



WARREN SHIRE COUNCIL

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 27TH APRIL 2017

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

27th April 2017

APOLOGIES**CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday 23rd March 2017

SECTION 1 (WHITE)**DELEGATES REPORTS**

- Item 1 Warren Interagency Support Services (C3-9)
- Item 2 Outback Arts Board Meeting (C17-2)

COMMITTEE MINUTES

- Meeting of Manex held on Tuesday 14th March 2017 (C14-3.4)
- Meeting of the Water Supply and Sewerage Steering Committee
held on Tuesday 4th April 2017 (S5-10.1, W2-2.2)
- Meeting of the Sporting Facilities Committee
held on Wednesday 5th April 2017 (C14-3.18)
- Meeting of the Warren Town Improvement Committee
held on Tuesday 11th April 2017 (C14-3.17)
- Meeting of the Economic Development Committee
held on Wednesday 12th April 2017 (C14-3.22)

SECTION 2 (LILAC)**POLICY**

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
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Item 3	Community Strategic Plan “Warren Shire 2027” (A7-4.1/1)	Page 6
Item 4	Closed Circuit TV (CCTV) Code of Practice (L7-1.5)	Page 7
Item 5	Western Slopes Gas Pipe Line (G3-2)	Page 8
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SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Reconciliation Certificate – March 2017 (B1-10.15)	Page 1
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Item 3	March 2017 – Quarterly Budget Review (A1-5.35)	Page 4

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

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Item 6	Asset Management – Sealed Local Roads (A13-1, A13-2)	Page 14

SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

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Item 4	Information Centre Record for March 2017 (T4-6.1)	Page 4
Item 5	Impounding Officer's Report (P4-4)	Page 5

SECTION 7 (LILAC)

REPORT OF THE LIBRARIAN

Nil.

MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

Nil.

PRESENTATIONS

9.55 am Mrs Terina McNair, St. Mary's School Principal.

Section

1

Delegates & Committees

WARREN SHIRE COUNCIL
Delegates Report by Councillor P Serdity
to the Ordinary Meeting of Council to be held in the Council Chambers,
115 Dubbo Street, Warren on Thursday 27th April 2017

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

I attended the Interagency meeting on Wednesday 12th April in the meeting room of the Warren Sporting and Cultural Centre.

Unfortunately, attendance was poor due to my error in holding this meeting during school holidays and people being on leave. However, we still managed to have a productive meeting with Kelly Brennan from Better Living Early Links program discussing her proposed project in relation to a Harmony Day event she would like to hold in Warren. Contacts were provided to her in relation to other agencies that would be able to assist her to hold this event.

Updates were provided by the following agencies in relation to what is happening in the area:

Pauline Serdity	Australian Unity Home Care Service – Nyngan and Warren branches and Outback Arts
Barbara McKay	Breakfast Club
Judie Sturtevant	St Vincent DePaul
Cheryl Burns	Sector Support Orana Far West Better Living
James Cleasby	Warren Shire Council – Disability Inclusion Survey and EIPP funding
Kelly Brennan	Better Living Early Links

I apologise for this short report but although attendance was down we still managed to have some good discussions and proactive networking.

Councillor Pauline Serdity
Chairperson/Secretary
Warren Interagency

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Delegates Report by Councillor P Serdity
to the Ordinary Meeting of Council to be held in the Council Chambers,
115 Dubbo Street, Warren on Thursday 27th April 2017

ITEM 2 OUTBACK ARTS BOARD MEETING

(C17-2)

I attended the AGM and quarterly board meeting in Coonamble. Good to see we now have some new board members and also in executive positions.

Current Executive Positions are as follows:

Chairperson	Kylie Harvey	Community Representative
Vice Chairperson	Sally Torr	Community Representative
Treasurer	Pauline Serdity	Warren Shire Council Delegate

Current Board Members:

John Thompson	Bourke Shire Council
Angela Shepherd	Cobar Shire Council
John Walker	Coonamble Shire Council
Jane Keir	Walgett Shire Council
Pauline Serdity	Warren Shire Council
Kylie Harvey	Community Representative
Eric Crisp	Community Representative
Sally Torr	Community Representative

Financials were late and were tabled at the meeting. Motion was made by myself that we hold an Extraordinary Meeting to allow review of the audited papers and then sign them and return to auditor.

RICDO funding is still under review and we should know in the very near future what the position of further funding for this project will be.

We continue to be out and about and active in trying to attract events to our communities, but external funding for touring groups is getting harder to find.

Our next board meeting will be held in Coonamble on Monday 3rd July 2017.

Pauline Serdity
Council Delegate

RECOMMENDATION:

That the information be received and noted.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 14th March 2017.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 14th March 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 14th March 2017 commencing at 2.37 pm

PRESENT:

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration
Jillian Murray	Treasurer (Chair)
Maryanne Stephens	Manager Health & Development

1. APOLOGIES

Apologies were received from Les Morgan, Dirk McCloskey and Tim Wark who were 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 Wilson OAM/Arthur that the Minutes of the Manex Committee meeting held on the 14th February 2017 be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING FROM MINUTES

- Dangerous tree at Swimming Pool has been removed.
- Incorrect allocation numbers are still a problem.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 14th March 2017 commencing at 2.37 pm

4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
*13.9.16	MHD	11 Pittman Pde – Kitchen	Complete
13.9.16	MHD	39 Garden Ave – Kitchen	Works to be scheduled
13.9.16	MHD	56 Garden Ave – Kitchen	Works to be scheduled
13.9.16	MHD	39 Garden Ave – Roof	Works to be scheduled
*22.11.16	MES	Engineering Section door	Outer edge to be sheared off to enable unimpeded access
*17.1.17	MHD / WSM	Potable water testing	Arrange for Health & Development to undertake water testing
17.1.17	MES	Large recycling bins at Mabel Street	Site to be determined

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

Carried

5. EXTERNAL PROMOTIONS

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

6. SENIOR STAFF – WORK PROGRAM

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

7. ASSET MANAGEMENT

- It was noted that the Councillor Information Sessions on Asset Management were very informative and worthwhile.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 14th March 2017 commencing at 2.37 pm

8.1 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	8,000	Nil	MFA	
Practical Plus Software	73,000	61,654	MFA	Will not go live before July 2017
Computer Server Upgrade – internal wiring	10,458	10,458	MFA	Complete
Asset Management - IP & R	59,542	1,075	MES/ MFA	Ongoing
Risk Management – Asbestos Register	16,626	16,626	MHD	Asbestos Register developed
Risk Management Asbestos Remedial Works		8,896	MHD	Defects list works being undertaken
Training	115,000	81,749	ALL	
Mobile phone upgrades	3,600	Nil	ALL	
Depot Yard Extension	256,000	3,490	MES	Clearing & levelling of site to commence before the end of March 2017
RFS Hazard Reduction	50,500	59,102	MFA/ MHD	Claimed RFS
Dwelling Specific M & R	31,741	1,082		
2 Roland Street		Nil	MHD	Vents and Insulation in Roof Cavity
39 Garden Avenue		Nil	MHD	Roof Structure repairs
39 Garden Avenue	11,500	Nil	MHD	Kitchen upgrade
56 Garden Avenue		7,477	MHD	Carpets and blinds installed
56 Garden Avenue	11,500	Nil	MHD	Kitchen upgrade
Pool Residence		2,817	MHD	Plumbing works complete
11 Pittman Parade	17,433	17,487	MHD	Demolition 3rd March, installation of new kitchen 9th March

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Levee M & R	25,546	8,891	MES	Inspection of levee completed. Require program works from defects.
Stormwater Drainage M & R	9,884	21,557	MES	Major works undertaken at Nevertire.
Gunningba Drainage	88,924	17,517	MES	February 2017
Nature Links River Corridor	19,558	Nil	MHD	
Victoria Park – Fitness Circuit Council - \$25,625 Healthy Challenge - \$13,195 CBP Grant - \$25,000	63,820	47,638	MES	Contractor engaged. Works commenced.
Sports Complex – Pulley System	3,335	3,335	MHD	Complete
Showground PA System	45,000	Nil	MES	Contractor engaged works to commence in next 2 weeks.
Library – Drainage & leak proofing	7,000	3,985	MHD	Complete
Library – Shelving / Furnishings	87,283	57,607	LIB	Complete
Library – IT		26,943	LIB	Complete
Library – Bathroom renovations		12,500	LIB	Complete
Playground equipment	41,208	Nil	MES	Report included in this agenda
Playground soft fall	25,272	Nil	MES	Report included in this agenda
Victoria Oval – Refurbishment	27,000	60,272	MES	Complete
Tourist Information Bay – Collie	2,500	1,345	GM	Received. To be installed.
Information Centre – Fencing	2,939	2,939		Complete
Information Centre – Internal Painting	8,800	8,800	MHD	Complete
Information Centre – Air conditioners	5,980	5,980		Complete
Information Centre – Carpet	7,105	6,459		Complete

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Information Bay – Nevertire	11,000	Nil	GM	Review scope of works
Advertising Brochures	10,000	8,773	GM	Complete
CBD Improvements	290,825	3,272	MES	Formulating plan to replace all tree islands, repair K & G, pavement works and asphalt overlay for Dubbo Street.
Old Medical Centre Ceiling & Ducting	10,130	10,130	MHD	Ducting to be installed.
Water Supplies				
Water valve and mains replacement	18,711	20,103	MES	2016/2017 Program complete
Telemetry Scada System Upgrade	35,224	12,265	MES	Completion in March 2017
Nevertire Reservoir Refurb	175,000	Nil	MES	Tender specification documents to be prepared by April 2017.
Warren – New Bore 8	190,849	5,766	MES	Fit out works completed by April 2017
Warren – New Bore 7	95,450	4,815	MES	Fit out works completed by April 2017
Nevertire – New Bore 2	92,881	5,558	MES	Fit out works completed by April 2017
Collie – New Bore 2	303,514	99,695	MES	Fit out works completed by May 2017
Sewerage Services				
Warren STP	6,000,000	Nil	MES	Preliminary design works completed, external stakeholder meeting held.
Mains Upgrade	20,000	Nil	MES	Works to be completed April 2017.
Mains Relining (600-700 m)	100,000	Nil	MES	Contractor engaged, completion by May 2017
Telemetry Scada System Upgrade	35,225	21,197	MES	Completion in March 2017

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
ROADS BRANCH				
State Highway 11				
Ordered Works				
• Reseals Seg 205 & 270	121,408	103,049	MES	Complete
• Golf Club Heavy Patching	61,111	61,111	MES	Complete
• Golf Club Road Widening	95,394	95,394	MES	Complete
• Heavy patching – various	279,275	111,920	MES	February/March 2017
• Heavy Patching Seg 205	88,758	64,071	MES	Complete
• Truck Accident Repairs	15,353	1,768	MES	Complete
• Flood Damage Repairs	260,582	196,368	MES	Complete
Regional Roads				
Reseals	263,416	85,695	MES	Complete
Recycling – RR 424 – Marra Rd	200,000	173,667	MES	Complete
Resheeting	86,000	59,274	MES	Complete
Blackspot Tenandra Bridge	149,400	9,548	MES	Works to commence within next 2 weeks, when gravel resheeting on Colane Road complete.
REPAIR Program – Warren Rd	660,000	47,143	MES	In progress
Flood Damage Repairs	118,000		MES	In progress
Urban Local Roads				
Urban Reseals	56,700	47,644	MES	Works complete
XC5 footpaths	38,492	30,353	MES	Ongoing
Kerb & Guttering	92,767	Nil	MES	Report included with this agenda.
Urban Roads – Heavy Patching	120,000	18,636	MES	May/June 2017
Urban Roads – Bundemar Street	161,171	3,729	MES	May/June 2017

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Rural Local Roads				
Rural Reseals	294,100	126,148	MES	90% complete
Rural Resheeting	978,345	253,131	MES	Ongoing
Reconstruction – Buckiinguy	670,250	577,855	MES	Completed 14 km
Recycle – Bullagreen Road	364,468	35,986	MES	March / April 2017
Recycle – Lemongrove Road	370,800	285,974	MES	Complete
Reconstruction – Ellengerah Road	1,057,356	73,491	MES	May / June 2017
Reconstruction – Lemongrove Road	220,803	226,473	MES	Completed 12.5 km
Culvert replacement	60,000	Nil	MES	Ongoing – Pipes ordered & delivered
Flood Damage Repairs	1,179,508	382,052	MES	In progress
Plant				
Heavy Plant Purchases - Nett	689,336	4,555	MES	2016/2017 Purchases reviewed
Light Plant Purchases - Nett	103,573	-22,000	MES	Ongoing

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

Carried

WARREN SHIRE COUNCIL

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

STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification Roundabout	Lighting	Putting together a plan to replace all tree islands, scoping kerb and guttering, pavement and asphalt overlay works for Dubbo Street. Project status presented to February Meeting of Council.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	
Depot Yard Extensions	Clearing and levelling works of extension to commence in late March. Pavement construction, bitumen sealing and asphalt work to continue on from clearing and levelling works.	
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	Works to commence when gravel resheeting works completed on Colane Road, within the next two (2) weeks.	
Active Transport	This has been reported to and adopted by Council. An Action Plan was also adopted as part of this report. An application for funding to undertake detailed design works is being put together. Upon completion of detailed design, an application for construction funding will be formulated and submitted.	
Playground Equipment	Rolling Works Program included in this agenda.	

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

Carried

ITEM 9 WORK HEALTH SAFETY – ACTION PLANS

- The General Manager advised that a Risk Identification Workshop would be undertaken with JLT on 21st March 2017. This would involve separate sessions with Finance & Admin, Engineering and Health & Development. The General Manager and WHS/RO Officer would be present in all sessions.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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10.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

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

Circulars

Date	Circular No.	Description	Comment/Action
7.03.17	17-03	2017 Ministers' Awards for Women in Local Government	Noted

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil.			

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

Carried

10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

Strategic Tasks Guide

DATE	TASK	STATUS
MARCH		
	Nil.	
APRIL		
30	Fourth quarter rates instalment notice to be sent (s.562).	Noted
	Public bodies to provide Council with a list of parcels of land to which rate rebate applies (s.600).	N/A

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

Carried

11. OPERATIONAL PROCEDURES

(I2-11.1)

Nil.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in the Council Chambers,
Administration Building, Warren, on Tuesday 14th March 2017 commencing at 2.37 pm

12. MEETING SCHEDULES

(C14-2)

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

MEETING HELD

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 14th March 2017 commencing at 2.37 pm

13. FEBRUARY 2017 MINUTES AND MARCH 2017 BUSINESS PAPER

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

14. GENERAL BUSINESS WITHOUT NOTICE

- The General Manager advised that Council would be calling a meeting of the Anzac Day Working Group to organise 2017 Anzac Day Services.

There being no further business the meeting closed 4.25 pm.

Water Supply and Sewerage Steering Committee

Attached are Minutes of the Meeting of the Warren Shire Water Supply and Sewerage Steering Committee held on Tuesday 4th April 2017.

RECOMMENDATION:

That the Minutes of the Water Supply and Sewerage Steering Committee held on Tuesday 4th April 2017 be received and noted and the following recommendation be adopted:

ITEM 4.1 WARREN SEWAGE TREATMENT PLANT RENEWAL (S5-10.2)

That under the provisions of the Local Government Act Section 55 (3) (b) and (i) due to extenuating circumstances (previous work undertaken for Council on new Sewerage Treatment Plant) Council formally accept the proposal from Public Works Advisory for the Project Management of the new Warren Sewerage Treatment Plant at the cost of \$300,920.00 (exc GST)

WARREN SHIRE COUNCIL

Minutes of the Warren Shire Council Water Supply and Sewerage Steering Committee Meeting held in the Engineering Section, 115 Dubbo Street, Warren, commencing at 3.30 pm on Tuesday 4th April, 2017

PRESENT:

Brett Williamson	Councillor
Katrina Walker	Councillor
Ron Higgins	Councillor
Les Morgan	Manager Engineering Services
Ashley Wielinga	General Manager
Bryce Hammond	Project and Assets Engineer
Darren Clark	Water and Sewer Supervisor

ITEM 1 APOLOGIES

An apology was tendered on behalf of Tim Wark – Water and Sewer Manager and it was **MOVED** that the apology be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED that the Minutes of the Water Supply and Sewerage Steering Committee Meeting held on Thursday 9th March 2017 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

- Visit to Narromine Treatment Plant as required

WARREN SHIRE COUNCIL

Minutes of the Warren Shire Council Water Supply and Sewerage Steering Committee Meeting held in the Engineering Section, 115 Dubbo Street, Warren, commencing at 3.30 pm on Tuesday 4th April, 2017

ITEM 4.1 WARREN SEWAGE TREATMENT PLANT RENEWAL (S5-10.2)

Council was recently successful in securing funding to replace the Warren Sewage Treatment Plant.

After extensive investigations, an Oxidation Pond treatment system has been selected to be constructed for the following reasons:

- Oxidation ponds will significantly reduce current operating costs, the maintenance of the pond system is relatively minimal with a reduced need for High level technical skills;
- Long term maintenance (life cycle costs) of the pond system will be much lower than the current plant;
- It is the lowest capital option that is acceptable to the regulators;
- Ponds have a very low risk profile;
- Ponds secure the town's ongoing future support of the agriculture in the region;
- Ponds will reduce the overall greenhouse footprint of the facility;
- The construction of the Ponds will not interfere with the current and ongoing operations of the existing STP.

On Monday 27 February 2017, Council Officers attended a meeting in Dubbo with Public Works to hold discussions into the correct way forward with this project.

As a result of this meeting the Public Works has been requested to formalise a proposal for complete Project Management for the design phase.

This proposal for Project Management has now been received by Council and circulated to Committee members.

The proposal outlines that the project role to include the following activities;

- Detailed Design;
- Complete Environmental Assessment;
- Preparation of an overall Project Plan (including budget, program, communication protocol, procurement plan and risk register);
- Monitoring of performance against the scope of work, budget and program;
- Reporting to infrastructure NSW and Council (including a written monthly report and attendance at all requested Water and Sewer Steering Committee meetings.

This proposal is very thorough and will ensure the optimum outcome is achieved.

RECOMMENDATION TO COMMITTEE:

That the Committee endorse Council to formally accept the Project Management proposal from Public Works Advisory at a cost of \$300,920.00 (exc GST)

WARREN SHIRE COUNCIL

Minutes of the Warren Shire Council Water Supply and Sewerage Steering Committee Meeting held in the Engineering Section, 115 Dubbo Street, Warren, commencing at 3.30 pm on Tuesday 4th April, 2017

ITEM 4.1 WARREN SEWAGE TREATMENT PLANT RENEWAL

CONTINUED

RECOMMENDATION TO COUNCIL:

MOVED That under the provisions of the Local Government Act Section 55 (3) (b) and (i) due to extenuating circumstances (previous work undertaken for Council on new Sewerage Treatment Plant) Council formally accept the proposal from Public Works Advisory for the Project Management of the new Warren Sewerage Treatment Plant at the cost of \$300,920.00 (ex GST)

Carried

WARREN SHIRE COUNCIL

Minutes of the Warren Shire Council Water Supply and Sewerage Steering
Committee Meeting held in the Engineering Section, 115 Dubbo Street, Warren,
commencing at 3.30 pm on Tuesday 4th April, 2017

ITEM 5 GENERAL BUSINESS

The Committee endorsed the proposal to offer to take the adjoining landholders to visit the Narromine Sewerage Treatment Plant to enable them to have an understanding of what Warren Shire Council is proposing.

ITEM 6 NEXT MEETING

Next meeting to be held on Thursday 10th August 2017.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.05PM.

.....
Chairman

Sporting Facilities Committee

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

Recommendation:

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

ITEM 6.2 GYM MAINTENANCE REPORT

An amount of \$3,999.00 is allocated to the purchase of the Health Stream Ultimate Functional Trainer to replace the outgoing AVANTI Multi Gym.

ITEM 6.3 OUTDOOR FITNESS EQUIPMENT (S21-2)

1. Council install/ arrange irrigation, levelling and lay turf surrounding the project area.
2. The Centre Manager seeks grant funding to install a shelter shed covering the outdoor fitness equipment area.

ITEM 6.4 WARREN SWIMMING POOL SHADE CONSTRUCTION (S21-2)

Grant funding be sought to undertake the project.

ITEM 6.5 RENOVATIONS OF PAVERS AT FRONT ENTRANCE OF WSC (S21-2)

Council allocate funds to undertake in house renovations of the existing paved area by: removing existing pavers, laying new bedding, relay pavers, install a new concrete header board and pressure wash area.

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Investigations begin into the feasibility of replacing pool facilities.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

Present: Councillor M Quigley (Chairman)
Councillor K Taylor
Wesley Hamilton (Centre Manager)
Maryanne Stephens (Manager Health & Development Services)
Les Morgan (Manager Engineering Services)

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Councillor Williamson, Councillor Irving and the 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 OF THE MEETING HELD ON 8TH FEBRUARY 2017

MOVED that the Minutes of the Meeting held on 8th February 2017 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- MHD requested an update on the long jump run up area. MES responded that a meeting was held with Warren Little Athletics who will provide an email requesting the required maintenance works and capital improvements work which need to be completed.
- MES provided an update as to the progress of maintenance to the northern carpark, mezzanine area floor integrity and cricket practice nets. He stated that once the current scope of works is completed by the engineering department, these matters will be prioritised and completed.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 4 FINANCIAL STATEMENT

WARREN SPORTING & CULTURAL CENTRE

OPERATING STATEMENT				
20/03/2017				
Percentage of the year Completed = 71.86%				
	Actual 30/06/16	Actual 20/03/17	Estimate 2016/17	% of Budget
<u>Income:</u>				
Complex Rents & Fees	11,910.30	8,885.53	10,689.00	83.13%
Gym Membership	23,624.61	16,596.76	20,000.00	82.98%
Council Hire - Donation of Fee	946.00	878.00	0.00	0.00%
Sundry Income	0.00	0.00	50.00	0.00%
Total Income =	36,480.91	26,360.29	30,739.00	85.76%
<u>Expenditure:</u>				
Centre Managers Wages	26,411.31	20,000.70	30,469.00	65.64%
Telephone Expenses	848.96	551.48	1,324.00	41.65%
Electricity Expenses	12,041.73	9,099.37	18,002.00	50.55%
Cleaning - Wages	20,904.81	16,065.47	20,767.00	77.36%
- Other	2,637.48	1,990.07	3,052.00	65.21%
General M & R - Wages	1,191.35	1,081.77	6,209.00	17.42%
- Other	8,486.88	10,057.45	13,600.00	73.95%
Consumables	1,945.89	778.56	1,431.00	54.41%
Purchase of Specific Equipment Items	2,067.32	76.29	(0.00)	0.00%
Floor M & R	14.45	0.00	1,357.00	0.00%
Security Charges	534.56	459.28	517.00	88.84%
Printing & Stationary etc.	0.00	287.25	359.00	80.01%
PA System	0.00	0.00	675.00	0.00%
Purchase of FOBS	0.00	0.00	(0.00)	0.00%
Microphones	717.28	0.00	(0.00)	0.00%
Casual Hirers Insurance	893.35	893.35	(0.00)	0.00%
Rates	5,586.16	5,823.66	5,825.00	99.98%
Total Expenses =	84,281.53	67,164.70	103,587.00	64.84%
<u>Specific Works Expenditure:</u>				
Mezzaine Ramp	11,418.67	0.00	0.00	0.00%
Total Specific Works Expenses =	11,418.67	0.00	0.00	0.00%
Balance of Operating Funds Available =	(59,219.29)	(40,804.41)	(72,848.00)	56.01%

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED:

That the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 5 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>
9.02.2017	Pavers at front of WSCC	CM	Centre Manager has engaged contractor, provided report to the April 2017 committee meeting. Committee decided that the pavers would best be relayed in house using existing pavers and creating a new concrete header board.
3.8.16	Mezzanine Area Floor Integrity	MES	Structural analysis complete. Detailed structural plans received. Costings to be obtained.
*9.02.2017	Outdoor Exercise Circuit	CM	Construction completed
9.02.2017	Northern end car park	MES	Investigate parking area restoration, disability access to front paved area and tree planting.
12.10.16	Matting at practice nets	MES	Arrange new matting for practice nets.
12.10.16	Long jump run up	MES	Arrange maintenance and capital improvement works of long jump area, pending email from Warren Little Athletics.
*08.02.2017	Purchase and Install paper towel dispenser and disinfectant bottle storage racks	CM	Completed.
08.02.2017	Landscape works for Outdoor Fitness Equipment	MES	Arrange Irrigation, levelling and laying of turf for the area surrounding Outdoor Fitness Equipment.
08.02.2017	Investigate drainage at northern end of main oval	MES	Remove existing drainage point from under athletics track to more acceptable area and place an additional drain from northern end goal post to the mod league oval side of embankment.

RECOMMENDATION TO COMMITTEE:

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

MOVED:

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.1 GYM MEMBERSHIP AND USAGE

(S21-2)

As of the 11th March 2017 there are 200 current members at the Warren Sporting and Cultural Centre Gym.

