



WARREN SHIRE COUNCIL

"AUSTRALIA'S WOOL AND COTTON CAPITAL"

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 28TH JANUARY 2016

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

28th January 2016

APOLOGIES

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 3rd December 2015

SECTION 1 (WHITE)

DELEGATES REPORTS

Nil.

COMMITTEE MINUTES

Meeting of Manex held on Tuesday 24th November 2015 (C14-3.4)

Meeting of the Economic Development Committee
held on Wednesday 2nd December 2015 (C14-3.22)

SECTION 2 (LILAC)

POLICY

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

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Item 7	Roads to Recovery 2015-2016 5 Year Rolling Works Program Rural Local Sealed Roads Improvement Program (W6-17, W6-3.1, E3-35)	Page 18

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REPORT OF THE MANAGER HEALTH & DEVELOPMENT

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SECTION 7 (LILAC)

REPORT OF THE LIBRARIAN

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MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

Nil.

PRESENTATIONS

11.00 am Skate Park location

Section

1

Delegates & Committees

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 24th November 2015.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 24th November 2015 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
Held in the Council Chambers, Administration Building, Warren,
On Tuesday 24th November 2015 commencing at 2.30 pm

PRESENT:

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration
Jillian Murray	Treasurer
Maryanne Stephens	Manager Health & Development
Dan Noble	Projects & Assets Engineer
Tim Wark	Water and Sewer Manager (Chair)

1. APOLOGIES

An apology was received from Dirk McCloskey who was absent due to external commitments and it was **MOVED** Arthur/Wilson OAM 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 14th October 2015 be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING FROM MINUTES

- The water and sewerage callout roster list has been amended.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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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
14.10.14	MHD	Rural Addressing	Audit with Operations Manager
16.2.15	MES/GM	Roads to Recovery	Review Council's Road Network
17.3.15	MHD	Asbestos Register	Full review and update of Asbestos Register in line with latest legislation.
14.10.15	OM	Fencing Lion's Park	Include in current program

MOVED Wielinga/Noble 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.

7. ASSET MANAGEMENT

Investigations are still ongoing in relation to a suitable Asset Management package.

The LMWU Alliance has held a meeting looking at asset management as a group of 12 councils.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORTS

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	159,552	27,000	MFA	Contract signed. Project Plan to be implemented.
2 x MFD Printer replacement	27,998	27,998	MFA	Installed
Asset Management - IP & R	61,205	Nil	MES/ MFA	
Risk Management	15,000	Nil	ALL	Finalise the development of Risk Management Plans
Training	100,000	26,086	ALL	
Mobile phone upgrades	3,500	150	ALL	
Radio link to Depot	2,249	Nil	MES	No change
RFS Hazard Reduction	47,500	47,021	MFA/ MHD	July 15 / June 16
Cat Desexing Program	5,000	179	MHD	In progress
Dwelling Specific M&R	34,870	6,137	MHD	
Levee M & R	18,300	1,323	MES	July 15 / June 16
Stormwater Drainage M & R	14,590	500	MES	July 15 / June 16
Gunningba Drainage	101,902	11,338	MES	In progress
Nature Links River Corridor	21,411	35	MHD	
Ewenmar Waste Depot Improvements				
Site building	50,957	12,330	MHD	
Fencing	20,000	Nil	MHD	Report in progress
Roads	15,000	6,300	MHD	
Library – New MFD	6,530	6,530	MFA	Installed
Library – Drainage & leak proofing	45,000	2,200	MHD	
Aerodrome – New fence	4,000	2,982	MES	Complete
Aerodrome – Reinstate pavement markings	18,000	7,128	MES	Complete (costs committed)
Playground equipment	20,400	Nil	MES	

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8.1 SPECIFIC WORKS STATUS REPORTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Playground soft fall	77,000	Nil	MES	Part order issued
Layback Path to Cenotaph	12,000	Nil	MES	Grant application submitted
Tourist Information Bay – Collie	2,500	Nil	GM	
Information Centre – Painting	10,000	Nil	MHD	Complete
Information Bay Nevertire	13,500	Nil	GM	
Medical Centre – Dubbo St, reconstruct walls	22,000	17,745	MHD	Works in progress
Depot Extension – Emulsion Tank	87,272	24,716	MES	Funds allocated to Emulsion Tank. Tank ordered.
Water Supplies				
Water valve and mains replacement	46,000	15,246	MES	5 valves installed
Warren – New 3A Bore	336,562	1,292	MES	Restart NSW – Tenders being advertised
Warren – New 6A Bore	239,768	1,043	MES	Restart NSW – Tenders being advertised
Warren – New Water Mains Wilson to Burton Streets	100,555	78,484	MES	Minor road works required
Nevertire – New Bore	211,768	1,991	MES	Restart NSW – Tenders being advertised
Collie – New Bore	361,768	2,423	MES	Restart NSW – Tenders being advertised
Sewerage Services				
Pump Station – Replacement pumps	4,000	Nil	MES	
Warren STP	500,000	8,040	MES	EOI Submitted
Mains Upgrade	20,000	Nil	MES	
ROADS BRANCH				
State Highway 11				
Ordered Works				
• Reseals	150,000	Nil	MES	February 16
• Heavy patching	120,000	Nil	MES	January 16

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8.1 SPECIFIC WORKS STATUS REPORTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Regional Roads				
Reseals	200,000	31,085	MES	January 16
Recycling – RR 424	150,000	9,128	MES	February 16
Resheeting	60,000	Nil	MES	December 15
Regional Roads Black Spot	89,500	Nil	MES	January 16
Reconstruction				
RR 424 - Marra Hall Road Stage 2	660,000	152,326	MES	September / December 15
Local Roads				
Urban Reseals	45,700	22	MES	January 16
XC5 footpaths	35,000	10,348	MES	Ongoing
Kerb & Guttering	69,479	7,396	MES	Ongoing
New footpath Hale Street	12,000	5,217	MES	Complete
Urban Roads – Heavy Patching	70,000	Nil	MES	February 16
Urban Roads – Bundemar Street	163,366	35,540	MES	October / November 15
Local Rural Road Reconstruction				
Rural Reseals	245,700	4,647	MES	January 16
Rural Resheeting	810,582	135,616	MES	Ongoing
Reconstruction - Buckiinguy	778,631	28,069	MES	January / March 16
Recycle – Bullagreen Stage 1	38,922	33,706	MES	On hold
Recycle – Bullagreen Stage 2	142,786	67,766	MES	On hold
Reconstruction – To be determined	853,933	Nil	MES	
Culvert replacement	7,200	Nil	MES	
Plant				
Heavy Plant Purchases - Nett	644,435	13,610	MES	November / December 15
Light Plant Purchases - Nett	42,345	Nil	MES	July 15 / June 16

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

Carried

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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 Beatification	Lighting	Town Improvement Meeting scheduled for 25 th November 2015
	Concrete Annulus	
	Bins	
	Bollards	
	“Town Centre” Signage	
	Footpath Tree Surrounds	Complete
Depot Extensions	Site surveyed, preliminary Drainage Plan complete. Project Management Plan and estimates being reviewed. Report to be presented to 3 rd December 2015 Council Meeting.	
Nevertire Information Bay	Review scope of works.	
Blackspot Submission	Submission completed and was submitted on the 22nd July 2015. Awaiting response.	
Active Transport	Grant Application submitted. Awaiting response.	
Emulsion Tank	Emulsion tank ordered. Contractor engaged. Pad complete and construction of slab to start on 19 th November 2015.	
Fixing Country Roads	Draft proposal complete. EOI briefing with Coonamble Shire and Transport NSW to be attended on 23 rd November 2015.	
Country Passenger Transport Infrastructure Grant Scheme (CPTIGS)	Waiting on Grant Scheme information.	

MOVED Noble/Stephens that the information be received and noted.

Carried

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9. INFORMATION TECHNOLOGY – COMPUTER SYSTEM

ACTION	ACTION BY	SUBJECT	COMMENT
1	MFA/PAE	Radio link Depot to Office	In progress (business continuity)
4	MFA	Exponare software	Update software and Exponare client machines. Latest Cadastre installed.

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

Carried

10. WORK HEALTH SAFETY

The General Manager advised that the updated WHS Action Plan was to be presented to this meeting, but will now be presented to the January Manex Meeting.

11.1 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
15.10.15	15-34	Annual Code of Conduct Compliant Reporting	Completed 23/11/15
16.10.15	15-35	SEMC Strategic Emergency Operations Centre Review – Inventory Survey	N/A
20.10.15	15-36	Release of IPART's Fit for the Future Report – Announcement of Stronger Communities Fund	Noted
30.10.15	15-37	50% discounted registration fee for desexed animals sold by an eligible pound or shelter.	Noted
11.11.15	15-38	Environmental Planning and Assessment Regulation 2000 – Certificate lodgement fees	Noted

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11.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS

(CONTINUED)

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
		Nil	

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

Carried

11.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

The following is the Office of Local Government's Strategic Tasks Guide for the months of November, December 2015 and January 2016.

Strategic Tasks Guide

DATE	TASK	STATUS
NOVEMBER		
17	Second instalment of 2015–2016 Financial Assistance Grants.	Received
	LIRS Claim Period open for all projects approved for funding.	N/A
28	Last day for notice for presentation of audited Financial Reports (s. 418 (2)).	Complete Res 192.8.15
30	Second quarter rates instalment due (s. 562).	Noted
	Electronic lodgement of Grants Commission General Data Return.	Complete
	Last day for RAO to submit QBRS Review to Council (LGGR cl.203 (1)).	Complete Res 273.10.15
	Last day for adoption of policy on payment of expenses and provisions of facilities for Mayors and Councillors for 2015-2016 to be adopted (s.252).	Complete Res 268.10.15
	Notify the Minister (via OLG) that Annual Report has been posted on Council's Website (s.428) – Must include GIPA and PID Annual Reporting Information.	Complete 23.11.15

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11.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(CONTINUED)

DECEMBER		
5	Last day for audited financial statements to be presented to the public.	Complete
31	Report to Council (12.1) and the OLG (12.2) on compliant statistics (Model Code Procedures).	Complete
	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	Noted
JANUARY		
31	Last day for third quarter rates instalment notice to be sent (s.562).	Noted
	Ledger balances to be prepared for 6 monthly inspections by Auditor (LGGR cl.228).	Noted
	Public interest disclosure report due to the NSW Ombudsman (s.6CA of the Public Interest Disclosure Act 1994).	Noted

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

Carried

12. OPERATIONAL PROCEDURES

(12-11.1)

The Health and Development Department have created/reviewed a procedure:-

- Processing BASIX Completion Receipt;
- Processing Occupation Certificate Applications; and
- Reporting EIPP Projects to FACS.

These procedures are required to be adopted by Manex and have been e-mailed to the Manex team members for comment and amendment where required.

Moved Stephens/Murray that:-

1. The information be received and noted; and
2. The procedures:
 - Processing BASIX Completion Receipt
 - Processing Occupation Certificate Applications; and
 - Reporting EIPP Projects to FACS.be adopted.

Carried

WARREN SHIRE COUNCIL

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13. COMPLAINTS / ACTION REQUESTS STATUS

The outstanding complaints/actions list was circulated and it was requested that the responsible officers update the list and return to the Secretary to the Manager Engineering Services.

14. OCTOBER AND NOVEMBER 2015 MINUTES AND DECEMBER 2015 BUSINESS PAPER

The Committee previewed the December 2015 Business Paper and the October and November 2015 Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

15. GENERAL BUSINESS WITHOUT NOTICE

- The Projects & Assets Engineer expressed concern that para webbing was not really a suitable barrier around Council's maintenance works and that Council should be looking at protective fencing.
- Council have now significant use for protective fencing. This was available at a very reasonable cost of \$65/panel. Council to proceed and purchase 30 panels to be funded equally between general, water and sewer funds.
- The Mayor enquired on the progress on the recruitment of a Manager Engineering Services. The General Manager advised that it was currently being advertised with a closing date of Tuesday 22nd December 2015.
- The Manager Health and Development Services advised considerable works are required to the plumbing at the pool residence. It was requested if an estimate could be undertaken prior to the works being undertaken.

There being no further business the meeting closed 4.48 pm.

WARREN SHIRE COUNCIL

Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 2nd December 2015, commencing at 3.05pm

PRESENT

Milton Quigley	Chairman, Councillor
Mark Beach	Councillor
Darren Arthur	Manager Finance and Administration
Emma Welsh	Economic Development Officer
Sarah Derrett	Economic Development Officer

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Councillor Tony Van Lubeck and 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 MINUTES

MOVED that the Minutes of the Economic Development Committee meeting held on Wednesday 19th August 2015 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

Nil.

ITEM 4 UPDATE ON ACTIVITY PLAN (C14-3.22)

The following items provide an update on the Activity Plan for the Economic Development Strategy 2013-2016.

1.0 Attract and Retain Working Families and Employed Young Adults

1.0 General Activities

The Economic Development Team continues to liaise with the owners of empty shop spaces to discuss ways to entice people to rent their premise. Current and planned initiatives are as follows:

Historical Photo Display

A historical photo display has been set up in the empty shopfront window of the former Cusack's laundromat. The display celebrates Warren's proud history, improves the look of the main street and benefits other businesses close by as a point of interest for locals and visitors. The display has a range of historical photos such as the Southern Cross landing in Warren, Aboriginal carved trees, famous sheep studs to the All Blacks Rugby Tour to Warren. The door of the premises was fixed as vandals had broken in. Old stickers were removed from the windows. Emma Welsh collected photos from various community members, placed them in frames and hung them in the window. This was able to be completed due to the generous financial contribution from the Rodeo Horse Committee (Fred Parker and David Egan).

WARREN SHIRE COUNCIL

Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED



Before



After

Community Art Space

Emma Welsh held a number of meetings with local artists in an attempt to set up a community art space in one of the empty shops. A number of concerns were raised including that many of the empty shop fronts have loose particles that could fall down on the artwork and damage the art. Another concern was that the two suggested premises did not have awnings to protect the art works from the damage of the sun. These meetings established that there was very little interest from the artists for the Economic Development team to proceed with this project. A few artists commented that they would still be happy to have their works go on display in an empty shop front. As the Royal Hotel had been unoccupied for some time it provided a suitable location to put art on display. Sarah Derrett and Emma Welsh scraped off the old stickers and cleaned the empty shopfront windows. Warren Shire Council purchased four art easels to display the art and a number of local artists were approached to see if they would like their works to go on display. Alison Cosgrove's artworks have been placed in the windows. There is a sign in the window also promoting local art is on display on occasion at the Window on the Wetlands (WOW) Centre along with a contact telephone number.

Within a few weeks a new tenant took up renting the premises as a Café which operates seven days a week for lunch and dinner. This project was deemed as a success.



Artworks displayed in Royal Café shopfront



New tenant at the Royal Café

WARREN SHIRE COUNCIL

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Former Peter Browne's Gallery

Emma Welsh cleaned the windows of the former Peter Browne shop front and approached Fleur Stubbs from Barnados about having a display. A display was set up promoting Domestic Violence. A longer term display is being planned with the local Aboriginal art group – Ngemba Wailwan art group.



Domestic Violence Awareness display

Former Warren Nursery Café

The former Nursery Café has been vacant for some time. In order to make the premises look more appealing for a potential tenant Emma Welsh scraped and cleaned the windows and removed all old signage. A large portable stand (made from plywood with wheels) will be placed in each window and artworks will be hung off them by mid-December. An attractive sign will be placed in the window promoting it as a space to rent to prospective tenants.



Before



What the shop front will look like

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Community Displays in 119 Dubbo Street

Sarah Derrett continues to work with local community groups and organisations to help coordinate window displays in the empty shop front next to One One Seven Bakery on Dubbo Street. From August to December, the following displays have been in place:

- Father's Day display by the Warren Chamber of Commerce
- Nevertire Family Muster
- Warren Rotary Spring Festival
- Cotton Cup and Twilight Races display by the Warren Jockey Club

Images of recent displays are as follows:



Father's Day display



Nevertire Family Muster display



Warren Rotary Spring Festival display



Warren Jockey Club display

CBD Paint Program

The Economic Development team have been promoting the Warren Shire Council paint program to businesses in the CBD in Warren. A number of businesses have shown interest in it and plan to carry out painting works.

1.2 Improve the physical appearance of Warren through implementing initiatives as part of the town improvement program.

The Economic Development Team attended the Town Improvement Committee meeting on Wednesday 25th November. Refer to the Town Improvement Committee minutes for an update on activities.

WARREN SHIRE COUNCIL

Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

1.3 Create an information pack (paper and email version) targeting working families and employed young adults to the shire.

The Welcome to the Warren Region Guide is available on the Warren Shire Council website. Website user traffic to this page over the last three months has been as follows:

Month	Page Views	Unique Page Views
August	35	26
September	32	30
October	35	28

Source: Google Analytics.

1.4 Create a promotional campaign to attract working families and employed young adults to the shire.

The first phase of the Orana Regional Relocation Project has now been completed with the 'Love the Life We Live' website - www.lovethefewelive.com.au - launched in October. Sarah Derrett announced the launch on the Warren Shire Council Facebook page and via an email blast to all local businesses and community groups.

Following the launch, Emma Welsh spoke with a presenter from ABC Radio about the new website and explained that the campaign is aimed at encouraging people to relocate to our region with the key message being that we love the life we live and want to promote the great benefits of living, working and investing in the region. Joining with nine other councils across the Orana Region as well as Regional Development Australia (RDA) Orana the group has been able to create a great website. We are now excited about the next phases of the project and look forward to attracting people to live in Warren.

In recognising that more photos will be needed for the website and other campaign materials, a photographer has also been engaged by RDA Orana to take photos around the region. Emma Welsh accompanied the photographer around the Warren Shire and assisted to take photos of people working. Some of the places visited included Green Distillation Technologies (GDT), Macquarie Toyota, Western River Veterinary, TyreRight, swimming pool, medical centre, BRD Design and Construction, The Beauty Room and Little Possums.

1.9 Conduct a careers information session for students in high school to raise awareness of job opportunities in Warren Shire.

A careers information session was organised by Sarah Derrett for students currently in years 10, 11 and 12 at the Warren Central School on Wednesday 2nd September.

During the session there were presentations from Brea Williams (early childhood and primary teacher), Sharon McAllister (Western NSW Local Health District), Wesley Hamilton (Sporting and Cultural Centre Manager and Outback Rehabilitation exercise physiologist), Adrian Risely (Paramedic), and Andrew Roberston (Western Rivers Veterinary Group). Kerryn Ryan (TAFE Local Community and Customer Support Officer) along with Fiona Westcott (TAFE NSW Western Institute) and Jacque Smith (TAFE NSW Western Institute) were also on hand to speak to students about education and training opportunities.

WARREN SHIRE COUNCIL

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Some of the key messages from the presentations were:

- Do as many extra-curricular activities as possible
- Always check the spelling in your resume
- It's never too late to go to university
- If you don't like what you are doing, change it
- Ask for advice
- Don't let one person put you off
- Find something you are passionate about and it will be easier to do well
- Take the time to understand how you learn best

As well as hearing from the presenters about their respective careers and the paths that they had taken to get to where they are today, students also had a chance to discuss career opportunities one-on-one with the presenters at the end of the session. Feedback received from Careers Advisor Robyn Taylor was that the students were impressed with the enthusiasm and dedication of the presenters.

3.0 Planning for Future Demands on Services and Facilities

3.0 General Activities

The following two signs in Macquarie Park were recently observed to be in a bad condition. The Red River Gum Walk needs replacing and the other sign is redundant and needs removing.



River Red Gum tree sign



Redundant sign in Macquarie Park

RECOMMENDATION TO COUNCIL:

1. That the information be received and noted; and
2. The River Gum tree sign be replaced and the need for the River Red Gum walk sign to remain be investigated and the sign removed if found to be redundant.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

4.0 Support Education Facilities to Encourage High Standards

4.1 Communicate relevant grant opportunities to education providers including St Mary's School, Warren Central School, and TAFE NSW - Western Institute (Warren College).

