they could not get into the Auditorium. Cr Horan said a lot of these people have since advised of their support.

The Mayor said he was disappointed at the perception of some people saying Council charged kids to play netball – he said this is not true – Council provides sporting facilities free of charge for junior organisations.

Cr Horan said Council needs to continue to send letters to the Police Minister, the Local Area Command and the Local Member, asking for an Aboriginal Liaison Officer and “special remote” classification. Cr. Horan said a meeting of the Steering Committee should be called as a priority. He referred to Crime Statistics which will be released in April and said in the last three years Coonamble has tripled other centres in the amount of crime committed (and that is only the reported incidents).

Other issues raised while discussing this meeting were:

- The Local Member has said that the Young Offenders Act is going to be abolished.
- Council has received 24 written complaints to be forwarded to Police.
- Cr Webb referred to reporting a disturbance last Monday – he rang the local police and they attended in four minutes.
- It was noted that when an offence is reported, the Police Officer to whom it was made must contact the victim within seven days – this is normal procedure.
- Cr. Cullen gave a report of an incident where a person removed kids from his front lawn, the kids then started throwing stones aiming to break windows. The victim called 000, but the connection was bad, then phoned local station. The officer on duty could not attend because that officer was charging a person and could not leave.
- Cr Webb asked whether the Steering Committee could be a Council Committee under s355 – the General Manager would look at and advise. Cr. Karanouh said he was of the opinion that an independent committee would be more effective.
- The Mayor advised that the Rotary Club does not want to be the driving force behind this committee, so it would fall to Council to organise meetings.
- It was agreed that Councillors Webb, Schieb and O’Brien be members of the Steering Committee.
- Council must have support of the Working Party for its Crime Prevention Plan – this is to be able to apply for funding
- General Manager said Council can do a “letterbox drop” reminding people to burglar-proof their premises and encouraging the public to be vigilant and look out for one another.
- Cr Karanouh said it would be a better move if the area could be localised – ask for the LAC to be moved to Coonamble – it was noted that this would cause more administrative work.
- Cr Schieb said he was recently speaking with a Police Prosecutor who said stationing a detective in Coonamble would be a good start, as they are properly trained to interview and charge offenders with appropriate charges for the offence(s) committed.

9052 RESOLVED on the motion of Crs. Horan and Webb that the report on Mayoral activities be adopted.

10.0 CORRESPONDENCE

9053 RESOLVED on the motion of Crs. O'Brien and Schieb that the Correspondence be received and dealt with.

Section A – For Council's Consideration:

10.1 MRS ANNE KENNEDY W1 + E1 + D7 (34549)

Advising The Great Artesian Group has arranged a community viewing of the documentary "Gasland" which it believes is important for Coonamble (and surrounding) communities to see. Pointing out it cost \$275 for its hire and \$90 for advertising in the local paper – a total of \$365.

Cr Karanouh said he attended the viewing and it is frightening to see what is happening to land that is being mined. He suggested that Council provide the \$365 requested for the hire of the documentary and advertising.

9054 RESOLVED on the motion of Crs. that Council not assist financially towards the cost of hiring and advertising in relation to the documentary "Gasland" and advise that Council has a policy requiring any request for financial assistance to be submitted prior to the event.

10.2 KOREA WAR VETERANS ASSOCIATION – NSW B2 (34559)

Seeking Council's cooperation by erecting a Plaque on War Memorials in its area to honour all Korea War Veterans. Saying that Department of Veterans Affairs has advised that if they can get a "blanket" of Councils to participate it would expedite the grant to purchase plaques in memory of all Korea Veterans who fought in a "mostly Forgotten War".

The General Manager advised the meeting that Coonamble's War Memorial does honour the fallen soldier who served in the Korea War.

9055 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council advise the Association that Korea Veterans are already included on Coonamble's War Memorial.

10.3 YOUNG LEADERS OF GULARGAMBONE C8-2 (34569)

Signed by four young people supporting the building of a skate park at Gulargambone. Giving many reasons for their request and asking Council to see this as a positive strategy for their community and future generation.

The General Manager reported that this was the proposal put to Council at its last meeting by Jessie-Lee Johnson, Andrew Wright, Taylor Hammond and Timeaka Hammond, along with Robyn Delaney, who all signed the request. Mr Warren said it may be appropriate for this group to provide a concept design of what is required.

Cr Canham said he is against going ahead with any proposal to build a skate park at Gulargambone – he referred to lack of use of the facility at Coonamble and suggested it would be the same at Gulargambone.

The General Manager said the intention was not to proceed at this stage, but to encourage the youth to get involved and channel their ideas through Council. He said it was hoped to look at establishing a BMX track adjacent to the Youth Centre. Mr. Warren said it is important for Council to be more involved with the community – we would have plans of the Coonamble facility and perhaps something similar could be designed for Gulargambone. He pointed out that money would not be available in the forthcoming budget, but may be available in the 2012/2013 year.

9056 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council consider this request in conjunction with its 2011 – 2012 Management Plan and, in the meantime, request the group to provide Council with a concept design.

10.4 HILL ROGERS SPENCER STEER A12 (34613)

Providing Council with its Audit Management Letter following the interim audit in respect to the year ending 30 June 2011. Reporting that Council's books and records are being well maintained and up to date.

The General Manager said a copy of the report was attached to the business paper for Councillors' perusal and information. Mr. Warren informed the meeting that matters raised by the Auditors are of a minor operational nature and have been addressed.

9057 RESOLVED on the motion of Crs. Karanouh and Webb that Council note the Auditor's Report following the interim audit in respect to the year ending 30 June 2011.

10.5 COONAMBLE SHOW SOCIETY INC D7 + S5 (34646)

Cr Schieb asked whether the Rodeo Committee had been consulted on the power upgrades at the Showground. The Director explained that the upgrade to three phase power outlets would benefit all users.

9058 RESOLVED on the motion of Crs. Karanouh and Webb that Council provide additional power outlets at the Coonamble Showground as requested and that funding of \$6,000 be sourced from the Showground reserve.

SAFETY ISSUES – CAR PARKING AREA AT SHOWGROUND

The Mayor said it has been drawn to his attention that there are safety issues with the members car parking area at the Showground and he wants the matter investigated so that Council knows where it stands legally. Discussions ensued about the relocation of the campdraft area and it was agreed that parking would not be a problem.

The General Manager said he would investigate the matter and bring a report back to the May meeting.

10.6 COONAMBLE COMMUNITY SHED C8 + P10 (34674)

9059 RESOLVED on the motion of Crs. O'Brien and Schieb that Council offer the Coonamble Community Shed a further three (3) year lease under the same terms and conditions

10.7 BARBARA O'BRIEN M5-1 + M5-3 (34712)

Referring to a presentation from Barawunga Medical Service some four years ago when it promised a great comprehensive medical and outreach service for Gulargambone with a doctor based in Gulargambone. Stating that the service provided does not meet the expectations promised, with the doctor being in Gulargambone only one day/week. Pointing out she feels strongly that this service does not live up to the expectations given and saying the Youth Centre is very keen to run health programs and Gulargambone may be better serviced by another health provider.

The General Manager said that Council would be fully aware of the inadequacy of the service initially proposed by Barawunga. Mr. Warren stated that the provision of medical services is a responsibility of the State Government and Council is already heavily committed to the provision of medical services within the Shire.

The General Manager also said that, at this stage, Council is not aware, therefore unable to comment, on any proposal being put forward by the Youth Centre.

9060 RESOLVED on the motion of Crs. O'Brien and Karanouh that this information be noted.

10.8 KEVIN HUMPHRIES, MP E1 (34710)

Referring to Council's letter in relation to truancy issues in the Shire and saying it is an escalating issue in many shires across the Barwon electorate. Recommending that Council meet with the Chamber of Commerce and representatives of the Department of Education to discuss ways in which truancy can be reduced in Coonamble Shire. Advising that following this meeting he would be interested in discussing with Council what issues were raised and work with Council to attempt to reduce the number of truant students.

A MOTION

PROPOSED by Cr Karanouh that Council arrange to meet with members of the Coonamble Chamber of Commerce and representatives of the Department of Education to discuss ways in which truancy can be reduced, then discuss the result of the meeting with Mr. Humphries **WAS WITHDRAWN**

Councillors debated this issue and were not happy with the suggestion that Council should arrange meetings to follow the matter up, then report back to Mr. Humphries. It was stated also that students on suspension from school should be made attend a venue set aside for that purpose.

9061 RESOLVED on the motion of Crs Schieb and Karanouh that Council write to the respective Ministers in connection with the truancy issues and advise the Local Member, Mr. Humphries, that it believes this is a matter for the Education Department to address, not local councils.

10.9 THE A.R.BLUETT MEMORIAL TRUST A17 (34707)

9062 RESOLVED on the motion of Crs. Webb and Canham that Council not submit an application for the 2010/2011 A R Bluett Memorial Award.

10.10 LEONIE GOLDSMITH S13-1

9063 RESOLVED on the motion of Crs. Karanouh and Canham that Council endorse the General Manager's action is granting approval to this request for use of the pool for training purposes.

10.11 SHIRES ASSOCIATION OF NEW SOUTH WALES

9064 RESOLVED on the motion of Crs. Karanouh and Canham that Council note the dates of the 2011 Shires Association Annual Conference (viz Monday 30th May to Wednesday, 1st June) and that the following persons attend:

Mayor (Cr Horan), Crs Webb and O'Brien, together with the General Manager.

10.12 NSW FARMERS ASSOCIATION

9065 RESOLVED on the motion of Crs. O'Brien Karanouh that Council note the submission from the NSW Farmers Association – Gulargambone Branch regarding condition of roads in the district and refer it for consideration in conjunction with the 2011/2012 Management Plan.

Section B: For Information:

10.13 NSW OFFICE OF WATER W1 (34550)

Advising the NSW Office of Water supports local water utilities in providing water supply and sewerage services. Saying its website, www.water.nsw.gov.au provides valuable information on best practice management, financial assistance, technical support and training that councils already access on a regular basis by visiting the website.

10.14 DEPARTMENT OF IMMIGRATION & CITIZENSHIP N4 (34505)

Acknowledging Council's letter of 20 January 2011 to the Minister for Immigration and Citizenship concerning Dr Nihal Pathirana and his current application for permanent residence in Australia. Saying that Dr Pathirana's case officer has been in regular contact with him in regard to the health waiver process.

10.15 COONAMBLE INTERAGENCY C8 (34533)

Forwarding a copy of the minutes of the Coonamble Interagency meeting held on 2 March 2011.

10.16 NSW DEPARTMENT OF PLANNING E5-2-1 (34589)

Reminding Council of its obligations for exhibiting and conducting a public hearing when reclassifying land from "community" to "operational" as per the Department's LEP Practice Note. Advising the planning proposal is to include a locality map identifying the relative location of the 17 parcels of land subject to reclassification in order to assist the community in locating the sites.

Pointing out that Council's request for the Department to draft and finalise the LEP should be made six weeks prior to the projected publication date. Stating the Government is committed to reducing the time taken to complete LEPs by tailoring the steps in the process to the complexity of the proposal and by providing clear and publicly available justification for each plan at an early stage. Saying that in order to meet these commitments, the Minister may take action under s54(2)(d) of the EP&A Act if the time frame outlined in the determination are not met.

10.17 NSW ROADS & TRAFFIC AUTHORITY F5 (34582)

Confirming that a grant of the following amount is available to assist with restoration of flood damage (December 2010 event):

- \$ 540,834 for Regional Roads and
- \$2,024,315 for Regional Roads.

10.18 NSW OMBUSMAN O4 (34571)

Advising that recently a proclamation was gazetted commencing amendments to the *Protected Disclosures Act 1994* that were passed by Parliament in October last year and saying the Act is now called the *Public Interest Disclosures Act 1994*. Advising the changes will come into effect in three stages – the first at the date of proclamation; the second on 1 July 2011 and the third will take effect on 1 January 2012. Further information is available at website www.ombo.nsw.gov.au

10.19 BEVERLEY DAVIDSON E430 (34610)

Advising that for the last several years she has been studying to gain her Librarian Degree from the Charles Sturt University. Saying that during this time Council has been supportive in the purchase of text books and an allowance of study leave. Stating that this year she graduates and thanking Council for its past support. Enclosing a copy of her academic transcript.

10.20 DR KENNETH ADAMS M5-1 (34547)

Saying he is a GP Registrar completing his last year of training in Australia and asking whether this community has taken any steps towards recruiting doctors and nurses and, more specifically, are there any financial incentives or relocation packages available that would encourage a doctor and nurse to move here.

The General Manager advised that Council cannot forward a response or even acknowledge Dr Adams' correspondence, as he omitted to provide a return address.

10.21 OFFICE SECRETARY, MURRAY DARLING ASSOCIATION E5 (34631)

Forwarding a communiqué from the Murray Darling Basin Plan Forum held at Dubbo on 18 February, 2011. Advising it is now available as a public document and hoping to hand it to The Hon Craig Knowles next week. A copy of the communiqué was included with the business paper.

10.22 JESSICA LOVEL, HEALTH PROMOTION OFFICE, COONAMBLE COMMUNITY HEALTH P1-1 (34632)

Advising that the health promotion team at the Coonamble Community Health Multi Purpose Service is seeking permission to run a day event in conjunction with the National Heart Foundation on Sunday 15 May, 2011.