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

RECOMMENDATION TO COMMITTEE:

That the information be received and noted

MOVED

That;

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.2 GYM MAINTENANCE REPORT

(S21-2)

Item	Comment
*Install Paper towel dispenser in Aerobics Area	Centre Manager has purchased a paper towel dispenser and installed in Aerobics Area to encourage clients to clean down aerobic machinery post workout
*Install storage racks for disinfectant bottle in both the aerobics and resistance training areas of the gym	Centre Manager has purchased storage racks for disinfectant spray bottles. This will encourage users in both the aerobics and resistance training areas to clean down equipment post exercise.
*Consider purchase of a cable exercise functional trainer	Sporting Facility Committee has supported the purchase of a Health Stream Ultimate Function Trainer for an estimated price of \$3,999.00 within the 2016-17 budget. Recommendation to be made to Council to approve purchase.
*Replace worn parts on exercise equipment	Repairs have been undertaken by Australian Health and Fitness Supplies for a total price of \$1,464.00 on the 5 th April 2017.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.2 GYM MAINTENANCE REPORT

CONTINUED



Figure 1. Force USA Functional Trainer System – EST Cost \$2,500.00



Figure 2. Health Stream Ultimate Functional Trainer – EST Cost \$3,999.00

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.2 GYM MAINTENANCE REPORT

CONTINUED

RECOMMENDATION TO COMMITTEE:

That;

1. The information be received and noted and that items marked with an (*) be deleted; and
2. Sporting Facilities Committee discuss whether the purchase of a cable exercise functional trainer will fit within the 2016-17 budget.

MOVED

That;

1. The information be received and noted and items marked with (*) be deleted; and
2. The Centre Manager create an assets management plan for the Warren Sporting and Cultural Centre gym equipment to replace outgoing equipment with new equipment

RECOMMENDATION TO COUNCIL:

That;

1. The information be received and noted; and
2. An amount of \$3,999.00 is allocated to the purchase of the Health Stream Ultimate Functional Trainer to replace the outgoing AVANTI Multi Gym.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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ITEM 6.3 OUTDOOR FITNESS EQUIPMENT

(S21-2)

The installation of the Outdoor Fitness Equipment was completed on the 11th March 2017. Figure 3 shows the completed project. To finalise the project and ensure usage of the equipment, Council should consider installing an irrigation system surrounding the equipment area to allow grass growth and a shade shelter to prevent equipment from becoming too hot and unusable during the day of the summer months.



Figure 3. Outdoor Fitness Equipment

RECOMMENDATION TO COMMITTEE:

That;

1. The information be received and noted; and
2. Council arrange irrigation, levelling and lay turf surrounding the project area.
3. Council considers the installation of a shelter shed covering the outdoor fitness equipment area in 2017-2018 budget.

RECOMMENDATION TO COUNCIL:

Moved That;

1. The information be received and noted; and
2. Council install/ arrange irrigation, levelling and lay turf surrounding the project area.
3. The Centre Manager seeks grant funding to install a shelter shed covering the outdoor fitness equipment area.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.4 WARREN SWIMMING POOL SHADE CONSTRUCTION (S21-2)

Warren Shire Council has received a request from the Warren Amateur Swimming Club (WASC) to construct additional shade structures over the starting blocks area (deep end of the pool). The WASC is a very active club all summer, running Time Trials every Friday afternoon and at least six swimming carnivals throughout December, January, and February each year. The concern is a lack a shade over the starting blocks area for kids waiting to participate in a race, for all time keepers of 100m and 200m races and for the volunteers in the marshalling area that organise the kids for their races. Also, on carnival days the official starter, judges and officials recording results are situated at the deep end of the pool next to the pool pump shed with minimal shelter.

Figure 4 displays the proposed size of shade structure highlighted in red. The Warren Shire Council Economic Development Officers have been consulted in relation to this project and have stated there are at least three (3) possible grants the WASC could apply for to assist payment of the structure as follows:

1. Small Grants for Rural Communities - \$5000 – (Closes 31st March 2017)
2. Aussie Cotton Farmers Grow Communities - \$5000 – (Opens in June 2017)
3. Community Building Partnership Grant – Currently unknown amount – (Opens June 2017)

The WASC is willing to provide a maximum of \$5000 towards the project assuming the Warren Shire Council approve the project to proceed. WRL Engineering Pty Ltd has provided a maximum quote of \$26,970.00 to complete this project. This quote can be fine-tuned assuming approval is granted.



Figure 4. Proposed location of new outdoor shade structure

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.4 WARREN SWIMMING POOL SHADE CONSTRUCTION
CONTINUED

RECOMMENDATION TO COMMITTEE:

That;

1. The information be received and noted; and
2. Grant funding be sought to undertake the following project.

RECOMMENDATION TO COUNCIL;

Moved That;

1. The information be received and noted; and
2. Grant funding be sought to undertake the project.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.5 RENOVATIONS OF PAVERS AT FRONT ENTRANCE OF WSC (S21-2)

The Centre Manager has received estimates in regards to renovating the pavers at the front entrance of the Warren Sporting and Cultural Centre. Currently the pavers along the front entrance of the complex are shifting apart creating multiple trip hazards. Two potential estimates have been discussed as follows:

1. Remove existing pavers running along the front entrance of the complex, the toilet block side of the complex and the BBQ area side of the complex. Relay new pavers with a new concrete header board for an estimated price of \$15,000.00 + GST
2. Remove existing pavers running along the front entrance of the complex, the toilet block side of the complex and the BBQ area side of the complex. Increase the width of the front entrance pavers out to 3meters, relay new pavers with a new concrete header board for an estimated price of \$25,000.00 + GST

The estimated quotes do not include demolition, as the council could remove all the existing pavers and either sell them or use them for another potential council project. Option 2 will require removing the irrigation system that currently runs along the front of the complex and moving it out to 3m to correspond with the new dimensions.

RECOMMENDATION TO COMMITTEE:

That;

1. The information be received and noted; and
2. Sporting Facilities Committee discuss which option should be further investigated for accurate costing.

RECOMMENDATION TO COUNCIL

Moved That;

1. The information be received and noted; and
2. Council allocate funds to undertake in house renovations of the existing paved area by: removing existing pavers, laying new bedding, relay pavers, install a new concrete header board and pressure wash area.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.6 MAINTENANCE AND REPAIRS

(S21-2)

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

General Maintenance and Repairs

Items	Comment
Main Air conditioners require servicing prior to start up every spring.	Ongoing. MHD to arrange next service in September 2017
Roof storm water system requires a scheduled cleaning program to be developed to avoid water backing up and entering the building's wall cavity.	Ongoing.
Repair drywall surrounding Centre Managers office	CM to engage a builder to undertake repairs
Repair female toilet swinging door closest to basketball court	CM to engage a builder to undertake repairs
Replace Microwave in kitchen area	CM to purchase new microwave
Attach marine carpet to newly constructed stages	CM to engage a builder to undertake repairs

Specific Maintenance and Repairs

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

Asset Renewal

Item	Comment
Nil	

Capital Improvement

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

Definitions of the categories used are as follows;

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

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

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.6 MAINTENANCE AND REPAIRS

CONTINUED

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

Capital Improvement = New infrastructure items.

RECOMMENDATION TO COMMITTEE:

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

MOVED:

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

WARREN MEMORIAL SWIMMING POOL as at March 2017

Location:

Stafford Street, Warren.

Features:

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

Main use:

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

History of Improvements and Major Work:

- Installation of New Pump Shed - 2007
- Shade Shelters installed on bore flat side of pool deck
- Amenities building and canteen area painted - 2013
- New windows and security screens installed - 2013
- Electronic roller doors installed in canteen area - 2013
- New concrete concourse installed on the Stafford Street side of pool deck – 2014
- Centre pipe cut out and sealed, replaced with stainless steel sheeting – 2014
- Replace stainless steel sheeting with poly lids in toddler's pool – 2016

Maintenance:

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

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Images:





Warren War Memorial Olympic Swimming Pool, Warren.

Maintenance and Repairs Report

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

General Maintenance and Repairs

Item	Comment
Repaint Loading Zone and Disability Parking Area 	
Replace shade sail in front of women's toilets 	

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

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



Replace LED security light closest to BBQ facilities






Works arranged with electrical contractor

WARREN SHIRE COUNCIL

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ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

<p>Replace 2 x light bulbs in pool lights closest to pump shed</p> 	<p>Works arranged with electrical contractor</p>
<p>Remove old winching system from the ropes shed – sell if possible</p> 	
<p>Treat rusted posts of shade structure at toddler's pool area</p> 	

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Repaint diving board with non-slip paint,
repaint timber paneling




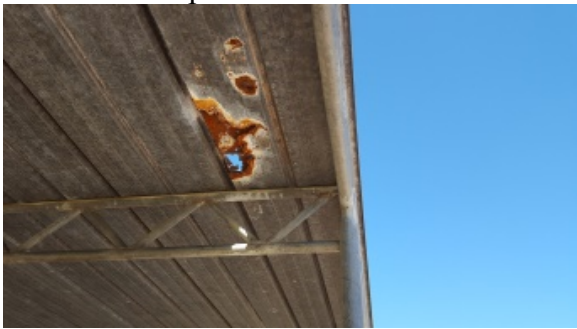
Grind tree stump bore flat side of baby pool



WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

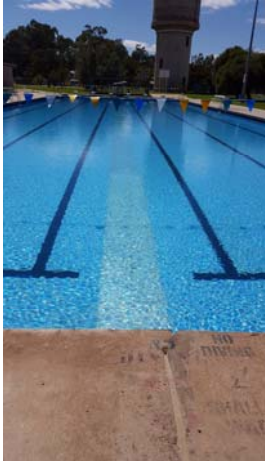
ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

<p>Grind away loose fiberglass and repaint with non-slip paint in the baby pool area</p> 	<p>Works scheduled April 2017</p>
<p>Replace roof sheeting and reconstruct roof structure with pitch</p> 	<p>Pending outcome of grant application for new shade structure at deep end of 50m pool</p>
<p>Repaint pool lines and patches as necessary</p>	

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm


ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Replace stainless steel sheets with poly sheets to eliminate hazard to 17m mark	Works schedule to commence April 2017
	

Specific Maintenance and Repairs

Item	Comment
Nil	

Asset Renewal

Item	Comment
Purchase new umbrella table and place on spare concrete pad on the bore flat side of pool deck closest to baby pool	
	

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Tree planting along left hand side car park and removal of first tree (prone to dropping branches) along right hand side of car park



Replace concourse - bore flat side of pool deck at 17m mark, evidence of deterioration.




WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Capital Improvement

Item	Comment
<p data-bbox="225 461 812 577">Install new shelter shed area covering the marshalling area, diving board/blocks area and pump shed area</p> 	<p data-bbox="842 495 1362 528">Subject to grant funding being obtained.</p>

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

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



WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 6.7 INSPECTION REPORT WARREN MEMORIAL SWIMMING POOL (S19-2)

Definitions of the categories used are as follows;

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

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

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

Capital Improvement = New infrastructure items.

RECOMMENDATION TO COMMITTEE:

That;

The information be received and noted

RECOMMENDATION TO COUNCIL:

Moved That;

1. The information be received and noted; and
2. Investigations begin into the feasibility of replacing pool facilities.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
Wednesday 5th April 2017 commencing at 4:07pm

ITEM 7 GENERAL BUSINESS

- Councillor Quigley expressed concern as to fellow council employees booking the community room without first consulting the Centre Manager to check for double bookings. Centre Manager advised that the Council now have access to an online schedule of Warren Sporting and Cultural Centre bookings but should also contact the Centre Manager in regards to any bookings.
- Councillor Quigley requested the Centre Manager submit a letter to the Outgoing General Manager acknowledging his commitment and diligence to works completed within Sporting Facilities of the Warren Shire Council. Centre Manager agreed.
- Councillor Quigley requested an update of the rye grass seed distribution to the Main Oval. MES stated that a small quantity of the seed distributed has taken affect but further investigation is needed to maximise yield. MES is to contact Water and Sewer Manager and discuss further works to be undertaken.

ITEM 8 NEXT MEETING DATE AND TIME

Wednesday, 5th July 2017

Wednesday, 4th October 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5:27PM.

Town Improvement Committee

Attached are Minutes of the Meeting of the Warren Shire Town Improvement Committee held on Tuesday 11th April 2017.

RECOMMENDATION:

That the Minutes of the Town Improvement Committee Meeting held on Tuesday 11th April 2017 be received and noted.

ITEM 4.2 TOWN BEAUTIFICATION PROJECT (C14-3.17)

1. That the following recommendations be undertaken as soon as practicable:
 - a) That quotations be called for the replacement of damaged kerb and gutter.
 - b) That Council tender for the milling and resheeting of the AC in Dubbo Street, including crack sealing, heavy patching and a 14mm spray seal.
 - c) That Council:
 - Construct 8 sandstone garden beds on the Oxley highway.
 - Replace 32 of the existing tree island garden beds in Dubbo Street.
 - Construct 22 footpath garden beds in Dubbo Street.
 - Install street furniture in Dubbo Street.
 - d) That quotations be called for the supply and installation of shade canopies in Dubbo Street.
2. That the committee endorse the following recommendations to commence after completion of recommendation 1:
 - a) Council call for quotations for the supply and installation of Bollards in Dubbo Street and the Oxley Highway.
 - b) Council tender for the reconstruction of the roundabout.
 - c) Council call for quotations for the supply and installation of a variable message board in the centre of the roundabout.
3. That further investigation be undertaken into the beautification of the blank walls in Dubbo Street and reported back to this committee.
4. That after commencement of the above works the Manager Engineering Services provide progress updates to each Council meeting.

5. That the following budget be endorsed by the committee

Stage	Project	Details	Budget
1	Kerb and Gutter	Replace deteriorated sections of kerb and gutter	\$ 48,000
	Wearing Surface	Mill top layer of Asphalt and resheet	\$100,000
		Crack sealing	\$ 2,200
		14mm spray seal	\$ 33,300
		Heavy Patching	\$ 31,400
		Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street
	Tree Island Garden Beds	Replace existing Tree Island Garden Beds	\$135,000
	Footpath Garden Beds	Construct new Footpath Garden Beds	\$ 94,000
	Street Furniture	Construct bench seating	\$ 20,000
	Shade Canopies	Install shade canopies	\$ 25,000
2	Bollards	Install bollards	\$ 37,000
	Roundabout	Construct Roundabout	\$227,000
	Variable Message Board	Install Variable Message Board	\$ 40,000
3	Blank Walls	Planting and painting of blank walls	\$ 15,000
Total			\$824,900

WARREN SHIRE COUNCIL
Minutes of the Town Improvement Committee Meeting
held in the Council Chambers, 115 Dubbo Street Warren,
on Tuesday 11th April, 2017

PRESENT

Kevin Taylor	Chairman, Councillor
Karlene Irving	Councillor
Brett Williamson	Councillor
Heather Druce	Councillor
Sarah Derrett	Councillor
Les Morgan	Manager Engineering Services
Nicole Livingstone	Manager Engineering Services Secretary (minute taker)
Ashley Wielinga	General Manager
Bryce Hammond	Projects and Assets Engineer (observer)
Geoff Fowler	Projects Consultant
James Cleasby	Environmental Health Officer
Alison Ruskin-Rowe	Economic Development Officer (observer)
Emma Welsh	Economic Development Officer (observer)

ITEM 1 APOLOGIES

An apology was tendered on behalf of Maryanne Stephens, Health and Development Manager and it was **MOVED** that the apology be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED that the Minutes of the Town Improvement Committee meeting held on Thursday 16th February 2017 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

Nil

WARREN SHIRE COUNCIL
Minutes of the Town Improvement Committee Meeting
held in the Council Chambers, 115 Dubbo Street Warren,
on Tuesday 11th April, 2017

ITEM 4.1 TOWN BEAUTIFICATION PROJECT – SUMMARY OF THE HISTORY (C14-3.17)

Background

As General Manager, I have had concerns that we may have been losing direction over time on the Town Beautification Project, particularly in the areas of:

- What work needs to be done overall to complete the project,
- What work needs to be done next to keep the project moving,
- Timeframes for completion of each work and the overall project, and
- The priority of individual works.

The loss of direction is a combination of factors such as time delays (MBDA Diversification Funding), changeover of key staff and the election of new Councillors. Accordingly, the aim of this report is to bring everybody up to speed on what has transpired to date.

The next report on the agenda by the Manager Engineering Services, includes a review of the project and seeks to reprioritise the individual projects in order to put the beautification project back on track and to provide the direction of where we are headed into the future.

The following is a brief overview of the actions undertaken to date, from the inception of this project to the present.

Overview of the History

• **1996**

Underground Power to Dubbo and Burton street was put in place, new streetlights were installed (Dark Green light poles) and pavers laid.

• **2004 – 2005**

The roundabout was considered the central focus of the Warren town centre but was loaded up with directional signage. Removing the signage allowed uninterrupted views through the roundabout for enhanced traffic safety and to highlight the streetscape and beyond.

It was decided that the central light pole should be removed and lights provided on the footpath around the roundabout to allow the concrete service slab to be removed and give Council an unimpeded area to design an appropriate beautification treatment. The following works were also undertaken during this period:

1. The construction of a feature wall and garden at the end of the cycleway alongside the golf course, immediately after the rail crossing on the Oxley Highway. The wall was constructed using the sandstone blocks salvaged from the saleyards demolition,
2. The RTA were approached to repaint the Gunningba Creek Bridge hand railing,
3. The chain wire fence along both sides of the Oxley Highway from the Gunningba Creek Bridge to Zora Street was removed,

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4. A similar feature wall and garden was constructed alongside the Oxley Highway on the Gilgandra approach to town, in the Tiger Bay area,
5. The existing timber signboard with service club details on it alongside the Wambianna Road was replaced with a similar feature wall and garden, closer to the levee,
6. Feature walls were constructed in Collie and Nevertire, including a map of Warren Shire, and
7. Council accepted an offer from Dubbo City Council to discuss CBD improvements prior to investigating the possibility of a consultant to develop an overall concept for the CBD.

It was also recommended that Council concrete the full width of the footpath in front of the Post Office with stencil crete of an agricultural theme.

Warren Chamber of Commerce was also formed at this time.

• 2006 – 2007

Stage I and II of the Warren CBD improvements in relation to street trees was undertaken with the planting of 70 Manchurian Pear trees. The trees were planted on the road verge with concrete surrounds and Japanese Box hedging planted around them. The following was planted in Burton and Dubbo Streets:

- 40 Manchurian Pear trees planted in Dubbo Street,
- 28 Manchurian Pear trees planted in Burton Street, and
- 2 Manchurian Pear trees planted in Hale Street.

The following was removed from Burton and Dubbo Streets:

- 12 Gadagi,
- 2 Claret Ash,
- 11 Various small trees,
- 28 Bottlebrush,
- 11 Lemon Scented Gum,
- 2 Jacaranda,
- 2 Moptops,
- 4 silky oaks,
- 1 iron Bark, and
- 3 melelucas.

• 2008 – 2009

The removal of the trees from the footpaths in Burton and Dubbo Streets resulted in holes in pavers in 47 locations, including six in concrete. Council staff removed the roots and evened up the pavers. Existing holes were backfilled with crusher dust to negate trip hazards and permanent repairs were subsequently undertaken at all of these sites.

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- **2010**

Quotations for the design of CBD improvements were sought.

- **2011**

Economic Development Officers were appointed.

- **March 2011**

First step taken in CBD Beautification. Need to complete “quick wins” by cleaning up broken windows, old signage, empty buildings. It was also communicated to the community that Council has commenced town improvement works.

- **April 2011**

Focus placed on rundown building facades in the CBD. Feedback was given to the Chamber of Commerce, letters were sent, businesses were inspected and a list compiled.

Notices were sent regarding broken windows.

Appropriate empty buildings were identified and alternate types of uses for empty space formulated.

The following items were put together for consideration by an external consultant:

- Plan of services/assets/empty shops etc,
- Landscaping – Spar Car park,
- Landscaping – Corners,
- Landscaping – Roundabouts,
- Garbage Bins,
- Landscaping – Bollards,
- Seating; and
- Street Lighting.

A total of eleven notices of intention to serve orders were issued to building owners to replace broken glass and to carry out repairs to dilapidated buildings within three months. One building was demolished due to safety concerns.

All appropriate empty shop fronts in Burton and Dubbo street were identified as part of the Empty Space Initiative.

Landlords were contacted by phone along with a follow up letter inviting them to be a part of the empty shop front initiative.

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- **June 2011**

Environmental Partnership was engaged at a cost of \$16,550 (Exc. GST and including two visits to Warren) to provide a Streetscape Master Plan for Warren Shire Council.

- **July 2011**

Council sent a formal letter of agreement to Environmental Partnership. The following are the draft key project dates:

- Site appraisal – end of July,
- Initial concept – beginning of August,
- Updated concepts / options - middle of August,
- Review meeting – middle of August, and
- Final concept – end of August.

- **September 2011**

Updated concepts and options were presented at a review meeting on September 6 prior to the Town Improvement meeting. A final concept and Masterplan was provided by Environmental Partnership.

- **November 2011**

Council proceeds with public exhibition and consultation of the Streetscape Masterplan.

- **February 2012**

The Streetscape Masterplan was placed on public exhibition from the 14th December 2011 through until the 3rd February 2012. Council accepts the Streetscape Masterplan for Warren and proceeds with the Plan in stages with some fine-tuning.

- **June 2012**

A Proposed design of roundabout was put forward that included the following:

- A concrete boundary of the existing roundabout to remain (height 150mm),
- A section of turfed area adjacent to the concrete boundary (height 150mm),
- A 200mm sandstone wall on the first tier,
- The planting of flower beds on the first tier,
- A 200mm sandstone wall on the second tier,
- Shrubs planted in upper tier (only to grow to a height of 450mm); and
- The removal of the existing light pole and replacement with light/banner poles at the corners of the intersection.

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- **November 2012**

The 2012/13 Town Improvement Program Schedule of Works was put together as follows:

1. Upgrade of roundabout (RAB):
 - a) Widen outer annulus to 2.6m
 - b) Construct TOWN CENTRE signage
 - c) Erect four (4) lighting poles
 - d) Landscaping of inner circle including centrally located deciduous advanced trees.
2. Construct garden beds on Dubbo Street footpath with sandstone/quarry stone edging:
 - a) 5, 4m x 1.2m beds, and
 - b) 8, 3m x 1.2m beds.
3. Plant out beds with premium grade soil and plant select drought tolerant species under 600mm high.
4. Erect two (2) canopies with deciduous vegetation covering at locations shown on plan with seal under canopy as per Option 3 (page 39) of Consultants report with backing.
5. Erect climber planting adjacent to the blank walls outside Principle Focus and adjacent to the State Government offices – Total length 25m.
6. Install steel mesh litter bins at selected locations shown on plan – 6 bins.
7. Install “Traditional” bollards with chains around the outer side of the RAB from each pedestrian crossing to the next. Number of bollards – 64.
8. Upgrade landscaping on the SPAR corner to a design yet to be prepared.
9. Replace the existing concrete paving fronting SPAR in Dubbo Street, with clay/brick pavers similar to existing paving in Dubbo Street.

- **2013 - 2014**

Waiting on grant MDBA

As a consequence of the upcoming sale of the SPAR Supermarket, the car park redevelopment took priority as the changing of owners presented an opportunity to undertake the work with minimal disruption to the supermarket’s operation and was a task that could be undertaken in isolation from the additional works planned for the CBD.

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Mr Siufi was shown the designs and both parties were taken on several site visits of the area to discuss issues. Mr Siufi expressed the desire to include a ‘Disabled Access’ car park which resulted in the reduction of one garden bed but with minimal impact to the design.

The scope of works was provided to potential landscapers for the proposed SPAR supermarket car upgrade, and included:

- Removal of existing timber retaining wall,
- Removal of the large “Old Fig” tree and roots adjacent to pedestrian crossing on Oxley Highway,
- Reinstating disturbed pavers,
- Removal of two bougainvillea trees,
- Removal of two medium sized trees,
- Dividing eastern garden bed into two segments with paved access from Burton Street to car park,
- Installation of irrigation and drainage as required,
- Planting of three, 100 to 300 litre Chinese Elm Trees with suitable root barriers,
- Provide underlay and turf approximately 260m² with Santa Anna Couch or similar,
- Planting of Japanese Buxus Hedging on Supermarket side of garden beds,
- Placing of concrete retaining wall or block and cap system on supermarket side of garden beds; and
- Install Red Gum/Bridge Timber Bench Seat (as supplied by Council).

• **March 2016**

Bin Enclosures were constructed and installed by WRL with the following scope of works:

- Cut and relay pavers in Dubbo Street and Burton Street to suit 725mm x 810mm x 1335mm bin enclosures,
- Pour 15, 825mm x 910mm x 100mm concrete slabs,
- Install 17 new bin enclosures including 2 bin enclosures to be fixed to the existing concrete at the Post Office and 11 Burton Street (Adele’s Cutting Cottage); and
- Remove 23 existing basket bins and restore paving as necessary.

It was recommended to and adopted by council that the “traditional” style of bollard be used at the roundabout.

• **February 2017**

On the 31st January 2017, the Manager Engineering Services and the Consultant engaged to undertake this project met with the Ms Holly Davies of the RMS to finalise any outstanding issues regarding the roundabout. Taking the strategy from the last meeting

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into account and the mentioned meeting with the RMS, the status of the roundabout works is as follows:

- Council to forward survey information and Computer Aided Drafted (CAD) drawings to the RMS design team for refining and aligning with adopted standards. These designs were forwarded to the RMS and are now approved with minor adjustments to the kerb line on both Oxley Highway approaches to accommodate for heavy traffic.
- The RMS requested that an estimate of cost for this extra kerb works be forwarded to them for possible funding. Council has subsequently forwarded an estimate of \$27,000 for the extra kerb work. The RMS have not responded to this estimate of cost at the time of writing.
- Council to lobby Telstra to repair 'at risk' fibre optic cable in vicinity of roundabout. Telstra have been approached regarding this matter and will not undertake the works. Accordingly, Council will undertake the roundabout works and leave the optic fibre in the deteriorated conduit that it is currently in.
- RMS to approve annulus design and provide a suitable pavement design based on the above information. The annulus design has been approved and a suitable pavement design has been agreed upon.
- RMS to determine estimate of cost for Council consideration based on agreed scope of works. As agreement on the annulus and pavement design were only reached on the 31st January 2017, an estimate of cost for these works has not been forwarded yet.
- Council to contribute 50% of the required funds to undertake annulus construction including pavement base. This agreement still stands.
- Council to complete non-potable water service relocation as agreed, at the time of annulus construction. These works will be carried out at the appropriate time.
- Council, under Section 55 of the Local Government Act, to engaged preferred supplier to complete the pavement and annulus works. This will be carried out as resolved by the committee when work commences.
- Council will oversee the construction of the roundabout.
- RMS to asphalt seal roundabout to pedestrian crossings on Burton Street and Council to consider continuing seal along Dubbo Street legs. Works are planned to be carried out in this manner.

