



WARREN SHIRE COUNCIL

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 27TH JULY 2017

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

27th July 2017

APOLOGIES

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 29th June 2017

SECTION 1 (WHITE)

DELEGATES REPORTS

Nil.

COMMITTEE MINUTES

Meeting of Manex held on Tuesday 20th June 2017 (C14-3.4)

Meeting of the Sporting Facilities Committee
held on Wednesday 5th July 2017 (C14-3.18)

Meeting of the Showground / Racecourse Committee
held on Thursday 13th July 2017 (C14-3.2)

Meeting of the Warren Town Improvement Committee
held on Wednesday 19th July 2017 (C14-3.17)

SECTION 2 (LILAC)

POLICY

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 3
Item 3	Pecuniary Interest Returns (A7-9)	Page 6
Item 4	Community Building Partnership Program (C3-3.3)	Page 7
Item 5	Western Slopes Gas Pipeline Community Consultative Committee (G3-2)	Page 8
Item 6	Delegation of Authority to the General Manager (S12-25.1)	Page 10
Item 7	Regional Growth Fund (G4-1.1)	Page 19

SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Reconciliation Certificate – June 2017 (B1-10.15)	Page 1
Item 2	Statement of All Outstanding Rates and Extra Charges as at 30th June 2017 (R1-4)	Page 3
Item 3	Financial Reports for the Year Ended 30th June 2017 (A1-5.35).....	Page 4

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

Item 1	Works Progress Report - Roads Branch (C14-7.2)	Page 1
Item 2	Works Progress Report - Water & Sewerage (C14-7.2)	Page 3
Item 3	Works Progress Report – Town Services (C14-7.2)	Page 8
Item 4	Works Progress Report - Fleet Branch (C14-7.2)	Page 9

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

CONTINUED

Item 5	Traffic Information (T5-4)	Page 13
Item 6	Upgrade to Victoria Oval – Football Field (P1-7.11)	Page 14
Item 7	Rural Local Sealed Roads Improvement Program (W6-3.1, E4-36)	Page 16

SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

Item 1	Development Application Approvals (B4-9)	Page 1
Item 2	Department of Planning Circulars (P15-10)	Page 2
Item 3	Sporting and Cultural Centre Report (S21-2)	Page 3
Item 4	Information Centre Record for June 2017 (T4-6.1)	Page 4
Item 5	Impounding Officer's Report (P4-4)	Page 5
Item 6	Ranger Door Knock (D5-3)	Page 7
Item 7	Proposed Advertising Signage – Nevertire (P15-10)	Page 8
Item 8	Disability Inclusion Action Plan (P15-12)	Page 11
Item 9	Additional Shade Structures at the Warren War Memorial Swimming Pool (S19-2)	Page 12

SECTION 7 (LILAC)

REPORT OF THE LIBRARIAN

Nil.

MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

Nil.

PRESENTATIONS

Nil.

Section

1

Delegates & Committees

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 20th June 2017.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 20th June 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 20th June 2017 commencing at 2.30 pm

PRESENT:

Ashley Wielinga	General Manager (Chair)
Darren Arthur	Manager Finance & Administration
Jillian Murray	Treasurer
James Cleasby	Environmental Health Officer
Dirk McCloskey	Operations Manager
Rex Wilson OAM	Mayor

1. APOLOGIES

Apologies were received from Les Morgan and Maryanne Stephens who were absent due to external commitments and it was **MOVED** Wilson OAM/Murray that a leave of absence be granted for this meeting.

Carried

2. MINUTES

MOVED Arthur/Murray that the Minutes of the Manex Committee meeting held on the 16th May 2017 be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING FROM MINUTES

- The General Manager enquired on the status of the flood repair works for the river corridor. The Manager Engineering Services to advise.
- The PA System at the Showground/Racecourse was scheduled to commence installation next week.
- The Manager Health and Development Services enquired on the status of the Building Maintenance Officer position. The Manager Engineering Services to advise.
- The General Manager gave the meeting an overview on what the issues were with the river pump in Oxley Park. The pipe housing that the pumps are in has eroded away with the end section having fallen off causing the pumps to be in mud, therefore grinding out. This issue to be rectified prior to installation of new pumps.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 20th June 2017 commencing at 2.30 pm

4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
13.9.16	MHD	39 Garden Ave – Roof	Trusses require further inspection to determine extent of work.
17.1.17	MES	Large recycling bins at Mabel Street	Site to be determined
16.5.17	MES	River Corridor flood damage	Status of claim
16.5.17	MES	Flood Emergency Works Non-road	Submitted
16.5.17	MES	River pumps Oxley Park	Scope of Works to rectify problem required.

MOVED Wielinga/Wilson OAM that the information be received and noted and items marked with an asterisk (*) be deleted.

Carried

5. EXTERNAL PROMOTIONS

The Manex team determined if there were any items of business that could be passed on to the Mayor for external promotions.

6. SENIOR STAFF – WORK PROGRAM

Each Manex team member advised of any important meetings, days away, etc., over the next month and these are to be placed on the staff calendar.

7. ASSET MANAGEMENT

- The Manager Engineering Services to arrange a review of the NAMF Maturity Audit for the four (4) councils being Bogan, Gilgandra, Coonamble and Warren involved in the Innovation Fund. This would also include setting a plan for the future. Bogan and Gilgandra were looking to third party software. Coonamble and Warren would be looking at excel or database.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	8,000	Nil	MFA	
Practical Plus Software	73,000	61,654	MFA	Live 10th July
Computer Server Upgrade – internal wiring	10,458	10,458	MFA	Complete
Asset Management - IP & R	59,542	3,438	MES/ MFA	Contract for Water & Sewerage Assets Revaluation let through LMWU Alliance
Risk Management – Asbestos Register	16,626	16,626	MHD	Asbestos Register developed
Risk Management Asbestos Remedial Works	10,000	19,989	MHD	Defects list works being undertaken
Training	112,950	101,518	ALL	
Mobile phone upgrades	3,600	2,409	ALL	10 new phones ordered
Depot Yard Extension	256,000	7,399	MES	Clearing & levelling of site commenced
RFS Hazard Reduction	50,500	50,500	MFA/ MHD	Claimed RFS
Dwelling Specific M & R	31,741	Nil		
2 Roland Street		Nil	MHD	Vents and Insulation in Roof Cavity
39 Garden Avenue		Nil	MHD	Roof Structure repairs
56 Garden Avenue		7,477	MHD	Carpets and blinds installed
Pool Residence		2,817	MHD	Plumbing works complete
11 Pittman Parade - Kitchen	17,433	16,929	MHD	Complete
Levee M & R	25,546	9,859	MES	Inspection of levee completed. Require program works from defects.
Stormwater Drainage M & R	24,384	23,731	MES	Major works undertaken at Nevertire.
Gunningba Drainage	88,924	17,517	MES	90% complete waiting on invoices
Irrigation Pump – Pool and Carter Oval	8,094	8,094	MES	Installed

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Nature Links River Corridor	19,558	Nil	MHD	Additional works commencing 21st June
Victoria Park – Fitness Circuit Council - \$25,625 Healthy Challenge - \$13,195 CBP Grant - \$25,000	70,820	71,337	MES	Complete
Sports Complex – Pulley System	3,335	3,335	MHD	Complete
Showground PA System	52,775	Nil	MES	Contractor engaged works to commence 22/6/17
Library – Drainage & leak proofing	7,000	3,985	MHD	Complete
Library – Shelving / Furnishings, IT, Bathroom renovations	87,283	84,790	LIB	Complete
Playground equipment	41,208	Nil	MES	Plans adopted, works to commence in 2017/18
Playground soft fall	25,272	Nil	MES	Plans adopted, works to commence in 2017/18
Victoria Oval – Refurbishment	65,000	64,667	MES	Additional drainage pipe to be installed.
Tourist Information Bay – Collie	2,500	1,345	GM	Received. To be installed.
Information Centre – Fencing	2,939	2,939		Complete
Information Centre – Internal Painting	8,800	8,800	MHD	Complete
Information Centre – Air conditioners	5,980	5,980		Complete
Information Centre – Carpet	7,105	6,459		Complete
Information Bay – Nevertire	11,000	Nil	GM	Review scope of works
Advertising Brochures	10,000	8,773	GM	Complete
CBD Improvements	290,825	NIL	MES	Scope of works, priorities & budget approved. Sourcing of quotes for blocks for garden bed & tender documentation for K & G commenced.
Old Medical Centre Ceiling & Ducting	10,130	10,574	MHD	Ceiling installed and painting complete.
Trial CCTV Implementation	35,000	Nil	GM	Waiting Essential Energy for power connection

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Water Supplies				
Water valve and mains replacement	20,473	25,285	MES	2016/2017 Program complete
Telemetry Scada System Upgrade	35,224	42,508	MES	Complete
Nevertire Reservoir Refurb	175,000	Nil	MES	Tender specification documents to be prepared by May 2017.
Warren – New Bore 8	190,849	53,938	MES	Fit out works completed by August 2017
Warren – New Bore 7	95,450	45,686	MES	Fit out works completed by August 2017
Nevertire – New Bore 2	92,881	49,730	MES	Fit out works completed by August 2017
Collie – New Bore 2	303,514	121,344	MES	Fit out works completed by September 2017
Sewerage Services				
Warren STP	6,000,000	50,335	MES	Project Management engaged. Progress reports to be forwarded monthly.
Mains Upgrade	20,000	Nil	MES	
Mains Relining (600-700 m)	100,000	Nil	MES	Complete
Telemetry Scada System Upgrade	35,225	42,508	MES	Complete
ROADS BRANCH				
State Highway 11				
Ordered Works				
• Reseals Seg 205 & 270	121,408	104,391	MES	Complete
• Golf Club Heavy Patching	61,111	61,150	MES	Complete
• Golf Club Road Widening	95,394	96,504	MES	Complete
• Heavy patching – various	279,275	198,642	MES	Complete
• Heavy Patching Seg 205	88,758	84,459	MES	Complete
• Truck Accident Repairs	15,353	1,768	MES	Complete

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
• Flood Damage Repairs	260,582	222,207	MES	Complete
Regional Roads				
Reseals	263,416	263,553	MES	Complete
Recycling – RR 424 – Marra Rd	200,000	182,980	MES	Complete
Resheeting	86,000	82,347	MES	Complete
Blackspot Tenandra Bridge	149,400	137,308	MES	Complete
REPAIR Program – Warren Rd	660,000	47,581	MES	In progress
Flood Damage Repairs	118,000	46,162	MES	In progress
Urban Local Roads				
Urban Reseals	56,700	47,644	MES	Complete
XC5 footpaths	38,492	38,440	MES	Ongoing
Kerb & Guttering	92,767	Nil	MES	To commence 2017/18 funds to be carried forward.
Urban Roads – Heavy Patching	120,000	18,636	MES	May/June 2017
Urban Roads – Bundemar Street	161,171	3,729	MES	To commence 17/18 funds to be carried forward
Rural Local Roads				
Rural Reseals	279,600	226,863	MES	Complete
Rural Resheeting	978,345	521,523	MES	Ongoing
Reconstruction – Buckiinguy	670,250	569,020	MES	Complete
Recycle – Bullagreen Road	364,468	246,109	MES	Complete, costs to be finalised
Recycle – Lemongrove Road	361,130	336,360	MES	Complete
Reconstruction – Ellengerah Road	1,057,356	172,569	MES	In progress
Reconstruction – Lemongrove Road	230,473	226,473	MES	Complete
Culvert replacement	60,000	Nil	MES	Ongoing – Pipes ordered & delivered
Flood Damage Repairs	1,179,508	732,582	MES	In progress

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Plant				
Heavy Plant Purchases - Nett	689,336	-172,645	MES	Complete, funds to be finalised.
Light Plant Purchases - Nett	103,573	8,278	MES	Completed, funds to be finalised.

MOVED Arthur/Murray that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.2 PROJECTS AND ASSETS STATUS REPORT

STATUS REPORT ON CURRENT PROJECTS

The following projects are currently being undertaken by the Engineering Department:-

PROJECT	STATUS	
Town Centre Beautification Roundabout	Lighting	Final budget approved. Quotes being sourced for blocks for garden bed and tender documents for kerb and gutter being prepared.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	
Depot Yard Extensions	Clearing and levelling works of extension are well underway. Pavement construction, bitumen sealing and asphalt work to continue on from clearing and levelling works.	
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	Works have been completed.	
Playground Equipment	Complete	
Footpaths	Rolling Works Program presented to and adopted by Council. Works to commence in 2017/18.	

MOVED Wielinga/Arthur that the information be received and noted and that the items marked with an asterisk (*) be deleted.

Carried

ITEM 9 WORK HEALTH SAFETY – ACTION PLANS

- No actions to report.

WARREN SHIRE COUNCIL

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10.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

The following circulars have been received from the Division of Local Government since last Manex.

Circulars

Date	Circular No.	Description	Comment/Action
18.05.17	17-09	Information about Rating 2017-18	Actioned
07.06.17	17-10	Final Code of Accounting Practice and Financial Reporting (update 25)	Noted
14.06.17	17-11	Council Decision-making prior to the September 2017 Local Government Elections	N/A
14.06.17	17-12	"Electoral matter" and Use of Council Resources prior to Local Government Elections	N/A
14.06.17	17-13	Preparation of Non-Residential Rolls	N/A
15.06.17	17-14	Elections for Councils affected by Merger Proposals on 9 September 2017	N/A

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil			

MOVED Wilson OAM/Arthur that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

The following is the Office of Local Government's Strategic Tasks Guide for the months of June and July 2017.

Strategic Tasks Guide

DATE	TASK	STATUS
JUNE		
30	Objections to the inclusion of land to be vested in public bodies lodged (s.600(6)).	Noted
	Valuer General to provide increase/decrease in values of rateable land (s.513(2)).	Noted
	Delivery Program reports provided to Council at least every 6 months (s.404(5)).	Noted
	Operational Plan (2017-18) adopted and Long Term Financial Plan updated.	June Meeting
	General Manager to report to Council on contractual conditions of senior staff (s.339).	Noted
JULY		
1	Financial Statements to be audited within four (4) months (s.416(1)).	Noted
	Reminder: lodgment of Pecuniary Interest returns due 30 September for Councillors and designated persons who held office at 30 June (s.449(3)).	Noted
8	Proposed loan borrowings return to be submitted to OLG.	Noted
30	Public Interest Disclosure report due to NSW Ombudsman. (s.6CA of the Public Interest Disclosure Act 1994).	Noted
31	GST Certificate to be submitted to OLG.	Noted
	Last day for making rates (s.533)	Noted

MOVED Wielinga/Wilson OAM that the information be received and noted.

Carried

11. OPERATIONAL PROCEDURES

(I2-11.1)

Nil.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in the Council Chambers,
Administration Building, Warren, on Tuesday 20th June 2017 commencing at 2.30 pm

12. MEETING SCHEDULES

(C14-2)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Ordinary Council Meeting	25th	23rd	23rd	27th	25th	29th	27th	24th	28th	26th		7th
Traffic Committee		2nd							7th			
Plant Committee	20th		16th		23rd	29th			14th			
Showground / Racecourse Committee		6th		6th			6th			5th		
Sporting Facilities Committee		8th		5th			5th			4th		
Water & Sewerage Committee			9th	4th	30th	13th		10th				
Economic Development Committee		15th		12th		21st				11th		
Town Improvement Committee		16th		11th			19th			12th		
Council Chambers Development TBA												
Ewenmar Waste Depot Committee TBA			2nd		17th							
Castlereagh Macquarie County Council		20th		10th		19th		21st		16th		
Interagency Support Services		8th		12th		14th		9th		11th		13th
OROC Board Meeting			10th			2nd		4th			3rd	
GMAC		17th			12th		7th			6th		
Local Emergency Management		14th			9th			8th			14th	
NSW Police Community Safety Precinct			23rd					24th				
Manex Committee	17th	14th	14th	18th	16th	20th	18th	15th	19th	17th	28th	

MEETING HELD

MOVED Wielinga/Cleasby that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 20th June 2017 commencing at 2.30 pm

13. MAY 2017 MINUTES AND JUNE 2017 BUSINESS PAPER

The Committee previewed the June 2017 Business Paper and the May 2017 Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

14. GENERAL BUSINESS WITHOUT NOTICE

- The General Manager gave the meeting an update on the current situation with Fixing Country Roads funding and why Council has to not commence works until funding is released by Treasury.
- Warren Shire Council has been invited to join Mining Related Councils. This will be subject to a report to Council following the commencement of the new General Manager. The Executive Officer of Mining Related Councils has been advised accordingly.
- The General Manager advised that the Dog Inspections around town were very successful and there will be a full report on the statistics etc to the July Meeting.
- The Treasurer requested if all invoices could be authorised as soon as possible and only emergency purchases between now and the end of June.
- The Manager Finance & Administration noted that this was the last Manex Meeting for the General Manager and wished him well into the future.
- The Mayor requested it be recorded of the genuine appreciation for the contribution of the General Manager to the Manex team over many years and commented on his ability to have a thorough understanding of all positions and issues effecting Warren Shire Council.

There being no further business the meeting closed 5.10 pm.

Sporting Facilities Committee

Attached are Minutes of the Meeting of the Warren Sporting Facilities Committee held on Wednesday, 5th July 2017.

Recommendation:

That the Minutes of the Warren Sporting Facilities Committee Meeting held on Wednesday, 5th July 2017 be received and noted and the following recommendation be adopted:

ITEM 6.3 OUTDOOR FITNESS EQUIPMENT (S21-2)

1. The Centre Manager seek grant funding to install a shelter shed covering the outdoor fitness equipment area and this item be placed for consideration in the 2017-18 Budget.

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN (S21-2)

1. The Centre Manager continues to develop the asset management plan and report back to the next committee meeting.

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL (S19-2)

1. MHD seek endorsement from the General Manager to engage GHD to undertake proposed works as reported and;
 2. Undertake priority projects before pool recommences operation in October 2017 and;
 3. On hold projects to be concluded pending GHD assessment.
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WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

Present: Councillor M Quigley (Chairman)
Councillor B Williamson
Councillor K Irving
Wesley Hamilton (Centre Manager)
Maryanne Stephens (Manager Health & Development Services)
Les Morgan (Manager Engineering Services)
James Cleasby (Environmental Health Officer)
Bryce Hammond (Trainee Assistant Engineer)
Wendy Haywood (Warren War Memorial Pool Manager)

ITEM 1 APOLOGIES

Apologies were tendered on behalf of the Councillor K Taylor & General Manager Ashley Wielinga, it was **MOVED** that the apologies be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 WARREN WAR MEMORIAL POOL SITE INSPECTION

The Committee members carried out an inspection of the Warren War Memorial Swimming Pool and discussed the planned maintenance program to be completed before the pool commences operations for the 2017-2018 Season in October 2017.

Carried

ITEM 3 MINUTES OF THE MEETING HELD ON 5TH APRIL 2017

MOVED that the Minutes of the Meeting held on 5th April 2017 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING

Nil

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 5 FINANCIAL STATEMENT

WARREN SPORTING & CULTURAL CENTRE				
OPERATING STATEMENT				
16/06/2017				
Percentage of the year Completed = 95.90%				
	Actual 30/06/16	Actual 16/06/17	Estimate 2016/17	% of Budget
<u>Income:</u>				
Complex Rents & Fees	11,910.30	12,090.61	10,689.00	113.11%
Gym Membership	23,624.61	20,199.63	20,000.00	101.00%
Council Hire - Donation of Fee	946.00	1,267.00	0.00	0.00%
Sundry Income	0.00	0.00	50.00	0.00%
Total Income =	36,480.91	33,557.24	30,739.00	109.17%
<u>Expenditure:</u>				
Centre Managers Wages	26,411.31	23,676.36	30,469.00	77.71%
Telephone Expenses	848.96	772.38	1,324.00	58.34%
Electricity Expenses	12,041.73	12,376.05	18,002.00	68.75%
Cleaning - Wages	20,904.81	22,560.19	20,767.00	108.63%
- Other	2,637.48	2,448.44	3,052.00	80.22%
General M & R - Wages	1,191.35	1,362.68	6,209.00	21.95%
- Other	8,486.88	13,624.52	13,600.00	100.18%
Consumables	1,945.89	1,011.02	1,431.00	70.65%
Purchase of Specific Equipment Items	2,067.32	76.29	(0.00)	0.00%
Floor M & R	14.45	0.00	1,357.00	0.00%
Security Charges	534.56	862.56	517.00	166.84%
Printing & Stationary etc.	0.00	287.25	359.00	80.01%
PA System	0.00	0.00	675.00	0.00%
Purchase of FOBS	0.00	325.00	(0.00)	0.00%
Microphones	717.28	32.12	(0.00)	0.00%
Casual Hirers Insurance	893.35	893.35	(0.00)	0.00%
Rates	5,586.16	5,823.66	5,825.00	99.98%
Total Expenses =	84,281.53	86,131.87	103,587.00	83.15%
<u>Specific Works Expenditure:</u>				
Mezzaine Ramp	11,418.67	0.00	0.00	0.00%
Total Specific Works Expenses =	11,418.67	0.00	0.00	0.00%
Balance of Operating Funds Available =	(59,219.29)	(52,574.63)	(72,848.00)	72.17%

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED:

That the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>
9.02.2017	Pavers at front of WSCC	CM	Arrange with engineering department to remove existing pavers, lay new bedding, relay pavers, install new concrete header board and pressure wash area.
3.8.16	Mezzanine Area Floor Integrity	MES	Report complete. To be complete when funds permit.
9.02.2017	Northern end car park	MES	Area has been smoothed out, sealing of area to be arranged when funds permit.
12.10.16	Matting at practice nets	MES	TAE to arrange new matting for practice nets, once local sporting groups specify requirements
12.10.16	Long jump run up	MES	TAE to arrange improvements, once local sporting groups specify requirements.
*08.02.2017	Landscape works for Outdoor Fitness Equipment	MES	Complete
08.02.2017	Investigate drainage at northern end of main oval	MES	Place an additional drain from northern end goal post to the tennis court side of embankment. To be arranged when funds permit
06.04.2017	Warren Sporting and Cultural Centre Gym Asset Management Plan	CM	Update current asset management plan for the Warren Sporting and Cultural Centre Gym to reflect advice given by committee members.
*06.04.2017	Undertake general maintenance and repair jobs to Sporting and Cultural Centre	CM	Complete
*06.04.2017	Replace Microwave in kitchen area	CM	Complete
06.04.2017	Undertake general maintenance and repairs jobs at Warren War Memorial Swimming Pool	MHD	Arrange for priority jobs to be completed prior to start up in October 2017. On hold jobs to be completed pending GHD report outcome.
06.04.2017	Research replacement of pool facilities	MHD	Begin investigations into the feasibility of replacing pool facilities
*06.04.2017	Letter of Appreciation	CM	Complete
06.04.2017	Oval Restoration	MES	Engage contractors to discuss best way forward to restore Victoria and Carter Ovals

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

RECOMMENDATION TO COMMITTEE:

That the information be noted and received and items marked with an asterisk (*) be deleted.