Council noted that the Director of Engineering Services has approved the request, subject to Police approval being sought and obtained.

10.23 DEPARTMENT OF LOCAL GOVERNMENT L10-1 (34673)

Advising councils that the Swimming Pools Amendment Regulation 2011 (the Amendment Regulation) will commence on 1 May 2011. Saying the Regulation was published on the NSW legislation website at www.legislation.nsw.gov.au on 3 March 2011. Advising councils to familiarize themselves with the requirements of the amended Regulation which is available at the above website.

10.24 ROADS & TRANSPORT – LGSA R8-6-1 (34680)

Advising that in April 2010 a group of local government councils from across Australia met in Canberra to discuss solutions to difficulties experienced in providing a viable and sustainable rural road network. Saying that group has become known as the Australian Rural Roads Group (ARRG) and in December 2010 released a discussion paper *“Going Nowhere – the Rural Local Roads Crisis and its National Significance and Proposed Reforms”*. Enclosing copy of letter recently sent by the LGSA to ARRG in response to that report.

10.25 NSW EMERGENCY MANAGEMENT E4 (34700)

Advising that in recognition of local government’s key role in leading disaster recovery efforts, Emergency Management NSW is hosting the NSW Local Government in Emergency Management Conference 2011. Pointing out the conference will run immediately after the Shires Association of NSW Annual Conference 2011 at the Sofitel Sydney Wentworth. Saying that further details are available on the website www.em.nsw.gov.au

10.26 ANTHONY PLACE, ZONE MANAGER, RFS B13-5 (34733)

Advising that he has taken a position with the State level mitigation crews working in the west of the State, based in Dubbo and will be leaving Coonamble on April 1, 2011. Thanking Council for its support and continued assistance during his three years as Zone Manager and listing some of the major achievements during this time.

10.27 OUTBACK ARTS INCORPORATED A11 (34573)

Attaching invoice for the 2011/2012 contribution to the Outback Arts Regional Arts Development Program and looking forward to working with Council in 2011. Saying the contribution Council makes will help support residents in applying for free membership and will allow all residents, if they so wish, to become individual members. .

10.28 NSW OMBUDSMAN P5 + P5-1 (34672)

Thanking Council for its letter in relation to concerns about inadequate policing in Coonamble and surrounds. Advising Council's concerns have been discussed directly with the NSW Police Force Western Region Commander, Assistant Commissioner Peter Gallagher. Saying the Assistant Commissioner has indicated that he is aware of concern and crime statistics in the area. Saying that if members of the Coonamble community have any specific concerns about police responses they should raise these directly with the Local Area Command in the first instance and then to the Ombudsman.

10.29 PUBLIC LIBRARIES NEW SOUTH WALES L4 (34684)

Advising a new peak body for public libraries in NSW has been constituted – Public Libraries NSW Country (PLNSWC). Pointing out that PLNSWC has been recognized as a highly effective lobbying and advocacy agents for its constituency throughout its 22-year history and has enjoyed an exceptionally high level of membership during recent years (approx 95% of eligible councils). Stating that its executive officers will provide advice on fee structures and association benefits prior to commencement of the 2011-2012 financial year.

10.30 AMBULANCE SERVICE OF NSW A7+PR102 (34682)

Referring to Council's correspondence and advising approval is given to remove the clock mechanism from the tower in the former Ambulance Station at Coonamble. Stating that Council's request for consideration of returning the building to the community has been referred to the Assets & Infrastructure Department, State Headquarters, Sydney.

10.31 WATERFORD RYAN P5 (34713)

In response to Council's query regarding closed circuit television (CCTV) cameras advising that the footage is permissible in Court. Saying in the firm's experience, when CCTV footage of an event is available, rarely does it require presentation in Court as, when made aware of its existence, defendants are likely to plead to a matter where they may otherwise have been inclined to defend it. Pointing out this is true of the CCTV cameras in the streets of Coonamble, as well as those of pubs, clubs and private businesses.

10.32 COONAMBLE AMATEUR THEATRICAL SOCIETY L3 (34743)

Thanking Council for its donation of \$5,000 for the purchase of five microphones (estimated to cost \$1,000/each). Saying the theatrical group has never before sought donations or funding so it is delighted with Council's response. Pointing out it is currently waiting on written quotes for the wireless headset microphones and hoping that once received, the invoice for the five microphones can be sent directly to Council.

10.33 GREAT INLAND WAY PROMOTIONS GROUP INC T3-5 (34746)

Requesting Council's continued support of the Great Inland Way (GIW) Promotions Group's ongoing development of the Great Inland Way Tourist Route. Enclosing a tax invoice for \$1,000 representing Council's contribution for 2011.

10.34 SHIRES ASSOCIATION OF NEW SOUTH WALES

Calling nominations for President, Vice President General and nine (9) Executive Committee Members (one each for the nine Electoral Divisions).

The General Manager stated that if any Councillor is interested in nominating for the various positions he will provide the relevant forms.

9066 RESOLVED on the motion of Crs. Karanouh and O'Brien that the information contained in Item Nos. 10.13 to 10.34 inclusive be noted.

11.0 REPORT BY GENERAL MANAGER

9067 RESOLVED on the motion of Crs. Webb and Karanouh that the General Manager's report be received and dealt with.

11.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

9068 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council note Complying Development Certificate Application No. 001/2011 has been approved under delegated authority since the last Council meeting.

11.2 FRONT OFFICE CHANGES / RENOVATIONS

9069 RESOLVED on the motion of Crs. Webb and Canham that Council approve the changes to the public reception area of the Administration Centre with funding to come from the Premises Refurbishment Reserve.

11.3 REGIONAL & STRATEGIC ROADS (PROPOSAL)

9070 RESOLVED on the motion of Crs. Karanouh and Webb that Council participate in the scoping exercise and agree to its \$5,000 contribution, which will be sourced from the Local Roads Vote.

11.4 PREPARATION OF MANAGEMENT PLAN FOR 2011/2012

Again the General Manager drew Councillors' attention to the preparation of the management plan and reiterated previous reminders that items Council may wish to include, particularly of a capital nature, need to be advised in order to be costed into the budget process.

Mr. Warren said Councillors should advise potential projects to enable them to be factored into the Management Plan. He said the draft plan/budget would be discussed at the May meeting of Council. The following items were put forward by Councillors:

- Tooraweenah Road
- Carinda Road
- Eco Spa
- Kerbside clean up (annual clean up days)
- Salaries/wages (should the review currently being undertaken reveal more staff is required)
- Indoor Arena (it was noted that plumbing, electrical, fittings, etc. would not be included and would be additional costs – the General Manager said Council should think carefully about what it will be responsible for. The Mayor referred to Council Policy that prior to committing to grant funding – council had to approve matching funds should the application be successful).
- Additional CCTV cameras and a wireless option for the Skate Park area (noting that this type is more expensive, but can be moved to other areas, if required).
- Coonamble Museum – electrical installation / eradication of possums.

At this juncture, 10.32 am Cr Karanouh left the meeting and returned at 10.34 am

The General Manager stated that Council has, in the past, adopted a balanced budget for the coming year by determining its priority and capital expenditure within available revenue resources.

9071 RESOLVED on the motion of Crs. Webb and Canham that the above items be included and if Councillors had any further requests, they be submitted to the General Manager as a priority.

12.0 REPORT BY DIRECTOR OF CORPORATE SERVICES

9072 RESOLVED on the motion of Crs O'Brien and Schieb that the report by the Director of Corporate Services be received and dealt with.

12.1 RATE COLLECTIONS

9073 RESOLVED on the motion of Crs. O'Brien and Webb that the Total Combined Rate Collections to 31 March, 2011 be noted.

12.2 LIST OF INVESTMENTS

9074 RESOLVED on the motion of Crs. O'Brien and Webb that the list of investments as at 31 March 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 LIBRARY SERVICES – QUAMBONE LIBRARY

9075 RESOLVED on the motion of Crs. Karanouh and Cullen that Council put the Quambone Library on notice that if there is no increase in membership within six months, the service will become monthly in lieu of weekly.

At this juncture, 10.42 am, Cr Cullen and the General Manager left the meeting.

12.4 COUNCIL POLICY REVIEW – INTERNET, EMAIL & COMPUTER USE (INTERNAL POLICY)

9076 RESOLVED on the motion of Crs. Webb and O'Brien that Council adopt the revised Staff Internet, Email and Computer Use Policy.

12.5 COUNCIL POLICY REVIEW – DEBT RECOVERY POLICY

The Director of Corporate Services reported that Council currently has in place two (2) separate policies for debt recovery, these being as follows

- Rates & Charges Recovery Policy - adopted 9th February 2005 Resolution 4501
- Debt Recovery for User Pays Water & Sewerage Accounts Policy - adopted 14th June 2006 Resolution 5407

9077 RESOLVED on the motion of Crs. Karanouh and O'Brien that Council place the draft policy on public display for a period of 28 days, inviting comments from the public, before formally adopting it after consideration of any submissions received.

12.6 COUNCIL POLICY REVIEW – PROCUREMENT POLICY

9078 RESOLVED on the motion of Crs. O'Brien and Canham that Council place the amended Procurement Policy on public exhibition for a period of 28 days, inviting comment, before formally adopting it after consideration of any submissions received.

13.0 REPORT BY DIRECTOR OF ENGINEERING SERVICES

9079 RESOLVED on the motion of Crs O'Brien and Schieb that the report by the Director of Engineering Services be received and dealt with.

At this juncture, 10.45 am, Cr Cullen returned to the meeting.

13.1 LOCAL TRAFFIC COMMITTEE

Mr Brodbeck said that the NSW Roads & Traffic Authority, in its Delegation to Councils for the Regulation of Traffic, at s5.2 Members, states:

“The LTC is to be made up of four formal members. The members are as follows:

- *One representative of Council*
- *One representative of the NSW Police*
- *One representative of the RTA*
- *The local State Member of Parliament (MP) or their nominee.”*

9080 RESOLVED on the motion of Crs. O’Brien and Webb that Council appoint Cr. Webb as its delegate to serve on the Local Traffic Committee, Council write to Mr. Humphries, Member for Barwon, suggesting that Cr. Karanouh be his nominee and alter the Committee’s current structure to accord with the Delegation to Councils for the Regulation of Traffic provided by the NSW RTA.

At this juncture, 10.47 am, the General Manager returned to the meeting.

13.2 TESTING OF BITUMEN SEALED ROADS

At this juncture, 10.48 am Cr Canham left the meeting and returned at 10.50 am.

9081 RESOLVED on the motion of Crs. Webb and O’Brien that Council:

- (1) note the report relating to deflection testing of sealed roads;
- (2) note a further report on rehabilitation of the road network will be included in the 2011/2012 Management Plan.

13.3 COONAMBLE LEVEE INVESTIGATION

9082 RESOLVED on the motion of Crs Karanouh and O’Brien that Council note the information contained in the Coonamble Levee Concept Design report.

13.4 WORKS IN PROGRESS

9083 RESOLVED on the motion of Crs Webb and Karanouh that the works in progress report be noted.

At this juncture, 11.00 am, the meeting adjourned for morning tea and resumed at 11.32 am. Upon resumption the Mayor was not present and the Deputy Mayor, Cr Webb, took the Chair. The Tourism Development Manager and the Economic Development Managers were also present.

17.0 REPORT BY TOURISM DEVELOPMENT MANAGER

9084 RESOLVED on the motion of Crs. O’Brien and Karanouh that the report by the Tourism Development Manager be received and dealt with.

Mr. Baldwin updated his report and answered questions from Councillors.

CO OPERA – NO FUNDING FOR 2011

9085 RESOLVED on the motion of Crs. O'Brien and Karanouh that Council write to Hon Simon Crean voicing concerns that funding has not been approved for the Co Opera to tour NSW, saying this is the first time in 18 years that it has not been successful and pointing out that small isolated country towns such as Coonamble do not have many opportunities to host this type of cultural event.

At this juncture, 11.40 am, the Mayor returned to the meeting and resumed the Chair.

9086 RESOLVED on the motion of Crs. O'Brien and Webb that the report by the Tourism Development Manager be adopted.

17.1 COONAMBLE SHIRE HERITAGE & HISTORICAL MUSEUM COMMITTEE MEETING

9087 RESOLVED on the motion of Crs. O'Brien and Webb that the minutes of the meeting of the Coonamble Shire Heritage and Historical Museum Committee meeting held on 23 March 2011 be noted.

17.2 COONAMBLE HERITAGE & HISTORICAL MUSEUM COMMITTEE

The report submitted by the Tourism Development Manager listed three issues which need to be considered by Council:

1. Change of Name
2. Installation of Power Points in the old stables
3. Possum Problem

9088 RESOLVED on the motion of Crs. O'Brien and Webb that Council :

- (1) Confirm the name change of the Coonamble Historical Museum to *"The Museum Under the Bridge – Stories from Coonamble's History"*
- (2) Consider additional funding for the installation of power points in the old stables and pest remedial work in conjunction with the 2011/2012 budget.

At this juncture, the Tourism Development Manager left the meeting and the Economic Development Managers were in attendance to present their report.