Following this meeting a full review of scope and timing of works has been undertaken as outlined in the following report of the Manager of Engineering Services.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED that the information be received and noted.

Carried

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ITEM 4.2 TOWN BEAUTIFICATION PROJECT

(C14-3.17)

Introduction

There are several matters still to be determined to enable works to commence on the beautification of the main street. The following report discusses each of these and puts forward recommendations together with estimated costings and a path to achieving the desired outcomes. The following is the list of steps to be undertaken to complete the Town Beautification Project:

- Replace about 240m of kerb and gutter that is no longer meeting its intended use.
- Remove kerb surrounds of the tree island garden beds.
- Mill and Resheet 6,660m² of Asphaltic Concrete, including crack sealing, heavy patching and a 14mm spray seal to keep the wearing surface watertight.
- Construction of 8 sandstone garden beds on the Oxley Highway.
- Replacement of 32 of the existing tree island garden beds in Dubbo Street.
- Construction of 22 footpath garden beds in Dubbo Street.
- Installation of street furniture in Dubbo Street.
- Installation of 2 shade canopies in Dubbo Street.
- Installation of Bollards in Dubbo Street and the Oxley Highway.
- Reconstruction of the roundabout.
- Installation of a variable message board in the centre of the roundabout.
- Closed Circuit TV Trial.
- Beautification of blank walls in Dubbo Street.

Kerb and Gutter Works

About 240m of kerb and gutter in Dubbo Street is showing signs of severe fatigue of has lifted/dropped to a point where it no longer functions as intended. An example of a section of kerb and gutter that has deteriorated and dropped to the point that water no longer flows in it is shown to the right. Accordingly, it is recommended that these sections of kerb and gutter be replaced at an estimated cost of \$48,000.



Mill and Resheet of Asphaltic Concrete Wearing Surface

As shown in the photos to the right, the existing AC wearing surface in Dubbo Street is showing extensive signs of severe deterioration, including oxidation, cracking and loss of micro and macro surface texture. This has also allowed water to infiltrate the pavement and cause soft spots in the pavement.



To remedy this Council needs to mill off the top of the existing asphalt, undertake isolated pavement repairs (heavy patching), cracking sealing of the remaining asphalt, apply a 14mm spray seal to ensure that the pavement is protected from water infiltration and to apply a new 40mm AC overlay.

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Continued

Hence, it is recommended that the following works be undertaken to restore the wearing surface on Dubbo Street at the following estimated costs:

- Crack sealing = \$2,200
- Heavy Patching = \$31,400
- 14mm spray seal = \$33,400
- AC Mill and Resheet = \$100,000
- Total = \$167,000

Sandstone Garden Beds

Council has enough sandstone to construct 8 sandstone garden beds as part of this project. The 600mm high beds will be 2 courses high with a header layer. The photo to the right is provided to give an idea of this recommendation.



As only 8 of this type of garden bed can be constructed it is recommended that 2 be placed on either side of the Oxley Highway at the pedestrian crossings, as shown in the diagram to the left. This location will also increase their prominence.



The plan to the left is indicative only and should not be taken as accurate or to scale. It is also important to note that the beds will be placed in positions that do not block motorists view of children and/or adults about to cross the pedestrian crossings.

It is recommended that 8 sandstone garden beds be constructed on the Oxley Highway at the pedestrian crossings at an estimated cost of \$17,000

Tree Island Garden Beds

It is proposed to replace 32 of the existing Tree Island Garden Beds in Dubbo Street with sandstone replica blocks as shown to the right. The new beds will:



- Be 2.6m wide as opposed to the 1.6m wide existing beds, to give more room for the trees to develop without affecting the pavement.
- Be longer to meet the lip of the gutter for easier maintenance and drainage.
- The front node of the new beds will be in a similar position to the existing, however, they will be shaped to form a semi-circle.
- Continue at the same level of the beds from the front to the back, as shown in Diagram 1 below. At the gutter end the bed will be about 500mm high.

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Continued

- An automatic watering system will be installed within the garden beds to ensure that the plants have an adequate water supply.

Thus, it is recommended that 32 of the Tree Island Garden Beds be replaced at an estimated cost of \$135,000.

Footpath Garden Beds

Previously it was proposed to install garden beds on the footpath 1.2m behind the back of the kerb. This was to ensure that overhanging vehicles do not collide with the beds. However, if these 24 new beds were placed behind the Tree Island Garden Beds (see Diagram 1 and 2), they could be placed immediately behind the kerb. This opens the option to widen these beds without losing any extra footpath space. These new beds will:

- Be 2.0m wide and vary from 3.0m to 3.5m long with semi-circular ends.
- Be 540mm high including a 90mm cap.
- An automatic watering system will also be installed within the garden beds to ensure that the plants have an adequate water supply.

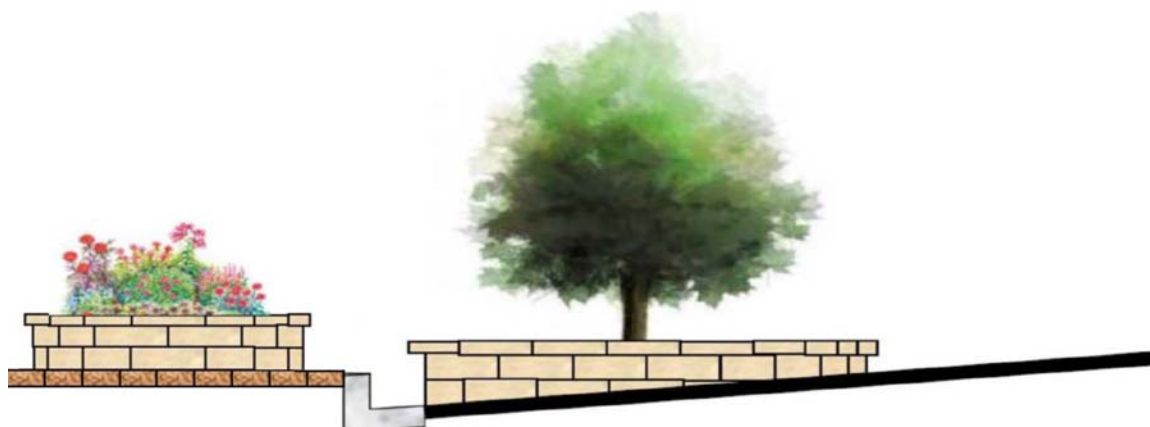


Diagram 1. Elevation of Tree Island and Footpath Garden Beds

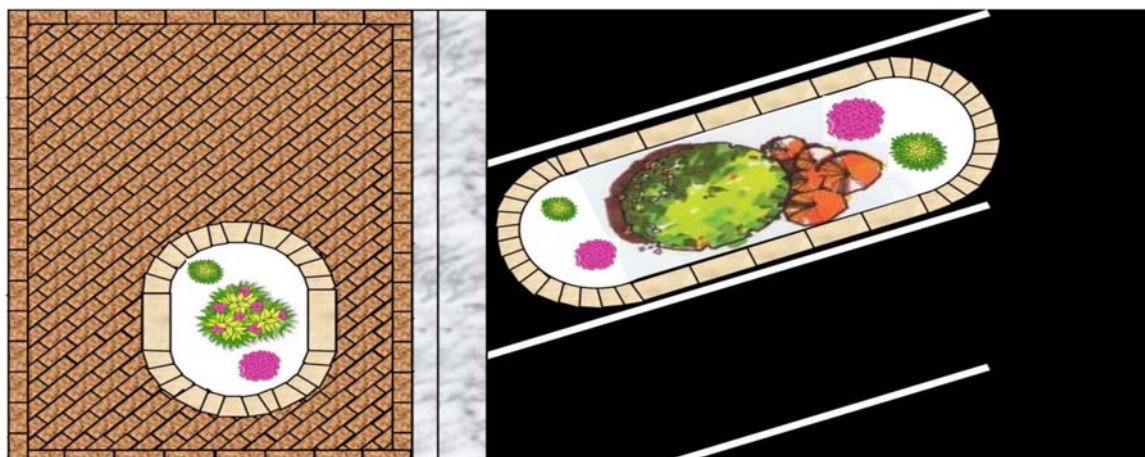


Diagram 2. Plan of Tree Island and Footpath Garden Beds

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Therefore, it is recommended that 24 Footpath Garden Beds be constructed in Dubbo Street at an estimated cost of \$94,000.

Street Furniture

Council is investigating avenues to use existing materials to construct and install street furniture in a similar vein to the park bench seat in front of the “Spar” supermarket, which was constructed from a bridge girder, as shown to the right.



Hence, it is recommended that street furniture be installed in Dubbo and the Oxley Highway at an estimated cost of \$20,000.

Canopies

It is recommended that 2 shade canopies be constructed to compliment the street furniture and provide comfort to patrons of the shopping district at an estimated cost of \$25,000.

Bollards

This committee and subsequently Council has endorsed the installation of bollards, similar to those shown to the right, as part of the roundabout upgrade works at an estimated cost of \$37,000.



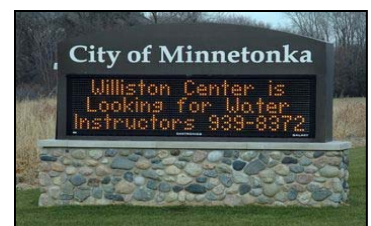
Roundabout

Due to the complexity of the roundabout works to be undertaken as part of this project, particularly in the area of traffic management and RMS consultation, it has been decided to complete the above works prior to commencing reconstruction of the roundabout.

Accordingly, it is recommended that the reconstruction of the roundabout be undertaken after completion of the above works at an estimated cost of \$227,000.

Variable Message Board

It is recommended that a variable message board be installed at the kerb nib on the Oxley Highway adjacent to the Catholic Church to enable various messages to be conveyed to people entering the town for tourism purposes. Some examples are given to the right.



This will also allow Council to convey messages to its constituents. The possible uses of a flexible sign such as this are endless and may include selling advertising time on it for businesses, major events, birthdays, weddings, funerals etc.



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Continued

The estimated cost of purchasing and installing this sign is \$40,000.

Closed Circuit TV

Council resolved at its meeting held on 23rd March 2017 (minute 71.3.17) to accept a quote to fit and supply 4 CCTV cameras, server, network equipment, software and a 6 metre pole at cost of \$29,625.00 to be funded from Council's 'Infrastructure Replacement Internal Restriction'.

Accordingly, as this aspect of the works is in hand, it will not be considered as part of these works

Blank Walls

Essentially, this aspect of the project involves plantings in front of the blank walls in Dubbo Street to soften their appearance. However, this is considered to be of a low priority at this point and will be done at a later stage of the project. The estimated cost of this work is \$15,000



Staging of the Works

To enable works to be commenced as soon as practicable, it is recommended that the project be done in 3 broad stages which are as follows:

- Stage 1. Works included in Stage 1 are those works that Council can commence almost immediately. They may be carried by Council staff or require calling for quotations and/or tenders.
- Stage 2. Works that need to be done as soon as possible but still need further investigation and/or negotiations.
- Stage 3. Works that can be held off and completed at a later date.

Procurement

There are 3 methods by which these works will be undertaken.

1. In house. Works that Council has the available resources and skills to undertake.
2. Tender. Works that Council does not have the resources and/or skills to undertake and it is considered that the works may cost \$150,000 or more, as required by the Local Government (General) Regulation – 2005.
3. Quote. For works that Council does not have the resources and/or skills to undertake and it is considered that the works will cost less than \$150,000, 3 quotations will be sought for the works.

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Continued

Summary

The following table sets out the stages of works to be undertaken as part of this project and gives a timeframe and estimated cost.

Stage	Project	Sub - Project	Details	Time frame	Works to be Done by	Quantity	Unit Rate	Estimated Cost
1	Dubbo Street Surface Works	Kerb and Gutter	Replace deteriorated sections of kerb and gutter	Short Term	Quote	240m	\$200/m	\$ 48,000
		Wearing Surface	Mill top layer of Asphalt and resheet	Short Term	Tender	6,660m ²	\$15/m ²	\$100,000
			Crack sealing	Short Term		1	Item	\$ 2,200
			14mm spray seal	Short Term		6,660m ²	\$5/m ²	\$ 33,300
			Heavy Patching	Short Term		1	Item	\$ 31,400
	Landscaping	Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street	Short Term	In house	8	\$2,125/bed	\$ 17,000
		Tree Island Garden Beds	Replace existing Tree Island Garden Beds	Short Term	In house	32	\$4,219/bed	\$135,000
		Footpath Garden Beds	Construct new Footpath Garden Beds	Short Term	In house	24	\$3,917/bed	\$ 94,000
	Patron Facilities	Street Furniture	Construct bench seating	Short Term	In house	1	Item	\$ 20,000
		Shade Canopies	Install shade canopies	Short Term	Quote	2	\$12,500 each	\$ 25,000
	Sub Total. Stage 1 Works							
2	Traffic Facilities	Bollards	Install bollards	Medium Term	Quote	1	Item	\$ 37,000
		Roundabout	Construct Roundabout	Medium Term	Tender	1	Item	\$227,000
		Variable Message Board	Install Variable Message Board	Medium Term	Quote	1	Item	\$ 40,000
Sub Total. Stage 2 Works								\$304,000
3	Aesthetics	Blank Walls	Planting and painting of blank walls	Medium Term	In house	1	Item	\$ 15,000
Sub Total. Stage 3 Works								\$15,000
Total All Works								\$824,900

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ITEM 4.2 TOWN BEAUTIFICATION PROJECT

Continued

RECOMMENDATION TO THE COMMITTEE

1. That the committee endorse the following recommendations, to be undertaken as soon as practicable:
 - a) That quotations be called for the replacement of damaged kerb and gutter.
 - b) That Council tenders for the milling and resheeting of the AC in Dubbo Street, including crack sealing, heavy patching and a 14mm spray seal.
 - c) That Council:
 - Construct 8 sandstone garden beds on the Oxley highway.
 - Replace 32 of the existing tree island garden beds in Dubbo Street.
 - Construct 22 footpath garden beds in Dubbo Street.
 - Install street furniture in Dubbo Street.
 - d) That quotations be called for the supply and installation of shade canopies in Dubbo Street.
2. That the committee endorse the following recommendations to commence after completion of recommendation 1:
 - a) Council call for quotations for the supply and installation of Bollards in Dubbo Street and the Oxley Highway.
 - b) Council tender for the reconstruction of the roundabout.
 - c) Council call for quotations for the supply and installation of a variable message board in the centre of the roundabout.
3. That further investigation be undertaken into the beautification of the blank walls in Dubbo Street and reported back to this committee.
4. That after commencement of the above works the Manager Engineering Services provide progress updates to each Council meeting.
5. That the following budget be endorsed by the committee

Stage	Project	Details	Budget
1	Kerb and Gutter	Replace deteriorated sections of kerb and gutter	\$ 48,000
	Wearing Surface	Mill top layer of Asphalt and resheet	\$100,000
		Crack sealing	\$ 2,200
		14mm spray seal	\$ 33,300
		Heavy Patching	\$ 31,400
	Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street	\$ 17,000
	Tree Island Garden Beds	Replace existing Tree Island Garden Beds	\$135,000
	Footpath Garden Beds	Construct new Footpath Garden Beds	\$ 94,000
	Street Furniture	Construct bench seating	\$ 20,000
Shade Canopies	Install shade canopies	\$ 25,000	
2	Bollards	Install bollards	\$ 37,000
	Roundabout	Construct Roundabout	\$227,000
	Variable Message Board	Install Variable Message Board	\$ 40,000
3	Blank Walls	Planting and painting of blank walls	\$ 15,000
Total			\$824,900

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ITEM 4.2 TOWN BEAUTIFICATION PROJECT

Continued

RECOMMENDATION TO THE COUNCIL:

MOVED

1. That the following recommendations be undertaken as soon as practicable:
 - a) That quotations be called for the replacement of damaged kerb and gutter.
 - b) That Council tender for the milling and resheeting of the AC in Dubbo Street, including crack sealing, heavy patching and a 14mm spray seal.
 - c) That Council:
 - Construct 8 sandstone garden beds on the Oxley highway.
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		Crack sealing	\$ 2,200
		14mm spray seal	\$ 33,300
		Heavy Patching	\$ 31,400
	Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street	\$ 17,000
	Tree Island Garden Beds	Replace existing Tree Island Garden Beds	\$135,000
	Footpath Garden Beds	Construct new Footpath Garden Beds	\$ 94,000
	Street Furniture	Construct bench seating	\$ 20,000
Shade Canopies	Install shade canopies	\$ 25,000	
2	Bollards	Install bollards	\$ 37,000
	Roundabout	Construct Roundabout	\$227,000
	Variable Message Board	Install Variable Message Board	\$ 40,000
3	Blank Walls	Planting and painting of blank walls	\$ 15,000
Total			\$824,900

Carried

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ITEM 4.3 PROJECT STATUS – BEAUTIFICATION WORKS

(C14-3.17, R4-20.6)

The following table is a review and update of the previous Project Status table presented to the committee. It outlines the items within the project as of the last meeting of this committee and their current status, and the additional items included in this agenda. The priorities and item numbers have also been reworked in line with the previous report.

Summary of Status				
Item No.	Description	Cost	Priority	Status
1	Replace deteriorated sections of kerb & gutter	\$ 48,000	1	Quotations to be obtained
2	Mill top layer of Asphalt and resheet, crack sealing, heavy patching and 14mm spray seal	\$ 166,900	1	Tenders to be called
3	Construct sandstone garden beds on the Oxley highway	\$ 17,000	1	Final design to be completed
4	Replace existing tree island garden beds in Dubbo Street	\$ 135,000	1	Complete final design and materials purchased
5	Construct footpath garden beds in Dubbo Street	\$ 94,000	1	Complete final design and materials purchased
6	Install street furniture in Dubbo Street	\$ 20,000	1	Complete final design and acquire materials
7	Install shade canopies in Dubbo Street	\$ 25,000	1	Quotations to be obtained
8	Install Bollards in Dubbo Street and Oxley Highway	\$ 37,000	2	Quotations to be obtained
9	Roundabout – Annulus, Upgrade and Landscape	\$ 227,000	2	Awaiting RMS approval. Then call tenders
10	Installation of a variable message board in the centre of the roundabout	\$ 40,000	2	Quotations to be obtained
11	Beautification of the blank walls in Dubbo Street	\$ 15,000	3	Further investigation needed and report back to this committee.
12	Bin Enclosures.	-	-	Complete
13	SPAR Carpark.	-	-	Complete
Total of Outstanding Works		\$824,900		

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOVED the information be received and noted.

Carried

WARREN SHIRE COUNCIL

**Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Tuesday 11th April, 2017**

ITEM 5 GENERAL BUSINESS

- Councillor Irving enquired if there was any work available for the 'Warren Youth Group' kids and if so, can Mr Tony McAlary be contacted.

ITEM 6 NEXT MEETING

Next meeting to be held on Thursday 13th July 2017.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.20 PM

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 12th April 2017, commencing at 3pm

PRESENT:

Milton Quigley	Chairman, Councillor
Andrew Brewer	Councillor
Sarah Derrett	Councillor
Ashley Wielinga	General Manager
Emma Welsh	Economic Development Officer
Alison Ruskin Rowe	Economic Development Officer

ITEM 1 APOLOGIES

An apology was received on behalf of Councillor Katrina Walker who was absent due to external commitments and it was **MOVED** that 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 15th February 2017 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- Business survey data, 'Evaluation of the local economy', discussion about distribution of results.

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.

GENERAL

REMPPLAN

Warren Shire Council currently pays an annual subscription to REMPLAN to provide access to detailed demographic data software. The full fee for the REMPLAN Suite is \$29,995, Warren Shire Council's subscription is \$5,602 (expiring on 1 September 2017).

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

REMPPLAN continued:

Warren Shire Council currently pays an annual subscription to REMPLAN to provide access to detailed demographic data software. Regional Development Australia Orana Branch also has a REMPLAN Subscription. The full fee for the REMPLAN Suite is \$29,995, Warren Shire Council's subscription is \$5,602 (expiring on 1 September 2017).

If the REMPLAN subscription was not renewed, access to REMPLAN's services default back to general consultancy fees, with daily rate being \$2,595 (inc GST), or the option to purchase their "25 OnCall Consulting Hours" package at \$6,875 (inc GST). By way of example, REMPLAN produces the Economic and Investment Profile Report for a fee of \$5,000 + GST; the fees to conduct an Economic Impact Assessment vary from approximately \$5,000 depending on the complexity of the project.

It is felt that to maximise the benefit of our funds that the \$5,602 should be allocated to use as consultancy fees for REMPLAN Reports rather than to access data via a regular subscription.

RECOMMENDATION TO COMMITTEE:

1. The information be received and noted; and
2. From September 2017 allocate \$5,602 to use as consultancy fees for REMPLAN Reports rather than to access data via a regular subscription.

1.0 ATTRACT AND RETAIN WORKING FAMILIES AND EMPLOYED YOUNG ADULTS

Outdoor Advertising Billboards

Following on from the February 2017 report is an update on activities for the installation of the outdoor advertising billboards at Nevertire:

Quotes from Sign Vision and Installation Estimate

The quote obtained from Sign Vision is \$1,428 per sign.
For six signs - \$8,568.

Installation Quotes:

Sign Vision \$5000

Warren Shire Council installed the 'Welcome to Warren Shire' signage for \$15,016.31 (for seven signs in 2013/14 so approximately \$2,145.19 per sign which is \$12,870). Please note these signs were located on the Shire boundaries at some points hundreds of kms away from Warren, therefore the installation cost should be less than this estimate.

Estimate of overall cost

\$8,568 plus \$5000 = \$13,568.00

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Location for signs

Six locations for the signs were determined and all landholders were consulted and provided information about the project. All except one had provided permission for the project to proceed.

Based on this and following further inspections, it has been decided that the signs are now to be placed on the road reserve outside the Roads and Maritime Services's area of responsibility.

Warren Empty Shop Front Displays

Currently there are four empty shop fronts in Dubbo Street – ex-Butcher, ex-Peter Browne's store, ex-Nursery and ex-laundromat. All of the street-facing windows of these premises have been thoroughly cleaned so that any displays look as effective as possible.

Display in 119 Dubbo Street

The following displays have been in place:

- Australia Day display by Warren Shire Council
- Warren Triathlon display
- Photography display by local photographer Belinda Bell.



Warren Triathlon display March 2017

1.1 Liaise with Councils who have successfully implemented initiatives in attracting working families and employed young adults. Implement successful activities that are suitable to Warren Shire

The Economic Development Team hosted the regional Economic Development network session on Tuesday 21 February in Warren.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Topics covered at this session included:

- Back to Business week events
- Regional Platters
- Update from RDA Orana CEO – Megan Dixon
- REMPLAN

Further meetings have been scheduled for May, August and November.

The Economic Development Team also attended an Economic Development network meeting on Friday 10 March in Dubbo. The meeting discussion involved Love the Life We Live contract ending at the end of September and the need to either renew the contract or engage a new consultant. Discussions were also held about REMPLAN data software as well as the NBN.

1.2 Improve the physical appearance of Warren through implementing initiatives as part of the Town Improvement Program.
--

Town Improvement Committee Meeting

A Town Improvement Committee meeting is scheduled for Tuesday 11 April. Refer to the Town Improvement Committee minutes for an update on all activities.

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
January	17	15
February	21	18
March	23	18

Source: Google Analytics.

3.0 PLANNING FOR FUTURE DEMANDS ON SERVICES AND FACILITIES

Community Strategic Plan Review

In consultation with the General Manager, the Economic Development Team has assisted with drafting the updated Community Strategic Plan “Warren Shire 2027”, as well as:

- Completed data analysis from the online and paper surveys.
- Created website content about the draft plan display period.