Information regarding the following grant opportunities has been communicated by Sarah Derrett to local education providers;

- Medibank Community Grants – Medibank Community Fund.
- Rural Education Australia Program (REAPing Rewards) – Foundation for Rural and Regional Renewal (FRRR).
- Whites Rural Community Grants – Whites Rural.

4.2 Liaise biannually with schools and TAFE regarding the institutions current education standards as well as their needs for assistance in improving education standards.

Warren Central School

The Economic Development Team met with Duncan Lovelock, Principal of Warren Central School, on 26th August. Key points raised at the time were as follows:

- Enrolments – expected to increase to 220 in 2016, (up from 205 at start of 2015).
- Staff – increased enrolments may create extra teaching position in primary school.
- There is currently a vacancy for a Community Representative on the School Council.

St Mary's Primary School

The Economic Development Team met with Paul Kelly, Principal of St Mary's School, on 27th August. Key points raised at the time were as follows:

- Enrolments – expected to increase to 127 in 2016, (currently 114).
- Staff – no change to current staffing levels is anticipated.
- Currently fundraising for music and science resourced for the school.
- Development of the playground extension is continuing.

Warren TAFE

The Economic Development Team continues to liaise with Community and Customer Support Officer Kerry Ryan on a regular basis. Information about upcoming courses has been communicated to local businesses via email and on the Warren Shire Council Facebook page.

5.0 Expand Existing Economic Base through Diversification into Sustainable Industries

5.2 Encourage the development of the Warren Chamber of Commerce. Remain informed of the members business needs, attend meetings as required and advise the Chamber of new business developments in Warren.

A written update is provided to the Chamber of Commerce each month.

The Economic Development Team provided a number of new resident contact details to the Chamber of Commerce. Sarah Derrett also compiled information packs for the 'Welcome to Warren' barbecue held on 24th September.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

5.13 Remain informed of the rollout of water policy for example Murray Darling Basin Plan. Implement actions to address the outcomes of the plan.
--

Murray-Darling Basin Regional Economic Diversification Fund

Details relating to Round 2 will be released on the 30th November 2015. Funding will be available across two funding streams.

1. Energise Enterprise Fund (\$4.1m) - This funding stream will be for the delivery of economic development and diversification projects, including:

- Small economic development projects which support small business initiatives
- Skills capability building projects; and
- Economic development studies with clearly actionable and supported outcomes.

2. NSW Regional Business Investment Fund (\$10m) - Under this funding stream, up to \$10 million will be available for business investment projects that result in the creation of new jobs, including:

- Expanding a business
- Establishing a business; and
- Building economic infrastructure.

To assist potential applicants, a series of information workshops are being offered. These workshops are being facilitated by the Office of the NSW Small Business Commissioner and the NSW Department of Industry. Sarah Derrett will attend the workshop to be held in Warren on Friday 11th December.

6.0 Enhance the Experience of Visitors to Warren Shire

6.0 General Activities

Brochure Display at Warren Visitor Information Centre

The following written comment was received in November 2015 in the suggestion box located inside the Warren Visitor Information Centre (VIC): *“Has been quite a long time since the info centre has had an upgrade. You go to centres in the not too distant area and see very interesting things, people walk in here and it looks rather drab and uninteresting. Just needs a good revamp. This would not cost very much, would add extra interest to the town”*. This written comment is reflective of other verbal comments made regularly by community members and volunteers from the Warren VIC and as such, it is suggested that thought be given to practical changes that could be made in order to present the centre to visitors in a more welcoming and engaging manner.

A recent webinar conducted by Tourism strategy and marketing consultants MyTravelResearch on ‘Visitor Information Trends and Innovation’ highlighted the importance of getting the basics right at VICs and posited the critical success factors for VICs as location, stakeholder mix, experience, branding and innovation.

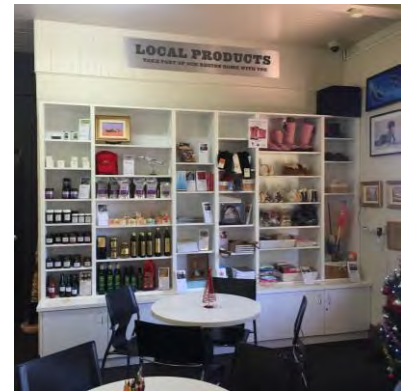
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One quick and effective change would be to purchase brochure cabinets as per the pictures below. Upon travelling to numerous visitor information centres across NSW it appears that Dubbo VIC has the most striking, tidy and easy to comprehend brochure display system. Many VICs were unattractive, confusing and cluttered due to their choice in brochure displays.



Pictures of the suggested brochure cabinet displays

RECOMMENDATION TO COUNCIL:

1. That the information be received and noted; and
2. Costings be investigated for internal painting and new brochure stands at the Warren Visitor Information Centre with funding to be sourced from savings within external painting budget and remainder from Economic Development activities budget if required.

Toilet Stops

MyTravelResearch reported in every research study they have undertaken the toilet is the number one reason why a traveller stops to ‘stimulate the local visitor economy’.

They highlighted the following points:

- In just about every focus group, especially those with seniors and families, toilets come up as a reason for travellers to stop at a destination.
- Travellers will leave the highway, go out of their way for a clean toilet.
- They don't just visit the toilet, they have lunch, fill up on petrol, buy supplies and may even spend a night or two in the place. Call it the trickle down effect.
- Clean, reliable, functioning toilets are still hard to find. Destinations, attractions, hotels, cafés or restaurants, who want to be flush with success, target the upgrade of your visitor toilets.
- If your town can put a sign on the highway “Cleanest Toilet on the Hume”, the café next door and the town will boom.

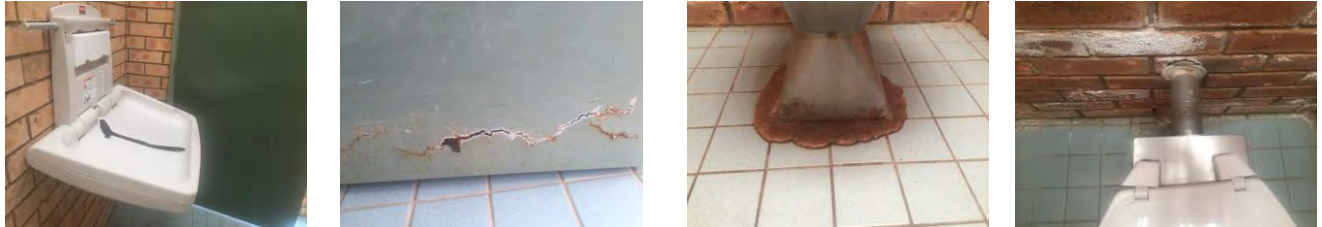
The following below is a sample of the toilet facilities at Oxley Park and Macquarie Park where the majority of visitors stop in Warren. A number of improvements are required to make the toilets clean and up to standard.

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CONTINUED



Broken baby change table, cracks in door, unattractive fixtures on toilet, duct tape on toilet pipes



Burn marks



Graffiti on footpath/wall/ bin and various damaged signs

RECOMMENDATION TO COMMITTEE:

1. That the information be received and noted; and
2. The Engineering Services Department be requested to inspect and undertake any maintenance or repair work required.

Central Inland Destination Management Group

The Economic Development Team continues to represent Warren Shire Council as part of the Central Inland Destination Management Group. Meetings were attended by the Economic Development Team in Dubbo on 16th September and Gilgandra on 18th November. A large range of projects are being worked on by the group.

6.1 Create a training program for the volunteers at Warren Visitor Information Centre. The program will include activities such as: product training session; familiarisations to attractions and accommodation to allow volunteers to gain first-hand experience of the subject they are promoting to visitors.

National Parks and Wildlife Service had tours to the Macquarie Marshes operating on the October Long Weekend. Warren Shire Council offered to pay for any volunteers from the Warren Visitor

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Centre to go one of the two tours available. The tours included a bird tour as well as a Marsh Walk in which participants walked through water.



National Parks and Wildlife Macquarie Marshes Bird Tour

See section 6.6 regarding familiarization to Window on the Wetland Centre.

6.6 Work closely with RiverSmart regarding the Macquarie Marshes Wetlands Education and Cultural Centre

On 25th November a tour was organized for the volunteers at the Warren Visitor Information Centre to familiarize the group with the Window on the Wetlands Centre and extensions to Tiger Bay Wetlands. Unfortunately Bill Phillips was unable to attend at the last minute. The tour still went ahead with Ashley Wielinga stepping in as the tour guide. The tour included the informational panels, totem poles, and the hall where the education courses will take place as well as an opportunity to make the volunteers aware of the opening of the Kookaburra Kiosk on 2 December.



Volunteers from the Warren Visitor Information Centre on tour

The Economic Development Team has been working with RiverSmart over the last few months on areas such as providing letters of support, information on various grant opportunities, promoting various RiverSmart activities online (Facebook and the Warren Shire Council website) as well as working out possible dates for a RiverSmart event.

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7.0 Actively Pursue Grant Funding

7.4 Distribute information on grant opportunities to relevant stakeholders.

Information regarding the following grant opportunities has been communicated by Sarah Derrett to relevant businesses, community and sporting groups;

- Medibank Community Grants – Medibank Community Fund.
- REAPing Rewards – FRRR.
- Whites Rural Community Grants – Whites Rural.
- Fish Habitat Action Grants Program – NSW Department of Primary Industries.
- Royal Agricultural Society (RAS) Foundation Community Futures Grant – RAS NSW.
- Volunteer Grants 2015 – Australian Government Department of Social Services.
- NSW Heritage Grants – NSW Government Office of Environment and Heritage.
- James N Kirby Foundation Grants.
- RAS Foundation Community Kitchen – RAS NSW.
- Local Sport Grant Program – Sport & Recreation, NSW Government Office of Sport.
- Safe Shooting Program – Sport and Recreation, NSW Government Office of Sport.
- Sport Development Grants – Sport and Recreation, NSW Government Office of Sport.
- Strategic Partnership Program – Sport and Recreation, NSW Government Office of Sport.

7.5 Assist stakeholders with the grant application process.

Sarah Derrett has provided Information and support to apply for grants to the following groups:

- Warren Jockey Club – Destination NSW Regional Flagship Events Program.
- RiverSmart Australia – Country Arts Support Program
- Warren Historical and Family History Society Inc – Volunteer Grants 2015.
- Warren Youth Support Group Inc – Volunteer Grants 2015.
- Collie Country Women’s Association (CWA) – Volunteer Grants 2015.
- Warren Chamber of Commerce Inc – NSW Healthy Towns Challenge.

7.6 Follow up on grant applications.

The following grant applications are pending a decision:

- Warren Shire Council – Community Building Partnership Program, (submitted applications for upgrade to playground equipment and construction of external storage at the Warren Sporting and Cultural Centre – awaiting outcome).
- Warren Shire Council – Community War Memorial Fund, (submitted application for upgrade and construction of new path at the Warren War Memorial Cenotaph – awaiting outcome).

Advice has been received that the following grant applications were successful:

- Collie CWA – granted \$5,000 via the ‘Aussie Cotton Farmers Grow Communities’ grants program for maintenance and repairs to the CWA Hall.

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8.0 Provide Training Programs that Fulfills the Needs of the Business Community

8.3 Promote the training seminars to relevant businesses in the Warren Shire.
--

Sarah Derrett supplied information regarding the following training opportunities and seminars various businesses and farming contacts in the Warren Shire;

- Small Business Grant Information Seminar – NSW Government Office of State Revenue seminar held in Dubbo on Monday 17th August.
- Orana Australian Small Business Advisory Service and PrincipleFocus business workshops held in Warren on Monday 31st August and Thursday 16th October.
- Julian Cribb speaking on the future of agriculture – Macquarie 2100 seminar held in Narromine on Wednesday 14th October.
- ‘Fish-friendly farming and recovering native fish in the Macquarie and Lachlan’ – NSW Department of Primary Industries, Macquarie 2100 and NSW Local Land Services workshop held in Warren on Monday 19th October.
- ‘Get that grant’ – NSW Sport and Recreation workshop held in Dubbo on Tuesday 24th November.

9.0 Create and Implement an Economic Leakage Plan

9.1 Research the current buying behavior of residents and businesses in Warren Shire.
--

Coffee

There were a number of comments in the Economic Leakage and Consumer Buying Behaviour report that people were going outside of Warren to have a coffee.

Tourism strategy and marketing consultants; My Travel Research recently Said that today in Australia there is an expectation of great coffee. Sell decent coffee beans and have all of your staff do a barista course and you will make lots of money. If you have decent coffee in your town visitors will come back time and time again.

Traveller Magazine in August 2015 stated the following:

- When Australians travel, we expect the coffee to not just be good – we expect it to be as good as it is at home.
- There’s probably no other country with a coffee culture as serious and snobbish as ours. We can recognise bad coffee.
- There’s a reason Starbucks failed in Australia, and that’s because everyone knew of at least 10 independently owned cafes within walking distance of any Starbucks store that did better coffee than the new American imposter on the block, You know where else in the world Starbucks failed? Nowhere.

A Canstar Blue survey reveals that 1 in 5 Aussies consider themselves to be a coffee snob.

There are now four premises in Warren selling coffee: Coffee House, Caltex, 117 Bakery Café and soon to be Kookaburra Café.

The Economic Development Team suggests that Warren Shire Council could subsidise coffee training for café employees to ensure consistently high quality of product and service is on offer

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in Warren. Subsidised coffee training could be provided with the aim of becoming known for a coffee town. A coffee training company in Dubbo - Barista Ops stated that they provide training on how to provide a consistent cup of coffee every time as whilst taste is a very personal matter when it comes to the perfect espresso much responsibility lies in hands of the Barista.

RECOMMENDATION:

1. That the information be received and noted.

10.0 Attract and Promote Events

10.0 General Activities

Further to sharing event details via the Warren Shire Council website, Facebook page and community notice board, email blasts and a range of promotional means were utilised to promote the following events:

- Warren Rotary Spring Festival
- QUBE Logistics Warren Cotton Cup
- Twilight Races

10.4 Actively target potential conferences and events through approaching event organisers. This may include writing proposals and delivering presentations.

In early 2015, the Economic Development Team was contacted by a representative from the TrackMaster Offroad Caravan Club. This is a Victorian-based club that has been running for 13 years and is interested in holding their 2017 annual event in Warren in late March or early April. It is expected that the event would attract around 200 people with around 100 caravans.

Following ongoing communication in recent months, a group of 8 club representatives will be visiting Warren from 3rd to 5th December in order to meet with the General Manager and Economic Development Team. The group will be staying in the free camping area at Bob Christensen Reserve and will be taken on a tour of the Warren Showground Racecourse facilities with a view to utilising these facilities for their event.

10.13 Digitally update the Warren Shire Calender of Events on Warren Shire Council Website.

Ongoing.

10.14 Digitally update the Warren Shire Calender of Events on Facebook page.

Ongoing.

10.15 Each month provide monthly edition of Warren Shire Calender of Events to local newspaper, Council, Warren Visitor Centre, Nevertire Pub and Collie Pub.

Ongoing.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

11.0 Promote Warren Shire

11.9 Search Engine Optimisation: Improve the visibility of the Warren Shire Council website on search engines including Google and Yahoo. On a monthly basis ensure that Warren Shire Council website and Facebook page is ranked first and second place for any words searches relating to Warren.

The Warren Shire Council website and Warren Shire Council Facebook page currently have the following search engine rankings for key words on the Google and Yahoo search engines:

Search term	Google ranking	Yahoo ranking	Site listed
Warren Shire Council	1	1	www.warren.nsw.gov.au
Warren NSW	1	1	www.warren.nsw.gov.au
Warren	1	1	www.warren.nsw.gov.au
Warren Shire Council Facebook	1	1	www.facebook.com/WarrenShire Council

Warren Shire Council is ranked first for all relevant search terms therefore no website/Facebook changes are required for search engine optimisation purposes at this time.

11.10 Facebook: Create and maintain a Facebook page for Warren Shire Council to extend the Council's ability to communicate quickly with residents about news, events as well as other council initiatives and activities.

The Warren Shire Council Facebook page currently has 422 'likes' (up from 370 in August 2015).

Post reach (the number of people a post is served to) has significantly increased to an average of 184 people per post from August to October, (up from 111 in the previous quarter).

ITEM 5 GENERAL BUSINESS

- The Committee requested further details regarding construction planning for the national broadband network (NBN) in the Warren region. The Economic Development Team will seek information from NBN Co with a view to reporting the findings to the next Committee meeting.

ITEM 6 NEXT MEETING

Next meeting date set down for Wednesday 2nd March 2016.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.05PM.

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 28th January 2016

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
25.7.13	210.7.13	Sale of Land to W Berry (Lot 2, DP1104089)	GM	Awaiting advice
26.9.13	275.9.13	Sale Lot 3 DP 861182 Narromine St Nevertire	GM	Awaiting advice
*27.2.14	56.2.14	Pipe Crossing Agreement, A Noonan	GM/MES	Matter finalised
26.2.15	48.2.15	Warren Family Health Centre – Management	GM	Finalise lease with RaRMS
23.7.15	161.7.15	Dubbo Street Medical Centre	GM	Negotiate use with WHFHS, MOW and Community Transport
27.8.15	QWN 1 Serdity	Councillor area/road inspections	GM	Investigate options for inspections and report to Council
24.9.15	238.9.15	Visitors Information Centre	GM	Arrange meeting
*3.12.15	298.12.15	Ward Boundaries	GM	NSW Electoral Commission notified of adopted alterations.
3.12.15	299.12.15 (1)	Lot 183 DP 736208 Sale to Plunkett	GM	Liaise with Community Homes
3.12.15	299.12.15 (2)	Road Closure – Myra Lane	GM	Liaise with Community Homes
Manager Finance and Administration Services				
24.9.15	243.9.15	Innovation Fund Grant – Strategic Asset Management System	MFA	Proceed with Application
Manager Engineering Services				
23.10.14	298.10.14	Pipe Crossing – L Steele SR 9 Booka Road	MES	Agreement sent, awaiting its return from applicant for Council endorsement
21.5.15	100.5.15	Showground/ Racecourse Complex PA System	MES	Council to get Status Report by Independent
27.8.15	201.8.15	United Christian Broadcaster Licence Agreement	MES	Arrange for Agreement to be signed

WARREN SHIRE COUNCIL
 Report of the General Manager
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ITEM 1 OUTSTANDING REPORTS CHECKLIST CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Engineering Services Continued				
27.8.15	204.8.15	Clear Networks Agreement for access to Nevertire Reservoir	MES	Arrange for Agreement to be signed when adjoining Councils make decision
27.8.15	QWN 1 Van Lubeck	Signage at Gin Gin	MES	Signage ordered
*22.10.15	263.10.15 (a)	PQ 15/16-01 Plant 14 Backhoe	MES	Received
22.10.15	263.10.15 (b)	PQ 15/16-02 Plant 12 Multi SP Roller	MES	Order placed
*22.10.15	263.10.15 (c)	PQ 15/16-03 Plant 90 W/Shop Truck	MES	Received
*22.10.15	263.10.15 (d)	PQ 15/16-04 Plant 36 Town Truck	MES	Received
*22.10.15	263.10.15 (e)	PQ 15/16-05 Plant 70 Mower	MES	Received
3.12.15	291.12.15	WSCC Ramp and Mound Works	MES	Undertake works
*3.12.15	309.12.15	RMS Block Grant Agreement	MES	Agreement signed
Manager Health & Development				
3.12.15	318.12.15	Mount Foster Quarry Residence and Quarters	MHD	Arrange demolition

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 27.2.14 - 56.2.14, 3.12.15 - 298.12.15, 22.10.15 - 263.10.15(a), 22.10.15 - 263.10.15(c), 22.10.15 - 263.10.15 (d), 22.10.15 - 263.10.15 (e) and 3.12.15 - 309.12.15 be deleted.