MOVED:

That the information be received and noted and items marked with (*) be deleted.

Carried

ITEM 6.1 GYM MEMBERSHIP AND USAGE (S21-2)

As of the 16th June 2017 there are 212 current members at the Warren Sporting and Cultural Centre Gym.

Date	Members	Sign-ins
February 2015	79	410
August 2015	143	460
November 2015	143	566
February 2016	158	805
May 2016	191	730
August 2016	192	615
November 2016	188	640
February 2017	197	652
May 2017	209	643

RECOMMENDATION TO COMMITTEE:

That the information be received and noted

MOVED

That;

1. The information be received and noted; and
2. The additional information and amendments be collated and reported back to the next meeting.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.2 GYM MAINTENANCE REPORT

(S21-2)

Item	Comment
*Consider purchase of a cable exercise functional trainer	The Centre Manager has purchased 1 x Healthstream Ultimate Functional Trainer for a total price of \$4500.50 inc. GST (including delivery & assembly). Centre Manager has arranged for works to be completed in July 2017.
*Replace worn parts on exercise equipment	The Centre Manager has engaged Australian Health and Fitness Supplies to replace worn parts on exercise equipment in the gym on the 27 th of February 2017. Repairs were completed during the first week of April 2017.

RECOMMENDATION TO COMMITTEE:

That the information be noted and received and items marked with an asterisk (*) be deleted.

MOVED:

That the information be received and noted and items marked with (*) be deleted.

Carried

ITEM 6.3 OUTDOOR FITNESS EQUIPMENT

(S21-2)

The installation of the Outdoor Fitness Equipment was completed on the 11th March 2017. Following the installation of the Outdoor Fitness Equipment, Council has installed an irrigation system and new turf surrounding the project area as shown in Figure 1. To complete the project and ensure usage during the summer months, grant funding is to be sought for the construction of a shade shelter.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm



Figure 1. Outdoor Fitness Equipment

RECOMMENDATION:

That the information be received and noted.

MOVED

That;

1. The information be received and noted; and
2. The Centre Manager seek grant funding to install a shelter shed covering the outdoor fitness equipment area and this item be placed for consideration in the 2017-18 Budget.




Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued




Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Medicine Ball Set 	Poor	1	1-10kg 10 set with rack \$700.00
Infiniti CB 2100 Upright Bike 	Poor	1	CU 800 Spirit Upright Bike \$3,700.00
Diamondback Upright Bike 	Poor	1	CR 800 Recumbent Bike \$3,700.00

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

(S21-2)




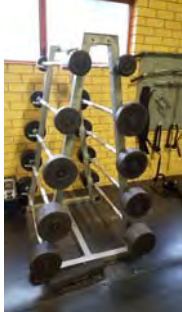
Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Avanti Lat/Low Row Combo 	Average	2-3	Healthstream ULT Lat/Low Row Combo \$2,700.00
Body Craft Benches x 2 	Average	2-3	\$350.00 Each
Golds Gym Power Tower 	Average	2-3	Healthstream ULT Assisted Dip/Chin Combo \$3,300.00

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued


Item	Condition	Years to Be Replaced	Approximate Replacement Cost
<p>Aerobic Steps</p> 	Average	2-3	\$120.00 Each Including 4 adjustable levels
<p>Concept 2 Rowing Machine Black</p> 	Good	>3	N/A
<p>Concept 2 Rowing Machine White</p> 	Good	>3	N/A
<p>5-50kg Barbell Collection</p> 	Good	>3	N/A

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued




Item	Condition	Years to Be Replaced	Approximate Replacement Cost
T-Bar Row Mount 	Good	>3	N/A
Power Racks x 2 	Good	>3	N/A
Barbell Preacher Bench 	Good	>3	N/A

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued




Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Hart Web Trainer 	Good	>3	N/A
Body Solid Bench x 2 	Good	>3	N/A
Healthstream ULT Lat/Low Row Combo 	Good	>3	N/A

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued





Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Healthsteam ULT Leg Press 	Good	>3	N/A
Healthsteam ULT Chest Press 	Good	>3	N/A
CR 800 Spirit Recumbent Bike 	Good	>3	N/A

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued

Item	Condition	Years to Be Replaced	Approximate Replacement Cost
CE 800 Spirit Elliptical Trainer x 2 	Good	>3	N/A
CU 800 Spirit Upright Bike 	Good	>3	N/A
Monark Arm Ergometer 	Good	>3	N/A
Kettlebell Set 	Good	>3	N/A

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued

Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Wall Ball Set 	Good	>3	N/A
7ft Boxing Bags x 2 	Good	>3	N/A
Aerobic Mats 	Continual Replacement	-	-
Skipping Ropes 	Continual Replacement	-	-

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued

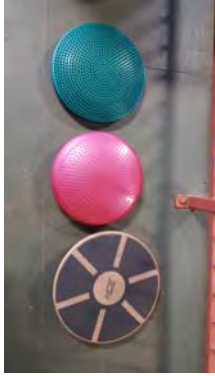
Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Boxing Gloves x 2 	Continual Replacement	-	-
Dumbbells 	Continual Replacement	-	-
Gym Mount Accessories 	Continual Replacement	-	-
Swiss Ball Collection 	Continual Replacement	-	-

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.4 WSCC GYM ASSET MANAGEMENT PLAN

Continued

Item	Condition	Years to Be Replaced	Approximate Replacement Cost
Balance Disk Collection 	Continual Replacement	-	-

RECOMMENDATION:

That the information be received and noted.

MOVED

That;

1. The information be received and noted; and
2. The Centre Manager continues to develop the asset management plan and report back to the next committee meeting.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.5 MAINTENANCE AND REPAIRS

(S21-2)

The current maintenance and repairs items for the Sporting and Cultural Centre are as follows:

General Maintenance and Repairs

Item	Comment
Main Air conditioners require servicing prior to start up every spring.	Ongoing. MHD to arrange next service in September 2017
Roof storm water system requires a scheduled cleaning program to be developed to avoid water backing up and entering the building's wall cavity.	Ongoing.

Specific Maintenance and Repairs

Item	Comment
Log retaining wall second tier. Reconstruct with appropriate depth vertical supports.	Works concept to be finalised and costed.

Asset Renewal

Item	Comment
Nil	

Capital Improvement

Item	Comment
Remove storage containers - construct external storage (funding required)	When funds permit.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.5 MAINTENANCE AND REPAIRS

Continued

Definitions of the categories used are as follows;

General Maintenance and Repairs = Works to be undertaken within 'General Maintenance and Repairs' annual budget.

Specific Maintenance and Repairs = Specific items that are normally preventative maintenance of which a specific amount has been allocated in the annual budget.

Asset Renewal = Renewal of major asset items. These will have an allocated amount in the annual budget or may require external funding ie. grants. Part funding may be allocated each year until amount required is reached.

Capital Improvement = New infrastructure items.

RECOMMENDATION:

That the information be received and noted and the items marked with an asterisk (*) be deleted.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL (S19-2)

At the Sporting Facilities Committee Meeting held on Wednesday 5th July 2017, it was resolved to begin investigations into the feasibility of replacing the pool facilities.

A quote was obtained from GHD for an investigation to be carried out (attached).



25 May 2017

Maryanne Stephens
Manager Health and Development Services
Warren Shire Council
PO Box 6
WARREN NSW 2842

Our ref: 220910367-40735
Your ref:

Dear Maryanne

Condition Assessment Report for Warren Swimming Pool GHD Fee Proposal for Consulting Engineering Services

1 Background and Project Objective

The purpose of this project is to conduct an investigation into the current condition and remaining life of assets, plant and equipment for the Warren Swimming Pool and provide opinion and recommendations to cost effectively extend the life of assets or provide pragmatic options for asset replacement.

We have been provided with a copy of a previous structural report by Barnson dated September 2014.

2 Scope of Work

The scope of work for this project are as follows:

- Identify and photograph individual assets related to the Warren Swimming Pool.
- Conduct a visual assessment to inspect pipework and report on the overall and detailed condition of each asset.
- Assess the risk to Council of each asset in financial and compliance terms if the assets were maintained 'as is' (status quo).
- Provide an opinion and recommendation regarding asset maintenance, major upgrade or replacement in priority order.
- List the critical individual components of each asset with a finite life expectancy detailing current condition, damage and replacement timeframe accompanied by photographs.
- Provide an opinion of cost for recommended asset maintenance, major upgrade or replacement and how costs were estimated (e.g. unit rates, recent actuals from projects etc.).

The following asset types are included in this project:

- Pool structures including overflow drains, return channels and expansion joints, ladders, ramps etc.
- Pool balance tanks.
- Pool surround structures including concourse, drainage and stormwater drainage.
- Plant and ancillary buildings / rooms.

GHD Pty Ltd ABN 39 006 488 373
Level 3 GHD Tower 24 Honeysuckle Drive Newcastle NSW 2300 PO Box 5403 Hunter Region Mail Centre NSW 2310 Australia
T 61 2 4979 9999 F 61 2 4979 9988 E ntmail@ghd.com W www.ghd.com

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

- Pool hydraulics (water supply and filtration).
- Pool plant and equipment including filters, pumps, solar heating etc.
- Ancillary facilities including weir wall, steps, fixed and tiered seating, shade structures and shelters.

3 Methodology

3.1 Site investigation

GHD propose the following methodology for this commission:

- GHD will undertake a review of any existing design drawings, photos or as-constructed information available.
- GHD will undertake an engineering audit of the Swimming Pool. GHD's offer is based on the professional services of Mr Daniel Willis, a senior mechanical engineer with specialist experience in the auditing, assessment and design of swimming pools. A visual and non-invasive site assessment would be undertaken, identifying the condition of the assets, any infrastructure deficiencies or code non compliances and facility shortfalls that may impact the compliance and longer term performance of the facilities. The following is an indication of inspection and assessment items:
 - Mechanical – Audit of filtration and pool sanitisation equipment, chemical storage, chemical preparation and batching, chemical dosing, plant turnover rates, system circulation design and effectiveness, pumps and pipework. The pool will be benchmarked against the Australian Standards HB241 Water Management for Public Swimming Pools and Spas.
 - Structural – Pool surface finishes, sealants, concourse, shade structures. It is noted that the structural audit would be based on a visual and non-invasive inspection by our principal structural engineer David Sparkes during the infrastructure assessment. Site photographs will be taken for reference and desktop review. The structural review will include assessment and indicative budgets for structural repair including wet deck and concourse replacement.
 - Electrical – Switchboards, equal potential bonding (where visible), lighting and power services. It is noted that the electrical audit would be based on a visual inspection by Daniel Willis during the infrastructure audit, and where necessary discussion with an electrical engineer back in the office. Site photographs will be taken for reference and desktop review. GHD has not allowed for an electrical engineer to inspect the site at this stage.
 - Hydraulic – Audit of backflow prevention devices serving pool makeup water systems, eyewashes/safety showers and general signage.

3.2 Reporting

GHD propose the following reporting for the commission:

- GHD will prepare an assessment report from the site audit identifying the condition of the assets, remaining life expectancy, risk to Council associated with the infrastructure deficiency in terms of financial/code compliance, identified repair/replacement or upgrade works including prioritisation and opinion on associated costs to address the infrastructure deficiencies. GHD propose a combination

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

of spreadsheet type reporting and summary written reporting to present the outcomes from the assessment. GHD will also provide a holistic opinion and recommendations surrounding each facility based on the engineering assessment and Councils' likely financial imperatives for these assets.

- A draft copy of the report would be submitted to Council and GHD would present the overall findings to Council and key stakeholders. The final report will then be issued following the presentation to Council. GHD's fee includes for one site meeting with Councils by GHD's Project Director to discuss the findings of the Report.

4 Deliverables

Deliverables will be an engineering assessment report with photographic records from the site inspections. The reporting format will be discussed and agreed with Council at the commencement of the project, GHD can provide some example reports to assist in these discussions.

5 Basis of offer

Our fee is based on the following:

- Intrusive investigation site works and testing of existing pool structure and services is not included in our fee. If additional intrusive investigation works are required, this will be identified as a recommendation in our report and would be undertaken only if approved by Council.
- GHD assume that we will have non-restricted access to the site and Council Personnel will be available to organise access and accompany GHD as required.
- GHD have not allowed for camera inspections but understand Council may have cameras available and may be used for a specific inspection if required. This recommendation would be made based on the inspections undertaken.
- GHD has allowed for visual inspection of the pool from accessible levels (i.e. GHD have not allowed for confined space access to balance tanks, backwash tanks, internal filters, and the like).
- GHD has not allowed for roof/canopy/ceiling space access and "Working at Heights" access (i.e. use of any cherry pickers, scissor lifts, etc.).
- GHD has not allowed to undertake structural analysis or structural design checks of existing buildings or pool structures.
- No allowance has been made for GHD to dismantle and reassemble plant and equipment for inspection.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

6 Project Team



Daniel Willis Senior Mechanical Engineer, Pool Hydraulic Specialist

Daniel Willis is a RPEQ qualified mechanical engineer with 15 years of experience in hydraulic design, planning, auditing, project management and construction of pools, water features, water filtration, pumping, disinfection, pool heating and refurbishment upgrades for aquatic facilities. Daniel's experience extends from resort type swimming pools projects to 50m heated FINA compliant completion pools. Daniel has also worked on international pool projects including the DFAT Australian Chancery Vientiane Laos Pool and master planning for 150 private villas and resort pools for the Nuraj Island project, Abu Dhabi, UAE.

Daniel has been appointed to a Peer Assist role, providing specialist knowledge and a technical resource base to the wider GHD in the design of pool hydraulic, filtration and pool heating systems. Relevant pool projects he has been involved with include:

Narrabri Shire Council pool condition assessments

Pambula Aquatic Centre, condition assessment and audit compliance

Lockhart and Rocks Swimming Pools condition and risk assessments

Walgett and Collarenebri Swimming Pools condition assessments

Tusmore Park Pool Audit

Townsville Grammar School 50m Pool Upgrade, condition assessment and upgrade strategy

Tobruk Memorial Pool Townsville condition assessment and upgrade strategy

Daniel will be leading the engineering assessment and cost estimations of the assets and will undertake the site inspection for this project.



Daniel Bestmann Civil Engineer

Daniel is a Civil Engineer with five years' experience. Daniel has been predominantly involved in a wide range of water projects since joining GHD with tasks including planning, design, contract development and construction phase management, with experience in pool hydraulic design.

Daniel's experience extends from recent pool projects undertaken in Cairns, Townsville, Sydney and Regional NSW, with projects including BCC Bracken Ridge Aquatic Centre, GRC Tobruk Pool Redevelopment and Orange Aquatic Centre.

Daniel will provide assistance with the engineering assessment and reporting for the water treatment and filtration systems including mechanical and electrical components of the facilities.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



David Sparkes Principal Structural Engineer

David is a Principal Structural Engineer for GHD based in the Newcastle office. David is a professional structural engineer with over 25 years of experience. David has extensive experience in the assessment of structures, earthquake design and the design of liquid retaining and masonry structures.

David has delivered many multidiscipline projects from the concept stage, through detailed design and documentation, supervision of construction to completion.

Structural design engineer encompassing design management, multi-discipline project co-ordination, structural concept, detailed design and construction phase supervision of commercial, retail, industrial, residential, institutional, recreational and water and waste water facilities.

David will undertake the structural assessments of the pool and other assets, prepare cost estimations and will undertake the site inspection for this project.



James McPherson NW NSW Regional Manager, Principal Engineer

James McPherson is a Principal Electrical Engineer and NW NSW Regional Manager. James McPherson has over 20 years of experience in a range of regional multi-disciplinary project management and client interface and liaison in the building sectors as well as local government projects in water, waste water treatment, flooding, geotechnical studies and environmental services.

James will act as the Project Director for this project and support the team locally as required.

7 Commercial arrangements

7.1 Appointment

This offer is made to:
Warren Shire Council
Maryanne Stephens
PO Box 6
WARREN NSW 2824

who we understand would be our client, should our offer be accepted.

It is understood that all correspondence in regard to this project is to be forwarded via your office.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

7.2 Fees

Table 1 Professional fees – Pricing Schedule

Service	Unit	Qty	Rate (ex GST)
Site Inspection and investigation – Structural	LS	1	\$ 2,500.00
Site Inspection and investigation – Mechanical	LS	1	\$ 2,500.00
Reporting	LS	1	\$ 6,500.00
TOTAL FEE (Ex GST):			\$ 11,500.00
GST Component			\$ 1,150.00
TOTAL FEE (Inc GST)			\$12,650.00

7.3 Terms and conditions

We propose our standard terms and conditions for this project. We have attached a copy to this proposal.

7.4 Quality assurance system

All GHD projects are managed under the umbrella of the GHD Quality Management System, to ensure a quality outcome and quality solutions for clients. The GHD Quality Assurance program is accredited by Lloyds Register Quality Assurance to AS/NZS ISO 9001.

7.5 Health, safety and environment

Health, Safety & Environment (HS&E) are prime considerations for GHD. All staff have undertaken appropriate HS&E training courses, and are briefed on the hazards associated with their work. GHD recognises its responsibility to contribute to the goals of sustainable development and is committed to managing the social, economic and environmental impacts of our operations. GHD has an Environmental Management System (EMS) that is certified to ISO 14001. The EMS provides the structure, systems and procedures for achieving the goals of our Sustainability and Environmental policy.

WARREN SHIRE COUNCIL

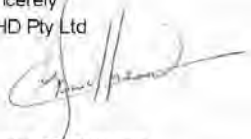
Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

We trust that you will find this proposal accords with your requirements and sufficient for assessment. However, please do not hesitate to contact me at any time should you require any additional information or wish to discuss any part of our submission.

Sincerely
GHD Pty Ltd



James McPherson
NW NSW Regional Manager Principal Engineer
+61 2 4979 9900


Attached: GHD Consultancy Agreement (Feb 16)

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



Consultancy Agreement Details

General details

Relevant clause		
2	GHD's Project Director is	James McPherson
8	The agreed time for payment is	30 days
30	The project is	Warren Pool Condition Assessment Report
30	"you" and "the client" means	Warren Shire Council ABN:
30	"we" and "GHD" means	GHD Pty Ltd 39 008 488 373

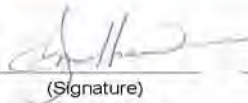
This agreement incorporates and is varied by special conditions set out in the attached documents as described below.

Special conditions	
Nil	

Fees	
As defined in GHD's proposal dated:	25 May 2017, Ref 220910367-40735

Services	
As defined in GHD's proposal dated:	25 May 2017, Ref 220910367-40735

Hourly rates and disbursements	
Can be provided on request.	

Executed on behalf of)			
GHD)		James McPherson	25 May 2017
)	(Signature)	(Print Name)	(Date)
Executed on behalf of)			
The Client)	_____	_____	_____
)	(Signature)	(Print Name)	(Date)


QA010 (Australia) February 2016 Page 2 of 4

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Sporting and Cultural Centre, Warren on Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



Services

1. We will undertake the services in accordance with the agreement and using due skill, care and diligence.
2. Any questions you have in relation to our services can be directed to our Project Director.
3. You will ensure that you and your employees, agents and contractors:
 - (a) cooperate with us; and
 - (b) do not interfere with or delay the services.