16.0 REPORT BY ECONOMIC DEVELOPMENT MANAGER

9089 RESOLVED on the motion of Crs. O'Brien and Canham that the report by the Economic Development Manager be received and dealt with.

The EDM reported on some items which were included in the report.

GRANT FUNDING APPLICATIONS

9090 RESOLVED on the motion of Crs. Karanouh and Webb that if grant funding is successful, Council identify matching funds of \$100,000 from any surplus at end of year and/or development reserve for amenities at the Showground, noting that if the full amount of funding not be approved, Council's priority is for the Showground/Greyhound amenities block.

9091 RESOLVED on the motion of Crs. Horan and Karanouh that Council indicate its commitment for \$500,000 at this stage and funds be transferred from the Development Reserve to the Indoor Arena Reserve.

RAIL LINE UPGRADE

9092 RESOLVED on the motion of Crs. O'Brien and Schieb that Council write to the new State Government asking that it reconfirm its commitment to the upgrade schedule and bring the time table forward.

RENT A FARMHOUSE SCHEME

9093 RESOLVED on the motion of Crs. O'Brien and Schieb that Council, through the Economic Development Manager, work with community groups in Coonamble, Gulargambone and Quambone to host a further meeting in August to determine interest in operating the Rent-a-Farmhouse Scheme within Coonamble Shire.

9094 RESOLVED on the motion of Crs O'Brien and Webb that the report by the Economic Development Managers be adopted.

16.1 COONAMBLE ECO SPA PROJECT – STAGE 2

9095 RESOLVED on the motion of Crs O'Brien and Karanouh that Council allocate \$25,000 from the Development Reserve and seek matching State and Federal funding for Stage 2 of the Coonamble Eco Spa Project.

16.2 EMPLOYMENT CIRCLE NOTES

9096 RESOLVED on the motion of Crs O'Brien and Webb that the Employment Circle notes taken at the meeting held on Tuesday, 8 March, 2011, be noted.

16.3 MEETING OF INDOOR ARENA STEERING COMMITTEE

9097 RESOLVED on the motion of Crs. Karanouh and O'Brien that the minutes of the meeting of the Indoor Arena Steering Committee held on 30 March, 2011 be noted.

The EDMs left the meeting at 12.45 pm. The Manager of Environmental Services was in attendance to present his report.

14.0 REPORT BY MANAGER OF ENVIRONMENTAL SERVICES

9098 RESOLVED on the motion of Crs. Webb and O'Brien that the report by the Manager of Environmental Services be received and dealt with.

14.1 LOCAL ENVIRONMENTAL PLAN 2011

9099 RESOLVED on the motion of Crs. Webb and Schieb that Council:

- (1) Adopt the Instrument in its current form and submit to the Department of Planning for drafting under s59(1) of the EP&A Act.
- (2) Delegate authority to the General Manager to request that the Plan be made under s59 of the Act.
- (3) Resolve to undertake a Rural Lands Study and allocate \$25,000 in next year's budget to have this carried out by a suitably qualified professional.
- (4) Request the Department of Planning to draft the plan and advise how the conditions of the Gateway determination have been met.

In response to a question from Cr Cullen, Mr Cock stated that any developer proposing to subdivide is responsible for all infrastructure to be in place as well as access to various allotments.

At this juncture, 1.00 pm the meeting adjourned for lunch and resumed at 1.49 pm.

15.0 REPORTS BY VARIOUS COMMITTEES/DELEGATES

9100 RESOLVED on the motion of Crs. Canham and O'Brien that the reports by Various Committees/Delegates, as submitted, be noted.

15.1 COUNCILLOR INFORMATION SESSION

The General Manager submitted a report on the Councillor Information Session which he, Cr Schieb and the Director of Corporate Services attended on 15th March 2011 in Gilgandra. The Session was conducted by the Division of Local Government.

Mr Warren said the session was informative and provided an insight into the views of the Department of Local Government on the following matters:

- Quarterly Budget Review Statements
- Employment of General Managers
- Code of Conduct.

He said the Department of Local Government (DLG) has legislated that a standard template shall apply for the budget review document from September 2011 review onwards and he included a copy of the format with the report.

With regard to the employment of General Managers, Mr. Warren advised that they must be employed using the standard contract determined by the DLG (a copy of which was attached to the business paper). He said this is the situation currently between the General Manager and Coonamble Shire Council.

The General Manager reported that there are to be guidelines issued by the DLG in regard to recruitment and management of General Managers - it is expected these will be issued in the next few months and will be provided to Council at that time.

Councillors noted that the General Manager is the only appointment made by Council, all other staff appointments and management is made by the General Manager.

The General Manager advised that Council must adopt, at a minimum, the Model Code of Conduct. He said this is the case for Coonamble Shire – adopted 12 August 2009. Mr. Warren said Council may include additional provisions and adopt policies relating to Councillor behaviour or procedures. He again stated that Councillors need to be aware that the perception may be they are acting in an official capacity when there is no intention by the Councillor to give that impression.

Cr. Schieb said that in his opinion Council's code of Conduct is more a threat than a benefit. He said employees should also be made aware of the Code of Conduct and their obligations. The General Manager said that he had intended to arrange Code of Conduct training for all employees early in the year, however that did not eventuate but it will be slotted in during the second half of 2011. Mr. Warren said he has no issue with councillors/employees talking, however employees are not to be directed or questioned about their work.

The General Manager said that the Code of Conduct covers conduct as councillors, however just by the fact that councillors are elected members, they are perceived by the general public as acting in that capacity a lot of the time. He said any alleged breach of councillor/staff should be reported to him as General Manager, however if the complaint concerns the General Manager it should be lodged with the Mayor. He said any breach reported to him must be in writing and have substance, he will consider its seriousness and then make a decision as to whether to proceed further to a reviewer. Mr. Warren said individuals would have different interpretations and would, therefore, make completely different decisions.

9101 RESOLVED on the motion of Crs. Canham and Webb that the information contained in this report be noted.

15.2 ANNUAL CONFERENCE OF "C" DIVISION COUNCILS

The General Manager provided Council with a report on his attendance at the "C" Division Annual Conference held in the Coonabarabran Bowling Club on 16 March 2011. He reported that two urgent motions were presented at the Conference and not included on the agenda. The two motions were:

- (i) *Moved by Dubbo Seconded by Wellington that representations be made to Infrastructure Australia expressing concerns relating to the future of country water and sewer supplies within its report.*
- (ii) *Moved by Dubbo Seconded by Wellington that representations be made to the NSW Government expressing the need for sexual assault kits and training of necessary medical staff be made available, with a minimum of at least one trained professional within each of the Police Local Area Commands.*

Council noted that under the “C” Division Charter the 2012 Conference will be hosted by Wellington Shire Council.

A copy of the Conference Business Paper/Agenda which contains motions submitted will be tabled for interested Councillors to peruse.

9102 RESOLVED on the motion of Crs. Webb and Canham that this report be noted.

15.3 MEETING OF COONAMBLE STREETS AHEAD COMMITTEE

9103 RESOLVED on the motion of Crs. Canham and O’Brien that the minutes of the Coonamble Streets Ahead Committee meeting held on 17 March 2011 be noted.

Cr. Schieb informed the meeting that the Streets Ahead Committee would not be holding the Poets Breakfast during the June Long Weekend.

15.4 MEETING OF ORANA REGIONAL RISK MANAGEMENT GROUP

9104 RESOLVED on the motion of Crs. Canham and Webb that the minutes of the Orana Regional Risk Management Group meeting held in Gilgandra on 9th March 2011 be noted.

15.5 MEETING OF TRAFFIC COMMITTEE

9105 RESOLVED on the motion of Crs. O’Brien and Webb that the minutes of the Traffic Committee meeting held on 2 March 2011 be noted.

(a) Tourist Information Sign

Cr. Karanouh asked whether the Tourist Information Sign had been approved. The Director of Engineering Services said there had been conflicting advice from the RTA – initially Council was advised that it would not be approved, then a letter was received saying it could be erected, subject to conditions. It is understood the sign has now been located against a building.

15.6 MEETING OF SALEYARDS MANAGEMENT COMMITTEE

9106 RESOLVED on the motion of Crs Webb and O'Brien that the minutes of the Special Meeting of the Saleyards Management Committee held on 30 March, 2011 be dealt with.

(i) Implementation of Pre-Scale Scanning Upgrade

9107 RESOLVED on the motion of Crs Webb and O'Brien that Council adopt the Committee's recommendation to implement presale scanning upgrade, noting if the Coonamble Associated Agents Pty Ltd pay the cost of purchasing the upgrade, Council will forego its 70cents/head scanning fee, and Council will adjust its budget accordingly.

18.0 REPORT BY SALEYARD MANAGER

9108 RESOLVED on the motion of Crs. O'Brien and Canham that the report by the Saleyard Manager for the month of March 2011 be noted.

19.0 REPORT BY CONTRACT RANGER

9109 RESOLVED on the motion of Crs Webb and O'Brien that the report by the Contract Ranger for the month of March 2011 be noted.

20.0 CLOSED SESSION

9110 RESOLVED on the motion of Crs O'Brien and Webb that Council resolve into Closed Session in accordance with Section 10A (2) (b) *"the personal hardship of any resident or ratepayer"*

9111 RESOLVED on the motion of Crs. O'Brien and Webb that the press and public be excluded from the meeting.

RESUME OPEN MEETING

9112 RESOLVED on the motion of Crs Webb and O'Brien that Council resume Open Meeting.

ADOPTION OF RECOMMENDATION OF CLOSED SESSION

9113 RESOLVED on the motion of Crs. Webb and O'Brien that Council adopt the recommendations of Closed Session, as set out hereunder:

20.1 OVERDUE RATES – LAND AT QUAMBONE

THE COMMITTEE RECOMMENDS that Council revoke the consideration given on Assessment No 2967 in regard to 'hardship' and full interest rates apply from 13 April, 2011 in relation to this property **AND FURTHER** that Council not accept bids on land for sale for overdue rates if previous purchasers of these properties have not kept all rates and service charges current.

URGENT BUSINESS – REPORT FROM GENERAL MANAGER TO CLOSED SESSION

9114 RESOLVED on the motion of Crs. Webb and O'Brien that the following matter be classified 'urgent business' and dealt with.

21.1 ORGANISATION STRUCTURE

THE COMMITTEE RECOMMENDS that Council note the information contained in the report.

22.0 QUESTION WITH NOTICE

9115 RESOLVED on the motion of Crs. O'Brien and Webb that Council note discharging of septic waste into the Gulargambone sewer system would adversely affect the treatment works operations, therefore a dump point not be approved at the Gulargambone Caravan Park.

23.0 GENERAL BUSINESS

Cr Karanouh:

- Request Ranger to patrol the main street – dogs straying constantly
- Footpath in main street – some tiles have sunk, causing a safety issue.

Cr Schieb:

- Greg Kilby prepared to put \$15,000 flood grant into roadworks. Director of Engineering Services said he understood an offer similar to this was made previously and Council declined. The Director said the proposal would need to be costed – he would look at the proposal.

Cr. Webb:

- Condition of Hickey Street (eastern end) and Dubbo Lane – needs maintenance.

Cr Cullen:

9116 RESOLVED on the motion of Crs. Cullen and O'Brien that Council purchase the lights that were loaned for the Matrons Ball at the Showground Pavilion.

Cr Canham:

- Pavers in main street – spoke with Team Leader about a month ago – the Director said it is planned to get some of the temporary employees engaged in this work and also kerbing & guttering replacement shortly.
- Burnt out car – Quambone Road – Director said matter in hand.
- Business Assistance Fund – what is the requirement for having a business operational when BAF money has been allocated. Referred to Child Care Centre (cnr Wilga/Reid Streets)

Director of Corporate Services:

- Informed Council that over the next few months a review of all policies would be undertaken.
- Invited Councillors to bring items forward for inclusion in the management plan.

General Manager:

- OROC survey – asked councillors to complete survey. The idea is to bring training to the area to reduce costs. Said that councillors will have a bigger role in the community in the future. Cr O'Brien said Walgett Shire will assist with preparation of a Culture Report, wherein Council must identify civic management of the environment.

Mayor:

- Quambone at Meeting – Change of Month.

9117 RESOLVED on the motion of Crs. Horan and O'Brien that the meeting scheduled for Quambone this year be held in the month of October rather than September as has been the practice in past years.

- Car Parking – Show Members

9118 RESOLVED on the motion of Crs. Horan and O'Brien that a report on car parking for members at the Coonamble Show be provided to the May Meeting.

Director of Engineering Services:

- Attended Planning Workshop organised by CMA – referred to the increase in investigations/reviews required by Part 5 of the EPA Act prior to carrying out any work – stating that a one page document has developed into 33 pages for a simple task of upgrading power. The Director said rules and regulations are becoming increasingly unmanageable.

This concluded the business and the meeting closed at 2.50 p.m.

These Pages (Page 1/4794 to 25/4823) 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 13 April 2011.

8. RESOLUTION BOOK UPDATE
COUNCIL MEETING WEDNESDAY 11 MAY 2011

SALE OF SHARES

F2 + I5 8/7/2009

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

Status:

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

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.