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ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

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

HELD

DATE	COMMITTEE / MEETING	LOCATION
3.12.15	REMC Meeting	Dubbo
10.12.15	North Western Library Co-operative AGM	Gilgandra
10.12.15	Local Health District Workshop	Warren
11.12.15	Murray-Darling Basin Regional Diversification Program Information Workshop	Warren
13.1.16	Local Land Services Chairman & General Manager	Warren
22.1.16	RFS SLA Meeting	Coonamble

FUTURE MEETINGS

DATE	COMMITTEE / MEETING	LOCATION
17.2.16	Alliance LG Reference Group Meeting	TBC
25.2.16	Interagency	Warren
2.3.16	Economic Development Committee Meeting	Warren
10.3.16	Emergency Management Meeting	Dubbo
25.3.16	Outback Arts	Warren

WARREN SHIRE COUNCIL
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ITEM 2 COMMITTEE/DELEGATES MEETINGS CONTINUED

The following information | publications have been received and are available for Councillors' perusal.

- The Water Source, Issue 28 - December 2015
- Outback Artefacts - Winter/Spring 2015
- Water Directorate News - November and December 2015
- Vet Affairs, Vol. No. 4 - Summer 2015
- Club Life - December 2015
- Australian Local Government Association, Roads and Community Infrastructure Report - November 2015
- Australian Government, Report of the Australian Business Registrar 2014-15
- IPWEA (NSW) Roads & Transport Directorate - October and November 2015
- Fire Australia - Spring 2015
- IPART - Water Licensing and Compliance Newsletter - November 2015

RECOMMENDATION:

That the information be received and noted.

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**ITEM 3 DELIVERY PROGRAM PROGRESS REPORT
31ST DECEMBER 2015**

(E4-35)

The provisions of the Local Government Act 1993 Section 404(5) states:

“(5) The general manager must ensure that regular progress reports are provided to the council, reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.”

Included with this Business Paper is the Delivery Program Progress Report 31st December 2015 which gives a status of the principal activities in Warren Shire Delivery Program 2013/14 to 2016/17.

In addition to the Delivery Program Progress Report 31st December 2015 the following have been achieved:

- Completion of Financial Reports 30.6.2015
- Completion of Annual Report 2014-15
- Fit for the Future Rural Council Proposal submitted
- Ewenmar Waste Depot Sunset Committee created
- Pedestrian Access and Mobility Plan (PAMP) adopted
- Pesticide Use Notification Plan reviewed and adopted
- Council Wards elector numbers brought back into tolerance
- Grain Harvest Management Scheme continued
- Presentation to Senate Select Committee on impacts of MDB Plan
- Sports lighting at Victoria Park repaired
- 2 x MFD printers replacement
- 1 x MFD printer replacement at library
- Financial accounting software upgrade
- Visitors Information Centre exterior painting
- Dubbo Street Medical Centre reconstruct walls
- Dubbo Street Medical Centre interior painting
- Purchase of new emulsion tank 20,000 L
- Komatsu Backhoe
- Multi Tyred Roller
- 2 x 12T Trucks
- Front Mounted Self Propelled Mower
- Portable Traffic Lights
- Remounted Slasher Mower

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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT
31ST DECEMBER 2015

CONTINUED

- 120 m stormwater drainage
- Aerodrome fencing
- Aerodrome reinstated pavement markings
- Urban reseals
- Rural reseals
- 2 kms Marra Hall Road construction

RECOMMENDATION:

That the information be received and noted.

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ITEM 4 COMMUNITY BUILDING PARTNERSHIP PROGRAM (S21-2.6)

The NSW Government's Community Building Partnership Program initiative provides grants on an individual electoral basis for community infrastructure projects.

Grants of up to \$200,000 are available for every electorate with an additional \$100,000 available to electorates with higher levels of social disadvantage as indicated by higher comparative unemployment rates. Funding of up to \$300,000 is available to the Barwon Electoral District.

Council has submitted the following projects under this program in the past:

		Grant	Project
2009/10	Refurbishment of Upstairs Showground/ Racecourse	\$25,000	\$50,000
2010/11	Ceiling Sporting & Cultural Centre	\$40,000	\$121,550
2011/12	Warren War Memorial Swimming Pool Kiosk Refurbishment		Unsuccessful
2012/2013	Warren War Memorial Swimming Pool Kiosk Refurbishment	\$40,000	\$93,830
2013/14	External Storage at Victoria Park		Unsuccessful
2013/14	Showground Racecourse toilets refurbishment		Unsuccessful
2014/15	External Storage at WSCC		Unsuccessful
2014/15	Upgrade playground equipment		Unsuccessful
2014/15	Skate Park	\$25,000	\$100,000

Council submitted two (2) applications under this program for 2015/16. These programs and indicative costings are as follows and both were unsuccessful:

		Grant	Indicative Cost
1	External storage WSCC	\$35,174	\$63,953
2	Upgrade playground equipment	\$49,650	\$90,272

The Member for Barwon, Mr Kevin Humphries MP announced on Friday 11th December 2015 that RiverSmart was successful in receiving grant funding of \$29,100 for the Windows on the Wetland Stage III.

Marra Creek Recreation Trust were successful in receiving grant funding of \$3,500 for the replacement of windows at Marra Church.

RECOMMENDATION:

The information be received and noted;

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ITEM 5 “FIT FOR THE FUTURE” LOCAL GOVERNMENT REFORMS
(L5-16.2)

On Friday, 18th December 2015 on behalf of NSW State Government, the Minister for Local Government, The Hon Paul Toole MP announced merger proposals for NSW councils (letter attached).

Warren Shire Council is not subject to a merger proposal.

There were 35 merger proposals which will affect 75 councils. The metropolitan councils will be reduced from 43 to 25, whilst in regional NSW it is proposed to reduce the number of councils from 109 to 87 (maps outlining these mergers are attached).

The merger proposals have been referred to the Chief Executive of the Office of Local Government for examination and report. The Chief Executive has appointed delegates to consider the proposals as required under the Local Government Act, against a statutory criteria and to also hold a Public Inquiry.

The delegate will undertake public consultation to seek community views. The delegate is also required by the Act to provide the Delegates Report to an Independent Boundaries Commission for review and comment.

The Minister for Local Government will then decide whether or not to recommend to the Governor that the merger proposal be implemented.

Warren Shire Council is not subject to these processes and Council’s way forward is outlined in Item 6 of the General Manager’s Reports.

RECOMMENDATION:

That the information be received and noted.

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**ITEM 5 “FIT FOR THE FUTURE” LOCAL GOVERNMENT REFORMS
CONTINUED**



The Hon Paul Toole MP
Minister for Local Government

Clr Norman Wilson OAM
Mayor
Warren Shire Council
PO Box 6
WARREN NSW 2824
Council@warren.nsw.gov.au
rex.f.wilson@gmail.com

18 December 2015

Dear Clr Wilson

Today the Government has announced merger proposals for NSW councils and new measures to strengthen the system of local government. While your council is not the subject of a merger proposal, the Government's announcement includes a response to the IPART assessment of councils and changes that will impact on all councils.

The Government's position has been informed by four years of consultation involving every council in NSW, independent assessments (including IPART's recent report on the health of councils across NSW), merger preferences submitted by councils to the Government last month, and feedback from communities and stakeholders.

Detailed merger proposals are now being finalised and will be referred to the Chief Executive of the Office of Local Government for examination and report in accordance with the requirements of the *Local Government Act 1993*.

The Chief Executive will delegate this function to other people (Delegates). In examining and reporting on merger proposals the Delegates will conduct a public inquiry (which is a public meeting at which members of the public can express their views on the proposals), call for written submissions, and prepare a report against the criteria in the Act.

The report from the Delegate will go to myself as Minister, and also to the Boundaries Commission for comment. The Boundaries Commission will provide me with their comments that, along with the report from the Delegate, will allow me to complete the process and make a decision on final boundaries.

This process will provide an objective assessment of the merger benefits and impacts, and give the community a chance to have a say before Government makes a final decision.

GPO Box 5341, Sydney NSW 2001
Phone: (61 2) 8574 7000 Fax: (61 2) 9339 5552 Email: office@toole.minister.nsw.gov.au

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

**ITEM 5 “FIT FOR THE FUTURE” LOCAL GOVERNMENT REFORMS
CONTINUED**

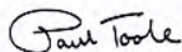
The Government has announced today that it:

- has commissioned IPART to review the rating system, and has asked IPART to advise on the best way to achieve the policy commitment on freezing rates as part of the rating review. IPART will provide its report to the Government by the end of 2016;
- will commence consultation on proposed amendments to the Local Government Act, including previously announced changes such as two year terms for mayors and new financial intervention powers;
- will provide councils that IPART deemed Not Fit due to not meeting the financial benchmarks with an opportunity to be reassessed in 2016; and
- will provide rural councils with the option of streamlining governance arrangements.

Further details on the Government’s announcement and what it means for each council can be found at www.fitforthefuture.nsw.gov.au

The NSW Government is implementing changes to local councils that will deliver benefits to local communities for generations into the future. On behalf of the Government, I thank you for your input into this process.

Yours sincerely

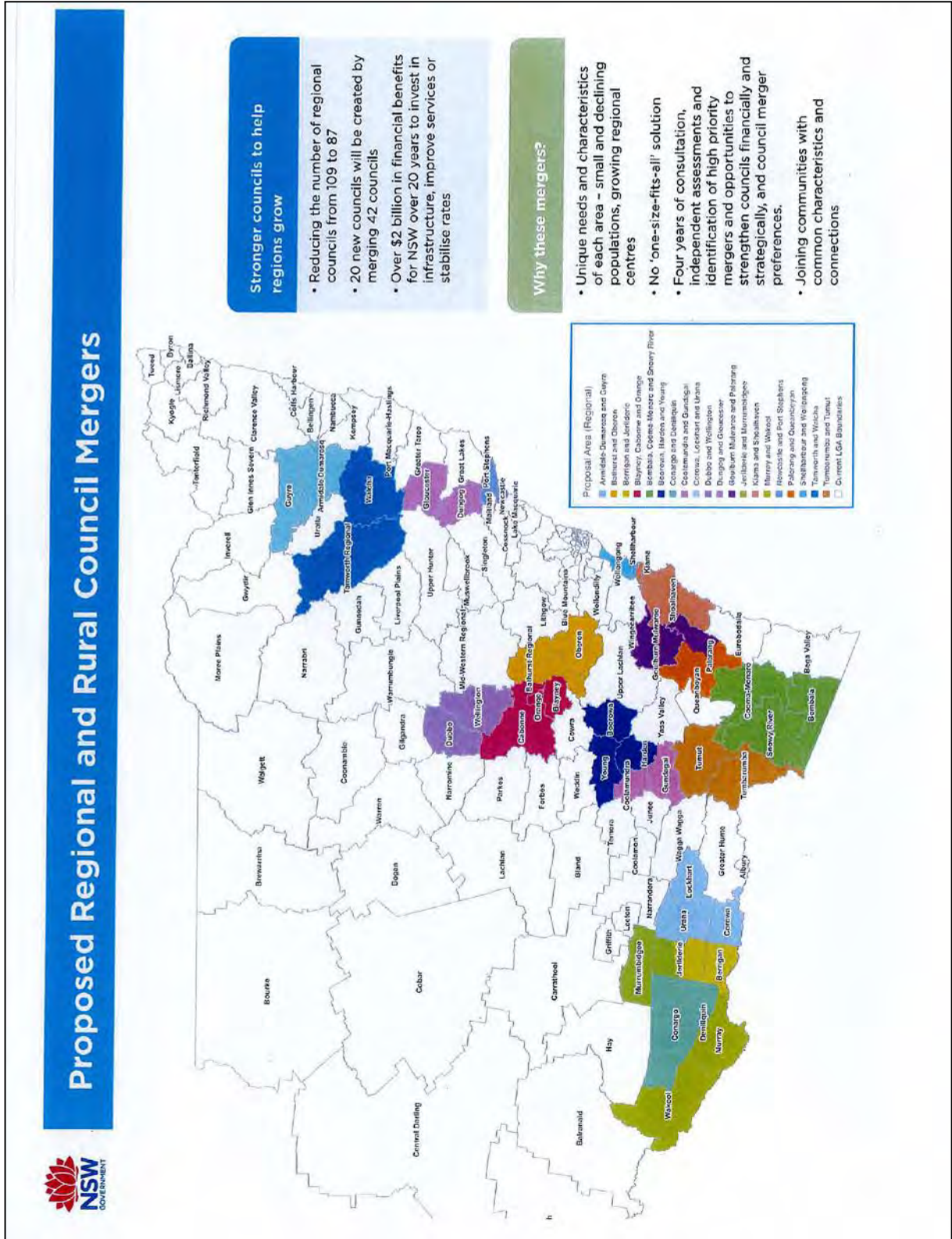


Paul Toole MP
Minister

WARREN SHIRE COUNCIL


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ITEM 5 “FIT FOR THE FUTURE” LOCAL GOVERNMENT REFORMS CONTINUED

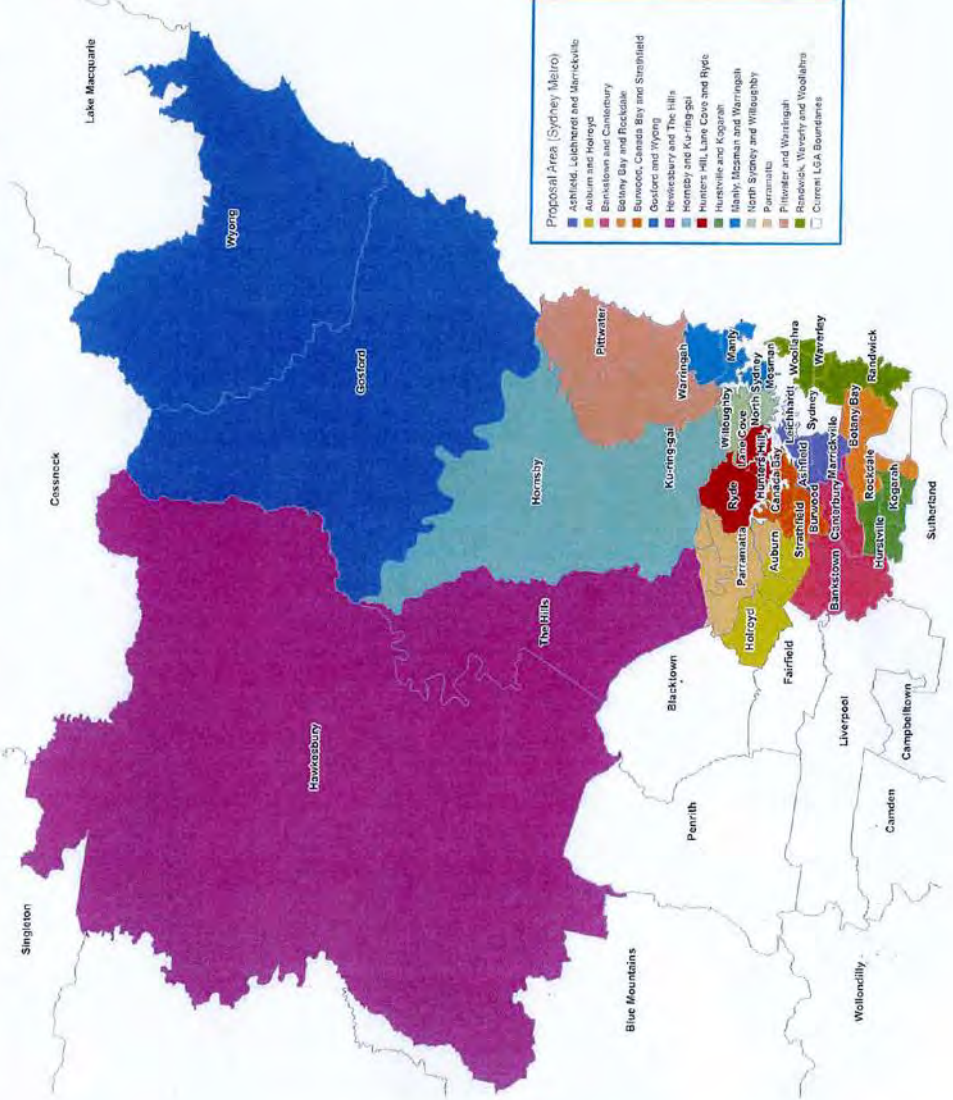


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ITEM 5 “FIT FOR THE FUTURE” LOCAL GOVERNMENT REFORMS CONTINUED



Proposed Sydney Region Council Mergers



Proposed Area (Sydney Metro)

- ▲ Ashfield, Lobbethal and Marrickville
- ▲ Auburn and Holroyd
- ▲ Berrisdown and Canterbury
- ▲ Berala Bay and Rockdale
- ▲ Burwood, Canada Bay and Strathfield
- ▲ Gosford and Wyong
- ▲ Hewsberry and The Hills
- ▲ Hornsby and Kurring-gai
- ▲ Hunters Hill, Lane Cove and Ryde
- ▲ Hurstville and Kogarah
- ▲ Ingleburn, Maysman and Warringah
- ▲ North Sydney and Willoughby
- ▲ Parramatta
- ▲ Pittwater and Warringah
- ▲ Randwick, Waverley and Woollahrs
- ▲ Current LGA Boundaries

Stronger councils to help Sydney grow

- Reducing the number of councils in Greater Sydney from 43 to 25
- 15 new councils will be created by merging 33 councils
- Over \$2 billion in financial benefits for NSW over 20 years to invest in infrastructure, improve services or stabilise rates

Why these mergers?

- Too many councils in Sydney
- No 'one-size-fits-all' solution
- Four years of consultation, independent assessments, council merger preferences, and feedback from communities and stakeholders
- Achieving as much consensus as possible
- Councils representing communities of sufficient size to deliver efficiencies and reduce red tape – population of around 150,000
- But still ensuring effective local representation – no greater than Blacktown's projected 2031 population of 473,000
- Joining communities with common characteristics and connections

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE **(L5-16.2)**

The NSW Government received the Independent Pricing and Regulatory Tribunal (IPART) Assessment of Councils Fit for the Future Proposals on Friday 16th October 2015.

The IPART Report and the Assessment found Warren Shire Council Fit for the Future as a Rural Council.

The NSW Government also announced a final period of consultation, which closed on Wednesday 18 November 2015 and Council were required to provide feedback.

Discussion was undertaken in relation to Warren Shire Council's position as it has been deemed Fit for the Future as a Rural Council.

It was unanimous that Council standalone and it would be inappropriate to consider any merger and council resolved:

“that Warren Shire Council complete the feedback form outlining Warren Shire Council as a standalone Rural Council”

The announcement by the Minister for Local Government, The Hon Paul Toole, on Friday 18th December 2015 reconfirmed Warren Shire's position as a Rural Council assessed as fit with no merger proposal. Exactly what a Rural Council's is has yet to be finalised as there have been a number of changes to the purpose and definitions.

What this means for Council is the following:

- Access TCorp borrowing facility;
- Commence implementation of Fit for the Future proposal;
- Office of Local Government will work with Council to implement the legislative changes that have been identified in Rural Council Proposals or wish to consider further and will closely monitor improvements; and
- Participate in other reform initiatives.

The Office of Local Government will be hosting teleconferences in early 2016 to communicate the next phase of the NSW Local Government Reform Program.

It is important that Council review it's Fit for the Future Improvement Proposal and attached for Councillors information are the actions coming from Section 3: Towards Fit for the Future – Warren Shire Council's Proposal to IPART, it should be noted that dates in Council's proposal will change due to the timing in which final decisions were announced by the Minister. A full copy of the Section 3, which includes commentary is included with this Business Paper for Councillors information.

Further reports along with a final Action Plan will be presented to Council when further information becomes available.

RECOMMENDATION:

That the information be received and noted.