Information and documents

4. To help us understand your requirements in connection with the services and the project, you will:
 - (a) tell us any specific requirements you have;
 - (b) provide any information and documents we ask you to provide;
 - (c) answer any questions we ask you; and
 - (d) provide in writing any comments you (or your employees, agents or contractors) have on any document on which we ask for your comments.
5. You confirm that information you (or your employees, agents or contractors) provide to us is complete and accurate. You understand that we will not check, and we do not accept any liability in connection with, any information you provide to us unless checking that information is part of the services.

Payment

6. You will pay the fees, other amounts payable under the agreement and applicable tax in accordance with the procedure detailed below.
7. We will invoice you for the fees relating to the services undertaken, and other amounts due under the agreement, during the period covered by the invoice.
8. Within the agreed time for payment set out in the agreement details (or otherwise, 14 days) after we send you an invoice, you will pay the invoice in full and without set off, deduction, counterclaim or withholding. If we ask you to do so, you will pay our final invoice in full and without set off, deduction, counterclaim or withholding before we deliver the final version of our reports or other documents.
9. If you fail to pay any amount due under the agreement in full by the date due:
 - (a) you will pay interest at the rate of 1.5% per month on all overdue amounts, including unpaid interest, accruing daily until the amount is paid in full; and
 - (b) we may keep any documents we have prepared in connection with the services and:
 - (i) stop undertaking the services; or
 - (ii) end the agreement by giving you written notice.

10. You will pay for any additional services we undertake, and any liability, cost or expense we incur, if:
 - (a) the scope or timing of the services or project change;
 - (b) any information you (or your employees, agents or contractors) provide to us is not complete and accurate;
 - (c) part or all of the services are delayed or suspended (other than as a result of our breach of the agreement);
 - (d) during or after completion of the services, we or any of our employees are required to give evidence before, or provide any information to, a court or other competent authority;
 - (e) you fail to pay an amount due under the agreement; or
 - (f) you end the agreement before we have completed the services.
11. All amounts in the agreement and other documents we give you that relate to the fees or amounts payable under the agreement are exclusive of GST, VAT or other applicable service tax unless expressly included.
12. The amount you will pay for any additional services will be the amount we agree with you (or otherwise, the amount calculated by multiplying the number of hours our employees spend undertaking the additional services by the hourly rates and any amount due to our subconsultants or subcontractors plus 12.5%). We may ask you to confirm in writing that you will pay for any additional services. In which case, we are not required to commence the relevant additional services until we receive your written confirmation.

Insurance

13. We will maintain professional indemnity and public liability insurance. We will give you certificates of currency if you ask us for them at any time before we complete the services.

Liability

14. To the maximum extent permitted by law, any liability we have to you is limited (in the aggregate) to the lesser of AUD 2 million or five times the fees paid under the agreement, and you release us from any further liability. We will not be liable to you for any consequential losses.
15. To the extent that we are not permitted by law to limit our liability as detailed in the previous clause, any liability we have to you is limited to re-supplying the services.
16. On the date that is one year after the date we send you our final invoice for the services, you release us and our servants, employees, agents and subconsultants from all liability. For the purposes of this clause, we contract on our own behalf and also on behalf of each of our servants, employees, agents and subconsultants.

Intellectual property

17. We own all intellectual property arising from or in connection with the services. We grant you a royalty free licence to use our intellectual property for the purposes of the project.


OAD10 (Australia) February 2015 Page 3 of 4

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Sporting and Cultural Centre, Warren on Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



Confidentiality, documents and information

18. All information a party provides is confidential and must not be disclosed to any other person (unless the disclosure is authorised or required by law). You:

- (a) will not alter in any way or copy any report or document we prepare to any other person without our prior written consent; and
- (b) will only use any report or document we prepare for the purposes of the project; and
- (c) authorise us to disclose any information you provide to our employees, subconsultants and others involved with the services.

Ending the agreement

19. Subject to the next clause, either party may end the agreement at any time by giving the other party at least 7 days notice. If the agreement is ended, we will send you an invoice for services undertaken to the date the agreement is ended.

20. The sections headed "payment", "liability", "intellectual property", "confidentiality, documents and information" and "general matters" continue to operate after this agreement is ended.

General matters

21. The agreement applies to all services we undertake (including any additional services and any services undertaken before you executed the agreement).

22. If there is any inconsistency between these terms and any other document or agreement between the parties, these terms will prevail.

23. The agreement is the entire agreement. The only duties, obligations and responsibilities we have arising from or in connection with the subject matter covered by the agreement (including the services) are those expressly set out in the agreement and any other duties, obligations and responsibilities we might have are excluded.

24. You authorise us to destroy documents we prepare or hold in connection with the services or the project 7 years after the date we send you our final invoice for the services.

25. If any of these terms would be invalid, unenforceable or void, the relevant term must be read down to the maximum extent possible to prevent that occurring.

26. The agreement can only be amended or varied in a written document signed by both parties. We can only waive our rights under or in connection with the agreement by a written document signed by one of our directors.

27. You will indemnify us against any claim by, or liability to, a third party arising from, in respect of or in connection with the services and all expenses we incur defending or settling such claim or liability.

28. Neither party may assign or transfer the agreement or any right or obligation under the agreement without the other party's written consent.

29. You agree that we can publish articles, photographs and other illustrations relating to the services and the project unless you tell us in writing otherwise within 7 days of executing the agreement.

Definitions

30. Unless the context otherwise requires, in the agreement:

"**agreement**" means the agreement executed by the parties in connection with the services, including these terms, the agreement details and our proposal

"**consequential losses**" means any consequential or indirect loss or damage, loss of profit or anticipated profit, business interruption losses, production losses, loss of revenue or loss of use

"**document**" includes a written or electronic document.

"**fees**" means the amount set out in the agreement details including disbursements

"**hourly rate(s)**" means the relevant hourly rate(s) set out in the agreement details (or otherwise the rate(s) that GHD normally charges for work undertaken by the relevant GHD employee(s) at the time the work is undertaken)

"**information**" includes documents and information provided before execution of the agreement

"**liability**" means liability for loss or damage, whether arising under, in connection with or for breach of the agreement, or in connection with the performance or non-performance of the services and any additional services, whether such liability arises in contract, in tort (including negligence), under statute or otherwise, and whether arising in connection with one or more events

"**project**" means the project(s) that the services relate to

"**proposal**" means any proposal (and if more than one, the final proposal) we gave you in relation to the services

"**services**" means the services set out in the agreement details (or otherwise the services we undertake)

"**third party**" means a person who is not a party, but does not include our employees, agents, subcontractors and subconsultants

"**we**", "**us**" and "**GHD**" means the GHD company set out in the agreement details

"**you**" and "**the Client**" means the person(s) set out in the agreement details (and if more than one person, "you" means each of those persons severally and all of them jointly, except for the purposes of clauses 14 and 15 where "you" means all of those persons) including that person's permitted successors

OAD10 (Australia) February 2016 Page 4 of 4

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

To enable the installation of the poly sheets to replace the stainless-steel sheets that were posing a safety risk, the pool was emptied. As a result of the sub soil well not being completely emptied, the fibreglass has cracked. Control measures are in place to prevent any further damage and arrangements are being made to complete the repair works as soon as possible.

In September 2014, Barnsons provided a report which is attached resulting from the discovery of a leak.

Recommendations from the Barnsons report was to convert the scum gutter to a wet deck.

barnson
DESIGN.PLAN.MANAGE

Warren Swimming Pool, Warren NSW 2842
Structural Engineering Report

Client: Jardine Lloyd Thompson Pty Limited Risk Services
Contact: Peter Tonkin, Senior Claims Examiner
Cunningham Lindsey's reference: 2028688
Insurer's reference: PR0002546

cl - Cunningham Lindsey Australia Pty Ltd
Contact: Grahame Broadbent
Address: PO Box 7103, Dubbo NSW 2830

- structural engineering
- project management
- residential design
- civil engineering
- registered surveyors
- commercial design
- geotechnical engineering
- town planning
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- electrical engineering
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13007326 8557
engineering@barnson.com.au
www.barnson.com.au
Dubbo, Mudgee, Bathurst, Parkes

Sep-14

(Our Reference: 22073-SR01_A)
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WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued


File Reference: 21645-SR01_A

Tuesday, 23 September 2014

Jardine Lloyd Thompson Pty Limited Risk Services
Attn: Peter Tonkin

c/- Cunningham Lindsey Australia Pty Ltd
Attn: Grahame Broadbent
PO Box 7103
Dubbo NSW 2830

Dear Sirs,

**Re: Warren Olympic Swimming Pool
Structural Engineering Report
Cunningham Lindsey's reference: 2028688
Insurer's reference: PR0002546**

Reference is made to your request for an Engineer to investigate the cause of earth movement that has affected Warren Shire Council's Olympic pool.

As requested, we have conducted the site inspection and compiled the following report.

If you have any further enquiries regarding this matter, please contact the undersigned.

Yours faithfully

BARNSON PTY LTD

Chris Bassingthwaight
BE MIEAust
Senior Engineer

J:\22001-22100\22073\Structural\Structural Reports\22073-SR01_A.docx
Revision A 23/09/2014 Page 2 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued




TABLE OF CONTENTS

1.0	INTRODUCTION	4
1.1	General	4
1.2	Structural description	4
2.0	HISTORY	5
2.1.1	May to Early July 2014	5
2.1.2	July-August 2014	8
3.0	CAUSE OF DAMAGE	10
4.0	RECOMMENDATIONS	11
4.1	Scum Gutter	11
4.2	Services	11
5.0	CONCLUSION	12


J:\22001-22100\2.2073\Structural\Structural Reports\2.2073-SP0 1_A.docx
Revision A 23/09/2014 Page 2 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



1.0 INTRODUCTION

1.1 General

The following report investigates the causes of earth movement that has affected the Olympic swimming pool in Warren, NSW. The investigation was requested by Mr. Graham Broadbent of Cunningham Lindsey on behalf of Mr. Peter Tonkin, of Jardine Lloyd Thompson Pty Ltd.

This report provides an overview of causes of earth movement that has caused historic damage to the pool. Damage had been repaired at the time of inspection.

The investigation was carried out by the writer of the report, Mr. Chris Bassingthwaighe, a Civil and Structural Engineer with Barnson Pty Ltd, on 2nd September 2014. Present at the inspection were Mr. Peter Tonkin, a senior claim examiner from Jardine Lloyd Thompson Pty Ltd, Ms Marianne Stephens and Ms Wendy Haywood from Warren Shire Council.

1.2 Structural description

- i) The Olympic pool is 50m long by 15m wide. The depth varies from 1.2m to 3.7m.
- ii) The wading pool is approximately 15m long by 5m wide and is located near the Southern end of the Olympic pool.
- iii) Construction of both pools consists of reinforced concrete wall, floor slab and coping slab.
- iv) There are central distribution channels in each pool that are covered with precast concrete slabs. The slabs were cut directly along the edge of the channels to enable repairs to be carried out on joints hidden by the slabs.
- v) The pools were constructed circa. 1956.
- vi) Drawings describing the construction are contained in Appendix A.
- vii) Landscaping around the pools is turfed with a number of mature trees located approximately 20 metres from the edges of each pool.
- viii) There are number of shade structures along the side of the pool and between the wading pool and Olympic pool.
- ix) Waste and supply water services are interconnected between the pools.
- x) Both pools have a network of subsoil drains along the base of the side and end walls that discharge to a sub-soil drainage pit located near the North-West corner of the Olympic Pool.

J:\22001-22100\22073\Structural\Structural Reports\22073-SR01_A.docx
Revision A 23/09/2014 Page 4 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



2.0 HISTORY

Following is an approximate history of events advised by Warren Shire Council. Photos describing the damage are provided in each section.

2.1.1 May to Early July 2014

- a) The pool was noticed to be leaking in the beginning of May 2014 during partial demolition of a slab on the East side of the Olympic pool. Refer figure 1.
- b) Soil under the slab was found to be heavily saturated and had low bearing capacity.
- c) Inspections revealed the construction joint in the East wall of the pool was not adequately sealed. The leaking construction joint passes across the width of the pool and occurs at the transition between the shallow end and diving zone.
- d) The pool was drained and inspections revealed further breaches along the length of the construction joint and in the central distribution channel near the damaged construction joint.
- e) The construction joint and joints around the distribution channel were repaired and sealed.
- f) The pool was then refilled.



Figure 1: Breach In East construction joint found In May 2014.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



Figure 2: Soil subsidence under the coping slab on the East side near the damaged construction joint.



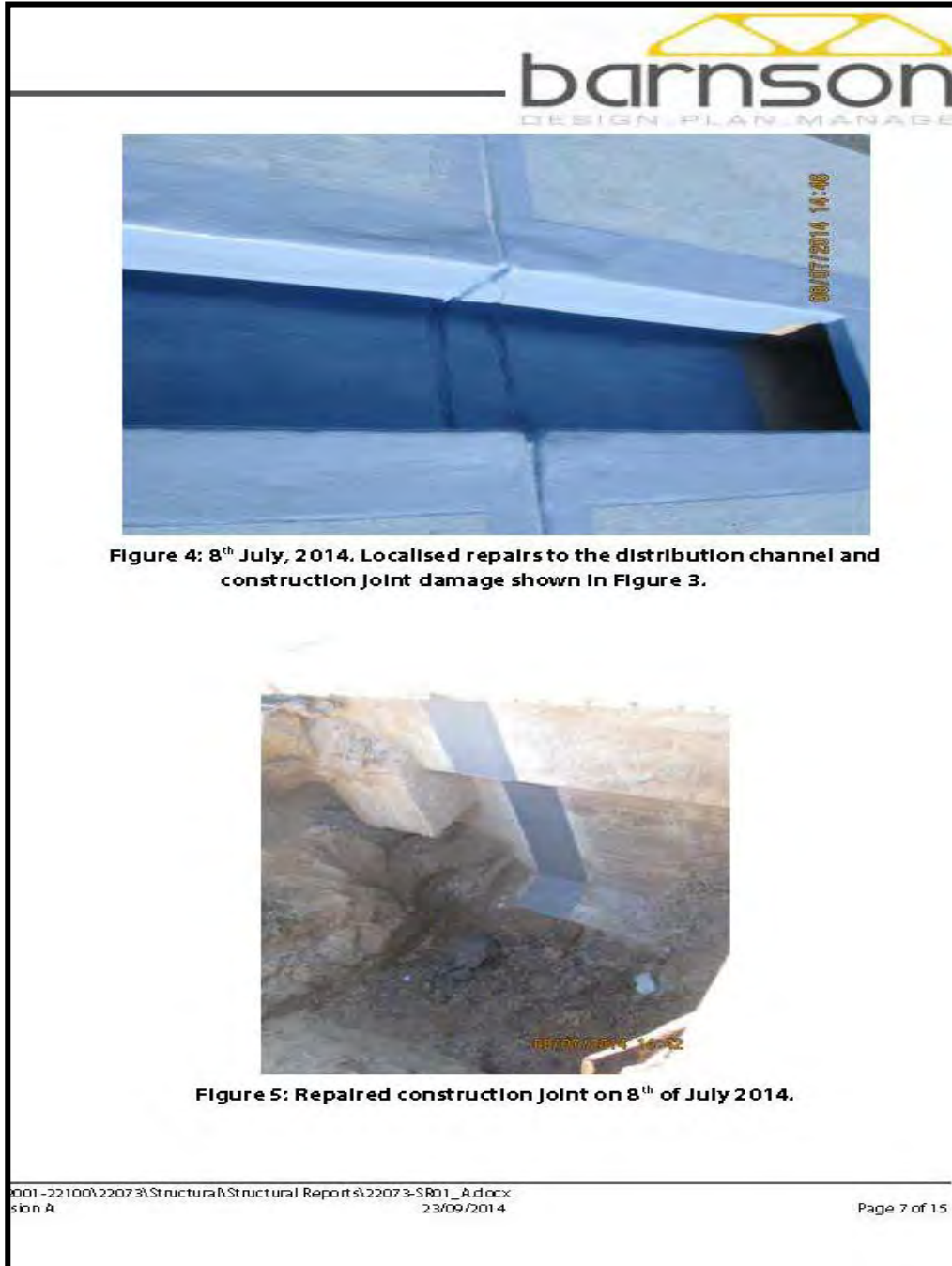
Figure 3: Precast slabs over the distribution channel were locally removed to expose damage to the construction joints.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



2.1.2 July-August 2014

- a) The pool was refilled in early July and the subsoil collection sump was being pumped daily suggesting there were still breaches in the pool.
 - b) The pool was drained and investigations revealed breaches in the following locations –
 - At each construction joint in the centre distribution channel
 - In the asbestos pipework between the wading pool and Olympic pool
 - Between the east coping slab and scum gutter walls.
 - c) Breaches were also found between the base slab and walls of the distribution channel, however the original drawing 17-B-713, suggests the gap along this edge is intentionally unsealed as the slab over the distribution channel is a precast concrete slab and is separate from the base slab.
 - d) Repairs were carried out on the distribution channel by repairing all construction joints and locally removing the precast concrete slabs between the channel walls and sealing the gap between the slab and channel with waterproof sealant and fibreglass coating.
 - e) The pipe between the pools and east coping slabs were renewed.
- The pools have not been refilled.



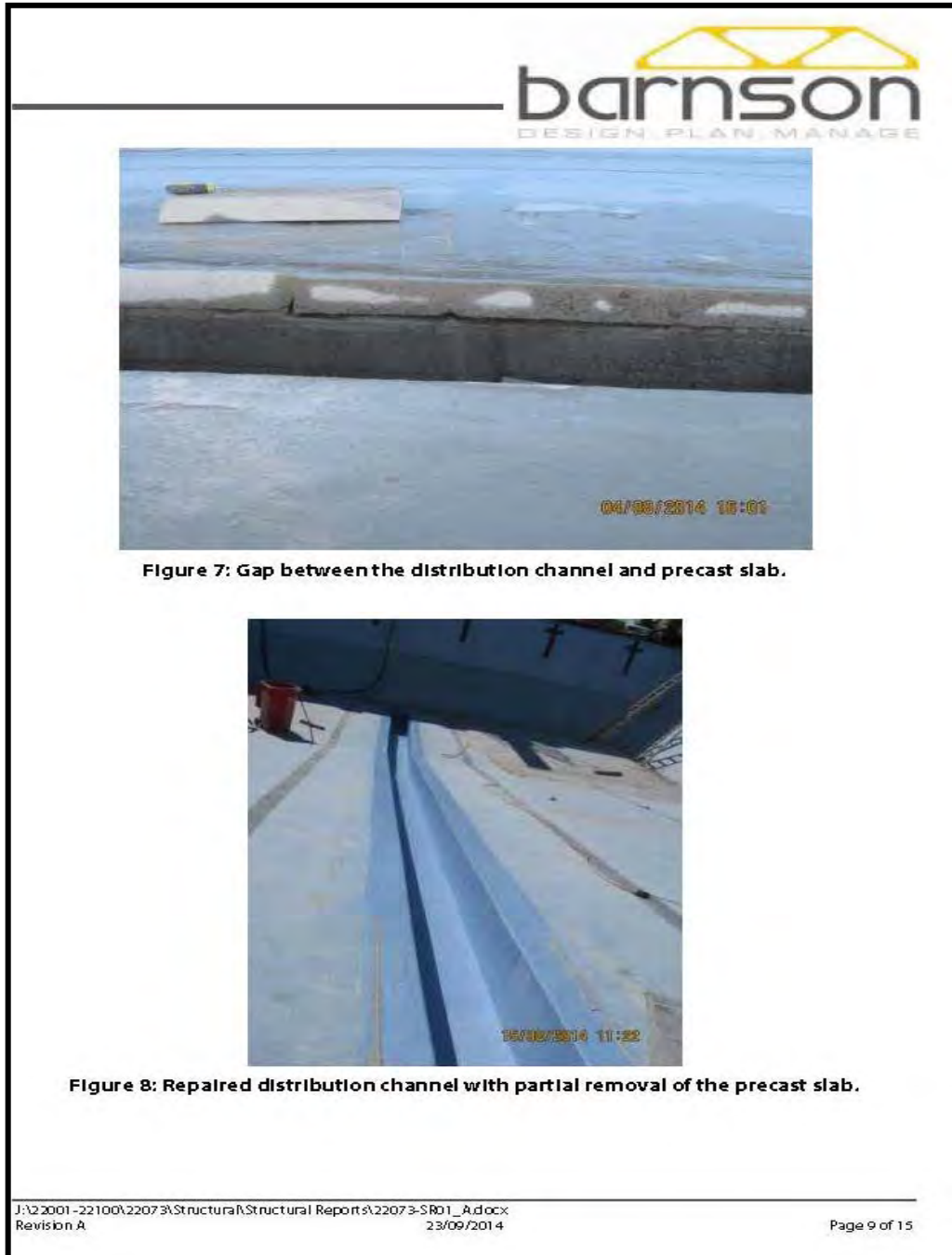
Figure 6: Gap between the distribution channel and precast slab. The cracked triangular wedge leading down from the top of the slab indicates grout used to fill the gap between adjoining precast slab units.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued




WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



3.0 CAUSE OF DAMAGE

Soil movement has occurred due to breaches through construction joints and in the pipe connected between the pools. This has exacerbated damage to the construction joints; however it has not caused it to occur, as the damage to joints is due to deterioration of joint sealant from age and corrosion.