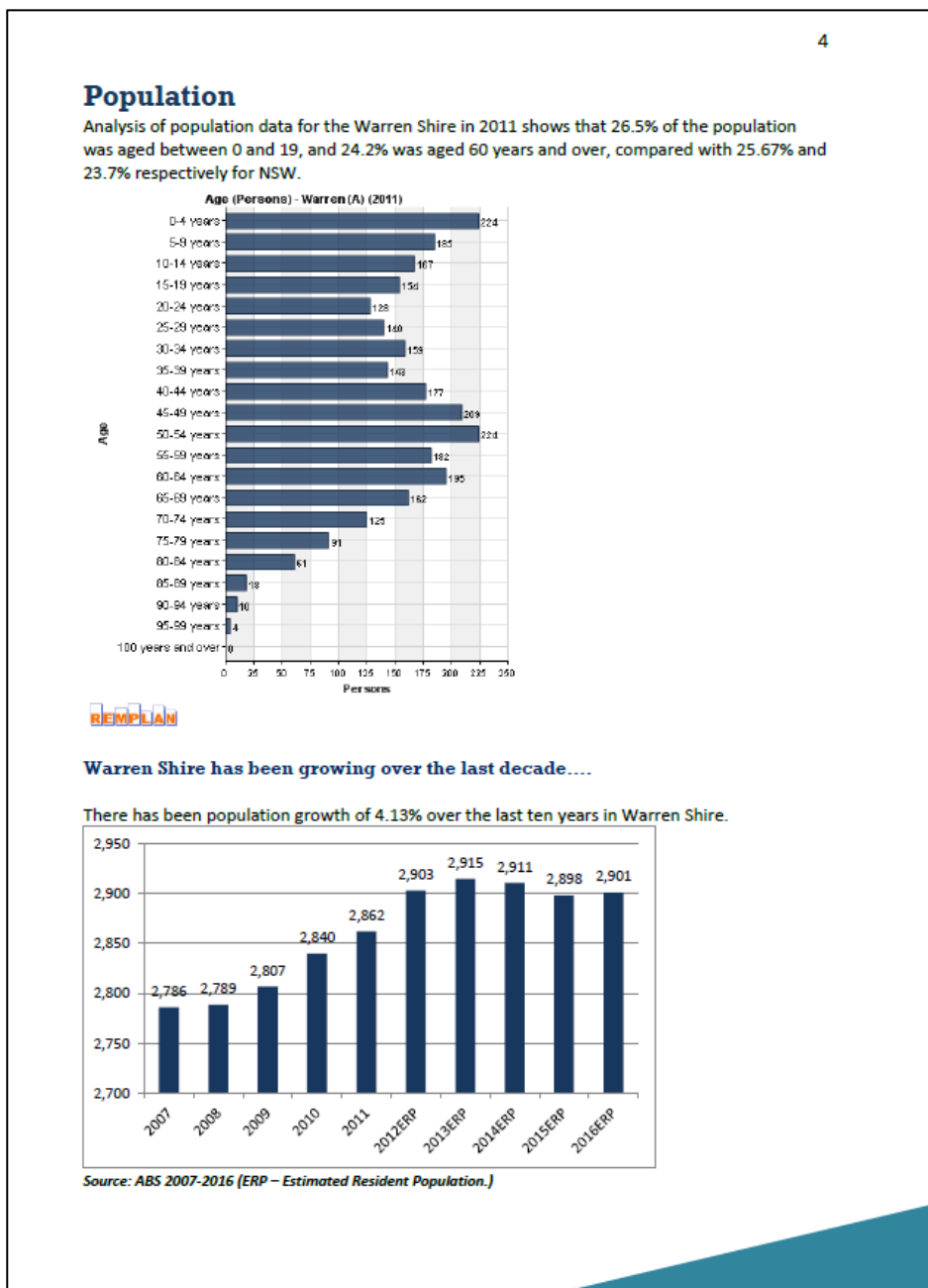
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3.2 Gather and analyse data each year relating to demographics of residents in the Warren Shire. Of particular interest are the current and projected population and the age of the population. Distribute findings to relevant parties.

As part of developing the ‘Warren Shire Business and Investment Profile’ data relating to demographics of residents in the Warren Shire was collected (refer to page 4 of the Profile).



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CONTINUED

3.3 Investigate the opportunities for technology in the Shire for example National Broadband Network. If the research proves to be viable implement these initiatives.

The EDO Team attended a presentation in relation to the National Broadband Network in Dubbo on Friday March 10. The presentation was by Ian Scott, Community Affairs Manager from nbn.

- 4 million homes with access to the nbn completed Australia-wide.
- Skymuster - satellite service has experienced teething problems, was 10 plus faults per month, now less than 1 per month.
- Better Internet for Rural Regional and Remote Australia – BIRRR (<https://birrraus.com>) is a useful tool that the community should be aware of so that they can maximise their data usage and enhance their set up, and keep up-to-date with any news.
- Fixed line schedule - Warren nbn is scheduled to occur between July to September 2017.
- Potential that Warren will have the new technology of Fibre-To-The-Curb -it will see nbn deliver fibre to the telecom pit outside a premises. However, this could result in a small delay in implementation date.
- www.nbn.com.au/business - contains useful information about the nbn for businesses.
- The group discussed a company called ‘Wi-Sky’ that is creating its own network and delivering internet to people in country areas across NSW and QLD. Wi-Sky are being invited to come to the next Economic Development Network meeting to explain their service model <http://www.wi-sky.com.au>.

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, TAFE NSW - Western Institute (Warren College).

Information regarding the following grant opportunities has been communicated to local education providers:

- Aboriginal Affairs – NAIDOC grants.
- Building Stronger Communities grants.

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 TAFE

The Economic Development Team met with Community and Customer Support Officer Kerryn Ryan on Tuesday 14th February. An update from this meeting is as follows:

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- 2017 enrolments are not down on the five year average.
- 80% Centrelink dependent last year whereas this year it is 50% of enrolments.
- Open day was a success.
- A lot of people still think TAFE is “hobbies focused”, whereas today it is employment outcomes focused.
- A couple of students are studying Tourism. EDO Team suggested that they liaise with Riversmart.

Warren Central School

The Economic Development Team met with Mr Duncan Lovelock on Tuesday 14th February. An update from this meeting is as follows:

- Stable numbers.
- Improved staff culture.
- Attendance rates are good.
- September 2017 they have having their 150 year celebration events at the Central School.
- New furniture in classrooms.
- New learning spaces areas.

St Mary’s Primary School

The Economic Development Team met with Terrina McNair on Tuesday 4th April. An update from this meeting is as follows:

- Enrolment for 2017 is 140 – the highest it has been for a number of years. There is still the same number of teaching staff as last year.
- Flexible learning space has been introduced for years 4-5-6.
- Through innovation funding the school was able to purchase new furniture.
- The plan is to build a new school at some point in the future – awaiting confirmation of Government funding. The proposed plan is for the ‘demountable’ section of the school to be rebuilt and the other classrooms/areas will be refurbished.
- NAPLAN results have improved over the last few years and are above average compared to the diocese.

<p>4.3 Annually benchmark Warren’s education institutions against other towns in the Orana Region through sources such as the “My Schools” website. Promote all positive findings.</p>

2016 data has recently been uploaded to the My School – Australian Curriculum Assessment and Reporting Authority (ACARA) website.

The schools within 80 kilometres of the Warren Shire have been benchmarked in the table below using 2016 data from the ACARA website:

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School Facts 2016

Name	Location	Total enrolments	Teaching staff	Student attendance	Senior Certificates Awarded 2015
St Marys School	Warren	125	10	92%	N/A
Warren Central School	Warren	210	20	87%	8 (of 8 students who completed senior secondary school)
Trangie Central School	Trangie	224	21	88%	10 (of 19 students who completed senior secondary school)
St John's Primary School	Trangie	44	6	93%	N/A
Nyngan Public School	Nyngan	125	11	90%	N/A
St Joseph's School	Nyngan	145	11	94%	N/A
Nyngan High School	Nyngan	167	21	91%	14 (of 14 students who completed senior secondary school)
Marra Creek Public	Marra Creek	6	1	N/A	N/A
St Augustine's School	Narromine	153	13	93%	N/A
Narromine High School	Narromine	232	25	86%	19 (of 19 students who completed senior secondary school)
Narromine Christian School	Narromine	104	7	93%	N/A
Narromine Public School	Narromine	316	18	92%	N/A
Gulargambone Central School	Gulargambone	64	8	89%	2 (of 2 students who completed senior secondary school)

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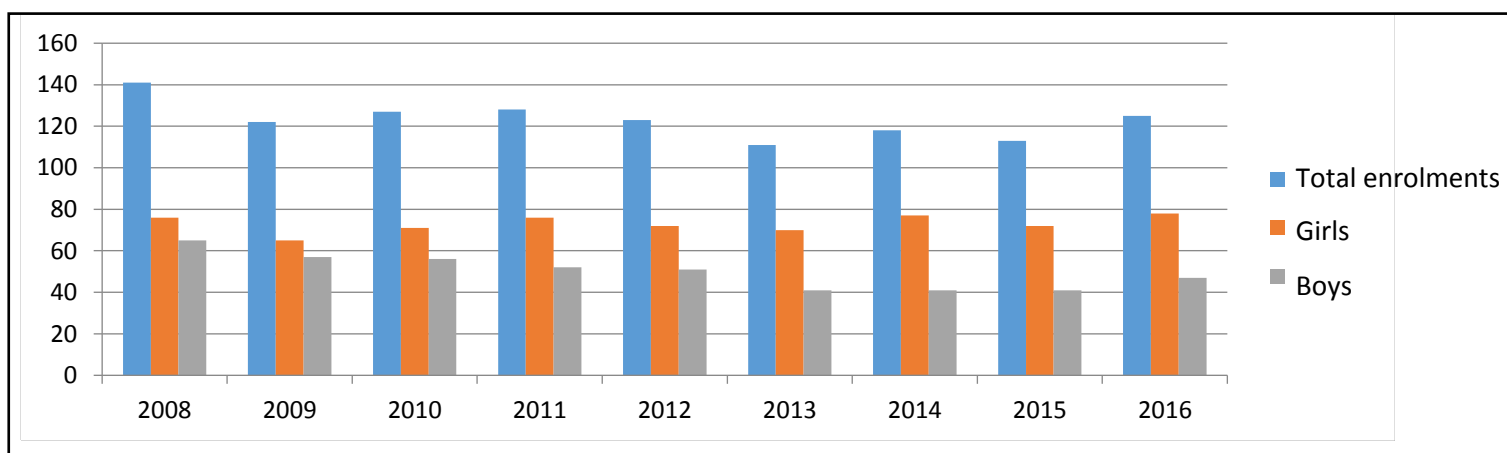
ITEM 4 UPDATE ON ACTIVITY PLAN

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Additionally, a summary of all available 'My Schools' data for each of the local Warren schools is as below:

St Mary's School	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total enrolments	141	122	127	128	123	111	118	113	125
Girls	76	65	71	76	72	70	77	72	78
Boys	65	57	56	52	51	41	41	41	47
Teaching staff	12	11	11	11	11	12	12	10	10
Non-teaching staff	6	6	5	5	8	7	10	9	9
Indigenous students	9%	10%	10%	5%	5%	7%	6%	7%	6%
Student attendance rate	94%	90%	86%	84%	94%	91%	93%	92%	92%

St Mary's School Enrolments 2008-2016



Source: Australian Curriculum Assessment and Reporting Authority - www.myschool.edu.au

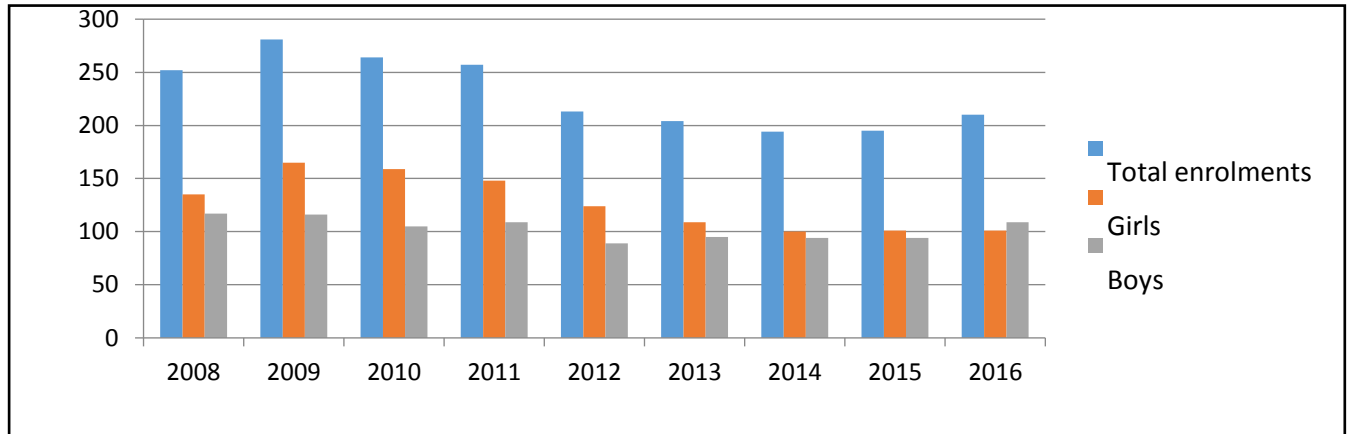
Warren Central School	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total enrolments	252	281	264	257	213	204	194	195	210
Girls	135	165	159	148	124	109	100	101	101
Boys	117	116	105	109	89	95	94	94	109
Teaching staff	22	21	22	25	21	22	21	20	20
Non-teaching staff	9	9	10	10	14	13	14	13	13
Indigenous students	39%	33%	35%	40%	43%	38%	43%	45%	41%
Student attendance rate	89%	90%	89%	87%	85%	88%	94%	88%	87%

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Warren Central School Enrolments 2008-2016



Source: Australian Curriculum Assessment and Reporting Authority - www.myschool.edu.au

5.0 EXPAND EXISTING ECONOMIC BASE THROUGH DIVERSIFICATION INTO SUSTAINABLE INDUSTRIES

Regional Platters Guide

On Friday 10th March the [Regional Platters Guide](#) was launched. The agricultural trail guide aims to connect group tour organisers with our local producers. The agricultural trail guide was created together by the councils from Warren, Dubbo, Gilgandra, Mudgee, Narromine, Nyngan, Warrumbungles and Wellington.

This initiative aims at capitalising on agritourism and linking local producers from across the region with the group tour market. The guide is not for individual tourists but for prearranged group tours.

The guide was created through a series of Industry Development Workshops held across the region to target and provide assistance for farming or agri-businesses. These workshops helped to develop farm experiences in preparation for inclusion in the guide.

There are around 30 producers in the guide with greatly varied farms such as pistachios, pork, eggs, olive oil, cherries, emu, Wagyu Beef, orange juice, wineries and native flowers.

The Gourmet Goat Lady (Joanne and Craig Stewart) in Collie is the first business in the Warren Shire to take up the opportunity. They have been providing goat products since 2008. They have won 13 Royal Fine Food Show medals in the last five years.

A copy of the guide is available to view at the Warren Shire Council Website <http://www.warren.nsw.gov.au/region/visiting-warren> or copies are also available at the Council.

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Any producers interested in being part of the new program are encouraged to contact the Economic Development Team.

The project was made possible from funding from the Department of Industry and Investment Murray Darling Basin Diversification Program.



Joanne and Craig Stewart (The Gourmet Goat Lady), with the Warren Shire Council Mayor, General Manager and EDO's.

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

Liaised with Warren Chamber of Commerce in relation to:

- Trakmaster Caravan Club visit in March 2017 – reminder email for Chamber members that the attendees have arrived in Warren.

5.3 Create a business attraction information pack (paper and email version) to be given to desirable businesses. Information pack to highlight key selling features of doing business in Warren plus key data that is relevant to businesses.

A Business and Investment Profile has been drafted utilising data from the REMPLAN program.

The Profile contains:

- An overview of the Warren area.
- Key data about the local economy, industry and the workforce.
- Key benefits of running a business or investing in the Warren Shire.
- Information about logistics and infrastructure.

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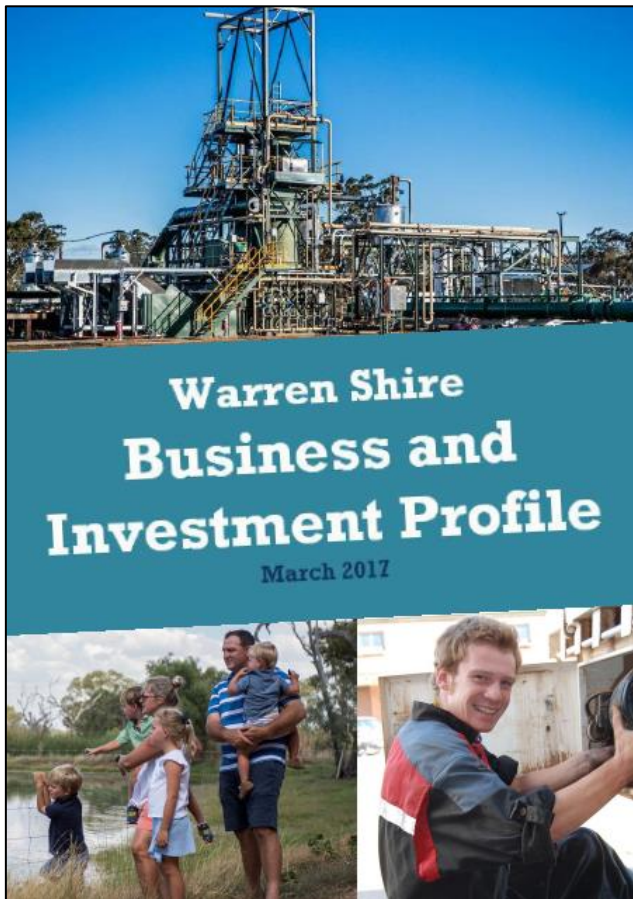
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- Details of help that can be provided by the Economic Development Team.
- Details of key support services and contacts.

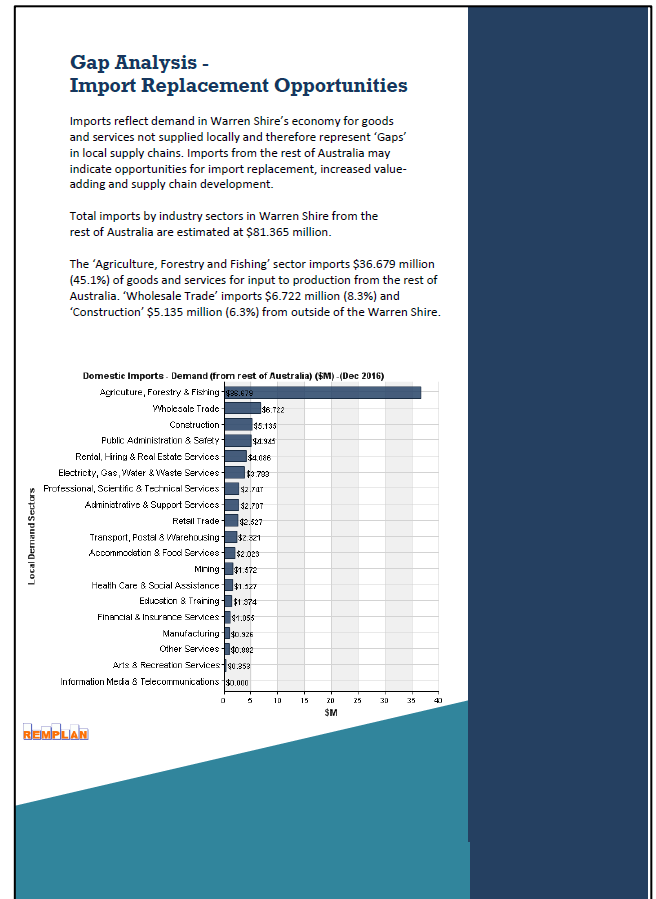
The information in the guide is designed to complement the information contained within the ‘Discover Warren Region’ Guide – ‘Move to the Warren Region’ section and also the information contained within the www.lovethefewelive.com.au website and not duplicate it.

RECOMMENDATION:

1. The information be received and noted.
2. Allocate \$1,000 to publish the Warren Shire ‘Business and Investment’ Profile in the Council’s 2017/18 budget.



Example pages from the Business and Investment Profile



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ITEM 4 UPDATE ON ACTIVITY PLAN

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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.

The Murray–Darling Basin Authority (MDBA) is increasing its regional presence - opening offices in Toowoomba, Queensland; Albury- Wodonga, on the NSW and Victorian border; and Adelaide, South Australia.

The MDBA Chief Executive, Phillip Glyde, said that within the next two years about 10 per cent of MDBA staff, or up to 30 employees, were expected to voluntarily relocate to the new regional offices.

5.14 Investigate the opportunities for renewable energy industries in the Shire. If the research proves to be viable determine how to proceed to maximise the opportunities for Warren Shire

Western Slopes Pipeline

APA is undertaking preliminary studies for construction of a 450 kilometre gas pipeline – the Western Slopes Pipeline, to connect natural gas from Santos’ proposed Narrabri Gas Project to the New South Wales gas transmission pipeline system. Warren Shire is within the proposed pipeline route.

More details from APA about the proposed project are contained in the fact sheets shown below. The map shows the proposed route for the gas pipeline where it crosses Warren Shire.

A community meeting was held in Warren on 30 March – with approximately 50 community members attending to find out details about the proposed pipeline and proposed Coal Seam Gas activity in North West NSW. A large number of residents were opposed/or concerned about the proposed pipeline. An Action Group is now being formed and will meet with local landholders affected by the proposed pipeline.

The NSW Department of Planning & Environment is seeking submissions for The Western Slopes Gas Pipeline Project regarding the application from APA Group for the Authority to Survey selected properties in Warren Shire. Applications opened on Monday 17 April and close two weeks later on Monday 1 May 2017. Submissions should be forwarded to energy.submissions@industry.nsw.gov.au or in writing to: Energy Submissions Locked Bag 5123 Parramatta 2124. For more information visit <https://www.nsw.gov.au/improving-nsw/have-your-say/western-slopes-pipeline-project-application-for-authority-to-survey/>

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factsheet

western slopes pipeline.

delivering a new source of gas into the east coast gas market.

APA is undertaking preliminary studies for construction of a 450 kilometre gas pipeline – the Western Slopes Pipeline, to connect natural gas from Santos' proposed Narrabri Gas Project to the New South Wales gas transmission pipeline system. A comprehensive program of regulatory approval, landowner and community consultation will be undertaken.

About APA
 APA is Australia's largest natural gas infrastructure business with more than 15,000 kilometres of natural gas pipelines that connect sources of supply and markets across mainland Australia. We operate and maintain networks that connect 1.3 million Australian homes and businesses to the benefits of natural gas. In total, APA owns and/or operates around \$20 billion of energy assets that deliver half the nation's natural gas usage.

Our 7,500-kilometre East Coast Grid of interconnected gas transmission pipelines provides the flexibility to move gas around eastern Australia, anywhere from Otway and Longford in the south, to Moomba in the west and Mount Isa and Gladstone in the north. In the local region, APA owns and operates the Central Ranges and Central West Gas Pipelines, along with the Tamworth gas distribution network. The proposed Western Slopes Pipeline will further enhance the capacity of the East Coast Grid, thus improving gas supply options and energy security.

Further information:

📞 project hotline: 1800 941 145
 ✉️ westernslopespipeline@apa.com.au
 🌐 apa.com.au

Proposed Pipeline Route
 Preliminary studies have identified a proposed route that commences to the north of the Pilliga National Park and Pilliga West State Conservation Areas before travelling west-southwest to connect to the Moomba Sydney Pipeline at the Bundure mainline valve station (see Map), approximately 100km west of Condobolin.

A key objective in selecting the proposed route is to ensure the proposed pipeline would have the least practicable impact on landholders, communities and the natural and built environment. A range of guiding factors were considered for this purpose, including environmental values, complexity of the terrain, the number of land parcels, landowners / leaseholders along the proposed pipeline route, and current and future land use considerations.

Pipeline Design
 The proposed Western Slopes Pipeline would be designed and constructed in accordance with the latest version of Australian Standard AS2885 Pipelines Gas and Liquid Petroleum. AS2885 incorporates best-practice standards that the Pipeline's design and operation must satisfy.

Western Slopes Pipeline	
Length	Approximately 450km
Material	Epoxy coated high strength steel line pipe
Diameter	400-450mm
Burial depth	Generally 900mm
Design principles	Strictly in accordance with the latest version of Australian Standard (AS) AS2885 Pipelines Gas and Liquid Petroleum.
Nominal capacity	200 terajoules per day
Easement width	Nominally 30m

energy. connected.

APA Information Sheet 1

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Consultation and Approvals Process

Approval of the Western Slopes Pipeline will be subject to a series of landholder and community consultations and regulatory processes including the NSW Environmental Planning & Assessment Act. The following are the key steps:

Environmental Assessment Process for State Significant Infrastructure

- 1. PEA submission and submission**
 - Submission by APA of a Preliminary Environmental Assessment to the Department of Planning and Environment to apply for the approval of the Minister to carry out State Significant Infrastructure. Public release of the Assessment is determined by the Department.
- 2. SEARs preparation and issue**
 - The Secretary of the Department of Planning and Environment prepares a statement of the environmental assessment requirements for the project - Secretary's Environmental Assessment Requirements (SEARs).
- 3. Landowner meetings and stakeholder engagement**
 - Commence face-to-face landowner/ leaseholder consultation regarding access.
 - Broader stakeholder engagement activities are also undertaken.
- 4. EIS preparation and submission**
 - APA prepares an Environmental Impact Statement (EIS), informed by a comprehensive program of community and stakeholder consultation and detailed technical studies.
 - The EIS addresses in detail matters outlined in the SEARs.
- 5. EIS assessment**
 - Public exhibition of the EIS for a minimum of 30 days. Public comment will be invited.
 - Assessment of the EIS by the Department of Planning and Environment.
- 6. EIS approval**
 - Decision on the application by the Minister for Planning, which may include the placement of conditions on any approval.

The Western Slopes Pipeline will also be subject to a referral under the *Environment Protection and Biodiversity Conservation Act*.

Further steps beyond the above include, but are not necessarily limited to, completion of land access agreements, obtaining a Petroleum Pipeline Licence and the grant of various tenures for the final pipeline route.

January 2017



Pipeline under construction, prior to being lowered into the ground.

FAQs

Why is APA proposing to undertake this pipeline project?

The Western Slopes Pipeline will facilitate the transportation of natural gas from new supply areas in north-west NSW to help meet the State's future gas needs. The development of additional natural gas production will provide increased competition in the national gas market. That is good for consumers and promises greater energy security and economic and social benefits for regional communities.

Has a final route for the pipeline been determined?

No. A final alignment has not been determined, although preliminary studies have identified a proposed route as being the most suitable to transport gas to market. Refinement of the proposed route will occur via an extensive program of landholder and community consultation and detailed technical and environmental studies.

When will construction commence?

It is too early to say. There are a number of processes that need to be thoroughly completed, including the preparation and public exhibition of a detailed Environmental Impact Statement, extensive consultation and a Final Investment Decision by Santos before a construction timetable can be developed. The community will be clearly informed and consulted throughout these processes.

What is the Narrabri Gas Project?