GINTY ESTATE – RESIDENTIAL SUBDIVISION

D5-13 8/9/2010

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

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

Status:

Council's Manager Environmental Services to undertake DCP.

15.2 YOUTH TRAINING POSITIONS WITHIN COUNCIL

8/9/2010

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

- (a) undertake to quickly complete the informal review of the Organisational Structure, including a consideration of opportunities for youth training;

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

Status:
Limited opportunities available in Works Department

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

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

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

DRAFT LEP 2011

E5-2 10/11/2010

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

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

Status:
In progress.

WARRENA CREEK WEIR

P1-13 + E5-3 10/11/2010

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

Status:
In progress.

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

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

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

Status:
Subdivision being undertaken – survey completed.

16.2 MOORAMBILLA FESTIVAL 2011 – 2013

D5-6

9025 RESOLVED on the motion of Crs Webb and Karanouh that Council:

- (1) Agree to support the Moorambilla Festival in 2011, 2012 and 2013;
- (2) Prepare a funding agreement with the Artistic Director which provides \$16,000 (2011); \$18,000 (2012) and \$20,000 (2013) and includes a rigid reporting structure;
- (3) Form a Local Committee comprising Councillors O’Brien and Karanouh, together with the Tourism Development Manager (alternative representative be the General Manager), along with a community member and a representative of Outback Arts and the Local Coordinator;
- (4) Advertise expressions of interest for a community member.

Status:
Draft Agreement forwarded to Artistic Director – awaiting response.

8.1 COMPLETED SECTION – RESOLUTIONS TO BE REMOVED FROM RESOLUTION BOOK

INTERNAL AUDIT COMMITTEE

F2 11/3/2009

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

Status:

See report by General Manager this meeting.

COMPLETED.

10.9 NSW RURAL FIRE SERVICE

B13

(34009)

8/12/10

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

Status:

**Estimate figures provided – see Precis of Correspondence
COMPLETED**

9. MAYOR'S ACTIVITY REPORT
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

This page intentionally left blank

10. PRECIS OF CORRESPONDENCE
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

Section A – Matters for Consideration by Council:

10.1 COONAMBLE NEIGHBOURHOOD CENTRE D7 (34533)

Advising the Centre's rent has increased to \$900/month and, as it is a not-for-profit, non-government agency on very limited funding, seeking Council's help with a yearly subsidy to assist with rental. Saying any amount would be appreciated. Pointing out the Centre is a service committed to helping the community with information and referrals to other services and working to undertake initiatives that build aspects of community strength. Saying the Centre is located in the Aboriginal Medical Service building which is a central location for easy access.

Recommendation:
For Council's determination.

10.2 PRUDENCE HOLGATE R4 (34784) R4 (34784)

Saying that once again writing to ask if there is anything Council can do about the residential numbering system in Gulargambone. Stating the rural property identification scheme works well when the property owners use their number, though the majority need to be reminded to do so. Pointing out that recently the volunteer ambulance was called to an incident in Gulargambone –the address given was number 4 ***** Street – there is no house at No 4 in that street and this caused a delay. Saying the house was accessed along a track in the grass and there was no identification, if the street in question continued south for another block, it would have frontage to the subject street, but at the moment it is very confusing. Advising the issues are:

- Give everyone a correct number and getting them to use it (no more lot numbers, no duplications or pick your own number)
- Clear marking of the identification of each house.

Saying she has raised this issue before but nothing has been done. Pointing out that this may seem a minor issue to some, but it has the potential to be a life threatening one.

Recommendation:
That Council be provided with a report on street numbering in Gulargambone for consideration at the July 2011 meeting.

10.3 ROTARY CLUB OF COONAMBLE INC` D7 (34842)

Advising that the Rotary “Memorial” Shoot will be held at “Youie” on Sunday 29 May 2011. Saying the shoot is in remembrance of Doug McKenzie who initiated it many years ago. Requesting that Council consider making a donation towards trophies. Extending an invitation to Council to attend.

(NOTE BY GENERAL MANAGER - Last year Council contributed \$120 towards the event).

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

10.4 NSW RURAL FIRE SERVICE (A/ZONE MANAGER) B13

Confirming the 2011/2012 Estimates for the North West Zone Rural Fire Service (Coonamble, Walgett and Warren LGAs), which have a total cost of \$2,053,739.47 and do not include the State level “programme costs”. Council’s contribution for the 2011/12 is \$86,500.

(NOTE BY GENERAL MANAGER – This is the information Council has been waiting on prior to approving the 2011/2012 Estimates. Advice was given verbally to Council’s Director of Corporate Services that the additional staff position proposed earlier would not proceed).

**Recommendation:
That Council approve the North West Zone Rural Fire Service Estimates for 2011/2012, in a total amount of \$3,080,609.20 of which Council’s contribution is \$86,500.**

10.5 COONAMBLE GREYHOUND RACING CLUB INC D7 (34858)

Requesting financial support (suggesting \$2,000) by way of sponsorship towards the October Long Weekend three day carnival. Advising it is the biggest carnival in the Southern Hemisphere attracting owners/trainers from all over NSW, as well as Victoria and Queensland. Saying some of the visitors stay in town for a week or more and give local economy a real boost.

(NOTE BY GENERAL MANAGER – The Coonamble Greyhound Racing Club first invited Council to sponsor its October Carnival in 2009 when Council agreed to contribute a “one time only” amount of \$1,000. However, the Club did request sponsorship of the 2010 Carnival and Council agreed to provide \$250. Such funding is permissible under s356 of the Local Government Act. Council may also consider sponsoring a race at the meeting.)

Recommendation:
For Council's determination.

10.6 QUAMBONE POLOCROSSE CLUB INC D7 (34857)

Advising the 2011 season is quickly approaching and members are keen to start. Advising that Bryce Mallon is currently a Squad Member for the Junior NSW Team and is aiming to be selected for the Intermediate Squad NSW Team in 2012. Saying that members, both junior and senior, are attending coaching clinics in readiness for Carnival which is being held on 3 & 4 July 2011.

(NOTE BY GENERAL MANAGER – Last year Council provided \$200 to the Quambone Polocrosse Club for its annual carnival.)

Recommendation:
For Council's determination.

10.7 COONAMBLE CRIME PREVENTION COMMITTEE D7

Advising that a meeting was held to determine a Charter and elect a Committee for the purpose of taking action to show concerns regarding incidents of crime currently occurring in the Shire. Saying the Committee is not funded and seeking assistance from Council for up to \$1,500 to pay incidental expenses which will be incurred.

Recommendation:
For Council's determination.

Section B – Matters for Council’s Information:**10.8 NSW ROADS & TRAFFIC AUTHORITY – ROAD SAFETY & TRAFFIC SH18 DA36/10 (34765)**

Referring to correspondence regarding the installation of Information and Notice Board in Aberford Street, Coonamble (Highway 18). Advising the RTA does not oppose the erection of the sign, as submitted, subject to the following points being satisfied:

- All structures should be placed outside the clear zone (approx.3m from edge of travel land) Sect 3.7 RTA Road Design Guide
- The sign not to restrict any required sight lines in accordance with the RTA Road Design Guide for all road users of the subject roads, including adjacent intersections and accesses.
- The sign to be located so as not to cause an obstruction to pedestrian traffic.
- All works to be carried out at no cost to RTA.

(NOTE BY GENERAL MANAGER – It may be prudent to consider incorporating this sign into the main street beautification program, should Council proceed).

10.9 INDEPENDENT TRANSPORT SAFETY REGULATOR (ITSR) R2 (34766)

Reminding Council of its obligations under the Rail Safety Act 2008 – saying that rail infrastructure managers and road authorities must seek to enter into interface agreements for rail or road crossings on public roads by 1 January 2012. Pointing out the Rail Safety Act 2008 commenced on 1 January 2009 with a transition period of three years to enable road authorities to comply with their obligations under Section 29 of the Act. Stating that interface agreements are a particular risk control measure and registers containing statutory information must be maintained by rail infrastructure managers and road authorities. Advising ITSR has developed guidance material which is available at www.transportregulator.nsw.gov.au/rail/managing safety.

10.10 MANAGER, CUSTOMER EDUCATION, NSW ROADS & TRAFFIC AUTHORITY R12 (34809)

Acknowledging receipt of Council’s letter regarding learner log book hours and saying novice drivers are over-represented in traffic crashes for many reasons but primarily, this is simply because of inexperience in the different driving conditions encountered when they first start driving solo. Pointing out the most effective way to help reduce novice drivers’ crash risk is to help them gain as much supervised on-road driving experience as possible in a wide range of

conditions, such as driving at night, in the rain and on open highways whilst on a learner permit.

Further stating that the introduction of 120 hours of supervised driving was based on research undertaken both overseas and in Australia. Saying anyone who holds an Australian unrestricted Class C driver licence can be a supervisor for a learner driver, however structured lessons with a fully licensed driving instructor are given additional recognition in the learner driver log book. Saying it is appreciated that some learner drivers under the age of 25 may have difficulty in achieving a minimum of 120 hours of supervised driving practice and, in this regard, the NSW Government recently announced changes to the NSW Graduated Licensing Scheme to further assist young drivers under 25 years of age to obtain a provisional licence. Pointing out these proposed changes are scheduled to be introduced on 1 July and, at that time, consideration will be given to changes regarding learner log book hours and providing support programs for disadvantaged youth.

10.11 NSW POLICE FORCE	P5
-------------------------------	-----------

Forwarding copies of media releases – please refer **APPENDIX A**.

10.12 EMERGENCY MANAGEMENT OFFICER, NSW POLICE FORCE F5 (34841)
--

In a media release advising that on 13 April 2011, the Attorney General announced the Australian Government Disaster Recovery Payment (AGDRP) will be extended to the North Western Region and Mid Western Regional Local Government Area in NSW. Saying the North Western Region covers the LGAs of Bogan, Bourke, Brewarrina, Cobar, Coonamble, Dubbo City, Gilgandra, Narromine, Walgett, Warren, Warrumbungle and Wellington. Advising that these one-off payments will see \$1,000 for each eligible adult and \$400 for each eligible child paid to families in need. Further information is available at www.disasterassist.gov.au

10.13 COONAMBLE HIGH SCHOOL (STUDENTS FROM IM CLASS) (34773)	C8
---	-----------

Advising that during Term 1 they have been learning about “expositions” in English, i.e. how to write an argument or persuasion for or against an issue. Saying they thought it would be a good idea to write to Council outlining the argument for a Boxing Gym in Coonamble. Advising letters have also been written to Murdi Paaki Enterprises, Coonamble Aboriginal Men’s Group and Far West Academy of Sport.

Firstly saying we need this facility to keep youth off the street, secondly boxing provides a structured environment in which to learn a disciplined sport. Pointing

out that the positive impact boxing has on youth is astounding and well documented.

Advising boxing is a positive release of energy and frustration, it's a great way of getting "into great shape" as it incorporates all aspects of fitness. Concluding by saying that getting back to basics and instilling moral principles is what youth need.

(NOTE BY GENERAL MANAGER – The Council's insurer has concerns relating to this type of activity and, as youth activities are currently being undertaken by Murdi Paaki. Discussions will be held with Murdi Paaki and Schools in relation to youth activities within the Shire.)

10.14 MARTHAGUY PICNIC RACE CLUB	D7 (34834)
---	-------------------

Returning cheque in the amount of \$3,200 toilet sponsorship from Council for the 2010 races which were cancelled due to wet weather. Realising that Council was not formally contacted when the 2009 races were cancelled due to wet weather to ask if the funds could be carried over and apologising for the oversight. Thanking Council for its continued support and asking if the 2009 sponsorship can be carried over to the 2011 races. Saying a lot of work goes into the races each year by the community and hoping for a bigger and better meeting this year. Pointing out that all sponsors will be contacted in a few months to confirm advertising details.

(NOTE BY GENERAL MANAGER – This contribution is included in the annual management plan and, as it has not been used in past two years, it will be carried forward.)

10.15 INDEPENDENT COMMISSION AGAINST CORRUPTION (ICAC) I2 (34860)
--

Advising that the Commission's report on its Investigation into alleged corrupt conduct involving Burwood council's General Manager and others was furnished to Presiding officers on 20 April, 2011. Saying the Commission makes 17 corrupt findings against the Council's former General Manager, Pasquale (Pat) Romano and further, the report also states the Commission's opinion that consideration should be given to obtaining the advice of the Director of Public Prosecutions with respect to prosecuting Mr Romano for several offences.

Pointing out that ICAC made 31 corruption prevention recommendations, some to Burwood Council and others to the NSW Government to help improve systems in local government across the State. Saying the report is available on ICAC website at www.icac.nsw.gov.au

**10.16 MURDI PAAKI REGIONAL ENTERPRISE CORPORATION LTD E1
(34866)**

Inviting Council to be part of its Career Exp Road Show to showcase opportunities available to indigenous youth. Saying the Career Expo Road Show will be conducted on 19 May at the Coonamble High School and 20 May at Gulargambone Central School. The main focus of the Expo being education and pathways into employment. Advising it will have a strong focus on students and their future and is a follow-on from connecting Kooris to Careers Youth Job Expo held in June last year. Encouraging Council to be part of this opportunity to engage with youth of the Murdi Paaki communities and assist in encouraging them to stay at school to be educated and work towards a pathway for life.