The presence of precast slabs over the central distribution channel and fibreglass covers in the scum gutter have caused breaches in construction joints to go unnoticed as the joints are covered by these elements. Overtime, these breaches have become worse and exacerbated the damage.


J:\22001-22100\2.2073\Structural\Structural Reports\2.2073-SR01_A.docx
Revision 8 23/09/2014 Page 10 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



4.0 RECOMMENDATIONS

4.1 Scum Gutter

It is recommended scum gutters are removed and the coping slabs are replaced with a wet deck drainage system. This will prevent deterioration of construction joint sealant going unnoticed. Pools with wet decks also benefit users as they prevent injuries being caused by the fibreglass covers and prevent children getting trapped within the gutters.

4.2 Services

In order to prevent future damage from reoccurring, we recommend all pipework is inspected for damage and leaks by carrying out CCTV inspections. Damage and leaks shall be repaired in accordance with plumbing and drainage Australian Standards.

J:\22001-22100\2.2073\Structural\Structural Reports\2.2073-SF01_A.docx
Revision: A 23/09/2014


Page 11 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



5.0 CONCLUSION

Damage to the pool has been caused by deterioration of sealants within construction joints and damage to asbestos pipes. Damage has been exacerbated by soil movement caused by swelling of soil around the pool due to it becoming wet from leaking pipes and breaches through construction joints.

Recommendations have been made to inspect all plumbing for leaks and damage and replace the scum gutter drainage with a wet deck, which will enable routine inspections on the condition of the construction joints and sealant.

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Revision A 23/09/2014

Page 12 of 15

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

WARREN MEMORIAL SWIMMING POOL as at June 2017

Location:

Stafford Street, Warren.

Features:

- Olympic size swimming pool, 6 lanes, diving board
- Toddler's pool.
- Lighting and fencing around grounds.
- Barbecue facilities.
- Kiosk and amenities building.
- Basketball ring within grounds.

Main use:

- Regular use by general public and season members.
- Swimming club
- Annual Warren Triathlon
- Schools

History of Improvements and Major Work:

- Fibreglassed both pools - 2000 (approx. \$61,200)
- Pool pump house rebuilt - 2007
- Shade Shelters installed on bore flat side of pool deck
- Amenities building and canteen area painted - 2013
- New windows and security screens installed - 2013
- Electronic roller doors installed in canteen area - 2013
- New concrete concourse installed on the Stafford Street side of pool deck - 2014
- Centre pipe cut out and sealed, replaced with stainless steel sheeting - 2014
- Replace stainless steel sheeting with poly lids in toddler's pool - 2016
- Replace stainless steel sheeting with poly lids in Olympic size pool - June 2017
- Paint the steps into the toddler's pool - June 2017

Maintenance:

Grounds and amenities block maintained by Council staff on a regular basis.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

Images:




Warren War Memorial Olympic Swimming Pool, Warren.

Maintenance and Repairs Report

The current maintenance and repairs items for the Warren Memorial Swimming Pool are as follows:

General Maintenance and Repairs

Item	Comment
*Repaint Loading Zone and Disability Parking Area 	Complete.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

*Replace shade sail in front of women's toilets



Complete – Ready to install in October 2017

Replace clock above canteen area – needs to be electronic and weather proof



Pool Manager to purchase clock

Replace LED security light closest to BBQ facilities



Works arranged with electrical contractor

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

Replace 2 x light bulbs in pool lights
closest to pump shed



Works arranged with electrical
contractor

Remove old winching system from the
ropes shed – sell if possible






Pool Manager to potentially trade
in or sell

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued



<p>Treat rusted posts of shade structure at toddler's pool area</p> 	<p>On Hold</p>
<p>Repaint diving board with non-slip paint, repaint timber paneling</p> 	<p>MHD to arrange building contractor to complete</p>
<p>Grind tree stump bore flat side of baby pool</p> 	<p>To be completed when tree removal services are in town</p>

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

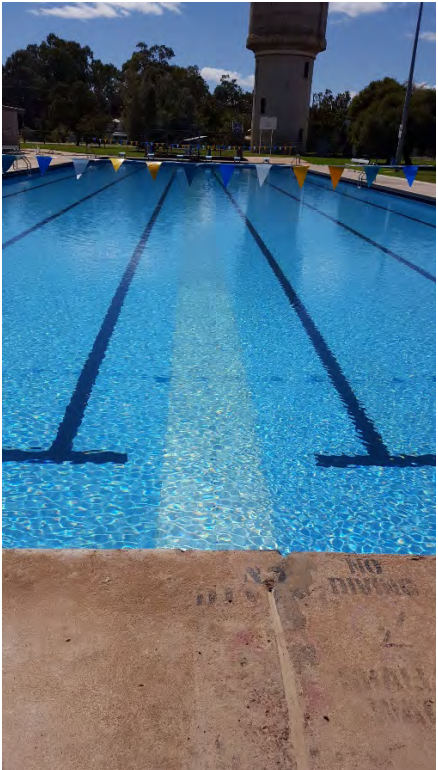
<p>*Remove loose fiberglass and repaint with non-slip paint in the baby pool area</p> 	<p>Completed</p>
<p>Replace roof sheeting and reconstruct roof structure with pitch</p> 	<p>On hold, pending grant outcome</p>
<p>Repaint pool lines and patches as necessary</p>	

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

<p>*Replace stainless steel sheets with poly sheets to eliminate hazard to 17m mark</p> 	<p>Completed</p>
--	------------------

Specific Maintenance and Repairs

Item	Comment
Nil	




WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

Asset Renewal


Item	Comment
<p>Purchase new umbrella table and place on spare concrete pad on the bore flat side of pool deck closest to baby pool</p> 	<p>On Hold</p>
<p>Tree planting along left hand side car park and removal of first tree (prone to dropping branches) along right hand side of car park</p>  	<p>New tree planting on hold, arrange tree removal services to remove dangerous branches only, when in town</p>

WARREN SHIRE COUNCIL



Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

<p>Replace concourse - bore flat side of pool deck at 17m mark, evidence of deterioration.</p> 	<p>Swimline to inspect and provide recommendation</p>
--	---

Capital Improvement

Item	Comment
<p>Install new shelter shed area covering the marshalling area, diving board/blocks area and pump shed area</p>  	<p>Subject to grant funding being obtained.</p>

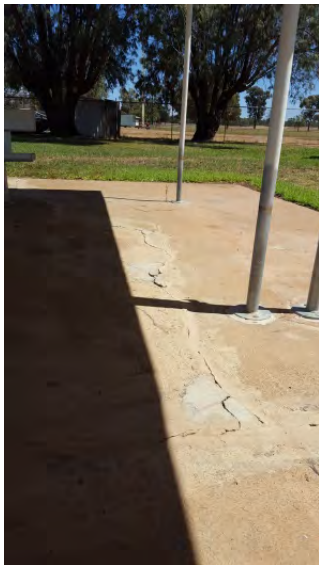
WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

Install new concrete concourse, and extend drainage surrounding baby pool area



New concrete on hold, grind away trip hazards before pool startup in October 2017.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 6.6 INSPECTION REPORT – WARREN WAR MEMORIAL SWIMMING POOL

Continued

Definitions of the categories used are as follows;

General Maintenance and Repairs = Works to be undertaken within ‘General Maintenance and Repairs’ annual budget.

Specific Maintenance and Repairs = Specific items that are normally preventative maintenance of which a specific amount has been allocated in the annual budget.

Asset Renewal = Renewal of major asset items. These will have an allocated amount in the annual budget or may require external funding i.e. grants. Part funding may be allocated each year until amount required is reached.

Capital Improvement = New infrastructure items.

RECOMMENDATION:

That;

1. The information be received and noted; and
2. All items marked with an astericks (*) be deleted; and
3. MHD seek endorsement from the General Manager to engage GHD to undertake proposed works as reported; and
4. Undertake priority projects before pool recommences operation in October 2017; and
5. On hold projects to be concluded pending GHD assessment

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th July 2017 commencing at 4:01pm

ITEM 7 GENERAL BUSINESS

- EHO expressed interest to submit a grant application for Community Building Partnership Program to help fund the construction of a new shade shelter over the marshalling area at the Warren War Memorial Swimming Pool. CM agreed and suggested that an application be given to the Warren Amateur Swim Club President
- Councillor Quigley requested that the CM also submit an application for Community Building Partnership Program to help fund the construction of a shelter shed over the outdoor fitness equipment. CM agreed to submit an application.
- TAE provided the committee with a report to upgrade the mod-league oval within the Victoria Oval Precinct to World Rugby standard dimensions to allow the opportunity for Warren to host the Regional Rugby Union Championships during April 2018. The proposed project would require realignment of 200m of fencing, relocation of an irrigation control box and drain pipe, removal of three trees and the filling of the low point along Dr Kater Drive. It is estimated that the proposed works would cost approximately \$20,860 +- \$5,215. Councillor Quigley agreed to the works and suggested that the proposed works be funded by the Council Infrastructure Budget. Further Report to be presented to Council.
- EHO expressed concern that a number of taps in the downstairs change rooms at the Sporting and Cultural Centre are leaking. MHD stated an action request has been completed to repair the leaking taps, which is to be completed by the Council Water Attendants.

ITEM 8 NEXT MEETING DATE AND TIME

Wednesday, 4th October 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6:01PM.

Showground/Racecourse Committee

Attached are Minutes of the Meeting of the Warren Shire Showground/Racecourse Committee held on Thursday 13th July 2017.

RECOMMENDATION:

That the Minutes of the Showground/Racecourse Committee Meeting held on Thursday 13th July 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ATTENDANCE:

Heather Druce	(Councillor, Chair)
Ian McKay	(Warren Jockey Club)
Kevin Noonan	(Warren Jockey Club)
Bec McKay	(Secretary - Warren Jockey Club)
Les Morgan	(Manager Engineering Services)
Chris Foy	(Warren Pony Club)
Dirk McCloskey	(Operation Manager)
James Cleasby	(Environmental Health Officer)
Graham Palm	(PalmAV Dubbo).

ITEM 1 APOLOGIES

An apology was received from Councillor Mark Beach, Councillor Ron Higgins, David Cleasby, Warren P & A Association, Phil Waterford, Warren Polocrosse Club, David Dwyer, Warren Polocrosse Club and Ashley Bell, Warren P&A Association.

MOVED that the apologies tendered, be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON MONDAY 6TH FEBRUARY 2017

MOVED that the Minutes of the Meeting held on Monday 6th February 2017 as circulated be adopted as a true and correct record of that Meeting.

Carried

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ITEM 3 FINANCIAL STATEMENT

SHOWGROUND/RACECOURSE FINANCIAL STATEMENT AS AT 30/06/2017			
Percentage of Year = 100.00%			
<u>Income</u>	Actual as at 30/06/16	30/06/2017	2016/17 Estimate
Rents & Fees	32,982.19	33,457.12	34,816.00
Internal Income - Council Usage	-	-	0.00
Total Income =	32,982.19	33,457.12	34,816.00
Estimated Income =	34,816.00	34,816.00	
	(1,833.81)	(1,358.88)	
Percentage Income Received =	94.73%	96.10%	
<u>Expenditure</u>			
General - M & R	67,491.11	65,039.28	62,833.00
Camp Showers	804.61	1,670.50	7,380.00
Utility M&R	0.00	71.60	1,712.00
Electricity	13,086.07	15,382.39	19,000.00
Track - M & R	22,793.04	21,516.07	33,665.00
Lounge, Grandstand, Restaurant - M & R	5,960.98	13,734.89	6,259.00
Pavilion - M & R	582.72	565.06	828.00
Horse Stall - M & R	2,154.66	2,283.33	2,761.00
Sheep & Cattle Yards - M & R	955.14	1,144.58	1,362.00
Toilets - M & R	15,555.21	8,901.27	12,535.00
Lawns - M & R	16,082.07	15,047.03	23,406.00
Caravan Park Area - M & R	2,611.29	6,311.44	3,966.00
Rodeo Grounds - M & R	7,922.57	7,121.31	3,782.00
Bar, Coolroom Area - M & R	2,313.73	3,862.32	2,761.00
Insurance	893.33	893.33	585.00
Sundries & Phone	331.90	719.77	1,656.00
Cleaning Charges	4,978.41	6,518.24	7,364.00
Preparation for Events	957.00	1,675.14	9,913.00
Clean up after Events	3,215.04	5,975.77	5,891.00
PA System	935.92	791.13	0.00
Polo Grounds M&R	18.00	31.59	2,209.00
Small Plant M & R	139.30	1,158.25	674.00
Council Rates	3,558.80	3,701.80	3,700.00
Total General M & R Expenditure =	173,340.90	184,116.09	214,242.00
Estimated General M&R Expenditure =	210,345.00	214,242.00	
	37,004.10	30,125.91	
Percentage Expended =	82.41%	85.94%	
Operating Result Before Depreciation =	(140,358.71)	(150,658.97)	(179,426.00)
Depreciation =	88,356.71	88,356.71	92,000.00
Operating Result After Depreciation =	(228,715.42)	(239,015.68)	

RECOMMENDATION TO COMMITTEE/MOTION:

MOVED that the information be received and noted

Carried

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ITEM 4.1 SHOWGROUND/RACECOURSE PA SYSTEM (S7-8)

At the meeting of the Showground/Racecourse Committee held on Monday 6th February 2017, it was resolved as follows:

“That the Manager Engineering Services, Kevin Noonan from the Warren and District Jockey Club and Phil Waterford from Polocrosse, hold further talks with Advanced Antennas to find a sound reliable compromise at a cost closer to the funding allocated towards replacing the PA system at the showground/racecourse.”

Talks were held with Advanced Antennas, who were unwilling to update their original quote. Audio Plus were also contacted and they have updated their quote to a partially hardwired system.

In short, Audio Plus’s design was considered inadequate particularly in the areas of reliability of the wireless component and the hardware proposed.

Audio Plus also propose to use only 2 amplifiers which could create an issue if any problems with one amplifier arise. If one amplifier is lost, half the sound at the race course will be lost and one amplifier will not be able to do the whole job as these will be already stretched to their limits.

The three delegates charged by the committee to negotiating this matter then held a meeting Palm AV, as they did not submit a quote originally due to their inability to have the project finished by the end of February 2017.

At this meeting, Palm AV related that they could install a far superior system that will give much greater reliability and flexibility for \$52,775 (ex. GST).

Palm AV’s fully hardwired system provides for:

- An audio mixer,
- 8 amplifiers to provide flexibility and assurance that sound levels will not be compromised at a function,
- A zone monitoring unit to enable different zones to be switched on or off depending on the function being held,
- 29 external speakers, 14 internal ceiling speakers and 8 external speakers in the betting ring to ensure that none of the speakers will need to work at full capacity, thereby reducing strain on the speakers and the chance of speaker loss,
- 2 wireless microphones, and
- A portable PA/Music system with 2 microphones to provide flexibility for small isolated events.

Accordingly, Council at its meeting held on 23rd February 2017 resolved that the Palm AV quotation be accepted.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ITEM 4.1 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

At the time of writing, installation of the new system is nearing completion and a representative of Palm AV has agreed to attend this committee meeting to outline the new system and answer questions.

Discussion in brief

Graham Palm from PalmAV gave an outline of the new PA system to the committee and answered the committee's questions.

Graham also gave his commitment to provide training on Tuesday 18th July 2017, at 10am and to attending the Cattleman's Cup Race Meeting to ensure that all runs smoothly.

Graham Palm of PalmAV will train the following individuals on the operation of the new PA system on Tuesday 18th July 2017 at 10am:

- Robert Hunt – Racecourse Curator,
- Representative from the Warren Jockey Club,
- Representative from the Warren Polocrosse Club, and
- Representative from the Warren Pony Club.

RECOMMENDATION TO COMMITTEE/MOTION:

MOVED that the information be received and noted and that:

Carried

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ITEM 4.2 RACE MEETINGS AND FUTURE FUNCTION DATES (S7-2)

Introduction

This report identifies the dates and functions to be held at the Showground/Racecourse Complex over the next six (6) months.

Report

The Warren and District Jockey Club have advised Council of the following race meeting dates:

25 July 2017	Cattleman's Cup meeting (TAB)
12 November 2017	Cotton Cup (Sunday TAB)
15 December 2017	Twilight (Friday TAB)

The following future functions have been booked as at **7th July 2017**

8th July	Private Function (Restaurant & Kitchen, Upstairs)
9th July	Adult Riding Club – Pony Club Area
18th July	LMWUA Asset Meeting (Restaurant, Council to pay)
22nd July	Private Function – Garden Bar & Coolroom
25th July	Cattleman's Cup
29-30th July	Polocrosse
5-6th August	Polocrosse
25-27th August	Campdraft (Tentative)
1-3rd September	Campdraft (Tentative)
23rd September	Private Function (Restaurant Area & Downstairs Area + Coolroom, no kitchen)
30th September	Private Function
7th October	Private Function (tentative)
	Private Function – Kitchen & Restaurant (if wedding pulls out)
21st October	Private Function (Garden Bar, no coolroom) (Tentative)
4-5th November	Adult Riding Club – Pony Club Area
12th November	Qube Logistics Cotton Cup
15th December	MVAS Twilight Races

RECOMMENDATION TO COMMITTEE

That the information be received and noted.

MOVED that the information be received and noted.

Carried

WARREN SHIRE COUNCIL
Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
13th July 2017 commencing at 5.30 pm

ITEM 5 GENERAL BUSINESS

RESIGNATION – MR DOUG MCKAY

The Manager Engineering Services informed the committee that Doug McKay had resigned from this committee and that a formal letter accepting his resignation and thanking him for his service on this committee and to the community had been sent to him.

The committee formally accepted his resignation and decided that this vacancy did not need to be filled.

LADY’S TOILETS

The committee raised the issue of the women’s toilets and the blockages that had previously occurred with them.

The Manager Engineering Services informed the committee that the women’s toilets were repaired before the 2017 Warren Show and that no complaints have been received in relation to them since these repairs were carried out.

CONCRETE IN UNDERCOVER BETTING ARENA

The committee raised concerns about trip hazards and the general state of the concrete in the betting arena.

The Manager Engineering Services related that he felt that it would be difficult to justify the cost of replacing the concrete but that he would investigate and possible remedial action.

ITEM 6 NEXT MEETING

Next Meetings – Thursday 5th October 2017

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT
6.09 PM.**

Town Improvement Committee

Attached are Minutes of the Meeting of the Warren Shire Town Improvement Committee held on Wednesday 19th July 2017.

RECOMMENDATION:

That the Minutes of the Town Improvement Committee Meeting held on Wednesday 19th July 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Wednesday 19th July, 2017

PRESENT

Kevin Taylor	Councillor (Chair)
Karlene Irving	Councillor
Brett Williamson	Councillor
Heather Druce	Councillor
Sarah Derrett	Councillor
Les Morgan	Manager Engineering Services
Nicole Livingstone	Manager Engineering Services Secretary (minute taker)
Geoff Fowler	Projects Consultant
James Cleasby	Environmental Health Officer

ITEM 1 APOLOGIES

Apologies were tendered on behalf Alison Ruskin-Rowe -Economic Development Officer, Emma Welsh - Economic Development Officer and Bryce Hammond - Projects and Assets Engineer and it was **MOVED** that the apologies be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED that the Minutes of the Town Improvement Committee meeting held on Tuesday 11th April 2017 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

- Councillor Williamson asked about the new roundabout and where Council were up to with regards to RMS.
- Les responded that Council and RMS are still consulting, regarding funding and road changes to suit all traffic.
- Councillor Taylor raised concerns with where Council was up to with the CCTV.
- Both Les and Geoff addressed these concerns and assured that works for the CCTV will go ahead once works commence on the town beautification program.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Wednesday 19th July, 2017

ITEM 4.1 **KERB AND GUTTER REPLACEMENT** **(C14-3.17)**

Council at its meeting held on the 11th April 2017 endorsed the proposal to replace the kerb and gutter in Dubbo Street from Readford Street to Hale Street due to the unsatisfactory condition of the asset.

The kerb and gutter for this section and the section of Hale Street between Dubbo Street and Cobb Lane has been pegged and designed. The section in Hale Street has been included to enable Dubbo Street, north side to be drained to the pit in Cobb Lane.

As it is necessary to keep the main street functioning, Council staff will remove the existing kerb and gutter and construct the placement pad for the new kerb and gutter in segments of approximately 100m. Contractors will then carry out the machined kerb and gutter extrusion. To gain some economy of scale, the 100 metre sections is a compromise between economics and the effects on the public.