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 1: Resource sharing					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Continue to enhance and extend regional collaboration and resource sharing arrangements</p>	<p><i>How will your council implement the option?</i></p> <p>Current arrangements in place, but continue active participation.</p>	<p><i>Milestones for implementation</i></p> <p>N/A In place</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>Nil</p>	<p><i>Known risks of implementing your proposal.</i></p> <p>Nil</p>	<p>Efficiency Considerable cost savings</p> <p>Infrastructure and Service Management Free up funding for infrastructure maintenance / renewal.</p> <p>Increases knowledge of Council's staff.</p> <p>Sustainability Lower expenditure, boosting ratios</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 2: Shared administration					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Continue the shared administration for:</p> <ul style="list-style-type: none"> • Castlereagh Macquarie Country Council • North Western Co-operative • Rural Fire Service Zone • Road Maintenance Council Contract • Orana Regional Organisation of Councils • Lower Macquarie Water Utilities Alliance 	<p><i>How will your council implement the option?</i></p> <p>Arrangements in place</p>	<p><i>Milestones for implementation</i></p> <p>Arrangements in place</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>Nil</p>	<p><i>Known risks of implementing your proposal.</i></p> <p>Nil</p>	<p>Efficiency Allows specialisation to occur</p> <p>Considerable cost savings</p> <p>Saves duplication</p> <p>Infrastructure and Service Management Provides more specialist service</p> <p>Sustainability Retains existing stability</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 2: Shared administration					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
Actively participate in Orana Regional Organisation of Councils General Managers Advisory Committee functions	In place	Nil	Nil	Nil	<p>Efficiency Utilises knowledge base of region</p> <p>Allows best practice</p> <p>Infrastructure and Service Management Increases skills</p> <p>Creates consistency</p> <p>Sustainability Acts as a check and balance</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 3: Speciality services					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Make an application to the Local Government Innovation Fund to develop standard templates on how to standardise services in Local Government and develop a strategy to create a standard platform with the three (3) other adjoining Rural Councils on:</p> <p>IT – Financials IT – Asset Management IT – E Planning</p>	<p><i>How will your council implement the option?</i></p> <p>1. Obtain agreement from the three (3) other Rural Councils</p> <p>2. Develop a terms of reference for the strategy</p> <p>3. Prepare a submission to the Innovation Fund to undertake the study</p>	<p><i>Milestones for implementation</i></p> <p>1. December 2015</p> <p>2. December 2015</p> <p>3. March 2016</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>Innovation Fund \$70,000</p>	<p><i>Known risks of implementing your proposal.</i></p> <p>Innovation funding not successful</p> <p>No agreement from adjoining Councils</p>	<p>Efficiency Enables support to be acquired within the region (eg. staff movements)</p> <p>Enables systems to be standard among participating Councils reducing costs and staff training.</p> <p>Spreads cost and creates economies.</p> <p>Infrastructure and Service Management Improves quality and consistency of data.</p> <p>Enables regional decision making.</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 3: Speciality services					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
IT – Mapping	4. Identify best practice model for the activities 5. Present strategy and recommendations for adoption	4. June 2016 5. December 2016			Sustainability Ensures Council has availability to knowledge for the various platforms.

WARREN SHIRE COUNCIL

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 4: Streamlined governance					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Consider a reduction in Councillor numbers, but retain Ward System when Legislation permits.</p>	<p><i>How will your council implement the option?</i></p> <p>Request amendment to Legislation to allow reduction without referendum.</p>	<p><i>Milestones for implementation</i></p> <p>By General Election September 2016.</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>Saving of \$35,244 per annum.</p>	<p><i>Known risks of implementing your proposal.</i></p> <p>No change to Legislation.</p>	<p>Efficiency N/A</p> <p>Infrastructure and Service Management N/A</p> <p>Sustainability N/A</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 4: Streamlined governance					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
Review the number of Council and Committee Meetings as per table.	Formal report to Council recommending new meeting structure.	June 2016	Nil	Recommendation not adopted	<p>Efficiency Reduce cost in Business Paper preparation.</p> <p>Infrastructure and Service Management Allow staff time to be utilised on operational matters.</p> <p>Sustainability N/A</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 4: Streamlined governance					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
Consider use of tablet technology for electronic Business Papers, communication etc.	Formal report to Council in preparation for new Council in September 2016.	July 2016	\$8,000	Understanding of technology (can be overcome by training).	<p>Efficiency Communication more effective Cost savings in stationary</p> <p>Infrastructure and Service Management N/A</p> <p>Sustainability N/A</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Ordinary Council Meeting	X		X		X	X		X	X		X	
Plant Committee				X			X			X		
Extended Hours Work Agreement / 15 Year Plant Replacement Program				o								
Decide Tender Method							o					
Assess Tenders Received										o		
General				o			o			o		
Showground / Racecourse Committee		X		X			X			X		
Events		o					o					
Budget and Fees				o								
General		o		o			o			o		
Traffic Committee		X				X				X		
Water & Sewer Committee				X						X		
Performance / Budget				o								
General				o						o		
Town Improvement Committee		X		X			X			X		
Economic Development Committee		X		X			X			X		
Sporting Facilities Committee		X		X			X			X		
WSCC and Victoria Park		o		o			o			o		
Swimming Pool				o			o					
Carter Oval and Other Grounds		o								o		
General		o		o			o			o		
Manex Committee	X	X	X	X	X	X	X	X	X	X	X	X

Key - X Council/Committee Meeting X Compulsory Meeting o Reportable Items

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 5: Streamlined planning, regulation and reporting					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>No proposal.</p>	<p><i>How will your council implement the option?</i></p>	<p><i>Milestones for implementation</i></p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p>	<p><i>Known risks of implementing your proposal.</i></p>	<p>Efficiency</p> <p>Infrastructure and Service Management</p> <p>Sustainability</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 6: Service review					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Conduct a service review of all Council functions and activities.</p>	<p><i>How will your council implement the option?</i></p> <p>Review services with a terms of reference for the assessment that includes:</p> <ul style="list-style-type: none"> • What makes up the service • Why do we provide it • Who are the users • Cost and funding 	<p><i>Milestones for implementation</i></p> <p>June 2016</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>Staff time.</p>	<p><i>Known risks of implementing your proposal.</i></p> <p>Nil</p>	<p>Efficiency Streamlined delivery in line with community needs</p> <p>Enhanced quality and reduced cost of services</p> <p>Infrastructure and Service Management Identify areas for improvement / amendments</p> <p>Cost savings to be utilised elsewhere</p> <p>Sustainability Maximise scarce resources</p> <p>Keeping services affordable</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 6: Service review					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
	<ul style="list-style-type: none"> Changes required Impact of changes 				
Review of Council Local Road Network including: <ol style="list-style-type: none"> 1. Hierarchy of Roads 2. Maintenance Standard 3. Future Renewal Works 	Review of Council's Road Network Strategic Plan Present new strategy for adoption following consultation.	Assessment of Network Adoption by Council - April 2016	Staff time Staff time	Nil	Efficiency Service provided to reflect community needs Infrastructure and Service Management Define work required and service level Sustainability Resources being used services required.

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 6: Service review					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
Review of Parks, Gardens and Sporting Fields Service Levels	Review Management Plans for Parks, Gardens and Sporting Fields outlining facilities and service levels.	Adoption of reviewed Management Plans – April 2016	Staff time	Nil	<p>Efficiency Service provided to reflect community needs</p> <p>Infrastructure and Service Management Define work required and service level</p> <p>Sustainability Resources being used services required.</p>
Plant and Light Vehicle utilisation review including 15 Year Plant Replacement Program.	Review existing Strategic Plan and Plant Replacement Program	Adoption of new Plan - April 2016	Staff time	Nil	<p>Efficiency Appropriate plant for works to be carried out.</p> <p>Increase plant utilisation.</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 6: Service review					
Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
					<p>Infrastructure and Service Management Plant consistency.</p> <p>Sustainability Maximise plant resources.</p>
Obtain the communities perception on levels of service for potential inclusion in Asset Management Planning	Utilise information and include in Asset Management Plans (AMP's)	March 2016	Staff time Survey costs	Nil	<p>Efficiency Improve quality of AMP's for planning and service amendment</p> <p>Infrastructure and Service Management Service provided to an acceptable community standard</p> <p>Sustainability Improved by better quality documents</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 7: Additional options identified by the council - Asset Management

Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
<p><i>Proposed objectives and strategies</i></p> <p>Conduct a full assessment and redevelop Council's asset management function.</p>	<p><i>How will your council implement the option?</i></p> <p>a) Staff Training</p> <p>b) Engage Consultant to assist in condition modelling etc</p> <p>c) Asset condition assessment</p> <p>d) Review depreciation</p>	<p><i>Milestones for implementation</i></p> <p>a) June 2015</p> <p>b) June 2015</p> <p>c) September 2015</p> <p>d) September 2015</p>	<p><i>Costs of implementation. Potential to consider Innovation Fund</i></p> <p>\$10,000 (training budget)</p> <p>\$30,705 (reserve)</p> <p>Staff time</p> <p>Staff time</p>	<p><i>Known risks of implementing your proposal.</i></p>	<p>Efficiency Allow the necessary data / information to be gathered, used and maintained to enable practical use of AMP's.</p> <p>Infrastructure and Service Management Improves quality of data for decision making on infrastructure renewal and maintenance.</p> <p>Sustainability AMP's with a reasonable / medium level of confidence will allow accurate use in long term financial planning, budgeting and service provision.</p>

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE

CONTINUED

Option 7: Additional options identified by the council - Asset Management

Proposal	Implementation	Proposed milestones	Costs	Risks	How will your proposal allow your council to become/remain Fit for the Future against the criteria?
	e) Computer asset software	e) December 2015	\$50,000 (computer reserve)		
	f) Renew Asset Management Plans	f) March 2016	Staff time		
	g) Review Special Schedule 7 backlog	g) May 2016	Staff time		

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ITEM 6 WARREN SHIRE ACTION PLAN – TOWARDS FIT FOR THE FUTURE` CONTINUED

3.2 Rural Council Action Plan

Giving consideration to the Rural Council options, summarise the key actions that will be achieved in the first year of your plan.

Action plan	
Actions	Milestones
1. Continue to enhance and extend Regional collaboration and Resource Sharing arrangements	Ongoing - monitor
2. Continued Shared Administration where arrangements currently in place	Ongoing - monitor
3. Actively participate in GMAC	Ongoing
4. Make an application to the Local Government Innovation Fund to develop standard templates on how to standardise services in Local Government and develop a strategy to create a standard platform with the three (3) other adjoining Rural Councils. 1. Obtain agreement from the three (3) other Rural Councils 2. Develop a terms of reference for the strategy 3. Prepare a submission to the Innovation Fund to undertake the study 4. Identify best practice model for the activities	December 2015 December 2015 March 2015 June 2015
5. Review the number of Council and Committee Meetings	June 2016
6. Electronic Business Papers and Councillor communication	July 2016
7. Conduct a Service Review of all Council functions	June 2016
8. Review Council Local Road Network Strategic Plan	April 2016

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Action plan	
Actions	Milestones
9. Review Parks, Gardens and Sporting Fields Management Plans	April 2016
10. Review Plant and Light Vehicle Utilisation Strategic Plan	April 2016
11. Conduct a full assessment and redevelop Council's asset management function	
a) Staff Training	June 2015
b) Engage Consultant to assist	June 2015
c) Asset condition assessment and modelling	September 2015
d) Review depreciation	September 2015
e) Computer asset software	December 2015
f) Renew Asset Management Plans	March 2016
g) Review Special Schedule 7 backlog	April 2016

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**ITEM 7 NEW LOCAL GOVERNMENT ACT DEVELOPMENT
CONSULTATION (L5-10.2/1)**

Council has received advice from the Office of Local Government via Circular No. 16-01 that Consultation has commenced on the first phase of amendments to the Local Government Act 1993.

What this will mean for your Council

- Details of proposed phase 1 amendments have been included with this Business Paper.
- The Office invites feedback from Councils and their communities on the proposed amendments via the online facility.

Key points

- Consultation on phase 1 amendments to the Local Government Act 1993 has commenced. The proposed amendments will:
 - clarify roles and responsibilities of Councillors, Mayors, Administrators and General Managers;
 - introduce new guiding principles for Local Government;
 - improve governance of councils and professional development for Councillors;
 - expand on the framework for strategic business planning and reporting;
 - prioritise community engagement and financial accountability; and
 - streamline council administrative processes, including in relation to delegations and community grants.
- While the fundamentals of the Local Government Act 1993 remain sound, both the Independent Local Government Review Panel and Local Government Acts Taskforce recommended changes to modernise the legislation and to ensure it meets the future needs of councils and communities.
- Phase 1 of the reform program focuses mainly on changes to the governance and strategic business planning processes of councils. Phase 2 will focus on the way in which councils raise revenue and exercise their regulatory functions.
- In the initial consultation stage, details of the phase 1 amendments to the Local Government Act 1993 will be available at the Fit for the Future website at www.fitforthefuture.nsw.gov.au with an opportunity to provide online feedback on those proposals.
- Consultation on phase 1 amendments to the Local Government Act 1993 will close on 15 March 2016.

Councillors are requested to peruse the document and provide comments to the General Manager to enable feedback to be developed and forwarded to the Office of Local Government. This feedback is requested prior to the 22nd February to enable Council's comments on the amendments be presented to the February Council Meeting.

RECOMMENDATION:

That the information be received and noted.

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ITEM 8 CODE OF CONDUCT

(A7-6)

Council has received advice from the Office of Local Government via Circular No. 15-41 that Amendments to the Local Government Act 1993 made by the Local Government Amendment (Councillor Misconduct and Poor Performance) Act 2015 commenced on **13 November 2015**.

What this will mean for your Council

Councillors and General Managers must note the following:

- As of the commencement date, Councillors who have previously been suspended on two (2) or more occasions will be automatically disqualified from holding office in a Council for five (5) years if they are suspended on a further occasion. The Office has written directly to Councillors who have been suspended on two or more occasions to inform them of this change.
- The definition of “misconduct” has been expanded to include acts or omissions by Councillors that are intended to prevent the proper or effective functioning of a council or a committee of a Council (e.g. by disrupting decision making). Penalties for Councillor misconduct include suspension and disqualification from holding office.
- Councillors will no longer be permitted to participate in the consideration of the making, amendment, alteration or repeal of an environmental planning instrument applying to the whole or a significant part of their local government area they have pecuniary interests in unless:
 - the only interests affected by the changes are the interests they or their relatives have in their principal places of residence; and
 - they have made a special disclosure of the affected interests.
- This amendment is complemented by an amendment to clause 4.29 of the *Model Code of Conduct for Local Councils in NSW* which also commenced on 13 November 2015. The amendment will mean that Councillors with significant non-pecuniary conflicts of interests in the making, amendment, alteration or repeal of an environmental planning instrument applying to the whole or a significant part of their local government area will no longer be permitted to participate in consideration of those matters unless:
 - the only interests affected by the changes relate to the interest a person (e.g. a close friend or affiliate of a Councillor) has in their principal place of residence; and
 - the Councillor has disclosed the affected interests.

Complaints Coordinators must note the following:

- Councils must amend their adopted codes of conduct as soon as possible to reflect the amendment to clause 4.29 referred to above.
- Notice is no longer required of a motion to censure a Councillor for misconduct under section 440G. Under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*, Councils can only formally censure a Councillor for misconduct where this is recommended in a report by an independent investigator. This will be reported to the Council under cover of a staff report by a Council’s complaints coordinator.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 8 CODE OF CONDUCT

CONTINUED

Other key changes

- The amendments are also designed to:
 - ensure a faster but fair investigation process for Councillor misconduct;
 - remove impediments to effective action in response to serious corrupt conduct;
 - maximise the effectiveness of Performance Improvement Orders issued by the Minister for Local Government to a Council; and
 - more effectively address Council maladministration.

The amended Model Code of Conduct is included with this Business Paper and Council is required to adopt the November 2015 Model Code of Conduct for Local Government Councils in NSW.

RECOMMENDATION that:

1. The information be received and noted.
2. That the November 2015 Model Code of Conduct for Local Councils in NSW be adopted.

WARREN SHIRE COUNCIL
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ITEM 9 CONTAINER DEPOSIT SCHEME (G2-4.1)

As a result of the significant work by the Container Deposit Scheme (CDS) Advisory Committee and Working Groups of which Local Government NSW (LGNSW) is represented, the NSW Minister for Environment has released the CDS Discussion Paper for public consultation. The paper presents two (2) CDS models and poses a number of questions and considerations for the design of the scheme, which the Premier has committed to introduce by July 2017.

LGNSW is advocating for a scheme that includes the following:

- Containers presented through kerbside systems and depots are eligible for redemption;
- A monetary incentive for return of containers, e.g. 10 cents (as opposed to a donation or entry into a prize draw);
- Adequate access to the scheme across NSW, including via a variety of redemption mechanisms; and
- The scope of containers eligible for redemption being as broad in container size and material as possible and compatible with existing schemes in South Australia and the Northern Territory.

The discussion paper and other information can be found on the EPA's website at <http://www.epa.nsw.gov.au/waste/cds-consult.htm>.

Background information on container deposits and LGNSW's advocacy position can be found at <http://lgnsw.org.au/policy/container-deposits>.

The EPA is planning to host public forums in February 2016, and is seeking feedback on the discussion paper by **Friday 26 February 2016**. LGNSW will be preparing a submission on behalf of the local government sector and are keen to include Council's input. LGNSW will also be hosting teleconferences in early February and will advise Council waste officers of the teleconference dates via email once they are set.

In addition to the advocacy work being undertaken by LGNSW on behalf of the sector, councils are urged to:

- make their own submissions, and forward a copy to LGNSW;
- promote the opportunity to comment on the CDS discussion paper to their communities.

It is vital that council and community perspectives are put before the NSW Government to inform the final design of the scheme.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 10 NEVERTIRE INDUSTRIAL LAND

(S1-1.40/1)

Council has previously resolved to sell to Mr William Henry O'Brien Lot 3 DP 861182 for a price of \$13,250. Due to unforeseen circumstances the transfer has been on hold.

Mr O'Brien now wishes to complete the transfer and also purchase Lot 4 DP 861182 for the price of \$13,250. Mr O'Brien wishes to avail himself of Council's term payment of 25% on settlement and 25% payment each year for three (3) years, interest free.

The best course of actions is to have both Lot 3 and 4 transferred in one process.



RECOMMENDATION that:

1. Council sell Lots 3 and 4 DP 861182, Narromine Street, Nevertire for the price of \$13,250 each (ex. GST) total \$26,500 (ex. GST);
2. Terms of payment of 25% on settlement and 25% payment each year for three (3) years interest free; and
3. Authority be given to affix Council's Seal to all associated documents.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 11 MANAGER ENGINEERING SERVICES (S12-25.4)

The position of Manager Engineering Services was advertised and closed on Tuesday 22nd December 2015. Council received 11 applications.

Following a full analysis of the applicants two (2) applicants were interviewed on Friday 15th January 2016. Those being:

- Mr James (Les) Morgan; and
- Mr Arend Boog

The interview panel consisted of:

- Councillor Wilson OAM Mayor;
- Councillor Serdity Deputy Mayor;
- Councillor McCalman AM;
- Councillor Azar (for Councillor Quigley); and
- General Manager.

Both candidates interviewed extremely well and Mr Les Morgan was offered and accepted the position. Mr Morgan has over 30 years Local Government experience and is looking forward to a prosperous and fulfilling career with Warren Shire. Mr Morgan commences duties with Council on Monday 8th February 2016.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK (P1-4.2)

Council considered an application from Mr Andrew Brewer on behalf of the Warren Skate Park Committee to consider Oxley Park precinct (bridge side south of amenities block) as the location for a Skate Park in Warren.

After due consideration Council resolved:

“Council give provisional approval to the identified location in Oxley Park subject to community consultation.”

“Council seek community comment for a minimum period of 28 days on the location at Oxley Park and report back to the Council Meeting on Thursday 28th January 2016.”

Council advertised in the Warren Weekly on the 16th and 23rd December 2015, Council’s website and Council noticeboard requesting members of the public to make comment on the new proposed location. Written submissions were invited from the general public up until 3.00 pm on Wednesday 20th January 2016.

A number of submissions have been received and are included for Council’s perusal.