Santos' proposed Narrabri Gas Project involves the development of natural gas resources located around Narrabri in north west NSW. Santos estimates the Project could supply up to half of the natural gas used in more than 1 million homes and by 33,000 businesses and large industrial customers in NSW. The Narrabri Gas Project is forecast to employ 1,300 people during construction and 200 personnel when operational.

For further details about the Narrabri Gas Project visit:

www.narrabrigasproject.com.au/

Will gas from Narrabri be safe to transport?

APA will only transport gas from Narrabri that meets the strict Australian Standard set by industry regulators. The current version of Australian Standard AS2885, Pipelines Gas and Liquid Petroleum, includes more than 80 individual standards that must be met in the design, construction and operation of gas transmission pipelines.

I think I may be a landholder / leaseholder along the proposed pipeline route. What should I do?

APA is in the process of identifying all landholders and leaseholders in the vicinity of the proposed pipeline route. If you are in this category we will be making contact with you in the near future to arrange a detailed briefing. If you haven't heard from us and want to check if you are in the study area of proposed pipeline route, please call 1800 941 145.

You can also contact our project team by email at:

westernslopespipeline@apa.com.au

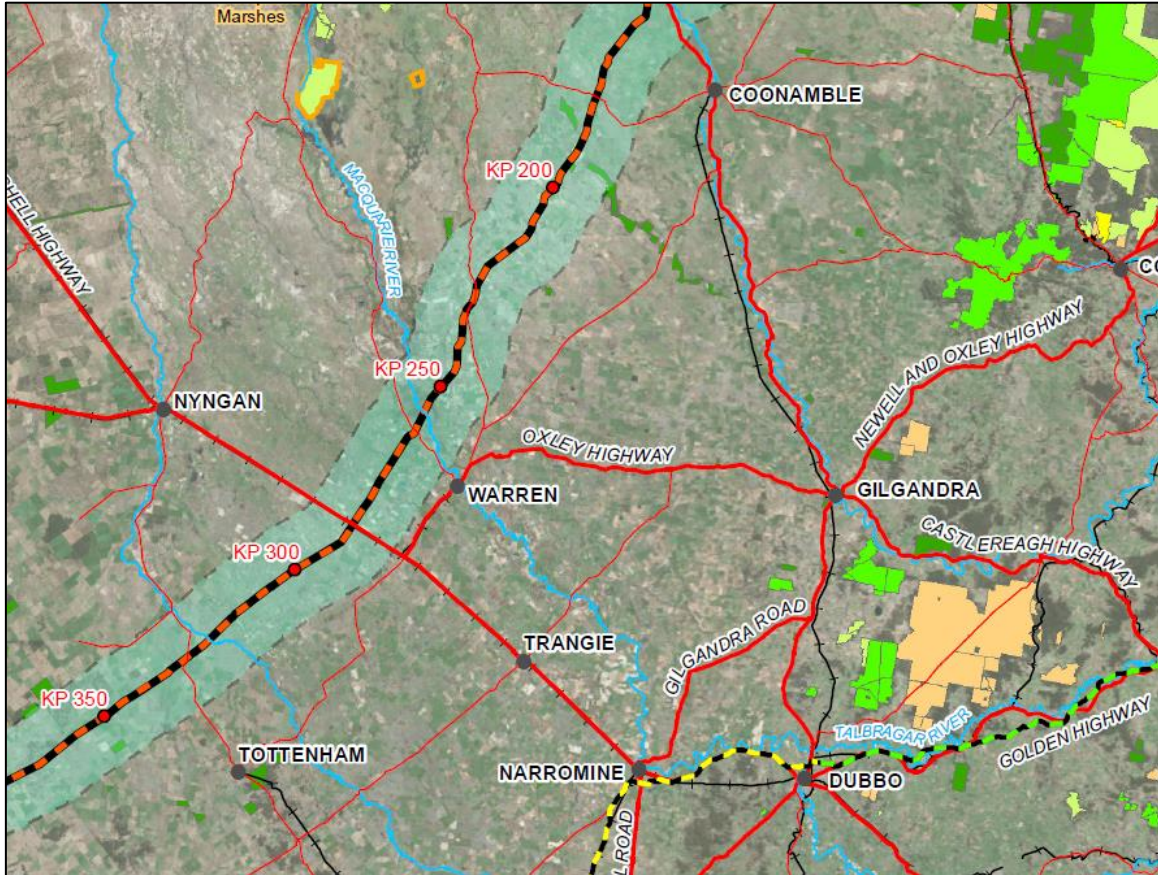
How can I stay informed about progress on the pipeline proposal?

For updates on the proposed Western Slopes Pipeline, visit www.apa.com.au.

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CONTINUED



Proposed gas pipeline route

TUNE IN ABC Radio: 612AM (Brisbane) 91.7FM (Gold Coast)

Print Email Facebook Twitter More

Pipeline worth \$450m proposed to support controversial Narrabri Gas Project in NSW

ABC Western Plains | By Kathleen Ferguson and Julie Clift
Posted Fri at 3:04pm

Talks are ramping up about a proposed 450 kilometre gas pipeline set to stretch through north-western New South Wales to the planned Narrabri Gas Project.

Gas infrastructure company APA has applied to build the \$450 million pipeline stretching from Santos's proposed gas project near Narrabri to the Moomba-Sydney Pipeline (MPS).

The company said the project would support Santos's project in reducing the state's reliance on interstate gas supply.

The Western Slopes Pipeline would run through seven local government areas.

It would also cross rivers, wetlands, highways and major roads to connect with the existing MPS at Bundure, 100 kilometres west of Condobolin.

In its preliminary environmental assessment, the company said the project would involve extensive consultation with landholders and communities.




PHOTO: The final route of the proposed pipeline has not been determined. (Supplied: DBP)

RELATED STORY: Homes could lose power as gas shortage looms, operator warns

RELATED STORY: 'Worst fears being realised' as residents most likely to bear cost of gas shortage

MAP: Warren 2824

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Landholders told project will not boost local jobs

A landholders' meeting at Warren in the state's central-west has been told the project would not provide significant job opportunities for locals.

Three anti-coal seam gas groups met with about 70 people at Warren and Tottenham this week in response to the planned pipeline.

Coonamble farmer and Lock the Gate spokeswoman Megan Kuhn said the pipeline would bring little socio-economic benefits to the communities it would traverse.

"It's going to be labouring type jobs that are quite limited and as they move through they last very short periods of time," she said.

"The reason he [APA] gave was that it would actually require a skilled level of workforce to actually undertake this work."

Warren district landholder Kate Mildner said she was taken aback by the proposed route, saying the area was subject to heavy flooding.

She said she had been contacted twice by the company because the preliminary alignment was in the vicinity of her property.

"I never dreamt there would be pipelines through this district because it is a very heavily flooded, floodplain, and we own part of that."



PHOTO: Coonamble farmer and Lock the Gate spokeswoman Megan Kuhn talking to landholders about gas infrastructure. (ABC Western Plains: Kathleen Ferguson)

Farmer waiting to hear all sides

Central-west farmer George Greg said he was yet to take a stance on a proposed gas pipeline set to run through the district, saying all sides needed to be heard first.

"I think that we can't make a knee jerk reaction on one presentation, albeit a very good presentation that they put forward yesterday," Mr Greg said.

"We had some extremely concerned farmers there pointing out, and did a very good job of it, of what their concerns were."

The Tottenham landholder said further meetings would be held with farmer groups and the proponent to give landholders all the information to develop their own position.



PHOTO: Landholders gather to get information about gas developments. (ABC Western Plains: Kathleen Ferguson)

Nationals MP argues gas projects are positive

State Member for Barwon Kevin Humphries said it was no surprise there would be resistance to the proposal throughout the proposed alignment.

He said he was confident the Narrabri Gas Project would go ahead, despite campaigns against gas infrastructure in New South Wales.

A final route was yet to be determined for the Western Slopes Pipeline.

"There is a preferred route through a corridor and the fine detail hasn't been determined yet, and that won't happen until there is numerous community consultation meetings and meetings with landholders," Mr Humphries said.

"It's a good project and it's all about jobs and growth for our region and will bring opportunity."

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He said comments the majority of gas generated from the project would be exported was misleading.

"Certainly in New South Wales, what we are gearing up for is that domestic demand will be on par with any export arrangement."

But the Nationals MP said export opportunities should not be ruled out, depending on demand.

"It is sensible to use our existing resources and make use of them here. If there are additional export opportunities, we should be doing that," he said.

Mr Humphries said there was nothing wrong with taking advantage of the resources in Australia's backyard.

Source: News item - ABC Western Plains

7.0 ACTIVELY PURSUE GRANT FUNDING

7.4 Distribute information on grant opportunities to relevant stakeholders.

The following grant information has been distributed:

- CBA Grant - Liaised with Tony McAlary and Taylor McCloskey
<https://www.commbank.com.au/about-us/in-the-community/employee-giving/staff-community-fund/2016-recipients.html>.
- Tourism Fund – Sent to Bill Phillips from Riversmart
<https://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/regional-growth-environment-and-tourism-fund>.
- Community War Memorials Fund - sent to Historical Society (CWMF) <http://veterans.nsw.gov.au/heritage/community-war-memorials-fund/>.
- Aboriginal Affairs – NAIDOC grants - sent to Local Lands Council, and local schools.
http://community.grantready.com.au/Find_Grants/Search/index.aspx?itemDetails=16897&cId=&itemDetailsSubTopic=231
- Building Stronger Communities grants – sent to local schools.
<http://www.warren.nsw.gov.au/11-featured-programs/260-community-grants-available-2015-2016>

7.5 Assist stakeholders with the grant application process.

- Building Better Regions Fund – Infrastructure Projects – Warren Community Homes – Assisted Committee Chairman, Rodney Sandell, with the grant application and submission.
- Building Better Regions Fund – Community Projects – Bourke Shire Council – Letter of Support – implementation of the Love the Life we Live campaign.
- Building Better Regions Fund – Community Projects – RDA Orana – Letter of Support – development of Orana Regional Plan.

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- Small Grants for Small Rural Communities – Assisted Geoff McKay regarding shade structure for Warren Swimming Pool <http://www.frrr.org.au/grants/small-grants-for-rural-communities-round31>.

7.6 Follow up on grant applications.

- Community Building Partnership – Outdoor Fitness Equipment project completed.

8.0 PROVIDE TRAINING PROGRAMS THAT FULFILLS THE NEEDS OF THE BUSINESS COMMUNITY

8.1 Organise business training where funding and business community support is available.

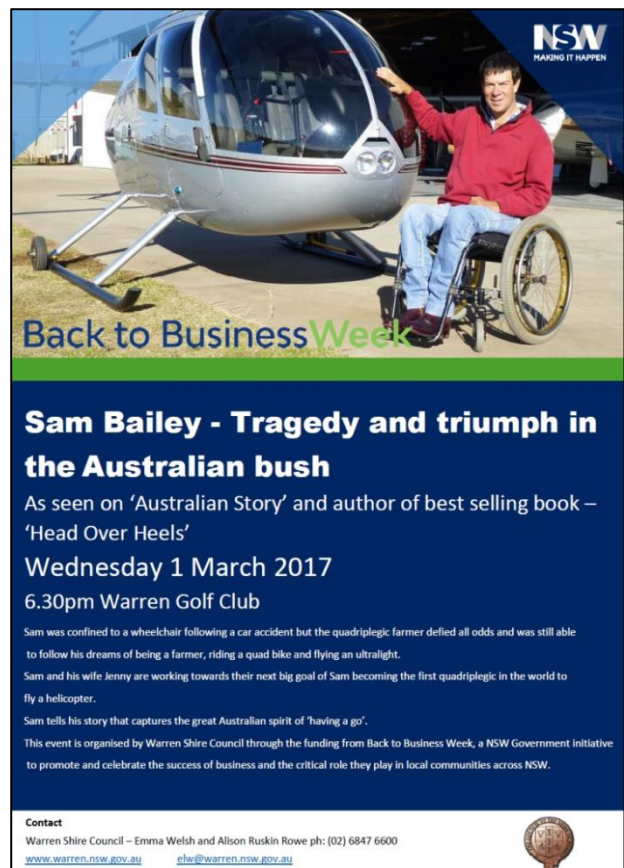
Back to Business Week – Sam Bailey

More than 50 people attended the Back to Business Week event held on Wednesday 1 March.

Utilising a grant of \$5000 provided by the NSW Government, the Economic Development coordinated the event.

Sam Bailey, a motivational speaker, who has spoken to a wide range of large corporations and organisations Australia-wide made an inspirational presentation to the business owners and community members present.

Feedback was very positive.



NSW
MAKING IT HAPPEN

Back to Business Week

Sam Bailey - Tragedy and triumph in the Australian bush

As seen on 'Australian Story' and author of best selling book – 'Head Over Heels'

Wednesday 1 March 2017
6.30pm Warren Golf Club


Sam was confined to a wheelchair following a car accident but the quadriplegic farmer defied all odds and was still able to follow his dreams of being a farmer, riding a quad bike and flying an ultralight.

Sam and his wife Jenny are working towards their next big goal of Sam becoming the first quadriplegic in the world to fly a helicopter.

Sam tells his story that captures the great Australian spirit of 'having a go'.

This event is organised by Warren Shire Council through the funding from Back to Business Week, a NSW Government Initiative to promote and celebrate the success of business and the critical role they play in local communities across NSW.

Contact
Warren Shire Council – Emma Welsh and Alison Ruskin Rowe ph: (02) 6847 6600
www.warren.nsw.gov.au elw@warren.nsw.gov.au



Promotional Flyer – Back to Business week event

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Page 4, WARREN WEEKLY, Wednesday, 8 March 2017

Sam Bailey - spreading the message of triumph over tragedy

Grit, sometimes defined as perseverance and passion, has captured the interest of business and educational leaders around the world of late, and Sam Bailey, guest speaker at a 'Back to Business' event last week, is a man who has it in spades.

Sam's inspirational story is familiar to many through the ABC's 'Australian Story' program as well as the book 'Head over Heels' he co-wrote with his wife Jenny. Sam and Jenny were in town last week to speak to local business owners and residents as part of the NSW Department of Industry's 'Back to Business Week', held in conjunction with Warren Shire Council and NSW Farmers.

At 19 Sam was a jackaroo working in the Northern Territory when a freak car accident one weekend left him a C6/C7 quadriplegic and in a wheelchair for life.

Finding he had a choice to make about the way his future would play out he chose the path of developing a mental attitude that has seen him conquer the odds and go on to become a husband, farmer, ultralight pilot and author.

His goal now is to become the world's first quadriplegic helicopter pilot with a vision of one day landing in schools around the country, embodying the power of "living your dream." It's a project he has entitled Helifirst and it's secured major sponsorship from the Commonwealth Bank of Australia.

In the meantime Sam's story has made him an in demand public speaker with corporates, schools and service clubs around Australia, all keen to tap into its power to inspire the qualities needed to push past obstacles in life.

When it's all boiled down though, Sam says he employs a fairly simple tool to help him persevere.

"I've learnt to jump the fence, so to speak. In my mind I jump over into someone else's paddock and just for ten seconds I think about all the people in the world who don't have enough food to eat or lack something as simplistic as clean drinking water. I think about people who've had their whole lives gutted by war, terrorism or natural disasters. They'd all swap places with you in the blink of an eye.... Pretty quickly I jump back over the fence into my paddock and it doesn't look so bad after all."



* Guest speaker Sam Bailey with Jenny Bailey, Rex Wilson, Emma Welsh and Alison Ruskin Rowe.



* Simon Curt and Cam Munro.



* Mary-Anne Brennan, Didi Simmons and Robynne Wilson.



* Narelle Spears, Tim Gole, Ron Downing and Anthony Ruskin Rowe.



* Phil Cosgrove and Mark McCoy.



* Joe Druce, Tom Noonan and Doug Druce.



* Heather, Jim and Alex Druce.



* Cousins Max and James Simmons.

Newspaper coverage – Back to Business week event

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10.0 ATTRACT AND PROMOTE EVENTS

The Western Sheep Breeders race meeting

The Western Sheep Breeders, Cotton Cup and Cattleman's Cup race meetings have seen a decline in attendees over the last 5 years. The races are an important event for driving money into local Warren businesses. So many businesses receive economic benefits from the races such as accommodation, petrol stations, food and beverage outlets, supermarkets, bottleshops as well as pubs and clubs.

The Western Sheep Breeders race meeting is the only Saturday racing event left on the Warren Jockey Club racing calendar since the Cotton Cup and the Cattleman's Cup were moved to other days.

In June 2016 the Economic Development Team met with a representative of the Jockey Club to suggest the idea of the Western Sheep Breeders race meeting be promoted as part of a 'Back To Warren Weekend' and have the races as a key feature with other events on the weekend including historical walking tour and Tiger Bay tour.

Due to staffing difficulties prior to the Western Sheep Breeders race meeting the Jockey Club were not able to promote the event as they usually do, so the Economic Development team cancelled the historical walking tour on the Saturday morning and the a Tiger Bay Wetlands tours on the Sunday. It is hoped that the Economic Development Team can assist the Jockey Club with their 2018 Western Sheep Breeders race meeting in order to increase numbers to the event and ultimately the economic flow on effects to the local Warren businesses.

In order to assist the Jockey Club to promote the Western Sheep Breeders race meeting the Economic Development Team contacted the following clubs and asked them to promote the races on their Facebook page.

- Duck Creek Picnic Races
- Come By Chance Picnic Races
- Warren Backpacker Hub
- Macquarie Picnic Race Club

In addition, the Economic Development Team emailed the event flyer to its contact database, and promoted the event on the Council website, Facebook page and Community Noticeboard.



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10.6 Follow up on potential conference and event opportunities.

Trakmaster Event

- Meeting on Tuesday 28th February with two members of Trakmaster 2017 team.
- Collected material from local business houses for information bags.
- Put together 90 information bags for Trakmaster attendees - containing Discover Warren Region brochure, Great Western Plains Guide, map of Warren, information sheets about local businesses and services available, promotional brochures collected from local businesses.

Warren Weekly

Your Local Paper - Independently Owned Est. 1985

6a Burton Street, or PO Box 26, Warren NSW 2824. Phone (02) 6847 3044; Facsimile (02) 6847 4389; Email waweekly@bigpond.net.au

Vol 33 No: 8 Wednesday 22 March 2017 \$1.20 per copy

Warren ready to welcome Trakmasters

The population of Warren will swell this week with the arrival of the Trakmaster Off-Road Caravan Club.



* Trakmaster event coordinator and one of the first arrivals Ken Green holding a Warren information bag, with Mayor Rex Wilson OAM, Emma Walsh and Jody Burrows from Warren Shire Council.

dependent on this week's weather, are excursions to the historic Haddon Rig and Kiameron properties, with the Falkiner and Egan families taking the visitors on farm and garden tours.

Other days will involve a choice of activities including tours of the wetlands and local industries, art classes, a heritage walk, bird watching, fishing, wine tasting, barefoot bowls and clay target shooting. Saturday's markets at the Window on the Wetland Centre may also entice.

The visit is expected to deliver an economic boost for local businesses over the course of the week and club members are proud of the fact that they contribute significantly to a number of local service organisations in the towns where they stay.

"We donate the proceeds from our registration and an auction to the organisations that we ascertain to be the most in need," Trakmaster event coordinator Ken Green said on Monday. "We may give \$50, \$500 or more, it depends on what groups we think would benefit the most and of course how much we raise at the auction."

A dinner will be held next Tuesday 28 March, the final night of the visit, where recipients of the group's generosity will be announced.

Mayor Rex Wilson was at the showground/racecourse on Monday to welcome the first of the arrivals.

"Council is delighted the Trakmaster club has decided to have its annual get together in Warren," he said.

"We welcome the opportunity to showcase our town and surrounds, and hosting 180 extra people for a week will provide a great boost to local businesses and charitable organisations."

Media coverage from Trakmaster visit

The Trakmaster group recorded details of their expenditure whilst in Warren:

- \$32,246 - on various expenses related to tours, events, activities whilst in Warren Shire.
- \$45,869 - on items such as groceries, fuel, meals, newspapers, books, hardware.
- \$22,560 - total donations to local groups.
- This gives an approximate financial input of \$100,675 to Warren shire from Trakmaster Club.

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10.8 Advise business owners and Chamber of Commerce of large events being held in Warren Shire.

Trakmaster Event

- Facebook post reminding local business and community of Trakmaster visit.
- Email to Chair of Chamber of Commerce regarding Trakmaster event.

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

Completed.

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

Completed.

11.0 PROMOTE WARREN SHIRE

Win a Camper Trailer

Warren Shire Council together with six local government areas has recently launched a competition to promote driving adventures in Dubbo and Great Western Plains.

'Drive Your Way Into a Great Big Adventure' is a collaborative campaign led by Dubbo and partnered with Coonamble, Gilgandra, Narromine, Warren, the Warrumbungles and Wellington and will see one lucky camper WIN a \$20,500 Mars Camper Trailer.

The competition is being promoted through caravan and camping themed media including Caravan World, Camper Trailer Australia, Turu and 4x4 and after two weeks in market has received 3,480 entries.

Eight articles promoting the region have also appeared in the quarterly edition of 'Adventures Magazine', for sale nationally from supermarkets, newsagents and airports.

The campaign involved a photo shoot with local families on 15 February at the Tiger Bay Wetlands, Window on the Wetlands Centre and the Macquarie Marshes. Below are a few of the images from the photo shoot.

More information about the competition is available at www.greatwesternplains.com.au

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Photo taken at the Macquarie Marshes

GREAT WESTERN PLAINS NATURAL WONDERS



wetlands are a constructed system that has given rise to a rich ecosystem of birds, fish and aquatic flora. Present year-round, these wetlands provide drought refuge for water- and woodland-birds, including plum-headed finches, spotted bowerbirds, various egret and heron species, ducks, cranes and ibis.

Adjacent to the wetlands is the newly opened Window on the Wetlands interpretive centre, located within a restored historic church that was saved from demolition and moved to the site to begin its new life in ecotourism. It houses a café and provides information on the region's environment, culture and heritage.

We then hit the road and headed north for an hour through semi-arid agricultural land, until suddenly a riot of lush green vegetation burst from the crisp, golden landscape. We'd reached the Macquarie Marshes, which after flooding rain several months prior were full of water and positively teeming with wildlife and vegetation.

One of the largest semi-permanent wetlands in southeastern Australia, the Macquarie Marshes are fed by flood water from the Macquarie River. They contain extensive areas of reed, river red gums, coolibah and grasslands, and are home to over 200 bird species making this a true bird-watcher's paradise.

As we splashed through a long, deep crossing in our Isuzu MU-X towing our Mars hardfloor camper trailer we gave pause to allow a slithering black snake to continue his route across the surface of the water, watching his sleek movements in awe – and feeling glad to be in the car! There's no doubt about it, the Macquarie Marshes is abundant in life.

From the towering heights of the Warrumbungles to the sprawling, outback vastness of the Pilliga Forest and finally the verdant quagmire of Tiger Bay Wetlands and Macquarie Marshes, we felt as though we'd been served a veritable smorgasbord of treats by Mother Nature. A land of stark contrast and stunning natural beauty, the Great Western Plains proved the perfect location to escape the hustle and bustle of the city and get back in touch with nature. ■

TOP: The wetlands are a world away from the red dust of the Pilliga.
ABOVE: The Isuzu took this water crossing in its stride.

12 ADVENTURES

Article about the Macquarie Marshes and Tiger Bay Wetlands that appears in the 'Adventures Magazine'.

11.3 Public Relations: Regularly liaise with contacts from the media database to promote economic development activities in the Warren Shire.

- Trakmaster event
- Regional Platters

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11.4 Advertising: Use the Council Column in local newspapers and any other feasible mediums to promote activities relating to economic development.

- Community Strategic Plan – advertisement placed in Council column.

11.6 Direct Mail and Email Blasts: When necessary coordinate mail outs and email blasts in order to promote economic development activities.

- Event promotion – Western Sheep Breeders race meeting.

11.7 Email Signature: Create an email signature to promote economic development in Warren Shire. Update email signature with important events as required.

Completed monthly.

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	4	4	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 high on the first page for all relevant search terms therefore no website/Facebook changes are required for search engine optimisation purposes at this time.

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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.

There was on average 5.6 posts made a week on the Warren Shire Council Facebook page from the 8 week period from 8 February to 5 April.

The Warren Shire Council Facebook page has increased from 612 likes in February to 629 likes in April.

ITEM 5 GENERAL BUSINESS

- The General Manager gave an update about meeting with the CEO of Riversmart Bill Phillips.
- Discussion about other Council's art projects including – 'Ignite Dubbo' and the Weethalle Silo Public Art Project.

ITEM 6 NEXT MEETING

Next meeting date set down for Wednesday, 12th July 2017.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.24 PM.