This method also allows Council to construct the river water supply to the tree islands and footpath gardens. The river water service lines will be placed under the new kerb and gutter placement pad to secure the water line from damage.

In line with the above, Council has called for quotations from Contractors to provide the machine extruded kerb and gutter. These quotations will close on the 21st July, 2017.

Site Security

Council has purchased sufficient mesh fencing to exclude the public from the excavations which will be 100 meters at a maximum. Each unit of mesh fence is 2.1m high by 2.4m long and sits on orange blow mold feet.

This mesh properly secures the site and minimises the level of effort required to take down and re-erect the mesh as needed when work is required in the public area as well as giving security for the work zone.

Kerb and Gutter Offset Markings

In order to acquire accurate lines and levels for the kerb and gutter, a line of pegs or marks will be placed at a suitable offset distance (normally one (1) metre).

For sections of the kerb and gutter abutting full width paving the exact line and level is identified by a drill hole in the pavers. To readily identify the location of these marks, painted chainages has been placed on the pavers.

Whilst the painted chainages stand out, the effects of the colour will fade with time but these markings are essential to carry out the replacement work especially when dealing with the minimal grades experienced in Warren.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Wednesday 19th July, 2017

ITEM 2.2 GARDEN BED MASONRY

(C14-3.17)

Council has received quotations from the following five suppliers for the provision of ABCourtyard Masonry for the construction of the tree island and footpath gardens:

- RHT Bricks and Pavers of Dubbo
- Parkes Bricks and Pavers of Parkes
- ADBRI Masonry of Bellingen
- Centenary Landscaping of Queensland
- Petries Home and Garden Centre of Mudgee.

The best quotation was provided by Petries Home and Garden Centre from Mudgee at a cost of \$36,285.09 Ex GST. Accordingly, this firm has been awarded the supply of the appropriate materials. The ABCourtyard product was chosen as it will provide the effect required for the garden beds.

On placing the order with Petries Home and Garden Centre it was confirmed that the firm had around 50% of the required amount of the product to complete the works and the firm was concerned that another batch may not fully match the colour of the product in hand.

Hence, it was decided to get all the product from a new batch to ensure consistency of colour, despite a delay of some six (6) weeks for the new batch to arrive. Accordingly, Petries Home and Garden Centre have been advised that Council will wait the six (6) weeks to ensure consistent colour in the product.

This delay will not affect the timing of the project because this phase cannot commence until the kerb and gutter has been completed.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

**Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Wednesday 19th July, 2017**

ITEM 5 GENERAL BUSINESS

- The committee enquired as to when works would begin, the Manager Engineering Services informed them that works are to commence in within the next two weeks.

ITEM 6 NEXT MEETING

Next meeting to be held on Thursday 12th October 2017.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 3.25 PM

Section

3

General Manager

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
3.12.15	299.12.15 (1)	Lot 183 DP 736208 Sale to Plunkett	GM	In progress.
3.12.15	299.12.15 (2)	Road Closure – Myra Lane	GM	In progress.
27.10.16	QWN – 1 Quigley	Water Sharing Plan – Use of FMZ	GM	Submission when Plan reviewed.
25.1.17	15.1.17	Sale of land, Silo Subdivision	GM	Negotiate price and conditions of sale and report back to Council.
25.1.17	16.1.17	Proposed new general industrial area	GM	Rezoning proposal lodged, costings to be produced.
23.2.17	QWN 2 - Brewer	Emergency air strip near Gibson’s Way	GM	Investigate protocols of using roadways for emergency air strips.
23.3.17	71.3.17	CCTV Trial – Equipment Quotations Simtec	GM	Quotation accepted, electricity supply being arranged.
23.3.17	72.3.17	RiverSmart	GM	To address August Council Meeting
Manager Finance and Administration Services				
25.2.16	48.2.16	Transfer Lot 11 & 12 DP 758264 Collie to Council	MFA	Contact now made. Documents forwarded.
*25.5.17	QWN 1 – Derrett	Local Government Week	MFA	EDO’s organising a windows display
Manager Engineering Services				
28.4.16	94.4.16 (b)	Structural inspection WSCC Mezzanine	MES	Structural analysis complete. Detailed structural plans received. Costings to be obtained.
27.10.16	282.10.16	Victoria Park Oval rehabilitation	MES	Additional drainage works required.
25.1.17 25.5.17	5.1.17 145.5.17	Replace Plant 42 – Watercart	MES	Order issued
25.1.17 25.5.17	5.1.17 145.5.17	Replace Plant 41 – Watercart	MES	Order issued
25.1.17 25.5.17	5.1.17 143.5.17	Replace Plant 64 – Tender Truck	MES	Order issued
25.1.17 25.5.17	5.1.17 144.5.17	Replace Plant 47 – Street Sweeper	MES	Order issued
23.2.17	33.2.17	Chester St No Parking Central School	MES	On hold on School’s request.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 27th July 2017

ITEM 1 OUTSTANDING REPORTS CHECKLIST CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Engineering Services			Continued	
*23.2.17	34.2.17	Showground/ Racecourse PA System	MES	Works complete
23.3.17 25.5.17	66.3.17 142.5.17	Replacement of Plant 23 – Motor Grader	MES	Order issued
*23.3.17	66.3.17	Replacement of Plant 242 – Sedan	MES	Received
*23.3.17	66.3.17	Replacement of Plant 233 – Sedan	MES	Received
27.4.17	100.4.17	Town Beautification Project	MES	Arrange for works to be undertaken as soon as practicable.
27.4.17	QWN 1 – Serdity	Kerb and guttering Clyde St Nevertire	MES	Survey complete, works to be scoped.
*25.5.17	QWN 1 – Druce	BBQ Oxley Park	MES	BBQ operational
Manager Health & Development				
*23.3.17	87.3.17	Dog inspection – Warren	MHD	Inspections undertaken week ending 9.6.17, report to July Council Meeting.
27.4.17	99.4.17	Outdoor Fitness Equipment Shelter	MHD	2017/2018 Works Program.
27.4.17	99.4.17	Warren Swimming Pool Shade Cover	MHD	2017/2018 Works Program.
27.4.17	99.4.17	WSCC Pavers	MHD	Renovate pavers in house.
*29.6.17	179.6.17	Disability Inclusion Action Plan	MHD	To July Meeting for adoption

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 25.5.17 - QWN1 - Derrett, 23.2.17 - 34.2.17, 23.3.17 - 66.3.17, 25.5.17 - QWN1 - Druce, 23.3.17 - 87.3.17 and 29.6.17 - 179.6.17 be deleted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

The following is a listing of various committee/delegates meetings of Council since the last meeting.

MEETINGS HELD

DATE	COMMITTEE / MEETING	LOCATION
05.07.17	Sporting Facilities Committee	Warren
07.07.17	OROC GMAC	Dubbo
12.07.17	Regional Growth Funding	Bourke
13.07.17	Showground / Racecourse Committee	Warren
19.07.17	Town Improvement Committee	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 2 COMMITTEE/DELEGATES MEETINGS

CONTINUED

MEETING SCHEDULE 2017

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Ordinary Council Meeting	25th	23rd	23rd	27th	25th	29th	27th	24th	28th	26th		7th
Traffic Committee		2nd							7th			
Plant Committee	20th		16th		23rd		27th		14th			
Showground / Racecourse Committee		6th		6th			13th			5th		
Sporting Facilities Committee		8th		5th			5th			4th		
Water & Sewerage Committee			9th	4th	30th			10th				
Economic Development Committee		15th		12th		21st				11th		
Town Improvement Committee		16th		11th			19th			12th		
Council Chambers Development TBA												
Ewenmar Waste Depot Committee TBA			2nd		17th							
Castlereagh Macquarie County Council		20th		10th		19th		21st		16th		
Interagency Support Services		8th		12th		14th		9th		11th		13th
OROC Board Meeting			10th			2nd		4th			3rd	
GMAC		17th			12th		7th			6th		
Local Emergency Management		14th			9th			8th			14th	
NSW Police Community Safety Precinct			23rd					24th				
Manex Committee	17th	14th	14th	19th	16th	20th	19th	15th	19th	17th	28th	

MEETING HELD

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 3 PECUNIARY INTEREST RETURNS (A7-9)

The purpose of this report is to remind councillors and designated persons of the necessity to lodge Pecuniary Interest Returns.

Under the Local Government Act sec 449(3) a councillor or designated person holding that position on 30th June in any year must complete and lodge a Pecuniary Interest Return to the General Manager within 3 months after that date a return in the form prescribed by the regulations.

The returns can be inspected by members of the public and assist in ensuring transparency and accountability in Local Government decision-making. The obligation is upon councillors and others to submit the return and is as much a protection for them as it is to the community.

Information and blank returns will be available at the meeting.

RECOMMENDATION:

The information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 4 COMMUNITY BUILDING PARTNERSHIP PROGRAM (C3-3.3)

The NSW Government has announced the Community Building Partnership Program for 2017/2018. This initiative will provide grants on an individual electoral basis for community infrastructure projects.

\$27.9 million is available in 2017 for community infrastructure projects. The total funding is divided in equal allocations of \$300,000 available to each State electorate of NSW. Individual grant requests must be a minimum of \$2,500 and while there is no upper grant limit, the average grant awarded is usually around \$20,000. Funding of up to \$300,000 is available to the Barwon Electoral District.

Council has received funding for the following projects under this program in the past:

		Grant	Project
2009/2010	Refurbishment of Upstairs Showground/ Racecourse	\$25,000	\$50,000
2010/2011	Ceiling Sporting & Cultural Centre	\$40,000	\$121,550
2011/2012	Warren War Memorial Swimming Pool Kiosk Refurbishment	Unsuccessful	
2012/2013	Warren War Memorial Swimming Pool Kiosk Refurbishment	\$40,000	\$93,830
2013/2014	External Storage at Victoria Park	Unsuccessful	
2013/2014	Showground Racecourse toilets refurbishment	Unsuccessful	
2014/2015	External storage WSCC	Unsuccessful	
2014/2015	Upgrade playground equipment	Unsuccessful	
2014/2015	Skate Park (On behalf of Warren Skate Park Committee) (Applied for \$40,000)	\$25,000	\$100,000
2015/2016	External storage WSCC	Unsuccessful	
2015/2016	Upgrade playground equipment	Unsuccessful	
2016/2017	Upgrade of GBS Falkiner Function Centre	Unsuccessful	

The final date for the submission for applications is the 9th August 2018 and Council will submit one (1) application. The project and indicative costings are as follows:-

Upgrade of GBS Falkiner Function Centre – Grant requested \$35,000 and Project Cost - \$71,100.

This project includes air conditioning and upgrade of tables and chairs. Council's component of this funding for these applications would be from internal restricted infrastructure improvement and a contribution from the Warren Jockey Club.

RECOMMENDATION:

The information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
(S12-25.1)

Council's General Manager commenced duties on Monday 24th July, 2017 and requires delegations to undertake this role. The provisions of Local Government Act state:

“377 General power of the council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:*
- (a) the appointment of a general manager,*
 - (b) the making of a rate,*
 - (c) a determination under section 549 as to the levying of a rate,*
 - (d) the making of a charge,*
 - (e) the fixing of a fee,*
 - (f) the borrowing of money,*
 - (g) the voting of money for expenditure on its works, services or operations,*
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,*
 - (j) the adoption of an operational plan under section 405,*
 - (k) the adoption of a financial statement included in an annual financial report,*
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,*
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,*
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#),*
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,*
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,*
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,*
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,*
 - (t) this power of delegation,*
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.*

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

- (1A) *Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:*
- (a) *the financial assistance is part of a specified program, and*
 - (b) *the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - (c) *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - (d) *the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.*
- (2) *A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council."*

RECOMMENDATION:

In accordance with the provisions of Section 377 of the Local Government Act, 1993 Council hereby delegates to the General Manager, Glenn Arthur Wilcox delegated authority to exercise or perform on behalf of Council the following powers, authorities, duties and functions:-

A. Council Meeting and Operations

1. To determine matters which are included in the Business Papers of Council and its Committees, subject to the inclusion of the following items when they arise, namely:
 - (i) reports on matters which cannot be determined under delegated authority;
 - (ii) reports required to be submitted under any Act or Regulation;
 - (iii) matters requiring a determination of Policy;
 - (iv) reports directed by the Council to be submitted;
 - (v) matters essential for the Council's information;
 - (vi) matters requested by the Mayor.
2. To invite a group or individual to address any Council Committee.
3. To lay information, to make application for search warrants, to make complaints, to initiate and carry on any proceedings and to represent Council in any Court on any matter.
4. To affix the Council's Common Seal to documents provided that an attestation is still provided with each affixation of the Seal by the signatures of at least one (1) member of the Council's staff and the Mayor or Deputy Mayor.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

5. To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.

B. General Administration

1. To approve recommendations of the Joint Consultative Committee.
2. To disclose Council records in line with the Government Information (Public Access) Act 2009 (GIPA Act) Warren Shire Council Publication Guide in consultation with Council's Public Officer.
3. To enter into Pipeline Agreements with the State Rail Authority or its successor.
4. To exercise the power of entry and to authorise other employees of Council to have that power of entry under:
 - (a) The provisions of the Local Government Act, 1993 Section 191, 191A, 192 and 193.
 - (b) The provisions of Section 119E of the Environmental Planning and Assessment Act, 1979.
 - (c) The provisions of Section 28 of the Swimming Pools Act, 1992.
 - (d) The provisions of Section 66 of the Rural Fires Act, 1997 (in line with Service Level Agreement).
 - (e) The provisions of Section 37 of the Food Act, 2003.
 - (f) The provisions of Sections 47 and 72 of the Public Health Act, 1991.
 - (g) The provisions of Section 164 of the Roads Act, 1993.
 - (h) The provisions of Section 42 of the Impounding Act, 1993.
 - (i) The provisions of Sections 111 and 196 of the Protection of the Environment Operations Act, 1997
 - (j) The provisions of Sections 43, 44 and 50 of the Noxious Weeds Act, 1993.
 - (k) The provisions of the Companion Animals Act, 1998.
5. To exercise the powers of an authorised officer/person and appoint such persons under:
 - (a) The Local Government Act, 1993;
 - (b) The Impounding Act, 1993;
 - (c) The Roads Act, 1993;
 - (d) The Food Act, 2003;
 - (e) The provisions of the Protection of the Environment Operations Act, 1997

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

- (f) The Swimming Pools Act, 1992;
 - (g) The Public Health Act, 1991;
 - (h) The Rural Fires Act, 1997 (in line with Service Level Agreement);
 - (i) The Noxious Weeds Act, 1993;
 - (j) The Mines Inspection Act, 1901;
 - (k) The provisions of the Companion Animals Act, 1998;
 - (l) The Environmental Planning and Assessment Act 1979.
6. To give approval to "approved forms" as defined by the Local Government Act, 1993.
7. To issue references under Council letterhead.
8. To authorise and undertake any necessary arrangements for the attendance of practical, technical and professional staff at any relevant course, seminar, congress meeting and conference but such approved attendance must be within budget limitations.
9. To approve annual, sick, long service, special leave and leave without pay for Council employees.

C. Finance

1. To designate an employee of Council as the responsible accounting officer in accordance with Part 9 of the Local Government (General) Regulation, 2005.
2. To declare each parcel of rateable land in the Warren Shire Council area to be within one or other of the following categories:-
- farm land
 - residential
 - mining
 - business
3. To accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person and to write off or reduce interest accrued on rates or charges if the person complies with the agreement.
4. To write off accrued interest on rates or charges payable by a person if the person is unable to pay the accrued interest for reasons beyond the person's control or where payment of the accrued interest would cause that person extreme hardship.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

5. To invest money in accordance with Section 625 of the Local Government Act, 1993.
6. To approve reimbursement for shortages in the Cashier's tray up to \$500 in any one case.
7. To approve the submission of tenders, quotations and estimates for private works.
8. To authorise the refund of fees in total or in part in respect of applications either refused by Council or withdrawn by the applicant.
9. To authorise the release of any bond or bank guarantee where the required works or services have been completed in accordance with approvals granted by Council.
10. To require the lodgement of a cleaning deposit for the hiring of Council's parks, ovals, sporting facilities or buildings.
11. To prepare and lodge applications for the payment of a Library Subsidy in accordance with Section 13 of the Library Act, 1939.
12. To authorise expenditure of Council for works and services required in accordance with the adopted annual budget of Council up to a maximum of \$150,000.
13. To initiate, negotiate and authorise royalty agreements on Council's behalf with local landholders for the acquisition of resources in the performance of Council's works programme.
14. To engage (or dismiss) contractors on an hourly, daily, weekly or monthly basis for works in accordance with Council's Work Programme.
15. To authorise the hire of Council's plant and resources for private works at comprehensive hire rates or at suitably negotiated rates.
16. To write off accrued interest on rates and charges payable by a ratepayer who is paying by instalments in accordance with the provisions relating to the annual rate levy, Council's policy.
17. To destroy Council records in accordance with the provisions of the State Records Act 1998 (NSW).
18. To expend Council's maintenance votes in accordance with, and subject to the limits as adopted by Council in the annual budget.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

D. Roads

1. To close roads and bridges temporarily or impose load limits subject to the provisions of the Roads Act, 1993, for repair or construction when necessary.
2. To approve applications for permission to open streets, subject to the proviso that applications received from private individuals (other than from State and Commonwealth authorities) shall not be approved until the cost of reinstatement has been paid in full.
3. To deal with all matters relating to the alteration or deletion of easements or restrictions as to use pursuant to Section 88 (B) of the Conveyancing Act.
4. To issue approvals for structures on footways pursuant to Sections 125 and 126 of the Roads Act, 1993.
5. To give direction to remove obstructions or encroachments on public road pursuant to Section 107 of the Roads Act, 1993.
6. To approve ramp and gate installations in accordance with Council policy.
7. To approve the movement of stock, machinery or any other materials along or across any Council controlled road or through any built up area of the Shire, subject to any provisions of the Roads Act, 1993.

E. Town Planning/Building Control

1. To determine the amount of any bond required to be lodged by developers as security for completion of works.
2. To exercise Council's power under Section 54 of the Environmental Planning Assessment Act to commence the preparation of a draft Local Environmental Plan and a Draft Development Control Plan.
3. To issue or serve approvals and orders under the provisions of Chapter 7 of the Local Government Act, 1993 and regulations thereunder including the extension, renewal, modification and revocation of any approval granted.
4. To implement Regulation 157c of the Construction Safety Act relating to Amusement Devices.
5. To implement the provisions of the Environmental Restoration and Rehabilitation Trust Act, 1990 as an authorised delegate under such Act.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

6. To consider and determine objections and seek the concurrence of the Director-General of the Division of Local Government in relation to such objections under Section 82 of the Local Government Act, 1993.
7. To approve the re-location and re-positioning of buildings.
8. To approve the classification or re-classification of buildings under the provisions of the Local Government (General) Regulations, 2005 and the issue of appropriate certificates and statements.
9. To approve or refuse the issue of Building Certificates pursuant to Section 149D of the Environmental Planning and Assessment Act, 1979 as amended.
10. To authorise the service of orders on owners, builders or other persons to correct any breach of any approval or defects in buildings and structures.
11. To approve unconditionally or subject to conditions or refuse applications received in respect to the construction of fences, advertising signs and street banners.
12. To approve, subject to the payment of fees fixed by Council from time to time and pursuant to Section 68 of the Local Government Act, 1993 the erection of hoardings on footpaths.
13. To consider the applications and to issue unconditionally or subject to conditions or refuse applications for the occupation of caravans or other temporary accommodation on building sites.
14. To grant or refuse the extension/renewal of building approvals issued by Council.
15. To approve the variation of building lines where such variation is of a minor significance.
16. To accept or reject certifications submitted under Section 93 of the Local Government Act, 1993.
17. To approve Development Applications for Class 1a, 10a and 10b Buildings.
18. To authorise, where appropriate, the determination of Land and Environment Court matters by an Assessor of the Court.
19. To grant a departure from a development standard pursuant to the various Development Control Plans where that provision is available and where such departure is considered to be in accordance with the overall aims and objectives of the relevant plan.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

20. To serve any notices or orders or intention of any notice or order under the provisions of the Local Government Act and Regulations, Environmental Offences and Penalties Act and Regulations, Public Health Act and Regulations, Food Act and Regulations, Protection of the Environment Act, 1997 and regulations.
21. Pursuant to any delegation from the Director-General of the Department of Health to issue clean up notices under Section 51 of the Food Act, 1989.
22. Pursuant to any delegation from the Director-General of the Department of Health to serve Orders for Closure under Section 52 of the Food Act, 1989.
23. To approve or refuse applications for the installation of waste treatment devices and human waste storage facilities under Section 68 of the Local Government Act, 1993.
24. To issue Undertaker and Mortuary approvals pursuant to Section 68 of the Local Government Act, 1993.
25. To authorise the carrying out of work by Council pursuant to Section 678 of the Local Government Act, 1993.
26. To reject applications for approval pursuant to Section 85 of the Local Government Act, 1993.