ARRANGEMENTS HAVE BEEN MADE FOR MEMBERS OF THE PUBLIC TO MAKE PRESENTATIONS TO COUNCIL AT 11.00AM. AFTER THIS COUNCIL CAN FORMALLY DEAL WITH THIS ITEM.

For Council’s consideration and determination.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

IN FAVOUR

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

PO Box 411

Warren 2824

12/12/15

The General Manager

Warren Shire Council

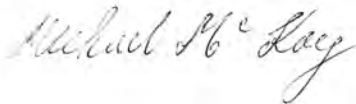
Dear Sir,

I read that the proposed skate park is back on the agenda and when I saw the proposed site, my immediate reaction was why do they want to spoil a really attractive entrance to the town.

After further enquiries I believe that if the skate park can be constructed in the manner proposed by the committee then I believe that it would be a good asset for the town.

Regards

Michael McKay



am

1417
16 DEC 2015

P1-4.2

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

am

Mr Ashleigh Wielinga

22
12 JAN 2016

General Manager

Warren Shire Council

P1-4.2

Dubbo Street

WARREN NSW 2824

Proposed Skate Park

Dear Sir

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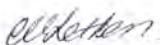
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I wish that you and the local councillors will proceed with the skate park at this site

Yours Sincerely



WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

Mr Ashleigh Wielinga

General Manager

Warren Shire Council

Dubbo Street

WARREN NSW 2824

GM

23

12 JAN 2016

P1-4.2

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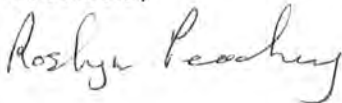
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WARREN SHIRE COUNCIL
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ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

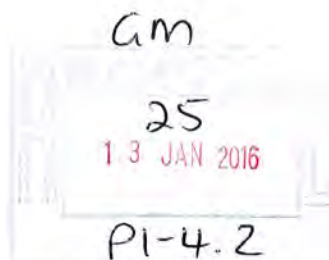
Mr Ashleigh Wielinga

General Manager

Warren Shire Council

Dubbo Street

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Yours Sincerely

Handwritten signature in blue ink that reads 'K. Canton'.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

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WARREN SHIRE COUNCIL
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ITEM 12 WARREN SKATE PARK

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January 2016

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Yours Sincerely *T. Peachey*

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

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January 2016

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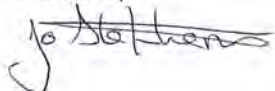
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ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

Mr Ashleigh Wielinga

General Manager

Warren Shire Council

Dubbo Street

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Gm

40
19 JAN 2016

P1-4.2

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Madison Fuller

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

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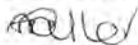
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ITEM 12 WARREN SKATE PARK

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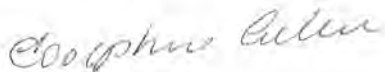
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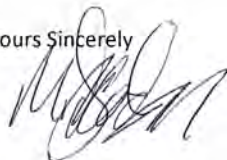
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Yours Sincerely



WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

January 2016

Mr Ashleigh Wielinga

General Manager

Warren Shire Council

Dubbo Street

WARREN NSW 2824

Proposed Skate Park

Dear Sir

I write *in support* of the proposed skate park to be located in the Oxley Park precinct.

The area is

- Highly visible to all passing, thus encourage tourists with children to stop and enjoy the area
- Has access to toilets
- Convenience store available within a short distance
- Has shade available from existing established trees

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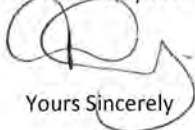
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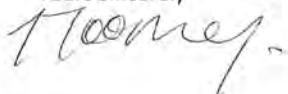
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ITEM 12 WARREN SKATE PARK

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WARREN SHIRE COUNCIL
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WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

NOT IN FAVOUR

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

D:\Rex\SKATE PARK.txt Wednesday, 30 December 2015 9:09 AM

To Warren Shire Council

RE. Skate park
Have school children been surveyed for use of park.
How many children own skateboard or bikes.
Impact noise to caravan park.
Insurance cost.
Travelers with children would not be attracted.
Traveled all around australia any small towns with skate park, park not used.
Skate parks ar for densly populated towns and city's
Money to bild skate park could put to better use.

if park really needed place it
at old council caravan park site

Run good park

Too close to Highway

Who Tell parent child MIT by car or Truck

Maybe put skat park on Pounahoot

Was anybody got any Brains

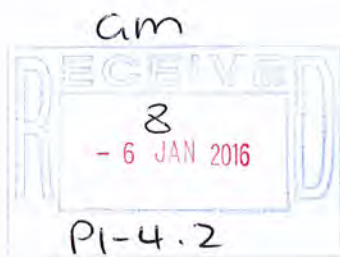
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WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED



"Wanna"
Warren
2824 NSW
2 January 2016

Dear Ashley

I wish to make a submission following the decision by the council at the December meeting in regard to the proposed site for the Warren skate park.

As a permanent resident of Warren for the last 27 years and with the last 23 years living on the Marthaguy Road I drive into the main street of Warren nearly on a daily basis. I would like to say that I love the look of the approach to our town especially where the proposed skate park site is. It is uncongested, open and welcoming I do not wish it to change.

I believe due to my previous career as a police officer my immediate reaction to the proposed site was the dangers that it may present, that being the nearness of the Macquarie River and also the position of the Oxley Highway right beside it. I can not understand why reasonable people would think this is a suitable site. The skaters could prove to be a distraction to moving traffic and unconsciously cause accidents and in regard to the river the proximity of it could be an attraction to children whilst parents/care givers are unintentionally distracted with skaters. I would not like the responsibility of approving this site.

I can not understand why this is a proposed site. I would have thought that keeping all sporting facilities together would be obvious. The Victoria Oval precinct is the ideal site for such a facility, possibly either side of the touch football field if size permits. This would then allow children to use the skate park whilst parents are using the other fantastic facilities at the oval or watching sport. This area is fenced on one side and would be a very safe site.

It has been suggested in the application that people may stop if they see the skate park but surely the skate park would be built for the residents of Warren and not travellers? A sign could be erected along with the Victoria Oval sign indicating the location of the skate park and with social media now days I believe travellers would be able find out facilities available in a town if they were interested. I do not believe that this is a high priority.

It has also been said that "they like to be seen". Who says that we like to see them? I fail to see this as an argument.

Please do not get me wrong, I am not against a skate park, I am all for exercise and fitness and if it goes ahead I would like to see it built in a safe, sensible area, fitting in with our other wonderful facilities in the Victoria Oval precinct.

Yours sincerely
Jenny Quigley

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

Richard Stephens
"Deep Water"
Wambianna Road
WARREN NSW 2824

The General Manager
Warren Shire Council
PO Box 6
WARREN NSW 2824

Dear Sir,

I wish to lodge my strong objection to the locating of a Skate Park in Oxley Park, Warren. This park gives Warren a positive outlook to visitors to our town and to place a concrete Skate Park in this will not only bugger the appearance to Warren, but will also send the wrong message to visitors.

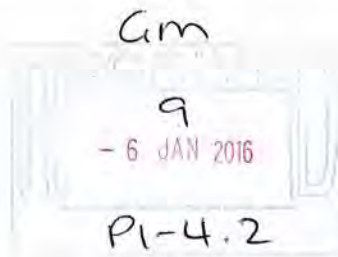
I am personally totally against a Skate Park, Skate Parks to my understanding are extremely expensive to construct and end up having very little usage. They also tend to be an area for graffiti and bad behaviour. I firmly believe that ratepayers funds can be far better spent on other essential services within our community.

Please ensure this letter is taken into account when Council makes its decision.

Yours faithfully,

R Stephens
Richard Stephens

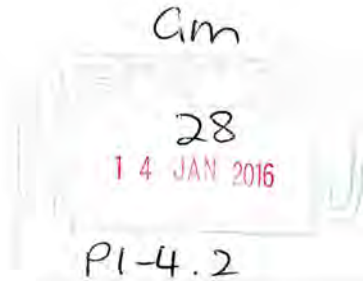
6th January 2016



WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED



P.O.Box 247
WARREN 2824
January 13th 2016

General Manager,
Warren Shire Council,
Warren.2824.

Re SKATE PARK

Dear Ashley,

The proposed location of the Skate Park in Oxley Park raises some issues that need to be addressed before the location is confirmed.

- 1) Will the "**MUST HAVE**" Skate Park be like the BMX Bike Track and the half Basket Ball court that were erected for the Warren Youth and are now seldom if ever used?
- 2) Will the Skate Park committee have the finances to fund the construction and the beautification of the Skate Park?
- 3) There is concern among Warren residents that the Skate Park will spoil Oxley Park which is a very pretty entrance to our town.
- 4) As a rate payer I hope that council will stand firm and not use rate payers money to assist the construction of the Skate Park. Our monies could be put to better use for improvements for the Warren community, eg, foot paths, and not wasted on what could be another White Elephant in the town.

Yours sincerely,

Barbara McKay

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

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6 Garden Ave.
Warren.

Warren Shire Councillors,

I would like to submit a letter to the Warren Shire commenting on the proposed 'Skate Board Park' as I disagree with the location. I myself + anyone I have spoken to feel very proud of our approach to the park. The beautifully kept lawns + rest area - with shade trees + amenities is so impressive + welcoming - why do we need to spoil such a restful spot with an ugly Skate Park - I have taken a - interest for over twelve months + have noted Dubbo with over 30,000 residents + I have only ever seen no children - I sit up to + no more than 6, using the park. I feel it is a load + money that could be put to better use. These holidays I have heard remarks, such as, 'where are the children + it's been very quiet - well we

WARREN SHIRE COUNCIL
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ITEM 12 WARREN SKATE PARK

CONTINUED

don't have² to look any further than what the Shire are doing to help entertain the children at the sports complex & Jude Flemming's Art Classes. They evidently can not wait to go, with the money we could employ more people & Education is the way to guide children to a better work ethic, responsibility & to be happy within one's self - not just play & go on the dole.

Dunedin - Conabatabran Shire have assembled one on the Western approach to Dunedin & now have had to erect an area for the children crossing the road to the shop & Dunedin is like Warren, we have a large amount of Road Trains & semi trailers coming in & how can they possibly stop quickly, when a child is running across the Rd. to B.P. for drinks etc. Also Dunedin were not given the opportunity to say where it was to be built they would have liked it to have been near their tennis courts & Golf Club - Parents could play tennis

WARREN SHIRE COUNCIL
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ITEM 12 WARREN SKATE PARK

CONTINUED

+ keep an eye³ on their children.
It annoys me — as it seems
anything children want to-day
they get — are they going to
raise the money required
themselves or do we just
give it to them?
Another point against the
Road location is the
accessibility for drug & pedophile's
to see easy access to children,
the only reason Dunedoo got
this was because the
government has allocated
money to the area in
view of the damage done
because the mine is not
going ahead & the people
lost to the district because
of the sale of so many
properties.

Yours Sincerely,
C. McCallan

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

Bruce Lynch
10 Hale Street
Warren

Dear Warren Shire Council

I am writing regarding the proposed Skate Board Park and its proposed location. Warren does not have a lot of quite grassed areas that Campers or visitors can sit and relax etc. I am not opposed to a Skate Board Park, but I am opposed to the suggested site as it will be an eyesore and a blight on or local parkland.

I hear that there have been suggestions for it to be built on the Bore Flat, near the Swimming Pool or behind the Tennis Courts. I have also heard that if it is built in these areas it too far away from residents who can keep an eye on the Children which think is an absurdity, nothing stops the Children from going down the river and smoking a joint or getting up to no good or being on the roundabout at 11.30pm at night. So having it near residents so they can keep an eye on it is ridiculous! I have also heard that if it was built on the above mentioned suggested locations that it will be too far for some Children to travel to it, if Children are too lazy to travel to it at any location then they are too lazy to use it.

I think that Children of Today are being pandered to too much, as kids it was nothing for us to ride our bikes out to the 6 mile and go rabbit trapping or yabbing. Also ride for miles to go Emu egging or fishing, so Children of today if can't go from one side of Town to the other to the skateboard park because it is too far, then they don't need a skateboard park they need a kick up the rear!. People may say that it is dangerous letting their Children walk that far on their own, I walked to school most days from behind the shell depot, walked home at night at 12/14 after the movies, walked to the football field for training, rode to the 9 mile training for cycle races and I never heard of any kid being abducted or murdered. One could say that Today is much safer because Children of Today are much more aware of the dangers!.

Sincerely



Gm

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19 JAN 2016

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WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED

Hycroft,
P.O.Box 15,
Warren.

Warren Shire Councillors,

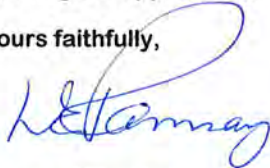
We wish to strongly object to the construction of a
Skate park in the approaches to Warren. There has been
considerable money spent on beautifying our town, and we
feel that this will not only be an eye-sore...but will encourage
vandals and graffiti to the area.

Mudgee is a perfect example, on the road the skate park is covered in
Graffiti and we have observed that it is rarely in use, as is Dubbo.

It will surely be a costly exercise with insurance ect.

We are proud of our town and the gardens and lawns are so well
maintained, it would be very sad to see an ugly cement construction
spoilng the approach to Warren.

Yours faithfully,



Alex and Neryl Ramsay.

19/01/2016

Am

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WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

C G Noonan
1 Garden Avenue
WARREN NSW 2824

19 January 2016

The General Manager
Warren Shire Council
P O Box 6
WARREN NSW 2824

Dear Sir

Regarding the proposed Skate Park at Oxley Park I wish to make the following points:

- To encourage children to congregate near the bridge and highway with skates heightens the probability of serious accident.
- Our Shire over the past years has achieved a presentable and pretty town, to build a Skate Park in this location will tarnish this achievement. In this case, lawn is more environmentally friendly than cement for our visitors.
- Building a Skate Park in this location will lead to division in our small community, this is not desirable.

Yours sincerely



Christopher Noonan

cm

20 JAN 2016
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WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED

15th January 2016

The General Manager
Warren Shire Council
PO Box 6
WARREN NSW 2824

Re: The proposed skate park at John Oxley Park

Dear General Manager

In regard to the proposed skate park at John Oxley Park, I have great concerns with the safety of the site with skate boarders coming off the bridge and using it as a platform to get to the site with the John Oxley highway less than two metres away.

I also have great concern what will happen to the beautification of the town which holds a state wide reputation with tourists with its parks and gardens, the tourists that pull up there for the serenity is fantastic and invaluable to our community.

Being a resident adjacent to the proposed site, I am concerned the site will become a whole new venue after dark, I don't want something which will create a late night drinking depot, syringe pit and profanities written in graffiti such as Dubbo and Wellington.

Just on concluding there is a pre conceived idea that my mother is for or pro the site, all I can say to this is that is just fanciful.

Kind Regards



Geoff Godson


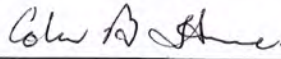
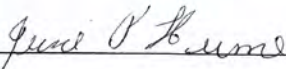
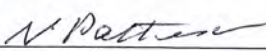
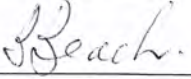

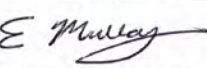
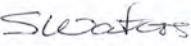
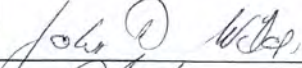


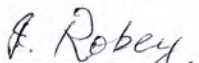
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20 JAN 2016
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WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED


We the undersigned express our objection to the construction of a Skate Park in Oxley Park as it will have a detrimental effect on our neighbourhood amenity and lifestyle. It is a proven fact that these type of facilities create various levels of unsocial behaviour and we do not want this in ours. We are all proud members of the Warren Community and ask why put the skate park in one of the most prominent position that visitors stop at, surely this will wreck the appearance of our town and in turn our good reputation.

Name	Address	Sign
CHRISTOPHER. AZAR	7 BRENNAN PLACE WARREN	
COL HUME	4 BRENNAN PL WARREN	
JUNE HUME	4 BRENNAN PL WARREN	
Neville PATTERSON.	45 CHESTER ST WARREN	
Barn BEKA	52 RIVER AVE WARREN	
Bill Murray.	4 RIVERVIEW ST WARREN	
Eileen Murray.	"	
SALLY WATERS	CALM NEVERTIRE	
JOAN WILD	MERRIWEA WARREN	
Philip Fuller	LOT 14 UDORA WRN.	
DONALD W ROBEY	NO 5 MYRA ST WRN	
JOAN ROBEY	NO 5 MYRA ST WRN	

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED

Name	Address	Sign
Damonik Kelly	3 McEIBER PL WARREN	D Kelly
J Brennan	3 Orchard St Warren	JBrennan
Susan Muir	30 Garden	S Muir
Stephanie Mak	30 Garden Ave	
Leighan Elms	27 Garden Ave	L Elms
Kevin Hall	169 DUBBO ST	K Hall
Tommy Wilson	29 GARDEN AVE	T Wilson
Karen Gibson	22 GARDEN AVE	K Gibson
Joanne Kentwell	14 Garden AVE	J Kentwell
Alan Cleaver	9 GARDEN AVE.	Alan Cleaver
Cianc Beatt	9 Garden Ave	CWB
WAYNE WILSON	2 Orchard St	W Wilson
PAUL WILLIAMS	23 JOHN AVE	P Williams
COLIN GRAHAM	'ROSEDALE' NEVESTRAE	Colin Graham
Scott Green	18 Stafford St	S Green
MARION BROUFF	14 STAFFORD ST	M Brouff

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

Name	Address	Sign
Maree Sharp	1 Orchard St	Maree Sharp
Karra Wilson	2 Orchard St	K. Wilson
Wayne Wilson	2 Orchard St	W. Wilson
Angela Muir	15 Deacon Drive	A. Muir
TERENCE HUME	5 ORCHARD ST	T. Hume
Maddie 117	9 ORCHARD ST	Maddie 117
Rob Brisson	2 ORCHARD ST	R. Brisson
Kirsty Champion	10 Orchard St	K. Champion
Tom FITZGERALD	12 ORCHARD ST	Tom Fitzgerald
Aimee Antaw	16 Orchard St.	A. Antaw
Tanika Davies	16 Orchard St	T. Davies
SHARON REYNOLDS	14 ORCHARD ST.	S. Reynolds
Michael Paunders	36 Orchard St	M. Saunders
A. McLean	6 Garden Ave.	A. McLean
Geoff GODSON	12 Coonamble Rd	Geoff Godson
Julie Godson	12 Coonamble Rd Warren	Julie Godson

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
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ITEM 12 WARREN SKATE PARK

CONTINUED

Name	Address	Sign
PAT HEALEY	3 Garden Ave	Pat Healey
Joanne Zell	5 Garden Ave Warren	Joanne Zell
Judy Azar	WARREN	Judy Azar
ANN WALKER	8 Myra St Warren	Ann Walker
TONY WALKER	✓ ✓	Tony Walker
SHIRLEY FOWLER	4 GARDEN AV WARREN	S Fowler
LESLIE FOWLER	4 GARDEN AV WARREN	Leslie Fowler
PAM ELDRIDGE	18 ORCHARD ST.	P Eldridge
Tom FITZGERALD	12 ORCHARD ST	Tom Fitzgerald
JOHN PARCY	4 GARDEN AV WARREN	John Parcy
NOVA NOONAN	58 Garden Av Warren	N. Noonan
BETTY COSGROVE	34 Orchard St.	B. Cosgrove
Jenny Hamblin	51 Garden Ave	JANICE HANDBLIN
PAM RUSS	52 Garden Ave	Pam Russ
IAN RUSS	52 Garden Ave	I Russ
Kim RUSS	'Wahweanah' Nervertie	Kim Russ

WARREN SHIRE COUNCIL
 Report of the General Manager
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ITEM 12 WARREN SKATE PARK

CONTINUED






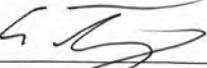
Name	Address	Sign
Rose Carberry	2 Gillendoon	R. Carberry
B. Maxwell	5 Gillendoon St	B. Maxwell
D. ROSE	3 GILLENDOON ST	D. Rose
L. Wilson	MYHALLIE	L. Wilson
B. O'Neill	8 JOHN'S. AVE	B. O'Neill
Steve Bernier	"Ashwood" rd	Steve Bernier
B. Cain	14 GARDEN AVE	B. Cain
Elly Noonan	1 GARDEN AVE	Elly Noonan
Inde Fleming's	32 GARDEN AVE	Inde Fleming's
Greg Smith	30 Coonah Road	Greg Smith
M. Matthew Donnelly	3 John's Ave	M. Donnelly
Tom Donnelly	3 John's Ave	Tom Donnelly
Mikaela Donnelly	3 John's Ave	Mikaela Donnelly
Jaiden Donnelly	3 John's Ave	Jaiden Donnelly
Billy Doop	22 King Ave	B. Doop
Jeff Whitehead	3/2 Pittman St	Jeff Whitehead

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

We the undersigned express our objection to the construction of a Skate Park in Oxley Park as it will have a detrimental effect on our neighbourhood amenity and lifestyle. It is a proven fact that these type of facilities create various levels of unsocial behaviour and we do not want this in ours. We are all proud members of the Warren Community and ask why put the skate park in one of the most prominent position that visitors stop at, surely this will wreck the appearance of our town and in turn our good reputation.