Section

3

General Manager

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

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
3.12.15	299.12.15 (1)	Lot 183 DP 736208 Sale to Plunkett	GM	In progress.
3.12.15	299.12.15 (2)	Road Closure – Myra Lane	GM	In progress.
27.10.16	QWN – 1 Quigley	Water Sharing Plan – Use of FMZ	GM	Submission when Plan reviewed.
1.12.16	QWN 1 – Quigley	Guidelines for business house façade painting	GM	Review and report to Council
25.1.17	15.1.17	Sale of land, Silo Subdivision	GM	Negotiate price and conditions of sale and report back to Council.
25.1.17	16.1.17	Proposed new general industrial area	GM	Produce costings.
23.2.17	QWN 2 - Brewer	Emergency air strip near Gibson’s Way	GM	Investigate protocols of using roadways for emergency air strips.
*23.3.17	67.3.17	Related Party Disclosure Policy	EA	Update Register and place on Council website
*23.3.17	70.3.17	Community Strategic Plan “Warren Shire 2027”	GM	Placed on public display seeking further comment.
*23.3.17	71.3.17	Council Code of Practice – CCTV	GM	Placed on public display seeking further comment.
23.3.17	71.3.17	CCTV Trial – Equipment Quotations Simtec	GM	Accept quotation following public display period.
23.3.17	72.3.17	RiverSmart	GM	Meeting held 11/4/17, further meeting to be held.
Manager Finance and Administration Services				
25.2.16	48.2.16	Transfer Lot 11 & 12 DP 758264 Collie to Council	MFA	Contact now made. Documents to be forwarded.
*23.3.17	75.3.17	Alcohol Free Zone – renewal for a further 4 years	MFA	Renew signage.
Manager Engineering Services				
28.4.16	94.4.16 (b)	Structural inspection WSCC Mezzanine	MES	Structural analysis complete. Detailed structural plans received. Costings to be obtained.
27.10.16	282.10.16	Victoria Park Oval rehabilitation	MES	Additional works required.
*27.10.16	284.10.16	Telemetry Upgrade	MES	Complete

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ITEM 1 OUTSTANDING REPORTS CHECKLIST CONTINUED

Manager Engineering Services				Continued
25.1.17	5.1.17	Replace Plant 42 – Watercart	MES	In progress
25.1.17	5.1.17	Replace Plant 41 – Watercart	MES	In progress
25.1.17	5.1.17	Replace Plant 64 – Tender Truck	MES	In progress
25.1.17	5.1.17	Replace Plant 47 – Street Sweeper	MES	In progress
23.2.17	33.2.17	Stafford St No Stopping Zone	MES	Adjust signage
23.2.17	33.2.17	Chester St No Parking	MES	Adjust signage
23.2.17	34.2.17	Showground/ Racecourse PA System	MES	Order placed
*23.2.17	37.2.17	CBD Beautification – tree islands refurbishment	MES	Report to this meeting.
23.2.17	QWN 1 – Druce	School Bus signage on Nevertire-Bogan Rd	MES	Erect additional signage.
23.2.17	QWN 1 – Brewer	Signage on Ringorah Rd	MES	Erect signage at bend.
23.3.17	65.3.17	New Rising Main from new bore to Collie	MES	Seek quotations.
23.3.17	66.3.17	Replacement of Plant 23 – Motor Grader	MES	In progress
23.3.17	66.3.17	Replacement of Plant 242 – Sedan	MES	In progress
23.3.17	66.3.17	Replacement of Plant 233 – Sedan	MES	In progress
Manager Health & Development				
27.10.16	QWN – 1 Walker	Ewenmar Waste Depot signage and roadways	MHD	Signs complete.
*25.1.17	23.1.17	Planning Proposal	MHD	Planning Proposal submitted to Department of Planning.
*23.2.17	58.2.17	Shade structures at Swimming Pool	MHD	Report to Sporting Facilities Committee.
23.3.17	87.3.17	Dog inspection – Warren	MHD	Arrange combined inspection program with Ranger’s Association.
*23.3.17	88.3.17	DA P16-16.19 Extension of Workshop	MHD	Consent issued.

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 23.3.17-67.3.17, 23.3.17-70.3.17, 23.3.17-71.3.17, 23.3.17-75.3.17, 27.10.16-284.10.16, 23.2.17-37.2.17, 25.1.17-23.1.17, 23.2.17-58.2.17 and 23.3.17-88.3.17 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.

MEETINGS HELD

DATE	COMMITTEE / MEETING	LOCATION
23.3.17	Community Safety Precinct Meeting	Warren
24.3.17	Warren Macquarie Land Council – Beemunnel	Warren
28.3.17	Infrastructure NSW and Premier and Cabinet	Dubbo
28.3.17	Trakmaster Presentation	Warren
31.3.17	Outback Arts AGM	Coonamble
3.4.17	ANZAC Day Working Group	Warren
4.4.17	Water and Sewerage Committee	Warren
4.4.17	Little Athletics	Warren
5.4.17	Sporting Facilities Committee	Warren
6.4.17	Warren Central School – ANZAC	Warren
7.4.17	Innovation Fund Asset Management Meeting	Warren
10.4.17	Castlereagh Macquarie County Council	Coonabarabran
11.4.17	Town Improvement Committee	Warren
12.4.17	Economic Development Committee	Warren
12.4.17	Interagency Meeting	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION

WARREN SHIRE COUNCIL

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

ITEM 2 COMMITTEE/DELEGATES MEETINGS

CONTINUED

MEETING SCHEDULE 2017

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

MEETING HELD

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 COMMUNITY STRATEGIC PLAN “WARREN SHIRE 2027”
(A7-4.1/1)

Council at the March 2017 meeting resolved to place the reviewed draft Community Strategic Plan “Warren Shire 2027” on public display for 28 days seeking public comment or submissions.

The draft Community Strategic Plan ‘Warren Shire 2027’ was advertised in the local newspaper, Councils website, Councils facebook page and copies at Library and Council Office seeking public comment or submissions by Wednesday 26th April 2017.

At the date of writing this report no public comment or submissions have been received on the draft Community Strategic Plan ‘Warren Shire 2027’, if any submissions are received they will be tabled at the Council Meeting for consideration prior to adoption of the plan.

The next step required under the Integrated Planning and Reporting (IP&R) Legislation is to prepare a draft four (4) year Delivery Program and a draft one (1) year Operational Plan (including Estimates) these documents will be presented to the May 2017 meeting for Council’s consideration prior to placing on public display for 28 days seeking public comment.

RECOMMENDATION:

That:

1. The information be received and noted; and
2. Council adopt the Community Strategic Plan ‘Warren Shire 2027’

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

ITEM 4 CLOSED CIRCUIT TV (CCTV) CODE OF PRACTICE (L7-1.5)

Council at the March 2017 meeting resolved to place the draft of the Warren Shire Council Code of Practice Closed Circuit Television System be placed on public display for a period of 28 days seeking community comment.

The Code of Practice covers all aspects of the management of the operations of a public area CCTV scheme and includes reference to all the following matters:

- scheme objectives and principles of operation;
- parameters of the scheme including geographical boundaries, number and location of cameras, system description, method of operation;
- scheme ownership, partners to the scheme including suppliers of equipment and Police and their respective responsibilities, management of the scheme, control and operation of cameras, accountability, monitoring and evaluation mechanisms, and avenues for complaints;
- signage, publicity and information about schemes;
- rules defining access to scheme control rooms and monitors so that only those with a lawful and legitimate reason may operate or view the equipment in a control room;
- adequate standards for the recruitment, integrity and training of control room staff;
- lawful, fair, safe and secure procedures defining recording and storage practices, image retention times, image re-use and image copying;
- information being recorded which is adequate, accurate, and relevant;
- rules on how recorded images are accessed for evidentiary purposes which satisfy continuity of evidence
- provision for the implementation of disciplinary and/or other procedures where protocols are breached.

The Code of Practice should underpin the management and operations of the scheme and be supplemented by Protocols or Procedures and appropriate Standard Operating Procedures for participating staff to guide the day-to-day operation of the scheme.

At the date of writing this report no public comment or submissions have been received on the draft Warren Shire Council Code of Practice Closed Circuit Television System if any submissions are received they will be tabled at the Council Meeting for consideration prior to adoption of the plan.

RECOMMENDATION:

That:

1. The information be received and noted; and
2. The draft of the Warren Shire Council Code of Practice Closed Circuit Television System be adopted.

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

ITEM 5 WESTERN SLOPES GAS PIPE LINE (G3-2)

APA is undertaking preliminary studies for construction of a 450 kilometre gas pipeline to connect natural gas from Santos' proposed Narrabri Gas Project to the New South Wales gas transmission pipeline system. This pipeline is proposed to be State Significant Development.

Preliminary studies have identified a proposed route that commences to the north of the Pilliga National Park and Pilliga West State Conservation Areas before travelling west-southwest to connect to the Moomba Sydney Pipeline at the Bundure mainline valve station, approximately 100km west of Condobolin.

The proposed Western Slopes Pipeline crosses seven (7) Local Government Areas these being Narrabri, Walgett, Coonamble, Warren, Bogan, Lachlan and Cobar. A comprehensive program of regulatory approval, landowner and community consultation is being undertaken.

Consultation and Approvals Process

Approval of the Western Slopes Pipeline will be subject to a series of landholder and community consultations and regulatory processes including the NSW Environmental Planning & Assessment Act. The following are the key steps:

1. *PEA submission and submission*

Submission by APA of a Preliminary Environmental Assessment (PEA) to the Department of Planning and Environment to apply for the approval of the Minister to carry out State Significant Infrastructure. Public release of the Assessment is determined by the Department.

2. *SEARs preparation and issue*

The Secretary of the Department of Planning and Environment prepares a statement of the environmental assessment requirements for the project - Secretary's Environmental Assessment Requirements (SEARs).

3. *Landowner meetings and stakeholder engagement*

Commence face-to-face landowner/leaseholder consultation regarding access. Broader stakeholder engagement activities are also undertaken.

4. *EIS preparation and submission*

APA prepares an Environmental Impact Statement (EIS), informed by a comprehensive program of community and stakeholder consultation and detailed technical studies. The EIS addresses in detail matters outlined in the SEARs.

5. *EIS assessment*

Public exhibition of the EIS for a minimum of 30 days. Public comment will be invited. Assessment of the EIS by the Department of Planning and Environment.

6. *EIS approval*

Decision on the application by the Minister for Planning, which may include the placement of conditions on any approval.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 5 WESTERN SLOPES GAS PIPE LINE CONTINUED

The Western Slopes Pipeline will also be subject to a referral under the Environment Protection and Biodiversity Conservation Act. Further steps beyond the above include, but are not necessarily limited to, completion of land access agreements, obtaining a Petroleum Pipeline Licence and the grant of various tenures for the final pipeline route.

At this point in time the process is at Step 1, with the PEA being submitted to the Department of Planning and Environment and is waiting approval from the Minister.

Council should note the following:

(1) Assessment

The pipeline is proposed to be designed a development of “state significance”. As such the development is assessed by the Department of Planning and Environment. The department considers the following when assessing such a proposal:

- Existing State and Regional Strategic Plans;
- Feedback and comment from relevant local councils;
- Specialised and technical input;
- Public submissions received during exhibition period; and
- The public interest.

(2) Consultation

All “State significance” applications are public exhibited for a minimum of 30 days. During this period the department will:

- Notify surrounding residents in writing;
- Councils are notified according to the scope of the proposal;
- Place an advertisement in a State-wide newspaper;
- Place information on the department’s website; and
- Make hard copies available at the relevant local council’s office and the department’s main office.

(3) Comment

Submissions can be made about a “State significant” development during the exhibition stage.

(4) Council’s Role

- Council is not the development approval authority;
- Council’s role is limited to comment by way of submission during the public exhibition period; and
- Council will provide its residents with information as to how they can make a submission towards the development.

RECOMMENDATION:

That the information be received and noted

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 6 RIVERSMART ON SITE LICENCE (C12-3.5, P1-7.17/1)

RiverSmart have written to council requesting if Council has any objection to them making an application for a liquor licence. Their aim is to be able to broaden the appeal of the Kookaburra Kiosk, by being able to serve alcohol with a meal with the view of possible extended opening hours in the future.

The type of licence would be restaurant on-premises licence. An on-premises licence allows alcohol to be sold with, or ancillary to, another product or service that is sold, supplied or provided to people on the premises.

For a restaurant or café, an on-premises licence will allow you to sell alcohol with meals.

An on-premises licence for a restaurant is subject to a number of requirements under the liquor laws, including:

- it must operate as a restaurant preparing and serving meals to the public at all times;
- it must be open to the public (and not run as a private club);
- free drinking water must be available to patrons whenever alcohol is served;
- a sign must be displayed at the front of the premises that shows – the name of the premises – the type of liquor licence held – either the business or activity carried out on the premises or the kind of premises – the name of the licensee;
- where a primary service authorisation (PSA) is held allowing alcohol to be served without meals, a sign must be displayed at the entrance alerting patrons that the premises serves alcohol without meals; and
- an incident register must be maintained if the premises regularly trades past midnight.

Conditions can be imposed on the licence. The principal activity of every licensed restaurant must be preparation and serving of meals to the public.

An on-premises liquor licence will no longer have effect:

- if the business or activity carried out on the premises changes or the kind of licensed premises changes without regulatory approval; and
- if the primary purpose becomes the sale or supply of alcohol (in other words, it operates primarily as a bar).

For Councils decision.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 7 TRAKMASTER (S7-1)

The Australian Trakmaster Caravan Group held their annual get together at Warren Showground Racecourse Complex from the 22nd to 29th March 2017. This event will saw an influx of around 90 caravans and 180 people in town for the seven (7) days.

Council had for months been liaising with this group to ensure they had relevant information etc. to enable this event to proceed. The event involved various workshops, information sessions, Annual General Meeting, Annual Dinner and tours of the Warren area.

Trakmaster organisers had been in contact with businesses in town, enquiring about various services that they will require etc. and are in constant contact with council staff. Council put together 90 information bags for Trakmaster attendees - containing Discover Warren Region brochure, Great Western Plains Guide, map of Warren, information sheets about local businesses and services available, promotional brochures collected from local businesses.

The Trakmaster group recorded details of their expenditure whilst in Warren:

As a Club - **\$32,246** - on various expenses related to tours, events, activities.

As Individuals - **\$45,869** - on items such as groceries, fuel, meals, newspapers, books, hardware.

Donations - **\$22,560** - total donations to local groups.

This gives an approximate financial input of **\$100,675** to Warren.

The break down of the donations is as follows:

When considering which organisations to donate the raised money, the Committee decided to try to meet 3 criteria:

1. To donate money that will assist the following key groups within the community:
 - children and teenagers;
 - elderly citizens;
 - health care;
 - sport and active living; and
 - the environment.
2. The committee did not want to spread the money across too many organisations, therefore hopefully allowing donated money to be enough to make a considerable difference to the Warren citizens/organisation's cause, and
3. To donate to organisations or groups which have a specific project that they are currently working towards, rather than the monies just going into general revenue.

WARREN SHIRE COUNCIL
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ITEM 7 TRAKMASTER

CONTINUED

Children and Teenagers (\$6,100)

\$2,000 Warren Chronically Ill Fund – This fund was started a few years ago to assist families of chronically ill local children with the often significant costs associated with medical care. Warren Shire Council manage the fund.

\$1,100 Young Life – This organization seeks to build confidence, values and resilience in teenagers through significant mentoring relationships with active role models in local communities. Young Life Warren was established in 2016, with all programs being run by volunteers. The donation will be used to run the weekly activities and camps that Young Life is currently providing.

\$1,000 Hospitality Faculty of Warren Central School – Funds will be used to purchase essential equipment within the hospitality faculty and to provide students with opportunities for work place experiences.

\$2,000 Warren Pre-school – Funds will be used to assist the pre-school in developing their outdoor learning area, specifically turfing, forming a bicycle track, play equipment and developing the area to foster cross cultural understanding and empathy.

Elderly Citizens (\$5,000)

\$5,000 Nursing Home Upgrade - Rotary are currently fundraising to provide much needed upgrade to Warren’s Nursing Home. Funds will be used to support the upgrade.

Health Care (\$5,900)

\$1,900 Warren Shire Council to purchase a defibrillator – Warren Shire Council is currently trying to purchase four (4) defibrillators for the shire. Between our donation and Gason (Trakmaster) agreeing to contribute \$730 one (1) defibrillator can be purchased

\$4,000 Warren Multi-Purpose Health Service – this organization is needing to purchase a blood pressure machine. This donation will provide them with enough money to purchase the machine

WARREN SHIRE COUNCIL
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ITEM 7 TRAKMASTER

CONTINUED

Sport and Active Living (\$3,560)

- \$1,000 Warren Little Athletics is trying to raise enough money to build a track and long jump pit for use at their meets. This money is to assist this project. Council will match our donation dollar for dollar.
- \$1,000 Warren & District Tennis Club is trying to raise money for lights to be installed at the courts so people can enjoy tennis in the evenings. This money is to assist this project.
- \$1,000 Warren Junior Cricket Club is trying to raise money to build/ renovate the cricket nets. These nets are a great asset for both training purposes and for recreation.
- \$560 Warren Lawn Bowls Club has fallen upon hard times in recent years and we hope that our donation can help a little to keep this great facility going

Environment (\$2,000)

- \$1,000 Riversmart is a non for profit organization with the slogan Rivers for People, Wildlife and Sustainability. The initiative aims to mobilise people to take a more active role in revitalizing ailing rivers and floodplains. Riversmart operates to facilitate community based projects to achieve the aims of the organization.
- \$1,000 Warren Fishing Club supports the ‘annual carp muster’, river clean up and the release of fingerlings into the Macquarie River. Government will match their fundraising dollar for dollar.

Approximately \$3,300 has been kept in reserve. After all bills are paid, any left-over money will be split equally between Young Life, Rotary (Nursing Home Upgrade) and Royal Flying Doctor Service.

As can be seen the Australian Trakmaster Caravan Group not only enjoyed their visit to Warren were extremely generous. Letters of appreciation have been written to Mr Paul Knox, President of the group and to Mr Ken Green, Organiser of the event.

RECOMMENDATION:

That the information be received and noted

Section

4

Manager Finance & Administration

WARREN SHIRE COUNCIL

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

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

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 31st March 2017.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 31st March 2017 are as follows:-

	Balance 28-Feb-17	Transactions	Balance 31-Mar-17
General	10,341,606.97	(827,245.95)	9,514,361.02
Water Fund	756,540.99	(75,121.81)	681,419.18
Sewerage Fund	2,591,771.74	4,553.97	2,596,325.71
Trust Fund	72,154.47	2,090.03	74,244.50
North Western Library	43,776.42	(6,452.61)	37,323.81
Investment Bank Account	(12,943,196.13)	198,855.93	(12,744,340.20)
	862,654.46	(703,320.44)	159,334.02
Balance of Ledger Accounts less Investments as at 28/02/17			862,654.46
Add: Receipts from			
(a) Rates	135,653.61		
(b) Other Cash	793,373.25		
(c) Investments Redeemed	4,700,000.00	5,629,026.86	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,832,347.30		
(b) Investments Placed	4,500,000.00	6,332,347.30	
Nett Transactions for the Month			(703,320.44)
Balance of Ledger Accounts less Investments as at 31/03/17			159,334.02

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 1 RECONCILIATION CERTIFICATE - MARCH 2017 CONT'D

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	159,050.41
Add: Outstanding Deposits for the Month	1,317.80
Less: Outstanding Cheques & Autopays	(1,035.09)
Add: Bank adjustment (Mastercard)	0.90
	<hr/>
Balance as per Ledger Accounts less Investments =	159,334.02
	<hr/> <hr/>

INVESTMENTS RECONCILIATION

Investments as at 31st March 2017

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	744,340.20	Variable	On Call A/c
19	National Australia Bank	1,000,000.00	90 Days @ 2.59%	21-Apr-17
20	National Australia Bank	1,500,000.00	151 Days @ 2.61%	23-Jun-17
21	National Australia Bank	1,000,000.00	90 Days @ 2.58%	03-May-17
22	National Australia Bank	2,000,000.00	90 Days @ 2.59%	14-May-17
23	National Australia Bank	1,000,000.00	90 Days @ 2.58%	22-May-17
24	National Australia Bank	1,000,000.00	120 Days @ 2.57%	26-Jun-17
25	National Australia Bank	1,500,000.00	90 Days @ 2.53%	31-May-17
26	National Australia Bank	1,000,000.00	90 Days @ 2.52%	12-Jun-17
27	National Australia Bank	1,000,000.00	90 Days @ 2.53%	06-Jun-17
28	National Australia Bank	1,000,000.00	90 Days @ 2.54%	15-Jun-17

TOTAL INVESTMENTS = 12,744,340.20

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	4,862,203.00
Internally Restricted Funds Invested	6,185,693.00
2016/17 General Fund Operating Income & Grants	<u>1,855,778.22</u>
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	<u><u>12,903,674.22</u></u>

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 March 2017 be received and adopted.

WARREN SHIRE COUNCIL

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

ITEM 2

SHIRE OF WARREN
STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES
AT 13TH APRIL 2017

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	86,140	4,556,533	4,642,673	3,575,425	77.01%	1,067,248	22.99%
Warren Water Fund	17,360	341,599	358,959	278,497	77.58%	80,462	22.42%
Warren Sewerage Fund	21,384	445,568	466,952	357,866	76.64%	109,086	23.36%
TOTAL OF ALL RATES	124,884	5,343,700	5,468,584	4,211,788	77.02%	1,256,796	22.98%
Extra Charges	12,201	8,059	20,260	9,578	47.28%	10,682	52.72%
TOTAL 2016/2017	137,085	5,351,759	5,488,844	4,221,366	76.91%	1,267,478	23.09%
TOTAL 2015/2016	124,281	5,228,174	5,352,455	4,110,399	76.79%	1,242,056	23.21%
TOTAL 2014/2015	120,785	5,088,582	5,209,367	3,999,006	76.77%	1,210,361	23.23%
TOTAL 2013/2014	84,911	4,971,095	5,056,006	3,872,205	76.59%	1,183,801	23.41%
		11-Apr-14	8-Apr-15	15-Apr-16		13-Apr-17	
COLLECTION FIGURES AS \$		3,872,205	3,999,006	4,110,399		4,221,366	
COLLECTION FIGURE AS %		76.59%	76.77%	76.79%		76.91%	

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
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ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

(A1-5.35)

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 2016 to 31st March 2017 (the budget review includes all committed costs not yet paid for).

Report by Responsible Accounting Officer

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

1. I report that a balanced budget review (after deducting depreciation) has been prepared for Councils consideration and adoption.
2. It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 31/3/17 indicates that Council's projected financial position as at 30/06/17 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: 20th April 2017

Darren Arthur
Responsible Accounting Officer

The major budget variances in this document are:

1. Audit Fees - \$13,300,
2. Asbestos Remedial Works - funded from Restricted Funds - \$10,000,
3. On Cost Contribution RMS – due to Flood Damage Works - \$100,000,
4. Penalty – Burning of Green Waste - \$8,000 – funded from general revenue,
5. Public Cemeteries income - \$10,000 due to sale of plots,
6. Development Applications income - \$5,000,
7. Stormwater drainage - funded from general revenue - \$15,000,
8. Water – Pump maintenance, from Restricted Funds - \$16,675,
9. Water Treatment Operations , from Restricted Funds - \$21,469
10. Water – Other Maintenance costs, from Restricted Funds - \$8,486,
11. Water Carting Collie income - \$10,000
12. Treatment Works Operations, from Restricted Funds - \$32,000
13. Sporting Ovals M & R, from Turf Wicket M & R - \$11,000
14. Mt Foster Sales Income - \$20,000
15. Urban Roads Sealed - \$50,000, from general revenue,
16. Receipt of RMS Flood Damage Emergency Works and Repair Works (contra income and expenditure) less first \$27,500:
 1. Rural Roads – Emergency Works \$ 79,293
 2. Rural Roads – Repair Works \$1,100,215
 3. Regional Roads – Emergency Works \$ 22,646
 4. Regional Roads – Repair Works \$ 95,291
17. SH 11 contra income & expenditure \$ 300,000

WARREN SHIRE COUNCIL

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

ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

CONTINUED

18. Increased Landing Fees Aerodrome - \$6,720 due to RAAF training exercises
19. Tourism advertising & printing of booklets - \$6,000 from restricted funds,
20. Back to Business Program Grant - \$5,000 contra entry,
21. Victoria Oval Rehabilitation - \$38,000, funded from general revenue,
22. New Pump Carter Oval - \$8094, funded from general revenue,
23. Victoria Park Outdoor Fitness Station increased budget of \$7,000 from general revenue,
24. Showground Upgrade Public Address System - \$7,775 from general revenue,
25. Trial CCTV Implementation \$35,000 from Infrastructure Reserve,

If any Councillor requires further explanation on items in this budget review prior to the meeting please contact either the Manager of Finance & Administration or the Treasurer.