F. Bushfire/Emergency Services

- 1 To authorise the release of Council plant and other resources to assist fire fighting and emergency work.
2. To authorise the use of Council resources to support the Warren Local Emergency Management Committee, Warren Local Emergency Operations Controller or Warren State Emergency Service Local Controller.
3. To authorise the use of Council's resources and exercise the powers conferred under Section 36 of the Environmentally Hazardous Chemicals Act, 1985.
4. To make Council appointments to the Warren Local Emergency Management Committee pursuant to the State Emergency Rescue and Management Act, 1989.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER
CONTINUED

G. Impounding/Stock Control/Saleyards

1. To appoint Impounding Officers and authorised persons to impound and/or destroy certain animals and articles pursuant to the Impounding Act, 1993.
2. To implement the provisions of the Companion Animals Act 1999 and regulations and serve any notice for breaches of the subject Act and Regulations.
3. To issue any temporary grazing permits for public roads or for any Council controlled lands in accordance with Council's policy on this matter, or any other appropriate State or Federal legislation or any reasonable conditions of approval as determined by the General Manager.

H. Miscellaneous Operational Matters

1. To determine applications for use of public roads for walkathons, charitable collections, motorcar trials, bicycle races and the like where the involvement of the Warren Local Traffic Committee is not specifically required.
2. To determine the conditions of use of Council's parks gardens and reserves and other places in accordance with section 632 of the Local Government Act, 1993.
3. To vary the dates of opening and closing of the Warren Pool Complex.
4. To impose and enforce any necessary restrictions to the water supplies of Warren, Nevertire and Collie.
5. To issue pavement concessions for aircraft wishing to use the Warren Aerodrome in accordance with the guidelines issued by the Department of Transport.
6. In consultation with the Mayor the authority to approve or refuse applications for mineral explorations throughout the Shire unconditionally or subject to any appropriate conditions.
7. To approve the free utilisation of Council plant and equipment to charitable, service, voluntary and community organisations within the Shire in accordance with Council's policy.
8. To issue NOTAMS advices to the CASA in accordance with appropriate legislative requirements.







WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 REGIONAL GROWTH FUND

(G4-1.1)

A briefing in relation to the \$1.3 Billion Barwon Regional Growth Fund was conducted by Minister John Barilaro MP, NSW Deputy Premier, and Minister for Small Business, and Kevin Humphries MP NSW Member for Barwon on Wednesday 12 July 2017 at Bourke. The briefing was for all Barwon Councils and Regional Development Australia committee representatives. The Warren Shire Council's Mayor, General Manager and Economic Development Officer, Alison Ruskin Rowe, attended on behalf of Council.

The fund has been created to deliver the infrastructure to help regional economies expand and improve the amenity of people living in regional areas. The fund is made up of the \$1 billion Economic Activation Fund, to support job creation and business-boosting projects, plus a further \$300 million for projects that improve social amenity – via the Community Amenity Fund. The framework for the funds is shown in the image below.

ECONOMIC ACTIVATION FUNDS \$1 BILLION		COMMUNITY AMENITY FUNDS \$300 MILLION
CONNECTING COUNTRY COMMUNITIES 	REGIONAL SPORTS INFRASTRUCTURE 	REGIONAL CULTURAL FUND 
To invest in communications infrastructure and deliver improved regional voice and data connectivity. This fund will build and upgrade mobile base stations, connect businesses to global markets and schools with innovative learning resources.	To foster the benefits of sport in communities. This fund will invest in new and existing venues to improve the participation and performance in sports at all levels.	To deliver investment to support bold and exciting regional arts and culture. This fund will encourage the rich diversity of the regions, build tourism potential and support young people.
PROGRAM OPENS LATE 2017	PROGRAM OPENS JULY 2017	PROGRAM OPENS JULY 2017
GROWING LOCAL ECONOMIES 	RESOURCES FOR REGIONS 	STRONGER COUNTRY COMMUNITIES FUND 
To develop the enabling infrastructure to grow regional centres. This fund will invest in the crucial projects needed to support job creation and economic growth in regional NSW.	To support job creation and economic growth in mining communities in regional NSW. This fund will help build infrastructure across health, water, road, education, tourism and CBD renewals to attract new business, tourists and residents.	To support councils and community groups in delivering crucial local infrastructure to improve quality of life. This fund will support local projects such as upgrades to community facilities and playgrounds.
PROGRAM OPENS JULY 2017	PROGRAM OPENS JULY 2017	PROGRAM OPENS JULY 2017

Regional Growth Fund – Source: Regional Growth Fund Brochure

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 REGIONAL GROWTH FUND

CONTINUED

More details about the fund can be found at: www.nsw.gov.au/regionalgrowth

Further Description of Funding Categories

Community Amenity Funds - \$300 Million

A: Regional Cultural Fund - \$100 Million over 2 years - By application.

B: Stronger Country Communities Fund - \$200 Million over 2 years - Direct to LGA.

Economic Activation Funds - \$1 Billion

C: Regional Sports Infrastructure - By Expression of Interest (EOI).

D: Connecting Country Communities - By EOI.

E: Resources for Regions - By EOI.

F: Growing Local Economies - By EOI.

Of these, the only category that Warren Shire Council is not eligible for funding is 'E – Resources for Regions.'

Stronger Country Communities Fund

Submissions for the Stronger Country Communities Fund are already open, with the Economic Activation Funds to follow later in July (apart from Connecting Country Communities which will open in late 2017.)

Funding allocation will be \$750,000 each year, over two years and will be allocated to the population in each community by the NSW Department of Industry.

Community groups, government agencies, local government and non-government organisations can submit eligible community **infrastructure projects** via the Council.

Applications for the first round of the Stronger Country Communities will occur in three tranches in 2017. Warren Shire Council has been invited to take part in Tranche A, with applications open from 7 July and closing on 9 August 2017.

The Fund is seeking projects of at least \$100,000, but typically in the range of \$250,000 to \$1 million, projects over \$1 million will be assessed provided there is a co-contribution commitment.

Council is responsible for consulting with their communities and local MPs to identify projects that best meet the community's needs and aspirations.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 REGIONAL GROWTH FUND

CONTINUED

Projects for Consideration

A list of projects for consideration has been drawn up based on feedback obtained in a variety of plans and studies including the Community Strategic Plan and the Warren Health, Sporting and Cultural Precinct Connections Study – 2016.

Project	Funding Category	Details	Funding Amount to be Sought
Connection Study	A.Regional Cultural Fund B.Stronger Country Communities	Refer to Item 6, Report of the Manager Engineering Services, in the December Business Paper (table listed in report appendix below.)	
Expansion of the Mabel Street Industrial Area	F: Growing Local Economies	Refer to Economic Development Report – June Business Paper.	TBC
Sporting Precinct Upgrades	C.Regional Sports Infrastructure	Widen playing fields at Victoria Park Upgrade upstairs flooring at the Sporting and Cultural Centre Create external storage area at Sporting and Cultural Centre Construct shade structure over outdoor exercise equipment Upgrade outdoor netball facilities at Victoria Park	TBC
Playgrounds upgrade	B.Stronger Country Communities	Upgrade of public playgrounds in Macquarie Park, Oxley Park and Nevertire and Collie.	TBC
Swimming Pool Refurbishment	C.Regional Sports Infrastructure	TBC	TBC
Nevertire Information Bay	A.Regional Cultural Fund	Construction of an information bay with interpretative signage to be located at Nevertire – Mitchell Highway.	TBC
Upgrade of Ewenmar Waste Depot	F. Growing Local Economies	Management and enhancement of infrastructure at Ewenmar Waste Depot	TBC

Due to the short timeframe for submissions to be made for the initial funding round it is recommended that ‘shovel ready’ or already costed projects be submitted for Expressions of Interest. Therefore, as part of the Stronger Country Communities Fund it is recommended that Council seek funding on behalf of the Community for the implementation of Projects developed as part of the Connections Study and feedback obtained from the Community Strategic Plan Community consultation process.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 REGIONAL GROWTH FUND

CONTINUED

Activities for Council – Community Engagement

- Advertisement in the local newspaper;
- Facebook posts and advertising;
- Poster on the Community Noticeboard;
- Place details on the Council website; and
- Email details to Local Sporting, Cultural organisations within Warren Shire.

(Report prepared by the Economic Development Team)

RECOMMENDATION:

That Warren Shire Council submit three Expression of Interest projects as listed below:

Project No. 1 – New Pedestrian & Cycleway Bridge - Lawson Street to Victoria Park

Project No.	Project Description	From	To	Priority Score	Estimated Cost
9	Lawson St pedestrian and cyclist bridge	Existing shared path on the southern side of the Macquarie River	Northern side of the Macquarie River	125	\$ 810,520
10	Shared path	New Lawson Street Bridge	Levee bank shared path	123	\$ 50,784
11	Lighting improvements along shared paths	New Lawson St Bridge	Sporting and cultural centre	123	\$ 74,750
3	Levee shared path – south	Existing shared path at river red gum walk.	Sporting and cultural centre	122	\$ 158,240
Total					\$1,094,294

Project No. 2 – Construction of Shared Paths & Pedestrian Refuges

Project No.	Project Description	From	To	Priority Score	Estimated Cost
8	Multi-purpose service shared path link	Multi-purpose centre	River red gum walk	126	\$ 167,072
11	Lighting improvements along shared paths	Sturt Bridge	Sporting and cultural centre	123	\$ 28,750
3	Levee shared path – south	Existing shared path at river red gum walk.	Sporting and cultural centre	122	\$ 158,240
5	Two pedestrian refuge	Gillendoon St	Coonamble Rd	117	\$ 68,080
4	Shared path	Windows on the wetlands	Johns Ave	116	\$ 58,880
6	Shared path	Coonamble Rd	River red gum walk	113	\$ 30,176
15	Macquarie Park shared path extension	Macquarie Park	Sturt Bridge	97	\$ 51,340
16	End of trip facilities	Along shared paths	Installation of seating	116	\$ 15,000
Total					\$577,538

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 REGIONAL GROWTH FUND

CONTINUED

Project No. 3 – Macquarie Park Revitalisation

Project Elements	Project Description	Estimated Cost
Pathways in Macquarie Park	570 m2 of concrete paths and additional areas under new tables & seating	Awaiting quotations
Playground Equipment	TBC	Awaiting quotations
Tables & Seating	Number of tables & seats - TBC	TBC
Landscaping	TBC	TBC
Total		\$200,000

Section

4

Manager Finance & Administration

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 1 RECONCILIATION CERTIFICATE - JUNE 2017 (B1-10.15)

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 30th June 2017.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 30th June 2017 are as follows:-

	Balance 31-May-17	Transactions	Balance 30-Jun-17
General	11,009,199.40	1,097,901.19	12,107,100.59
Water Fund	605,211.46	(88,718.12)	516,493.34
Sewerage Fund	2,595,780.74	(3,063.15)	2,592,717.59
Trust Fund	74,354.50	398.52	74,753.02
North Western Library	29,424.40	(4,103.87)	25,320.53
Investment Bank Account	(12,445,278.27)	(2,502,032.53)	(14,947,310.80)
	1,868,692.23	(1,499,617.96)	369,074.27
Balance of Ledger Accounts less Investments as at 31/05/17			1,868,692.23
Add: Receipts from			
(a) Rates	151,413.40		
(b) Other Cash	2,441,318.10		
(c) Investments Redeemed	5,000,000.00	7,592,731.50	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,590,316.93		
(b) Investments Placed	7,502,032.53	9,092,349.46	
Nett Transactions for the Month			(1,499,617.96)
Balance of Ledger Accounts less Investments as at 30/06/17			369,074.27

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 1 RECONCILIATION CERTIFICATE - JUNE 2017 CONT'D

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	692,815.69
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	(313,397.32)
Less: Interest on Loan 250	(10,344.10)
Balance as per Ledger Accounts less Investments =	369,074.27

INVESTMENTS RECONCILIATION

Investments as at 30th June 2017

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	947,310.80	Variable	On Call A/c
29	National Australia Bank	1,000,000.00	90 Days @ 2.54%	20-Jul-17
30	National Australia Bank	1,000,000.00	90 Days @ 2.51%	01-Aug-17
31	National Australia Bank	1,500,000.00	90 Days @ 2.50%	14-Aug-17
32	National Australia Bank	1,500,000.00	90 Days @ 2.48%	21-Aug-17
33	National Australia Bank	1,500,000.00	90 Days @ 2.47%	31-Aug-17
34	National Australia Bank	1,000,000.00	90 Days @ 2.47%	04-Sep-17
35	National Australia Bank	1,000,000.00	90 Days @ 2.48%	11-Sep-17
36	National Australia Bank	3,000,000.00	90 Days @ 2.49%	15-Sep-17
37	National Australia Bank	1,500,000.00	90 Days @ 2.46%	21-Sep-17
38	National Australia Bank	1,000,000.00	90 Days @ 2.46%	25-Sep-17

TOTAL INVESTMENTS = 14,947,310.80

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	4,766,653.00
Internally Restricted Funds Invested	7,968,371.00
2016/17 General Fund Operating Income & Grants	2,581,361.07
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	15,316,385.07

As Councils Responsible Accounting Officer I certify that the above listed investments are in accordance with Council Policy and the Local Government Act and Regulations.

RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 30th June 2017 be received and adopted.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 2

SHIRE OF WARREN
STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES
AT 30TH JUNE 2017

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	86,140	4,556,015	4,642,155	4,573,241	98.52%	68,914	1.48%
Warren Water Fund	17,360	341,426	358,786	337,631	94.10%	21,155	5.90%
Warren Sewerage Fund	21,384	445,416	466,800	440,251	94.31%	26,549	5.69%
TOTAL OF ALL RATES	124,884	5,342,857	5,467,741	5,351,123	97.87%	116,618	2.13%
Extra Charges	12,201	10,652	22,853	11,570	50.63%	11,283	49.37%
TOTAL 2016/2017	137,085	5,353,509	5,490,594	5,362,693	97.67%	127,901	2.33%
TOTAL 2015/2016	124,281	5,229,977	5,354,258	5,217,173	97.44%	137,085	2.56%
TOTAL 2014/2015	120,785	5,091,857	5,212,642	5,088,361	97.62%	124,281	2.38%
TOTAL 2013/2014	84,911	4,975,308	5,060,219	4,939,434	97.61%	120,785	2.39%
		30-Jun-14	30-Jun-15	30-Jun-16		30-Jun-17	
COLLECTION FIGURES AS \$		4,939,434	5,088,361	5,217,173		5,362,693	
COLLECTION FIGURE AS %		97.61%	97.62%	97.44%		97.67%	

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2017

(A1-5.35)

Section 413 – “*Preparation of financial reports*” – of the Local Government Act, 1993 requires Council to prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1)) after the end of that year. Section 413 (2c) requires Council to include a statement in the approved form by the Council as to its opinion on the General Purpose Financial Report and the Special Purpose Financial Report.

Following are the approved statements that are required to be signed by the Mayor, one Councillor, General Manager and Responsible Accounting Officer before the Auditors can undertake an audit of Councils accounts and the signed documents are to be attached to the relevant Annual Financial Reports.

For Councillors information, Councils Auditors Hill Rogers will be conducting the audit of Councils accounts in the week commencing 21st August 2017.

Section 418 – “*Public notice to be given of presentation of financial reports*”- of the Local Government Act, 1993 states:

(1) *As soon as practicable after a council receives a copy of the auditor’s reports:*

- (a) *it must fix a date for the meeting at which it proposes to present its audited financial reports, together with the auditor’s reports, to the public, and*
- (b) *it must give public notice of the date so fixed.*

(2) *The date fixed for the meeting must be at least 7 days after the date on which the notice is given, but not more than 5 weeks after the auditor’s reports are given to the council.*

With the strict timeframe from the date of receipt of the Auditors Report to when the public meeting must be held it is recommended that Council delegate to the General Manager the authority to “authorise the Year End Accounts for issue” subject to there being no material audit changes or audit issues, in accordance with AASB 110.

RECOMMENDATION:

1. That the necessary elected members and staff be authorised to sign the statements on the General Purpose Financial Reports and the Special Purpose Financial Reports for the year ending 30th June 2017, and
2. Council delegate to the General Manager the authority to “authorise the Year End Accounts for issue” subject to there being no material audit changes or audit issues, in accordance with AASB 110, and
3. Council delegate to the General Manager the authority to “finalise the date” at which the auditor’s report and financial statements are to be presented to the public as required under Section 418 (1) of the Local Government Act, 1993.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2017 CONTINUED

Warren Shire Council

General Purpose Financial Statements for the year ended 30 June 2017

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and professional pronouncements, and
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 27 July 2017.

Clr NRF Wilson
Mayor

Clr MJ Quigley
Councillor

Mr GA Wilcox
General manager

Mr DJ Arthur
Responsible accounting officer

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2017 CONTINUED

Warren Shire Council

Special Purpose Financial Statements for the year ended 30 June 2017

Statement by Councillors and Management

made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 27 July 2017.

Clr NRF Wilson
Mayor

Clr MJ Quigley
Councillor

Mr GA Wilcox
General manager

Mr DJ Arthur
Responsible accounting officer

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH (C14-7.2)

Author: Bryce Hammond – Project and Asset Engineer

The following works have been undertaken during the period of the 5th June to 2nd July 2017, by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (3-man crew) Greg Hocking	Warren Road	Maintenance grade	19.5 km
Grader Crew 3 (3-man crew) Vincent Robinson	Charlieville Road	Maintenance grade	2.2 km
	Marthaguy Road	Edge grading	4 km
Grader Crew 4 (3-man crew) Wayne Wilson	Ringorah Road	Maintenance grade	12 km
	Marthaguy Road	Edge grading	12 km
Grader Crew 5 (2-man crew) Josh Stephens	Cathundral – Bogan Road	Maintenance grade	13 km
	Nellievale Road	Maintenance grade	7.8 km
	Dandaloo Road	Maintenance grade	2.1 km

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Tar Patching	Oxley Highway	Pothole Patching	350 m ²
	Tottenham Road	Pothole Patching	100 m ²
	Lemongrove Road	Edge Patching	500 m ²
	Tottenham Road	Edge Patching	656 m ²
	Carinda Road	Edge Patching	6670 m ²
	Marthaguy Road	Edge Patching	720 m ²

WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren on Thursday 27th July 2017

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

CONSTRUCTION/RECONSTRUCTION/RECYCLE

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (3-man crew)	Warren Rd RR 7515 (REPAIR)	Construction	\$660,000	\$61,508	July- August 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	\$145,836	Complete
Grader Crew 2 (3-man crew)	Ellengerah Rd	Construction	\$1,057,356	\$249,752	June- August 2017
Grader Crew 3 (3-man crew)	Bullagreen Rd	Recycle	\$364,468	\$351,908	Complete

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

(C14-7.2)

2.1 WATER SUPPLY MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Bore water main repairs	Warren	Racecourse 10/6/2017 and 21/6/2017 Bore Flat 13/6/2017.
River water main repairs	Warren	Boss Avenue 7/6/2017 Racecourse 14/6/2017, 15/6/2017, 21/6/2017 and 22/6/2017 Glen Street 14/6/2017 and 15/6/2017 Victoria Oval 15/6/2017 and 22/6/2017
Warren river pumps	Oxley Park and Ellengerah	Normal maintenance and repair works completed daily.
Plumbing maintenance	Racecourse and all other Council Buildings	Plumbing maintenance and repair works completed as required.
Bore water flushing	Warren Nevertire Collie	Mains flushed as per flushing program.
Water meter reading	Warren Nevertire Collie	Water meter reading works completed.
Bore water main repairs	Nevertire	Nevertire/Tottenham Road and Nevertire 15/6/2017
Bore water main repairs	Collie	5/6/2017 and 6/6/2017
River water meter maintenance and repairs	Warren	Normal meter maintenance and/or replacement works completed as required.
River water service repairs	Warren	River water service repairs completed as required.
Bore water meter maintenance and repairs	Warren Nevertire Collie	Normal meter maintenance and/or replacement works completed as required.
Hydrant repairs	Collie	Hydrant repairs completed as required.
Bore service repairs	Warren Nevertire Collie	Bore service repairs completed as required.

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

2.2 SEWERAGE SYSTEM MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Sewerage mains	Warren	Depot 6/6/2017 Racecourse 7/6/2017 Readford Street 19/6/2017 and 21/6/2017 Lawson Street 26/6/2017 Thornton Avenue 26/6/2017
Sewerage pumping stations	Warren Nevertire	Routine maintenance and repair works completed daily.
Sewerage treatment plant	Warren	Routine maintenance works completed daily.
Sewerage treatment plant	Nevertire	Routine maintenance works completed as required.