Name	Address	Sign
Pam Stephens	Deepwater Way	
Richard Step	"	R Step
KARON FULLER	1 JOHNS AVE WARREN	
Michael Fuller	1 JOHNS AVE WARREN	
Lloyd SWINDLE	12 JOHNS AV WARREN	
SHARON WILLIAMS	15 JOHN'S AVE	S. Williams
MARSHALL WILLIAMS	15 JOHN'S AVE	M Williams
R R GREENAWAY	1/14. JOHNS. AVE	R Greenaway
Harold M Ewan	2/14 Johns AVE	Harold McEwan
Madeline Wilkes	23 Johns AVE	
G. Toomoy	27 JOHN AVE	
KRUSSELL	2 Stubbs AVE	KRussell

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

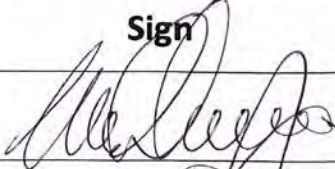
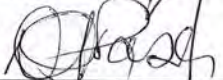
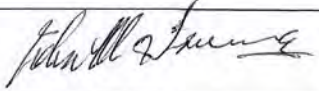
CONTINUED

Name	Address	Sign
TERRY SADGROVE	31 GILLENDOON ST WARREN	<i>Terry Sadgrove</i>
JUDITH SADGROVE	31 GILLENDOON ST WARREN	<i>J Sadgrove</i>
Mick Wilson	29 gillendoon st WARREN	<i>mick wilson</i>
Fiona Wilson	29 Gillendoon St WARREN	<i>Fiona Wilson</i>
Mick Saitta	28 Gillendoon St 28 gillendoon st	<i>M. P. Saitta</i>
Phil Lummis	27 Gillendoon st.	<i>P Lummis</i>
Robyn Lummis	''	<i>R Lummis</i>
Kevin Hocking	26. GILLENDOON ST.	<i>K. Hocking</i>
MARK POTTER	22 GILLENDOON ST	<i>M. Potter</i>
Naphe Bolton	23 Gillendoon	<i>ne Bolton</i>
GAVIN HUTCHINSON	19 GILLENDOON ST	<i>G Hutchinson</i>
LEAS POTTER	14 GILLENDOON ST	<i>L Potter</i>
Aub Dunlop	12 GILLENDOON ST	<i>A Dunlop</i>
CHRIS COPSON	15 GILLENDOON ST	<i>Chris Copson</i>
Bruce Oriel	38 Bundemar St	<i>B Oriel</i>
VAL MARISS	10 GILLENDOON ST	<i>V. Mariss</i>

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 28th January 2016

ITEM 12 WARREN SKATE PARK

CONTINUED

Name	Address	Sign
M. COONEY	9 MILSON ST WARREN	
D. ROSE ^{EB}	3 GILLENDOON ST.	
S. Oriel	Morwong	S. Oriel
B STEPHENS	THE RANCH WARREN	B.B. Stephens
J. Howlett	Twincreeks	J. Howlett
H J Godson	Dr Kater Drive	AJ Godson
J. M. IRVING	CAHARA HOUSE	
A.E. SMITH	CAHARA House	Eileen Smith
KEITH KELLY	12 THORNTON AVE	Keith Kelly
JOHN STEPHENS	16 COOMABLE RD	Joann Stephens
Mary Kennedy.	24 COOMABLE RD	MARY KENNEDY
HUGH KENNEDY.	26 COOMABLE RD.	Hugh Kennedy.

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 28th January 2016

ITEM 1 RECONCILIATION CERTIFICATE

B1-10.13

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 30th November 2015.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 30th November 2015 are as follows:-

	Balance 31-Oct-15	Transactions	Balance 30-Nov-15
General	8,689,048.90	678,745.49	9,367,794.39
Water Fund	591,858.36	43,534.99	635,393.35
Sewerage Fund	2,351,574.13	61,210.34	2,412,784.47
Trust Fund	70,928.33	651.19	71,579.52
North Western Library	90,352.47	(3,122.28)	87,230.19
Investment Bank Account	(11,420,569.97)	(201,465.07)	(11,622,035.04)
	373,192.22	579,554.66	952,746.88
Balance of Ledger Accounts less Investments as at 31/10/15			373,192.22
Add: Receipts from			
(a) Rates	907,042.52		
(b) Other Cash	869,021.70		
(c) Investments Redeemed	3,200,000.00	4,976,064.22	
Less: Payments for the period			
(a) Creditors Paid in the Period	995,044.49		
(b) Investments Placed	3,401,465.07	4,396,509.56	
Nett Transactions for the Month			579,554.66
Balance of Ledger Accounts less Investments as at 30/11/15			952,746.88

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 28th January 2016

ITEM 1 RECONCILIATION CERTIFICATE

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	905,947.95
Add: Outstanding Deposits for the Month	52,641.87
Less: Outstanding Cheques	(5,842.94)

Balance as per Ledger Accounts less Investments =	952,746.88
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INVESTMENTS RECONCILIATION

Investments as at 30th November 2015

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	1,122,035.04	Variable	On Call A/c
2	National Australia Bank	1,000,000.00	180 Days @ 2.90%	27-Jan-16
5	National Australia Bank	1,000,000.00	183 Days @ 2.90%	29-Feb-16
6	National Australia Bank	1,000,000.00	90 Days @ 2.85%	11-Dec-15
7	National Australia Bank	1,000,000.00	90 Days @ 2.94%	20-Dec-15
8	National Australia Bank	1,000,000.00	183 Days @ 2.98%	22-Mar-16
9	National Australia Bank	1,500,000.00	122 Days @ 2.97%	25-Jan-16
10	National Australia Bank	1,000,000.00	90 Days @ 2.90%	20-Jan-16
11	National Australia Bank	2,000,000.00	90 Days @ 2.90%	17-Feb-16
12	National Australia Bank	1,000,000.00	90 Days @ 2.80%	27-Feb-16

TOTAL INVESTMENTS =	11,622,035.04
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BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,924,105.00
Internally Restricted Funds Invested	6,448,496.00
2015/16 General Fund Operating Income & Grants	2,202,180.92
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	12,574,781.92

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 November 2015 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 28th January 2016

ITEM 1 RECONCILIATION CERTIFICATE

CONTINUED

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 31st December 2015.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 31st December 2015 are as follows:-

	Balance 30-Nov-15	Transactions	Balance 31-Dec-15
General	9,367,794.39	(1,018,938.56)	8,348,855.83
Water Fund	635,393.35	(2,827.08)	632,566.27
Sewerage Fund	2,412,784.47	20,374.44	2,433,158.91
Trust Fund	71,579.52	(867.44)	70,712.08
North Western Library	87,230.19	(34,792.66)	52,437.53
Investment Bank Account	(11,622,035.04)	197,968.05	(11,424,066.99)
	952,746.88	(839,083.25)	113,663.63
Balance of Ledger Accounts less Investments as at 30/11/15			952,746.88
Add: Receipts from			
(a) Rates	255,101.99		
(b) Other Cash	150,791.71		
(c) Investments Redeemed	2,700,000.00	3,105,893.70	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,442,945.00		
(b) Investments Placed	2,502,031.95	3,944,976.95	
Nett Transactions for the Month			(839,083.25)
Balance of Ledger Accounts less Investments as at 31/12/15			113,663.63

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 28th January 2016

ITEM 1 RECONCILIATION CERTIFICATE

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	128,302.53
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques	(14,638.91)
Add: Short Paid Direct Debit No. 80000209	0.01

Balance as per Ledger Accounts less Investments =	113,663.63
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INVESTMENTS RECONCILIATION

Investments as at 31st December 2015

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	924,066.99	Variable	On Call A/c
2	National Australia Bank	1,000,000.00	180 Days @ 2.90%	27-Jan-16
5	National Australia Bank	1,000,000.00	183 Days @ 2.90%	29-Feb-16
8	National Australia Bank	1,000,000.00	183 Days @ 2.98%	22-Mar-16
9	National Australia Bank	1,500,000.00	122 Days @ 2.97%	25-Jan-16
10	National Australia Bank	1,000,000.00	90 Days @ 2.90%	20-Jan-16
11	National Australia Bank	2,000,000.00	90 Days @ 2.90%	17-Feb-16
12	National Australia Bank	1,000,000.00	90 Days @ 2.80%	27-Feb-16
13	National Australia Bank	1,000,000.00	180 Days @ 2.90%	11-Jun-16
14	National Australia Bank	1,000,000.00	180 Days @ 2.90%	20-Jun-16
TOTAL INVESTMENTS =		11,424,066.99		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,623,251.00
Internally Restricted Funds Invested	6,215,684.00
2015/16 General Fund Operating Income & Grants	1,698,795.62
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	11,537,730.62

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 31st December 2015 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 28th January 2016

ITEM 2

SHIRE OF WARREN
STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES
AT 15TH JANUARY 2016

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS	NETT LEVY	TOTAL RECEIVABLE	AMOUNT COLLECTED	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT	ARREARS AS % AGE OF TOTAL REC'ABLE
	1st JULY \$	\$	\$	\$		\$	
General Fund Rates	77,108	4,471,012	4,548,120	2,498,387	54.93%	2,049,733	45.07%
Warren Water Fund	17,591	323,998	341,589	205,152	60.06%	136,437	39.94%
Warren Sewerage Fund	20,985	423,494	444,479	258,724	58.21%	185,755	41.79%
TOTAL OF ALL RATES	115,684	5,218,504	5,334,188	2,962,263	55.53%	2,371,925	44.47%
Extra Charges	8,597	5,790	14,387	4,286	29.79%	10,101	70.21%
TOTAL 2015/2016	124,281	5,224,294	5,348,575	2,966,549	55.46%	2,382,026	44.54%
TOTAL 2014/2015	120,785	5,086,260	5,207,045	2,861,574	54.96%	2,345,471	45.04%
TOTAL 2013/2014	84,911	4,969,073	5,053,984	2,752,916	54.47%	2,301,068	45.53%
TOTAL 2012/2013	74,737	4,805,388	4,880,125	2,648,699	54.28%	2,231,426	45.72%
		11-Jan-13	10-Jan-14	09-Jan-15		15-Jan-16	
COLLECTION FIGURES AS \$		2,648,699	2,752,916	2,861,574		2,966,549	
COLLECTION FIGURE AS %		54.28%	54.47%	54.96%		55.46%	

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 28th January 2016

ITEM 3 2016/2017 RATE PEGGING LIMIT – 1.8%

(R1-1.36)

On 4th December 2015, IPART announced that the rate pegging limit on general rates to apply in the 2016/17 financial year will be 1.8%, I have included below a copy of the Media Release from IPART regarding their decision:

***“2016-17 RATE PEG FOR NSW LOCAL COUNCILS
4 December 2015***

Increases in the general income local councils can earn will be capped at 1.8% in 2016-17 reflecting minimal rises in council costs.

The rate peg is determined by the Independent Pricing and Regulatory Tribunal (IPART) each year and sets the maximum general income NSW councils can collect. The main component of general income is rates revenue, but it also includes some annual user charges. It excludes stormwater, waste collection, water and sewerage charges.

Announcing the annual rate peg today, IPART Chairman Peter Boxall said the rate peg is determined by changes in the Local Government Cost Index (LGCI) that measures changes in the average costs faced by councils, and consideration of a factor to capture improvements in productivity.

“The Local Government Cost Index increased by 1.78% in the year to September 2015, reflecting the continuing low inflationary environment and modest rate of public sector wages growth since late 2012,” Dr Boxall said.

“When costs are stable there is no justification to increase the burden on ratepayers beyond inflation.

“Since the rate peg applies to general income in total, and not to individual rate assessments, it is up to each council to determine whether to apply the allowed increase in full and the impact on individual rate assessments.

“Similarly, if councils want to increase their revenue by more than the rate peg they will need to consult with their communities before applying to IPART for a special variation.”

The deadline to notify IPART of a special rate variation is 11 December 2015.

A fact sheet on the rate peg is available on IPART’s website: www.ipart.nsw.gov.au.

Media contact: Julie Sheather 02 9290 8403 or 0409 514 643

IPART is required to set the rate peg each year under delegation from the NSW Minister for Local Government.”

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 28th January 2016

ITEM 3 2016/2017 RATE PEGGING LIMIT – 1.8%

(CONTINUED)

“Local Government rate peg 2016-17– fast facts

- *There are 152 local councils in NSW. Councils wanting to increase their revenue by more than the rate peg need to apply for a special variation. Councils wishing to apply for special variations must notify IPART by 11 December 2015.*
- *The IPART rate peg is a maximum allowable increase to council general income. Individual councils determine how that maximum increase is applied. For example, some rates might increase by more than 1.8% and others may increase by less as long as the total increase in general income does not exceed 1.8%.*
- *The 2016-17 rate peg of 1.8% consists of two underlying components: (1) the increase in the Local Government Cost Index (LGCI) in the year to September 2015 of 1.78%; (2) with a zero productivity adjustment. On this occasion, we have made a zero adjustment to the LGCI when calculating the rate peg for 2016-17, to reflect that the change in productivity is not material (a decline of 0.05%).*
- *The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We will continue to consider a productivity factor in determining future rate peg increases.*
- *The Local Government Cost Index (LGCI) measures price movements of a representative ‘basket’ of inputs that are used to deliver local council services, in a similar way the Australian Bureau of Statistics (ABS) measures the Consumer Price Index (CPI). The main components of the index and their percentage share of the overall index are:*
 - *Employee benefits and on-costs (41.8%)*
 - *Construction works – roads, drains, footpaths, kerbing, bridges (14.0%)*
 - *Other expenses (8.6%)*
 - *Buildings – non-dwelling (6.1%)*
 - *Other business services – including items such as contractor and consultancy costs (5.8%)*
 - *Electricity (3.7%)*
 - *Plant and equipment – machinery (3.7%)*
 - *Road, footpath, kerbing, bridge and drain building materials (3.1%).”*

RECOMMENDATION:

1. That the information be received, and
2. Council note the 2016/2017 Operational Plan & Estimates will be prepared incorporating a 1.8% increase in general rates.

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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

(A1-5.34)

In accordance with Clause 203 of the Local Government (General) Regulation, 2005, I have included with the business paper Council's budget review document covering the period 1st July 2015 to 31st December 2015 (the budget review includes all committed costs not yet paid for).

As Council's responsible accounting officer and as required under Clause 203(2) of the Local Government (General) Regulation, 2005, I report that a balanced budget review (after deducting depreciation) has been prepared for Councils consideration and adoption.

Following is the new quarterly budget review statement as required by the Office of Local Government and a detailed listing of budget variations, including appropriate comments where applicable:

Warren Shire Council

Quarterly Budget Review Statement
for the period 01/10/15 to 31/12/15

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 31/12/15 indicates that Council's projected financial position at 30/6/16 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____



Date: 19th January 2016

Darren 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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement
for the period 01/10/15 to 31/12/15

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2015

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2015/16	Carry Forwards	Sep QBRs	Revised Budget 2015/16	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Income							
Administration	7,414	-	31	7,445	5	7,450	6,500
Public Order & Safety	86	-	11	97	-	97	9
Health	3	-	-	3	-	3	1
Community Services & Education	67	-	-	67	-	67	30
Housing & Community Amenities	413	33	-	446	-	446	315
Water Supplies	634	-	-	634	17	651	422
Sewer Services	774	-	-	774	3	777	496
Recreation & Culture	218	-	13	231	-	231	101
Manufacturing & Construction	16	-	-	16	5	21	11
Transport & Communication	1,292	462	38	1,792	10	1,802	1,014
Economic Affairs	100	6	-	106	2	108	44
Total Income from Continuing Operations	11,017	501	93	11,611	42	11,653	8,943
Expenses							
Administration	3,597	-	73	3,670	3	3,673	1,410
Public Order & Safety	322	-	8	330	-	330	130
Health	327	-	-	327	-	327	199
Community Services & Education	70	-	-	70	-	70	46
Housing & Community Amenities	769	33	-	802	8	810	254
Water Supplies	779	-	6	785	(13)	772	280
Sewer Services	735	-	20	755	-	755	193
Recreation & Culture	1,316	-	32	1,348	-	1,348	540
Manufacturing & Construction	19	-	(3)	16	34	50	1
Transport & Communication	4,508	462	(501)	4,469	(4)	4,465	1,601
Economic Affairs	309	6	-	315	3	318	135
Total Expenses from Continuing Operations	12,751	501	(365)	12,887	31	12,918	4,789
Net Operating Result from Continuing Operations	(1,734)	-	458	(1,276)	11	(1,265)	4,154

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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement
 for the period 01/10/15 to 31/12/15

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2015

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2015/16	Carry Forwards	Sep QBRS	Revised Budget 2015/16	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Capital Expenditure							
New Assets							
- Plant & Equipment	-	-	-	-	3	3	3
- Land & Buildings	-	-	-	-	-	-	-
- Other	1,466	12	5	1,483	3	1,486	181
Renewal Assets (Replacement)							
- Plant & Equipment	1,374	(23)	-	1,351	30	1,381	291
- Land & Buildings	96	15	7	118	38	156	63
- Roads, Bridges, Footpaths	3,483	838	484	4,805	5	4,810	1,150
- Other	656	-	-	656	-	656	227
Loan Repayments (Principal)	75	-	-	75	-	75	51
Transfer to Reserves	16	-	-	16	-	16	-
Total Capital Expenditure	7,166	842	496	8,504	79	8,583	1,966
Capital Funding							
Rates & Other Untied Funding	2,298	-	12	2,310	24	2,334	760
Capital Grants & Contributions	3,605	(66)	484	4,023	10	4,033	822
Reserves:							
- External Restrictions/Reserves	-	-	-	-	-	-	-
- Internal Restrictions/Reserves	1,038	908	-	1,946	45	1,991	358
New Loans							
-	-	-	-	-	-	-	-
Receipts from Sale of Assets							
- Plant & Equipment	209	-	-	209	-	209	26
- Land & Buildings	16	-	-	16	-	16	-
Total Capital Funding	7,166	842	496	8,504	79	8,583	1,966
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-

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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