RICK WARREN
General Manager
4 May 2011

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

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 no Development Applications or Complying Development Certificate Applications were approved under delegated authority since the last meeting.

11.2 INTERNAL AUDIT

Background:

In October 2008 the Department of Local Government issued guidelines pertaining to Internal Audit activities expected of Councils. Although there are guidelines and not regulation, it is anticipated that it will soon be a legislative requirement.

Issues:

The provision of an internal audit function will be an expensive exercise for a Council such as Coonamble. A dedicated internal auditor would cost in excess of \$100,000 a year and would have insufficient workload for a Council this size. Discussions have been held with the Councils of Warren, Narromine, Gilgandra and Warrumbungle to consider sharing the resource across the five councils. This is based on the model adopted by Dubbo, Orange and Bathurst Councils. Each of the other four councils will be considering a similar report, with each – hopefully – giving in principle support to further the project with the view to appointment of an Internal Auditor and Audit Committee by the end of this year. Prior to that, a draft Memorandum of Understanding will be brought to Council for consideration.

Audit Committee:

The guidelines call for an Audit Committee to be established, with the following composition recommended for smaller councils:

- One (1) Councillor (preferably not the Mayor);
- Two (2) Independents (at least one with financial expertise).

The committee model being considered at this stage would see one of the independents being a common chair across each of the councils; this person having local government financial experience. The independent members would be remunerated for their time.

It is anticipated the committee would meet four times/year to develop the internal audit program, review the results and make recommendations to the General Manager and Council.

The program of internal audit would review:

- Reliability and integrity of financial and operational information;
- Effectiveness and efficiency of operations;
- Safeguarding of assets;
- Compliance with governance requirements;
- Adequacy of risk management framework.

Sustainability/Legislative Provisions:

Department of Local Government Internal Audit Guidelines – October 2008.

Financial Considerations:

Should Council resolve to participate in a group exercise of sharing the services of an Internal Auditor, the cost would be approximately \$30,000/annum – included in the 2011/2012 budget.

Options:

Nil

Recommendation:

That Council:

- (1) Agree in principle to the joint arrangement with Warren, Gilgandra, Narromine and Warrumbungle Shire Council to establish an internal audit function to serve the five councils.
- (2) Note that \$30,000 is included in the budget for 2011/2012 to fund the internal audit function.
- (3) Authorise the General Manager to continue negotiations with neighbouring councils to support and develop the project.

11.3 SWIMMING POOL – ENTRY POLICY

Background:

In 2004 Council formally adopted its current Pool Entry Policy and at a meeting in 2006 a further clause was added to that policy.

Issues:

Recently I have been approached regarding admission of non-swimmers to the pool as well as carers (i.e. parents/guardians) of participants of Learn to Swim classes. The policy does not clearly address this issue.

The current policy is set out hereunder:

TODDLERS - *Children 3 years and under are not charged admission, but must be accompanied by a responsible adult.*

CHILD - *Considered to be any school-age child (4 - 18 years) who attends school in that current season.*

ADULT - *Anyone over 18 years of age or any person having left school. Any person under 18 who does not attend school is expected to purchase an Adult ticket.*

FAMILY - *Consists of 2 adults only, that must be nominated on the application at the time of purchasing a season ticket and any siblings under 18 still at school.*

Any person abusing the Season Ticket System will be refused entry into the pool. Penalty could result in suspension from the Pool.

CHILDREN *under 10 years of age **MUST** be under the supervision of a person 16 years of age or older whilst attending Coonamble Shire pools.*

It is proposed that any person who enters the Pool Complex, whether or not they wish to swim, should be charged the appropriate admission fee. However, it is suggested that, in the case of persons (i.e. parents, guardians, etc) who are accompanying a participant in Learn to Swim Classes, be admitted free of charge on the proviso that they leave the pool complex at the conclusion of the swimming lessons.

Sustainability/Legislative Provisions: N/A

Financial Considerations: N/A

Options:

N/A

Recommendation:

That Council agree to the following additions to its current Policy for Entry to Swimming Pools and place the amended policy on public exhibition for a period of 28 days inviting the public to make submissions, prior to adoption of the policy:

- (1) Non Swimmers paid the appropriate admission fee to the pool**
- (2) Parents, guardians, etc. accompanying a participant to Learn to Swim classes be admitted free of charge, on the proviso they leave the pool complex at the conclusion of the swimming lessons.**

11.4 MAIN STREET BEAUTIFICATION

Background:

At the July 2010 meeting of Council the issue of beautification of the main street was raised. Council resolved to form a group, comprising Council representatives, Streets Ahead and the Chamber of Commerce, to work towards a main street beautification.

Issues:

At the August 2010 meeting a concept quote was presented to Council as part of the business arising from the previous month's minutes. This quote (\$13,500) was in three stages:

1. Concept
2. Development
3. Design and Construction.

Currently the process is at the Development of the design stage, with drawings on display for public submission – they are not on display as part of the formal planning process as required under the Local Government Act.

Also, at the August 2010 meeting, Council resolved (Min No 8641) that the Development Fund/Ginty Estate Reserve be renamed Development Fund and monies therein be used for beautification of the main street, etc.

Meetings were held in February and March culminating with the plans now currently on display. Council has called for submissions and, at the time of writing this report, none have been received, but it has been foreshadowed that submission will be forthcoming.

An issue to date not fully explored and dependent upon Council adopting any design is that of cost of the project.

The process now should be for Council to nominate representatives to discuss with the Chamber of Commerce and Streets Ahead.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

Final cost will be dependent upon final design outcome.

Options:

- (1) Proceed with concept designs and costing
- (2) Do not proceed with any main street beautification.

Recommendation:

That Council:

- (1) Nominate two elected representatives to progress the main street concept with the Chamber of Commerce and Streets Ahead Committee;**
- (2) Request staff to report to the June meeting submissions made for the main street beautification project.**

11.5 COMMUNITY BASED HERITAGE STUDY

Background:

After consultation with the local community, the Heritage Advisor has submitted both the Heritage Study and a Thematic History for Council's consideration.

Issues:

The Heritage Study contains around 80 items considered to be of heritage significance. Some, such as the water hole at the Sir Edward Halstrom Bridge, seem out of place and Councillors are encouraged to carefully consider the wisdom of each and every item.

Letters have been sent to all owners of the items listed giving them the opportunity to object, comment or condone the potential listing as a Heritage item in the amending LEP, when it is being developed.

Several submissions have been received, many of these have been subject of discussion with the Heritage Advisor and person making the submission. There have been no objections to the proposed plan. The closing date for submissions was Friday 18 March, 2011.

The Plan is tabled for adoption.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

Nil

Options:

Nil

Recommendation:

That Council, after having placed the plan on public display for 28 days and after considering submissions, adopt the report on the Community Based Heritage Study of the Coonamble Shire.

RICK WARREN

General Manager

4 May 2011

**12. REPORT BY DIRECTOR OF CORPORATE SERVICES
COUNCIL MEETING ON WEDNESDAY 13 APRIL 2011**

Recommendation:

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

12.1 RATE COLLECTIONS

Total Combined Rate Collections to 30/04/2011 compared to 30/04/2010:

	30/04/2011	30/04/2010
Arrears 30 th June previous year	502,953.25	614,828.79
Plus 2010/2011 Combined Levy	4,969,418.20	4,838,769.77
Add Transfer from Postponed	1,349.15	5,179.83
GROSS LEVY	4,970,767.35	5,458,778.39
Less: Pensioner Concession (State)	(59,756.34)	(61,349.86)
Pensioner Concession (Council)	(48,893.90)	(50,197.87)
Transfer to Postponed	(231.15)	(590.20)
Abandoned	(1,349.15)	(112,863.63)
20% Farmland Rebate	-	(2,900.92)
NET TOTAL LEVY FOR YEAR	5,363,490.06	5,230,875.91
Less Collections	(3,937,190.18)	(3,795,791.88)
Plus Refunds	5,710.35	17,993.88
NET TOTAL BALANCE	1,432,010.23	1,453,077.91
Plus Postponed	4,632.12	5,529.02
GROSS TOTAL BALANCE	1,436,642.35	1,458,606.93
Collection % of Total Receivable	73.30%	72.22%
Arrears % of Total Receivable	26.70%	27.78%

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 (\$)
23/05/2011	Fixed	A1+	CBA	31	63	5.34	1,000,000
23/05/2011	Fixed	A2	IMB	28	91	5.90	1,000,000
28/05/2011	Fixed	A1+	NAB	29	90	5.80	2,000,000
20/06/2011	Fixed	A1+	CBA	32	90	5.37	2,000,000
26/06/2011	Fixed	A1+	NAB	36	60	5.60	2,000,000
27/06/2011	Fixed	A1+	CBA	33	90	5.45	1,000,000
4/09/2011	Fixed	Unrated	Reliance C/U	30	180	6.00	500,000
13/09/2011	Fixed	A1	Suncorp	34	153	6.20	1,500,000
17/09/2011	Fixed	A1+	St George	35	153	5.80	1,000,000
	At Call Fixed	A1+	CBA			4.50	1,750,000
Total							\$ 13,750,000

Financial Institution	S&P Rating	% of Investment	Max per Investment Policy	Amount
CBA	A1+	42%	50%	5,750,000
NAB	A1+	29%	50%	4,000,000
St George	A1+	7%	50%	1,000,000
Suncorp	A1	11%	40%	1,500,000
IMB	A2	7%	35%	1,000,000
Reliance C/U	Unrated	4%	10%	500,000
				\$ 13,750,000

Rating	% of Investment	Policy	Amount
A1+	75%	100%	10,750,000
A1	13%	80%	1,500,000
A2	8%	60%	1,000,000
Unrated	4%	30%	500,000
			\$ 13,750,000

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
		\$ 13,750,000

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

Recommendation:

That the list of investments as at 30 April 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 PUBLICATION GUIDE – GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009

Background:

Following the introduction of the Government Information (Public Access) Act 2009 Government Agencies must adopt a publication guide, which is to be reviewed on an annual basis and formally adopted by council.

As stated by the Act, Government Agencies must have publication guide that:

- (a) Describes the structure and functions of the agency, and
- (b) Describes the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public, and
- (c) Specifies any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions, and
- (d) Identifies the various kinds of government information held by the agency, and
- (e) Identifies the kinds of government information held by the agency that the agency makes (or will make) publicly available, and
- (f) Specifies the manner in which the agency makes (or will make) government information publicly available, and
- (g) Identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

A draft of the Council's Publication Guide was sent to the Office of the Information Commissioner for approval / comments. Suggested revisions to ensure compliance with the Act have been carried out and the final version is attached for Council's information as **APPENDIX B**.

Sustainability/Legislative Provisions:

A notice of compliance from the Office of the Information Commissioner under Council's obligations in accordance with Section 22(1) of the Government Information (Public Access) Act 2009 has been received for Council's Publication Guide

Financial Considerations:

Nil

Options:

N/A

**Recommendation:
That Council adopt the Publication Guide as presented.**

BRUCE QUARMBY
Director of Corporate Services
4 May 2011

13. REPORT BY DIRECTOR OF ENGINEERING SERVICES **COUNCIL MEETING WEDNESDAY 11 MAY 2011**

Recommendation:

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

13.1 MEMBERS PARKING – COONAMBLE SHOW

Background:

At the April meeting Council resolved that a report be provided to this meeting on issues brought to the attention of the Mayor concerning alleged safety concerns with the members car parking area at the showground.

Issues:

The Coonamble Show Society allocates car parking spaces in the area south of the Pavilion for its members. Three rows are provided, the first has 23 car parking spaces along the fence fronting the arena, the second and third rows have 21 spaces each. The Society employs a parking steward to oversee parking over the two days of the Show.

The parking area is not isolated and, in fact, is close to other traders and exhibitors at the rear. There would also seem to be a problem with pedestrians, especially children, walking through the area. Unless parking is properly supervised, movement either to or from the area, could be congested and perhaps safety could be an issue.

It would be appropriate for the parking area to be properly designated, i.e. marked out and fenced off with safety webbing to provide a safer environment.

Sustainability/Legislative Provisions:

The Coonamble Show Society hires the Showground from Council for conducting the annual show over two days and it would be the responsibility of the Society to provide a traffic management plan and suitably qualified personnel to detail and direct traffic movements during the period of hire for the show.

Financial Considerations:

Cost to be borne by the hirer.

Options:

Nil

Recommendation:

That Council advise the Coonamble Show Society that it is necessary to provide a Traffic Management Plan, together with suitably qualified personnel, to carry out traffic control.

13.2 ROAD RESHEETING

Background:

At the last meeting it was mentioned that a local landowner had offered to contribute towards the cost of gravelling a portion of a Council road adjacent to his property, subject to council using gravels produced at the Quarry at Mt Magometon. This offer was originally made some years ago, but was not actioned.

Issues:

The use of rock fill will improve the traffickability of unsealed roads during and after wet weather, but will come at an increased cost associated with the purchase of the product and haulage to site.

The use of rock fill will provide an increased level of serviceability during wet weather, but may require increased maintenance during dry periods to stop the surface deteriorating as the fine loam is eroded from between the larger particle sizes.

Given the current demand on rock fill to produce sealing aggregates and road-base for construction works, it is unlikely that sufficient material will be available to produce road base or rock fill for re-sheeting works in the foreseeable future.