2.3 WATER SUPPLY SYSTEM PLANNED WORK

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Water mains and services	Warren	All planned works for 16/17 completed
Bore installation works	Warren Nevertire Collie	Bore Flat and Ellengerah replacement bores mechanical and electrical fit out to be completed by end of September 2017. Nevertire replacement bore mechanical and electrical fit out to be completed by end of September 2017. Collie replacement bore mechanical and electrical fit out to be completed by end of October 2017.
Reservoir cleaning	5 years	Stafford St - Scheduled Oct 2021 Oxley Park- Scheduled Sept 2017 Ellengerah River- Scheduled Sept 2017 Ellengerah Bore- Scheduled March 2018 Nevertire- Scheduled Aug 2017 Collie- Scheduled Oct 2021

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

2.4 SEWERAGE SYSTEM PLANNED WORK

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Sewer mains and services	Warren	Manhole cover heights being inspected and infiltration levels monitored, remedial works completed as required. Sewer relining works commenced. 50 houses assessed for infiltration in Warren. Program continuing.
Sewage pump stations	Warren Nevertire	Upgrade works ongoing.

2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE 5TH JUNE TO 2ND JULY 2017

Main breaks repaired: 7

Sewer chokes cleared: 19

Year to date: 115

Year to date: 58

Meter replacements: 6 river water meters and 13 bore water meters.

Year to date: 21 river meters and 30 bore meters replaced.

Total meters: 801 river meters and 966 bore meters.

Annual replacement percentage: 2.2% year river meters and 2.7% year bore meters.

2.6 RECORD OF WATER USAGE

2.6.1 For the period 01/06/17 to 30/06/17 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	USAGE YEAR TO DATE (ML) From 1/7/16	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	9.5	227.67	0.49	0.62
Warren river	750	12.3	312.81	0.41	0.86
Nevertire village	40	1.99	33.91	0.07	0.09
Collie village	25	0.83	13.8	0.03	0.04

Rainfall in Warren for period: 12.5 mm

WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

For the similar period in 2016 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	17.33	0.77
Warren river	750	7.4	0.14
Nevertire village	40	0.93	0.10
Collie village	25	0.5	0.03

Rainfall in Warren for period: 151 mm

2.7 WARREN STP - LICENCE COMPLIANCE

2.7.1 Record of Daily Effluent Flow

Licence conditions: Peak daily flow not to exceed 1500KL.

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
October 2016	638	430.19	13.34	30.64
November 2016	585	396.23	11.89	42.53
December 2016	611	392.65	12.17	54.70
January 2017	577	448.06	13.89	68.59
February 2017	578	462.14	12.94	81.53
March 2017	773	552.26	17.12	98.65
April 2017	596	432.00	12.96	111.61
May 2017	616	439.03	13.61	125.22
June 2017	500	432.2	11.09	136.31

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

2.7.2 Record of Bio Solids Removal from 2014

YEAR	DATE	REMOVED BY	ESTIMATED QUANTITY (M3)
2014	September	Interflow	50
2015	May	Aqua Assets	20
2015	August	Septic Sam	10
2015	December	JR Richards & Sons	10
2016	May	JR Richards & Sons	60
2017	February	JR Richards & Sons	40
2017	May	JR Richards & Sons	35

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 3 WORKS PROGRESS REPORT – TOWN SERVICES (C14-7.2)

Author: Bryce Hammond – Project and Asset Engineer

3.1 TOWN CREW – 5TH JUNE TO 2ND JULY 2017

- ♦ Footpath M & R
- ♦ 3 Burials – Warren Lawn Cemetery
- ♦ Tree lopping - Cemetery
- ♦ Airport M & R
- ♦ 1 Burial – Nevertire Cemetery

3.2 PARKS AND RESERVES – 5TH JUNE TO 2ND JULY 2017

- ♦ Lawn Cemetery M & R
- ♦ Victoria Oval – Inner
- ♦ Macquarie Park
- ♦ Carter Oval - Inner

Plant 70 Iseki Out-front Mower SF370	21.5 hours usage
Plant 79 Iseki Mower	23 hours usage
Plant 15 Kioti Tractor	7 hours usage
Plant 76 Muthing Frail Slasher	36.5 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	58.5 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	4 hours usage
Plant 89 Toro Mower	6 hours usage
Plant 21 John Deere 5083E	36.5 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	17 hours usage
Plant 47 Schwarze Street Sweeper	46 hours usage

3.3 SHOWGROUND/RACECOURSE – GENERAL M & R 5TH JUNE TO 2ND JULY 2017

- ♦ General M & R
- ♦ Track M & R
- ♦ Lawns M & R

Functions:

10th June – Warren Show

11th June – Private Function

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH (C14-7.2)

Author: Steven Thornton - Plant Foreman

The following are works completed by Council's Fleet Branch Staff (Plant Foreman and two (2) Plant Mechanics) and Sub-Contractors engaged by the Branch for the period 5th June to 2nd July 2017

Plant Repairs				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
1	1993 Samsung – Excavator	- Removed quick hitch ram	3 days	6 hours
8	2015 Catapiller Backhoe loader – Backhoe	- Removed bent bucket - Returned to dig auto - Cut out for repair	0 days	2 hours
12	2000 Hitachi John Deere – Loader	- Dismantle and repaired hydraulic tank - Fit three new tyres - Replaced steering rams, pins, bushes circle and 8000-hour service	5 days	46 hours
15	2013 Daedong – Tractor	- Replaced glass in rear door window	0 days	8 hours
21	2013 John Deere – Tractor	- 3000-hour Service	1 day	6 hours
22	2012 John Deere 770G – Grader	- 4000-hour Service	2 days	8 hours
27	2013 Western Star Primemover – Truck	- Replace jack shaft	3 days	5 hours
27	2013 Western Star Primemover – Truck	- Remount mud guards	0 days	5 hours
28	2014 John Deere 770G – Grader	- New battery - Repair tyre rack flashing lights	1 day	6 hours
31	2010 UD GW470 – Truck	- Rego RMS	1 day	6 hours
32	1988 Mack Primemover – Truck	- Remove inter cooler, mounts and radiator - Removed tanks broken bolts	OG / 10 days	

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs - Continued				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
38	2014 Lusty triaxle – Trailer	- Replace trailer air fittings - Clean burnt brake drum	3 days	8 hours
43	2007 Mitsubishi Fuso Fighter – Truck	- Rego RMS	2 days	6 hours
47	2008 Schwarze -Street Sweeper	- Replace fan bearing - Repair whistle wheel	3 days	15 hours
48	1989 McGrath dog-step deck- Trailer	- Rego RMS - Deck repair	10 days	22 hours
72	2006 Isuzu FVY 1400 – Paveline Truck	- Reshape side broom mounts	1 day	5 hours
79	2004 Iseki – Mower	- Replace front linkage pivot pin	1 day	6 hours
92	Multipac SPR260 – Roller	- Remount seat (right hand side)	1 day	8 hours
103	1984 Bomag MPH100 Stabiliser – Roller	- Remove rotor motors	OG	20 hours
104	1970 Toyota – Forklift	- Removed fork tower and diff housing - Removed brakes	OG	30 hours
154	1985 Haulmark semi water – Trailer	- Repaired and replaced water valves	0 days	6 hours
168	2012 Victory (mini) – Excavator	- Check fire damage and repair	15 days	30 hours
237	2011 Toyota – Utility	- Made highway sign rack to mount to tray	0 days	5 hours

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs – Outside Work			
No.	Plant	Repairs	Plant Down Time
1	1993 Samsung – Excavator	Robey and Hutchinson Engineering, Warren - Repair quick hitch ram	3 days
12	2000 Hitachi John Deere – Loader	Williams Mechanical and Hydraulics, Dubbo - Dismantle and repair hydraulic system	12 days
24	2010 Komatsu – Grader	Komatsu, Dubbo - Replace circle pads - Setup circle and blade bushes	2 days
168	2012 Victory (mini) – Excavator	Markus Markgraaff, Warren - Replace burnt wiring from electrical fire in the control panel	9 days

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Miscellaneous Works

Minor Plant Repairs.....	194 hours
Plant Refurbishment.....	118 hours
Plant Servicing.....	106 hours
Electrical/Two Way Radio Works, Phones.....	10 hours
Welding/Fabrication Works on Plant, etc.	30 hours
Depot Yard – Plant parking, clean, lock and unlock.....	12 hours
Parts ordering.....	16 hours
Job set up, e.g. Apprentice.....	7 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work.....	34 hours
Plant inspection for repair.....	25 hours
Tyre pick up including delivery to and from work site.....	4 hours
Plant cleaning.....	18 hours
Tar – check emulsion.....	0 hours
Operator queries, e.g. noise.....	0 hours
Quotations.....	15 hours
Steel pick up.....	9 hours
SES.....	0 hours
Rural Fire Service.....	2 hours
Work meetings.....	0 hours
Fill gas bottles.....	0 hours
Air conditioning.....	0 hours
Transport for RTA Inspection.....	0 hours
Registrations and defects.....	22 hours
Annual Leave.....	17 hours
Sick Leave.....	17 hours
Workers Compensation.....	171 hours
TAFE.....	0 hours
Public Holiday.....	34 hours
Training.....	0 hours
Private work.....	0 hours
Hep B and Tetanus shots.....	0 hours
Field Days.....	0 hours
Picnic.....	0 hours
Store.....	5 hours
Interviews.....	1 hours
Workshop set up (Site Meetings/Inspections).....	0 hours

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 5

TRAFFIC INFORMATION

(T5-4)

Not available this month

WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren, on Thursday 27th July 2017

ITEM 6 UPGRADE TO VICTORIA OVAL – FOOTBALL FIELD **(P1-7.11)**

Author: Bryce Hammond – Project and Asset Engineer

Warren Rugby Union has been offered to host the Regional Rugby Union Championships during April 2018. To enable this to happen 2 full size fields are required. However, at Victoria oval, there is one full size field and a mod-field that is 80m x 50m.

The mod-field is 14m shorter and 10m narrower than the required dimensions set out by World Rugby of 94-100m long and 60-70m wide with a dead-ball area of 8m.

To make the mod-field large enough to meet the minimum dimensions, except for the dead-ball area, which will be reduced to 5m, works will need to be carried out as follows:

1. Realignment of 200m of fence along the northern and eastern edges of the field.
2. Relocation of irrigation control box.
3. Relocation of irrigation drain pipe.
4. Removal of 3 trees, as well as the root system
5. Filling the low point of the table drain along Dr Kater Drive.

It is important to note that these 2 fields can be used later for other sporting events as well. An ID plan of the area is attached.

One concern of the works is the proximity of the fence to Dr Kater Drive, being 2 metres at the closest point. This is only a minor concern due to the speed limit along this road being 20km/h.

Estimated costs

Realignment of fence along the northern and eastern edges of the field. (this cost is for replacing the entire fence, although some of the existing fence could be recycled to reduce the cost)	\$ 13,200
Relocation of irrigation control box.	\$ 655
Relocation of irrigation drain pipe.	\$ 655
Removal of 3 trees	\$ 5,050
Filling the low point of the table drain along Dr Kater Drive	\$ 1,300
Sub Total	\$ 20,860
Contingencies (25%)	\$ 5,215
Total:	\$ 26,075

RECOMMENDATION:

That Council endorse the works required to upgrade the mod-field at Victoria Oval to a full-size field and that the funds be sourced from the infrastructure development fund.

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 RURAL LOCAL SEALED ROADS IMPROVEMENT PROGRAM
(W6-3.1, E4-36)

At its meeting held on the 29th June 2017, Council endorsed the following Rural Local Sealed Roads Program:

Year	Rd No	Road Name	From	To	Length	Cost	Priority Score	
2017/18	27	Bullagreen Road	18.0km	21.5km	3.5km	\$ 240,000	1.44	
	53	Thornton Road *	Tottenham Road		3.0km	\$ 450,069	N/A	
	35	Collie-Bourbah Road	Collie Bridge		2.75km	\$ 180,000	1.44	
	Total						\$ 870,069	
2018/19	35	Collie-Bourbah Road	2.75km from Collie Bridge	5.5km	2.75km	\$ 180,000	1.44	
	53	Thornton Road *	3km from Tottenham Road	7.0km	4.0km	\$ 591,000	N/A	
	Total						\$ 771,000	
2019/20	12	Lemongrove Road	RR424	1.5km	1.5km	\$ 80,000	1.20	
	5	Buckiinguy Road	0.0km from Lemongrove Rd	3.1km	3.1km	\$ 170,000	1.12	
	5	Buckiinguy Road	17.0km from Lemongrove Rd	22.4km	5.4km	\$ 300,000	1.12	
	59	Tottenham Road	00km from railway line	3.1km	3.1km	\$ 221,000	1.12	
	Total						\$ 771,000	
2020/21	59	Tottenham Road	8.0km from railway line	11.2km	3.2km	\$ 230,000	1.04	
	64	Ellengerah Road	4.4km from top of levee	6.4km	2.0km	\$ 170,000	1.04	
	64	Ellengerah Road	6.8km from top of levee	9.1km	2.3km	\$ 190,000	0.88	
	<i>Transfer to Restricted Fund</i>						\$ 181,000	
	Total						\$ 771,000	

The budget for the 2017/18 year of this program was based on the anticipated \$459,888 Roads to Recovery allocation together with a \$410,181 contribution from Council (total \$870,069).

However, Council has now received notification that the 2017/18 Roads to Recovery allocation will be \$919,775. This together with the \$410,181 Council contribution gives a new budget of \$1,329,956. Hence, Council now has an extra \$459,887 to allocate to this program in 2017/18.

Investigation into how these extra funds could be best used revealed that it would be prudent to extend the 7kms of Ellengerah Road (12.9 to 19.9km from the top of the levee) currently being upgraded, by 3km (19.9km to 22.9km). This will mean that only about 3km of this road is left to be sealed.

This unsealed section carries about 50 vehicles per day, with about 30% of these being heavy vehicles. This heavy vehicle use results in grading and gravel resheeting being carried out at frequent intervals and at times results in remedial works being needed not long after grading or resheeting works have been completed. Thus, annual maintenance costs are at times significant. Sealing the currently programmed 7km and the proposed extra 3km should significantly reduce maintenance costs on this road.

Accordingly, due to the maintenance savings it is considered fiscally responsible to include this project in the 2017/18, Rural Local Sealed Roads Improvement Program.

WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren, on Thursday 27th July 2017

ITEM 7 RURAL LOCAL SEALED ROADS IMPROVEMENT PROGRAM
CONTINUED

RECOMMENDATION:

That subject to budgetary constraints, Council endorse the following Rural Local Sealed Roads Improvement Program:

Year	Rd No	Road Name	From	To	Length	Cost	Priority Score
2017/18	27	Bullagreen Road	18.0km	21.5km	3.5km	\$ 240,000	1.44
	53	Thornton Road *	Tottenham Road	3.0km	3.0km	\$ 450,069	N/A
	35	Collie-Bourbah Road	Collie Bridge	2.75km	2.75km	\$ 180,000	1.44
	64	Ellengerah Road *	19.9km from top of levee	22.9km	3.0km	\$ 459,887	N/A
Total						\$1,329,956	
2018/19	35	Collie-Bourbah Road	2.75km from Collie Bridge	5.5km	2.75km	\$ 180,000	1.44
	53	Thornton Road *	3km from Tottenham Road	7.0km	4.0km	\$ 591,000	N/A
Total						\$ 771,000	
2019/20	12	Lemongrove Road	RR424	1.5km	1.5km	\$ 80,000	1.20
	5	Buckiinguy Road	0.0km from Lemongrove Rd	3.1km	3.1km	\$ 170,000	1.12
	5	Buckiinguy Road	17.0km from Lemongrove Rd	22.4km	5.4km	\$ 300,000	1.12
	59	Tottenham Road	00km from railway line	3.1km	3.1km	\$ 221,000	1.12
Total						\$ 771,000	
2020/21	59	Tottenham Road	8.0km from railway line	11.2km	3.2km	\$ 230,000	1.04
	64	Ellengerah Road	4.4km from top of levee	6.4km	2.0km	\$ 170,000	1.04
	64	Ellengerah Road	6.8km from top of levee	9.1km	2.3km	\$ 190,000	0.88
	<i>Transfer to Restricted Fund</i>						\$ 181,000
Total						\$ 771,000	

* Rehabilitation/Construction

Section

6

Manager Health & Development Services

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 1 DEVELOPMENT APPLICATION APPROVALS (B4-9)

The following Development Applications were approved from 25th May 2017 to 29th June 2017.

FILE	LOCATION	WORKS
P16-17.13	Lot 1, DP575104 Thornton Ave, Warren	Erection of Carport
P16-17.14	Lot 1 DP87297 Clyde St, Nevertire	Erection of Shed

RECOMMENDATION:

That the information be received and noted

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 2 DEPARTMENT OF PLANNING CIRCULARS (P15-10)

The NSW Department of Planning has been conducting a program of review and amendments of the planning system. With these amendments certain practice issues have arisen and an increasing number of circulars are being released announcing further amendments or guidance in interpretation.

The purpose of the circulars and/or practice notes is to advise Local Councils, developers, industries and the community of any amendments/changes to existing legislation, SEPPs or REPs, of the gazettal of policies, to provide an overview of new guidelines/policies/legislation and to advise of the commencement dates of new legislation.

Council can view these on the Department's website at www.planning.nsw.gov.au.

CIRCULARS – PLANNING SYSTEM

Date	Circular No.	Title	Description
29-06-17	PS 17-001	Using the department design guide	This Circular provides guidance on the application of the Apartment Design Guide (ADG) in the development assessment process under State Environmental Planning Policy No 65 – Design Quality of Residential Apartment Development (SEPP 65).

CIRCULARS – BUILDING SYSTEM

Date	Circular No.	Title	Description
10-05-17	BS 17-001	Safety of awnings over public land	The purpose of this Circular is to remind councils about the potential safety issues related to awnings over public lands (e.g footpaths) and provide advice on appropriate triggers to consider the assessment of existing awnings.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 3 SPORTING & CULTURAL CENTRE REPORT (S21-2)

Throughout the month of June, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Women's Senior League, Yoga, Junior Netball, Step/Pump Classes, Junior League and Rugby Union. Highlights of the month included Warren Pumas Vs Brewarrina & Walgett, Saint Mary's Athletics Carnival and Warren Bulldogs League Tag Vs Trangie.

Upcoming events at the Centre in the month of July include Warren Rugby Union Ladies Day, Vacation Care and Warren Bulldogs League Tag Vs Gulgong.

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of June was 676 sign-ins, up from 643 in May. There are 209 current gym members as of the 13th July 2017, down from 212 gym members in June 2017.

FWAS

There was 0 Far West Academy of Sport event held in June. There is currently 0 to be held in July.

COMMUNITY

Day groups

Bogan Bush Mobile and Rugrats are continuing to hold playgroups at the Centre during school terms in 2017 on alternating weeks.