CONTINUED

Page No.	Description	Increase/ (Decrease)
Budget Expenditure Variations		
Administration		
2	Advertising - adjusted to anticipated	2,000
2	Legal Expenses - adjusted to anticipated	15,000
3	Depot Rates - adjusted to anticipated	500
4	Medical Tests & Reports - adjusted to anticipated	300
4	On-costs on Works - adjusted to anticipated	(15,000)
Public Order & Safety		
5	Contribution to NSW SES - adjusted to actual contribution	634
Housing & Community Amenities		
9	Cemeteries M&R - adjusted to anticipated	8,000
Water Supplies		
10	LMWUA Expenses - adjusted to actual	2,580
10	IWCM Plan - Consultants Fees - adjusted to actual	4,053
10	Water Performance Audit Report - adjusted to actual	4,250
10	Transfer to Restricted Funds - adjusted to anticipated	(23,849)
Mining, Manufacturing & Construction		
14	Mt Foster House & Quarters Demolition – as adopted by Council	34,000
Transport & Communication		
15	Paved & Unpaved Footpaths – to PAMP Final Payment	(1,112)
15	Street Tree Maintenance - adjusted to anticipated	5,000
15	PAMP Management Plan Expenses – Final Payment	1,112
16	Bus Shelters & Seats - adjusted to anticipated	1,000
16	Regional Roads M&R - adjusted to anticipated	(20,000)
16	Regional Roads Bridges - adjusted to anticipated	10,000
16	SH 11 - Work Orders - adjusted to anticipated	(160,265)
16	SH 11 - Clearing Various Culverts - adjusted to Work Order Value	18,430
16	SH 11 - Heavy Patching Seg No. 290 - adjusted to Work Order Value	141,835
Economic Affairs		
17	Economic Development - Portable Display Boards	1,335
17	Warren Family Health Centre - adjusted to anticipated	1,500
17	Gunningba Estate Rates - adjusted to actual	(58)

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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

CONTINUED

Capital Expenditure

18	Depot Purchase of Shelving - adjusted to actual	2,574
18	Nevertire Water Reservoir - Scope of Works for Refurbishment	11,625
18	New River Pump Oxley Park Reservoir - finalisation cost	2,256
18	New No. 1 Bore Pump - actual cost	12,686
18	New ICS Powergrit Saw for Mains cutting - actual cost	3,455
18	New Sewer Pump Garden Avenue Station - adjusted to actual	3,132
19	Sporting Complex - Mezzanine Ramp - as adopted by Council	12,000
19	Hale Street Footpath - adjusted to actual	(4,867)
19	Regional Roads Recycling - adjusted to anticipated	50,000
19	Regional Roads Resheeting - adjusted to anticipated	(40,000)
19	Medical Centre - Internal Wall - from Infrastructure Reserve	4,500
19	Medical Centre - Internal Painting - from Infrastructure Reserve	21,330
	Total	109,936

Budget Income Variations

Administration

2	Donation - Warren Triathlon	200
2	Pensioner Rates Subsidy - adjusted to actual	58
2	Property Scheme Rebate - adjusted to actual	4,979

Water Supplies

10	Transfer from Restricted Funds - adjusted to anticipated	17,056
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Mining, Manufacturing & Construction

14	Mt Foster Quarry Sales - adjusted to anticipated	5,000
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Transport & Communication

15	Aerodrome Rents & Fees - adjusted to actual	20,102
16	Regional Roads Block Grant - to capital works	(10,000)
16	State Highway 11 - Work Orders - adjusted to anticipated	(160,265)
16	State Highway 11 - Clearing Various Culverts - Work Order Value	18,430
16	State Highway 11 - Heavy Patching Seg No. 290 - Work Order Value	141,835

Economic Affairs

17	From Restricted Funds - Economic Development Programs	1,335
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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 28th January 2016

ITEM 4 DECEMBER 2015 - BUDGET REVIEW

CONTINUED

Capital Income

18	From Infrastructure Reserve - Sporting Complex - Ramp	12,000
19	Regional Roads Block Grant - Recycling - adjusted to actual	50,000
19	Regional Roads Block Grant - Resheeting - adjusted to actual	(40,000)
19	From Infrastructure Reserve - Medical Centre - Wall	11,500
19	From Infrastructure Reserve - Medical Centre - Painting	21,330
	Total	96,692
	Difference Surplus/(Deficit) =	(13,244)

RECOMMENDATION:

That the information be received and noted, and that amendments to votes in the December 2015 Quarterly Budget Review as outlined be authorised.

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL
Report of the Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Thursday, 28th January. 2016

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH

(C14-7.2)

The following works have been undertaken during the period of the 9th November 2015 to 3rd January, 2016 by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (three man crew) Greg Hocking	Booka Road	Maintenance Grading	1.2 km
	Carinda Road	Shoulder Grading	9 km
	Marra Road	Maintenance Grading	1.5 km
Grader Crew 2 (three man crew) Terence Hume	Kianga-Marebone Road	Maintenance Grading	9 km
	Pineclump Soldiers Road	Shoulder Grading	10.5 km
	Warren Road	Shoulder Grading	13.5 km
Grader Crew 3 (two man crew) Vincent Robinson	Merrigal Road	Re-sheeting	.7 km
	Wambianna Soldiers	Maintenance Grading	4.3 km
	Bourbah Road	Shoulder Grading	6 km
	Collie-Trangie Road	Shoulder Grading	9 km
	Collie Road	Shoulder Grading	1 km
Grader Crew 4 (two man crew) Wayne Wilson	Thornton Road	Maintenance Grading	9.5 km
	Cathundral-Bogan Road	Maintenance Grading	18 km

WARREN SHIRE COUNCIL
 Report of the Engineering Services
 to the Ordinary Meeting of Council to be held in the
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ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED m²	UNIT RATE \$
Tar Patching	Lemongrove Road	Hand Patching	23	14.45
	Collie Road	Hand Patching	11	17.61
	Tottenham Road	Hand Patching	100	7.15
	Ellengerah Road	Hand Patching	100	0.11
	Bundemar Road	Hand Patching	7	20.30
	Industrial Access Road	Hand Patching	50	4.18
	Warren Town Streets	Hand Patching	50	8.95
	Marthaguy Road	Hand Patching	68	49.28
	Carinda Road	Hand Patching	281	11.68
	Warren Road	Hand Patching	850	18.78
	Nevertire Bogan Road	Edge Patching	500	3.25
	Tottenham Road	Edge Patching	600	1.58
	Quambone Road	Edge Patching	813	11.67
	Carinda Road	Edge Patching	3974	8.63
	Collie-Trangie Road	Edge Patching	480	15.55
	Coonamble Road	Edge Patching	1250	4.27

WARREN SHIRE COUNCIL
 Report of the Engineering Services
 to the Ordinary Meeting of Council to be held in the
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ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

CONSTRUCTION/RECONSTRUCTION/RECYCLE

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (three man crew)	Buckiinguy Road	Recycle	\$778,631	\$99,931	Feb/April 2016
	Marra Road RR 424	Recycle	\$150,000	\$14,826	March 2016
Grader Crew 2 (three man crew)	Bullagreen Road ST2	Recycle	\$142,786	\$84,228	On Hold
	Bullagreen Road ST1	Recycle	\$38,922	\$27,572	On Hold
	Bundemar Street	Recycle	\$163,366	\$69,880	In progress
	Marthaguy Road RR 202 (Blackspot)	Construction	\$89,500	Nil	Feb/Mach 2016
Grader Crew 1 (three man crew)	Marra Road RR 424 (repair)	Construction	\$660,000	\$550,437	In progress

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, 28th January 2016

ITEM 2 WORKS PROGRESS REPORT - SERVICES BRANCH (C14-7.2)

2.1 WATER SUPPLY MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Bore water main repairs	Warren	Bore water main repairs completed as required.
River water main repairs	Warren	River water main repairs completed as required.
Warren river pumps	Oxley Park and Ellengerah	Normal maintenance and repair works completed.
Plumbing maintenance	Racecourse and all other Council Buildings	Plumbing maintenance and repair works completed as required.
Bore water flushing	Warren Nevertire Collie	Mains flushed in conjunction with NSW Health microbiological testing program.
Water meter reading	Warren Nevertire Collie	Water meter reading works completed.
Bore water main repairs	Nevertire	Bore water main repairs completed as required.
Bore water main repairs	Collie	Bore water main repairs completed as required.
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
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ITEM 2 WORKS PROGRESS REPORT - SERVICES BRANCH

CONTINUED

2.2 SEWERAGE SYSTEM MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Sewage mains	Warren	Sewer main chokes cleared as required.
Sewage pumping stations	Warren	Routine maintenance and repair works completed.
	Nevertire	New sewage pump for Gillendoon sewage pump station installed.
Sewage treatment plant	Warren	Routine maintenance works completed.
Sewage treatment plant	Nevertire	Routine maintenance works completed.

2.3 WATER SUPPLY SYSTEM PLANNED WORK

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Water mains and services	Warren	Valve replacement program ongoing another night work session planned for March when temperature decreases.
Bore installation works	Warren Nevertire Collie	Tender adoption report to January 2016 Council Meeting.

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.
Sewage pump stations	Warren Nevertire	JR Richards and Sons have completed grit removal works at both the Gillendoon and Nevertire Sewage Pump Stations.

WARREN SHIRE COUNCIL
 Report of the Engineering Services
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ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE CONTINUED

**2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED
 MAINTENANCE – 9TH NOVEMBER 2015 TO 3RD JANUARY, 2016**

Main breaks repaired: 18

Sewer chokes cleared: 6

Year to date: 32

Year to date: 23

Meter replacements: 0 river water meters and 0 bore water meters.

Year to date: 6 river meters and 22 bore meters replaced.

Total meters: 807 river meters and 987 bore meters.

Annual replacement percentage: 0.74% year river meters and 2.24% year bore meters.

2.6 RECORD OF WATER USAGE

2.6.1 For the period 01/11/15 to 30/11/15 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	USAGE TO DATE (ML) From 1/7/15	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
*Warren bore	700	33.03	114.54	1.101	0.749
Warren river	750	32.47	121.01	1.082	0.791
Nevertire village	40	2.99	12.35	0.099	0.081
Collie village	25	1.20	4.57	0.040	0.030

Rainfall in Warren for period: 73.5mm

For the similar period in 2014 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 1/7/14	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	26.53	99.45	0.884	0.650
Warren river	750	45.53	113.22	1.518	0.740
Nevertire village	40	2.81	7.65	0.094	0.050
Collie village	25	0.75	3.67	0.025	0.024

Rainfall in Warren for period: 0 mm

WARREN SHIRE COUNCIL
 Report of the Engineering Services
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ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE CONTINUED

2.6 RECORD OF WATER USAGE CONTINUED

For the period 01/12/15 to 31/12/15 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 1/7/15	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	29.82	144.36	0.961	0.784
Warren river	750	58.12	179.13	1.875	0.974
Nevertire village	40	5.4	17.75	0.174	0.096
Collie village	25	1.42	5.99	0.046	0.033

Rainfall in Warren for period: 48.5mm

For the similar period in 2014 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 1/7/14	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
*Warren bore	700	32.93	132.38	1.062	0.719
Warren river	750	46.49	159.71	1.499	0.868
Nevertire village	40	3.0	10.65	0.097	0.058
Collie village	25	0.75	4.42	0.024	0.024

Rainfall in Warren for period: 90mm

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ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE CONTINUED

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)
March 2015	650	433.9	13.45	13.45
April 2015	851	386.8	13.15	26.60
May 2015	1238	714	22.15	48.75
June 2015	846	465	13.94	62.69
July 2015	800	453.9	13.55	76.24
August 2015	612	394.2	12.22	88.46
September 2015	456	351.57	10.55	99.01
October 2015	525	386.13	11.97	110.98
November 2015	588	449.43	13.48	124.46
December 2015	561	420.77	13.04	137.5

2.7.2 Record of Bio solids Removal from 2014

YEAR	DATE	REMOVED BY	ESTIMATED QUANTITY (M ³)
2014	January	Septic Sam	12
2014	February	D Murray/S Smith	8
2014	September	Interflow	50
2015	May	Aqua Assets	20
2015	August	Septic Sam	10
2015	December	JR Richards & Sons	10

RECOMMENDATION:

That the information contained within this report be received and noted.

WARREN SHIRE COUNCIL
Report of the Engineering Services
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ITEM 3 WORKS PROGRESS REPORT – TOWN SERVICES (C14-7.2)

3.1 TOWN CREW – 9TH NOVEMBER 2015 TO 3RD JANUARY, 2016

- ♦ Burials – Warren Lawn Cemetery
- ♦ Tar Tank works
- ♦ Footpath M & R
- ♦ Airport M & R

3.2 PARKS AND RESERVES - 9TH NOVEMBER 2015 TO 3RD JANUARY, 2016

- ♦ Parks and Gardens M & R
- ♦ Macquarie Park
- ♦ Carter Oval
- ♦ Oxley Park
- ♦ Town approaches
- ♦ Lawn Cemetery
- ♦ Victoria Oval – outer
- ♦ Nevertire Cemetery

Plant 70 New Holland Mower	73.5	hours usage
Plant 79 Iseki Mower	90	hours usage
Plant 15 Tractor with Bucket/Fork	15	hours usage
Plant 78 Superior Slasher	122	hours usage
Plant 14 Komatsu WB97R-5 Backhoe	16.25	hours usage
Plant 8 Caterpillar Backhoe	26	hours usage
Plant 89 Toro Mower	43.5	hours usage
Plant 21 John Deere 1750	122	hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	20	hours usage
Plant 168 Mini Excavator	27.5	hours usage

**3.3 SHOWGROUND/RACECOURSE – GENERAL M & R
9TH NOVEMBER 2015 TO 3RD JANUARY, 2016**

- ♦ General Rodeo M & R
- ♦ Lawns M & R Track M & R
- ♦ Car park

Functions:

11th December, 2015 – Twilight Race Meet
2nd January, 2016 – Private Function

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH

(C14-7.2)

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 9th November 2015 to 3rd January, 2016

Plant Repairs				
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>	<i>Repair Time (Man Hours)</i>
11	2010 Lonking Wheel Loader	Replace Brake Calliper & Disc Pads	10 days	20
12	2000 - Hitachi Loader	Test Transmission (over heating)	2 days	6
19	1990 Standen Rear Mount Roller	Turn Seal Runner	4 days	6
21	2012 John Deere Tractor	Tow to Chesterfields for repair	1 day	2
23	2009 Komatsu Grader	Remount Front Lights	2 days	5
27	2013 Western Star Prime Mover	Weld Radiator Support	1 day	2
27	2013 Western Star Prime Mover	Service	2 days	7
28	2014 John Deere Grader	Service	1 day	5
31	2010 UD Truck	Service, Replace Shocks & Weld Tipper Rails	3 days	10
32	1988 Mack Valueliner	Replace Air Starter & Inter Cooler Water Pump	ongoing	
34	2008 MAN Prime mover	Remount fuel tank	1 day	6
36	2005 Isuzu Medium Tipper	Tender on Tray	1 day	6
38	2014 Lusty Tri Axle Low Loader	Hydraulic Pump Motor Starter	2 days	4
47	2008 Street Sweeper-Schwarze A4000	Repair Starter Brooms	2 days	10
48	1990 McGrath-Step-Deck	Remove Front Axle	20 days	15
60	1974 Roadtrain Dolly	Suspension Repair	2 days	10

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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH

CONTINUED

Plant Repairs – Continued				
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>	<i>Repair Time (Man Hours)</i>
63	2010 Mitsubishi Fuso Truck	Replace Differential	6 days	5
72	2006 Isuzu Paveliner	Replace Brake Booster & Replace Boom Hydraulic Ram	1 day	6
72	2006 Isuzu Paveliner	Adjust Boom Latch	1 day	2
78	2006 Superior Slasher	New PTO Shaft & Safety Cover	2 days	4
78	2006 Superior Slasher	Strip Hub	1 day	4
78	2006 Superior Slasher	Replace Wheel Bearings	2 days	6
84	Roller - Council Built	Service - Adjust	2 days	5
92	2005 Multipac Roller	Replace Tyres	4 days	6
95	2010 Multipac Roller	Seat Repair & Test Air conditioner	2 days	6
95	2010 Multipac Roller	Test Air Conditioner	1 day	4
107	2005 Isuzu Truck	Replace Air conditioner Fans & Clean Radiator	1 day	4
168	2012 Victory (Mini) Excavator	Remove Starter	4 days	6
740	Edger	Make Safety Cover	2 days	6

WARREN SHIRE COUNCIL
 Report of the Engineering Services
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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs – Outside Works				
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>	<i>Repair Time (Man Hours)</i>
10	2008 Hamm Pad Drum Roller	Bridgestone - Remove & Replace Tyre	2 days	
12	2000 Hitachi Loader	Hitachi - Replace Transmission Cooler	5 days	
12	2000 Hitachi Loader	Bridgestone - Replace Tyre	1 day	2
21	2012 John Deere Tractor	Chesterfield - Replace Fan Carrier	12 days	
22	2012 John Deere Grader	Hitachi - Replace Turbo Waste Gate	3 days	6
30	2007 MAN Primemover	Hi-Torque - Replace Differential Power Divider; Replace Clutch; Thrust & Fit New Batteries & Replace Fan	22 days	
31	2009 UD Truck	Hi-Torque - Replace Add Blue Pump	6 days	
65	2013 Allroads Dolly	Hi-Torque - Remove Turn Table & Cut Out Bushes	3 days	
78	2006 Superior Slasher	Cannon - Turn Up Parts	Ongoing	
90	2005 Isuzu Medium Truck	Tucker Welding - Tender for Tray Refurbishment	40 days	
93	2013 Council Built Roller	Westrac - Modify Air Cleaner, Air conditioner Unit & Tint Cabin Windows	18 days	
154	1985 Fruehauf Tri-Axle Water Cart	Roads & Maritime Services - Defect Compliance	25 days	
154	1985 Fruehauf Tri-Axle Water Cart	Curratechnic - Modification on Rear of Trailer	5 days	
154	1985 Fruehauf Tri-Axle Water Cart	Express Welding & Hi-Torque - Took Over Repairs for Defects by Roads & Maritime Services Repairs had to be Approved by a Licensed Certifier Peter Weatherby (Curratechnic Pty Ltd)		

WARREN SHIRE COUNCIL
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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Miscellaneous Works

Minor Plant Repairs.....	315	hours
Plant Refurbishment	4	hours
Plant Servicing.....	108	hours
Electrical/Two Way Radio Works, Phones	15	hours
Welding/Fabrication Works on Plant, etc.....	159	hours
Depot Yard – Plant parking, clean, lock and unlock	16	hours
Parts ordering hours.....	14	hours
Job set up, e.g. Apprentice.....	5	hours
Fuel up trailers	6	hours
Phone calls in and out / book work.....	15	hours
Plant inspection for repair.....	5	hours
Tyre pick up including delivery to and from work site	12	hours
Plant cleaning	3	hours
Tar – check emulsion.....		hours
Operator queries, e.g. noise	16	hours
Quotations	20	hours
Steel pick up	11	hours
SES		hours
Rural Fire Service.....	2	hours
Work meetings.....	2	hours
Fill gas bottles.....		hours
Air conditioning.....	12	hours
Transport for RTA Inspection		hours
Registrations and defects	12	hours
Annual Leave.....	286	hours
Sick Leave	8.5	hours
Workers Compensation	31	hours
TAFE		hours
Public Holiday	72	hours
Training	30	hours
Private work.....		hours
Hep B and Tetanus shots		hours
Field Days.....		hours
Picnic		hours
Store.....	9	hours
Interviews	6	hours
Workshop set up (Site Meetings/Inspections).....		Hours

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 5 TRAFFIC INFORMATION

(T5-4)

No information this month.

WARREN SHIRE COUNCIL
Report of the Engineering Services
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ITEM 6 BORE CONSTRUCTION TENDER REVIEW (W2-1, W3-5, W4-5)

Tenders were called for the construction of six (6) bores (two (2) at Gilgandra, two (2) in Warren, one (1) in Collie and one (1) in Nevertire) on the 16th November 2015 applications closed on the 11th December 2015.

The tender was called through TenderLink as a joint project between Gilgandra and Warren Shire Councils. Both Councils are required to individually resolve the acceptance of the successful tenderer.

Two identical water supply bores were proposed for Gilgandra Shire, while 4 unique bores according to site specific conditions were proposed for construction throughout the Warren Shire.

The project is being funded by Infrastructure NSW under the Water Security for Regions programme.

At the close of tendering, six (6) tenders were received. A tender from Watermin Drillers of Orange had begun transmission but the document had not been received by the due time. Another tender was received from JT Drilling of Toowoomba however the priced schedules were blank. A further tender was received from Watson Drilling of Deniliquin who hadn't price the pump testing. These three (3) tenders are not considered further.