Warren Shire Council

Quarterly Budget Review Statement
for the period 01/01/17 to 31/03/17

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2017

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2016/17	Carry Forwards	Sep QBRS	Dec QBRS	Revised Budget 2016/17	Variations for this Mar Qtr	Notes Projected Year End Result	Actual YTD figures
Income								
Administration	7,561	-	37	7	7,605	10	7,615	5,993
Public Order & Safety	66	-	11	-	77	-	77	14
Health	3	-	-	-	3	-	3	-
Community Services & Education	67	-	-	-	67	-	67	35
Housing & Community Amenities	394	35	5	500	934	16	950	829
Water Supplies	810	-	10	1	821	50	871	445
Sewer Services	1,026	-	10	-	1,036	32	1,068	520
Recreation & Culture	238	-	34	-	272	(6)	266	117
Manufacturing & Construction	16	30	-	1	47	20	67	42
Transport & Communication	1,338	630	(57)	510	2,421	977	3,398	621
Economic Affairs	124	10	13	-	147	11	158	49
Total Income from Continuing Operations	11,643	705	63	1,019	13,430	1,110	14,540	8,665
Expenses								
Administration	3,730	-	16	-	3,746	(78)	3,668	1,747
Public Order & Safety	302	-	22	-	324	2	326	139
Health	336	-	-	-	336	-	336	208
Community Services & Education	70	-	-	-	70	-	70	35
Housing & Community Amenities	771	35	10	501	1,317	15	1,332	440
Water Supplies	791	-	-	-	791	48	839	283
Sewer Services	737	-	-	-	737	32	769	188
Recreation & Culture	1,343	-	35	-	1,378	3	1,381	554
Manufacturing & Construction	16	30	-	-	46	-	46	35
Transport & Communication	4,108	630	(57)	486	5,167	1,013	6,180	1,159
Economic Affairs	322	10	12	5	349	12	361	161
Total Expenses from Continuing Operations	12,526	705	38	992	14,261	1,047	15,308	4,949
Net Operating Result from Continuing Operations	(883)	-	25	27	(831)	63	(768)	3,716
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-	-
Net Operating Result from All Operations	(883)	-	25	27	(831)	63	(768)	3,716
Net Operating Result before Capital Items	-	-	-	-	-	-	-	-

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

ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement
 for the period 01/01/17 to 31/03/17

Capital Budget Review Statement

Budget review for the quarter ended 31 March 2017

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2016/17	Carry Forwards	Sep QBRS	Dec QBRS	Revised Budget 2016/17	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure									
New Assets									
- Plant & Equipment	-	-	-	-	-	-		-	-
- Land & Buildings	256	-	-	-	256	-		256	-
- Other	158	738	-	52	948	73		1,021	66
Renewal Assets (Replacement)									
- Plant & Equipment	1,246	88	20	-	1,354	23		1,377	182
- Land & Buildings	27	11	9	54	101	-		101	61
- Roads, Bridges, Footpaths	4,173	1,603	359	-	6,135	-		6,135	979
- Other	1,113	-	-	-	1,113	-		1,113	19
Loan Repayments (Principal)	79	-	-	-	79	-		79	53
Transfer to Reserves	16	-	-	-	16	-		16	-
Total Capital Expenditure	7,068	2,440	388	106	10,002	96		10,098	1,360
Capital Funding									
Rates & Other Untied Funding	2,717	-	24	27	2,768	61		2,829	34
Grants & Contributions	2,912	1,711	359	38	5,020	-		5,020	1,134
Reserves:									
- Internal Restrictions/Reserves	1,163	729	5	41	1,938	35		1,973	170
New Loans	-	-	-	-	-	-		-	-
Receipts from Sale of Assets									
- Plant & Equipment	260	-	-	-	260	-		260	22
- Land & Buildings	16	-	-	-	16	-		16	-
Total Capital Funding	7,068	2,440	388	106	10,002	96		10,098	1,360
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-		-	-

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

Page No.	Description	Increase/ (Decrease)
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Budget Expenditure Variations

Administration

2	Printing & Stationery - adjusted to anticipated	(1,005)
2	Telephone - adjusted to anticipated	(1,000)
2	Audit Fees - adjusted to anticipated	13,300
2	Asbestos Remedial Works - From Restricted Funds	10,000
3	Delegates Expenses - adjusted to anticipated	3,000
3	Training & Development - adjusted to anticipated	(2,050)
3	On-costs Cont RMS - adjusted to anticipated	(100,000)

WARREN SHIRE COUNCIL

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

ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

CONTINUED

Public Order & Safety

5	Ranger Uniform/Equipment	268
5	Ranger Development Program	2,050

Housing & Community Amenities

8	Garbage - Future Pits - adjusted to anticipated	1,500
8	Demolition Waste Pit Building - adjusted to anticipated	(3,765)
8	Steel,Pallet & Rubble Heap Exp - to Penalty Burning of Green Waste	(8,000)
8	Green Waste Separation/Reduction - adjusted to anticipated	2,265
8	Penalty Burning of Green Waste - from Steel, Pallet exp	8,000
9	Stormwater Drainage - General - adjusted to anticipated	15,000

Water Supplies

10	Reservoirs Maintenance - adjusted to anticipated	1,731
10	Pump Station Maintenance - adjusted to anticipated	16,675
10	Water Treatment Operations - adjusted to anticipated	21,469
10	Other Maintenance Costs - adjusted to anticipated	8,486
10	Rates - adjusted to anticipated	81

Sewerage Services

11	Treatment Works - Operations - adjusted to anticipated	32,000
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Recreation & Culture

13	Sporting Ovals M & R - from Turf Wicket M & R	11,000
13	Turf Wicket M & R - to Sporting Ovals M & R	(8,392)
13	Council Water, Sewer & Garbage - adjusted to anticipated	214

Transport & Communication

15	Urban Roads Sealed - adjusted to anticipated	50,000
15	Urban Roads Unsealed - adjusted to anticipated	(5,000)
15	Rural Roads Sealed - adjusted to anticipated	(14,500)
15	Rural Roads Unsealed - adjusted to anticipated	(14,500)
15	Rural Roads Flood Damage Emergency Works - adjusted to cont	79,293
15	Rural Roads Flood Damage Repair Works - adjusted to cont	1,100,215
16	Regional Roads Flood Damage Emergency Works - adjusted to contribution	22,646
16	Regional Roads Flood Damage Repair Works - adjusted to cont.	95,291
16	State Highway - Works Orders	(300,000)

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration
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Council Chambers, Warren on Thursday 27th April 2017

ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

CONTINUED

Economic Affairs

17	Tourism Advertising the Area - adjust to anticipated	5,000
17	Printing Tourism Booklets - adjusted to anticipated	1,000
17	REMPPLAN Subscription - adjusted to anticipated	425
17	Old Medical Centre M & R - adjusted to anticipated	5,000
17	Other Land & Buildings M & R - adjusted to anticipated	394
17	Rates Council Property - adjusted to anticipated	174

Capital Expenditure

18	Water Main /Valve Replacement - adjusted to anticipated	1,762
18	Victoria Oval Rehabilitation Works - adjusted to anticipated	38,000
18	New Pump Carter Oval - adjusted to anticipated	8,094
18	Victoria Park Outdoor Fitness Circuit - adjusted to anticipated	7,000
18	Upgrade Public Address System - adjusted to anticipated	7,775
19	Trial CCTV Implementation - from infrastructure Reserve	35,000
19	Lemongrove Road Stage 1 - from Lemongrove Stage 2	9,670
19	Lemongrove Road Stage 2 - to Lemongrove Stage 1	(9,670)

Total 1,145,896

Budget Income Variations

Administration

2	Asbestos Remedial Works - from restricted funds	10,000
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Housing & Community Amenities

8	Development Applications - adjusted to anticipated	5,000
8	149 Certificates - adjusted to anticipated	500
8	Pension Write Offs - adjusted to anticipated	(239)
8	Pensioner subsidy - adjusted to anticipated	164
8	Garbage Sundry Income - adjusted to anticipated	98
9	Septic Tank Applications - adjusted to anticipated	526
9	Cemetery Fees - adjusted to anticipated	10,000

Water Supplies

10	Aerodrome User charges - adjusted to anticipated	1,000
10	Tapping Fees - adjusted to anticipated	350
10	Water carting Collie - adjusted to actual	10,000
10	Transfer from Restricted funds - adjusted to anticipated	38,854

WARREN SHIRE COUNCIL

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

ITEM 3 MARCH 2017 – QUARTERLY BUDGET REVIEW

CONTINUED

Sewerage Services

11	Pension Rebate - adjusted to actual	(700)
11	Sewer Plan Fees	525
11	Pension Rebate DLD - adjusted to actual	359
11	Transfer from Restricted funds - adjusted to anticipated	31,816

Recreation & Culture

12	Swimming Pool - Entry Charges - adjusted to actual	(2,712)
12	Swimming Pool - Other Revenue - adjusted to actual	(2,960)

Mining, Manufacturing & Construction

14	BSC Commission - adjusted to anticipated	50
14	Sundry Building Income - adjusted to anticipated	100
14	Mt Foster Sales - adjusted to anticipated	20,000

Transport & Communication

15	Rural Roads RMS Cont. Flood Emergency Works - adjusted to cont.	79,293
15	Rural Roads RMS Cont. Flood Repair Works - adjusted to cont.	1,071,215
15	Street Lighting - subsidy	2,000
15	Aerodrome landing fees - adjusted to anticipated	6,720
15	Regional Roads RMS Cont. Flood Emergency Works - adjusted to contribution	22,646
15	Regional Roads RMS Cont. Flood Repair Works - adjusted to cont.	95,291
15	State Highways Work Orders	(300,000)

Economic Affairs

17	Advertising Area - from restricted funds	6,000
17	Back to Business Program - adjusted to actual	5,000

Capital Income

19	Trial CCTV Implementation - from infrastructure Reserve	35,000
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Total 1,145,896

RECOMMENDATION:

That the information be received and noted, and that amendments to votes in the March 2017 Quarterly Budget Review as outlined be authorised.

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL

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

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

Author: Bryce Hammond – Project and Asset Engineer

The following works have been undertaken during the period of the 27th February 2017 to 2nd April 2017, by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (3-man crew) Greg Hocking	Billybingbone Road	Resheet	4km
	Billybingbone Road	Maintenance grade	10 km
Grader Crew 2 (3-man crew) Terence Hume	Wonbobbie Lane	Maintenance grade/Flood damage restoration	4 km
Grader Crew 3 (2-man crew) Vincent Robinson	Billybingbone Road	Resheet	4 km
	Billybingbone Road	Maintenance grade	10 km
	Booka Road	Maintenance grade	5 km
	Gunningbar Road	Maintenance grade	6.9 km
	Ellerslie Road	Maintenance grade	2.2 km
Grader Crew 4 (3-man crew) Wayne Wilson	Kiameron Road	Maintenance grade/Flood damage restoration	3.3 km
	Gunningbar Road	Maintenance grade/Flood damage restoration	8 km
	Cathundral-Bogan Road	Maintenance grade/Flood damage restoration	3.2 km
Grader Crew 5 (2-man crew) Josh Stephens	Mullengudgery Road	Resheet	1 km
Contract Grader (Jeff Anderson)	Gradgery Lane	Maintenance Grade / Flood Restoration	10 km

WARREN SHIRE COUNCIL

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

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Tar Patching	Oxley Highway	Pothole Patching	1350 m ²
	Carinda Road	Pothole Patching	260 m ²
	Bundemar Road	Pothole Patching	100 m ²
	Udora Road	Pothole Patching	100 m ²
	Old Warren Road	Pothole Patching	305 m ²
	Collie-Trangie Road	Pothole Patching	150 m ²
	Warren Road	Pothole Patching	9 m ²
	Marthaguy Road	Pothole Patching	13 m ²
	Town Streets	Pothole Patching	18 m ²
	Wonbobbie Lane	Pothole Patching	11 m ²
	Industrial Access Rd	Pothole Patching	6 m ²
	Ellengerah Road	Pothole Patching	2 m ²
	Gradgery Lane	Pothole Patching	1000 m ²
	Oxley Highway	Edge Patching	15 m ²
	Carinda Road	Edge Patching	491 m ²

WARREN SHIRE COUNCIL

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

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

CONSTRUCTION/RECONSTRUCTION/RECYCLE

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (3-man crew)	Warren Rd RR 7515 (REPAIR)	Construction	\$660,000	\$47,143	April/May 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	\$9,547	March 2017
Grader Crew 2 (3-man crew)	Ellengerah Rd	Construction	\$1,057,356	\$93,029	May/June 2017
Grader Crew 3 (3-man crew)	Bullagreen Rd	Recycle	\$364,468	\$35,985	Mar/Apr 2017
Grader Crews 1 & 3 (3-man crews)	Buckiinguy Rd	Recycle	\$670,250	\$580,321	Complete
	Lemongrove Rd	Recycle	\$370,800	\$322,155	Complete
	Marra Rd 424	Recycle	\$200,000	\$182,979	Complete

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

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

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE (C14-7.2)

Author: Tim Wark - Water and Sewer Manager

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 daily.
Plumbing maintenance	Racecourse and all other Council Buildings	Plumbing maintenance and repair works completed as required.
Bore water flushing	Warren Nevertire Collie	Mains flushed as per flushing program.
Water meter reading	Warren Nevertire Collie	Water meter reading works completed.
Bore water main repairs	Nevertire	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 – WATER AND SEWERAGE 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 Nevertire	Routine maintenance and repair works completed daily.
Sewage treatment plant	Warren	Routine maintenance works completed daily.
Sewage treatment plant	Nevertire	Routine maintenance works completed as required.

2.3 WATER SUPPLY SYSTEM PLANNED WORK

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Water mains and services	Warren	Valve replacement program completed.
Bore installation works	Warren	Bore Flat and Ellengerah replacement bores mechanical and electrical fit out to be completed by end of May 2017.
	Nevertire	Nevertire replacement bore mechanical and electrical fit out to be completed by end of May 2017.
	Collie	Collie replacement bore mechanical and electrical fit out to be completed by end of May 2017.
Reservoir cleaning	5 years	Stafford St - Scheduled Oct 2021 Oxley Park- Scheduled Sept 2017 Ellengerah River- Scheduled Sept 2017 Ellengerah Bore- Scheduled March 2018 Nevertire- Scheduled Jul 2017 Collie- Scheduled Oct 2021

WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
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 Council Chambers, Warren on Thursday 27th April, 2017

ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE
CONTINUED

2.4 SEWERAGE SYSTEM PLANNED WORK

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Sewer mains and services	Warren	Manhole cover heights being inspected and infiltration levels monitored, remedial works completed as required.
Sewage pump stations	Warren Nevertire	Upgrade works ongoing.

2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE 27TH FEBRUARY TO 2ND APRIL 2017

Main breaks repaired: 17 Sewer chokes cleared: 3
 Year to date: 83 Year to date: 44

Meter replacements: 5 river water meters and 9 bore water meters.

Year to date: 7 river meters and 13 bore meters replaced.

Total meters: 801 river meters and 965 bore meters.

Annual replacement percentage: 0% year river meters and 0.3% year bore meters.

2.6 RECORD OF WATER USAGE

2.6.1 For the period 01/03/17 to 31/03/17 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	USAGE YEAR TO DATE (ML) From 1/7/16	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	19.60	185.76	0.63	0.76
Warren river	750	22.90	250.17	0.74	1.02
Nevertire village	40	2.60	27.04	0.08	0.11
Collie village	25	1.30	10.77	0.04	0.04

Rainfall in Warren for period: 141 mm

WARREN SHIRE COUNCIL

Report of the Manager Engineering Services
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ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE CONTINUED

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

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	26.54	0.86
Warren river	750	55.74	1.80
Nevertire village	40	3.83	0.12
Collie village	25	1.11	0.04

Rainfall in Warren for period: 11.5 mm

2.7 WARREN STP - LICENCE COMPLIANCE

2.7.1 Record of Daily Effluent Flow

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

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
July 2016	887	421.71	13.07	13.07
August 2016	647	421.22	13.06	26.13
September 2016	891	576.67	17.30	43.43
October 2016	638	430.19	13.34	56.77
November 2016	585	396.23	11.89	68.66
December 2016	611	392.65	12.17	80.83
January 2017	577	448.06	13.89	94.72
February 2017	578	462.14	12.94	107.66
March 2017	773	552.26	17.12	124.78

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

CONTINUED

2.7.2 Record of Bio Solids Removal from 2014

YEAR	DATE	REMOVED BY	ESTIMATED QUANTITY (M3)
2014	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
2016	May	JR Richards & Sons	60
2017	February	JR Richards & Sons	40

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

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

Author: Bryce Hammond – Project and Asset Engineer

3.1 TOWN CREW – 27TH FEBRUARY TO 2ND APRIL 2017

- ♦ Footpath M & R
- ♦ Town approaches
- ♦ 2 Burials - Warren Lawn Cemetery

3.2 PARKS AND RESERVES – 27TH FEBRUARY TO 2ND APRIL 2017

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

Plant 70 Iseki Out-front Mower SF370	84.75 hours usage
Plant 79 Iseki Mower	56.75 hours usage
Plant 15 Kioti Tractor	50 hours usage
Plant 76 Muthing Frail Slasher	102.75 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	79.5 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	25.5 hours usage
Plant 89 Toro Mower	15 hours usage
Plant 21 John Deere 5083E	55 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	21 hours usage
Plant 47 Schwarze Street Sweeper	97.5 hours usage

3.3 SHOWGROUND/RACECOURSE – GENERAL M & R 27TH FEBRUARY TO 2ND APRIL 2017

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

Functions:

11-12th March – Adult riding club

22-29th March – TrakMaster Motor
Home Group

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

Author: Steven Thornton - Plant Foreman

The following are works completed by Council's Fleet Branch Staff (Plant Foreman and two (2) Plant Mechanics) and Sub-Contractors engaged by the Branch for the period 27th February to 2nd April 2017

Plant Repairs				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
1	1993 Samsung SE280LC – Excavator	- Replaced dipper pipes with flex hoses	3 days	5 hours
11	2010 Lonking CDM856E – Loader	- Adjust gear linkage	0 days	3 hours
27	2013 Western Star Prime Mover – Truck	- Check intercooler for leaks - Replaced hoses	2 days	8 hours
33	2013 Western Star Prime Mover – Truck	- Fuel block start	2 days	6 hours
33	2013 Western Star Prime Mover – Truck	- Replace belt tension pulley	1 day	5 hours
42	2007 Hino Pro Ranger – Truck	- Replace battery	1 day	5 hours
79	2014 Iseki SF3707A – Mower	- Seat repair, pumped up to height	2 days	4 hours
95	2010 Multipac YL25C multi-trie – Roller	- Test transmission for lockup	3 days	8 hours
100	Hiab 100 AW mounted on plant 43 – Crane	- Quote for 10 year inspection	0 days	5 hours
149	2008 Moore Tri-axle side tipper – Trailer	- Parts for repair	1 day	0 hours
168	2012 Victory (mini) 1.8T – Excavator	- Oil leaks - Replaced track roller - New battery	3 days	6 hours

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 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs – Outside Work			
No.	Plant	Repairs	Plant Down Time
11	2010 Lonking CDM856E – Loader	Markus Markgraaff - Warren - Replaced alternator	2 days
25	2011 John Deere 770G – Grader	Markus Markgraaff - Warren - Replace battery and start	1 day
60	1974 McGarth Bogie 2321 – Roadtrain Dolly	Markus Markgraaff - Warren - Rewired lights	2 days
95	2010 Multipac YL25C multi-tyre – Roller	Markus Markgraaff - Warren - Replaced track control	3 days
100	Hiab 100 AW mounted on plant 43 – Crane	Markus Markgraaff - Warren - Repaired remote crane control	2 days

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

Miscellaneous Works

Minor Plant Repairs.....	244.5 hours
Plant Refurbishment.....	10 hours
Plant Servicing.....	48 hours
Electrical/Two Way Radio Works, Phones.....	9 hours
Welding/Fabrication Works on Plant, etc.....	23 hours
Depot Yard – Plant parking, clean, lock and unlock.....	16 hours
Parts ordering.....	22 hours
Job set up, e.g. Apprentice.....	15 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work.....	20 hours
Plant inspection for repair.....	12 hours
Tyre pick up including delivery to and from work site.....	7 hours
Plant cleaning.....	12 hours
Tar – check emulsion.....	6 hours
Operator queries, e.g. noise.....	8 hours
Quotations.....	15 hours
Steel pick up.....	14 hours
SES.....	0 hours
Rural Fire Service.....	8 hours
Work meetings.....	0 hours
Fill gas bottles.....	0 hours
Air conditioning.....	0 hours
Transport for RTA Inspection.....	1 hours
Registrations and defects.....	20 hours
Annual Leave.....	0 hours
Sick Leave.....	187 hours
Workers Compensation.....	187 hours
TAFE.....	42.5 hours
Public Holiday.....	0 hours
Training.....	0 hours
Private work.....	0 hours
Hep B and Tetanus shots.....	0 hours
Field Days.....	0 hours
Picnic.....	0 hours
Store.....	0 hours
Interviews.....	0 hours
Workshop set up (Site Meetings/Inspections).....	10 hours

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 5

TRAFFIC INFORMATION

(T5-4)

Not available this month

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 6 ASSET MANAGEMENT – SEALED LOCAL ROADS (A13-1, A13-2)

Background

In the past Warren Shire Council, has prepared its road related programs based on how much money was available and adjusted the program to fit. However, for good asset management, IP&R and transparency purposes, Council needs to move away from this practice.

This is also another step in Council meeting its goal of “core” asset management as defined in the “International Infrastructure Management Manual (IIMM).” In fact, this report will also put in place the tools needed for “Intermediate” and “Advanced” asset management of its sealed road network.

Hence, this report seeks to put in place a systematic approach to the above that will form the core of Council’s Asset Management Plan for sealed roads and to also enable a transparent program of renewal works to be formulated and reported to Council.

The 3 aspects contained within the IIMM to be addressed in this report are:

- Capital Works Planning. Long term capital works programs (this includes resealing, recycling and rehabilitation) are developed using advanced decision techniques such as predictive renewal modelling.
- Asset Condition. The quality and completeness of condition information supports life cycle decision making and financial / performance reporting.
- Decision Making. Formal decision making and prioritisation techniques are applied to all asset programs...The framework enables projects and programs to be optimised across all activity areas.

Through undertaking the above requirements, Engineering Services will be in a position to complete the “Roads Strategic Asset Management Plan.”

Predictive Modelling and Associated Costs

Predictive modelling has 2 main purposes. These are to ascertain the best life cycle and works contained therein to keep the asset in a functional condition and to determine the costs to do so. Three scenarios have been developed to obtain the optimal result, as follows:

- Scenario 1 uses a 60-year life cycle, with resealing carried out every 10 years, recycling carried out at year 30 and rehabilitation carried out at year 60.
- Scenario 2 uses a 72-year life cycle with resealing carried out every 12 years and rehabilitation carried out at years 36 and 72
- Scenario 3 uses the current budget allocation and the model that best fits this budget predicts how this will reflect on the functionality or condition of the road network in the years to come. The closest model for the current budget is to reseal every 11 years, recycling every 33 years and rehabilitation every 66 years.

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These models are shown in diagrams 1, 2 and 3, below.

Diagram 1. Modelling of Scenario 1.

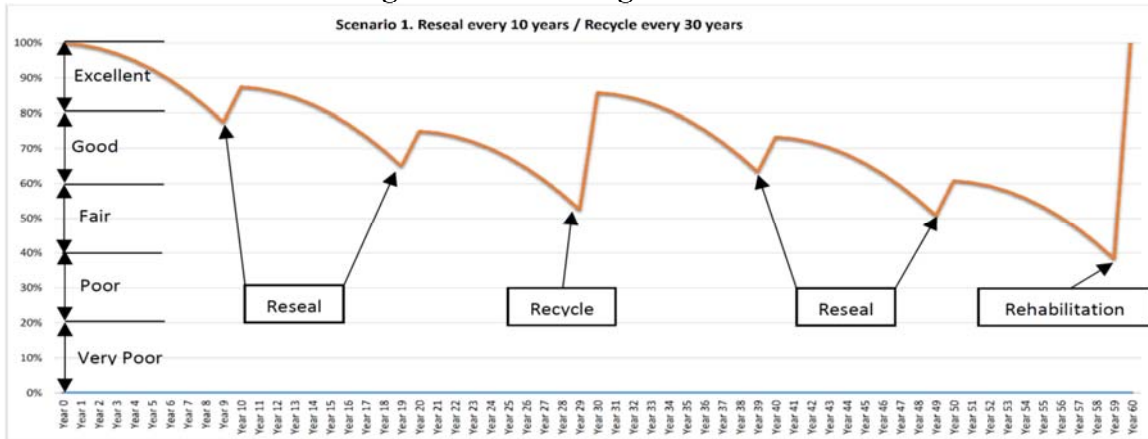


Diagram 2. Modelling of Scenario 2.

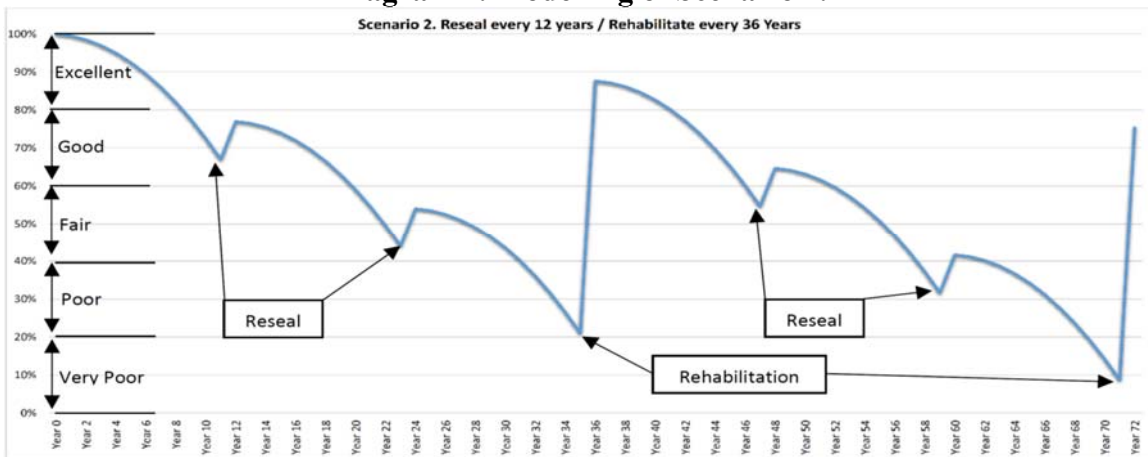
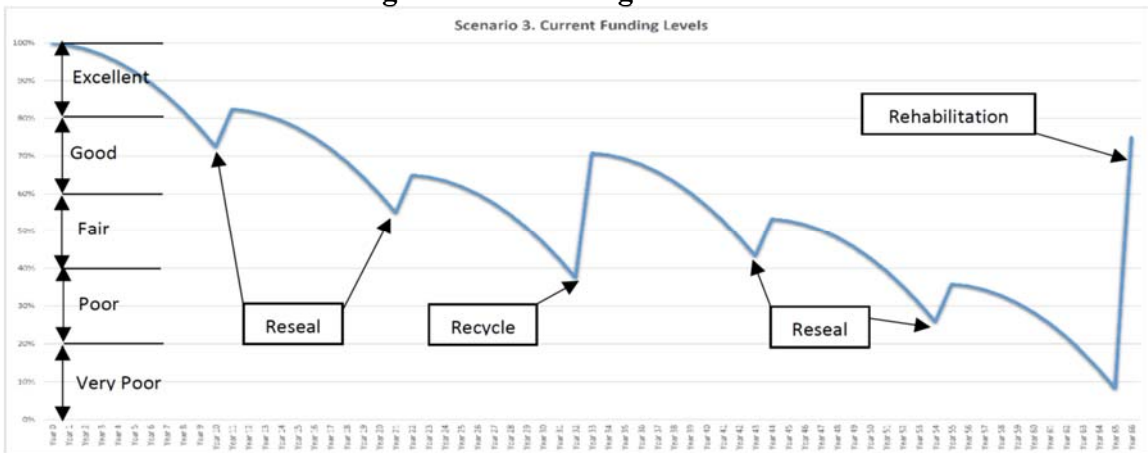


Diagram 3. Modelling of Scenario 3.