Free Community Exercise Classes

Community Exercise Class Sessions are continuing to be held each Tuesday at 11:00am in the Community room.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 4 INFORMATION CENTRE RECORD FOR THE MONTH OF JUNE 2017

(T4-6.1)

Number of Visitors to the Information Centre:		156	
Number of Locals to the Information Centre:		19	
Number of Website hits on Warren Shire Council:		1334	
Number of Website hits drilling down – “Visiting Warren”:		90	
Reason for Visiting Warren (Totals):			
Friends/Family:	11	Business/Employment/Training:	2
Passing Through:	35	Special Events:	2
Visitors in Buses:		Holiday:	25
Other/Unknown:		Camping/Fishing:	
Age Groups of Visitors:			
Under 25:	3	25-34:	2
34-44:	4	45-54:	10
55-64:	17	65+:	65
Sale Items & Publications, (including both free and sold ones, if possible):			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	5
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	2
Warren Profile:		Magnets:	4
Across the Black Soil Plains:		Stubby Holders:	4
Midwives of the Black Soil Plains:		Pens:	
Bushmen of the Black Soil Plains:		Tea Towels:	14
Keep the Billy Boiling:		Wool:	
A Grave Look At Warren		Place Mats:	
Animals of Dubbo Region:		Mugs:	
Macquarie Marshes Information:		Key Rings:	1
Willie Retreat:		Rulers:	
Our Abounding Wildlife:		Road to Nevertire 1 and 2:	
Tiger Bay Brochure:		Warren photos (Black & White):	23
Shire Map and Town Maps:		Sample of Wool/Wool Sheet:	
Cotton Brochure:		Handkerchiefs:	
Postcards:		Shirts: (tennis club):	
Coloured postcards		150 yrs Caps: (tennis club):	
Macquarie Marshes DVD/CD		150 yrs Stubby Holders: (tennis club):	
Ballad of a Bush Bride:		Hot Flats CD:	
Warren Woolcot Cards:		Cook Book:	
Surrounding Towns:		Road Information:	13
Accommodation:	7	Public Toilets:	14
Public Dump Point/Potable Water:		Maps:	14
Places to Eat:	9	Boat Ramp / Bob Christensen Reserve:	
Attractions around Warren:	11	Camping or Fishing Spots:	4

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 5

IMPOUNDING OFFICER'S REPORT

(P4-4)

Hours Day	Week Ending: 19th May 2017							Week Ending: 26th May 2017							Week Ending: 2nd June 2017						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol			3	0	4	3	Flexi			3	4	4.5	3.25	2			C/L	C/L	3	5	Flexi
Feed/Water & Clean Pound	0	0	1	1	1	1		1	1	1	1	1	1	2	1	1	1	1	1	2	1
Office/training			3	2	3.5	2				3	3.5	3	4	4.5					4.5	1.5	0
Impounding/Releasing/Euthanasia		0	1.5	5.5		2.25													0	0	0
Total Daily	0	0	8.5	8.5	8.5	8.25	0	1	1	7	8.5	8.5	8.25	8.5	1	1	1	1	8.5	8.25	1
Number of Dogs Impounded			1	1	1					1									1		
Number of Dogs released							1														
Number of Dogs Euthanasia			1			3												1	2		
Total Dogs in Pound	7	7	7	8	9	5	5	5	5	6	6	6	6	6	6	6	6	5	4	4	4
Number of Cats Surrendered			13		5																
Number of Cats Rehoused																					
Number of Cats Euthanasia			13		5																
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total weekly kilometers	480							430							459						
Speedometer reading @ end of week	1380							1860							2290						
Other General Notes																					
Total weekly hours	33.75							42.75							21.75						

LL - OUT KA - roaming dog, B - barking dog, C - attacking dog, D - dog in trap, E - cat in trap, F - roaming cat, G - stock out, H - stock being attack, I - snake

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27th July 2017

ITEM 5

IMPOUNDING OFFICER'S REPORT

CONTINUED

	Week Ending: 9th June 2017							Week Ending: 16th June 2017							Week Ending: 23rd June 2017						
Hours Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol			7.5	7.5	7.5	7.5	7.25			3	0	4	3	Flexi			3	4	4.5	2	2
Feed/Water & Clean Pound																					
Hours Officer/Impounding/Releasing/Euthanasia	3	1	1	1	1	1	1	1	1	4.5	7.5	3.5	4.5	1	1	1	2.5	1	1	1	1
Total Daily	3	1	8.5	8.5	8.5	8.5	8.25	1	1	8.5	8.5	8.5	8.5	1	1	1	8.5	8.5	8.5	8.5	7.25
Number of Dogs Impounded			4		3		3				3	11			2						2
Number of Dogs Released							2		1			2									
Number of Dogs Euthanasia	0				2						8	9									
Total Dogs in Pound	4	4	8	8	9	9	10	10	9	9	4	4	4	4	6	6	6	6	6	8	8
Number of Cats Surrendered																					
Number of Cats Rehoused																					
Number of Cats Euthanasia																					
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total weekly kilometers	395							415							320						
Speedometer reading @ end of week	2749							3144							3559						
Other General Notes	Door Knock this week with two other Rangers.																				
Total weekly hours	46.25							37							43.25						

LL OUT KA - roaming dog, B - barking dog, C - attacking dog, D - dog in trap, E - cat in trap, F - roaming cat, G - stock out, H - stock being attack, I - snake

RECOMMENDATION:

That the information be received and noted

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 6 RANGER DOOR KNOCK

(D5-3)

During the week of Monday, the 5th June 2017 till Friday the 9th June 2017 Warren Shire Council conducted a dog door knock with the help of Nyngan Shire Ranger Jason Shone and Private Contractor Gary Bussenschutt.

The aim of the dog door knock was to seek compliance with the provisions of the Companion Animals Act 1998, As well as answer any questions the Warren Community may have had regarding their responsibilities as pet owners.

A check of each household was conducted to ensure that all dogs were microchipped and registered. As a result, the Council Ranger found the following;

- 106 Dogs were microchipped but not registered;
- 97 Dogs were not microchipped;
- 63 Dogs on the register were now deceased;
- 99 Dogs details were out of date (owners had moved to a different address);
- 14 Dog owners updated their contact details such as contact phone number;
- 10 Dogs and 9 pups were surrendered to Council.

Council has now issued letters to the dogs owners whose dogs are microchipped but not registered to achieve compliance and will issue the remaining non-complying pet owners with enforcement letters.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 7 PROPOSED ADVERTISING SIGNAGE - NEVERTIRE (P15-10)

TFA Project Group (TFA) on behalf of Viva Energy is seeking Warren Shire Council's land owners consent to lodge a development application for the installation of advertising signage on the Mitchell Highway in Nevertire. The purpose of the signage is to make motorists aware of the presence of the recently approved Shell truck refuelling facility on the Nevertire-Bogan Road. Viva Energy proposes to have the signage installed on the Eastern and Western approaches to the village of Nevertire along the Mitchell Highway.

Zoning and Permissibility of Signage

An analysis of the permissibility of advertising signage in nearby zones of the village of Nevertire is provided below:

Zone	Permissibility
SP2 (classified Road)	Permissible with development consent if the signage is "development that is ordinarily incidental or ancillary to development for that purpose (i.e. a classified road)
SP2 (Railway)	Prohibited
RU1 (Primary Production)	Prohibited and also prohibited on rural land under clause 15 of SEPP 64
RU5 (Village)	Prohibited and also prohibited on rural land under clause 15 of SEPP 64

Due to signage being prohibited in the majority of zones adjacent to the Mitchell Highway, the SP2 (Classified Road) zone is the only option from a planning perspective. The signage for the purpose of advertising a truck refuelling facility is consistent with the definition of "incidental or ancillary" to the purpose of the classified road.

The proposed approximate locations of the signage are shown on attachment 1. While Attachment 2 shows a draft concept design. With the signage to be 2 metres high by 1.2 metres wide and would sit approximately 1.2 metres above ground level meaning total height would be 3.2 metres with final dimensions to be confirmed at the development application stage. Signage in New South Wales is also controlled by SEPP 64- Advertising and Signage and therefore any development application must be assessed against the requirements outlined in Schedule 1 of SEPP 64- Advertising and Signage.

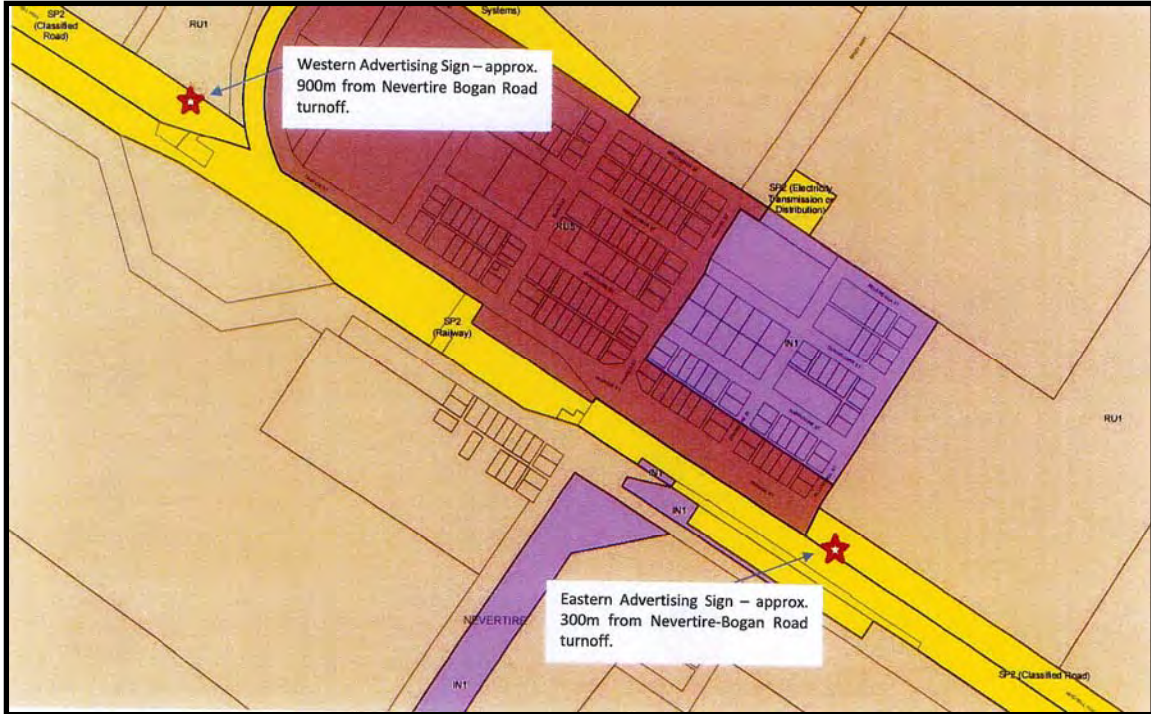
Request of Landowner consent for lodgement of development application

Following discussions with the RMS. Warren Shire Council has been confirmed as the landowners of the two proposed sites. Therefore TFA seeks Warren Shire Council's consent as landowners to lodge a development application for the installation of advertising signage on the Eastern and Western approaches of the village of Nevertire.

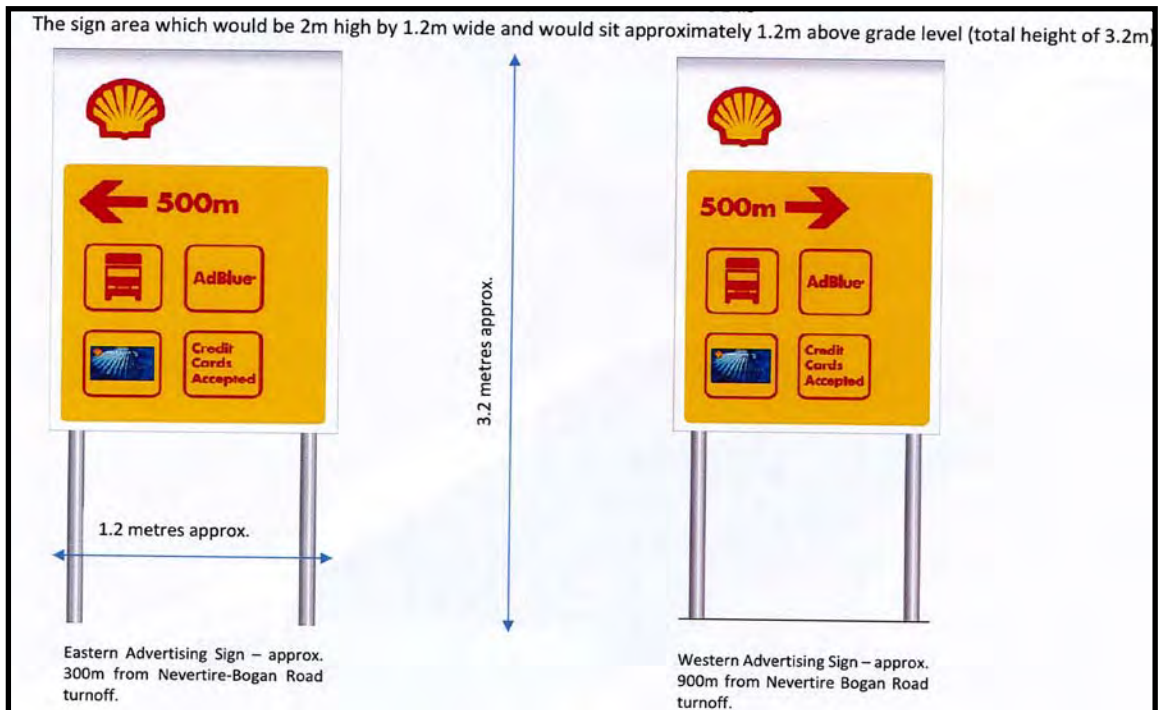
WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 7 PROPOSED ADVERTISING SIGNAGE - NEVERTIRE (P15-10)



ATTACHMENT 1 - PROPOSED SIGN LOCATION & ZONING (SP2 – CLASSIFIED RD)



ATTACHMENT 2 – PROPOSED SIGNAGE ELEVATIONS

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 7 PROPOSED ADVERTISING SIGNAGE - NEVERTIRE (P15-10)

RECOMMENDATION:

- 1) The information to be received and noted; and
- 2) Warren Shire Council issue consent to the applicant to submit a development application for the installation of advertising signage on the Eastern and Western approaches of the village of Nevertire.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 8 DISABILITY INCLUSION ACTION PLAN (P15-12)

The Draft Disability Inclusion Action Plan 2017/2018 to 2022/2023 has been placed on public exhibition for a period of 28 days from the 29th June 2017 until the 27th July 2017 with community members encouraged to review the draft document and submit comments.

Copies of the Draft Disability Inclusion Action Plan were made available at:

- The Shire Office-115 Dubbo Street Warren
- The Warren Shire Library-69 Dubbo Street Warren
- The Economic Development Office-113 Dubbo Street Warren
- The Warren Visitor Information Centre- Burton Street Warren

With a weekly advertisement placed in the Warren Weekly Newspaper during the 28 day public exhibition period.

At present Warren Shire Council has received nil (0) submissions from the public in relation to the draft document.

With no submissions being received at the end of the public exhibition period the Draft Disability Inclusion Action Plan 2017/2018 to 2022/2023 should now be adopted by Council as the Warren Shire Council Disability Inclusion Action Plan 2017/2018 to 2022/2023.

RECOMMENDATION:

1. The information be received and noted; and
2. That Council adopt the Warren Shire Council Disability Inclusion Action Plan 2017/2018 to 2022/2023 .

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

ITEM 9 **ADDITIONAL SHADE STRUCTURES AT THE WARREN WAR MEMORIAL SWIMMING POOL** **(S19-2)**

Council at its meeting held on the 23rd February 2017, gave principle support to the construction of additional shade structures at the Warren War Memorial Swimming Pool subject to clarifying the following matters;

- Style design and size of shade structure;
- Exact location;
- Available grant funding; and
- The extent of the possible contribution from WASC.

Council has received correspondence from Warren Amateur Swimming Club (WASC) relating to grant applications for the shade structures (refer to attachment 1).

WASC in conjunction with Council's Economic Development Officer Mrs. Alison Ruskin Rowe have prepared a draft application for various available grants to raise funds to allow the construction of shade structures.

The WASC is prepared to contribute \$5,000.00 towards the project and requests Council to match the WASC contribution dollar for dollar with another \$5,000.00.

As the shade structures, will be owned by Warren Shire Council once completed the WASC believe it to be a reasonable request.

WASC believe that a \$10,000.00 combined contribution towards the project would look more favourable and assist with a successful application.

The proposed location of shade structures would be over the starting block area and covering the area off the pump shed, WASC have indicated the existing marshalling area behind the starting block area would be removed and replaced by the proposed structures (refer attachment 2).

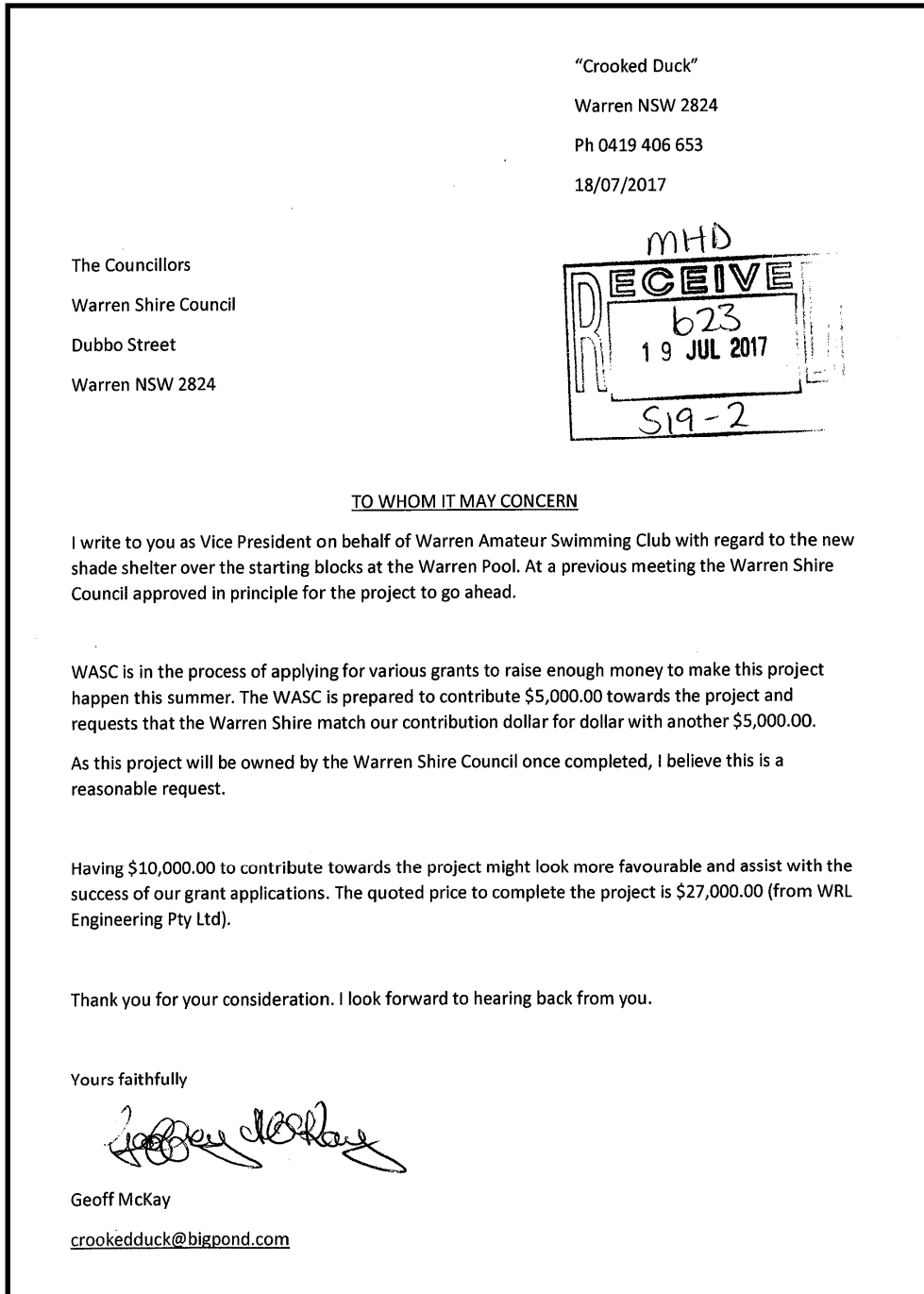
WRL Engineering Pty Ltd have provided a quote to WASC to construct the two shade structures at a costing of \$27,000.00. However, WRL Engineering have indicated the whole area can be serviced by one large shade structure for the same price. WASC have no preference and wish for Council's input on this matter.

The shade structure(s) would consist of a non-sheeted steel frame and steel roofing. Similar in size and appearance to the existing shade structures adjacent to the pump shed on the Carter Oval side of the pool.

If the grant application is successful WASC is confident in having the shade structure(s) constructed by the start of this summer.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

**ITEM 9 ADDITIONAL SHADE STRUCTURES AT THE WARREN WAR
MEMORIAL SWIMMING POOL CONTINUED**

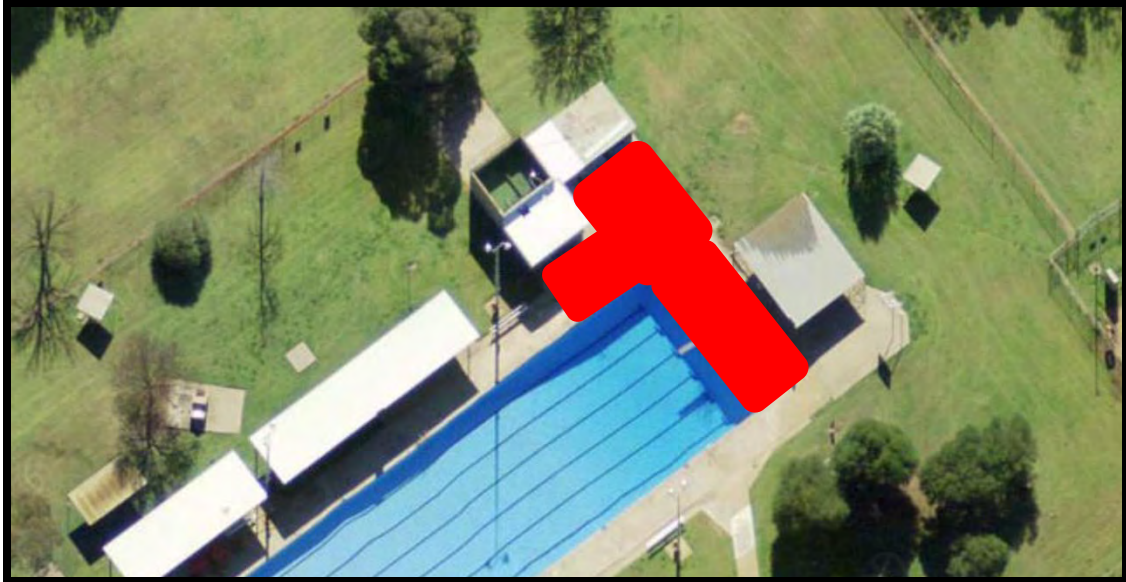


(Attachment 1)

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th July 2017

**ITEM 9 ADDITIONAL SHADE STRUCTURES AT THE WARREN WAR
MEMORIAL SWIMMING POOL CONTINUED**



PROPOSED SHADE STRUCTURES

(Attachment 2)

RECOMMENDATION that:

1. The information be received and noted; and
2. Be tabled for discussion.