Council should be aware that it will be necessary to use local gravels to act as binders to maintain a traffickable surface.

Sustainability/Legislative Provisions:

N/A

Financial Considerations:

The estimated cost of supplying materials to a site 30kms from the quarry is \$18.90/tonne, compared with the estimated cost of \$6.40/tonne for natural loam or gravels. The total cost per kilometre for the supply of material is \$9,800 compared with \$3,330 for natural gravels.

The cost of preparing and placing the material is assumed to be the same for either alternative and the cost for re-sheeting will be \$17,600 versus \$11,130 per kilometre.

The cost of re-sheeting a 20km local road with 40mm rock fill is \$352,000 compared with \$222,600 for natural gravels. Council's total annual vote for re-sheeting is \$100,000.

Options:

- (1) Continue the present practice of using local gravels for re-sheeting, at an annual cost of \$100,000.
- (2) Use rock fill from the crusher exclusively for re-sheeting and increase the annual vote to \$300,000.
- (3) Use rock fill in causeways and at localized problem areas, as funds permit.

Recommendation:

That Council note the report and that the use of rock fill be limited to causeways and localized problem areas.

13.3 WORKS IN PROGRESS

(a) STATE HIGHWAY:

- Heavy patching approx. 40km north of Coonamble.
- Reseals 50% complete.
- Wingadee Road shoulder widening complete.
- Flood damage ongoing (various locations)

(b) REGIONAL ROADS:

- Routine patching, mowing and edge sealing has been carried out on the following roads:
 - RR129B
 - RR129Q
 - RR383
 - RR7515
- Further works will be completed in due course as resources permit.
- Haulage of road base to RR129B in preparation for the start of rehabilitation works under the REPAIR program.
- Causeway and heavy patches on RR383 completed.
- Heavy patches on RR129B completed.
- Continuing heavy patching program on SR86.
- Preparation work is being undertaken on RR129B & RR7515 (including work such as cleaning back stockpile sites and tracks leading to dams for sourcing water). Also mixing material in preparation for construction works.

(c) LOCAL ROADS:

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

Road No	Road Name	Road No	Road Name
SR 1	Billeroy	SR 6	Bramble
SR 2	Tooraweenah	SR103	Williga
SR 7	Wingadee	SR 86	Carinda
SR15	Beanbah	SR 39	Collie
SR20	Kilara Lane	SR119	Nortongong

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

Road No	Road Name	Road No	Road Name
RR383	Pilliga	RR129B	Baradine
RR7515	Warren	RR129Q	Quambone

(d) URBAN STREETS:

- Patching has been undertaken over several days during the month.
- Replacement of signs is in progress.

(e) PARKS & GARDENS:

- Pools have been closed.
- Slashing of parks and reserves has been reduced because of dry weather.
- Trimming of Athol Pines around sportsground has been completed.
- Trimming grass along fence line adjacent to the showground – completed.
- Pruning of roses and shrubs in progress.

(f) SPECIAL WORKS / OTHER PROJECTS:

- (i) Heavy patching has been planned for RR7515, Warren Road near Bourbah.
- (ii) Resealing of the Walgett end of Pilliga Road will be completed as soon as the contractor is available.
- (iii) Reconstruction works on RR7515 & RR129Q are planned to commence in the coming months.
- (iv) Culvert restoration on all flood effected roads is in progress as resources become available.
- (v) Continued hauling of fill material to weir for construction of spillway, including 100 tonnes of spalls.

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

K N BRODBECK

Director of Engineering Services
4 May 2011

14. MANAGEMENT PLAN REVIEW AND QUARTERLY BUDGET
REVIEW TO 31 MARCH, 2011
COUNCIL MEETING WEDNESDAY 11TH MAY 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.

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

- **Accrued Leave Entitlements (P2)** – increase of \$72,000 in expenditure. This is offset by a transfer from the Employee's ELE Reserve for the corresponding amount. This increase is due to the resignation of Council Employees.
- **Interest income(P2)** -increased \$45,000 due to interest rates increasing and Council having greater than anticipated investment amounts.
- **Human Resource Expenses (P3)** – additional expenditure anticipated \$10,000 which reflects the additional recruitment costs incurred with filling of vacancies
- **Diesel Fuel Rebate (P4)** – additional anticipated income of \$18,855
- **Main Street Beautification (P9)** – additional expenditure of \$6,500 included, offset by the inclusion of Tfr from Development Reserve of \$6,500.
- **Levee Investigation & Design (P10)** – inclusion of matching income and expenditure for Grant funded works of \$30,000
- **Flood Damage 2010 Weir (P10)** – inclusion of matching income and expenditure for Grant funded works of \$70,000

- **Coonamble Water Supply (P11)** – additional income of \$50,000 anticipated from interest income, offset by a reduction in the income of Transfer from Restricted funds of \$50,000.
- **Swimming Pool Wages (P15)** – Increase in actual expenditure of \$12,634 for Coonamble Pool and \$12,345 for Gulargambone Pool
- **Showground M&R (P16)** – \$15,000 increase in expenditure due to the purchase of Table and chairs as per Council's request.
- **Showground M&R (P16)** – \$6,000 increase in expenditure due additional maintenance required due to wet weather
- **Shire Roads M&R (P18)** – Increase in expenditure of \$53,555 for Urban Roads Sealed Maintenance , offset by decrease in expenditure for the Urban Roads – Reconstruction of \$53,575
- **Rural Roads Unsealed (P18)** – Inclusion of grant matching income and expenditure of \$1,995,315 for December 2010 Flood Damage Grant Program.
- **State Highways (P19)** – inclusion of income and expenditure for Emergency Flood Damage work to State Highway of \$698,598. Works Orders Income and Expenditure has been adjusted to reflect the new works programs as advised by the RTA resulting in a zero impact on the Budget
- **Main Roads Flood Damage (P19)** – Inclusion of additional grant matching income and expenditure of \$525,199 for December 2010 Flood Damage Grant Program for Regional Roads.
- **Tourism Running Costs (P20)** –Marketing Expenditure vote increased by \$5,000 to cover increased costs incurred
- **Indoor Arena (P20)** – \$17,500 grant matching income and expenditure for the Indoor Arena has been included.
- **Saleyard Business Plan (P20)** -a vote of \$16,133 for the Saleyards Business plan has also been included; this expenditure is partially offset by an increase in income of \$12,000 for the Saleyard Business plan grant
- **Economic Development (additional) (P20)** - expenditure vote has been reduced by \$23,975. This has been offset by increases votes in expenditure for Business Assistance and the Skills attraction and Development programs of \$10,000 and \$15,000 respectively.
- **Engineering Works & Services (P22)** – inclusion of anticipated expenditure of \$46,450 representing specific works / upgrade to be carried out at the Coonamble Shire Depot. This work has been funded by the Depot Reserve.
- **Fire Control Shed Extensions (P22)** – \$125,941 representing the grant matching income and expenditure for this program has been included.
- **Sale of Medical Centre (P22)** – additional income from the sale of the medical centre of \$280,124 transferred to the Development reserve.
- **Museum Solar Panels (P22)** – expenditure of \$31,983 has been included - this has been offset by grant funding income of \$30,000 plus the Solar Cells rebate of \$8,855

- **Meglo Sale (P23)** – income of \$130,210 from sale transferred to Development Reserve.

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 31 March 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 31 March 2011.**

BRUCE QUARMBY

Director of Corporate Services &
Responsible Accounting Officer
29 April, 2011

14.1 COONAMBLE SHIRE COUNCIL RESERVES – 31 MARCH 2011 – BUDGETED

	Closing Balance 30/6/10	Transfer To	Transfer From	Closing Balance 30/6/11
Aerodrome	16,154			16,154
Bonds & Deposits (12xxx)	59,354			59,354
Common	27,956			27,956
Bore Baths Study	6,000			6,000
Caravan Park	6,423			6,423
Combara Hall	5,000			5,000
Corporate Visit	-	25,000	6,530	18,470
Dental Surgery Reserve	6,000	6,086		12,086
Development Fund	233,861	555,174	10,000	779,035
Depot Improvements	130,000		46,450	83,550
ELE	706,953		157,000	549,953
Farming Reserve	43,448			43,448
Industrial Land	425,218		219,405	205,813
Levee Reserve	500,000			500,000
Office Equip	302,996		146,000	156,996
Plant	1,779,828	981,608	1,982,000	779,436
Premises Refurbishment Fund	130,000	9,500		139,500
Quarry	270,593	86,596	30,600	326,589
Quarry Rehabilitation	50,000	10,000		60,000
Racecourse Contribution/Plant	6,000		3,240	2,760
Road Reloaming	200,000		100,000	100,000
Rural Fire Service	36,000			36,000
Saleyards	11,378	29,000		40,378
Street Lights	4,000			4,000
SIC	200,000			200,000
Urban Streets	362,000		300,000	62,000
Road Reserve (sealed)	200,000			200,000
Museum Advisor	6,000			6,000
Riverwalk Stage 2	5,000			5,000
Showground	103,615		48,964	54,651
Broom Park	8,000		8,000	-
LEP Preparation	70,000			70,000
Fin Ass Grant Advance	740,043		740,043	-
Garbage Depot		24,400		24,400
TOTAL	6,651,820	1,727,364	3,798,232	4,580,952
				4,580,952

Recommendation:
That the Budgeted Reserves as at 31 March 2011 as listed be noted.

14.2 COONAMBLE SHIRE COUNCIL – OVERTIME REPORT

	01/10/2010 to 31/12/2010		01/01/2010 to 31/03/2011		1/01/2010 to 31/03/2010	
	Hours	\$	Hours	\$	Hours	\$
Depot/Workshop	132.5	5,517.82	145.50	0.00	119.50	4,583.70
On Call	0.00	0.00	0.00	0.00	0.00	0.00
Impounding	18	764.54	8.00	331.67	11.00	476.00
Housing/Property	2.00	83.75	4.00	153.86	5.00	237.48
Street Cleaning	47	1,652.46	66.50	2,287.43	57.50	2,046.94
Cemetery	1.00	31.25	2.00	81.21	0.00	0.00
Public Conveniences	40.75	1,392.31	41.50	1,420.88	8.50	304.50
Flood Prevention	962.25	42,526.70	0.00	0.00	338.50	15,569.19
Flood Damage Council Roads	0.00	0.00	222.75	9,228.84	313.75	11,658.04
Flood Damage Regional Roads	0.00	0.00	993.50	39,540.30	96.50	5,121.45
Coonamble Pool	592.00	24,286.29	852.00	36,393.24	852.50	35,661.86
Gular Pool	169.50	7,451.53	279.00	12,321.43	185.50	8,090.96
Quambone Pool	27.50	977.02	0.00	0.00	37.00	1,322.32
Parks & Gardens/Sportsground	159.50	5,902.97	145.00	5,620.10	154.00	6,468.71
Quarry	546.00	20,683.82	941.50	38,150.59	401.50	14,501.93
Aerodrome	21.00	864.34	28.50	1,246.60	21.75	910.01
Regional Roads	194.50	7,064.35	406.50	16,426.47	131.25	3,824.10
Farming/Common/Saleyards	4.50	204.78	3.00	96.15	0.00	0.00
State Highways	748	30,793.80	1011.75	46,578.25	326.75	12,679.61
Coonamble Sewer	187.00	8,693.29	159.00	6,879.83	171.50	7,744.69
Quambone Water	5.50	220.82	9.00	380.55	5.00	244.50
Sealed Local Roads	160.25	5,706.50	160.00	5,976.91	17.00	848.35
Unsealed Local Roads	446.50	16,557.80	42.25	1,806.43	168.50	6,130.68
Coonamble Water	76.00	2,984.94	93.00	4,170.34	76.00	3,147.84
Gular Sewer	47.00	1,777.87	46.00	2,089.52	52.50	2,164.24
Gular Water	20.00	753.77	14.75	615.58	42.50	1,943.42
Reconstruction Roads					14.00	532.86
Total	4,608.25	186,892.72	5,675.00	231,796.18	3,607.50	146,213.38

Recommendation:
That the overtime paid for periods listed above be noted.

15. REPORTS FROM VARIOUS COMMITTEES/DELEGATES
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

**15.1 MINUTES OF A MEETING OF THE CONSULTATIVE COMMITTEE
HELD IN THE COMMITTEE MEETING ROOM ON TUESDAY 22 MARCH
2011 COMMENCING AT 8.37 A.M.**

PRESENT: Kristern Ramien in the Chair, Andrew Morley, Peter Hurst, Craig Nichols, Bruce Quarmby, Kel Brodbeck, Mark Linton Harland, Steven Rutledge (USU) and Vicky Fulmer.

APOLOGIES: Kookie Atkins, Terry Dray.

CONFIRMATION OF THE MINUTES

1. **Moved by Kel Brodbeck and Seconded by Andrew Morley** that the minutes of the previous meeting held on the 30 November 2010 be confirmed as true and correct.

2. **BUSINESS ARISING FROM PREVIOUS MINUTES**

(a) Swimming Pool Position descriptions and Skill progression documents changes (Min. 14 August 2007)

RECOMMENDATION – Kristern after consulting with Kookie to have changed documents for May meeting.