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Analysis of Scenarios

Scenario 1 provides several desirable outcomes such as:

- A sealed road network that will always remain functional with it only slipping into a poor condition for 1 year (year 59) before being rehabilitated the next year (year 60).
- After rehabilitation, has been carried out at year 60, the road will be returned to 100% condition (or as new) and the life cycle can commence again at the same condition as it was originally.
- By intervening and resealing every 10 years, micro surface texture loss (the ability of the seal to provide adequate grip for tyres) will be minimised.
- Oxidation of the binding bitumen and subsequent cracking of the seal will be minimised, which should result in less pothole patching and less heavy patching as water infiltration causing breakdown of the pavement should be minimised.

Scenario 2 provides mostly undesirable outcomes, such as:

- Between years 68 to 71 the road will slip into the very poor category, with a lowest point of 9% (of CRC) at year 71, which will mean that the roads will be almost unfunctional during these years.
- At the end of the 72-year cycle, rehabilitation will only bring the condition up to about 75% of new, which means that the next cycle will be starting from a less than favourable position and the condition of sealed roads will gradually decline.
- The reseal at year 60 will be done when the road has deteriorated to a poor condition due to pavement breakdown, which brings into question the effectiveness of this reseal. It is more likely that the 2nd rehabilitation will need to be brought forward from year 72 to year 60 (as in Scenario 1).
- Reseals oxidise between years 10 and 15. Resealing every 12 years means that cracking minimisation and protection of the pavement can't be guaranteed.

Scenario 3 also provides mostly undesirable outcomes, as follows:

- A sealed road network that will be satisfactory for 74% of its life and unsatisfactory for 26% of its life. It will be in a poor condition for 13 years (years 31, 32, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60 and 61) and in a very poor condition for 4 years (years 62, 63, 64 and 65) before being rehabilitated the next year (year 60).
- The 26% of the network's life spent in a poor condition or worse should see a noticeable increase in maintenance costs due to extra pavement repairs (heavy patching) and wearing surface repairs (pothole patching).
- The reseal carried out at year 55 will be done when the road has already deteriorated to a poor condition, mainly due to pavement breakdown, which brings into question the effectiveness of doing this reseal. It is more likely that a 2nd recycle will need to be done at this point thereby incurring extra cost.

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- After rehabilitation, has been carried out at year 66, the road will only be returned to 75% of as new condition. Thereby, resulting in a less than favourable point to commence a new life cycle.

Costs Associated with Scenarios

Table 1 outlines the resealing costs associated with scenario 1.

Table 1. Scenario 1 – Resealing Costs									
Road Type	Life Cycle (years)	Sealed Area (m ²)	Rate per m ²	Cost to Reseal Network	Reseals over Life Cycle	Total Reseal Cost over Life Cycle	Reseal Cost per Year	Current Budget	Surplus / (Deficit)
Rural Sealed	60	1,723,680	\$3	\$5,171,040	4	\$20,684,160	\$344,736	\$294,100	(\$ 50,636)
Urban Sealed	60	253,445	\$3	\$ 760,335	4	\$ 3,041,340	\$ 50,689	\$ 56,700	\$ 6,011
Totals		1,723,680		\$5,931,375		\$23,725,500	\$395,425	\$350,800	(\$ 44,625)

Table 2 outlines the recycling and rehabilitating costs associated with scenario 1.

Table 2. Scenario 1 – Recycling and Rehabilitation Costs									
Road Type	Life Cycle (years)	Pavement Area (m ²)	Rate per m ²	Cost to Recycle Network	Recycles over Life Cycle	Total Reseal Cost over Life Cycle	Recycle Cost per Year	Current Budget	Surplus / (Deficit)
Recycling									
Rural Sealed	60	2,314,353	\$10	\$23,143,530	1	\$23,143,530	\$385,000	\$385,000	\$0
Urban Sealed	60	253,445	\$10	\$ 2,534,450	1	\$ 2,534,450	\$ 42,240	\$ 50,689	\$8,449
Total – Recycling		2,567,798		\$25,677,980		\$25,677,980	\$427,240	\$435,689	\$8,449
Rehabilitation									
Rural Sealed	60	2,314,353	\$20	\$46,287,060	1	\$46,287,060	\$771,451	\$485,000	(\$286,451)
Urban Sealed	60	253,445	\$20	\$ 5,068,000	1	\$ 5,068,000	\$ 84,467	\$111,011	\$ 26,544
Total – Rehabilitation		2,567,798		\$51,355,060		\$51,355,060	\$855,918	\$596,011	(\$259,907)
Total Recycling and Rehabilitations						\$77,033,040	\$1,291,607	\$1,031,700	(\$251,458)

In short, the resealing budget needs to be increased by \$44,625 annually and the Recycling/Rehabilitation budget needs to be increased by \$251,459 annually (total increase of \$296,083 annually) to meet the life-cycle costs of keeping the sealed road network in a functional condition.

Table 3 outlines the resealing costs associated with scenario 2.

Table 3. Scenario 2 – Resealing Costs									
Road Type	Life Cycle (years)	Sealed Area (m ²)	Rate per m ²	Cost to Reseal Network	Reseals over Life Cycle	Total Reseal Cost over Life Cycle	Reseal Cost per Year	Current Budget	Surplus / (Deficit)
Rural Sealed	72	1,723,680	\$3	\$5,171,040	4	\$20,684,160	\$287,736	\$294,100	\$ 6,364
Urban Sealed	72	253,445	\$3	\$ 760,335	4	\$ 3,041,340	\$ 41,866	\$ 56,700	\$ 14,834
Totals		1,977,125		\$5,931,375		\$23,725,500	\$329,602	\$350,800	\$ 21,198

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Table 4 outlines the rehabilitating costs associated with scenario 2.

Table 4. Scenario 2 – Rehabilitation Costs									
Road Type	Life Cycle (years)	Pavement Area (m ²)	Rate per m ²	Cost to Rehabilitate Network	Rehabs over Life Cycle	Total Rehab Cost over Life Cycle	Rehab Cost per Year	Current Budget	Surplus / (Deficit)
Rural Sealed	60	2,314,353	\$20	\$46,287,060	2	\$ 92,574,120	\$1,285,752	\$485,000	(\$800,752)
Urban Sealed	60	253,445	\$20	\$ 5,068,000	2	\$ 10,136,000	\$ 140,778	\$111,011	(\$ 29,767)
Totals		2,567,798		\$51,355,060		\$102,710,120	\$1,426,530	\$596,011	(\$ 830,519)

In summary, the resealing budget can be decreased by \$21,198 annually and the Rehabilitation budget needs to be increased by \$830,519. This is a total increase of \$809,321 annually to meet the life-cycle costs of Scenario 2.

Table 5 outlines the resealing costs associated with scenario 3.

Table 5. Scenario 3 – Resealing Costs									
Road Type	Life Cycle (years)	Sealed Area (m ²)	Rate per m ²	Cost to Reseal Network	Reseals over Life Cycle	Total Reseal Cost over Life Cycle	Reseal Cost per Year	Current Budget	Surplus / (Deficit)
Rural Sealed	66	1,723,680	\$3	\$5,171,040	4	\$20,684,160	\$313,396	\$294,100	(\$ 19,296)
Urban Sealed	66	253,445	\$3	\$ 760,335	4	\$ 3,041,340	\$ 46,081	\$ 56,700	\$ 10,619
Totals		1,977,125		\$5,931,375		\$23,725,500	\$359,477	\$350,800	(\$ 8,677)

Table 6 outlines the recycling and rehabilitating costs associated with scenario 3.

Table 6. Scenario 3 – Recycling and Rehabilitation Costs									
Road Type	Life Cycle (years)	Pavement Area (m ²)	Rate per m ²	Cost to Recycle Network	Recycles over Life Cycle	Total Reseal Cost over Life Cycle	Recycle Cost per Year	Current Budget	Surplus / (Deficit)
Recycling									
Rural Sealed	66	2,314,353	\$10	\$23,143,530	1	\$23,143,530	\$350,659	\$385,000	\$34,341
Urban Sealed	66	253,445	\$10	\$ 2,534,450	1	\$ 2,534,450	\$ 38,401	\$ 50,689	\$12,288
Total – Recycling		2,567,798		\$25,677,980		\$25,677,980	\$389,060	\$435,689	\$46,629
Rehabilitation									
Rural Sealed	66	2,314,353	\$20	\$46,287,060	1	\$46,287,060	\$ 701,319	\$485,000	(\$216,319)
Urban Sealed	66	253,445	\$20	\$ 5,068,000	1	\$ 5,068,000	\$ 76,787	\$111,011	\$ 34,224
Total – Rehabilitation		2,567,798		\$51,355,060		\$51,355,060	\$ 778,106	\$596,011	(\$182,095)
Total Recycling and Rehabilitations						\$77,033,040	\$1,167,166	\$1,031,700	(\$135,466)

In summary, although the cost figures are not exact to the current budget they are within about 10% of the overall figure. Additionally, this 10% margin is on the side of being over budget. Hence, this model in terms of condition and function is probably better than actual.

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Summary of Scenarios and Associated Costs.

In summary, from the perspective of condition and functionality of the sealed road network, Scenario 1 presents the optimal result at a moderately increased cost, with the road being in fair or better condition for just over 98% of its life cycle and as the only year that it will fall below fair being the year before it is to be rehabilitated. This scenario also brings the road up to as new condition thereby allowing the next cycle to commence at the same point.

Scenario 2 gives a worse result in term of function and condition than Scenario 1 at a significantly increased cost, with it also spending less time than Scenario 1 in fair or better condition over its life cycle (94%). It should also be noted that at the end of the life cycle the road will not be brought up to as new, giving an already deteriorated road to commence a new cycle. Thus, the cycle is not completed and the roads will continue to deteriorate.

Scenario 3 also gives a worse result in term of function and condition than Scenario 1 and Scenario 2 at no extra cost to the current budget, with it also spending significantly less time than Scenario 1 and 2 in fair or better condition over the life cycle (74%). It should also be noted that at the end of the life cycle the road will not be brought up to as new, giving an already deteriorated road to commence a new cycle. Thus, the cycle is also not completed and the roads will also continue to deteriorate over time

Accordingly, it is recommended that Council increase the sealed roads budget by \$304,532 overall annually (\$44,655 reduction in resealing budget and a \$259,907 increase in the recycling/rehabilitation budget) to meet the life-cycle costs of keeping the sealed road network in a functional condition and to enable the life cycle to be completed and to ensure that roads do not gradually deteriorate over ensure life cycles.

Condition Assessment.

Table 7 (over page), outlines the factors considered when condition rating a sealed road and their conversion to a 1 – 5 rating (Excellent – Very Poor), their % value of Current Replacement Cost (CRC) and the weighting used to derive a condition value for the pavement, wearing surface and the whole road.

When assessing a bitumen wearing surface's condition, roughness, surface texture and cracking are considered. Surface Texture shows if the bitumen has oxidised, leading to cracking and stone loss. Cracking also indicates the breakdown of the wearing surface however, pavement breakdown leading to reflective cracking also plays a role. Hence, cracking has a lesser weighting. Roughness also indicates the breakdown of a wearing surface, however, again there are other factors, so this has the lowest weighting.

When assessing a pavement's condition Rutting is most important as it is a total reflection of a distressed pavement and is given a high weighting. Roughness counts also give a good indication of the state of a pavement as pavement deformations will show up in the count. However, several wearing surface defects can also play a role in this count. Hence, its weighting has been reduced. Cracking also plays a role in assessing a pavement's condition as it can reflect underlying pavement defects. Furthermore, it is also a sure indication that

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moisture is infiltrating the pavement accelerating its deterioration. However, as cracking is more of a catalyst to pavement breakdown and not actual breakdown it has been given a relatively low weighting.

Table 7. Condition Assessment Matrix						
	Survey Result	Rating	% of CRC	Weighting Seal	Weighting Pavement	
Roughness (NAASRA – Vertical Movements per km)	50 - 74	1	100%	20%	20%	
	75 - 100	2	80%			
	101 - 125	3	60%			
	126 - 150	4	40%			
	> 150	5	20%			
Rutting (Depth of Rutting)	<5.0	1	100%	N/A	70%	
	5.0 – 9.0	2	80%			
	9.1 – 14.9	3	60%			
	15.0 – 20.0	4	40%			
	>20	5	20%			
Surface Texture (depth of voids – Macro Texture)	Flushed / Bleeding	Hungry				
	1.19-1.20	1.20-1.21	1	100%	50%	N/A
	1.00-1.18	1.22-1.40	2	80%		
	0.80-0.99	1.41-1.60	3	60%		
	0.70-0.79	1.61-1.70	4	40%		
	<0,70	>1.70	5	20%		
Cracking (Extent and Severity)	0, S1		1	100%	30%	10%
	S2-S3		2	80%		
	M1-M2		3	60%		
	M3-X1		4	40%		
	X2-X3		5	20%		
Total				100%	100%	

As an example, let's assume that a section of road received the following condition scores:

- Roughness = 130 (Rating 4 – 40% of CRC)
- Rutting = 5.5 (Rating 2 – 80% of CRC)
- Texture = 0.85 (Rating 3 – 60% of CRC)
- Cracking = M1 (Rating 3 – 60% of CRC)

The following formulas would give its condition scores:

Wearing Surface Condition Score

$$\begin{aligned}
 &= (\text{Surface Texture } 60\% \times 50\%) + (\text{Cracking } 60\% \times 30\%) + (\text{Roughness } 40\% \times 20\%) \\
 &= (60\% \times 50\%) + (60\% \times 30\%) + (40\% \times 20\%) \\
 &= 30\% + 18\% + 8\% \\
 &= 56\% \text{ (of CRC)}
 \end{aligned}$$

Pavement Condition Score

$$\begin{aligned}
 &= (\text{Roughness } 40\% \times 20\%) + (\text{Rutting } 80\% \times 70\%) + (\text{Cracking } 60\% \times 10\%) \\
 &= (40\% \times 20\%) + (80\% \times 70\%) + (60\% \times 10\%) \\
 &= 8\% + 56\% + 6\% \\
 &= 70\% \text{ (of CRC)}
 \end{aligned}$$

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Road Condition Score

As the pavement makes up 80% of the current replacement cost and the wearing surface makes up 20%, the following formula is used to give an overall road condition score.

$$\begin{aligned} &= (\text{pavement condition score} \times 80\%) + (\text{wearing surface condition score} \times 20\%) \\ &= (70\% \times 80\%) + (56\% \times 20\%) \\ &= 56\% + 11\% \\ &= 67\% \text{ (of CRC)} \end{aligned}$$

Road Rating Score

Table 8, below is then used to give a rating for the road components or the whole road.

Road Rating Score	Description	% of CRC	Wearing Surface Condition Score	Pavement Condition Score	Road Condition Score	Road Rating Score
1	Excellent	100% - 81%				
2	Good	80% - 61%		70%	67%	2 = Good
3	Fair	60% - 41%	56%			
4	Poor	40% - 21%				
5	Very Poor	20% - 0%				

Therefore, by using the above several factors can be ascertained, such as:

- The condition and description of the wearing surface = 3 (Fair)
- The condition and description of the pavement = 2 (Good)
- The condition and description of the road = 2 (Good)
- The value of the wearing surface = 56% of CRC
- The value of the pavement = 70% of CRC
- The value of the road = 67% of CRC
- The need for resealing
- The need for recycling / rehabilitation

The above condition results can also be used as a factor in determining the priority of a road for remedial works, such as the subject program.

Prioritisation of Works.

Roads requiring renewal are identified from those ascertained to have a Road Rating Score of 4 (Poor) or 5 (Very Poor). Candidate proposals are inspected to verify accuracy of the ratings and to develop a preliminary renewal estimate. Verified proposals are then ranked by priority and available funds. There factors considered in prioritising roads for recycling/rehabilitation are:

- level of use,
- Condition,
- The road improvements that the project will incur, and
- A comparison of the cost of the works to the benefits incurred.

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The level of use simply considers the volume and type of traffic that uses the subject road. Obviously, roads that carry more traffic should be given a higher score for this factor as Council's funds will then bring benefits to the most motorists.

As this program involves the recycling or rehabilitation of the road pavement, the Road Pavement Score as detailed previously is used in the condition factor.

The road improvement factor recognises that recycling/rehabilitation is an opportunity to improve deficiencies such as geometry and width and that including these gives weight to projects that improve safety.

The comparison of cost to benefits enables Council to get the most for the community's dollar as it integrates the money to be spent for the benefits obtained. This is best done by dividing the benefits obtained by the cost. The higher the number after dividing the score by the cost per m², the higher the priority.

There is no fair way to compare rural roads with urban due to increased costs from factors such as utilities and drainage. Thus, separate priorities are made for urban and rural works.

Table 9. Rehabilitation/Recycling Priority System – Rural Sealed Roads

Criteria	Scale		Points
Road Usage			
AADT	<10		1
	10<25		2
	25<50		3
	50 to 100		4
	>100		5
Heavy Vehicles	<5%		1
	5<10%		2
	10 to 15%		3
	15 to 20%		4
	> 20%		5
Road Condition			
Road Pavement Score	Description	% of CRC	
	Excellent	80 – 100%	1
	Good	60 – 80%	2
	Fair	40 – 60%	3
	Poor	20 – 40%	4
	Very Poor	0 – 20%	5
Road Improvements			
Rectifies Geometry Deficiency	Improves Vertical or Horizontal Geometry		2
	Improves Vertical & Horizontal Geometry		3
Rectifies Formation Width Deficiency	1<2 m		1
	2 to 3m		2
	> 3m		3
Total Score			
Benefit / Cost Ratio = Total Points / Cost per square metre			

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Table 10. Rehabilitation/Recycling Priority System – Urban Sealed Roads

Criteria	Scale	Points
Road Usage		
AADT	<25	1
	25<50	2
	50<100	3
	100 to 250	4
	>250	5
Heavy Vehicles	<5%	1
	5<10%	2
	10 to 15%	3
	15 to 20%	4
	> 20%	5
Road Condition		
Road Pavement Score	Description	% of CRC
	Excellent	80 – 100%
	Good	60 – 80%
	Fair	40 – 60%
	Poor	20 – 40%
	Very Poor	0 – 20%
Road Improvements		
Rectifies Geometry Deficiency	Improves Vertical or Horizontal Geometry	2
	Improves Vertical & Horizontal Geometry	3
Rectifies Formation Width Deficiency	1<2 m	1
	2 to 3m	2
	> 3m	3
Total Score		
Benefit / Cost Ratio = Total Points / Cost per square metre		

Conclusion

By adopting the parameters set down in this report, Engineering Services will be in a good position to complete a core to advanced asset management plan for Council's sealed roads and to formulate transparent works programs for sealed roads that are based on needs and not to fit available funds.

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RECOMMENDATION:

1. That Scenario 1 be adopted for predictive modelling of sealed roads in Warren Shire Council.
2. That Tables 7 and 8 be adopted to ascertain:
 - The condition and description of sealed wearing surfaces,
 - The condition and description of sealed pavements,
 - The condition and description of sealed roads as a whole,
 - The value of a sealed wearing surface,
 - The value of a sealed pavement,
 - The value of a sealed road as a whole,
 - The need for resealing, and
 - The need for recycling / rehabilitation.
3. That Tables 9 and 10 be adopted to prioritise all recycling and rehabilitation works for local sealed roads within Warren Shire Council.
4. That the following budgets be adopted to match the adopted model for local sealed roads in Warren Shire Council (rounded to the nearest \$1,000):
 - Urban Local Roads – Resealing = \$50,000
 - Rural Local Roads – Resealing = \$345,000
 - Urban Local Roads – Recycling/Rehabilitation = \$127,000
 - Rural Local Roads – Recycling/Rehabilitation = \$771,000
5. That the Manager Engineering Services forward a recommended recycling/rehabilitation program for urban and rural sealed roads, in line with the methodology outlined in this report, to the May meeting of Council.

Section

6

Manager Health & Development Services

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ITEM 1 DEVELOPMENT APPLICATION APPROVALS (B4-9)

The following Development Applications were approved from 28th February 2017 to 27th March 2017.

FILE	LOCATION	WORKS
P16-17.09	Lots 12,13 & 14 DP746672 Arthur Butler Drive, Warren	Extension of Workshop
P16-17.10	Lot 16, DP752595 Udora Rd, Warren	Erection of farm storage shed
P16-17.11	Lot 22, DP612487 Dubbo Street, Warren	Fit out of food business

RECOMMENDATION:

That the information be received and noted.

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ITEM 2 DEPARTMENT OF PLANNING CIRCULARS (P15-10)

No Circulars this month

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

Throughout the month of March, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Women's Senior League, Yoga, Step/Pump Classes, Junior League and Rugby Union. Highlights of the month included Primary School Rugby 7's and League Tag Vs Dunedoo.

Upcoming events at the Centre in the month of April include Vacation Care, Relay for Life and Pumas Vs Cobar.

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of March was 680 sign-ins, up from 652 in February. There are 209 current gym members as of the 11th April 2017, up from 199 gym members in March 2017.

FWAS

There was 1 Far West Academy of Sport event held in March.

COMMUNITY

Day groups

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

Free Community Exercise Classes

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

RECOMMENDATION:

That the information be received and noted.

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ITEM 4 INFORMATION CENTRE RECORD FOR THE MONTH OF MARCH 2017

(T4-6.1)

Number of Visitors to the Information Centre:		96	
Number of Locals to the Information Centre:		6	
Number of Website hits on Warren Shire Council:		3749	
Number of Website hits drilling down – “Visiting Warren”:		163	
Reason for Visiting Warren (Totals):			
Friends/Family:	2	Business/Employment/Training:	
Passing Through:	23	Special Events:	10
Visitors in Buses:		Holiday:	
Other/Unknown:		Camping/Fishing:	
Age Groups of Visitors:			
Under 25:	1	25-34:	1
34-44:	1	45-54:	6
55-64:	24	65+:	42
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:	
Warren Profile:		Magnets:	
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:	
A Grave Look At Warren		Place Mats:	
Animals of Dubbo Region:		Mugs:	3
Macquarie Marshes Information:		Key Rings:	
Willie Retreat:		Rulers:	
Our Abounding Wildlife:		Road to Nevertire 1 and 2:	
Tiger Bay Brochure:		Warren photos (Black & White):	
Shire Map and Town Maps:		Sample of Wool/Wool Sheet:	
Cotton Brochure:		Handkerchiefs:	
Postcards:		Shirts: (tennis club):	
Coloured postcards	2	150 yrs Caps: (tennis club):	
Macquarie Marshes DVD/CD		150 yrs Stubby Holders: (tennis club):	
Ballad of a Bush Bride:		Hot Flats CD:	
Warren Woolcot Cards:	6	Cook Book:	
Surrounding Towns:		Road Information:	12
Accommodation:	5	Public Toilets:	8
Public Dump Point/Potable Water:	4	Maps:	11
Places to Eat:	11	Boat Ramp / Bob Christensen Reserve:	
Attractions around Warren:		Camping or Fishing Spots:	4

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

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

ITEM 5

IMPOUNDING OFFICER'S REPORT

(P4-4)

Hours Day	Week Ending: 10th March 2017							Week ending: 17th March 2017							Week ending: 24th March 2017						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol			3	4	4.5	3.25	flexi			3	0	4	3	4		0	3	3	3	5	Flexi
Feed/Water & Clean Pound Hours	1	1	1	1	1	1	1	1	1	1	1	1	1 C/L	1 C/L	1	1	1	1	1	2	1
Office/training			4	3.5	3	4				4.5	7.5	3.5	4.5		0	0	4.5	3.5	4.5	1.5	0
Impounding/Releasing/Euthanasia							3	2	1.25					3.5	0	0	0	1	0	0	0
Total Daily	1	1	8.5	8.5	8.5	8.25	4	3	2.25	8.5	8.5	8.5	7.5	7.5	1	1	8.5	8.5	8.5	8.5	1
Number of Dogs Impounded				1						1											1
Number of Dogs released																					
Number of Dogs Euthanased										1											
Total Dogs in Pound	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3
Number of Cats Surrendered																					
Number of Cats Rehoused																					
Number of Cats Euthanased																					
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 kilometer \$	410							360							280						
Speedometer reading @ end of week	83788							84148							84428						
Other General Notes																					
Total weekly hours	39.75							45.75							37						

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

WARREN SHIRE COUNCIL

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

ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Week Ending: 31st March 2017																					
Hours Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol	0	0	2	3	3	C/L	C/L														
Feed/Water & Clean Pound																					
Hours Office/training	1	1	1.5	1	1	1	1														
Impounding/Releasing/Euthanasia	0	0	5	3.5	4.5	0	0														
Total Daily	1	1	8.5	8.5	8.5	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Dogs impounded							2														
Number of Dogs released																					
Number of Dogs Euthanasia																					
Total Dogs in Pound	3	3	3	3	3	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Surrendered																					
Number of Cats Rehoused																					
Number of Cats Euthanasia																					
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total weekly kilometers	290																				
Speedometer reading @ end of week	84718														84718						
Other General Notes																					
Total weekly hours	29.5														0						

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

RECOMMENDATION:

That the information be received and noted.