Based on the above, four (4) tenders are therefore considered below, being:

- The Impax Group of Dubbo
- Water Resources Drilling of Dubbo
- KT Adams Drillers of Wangaratta, and
- Silver City Drilling of Port Macquarie

The corrected totals from the tenders received are provided in the table below.

Bore Location	Impax	Water Resources Drilling	Adams Drillers	Silver City Drilling
Gilgandra	\$110,975	\$134,760	\$154,981	\$223,717
Collie	\$92,500	\$132,820	\$174,210	\$230,720
Warren Bore Park	\$148,170	\$176,750	\$273,898	\$297,665.80
Warren Ellengerah	\$148,170	\$176,750	\$229,750	\$284,630.70
Nevertire	\$105,400	\$150,140	\$186,210	\$242,946

Note: Prices are ex. GST

It is proposed that the tenders be awarded by each Council for those bores to be constructed within each council area. The tender was not called on the basis of separable portions therefore the one successful tender has to be accepted by both Councils. A detail split-up based on the tendered schedule of rates is available if required.

WARREN SHIRE COUNCIL
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ITEM 6 BORE CONSTRUCTION TENDER REVIEW

CONTINUED

Water Resources Drilling offered an alternate, non-conforming tender in addition to their conforming tender. The alternate offered different methods of construction and alternate materials. This was checked with the writer's nominated hydrologist who advised that the method of construction requested in the tender documents was adequate and accordingly, the alternate offering provided no advantages to either Council, notwithstanding, that the alternate tendered amount was higher than the lowest tender. This alternate tender was therefore not considered further.

The tenders were considered in accordance with the selection criteria stated in the tender document as below.

Weighted Criteria		Weighting (%)
W 1	Price of Tender	60%
W 2	Assessed capability and capacity of the Applicant	40%
	W2.1 <ul style="list-style-type: none"> • Past performance and experience of the Applicant, • Approach and understanding of the work generally 	15%
	W2.2 <ul style="list-style-type: none"> • Experience, skills and qualifications of nominated key personnel • Proposed project resourcing and use of subcontractors 	15%
	W2.3 <ul style="list-style-type: none"> • Project delivery timeframe / milestones / plan • Availability to commission as soon as practical 	10%
TOTAL		100%

The assessed capability of each of the tenders was considered to be about the same, each having had wide and varied experience in the construction of bores based on the details provided in their respective tenders.

The price submitted by the Impax Group is in each location about 30% lower than the second lowest tender and by applying the above criteria; the tender submitted by The Impax Group is considered to be the most desirable. They are known in the area, having recently completed a number of bores for Narromine Shire Council and their workmanship, cooperativeness and their approach to the project could not be faulted. They have excellent references. Narromine Shire Council Staff who oversaw their contract spoke very highly of this company and the work they have undertaken. They are also undertaking work for Brewarrina Shire Council currently. Gilgandra Shire have resolved to award the tender to The Impax Group.

It is recommended that the tender submitted by The Impax Group be accepted and the contract awarded to them in accordance with the Schedule of Rates submitted and, based on the quantities provided in the schedule, at a total lump sum cost.

WARREN SHIRE COUNCIL
Report of the Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Thursday, 28th January. 2016

ITEM 6 BORE CONSTRUCTION TENDER REVIEW

CONTINUED

RECOMMENDATION that:

1. Council award the contract for the construction of four (4) bores to The Impax Group at a lump sum cost of:
 - Collie- \$92,500 ex. GST
 - Bore Park, Warren- \$148, 170 ex. GST
 - Ellengerah Rd, Warren- \$148,170 ex. GST
 - Nevertire- \$105,400 ex. GST

2. Authority be given to affix Council's seal to all associated documents.

WARREN SHIRE COUNCIL
Report of the Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Thursday, 28th January. 2016

ITEM 7 ROADS TO RECOVERY 2015-2016 (W6-17)

**5 YEAR ROLLING WORKS PROGRAM RURAL LOCAL SEALED
ROADS IMPROVEMENT PROGRAM (W6-3.1, E3-35)**

The Federal Government announced additional funding for Roads to Recovery (R2R). As previously reported Warren Shire will receive an additional \$853,933 in 2015/16 and \$1,057,356 in 2016/17. The 2015/16 funds are required to be expended by the 30th June 2016.

Council adopted the 5 Year Rolling Works Program Rural Local Sealed Roads Improvement Program as listed below:

Year	Road Number	Road Name	Chainage From	Chainage To	Cost
2015/16	5	Buckiinguy Road	Johnsons Road	Shire Boundary 17 kms	\$787,950
	27	Bullagreen Lane	7.0 kms	10.5 kms	\$142,786
					\$930,736
2016/17	12	Lemongrove Road	Buckiinguy Road	Buckiinguy Road + 15kms	\$695,250
	12	Lemongrove Road	3.5 kms	7.0 kms	\$151,353
					\$846,603
2017/18	12	Lemongrove Road	Buckiinguy Road + 15 kms	Main Road 424 + 8kms	\$370,800
	27	Bullagreen Road	10.5 kms	14.0 kms	\$155,893
	27	Bullagreen Road	14.0 kms	18.0 kms	\$208,575
					\$735,268
2018/19	53	• Thornton Road	Tottenham Road	Tottenham Road + 3 kms	\$450,000
	35	Collie-Bourbah Road	0.0 km Collie	Collie + 5.5 kms	\$259,500
	27	Bullagreen Road	18.0 kms	21.5 kms	\$160,569
					\$870,069
2019/20	53	• Thornton Road	Tottenham Road + 3 kms	To seal 4 kms	\$620,000

To ensure Council fulfils its requirements of the R2R funding prior to the 30th June 2016 it is requested that Council approve to bring forward the 2016/17 Rural Local Sealed Roads Improvement Program.

RECOMMENDATION:

That Council utilise the 2015/16 additional Roads to Recovery funding in the amount of \$853,933 by bringing forward the 2016/17 Rural Local Sealed Roads Improvement Program.

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, 28th January 2016

ITEM 1 DEVELOPMENT APPLICATION APPROVALS

(B4-9)

The following Development Applications were approved from 16th November 2015 to 8th January 2016.

FILE	LOCATION	WORKS
P16-15.22	Lot 2, DP1196832, Readford Street, Warren	Erection of duplex
P16-15.32	Lot 1, DP1196832, 8 Myra Street, Warren	Erection of two decks
P15-15.33	Lot 1, DP209585, 6 Bundemar Street, Warren	Installation of Transportable Home

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, 28th January 2016

ITEM 2 DEPARTMENT OF PLANNING CIRCULARS (P15-10)

Nil Circulars this reporting period.

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, 28th January 2016

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

Throughout the months of November and December, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Touch Football, Senior Netball, Junior Cricket and Senior Cricket.

Highlights of the two months included the Warren Preschool Presentation night, Saint Mary's Presentation Night and Senior Citizens Luncheon.

Upcoming events at the Centre in the month of January include multiple Senior Cricket matches, Vacation Care and Australia Day Awards Ceremony.

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of November and December is 566 and 560 respectively. There are 146 current gym members as of the 12th January 2016.

FWAS

There was 1 Far West Academy of Sport event held in November (Rugby League Selection) and 1 held in December (Lone Star Program Induction) and currently 0 to be held in January.

COMMUNITY

Day groups

Bogan Bush Mobile and Rugrats are continuing to hold playgroups at the Centre during school terms in 2016 on alternating weeks.

Home Care group are continuing to meet on the first three Mondays of every month.

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, 28th January 2016

ITEM 4 INFORMATION CENTRE RECORD FOR THE (T4-6.1)
MONTH OF NOVEMBER 2015

Number of Visitors to the Information Centre:		78	
Number of Locals to the Information Centre:		13	
Number of Website hits on Warren Shire Council:		3,553	
Number of Website hits drilling down – “Visiting Warren”:		67	
Reason for Visiting Warren (Totals):			
Friends/Family:	8	Business/Employment/Training:	5
Passing Through:	24	Special Events:	
Visitors in Buses:		Holiday:	12
Other/Unknown:		Camping/Fishing:	
Age Groups:			
Under 25:	5	25-34:	10
34-44:	7	45-54:	13
55-64:	15	65+:	17
Unknown:			
Sale Items & Publications, (including both free and sold ones, if possible):			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	2
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	2
Warren Profile:		Magnets:	8
Across the Black Soil Plains:		Stubby Holders:	1
Midwives of the Black Soil Plains:		Pens:	
Bushmen of the Black Soil Plains:		Tea Towels:	8
Keep the Billy Boiling:		Wool:	
Animals of Dubbo Region :		Place Mats:	1
Macquarie Marshes Information :	7	Mugs:	
Willie Retreat:		Key Rings:	
Our Abounding Wildlife:		Rulers:	1
Tiger Bay Brochure:		Road to Nevertire 1 and 2:	
Shire Map and Town Maps:		Warren photos (Black & White):	
Cotton Brochure:		Sample of Wool/Wool Sheet:	
Postcards \$1.60:		Handkerchiefs:	1
Postcards \$1.00:		Shirts: (tennis club):	
Postcards \$0.60:		150 yrs Caps: (tennis club):	1
Coloured postcards		150 yrs Stubby Holders: (tennis club):	
Macquarie Marshes DVD/CD	1	Hot Flats CD:	
Ballad of a Bush Bride:		Cook Book:	
Warren Woolcot Cards:	3	Road Information:	8
Single Christmas Cards (10c):		Public Toilets:	17
Accommodation:	4	Maps:	14
Camping/Fishing Spots:	4	Public Dump Point/Potable Water:	
Places to Eat:	3	Surrounding Towns:	
Bob Christensen Park:	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, 28th January 2016

ITEM 4 INFORMATION CENTRE RECORD FOR THE CONTINUED
MONTH OF DECEMBER 2015

Number of Visitors to the Information Centre:		63	
Number of Locals to the Information Centre:		20	
Number of Website hits on Warren Shire Council:		2531	
Number of Website hits drilling down – “Visiting Warren”:		57	
Reason for Visiting Warren (Totals):			
Friends/Family:	5	Business/Employment/Training:	3
Passing Through:	23	Special Events:	
Visitors in Buses:		Holiday:	11
Other/Unknown:		Camping/Fishing:	
Age Groups:			
Under 25:	5	25-34:	2
34-44:	9	45-54:	2
55-64:	18	65+:	24
Unknown:			
Sale Items & Publications, (including both free and sold ones, if possible):			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	8
Warren Profile:		Magnets:	8
Across the Black Soil Plains:		Stubby Holders:	11
Midwives of the Black Soil Plains:		Pens:	1
Bushmen of the Black Soil Plains:		Tea Towels:	14
Keep the Billy Boiling:		Wool:	
Animals of Dubbo Region :		Place Mats:	5
Macquarie Marshes Information :	6	Mugs:	1
Willie Retreat:		Key Rings:	
Our Abounding Wildlife:		Rulers:	5
Tiger Bay Brochure:		Road to Nevertire 1 and 2:	
Shire Map and Town Maps:		Warren photos (Black & White):	
Cotton Brochure:		Sample of Wool/Wool Sheet:	1
Postcards \$1.60:		Handkerchiefs:	
Postcards \$1.00:		Shirts: (tennis club):	
Postcards \$0.60:		150 yrs Caps: (tennis club):	1
Coloured postcards		150 yrs Stubby Holders: (tennis club):	
Macquarie Marshes DVD/CD		Hot Flats CD:	
Ballad of a Bush Bride:		Cook Book:	
Warren Woolcot Cards:	1	Road Information:	9
Single Christmas Cards (10c):		Public Toilets:	8
Accommodation:	1	Maps:	
Camping/Fishing Spots:	3	Bob Christenson Park:	
Places to Eat:	2	Warren Attractions:	7

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, 28th January 2016

ITEM 5

IMPOUNDING OFFICER'S REPORT

CONTINUED

Warren Shire Council		Report of the Manager Health and Development Services to the Ordinary Meeting of Council, held in the Council Chambers Warren, on Thursday, 28th January 2016																			
ITEM 5		IMPOUNDING OFFICER'S REPORT																			
Activity Day	Week Ending: 11th December 2015							Week Ending: 18th December 2015							Week Ending: 25th December 2015						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol Hours																					
Feed/Water & Clean Pound Hours			1.5	3	3.5	5	4														
Office Hours	0	0	4	3.5	3	1.5	3.25	0	0	3.5	2	4.5	2	0	0	0	4	3	3	3.25	0
Impounding/ Releasing/ Euthanasia Hours			2	1	1	0	0														
Total daily hours	0	1	8.5	8.5	8.5	8.5	8.25	0	1	8.5	8.5	8.5	8.5	8.25	1	1	8.5	8.5	8.5	8.25	1
Number of Dogs Impounded	0	0	0	0	0	1	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0
Number of Dogs released	0	0	0	0	0	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Dogs in Pound	2	2	2	2	2	3	2	2	5	6	6	6	4	4	4	4	4	4	4	4	1
Number of Cats Surrendered	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Rehoused	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Euthanasia	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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 Speed								231							180						
odometer reading @ end of week								58012							58192						
Other General Notes																					
Total weekly hours								43.25							37.5						
CALL OUT Key: A - 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																					

Section 6

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, 28th January 2016

ITEM 5

IMPOUNDING OFFICER'S REPORT

CONTINUED

Warren Shire Council		Report of the Manager Health and Development Services to the Ordinary Meeting of Council, held in the Council Chambers Warren, on Thursday, 28th January 2016																				
ITEM 5		IMPOUNDING OFFICER'S REPORT																				
Activity Day	Week Ending: 1st January 2016							Week Ending: 8th January 2016							Week Ending		Continued					
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun		Mon	Tue	Wed	Thur	Fri
Patrol Hours																						
Feed/Water & Clean Pound Hours	1	1	1	1	1	1	1			1.5	3	3.5	5	4								
Office Hours	0	0	0	1.15	0	0	0	0	0	4	3.5	3	1.5	3.25								
Impounding/Releasing/Euthanasia Hours	0	0	0	0	0	0	0															
Total daily hours	1	1	1	2.15	1	1	1	0	1	8.5	8.5	8.5	8.5	8.25								
Number of Dogs impounded	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Number of Dogs released	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Total Dogs in Pound	1	1	1	1	1	1	1	1	1	1	1	1	1	1								
Number of Cats Surrendered	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
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								
Total weekly kilometers	30																					
Speedometer reading @ end of week	58610																					
Other General Notes	58640																					
Total weekly hours	8.15																					
Total weekly kilometers	200																					

CALL OUT Key: A - 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

Section 6

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, 28th January 2016

ITEM 6 RESPONSIBLE PET OWNERSHIP GRANTS PROGRAM (C24-2)

Warren Shire Council was successful in their application for the Responsible Pet Ownership Grants Program in 2015.

This program was rolled out in conjunction with the Warren Shire Council, NSW Office of Local Government and Western Rivers Veterinary Group and was run as a Cat Desexing Program.

This program enabled residents to desex their cat at a reduced cost and the long term benefits of this program include responsible cat ownership education and a reduction in the occurrence of unwanted litters. Cats were desexed and micro-chipped. The program ran in our local community from August to November 2015.

This program was aimed at residents that are low income earners or pensioners and enabled 16 female cats and 8 male cats to be desexed.

Residents were advised of this program through the local newspapers and posters around town, with information brochures also available.

Interested pet owners completed an application form and lodged it with the veterinary clinic.

Council had an allocated budget of \$2,500.00 to this program, which under the guidelines of the grant was a dollar (\$) for dollar (\$).

RECOMMENDATION:

That the information be received and noted.

Section

7

Librarian

WARREN SHIRE COUNCIL

Report of the Librarian
To the Ordinary Meeting of Council to be held in the
Warren Shire Council, Chambers On Thursday 28th January 2016

ITEM 1 REPORT OF WARREN SHIRE LIBRARY SERVICES (L2-2)

INTRODUCTION

The library services at Warren had an extremely busy start to 2016 with several events being held for our junior clients. We have recently held a very successful Mosaic workshop for juniors which was highly successful and attended by 30 children. Other events on the calendar are a Puppet Show by the Sydney Puppet theatre followed by a Puppet making workshop, which is now fully booked. Summer Reading Club is once again proving to be popular with the highlight being many reading prizes for our juniors. School holidays have once again been busy to date with higher than usual loan statistics.

2016 is shaping up to be another year full of special events with the North Western Library E-book Program Borrow Box moving up into the next level. We are now sharing a database with Big Sky Libraries (Moree), which has increased our stock and lowered our fees. We are promoting Borrowbox to our junior clients and with this in mind will be hosting a visit by presenter “Stig Wemyss” one of Australia’s favourite children’s narrators and performers in April to entertain and educate the children of Warren.

Library Lovers Day will be celebrated in February with the focus on promotion of excellent library services. Later in the year we will be entertaining our little ones with a Mad Hatters Tea Party and our first Teddy Bear Sleepover.

TECHNOLOGY

We have recently upgraded the Library Management System to a web based thin client which is much more user friendly for staff and enabling us to increase our services to the public. The thick client is still in use for some modules but will be phased out over the next twelve months.

The Spydus system now has a new array of online facilities which allows access to many 24/7 services. Notices are now being delivered by a combination of SMS, email and print.

The library provides additional Ipads which are available for public use while the usage of our public access computers and Wi-Fi continues to grow. The new photocopier installed last year is being well utilised with clients appreciative of the scanning to email service now being provided.

GRANTS

The Birth to Kindergarten Grant – Inside the Box project has now been acquitted and is allowing all North Western Branches to provide a wide range of resources and promotional materials to program and promote story time and rhyme time sessions to members of the community. The project is also embracing new technologies by introducing a new range of eBook, online facilities and supplying additional Ipads.

The library has lodged an application in the State Library Development Infrastructure Grants 2015/16 round titled **Warren Shire Library – reconnecting the community**, which if successful will supply new mobile shelving and furnishings including a revamp of the circulation desk, new seating for events and storytelling, and provision of new technology equipment such as PC’s, Ipads, 3D printer, movie screen and projector.

WARREN SHIRE COUNCIL

Report of the Librarian
To the Ordinary Meeting of Council to be held in the
Warren Shire Council, Chambers On Thursday 28th January 2016

ITEM 1 REPORT OF WARREN SHIRE LIBRARY SERVICES CONTINUED

COMMUNITY BUILDERS FUNDING

The library was successful with additional Community Builders Funding for 2015/16

- Art Magic with Mosaics
- Art and Puppetry
- Teddy Bear Sleepover

This funding has allowed us to offer a much wider range of activities for all community members. We have been working closely with local artists and craft experts to allow us to offer a wide range of activities. These projects allow us to work as a community and offer a greater range of services to our clientele and in many cases attract new members to the library service.

STATISTICS FOR OCTOBER, NOVEMBER AND DECEMBER 2015

Month	Issues	Clients	Wireless Internet	Visitor Internet	NW E-Books	NW E-Audio
October	1806	1598	117	23	118	30
November	1786	1543	131	29	125	43
December	1631	1202	96	14	96	33

EVENTS

	Junior	Adults	Total Participants
Life Story Writing		10	10
ABC Open Digital Photography		10	10
Tie Dying	20		20
Stories are Magic Launch	130	20	150
Halloween Party	35	5	40
Getting Ready for Christmas	34		34
Mosaic Pots	30		30
Vacation Care Visits x 2	53	4	57

WARREN SHIRE COUNCIL

Report of the Librarian
To the Ordinary Meeting of Council to be held in the
Warren Shire Council, Chambers On Thursday 28th January 2016

ITEM 1 REPORT OF WARREN SHIRE LIBRARY SERVICES

CONTINUED

STATISTICS

SCHOOL HOLIDAYS

Issues

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
Week 1	123	80	133	68	Closed	Closed	404
Week 2	234	112	105	99	112	32	694

Clients

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
Week 1	86	53	120	48	Closed	Closed	307
Week 2	225	71	95	80	72	32	575

RECOMMENDATION

That the information be received and noted.