(b) Support Ranger Duties – 13th August Council Meeting. (Min 25 Nov 2008)

Inclusion of Ranger duties in Team Leader - Parks Gardens position description and skill progression doc's.

RECOMMENDATION – Kookie to present documents including specific skills and descriptors to complete tasks required of support position. ie. Impounding, traffic and litter fines if applicable for May meeting.

Mark Linton Harland arrived at the meeting at 8.43AM

(c) Payment of Sick leave on termination of employment (Min. 1 Sept 2009). USU has no further options to present to this meeting.

RECOMMENDATION – Council continue to pay sick leave provisions in accordance with the Local Government (State) Award 2011.

(d) Librarian Position description and skill progression docs updated. (Min 31 Aug 2010.)

RECOMMENDATION- Committee endorsed changes to documents.

3. CORRESPONDENCE -

(1) Peter Hurst - Advertising of jobs internally before they are advertised externally (Circular 01/17)

Director of Engineering confirmed oversight in placing of previous Team Leader position advertisement on staff notice boards.

RECOMMENDATION – Council comply with the Department of Local Government Act of 1993 for advertisement of positions.

4. GENERAL BUSINESS

a) Annual Staff Appraisals – grading changes as a result of assessments

(iii) 2010

Total Number of Staff Appraisals	Number Returned	Number Increased	Number Remained Same	No change on Step 4
78	25	3	22	7

RECOMMENDATION – All staff appraisals to be completed for 2011 by July. Committee requests that the Senior Administration Officer – Payroll assist the Supervisors in conducting the Annual Staff Appraisals in May and June.

b) Salary System Foundation Rules – changes to document to coincide with Local Government State Award 2011 rates of pay increase dates from November to July implementation and clause numbers.

RECOMMENDATION – Councils' Salary System and Foundation Rules be adjusted to reflect Award date changes for increases in pay rates derived from Annual reviews.

c) Long Service Leave – Amending Regulation - Council employees with the consent of the council, may take long service leave at half pay or double pay. Council are advised to familiarize themselves with the requirements of the amended regulation and to notify employees of the changes.

RECOMMENDATION – For committee information.

d) POSITION – MANAGER – WATER & SEWER SERVICES

Director of Engineering advised Committee that the position will be advertised tomorrow.

RECOMMENDATION – Director of Engineering to provide Position Description and Skill Progression Requirement and Assessment Record for the new position of Manager – Water & Sewer Services.

5. NEXT MEETING DATE

The Committee agreed that the next meeting of the Consultative Committee will be held on Tuesday 24th May, 2011 at 8.30AM.

This concluded the business and the meeting closed at 9.15AM.

15.2 REPORT ON OUTBACK ARTS BOARD MEETING HELD LIGHTNING RIDGE THURSDAY 24TH MARCH 2011

Council is a member of Out Back Arts, along with the Councils of Walgett, Warren, Cobar and Bourke. The Annual General meeting was held at Lightning Ridge on Thursday 24th March, 2011, followed by ordinary meeting.

The Mayor of Walgett, Ian Woodcock, welcomed members and gave a brief overview of cultural activities in the Shire highlighting the opening of the swimming pool on 10th May, and the photograph competition sponsored by OBA at the local show.

The executive committee elected at the meeting:-
Chairperson, Amanda Colwell,
Secretary Steven Baldwin;
Treasurer Barbara O'Brien.

Board representatives are :-

- Bourke Council Olga
- Walgett Councillor Jane Keir
- Cobar Councillor Angela Webb
- Warren Councillor Pauline Serdity
- Cobar Arts, MurdiPaaki, and Lightning Ridge Arts.

General Business:

A new format for the annual report has been devised by the RADO. It is now an A5 brochure and it was felt it would be more user friendly

The new logo was unveiled – all board members endorsed it as it represents our area. The new web site will be up and running at the end of the month – the delay was caused by the need to have the logo ratified by the Board.

Electronic meetings – these are now written into the constitution and will be used in the event that it is impossible to hold a normal meeting.

Strategic plan – this was tabled and discussed at length as it had to be signed off and submitted to Sydney for funding to continue.

Community plan – it was pointed out by Councillor Keir that all councils must have a plan. OBA is very willing to assist all Councils with this.

Moorambilla – after much debate it was agreed that OBA is the most suitable group to auspice Moorambilla. RADO to meet with the General Manager Coonamble Council to work out details.

Lightning Ridge Representative then invited interested members to tour the Cultural Centre

Barbara O'Brien 6/4/11
Delegate.

15.3 MINUTES OF ANNUAL GENERAL MEETING OF AFTER SCHOOL CARE (VACATION CARE), HELD AT PREMISES AT CNR TOOLOON/ CASTLEREAGH STREETS, COONAMBLE ON TUESDAY 19 APRIL 2011

Present Dee Dee, Jenny Kennedy, Erin Byrne, Deena Hughes, Councillor Barbara O'Brien, Councillor Al Karanouh, Georgie Primmer, Natalie Hodgson.

Apologies Donna Café

Confirmation of Previous Minutes

Moved as true and correct G Primmer
Second Dee Du

Business Arising from Previous Minutes

Information Booklet & Policies. Changes discussed at last years AGM have not been updated into the policy booklet. G Primmer to amend to reflect the changes.

\$3-00 a day fee increase will need to be included and advised to parents. G Primmer to follow up.

Policy changes; policies have been emailed to the committee during the year for review and amendment if required. No response or feedback was obtained from any committee members so the policy review has not progressed due to lack of committee input.

Complaints Register – have received 3 complaints for the year, 2 have been dealt with and the third has only been received these holidays. Committee will need to address and call a meeting to discuss.

Fundraising – a \$1000 cash raffle was run throughout the year and approximately \$700 raised. Council's expectation is that the committee contributes \$3000 per year to the running of the Service- this money is to be raised via fundraising, however due to lack of committee assistance during the last year this figure was not achieved.

Those present questioned why the committee had to raise funds, all were advised that Council lets the Service use the building for nothing, carry's out repairs and maintenance, pays the rates, electricity, water etc for the Service as well as Council staff working to prepare staff rosters etc for a minimal amount. Council does not make any money out of Vacation Care they only assist to provide the Service to the town.

It was decided to run a \$1000 cash raffle again with second prize dinner for 4 at Global Village valued up to \$100-00. Poster and ticket book to be dropped to Global Village for AI to sell tickets over Easter. Raffle to be drawn at the October Long weekend.

General Business

It was asked why there were six staff members in attendance one day and only five children at the Service. Two staff members on the day are Murdi Paaki employees and are not officially employed by Vacation Care and therefore cannot be included as staff, they are a volunteer for the Service on the days they are there. They cannot be included in the staffing ratios.

Staff are split on two shifts during the day to ensure they are not working excessive hours. Two staff are always employed to ensure staffing ratios are met.

New National Quality Standards are being introduced; as yet the Service has not been advised what is required from them to be accredited. G Primmer to follow up with Council.

Those present were advised that input and feedback would be required from all committee members to ensure the Service meets the new National Quality Standards. This includes assistance in policy revision etc.

Those present asked how often meetings were held; not as often as should be as the previous committee members could not be bothered to attend the meetings called. Previous two meetings could not get enough members to attend to form a quorum.

Parent Representative G Primmer made it clear to all present that all committee members are required to assist in the running of the organisation- that is assisting with fundraising, attending meetings, assisting with policy reviews, handing of complaints etc.

Building concerns; toilets are no longer an issue. Grass was long; G Primmer has asked Council to mow a week prior to holidays commencing. G Primmer to follow up with Cookie Atkins. Watering would be costly as Vacation Care has to pay for the water used.

Outside drainage appears to be blocked. G Primmer to follow up with Council.

Motion

Moved; That Councillor AI Karanouh approach the radio station staff and ask if they can water the lawn.

Moved; Barbara O'Brien)

Second; Jenny Kennedy) Carried.

Processing of parents accounts and CCB processing; Coonamble Children's Services have agreed to do the computer work on behalf of Vacation Care and charge Vacation Care for the work done. J Day was to drop the laptop to the Child Care and train them on the system used by Vacation Care. G Primmer to follow up if this has been completed.

Projected budget; copy of the budget was unavailable on the night. Copy now included as per below.

VACATION CARE		2011/2012 BUDGET	
Income			
1758.000	Parents Fees		4,000.00
1758.200	Fundraising		3,000.00
1758.500	Child Care Benefit 555-015-764kK (Dept FCSIA's)		26,000.00
1758.600	SNSS/ISS S26930(Dept FCSIA's)		1,000.00
1759.000	Sustainability Assistance (Dept FCSIA's)		8,500.00
1760.000	Department of Community Services Grant		6,000.00
1760.500	Vacation Care Grant (NSW Premiers Dept)		0.00
1760.800	Vacation Care Grant (FACSIA)		0.00
		Total	48,500.00
Expenses			
398.000	Wages		39,617.00
398.222	Overheads Superannuation 9% Oncosts 3.5%		4,953.00
398.100	Expenses Including GST Food Cleaning Products Consumables		1,230.00
398.150	Expenses (GST Free) Food Training		500
398.300	IT Expenses Phone Computer Software support		1000
398.400	Equipment Purchases		400
398.500	Venue, transport & advertisement costs		300
398.600	Quality Assurance & Training		500
		Total	48,500.00

Election of Executive Positions

- **Parent Representatives:** Georgia Primmer, Dee Du, Jenny Kennedy, Natalie Hodgson, Puss Robinson]
- **Community Representative:** Councillor Barbara O'Brien, alternative Councillor Al Karanouh.
- **Co-ordinator Representative on the Executive:** Deena Hughes

16. REPORT BY ECONOMIC DEVELOPMENT MANAGERS
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

Recommendation:

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

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

PROJECT	ACTIONS	STATUS/OUTCOMES
Indoor Arena	<ol style="list-style-type: none"> 1. Prepared application to NSW Sport & Recreation Facilities Grants Program for upgraded amenities at Showground. 2. Updating 2006 Business Plan with support from G Shaw. 	1. Application submitted 15 April.
Eco Spa	<ul style="list-style-type: none"> • Prepared application to TQUAL Program for stage 2 of Eco Spa project. • Preparing application to DII NSW to match Council funds of \$25,000 for Stage 2 of Eco Spa project. • Received information from DII NSW to attract investment using International and Investment Attraction programs within that department. 	<ul style="list-style-type: none"> • TQUAL Application submitted 15th April. • No deadline for DII application.
Industrial Estate expansion		
Rail Loading Access	Met with M Coulton on Thursday 28 th April to discuss seeking private investment.	

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

PROJECT	ACTIONS	STATUS/OUTCOMES
Support new and existing business	<ol style="list-style-type: none"> 1. Support Business Start-Ups: received inquiry from proposed Horse/Pet Feed supplies into north west. 2. Support Business Expansion: enquiry from auto electrician re support for expansion; 	<ol style="list-style-type: none"> 1. Referred business to BEC/DII. 2. Provided information on Council's Business Assistance Fund where appropriate.

Coonamble Regional Livestock Market	<ol style="list-style-type: none"> 1. Business Plan – 2. Marketing – 3. Council-sponsored Selling Incentive – 	<ol style="list-style-type: none"> 1. 2. Graphic designer engaged working on logo 3. Winner of the \$100 Coonamble Cash for 15/4 ??
Employment Circle	1. Organised and attended meeting held 5 th April.	<p>1. Meeting notes attached. See discussion re need for staffed Centrelink service in Coonamble.</p> <p>Claim the date: Business Information Evening Tues 16th August at CHS MPC.</p>
Coonamble Chamber of Commerce		Meeting to be held 19 th May.

3. Community Economic Development + Physical Amenity

PROJECT	ACTIONS	STATUS/OUTCOMES
Gulargambone Roundtable	<ol style="list-style-type: none"> 1. <u>Mainstreet Painting</u> – Heritage Adviser to meet with local working group. 2. <u>GCS Bush Tucker Garden</u> – facilitated meeting to form working group 7th April at GCS. 3. <u>Gular Showground Improvement</u> – referred Heritage Advisor to assist. 	<ol style="list-style-type: none"> 1. Colour schemes and owner contributions to be confirmed. 2. Working Group formed – to be supported by TDM. Funding auspice to be provided by MPREC and Coonamble RTC as appropriate. 3. Showground Trust have obtained other funds.
Heritage activities	<ol style="list-style-type: none"> 1. Neville Owen Collection – preparing application to Commonwealth's Community Heritage Grants to have photographic collection digitised for community access. 2. Local Heritage Fund – received and processed application from P Rohr for Ginty's Garage, Gulargambone. Advised on applications for Mt Tenandra (generator shed), Gular Showground (grandstand) and Quambone Hall (gutters) – applications not yet received. Provided form to V Kuhner for CWA Hall and Anglican Sunday School. 	<ol style="list-style-type: none"> 1. Applications close 6th May. 2. Application approved for engineer's inspection of Ginty's Garage, Gular. <p>All 2010/11 LHF funds to be spent and report submitted by 31 May 2011.</p>

Quambone Roundtable	<ul style="list-style-type: none"> ▪ Discussed Priorities for 2011/12 with J Wild, M Garnsey – fuel outlet; primitive campsite; sportsground improvements. 	Referred new projects to DII NSW for initial advice.
---------------------	---	--

4. Networking, Advocacy and Lobbying

ISSUE/ OPPORTUNITY	ACTIONS	STATUS/OUTCOMES
Orana EDO Network	Did not attend EDO Network meeting on 18 th April.	

**Recommendation:
That Council adopt the report by the Economic Development Officers**

APPENDICES TO EDO REPORT:

- Notes from Employment Circle Meeting 5th April.

AMANDA GLASSON / LEE O’CONNOR
 Economic Development Manager (Joint)
 28 April 2011

16.1 NOTES FROM EMPLOYMENT CIRCLE MEETING HELD AT THE GLOBAL VILLAGE ON TUESDAY, 5 APRIL, 2011 AT 10.00 A.M.

Present: Daisy Buckley (JobLink), Priscilla Kelly (CHS), David Floyd, Clr Al Karanouh, Tanya Hind (CHS) Marie Thomas (CHS), Shane Kilby (TAFE) Amanda Glasson (CSC EDM), Lee O'Connor (CSC EDM)

Apologies: Paul Hausia (MPREC Youth), Taryne Albert (MPREC), Cherie McDonald (CHS), AdamCohen (MPREC Youth Centre), Janelle Whitehead (MPREC)

1. Local Training/Employment Contracts

1.1 Literacy & Numeracy Contract (LLNP) –

Advertised in the local paper . Ask Kate Davis (Western College) for an update of the status of the contract.

1.2 Work Readiness

JSA's already use MPREC work Experience Program for participants. The age requirements are for 16yo and above. Priscilla asked if the school could refer to this program, it would need to be checked but it might have to be through a JSA. MPREC is currently running a Plant Operator's Course.

1.3 TVET Courses

Currently the TAFE are unable to provide the Electro Technology course at a time that is suitable to the school curriculum. Other avenues need to be explored.

HSC TVET Course include small Motors, Beauty and Animal Care.

2. Training & Employment Directory

Shane informed the group that a survey is set up on Survey Monkey. Questions focus on organisation structure. A link attached to an email is to be sent with a cover email explaining the purpose of the survey requesting people to complete.

ACTION: Shane to forward questions in current survey.

3. Dare to Lead

Priscilla has had difficulty getting information regarding the status of this program. The group felt it was time to instigate our own program.

4. Rural Skills Training

Priscilla took the idea to PACE meeting but the project needs more involvement to complete log book hours. The hours are for learners under 25yrs. One hour with an instructor in equal to 3 hours with a registered driver.

- Further investigation is needed regarding the legalities of running the program with MPREC incl fuel, insurance (believed to be unaffected as the learner driver is under the control of the licensed driver.)

- Project — Train people to become instructors so as there is a bank of local instructors. Purchase/acquire a dual control car. Further discussion on structure would be required, look at partners ie service clubs.
- Possible funding 'Bridging the Gap' may require support from youth.
- **ACTION: EDM's to write to MPREC ask if they would commit to the project by allowing the use of their car.**
- **ACTION: Investigate RTA requirements and cost of training and by whom.**
- **ACTION: Write to SRC Attn Adria Hertel for support for the program from the Young Leaders.**

5. Business Information Evening

Marie has booked the MPC for 16th August. Mors Hospitality Students this year. New kitchen should be completed prior to the evening. Students will also be able to hand around the drinks for the evening

Content for the evening was discussed. Last year all JSA's, apprenticeship centres etc were present with the focus being on benefits available for employers. Idea's for this year include skilled migration, town & rural business, financial advisors, business advisors, BEC's. Format for the evening could be similar to a Q & A style format, with the topic of reducing barriers to employment. Costings for the evening - would need to be decided how the event is to be funded for this year. Options could include:

- Business engagement fee
- Funding from Dept I&I
- JSA's etc if emp focus
- David Floyd (as long as it has to do with school based trainees)
- EDM's will provide KCK bags for promotional material.
- Contact Centrelink, DWARE, FAHCSIA

7. General Business

7.1 Tanya Hind is now employed at CHS as the Business Enterprise Service Coordinator working with Naomi Barton and Terry Lewis.

7.2 Shane Kilby is the Acting Head Teacher for Access and General Education with TAFE servicing Gilgandra, Coonamble, Walgett and Lightning Ridge.

7.3 The group discussed the need for a full time Centrelink office.

**10. NEXT MEETING: TUESDAY 10th May, 2011
10AM, GLOBAL VILLAGE
Castlereagh St, Coonamble.**

**17. REPORT BY TOURISM DEVELOPMENT MANAGER
FOR COUNCIL MEETING WEDNESDAY 11 MAY 2011**

Recommendation:

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

Tourism Development

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Inland NSW Tourism Awards	<ul style="list-style-type: none"> Assisting 4 local entries for these awards 	<ul style="list-style-type: none"> 	Nominations due 20 th May 2011
Mt Tenandra Farmstay Retreat	<ul style="list-style-type: none"> Conducted site visit on 20 April 	<ul style="list-style-type: none"> Discussed promotion and entry in Inland NSW Tourism Awards 	In-progress
Quambone-Primitive campground	<ul style="list-style-type: none"> Completed project plan & timeline for operation of campground 	<ul style="list-style-type: none"> Site ready mid 2011 	In-progress
Bore sign for Smith Park	<ul style="list-style-type: none"> Revised draft & sent to production 	<ul style="list-style-type: none"> Under construction 	Installed late May
Bush Tucker Walk Proposal	<ul style="list-style-type: none"> No action this month 	<ul style="list-style-type: none"> Committee formed 	Next meeting TBC

Visitor Services

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Visitor Information Centre-Coonamble (CVIC)	<ul style="list-style-type: none"> Costing options for possible relocation 	<ul style="list-style-type: none"> No figures at time of report 	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 6 packs 	<ul style="list-style-type: none"> 	Complete

Marketing, Promotion & Events

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Web Site Promotion/Other events	<ul style="list-style-type: none"> Loaded over 8 events to the council event calendar Updated Council web site daily 	<ul style="list-style-type: none"> 	Complete
2011 Events Calendar	<ul style="list-style-type: none"> Updated events 	<ul style="list-style-type: none"> Calendar to be 2011-2012 and be released mid-year 	July 2011
Moorambilla Festival	<ul style="list-style-type: none"> Developed funding agreement for event Finalised Tent City Report Tent Finalised Train Accommodation report 	<ul style="list-style-type: none"> First meeting of the local committee 16 April 	Event held 23-25 September
Coonamble Rodeo & Campdraft	<ul style="list-style-type: none"> Updated Rodeo Web site Prepared Rodeo TVC Prepared Rodeo Poster 	<ul style="list-style-type: none"> 	Event held 11-13 June 2011

Tourism Signage

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Info Bay Signage-Quambone	<ul style="list-style-type: none"> New information bay signs ordered 	<ul style="list-style-type: none"> 	Awaiting delivery
Information Sign- Castlereagh Street	<ul style="list-style-type: none"> Need vary location and prepare new draft 	<ul style="list-style-type: none"> 	
AVIC signage for Bourbah Street Intersection	<ul style="list-style-type: none"> Costed signage 	<ul style="list-style-type: none"> Signage ordered 	June 2011

Industry and Regional Partnerships

PROJECT	ACTIONS	OUTCOMES	DUE COMPLETION /STATUS
Warrumbungle Cluster (Gilgandra, Coonamble, Narrabri and Warrumbungle Shires)	<ul style="list-style-type: none"> Held meeting at Coonamble with other councils Prepared Bluetooth training document Arranged mail-out 	<ul style="list-style-type: none"> 	All residents will receive information on the campaign in the mail during June
Campbelltown City Council	<ul style="list-style-type: none"> Discussions with Campbelltown regarding 2011 training and delegation for 2011 Rodeo 	<ul style="list-style-type: none"> Delegation confirmed arriving 10th June 2011 and departing Monday 13th Need councillors to assist with hosting 	Delegation in town 10-13 June
Great Inland Way	<ul style="list-style-type: none"> No action this month 	<ul style="list-style-type: none"> New GIW brochure being developed and due July 	Meeting May 2011
Central NSW Tourism	<ul style="list-style-type: none"> Assisted organisation in caretaker mode Attended Central NSW tourism Board meeting on April 20 	<ul style="list-style-type: none"> 	Possible amalgamation from 1 July
Coonamble Streets Ahead	<ul style="list-style-type: none"> No action this month 	<ul style="list-style-type: none"> 	Next meeting 19 th May
Coonamble Heritage & Historical Museum Committee Meeting	<ul style="list-style-type: none"> Coordinated open day held on 9th April 	<ul style="list-style-type: none"> Approximately 150 people visited the Museum & Archives 	Next meeting May 2011

RECOMMENDATION:

That Council adopt the report submitted by the Tourism Development Manager for the month of April 2011.

STEVEN BALDWIN

Tourism Development Manager
3 May 2011

**18. REPORT BY SALEYARD MANAGER
FOR COUNCIL MEETING WEDNESDAY, 11 MAY 2011**

Recommendation:

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

18.1 SALES**CATTLE:**

Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle/ Sheep	Total Amount (\$)	No. of Yards
01.04.11	Fat	1386	6860.70	3	10.95	1389	6871.65	-
15.04.11	Fat	882	4365.90	25	91.25	907	4457.15	-

Totals:	Scale	2268	head	\$11,226.60	
	VA	28	head	\$ 102.20	
	Store	NIL	head	\$ NIL	
	Yards	NIL	each	\$ NIL	
	NLIS Scanning	2297	head	\$ 1,607.90	\$12,936.70

18.2 CASUAL WEIGHING & CASUAL USE

Ray White Rural (Dubbo)	\$742.10	
Halcroft & Bennett	\$475.20	\$ 1,217.30

18.3 SALEYARDS ACCOUNT

Period to 30 April 2011	Income	\$163,709.30
	Expenditure	\$122,773.15
	Surplus/(Deficit)	\$ 40,936.15
Balance General Fund (30/6/2011)		\$ 11,378.00

GREG ROBINSON
Saleyards Manager
3 May 2011

19. REPORT BY CONTRACT RANGER
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

Recommendation:

That the reports by the Contract Ranger for the month April 2011 be received and dealt with.

19.1 DOG ATTACKS

There were two dog attacks reported this month:

- 1) A cat was killed in its own yard by a pack of 5 dogs. On attendance 2 dogs were seized. While the Ranger was compiling evidence the Ranger was attacked by the other 3 dogs in the street. Enforcement action is currently being taken against the owner of the dogs.
- 2) One dog was attacked and injured on its own property by two wandering dogs. One offending dog was seized and transported to the pound. Enforcement action is currently being taken against the owner of the dogs. The dog that was held at the pound was stolen.

19.2 STOLEN HORSE

The horse impounded last month was stolen from the pound paddock the day before it was to be auctioned.

19.3 WASTE/LITTER DUMP

A litter dump on the bank of Eurimie Creek was detected this month. Investigations were conducted and action was taken against the owner of the rubbish.

19.4 STOLEN ANIMALS

It is of concern that animals are being stolen from Council custody. Two dogs were stolen in February, and this month sees 2 dogs and 1 horse stolen. Of particular concern is that one of the dogs stolen from the pound was involved in a dog attack and is a proposed “dangerous dog”. The perpetrators are using bolt cutters to cut into the pound yard and then cutting holes into the dog pens. The latest break in caused substantial damage to the facility with 3 of the 4 pens rendered unusable.

Recommendation:

That the above items be noted.

19.5 STATISTICS:

	<u>April 2011</u>	<u>2010/2011 Total</u>	<u>April 2010</u>
Official Correspondence	12	97	5
Infringements (Animals)	27	68	0
Infringements (Other)	0	8	0
Microchipped dogs	7	66	1
Registrations	10	79	6
Nuisance dog declaration	0	5	0
Restricted dog declaration	0	1	0
Dangerous dog declaration	0	0	0
Total Animals Impounded	21	235	29
Motor Vehicle	0	1	0

	<u>April 2011</u>				<u>Year to Date 2010/2011</u>			
	Cble	Gular	Qbone	Total	Cble	Gular	Qbone	Total
Dogs seized	15	2		17	101	10		111
Dogs surrendered	4			4	48	16	3	67
Dogs destroyed	14	2		16	105	23	3	131
Dogs rehoused	1			1	6			6
Dogs released	2			2	30	3		33
Dogs died					4			4
Dogs escaped								
Dogs stolen	2			2	4			4
Cats seized					27	1		28
Cats surrendered					26	1		27
Cats destroyed					52	2		54
Cats rehoused								
Cats escaped					1			1
In pound								
Cattle								
Goat					1			1
Horse					1			1

Recommendation:
That the report be noted and adopted.

CASSANDRA BOYCE

Contract Ranger

2 May 2011

20. QUESTIONS WITH NOTICE
COUNCIL MEETING WEDNESDAY 11 MAY 2011

NIL

21. GENERAL BUSINESS
COUNCIL MEETING WEDNESDAY 11 MAY 2011

22. APPENDIX A –POLICE MEDIA RELEASES
COUNCIL MEETING WEDNESDAY, 11 MAY 2011

23. APPENDIX B – PUBLICATION GUIDE
COUNCIL MEETING WEDNESDAY, 11 MAY 2011