



WARREN SHIRE COUNCIL

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 23RD FEBRUARY 2017

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

23rd February 2017

APOLOGIES**CONFIRMATION OF MINUTES**

Ordinary Meeting held on Wednesday 25th January 2017

SECTION 1 (WHITE)**DELEGATES REPORTS**

Item 1 Warren Interagency Support Services (C3-9)

COMMITTEE MINUTES

Meeting of Manex held on Tuesday 17th January 2017 (C14-3.4)

Meeting of the Traffic Committee
held on Thursday 2nd February 2017 (T5-2)Meeting of the Showground / Racecourse Committee
held on Monday 6th February 2017 (C14-3.2)Meeting of the Sporting Facilities Committee
held on Wednesday 8th February 2017 (C14-3.18)Meeting of the Economic Development Committee
held on Wednesday 15th February 2017 (C14-3.22)Meeting of the Warren Town Improvement Committee
held on Thursday 16th February 2017 (C14-3.17)Annual General Meeting of the North Western Library
held on Wednesday 1st February 2017 (L2-5)Meeting of the Warren Local Emergency Management Committee
held on Tuesday 14th February 2017 (E6-6)

SECTION 2 (LILAC)

POLICY

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 3
Item 3	Community Strategic Plan 2027 (A7-4.1/1)	Page 6

SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Reconciliation Certificate – January 2017 (B1-10.15)	Page 1
Item 2	Statement of All Outstanding Rates and Extra Charges as at 13th February 2017 (R1-4)	Page 3
Item 3	2017/2018 Operational Plan & Estimates Timetable (E4-37)	Page 4
Item 4	Alcohol Free Zones (L7-1.2)	Page 5
Item 5	North Western Library Co-operative 2017/18 Council Contribution (L2-5)	Page 6
Item 6	North Western Library Co-operative Agreement (L2-5)	Page 7

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

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SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

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Item 4	Information Centre Record for January 2017 (T4-6.1)	Page 4
Item 5	Impounding Officer's Report (P4-4)	Page 5
Item 6	Request for Additional Shade Structures at Warren War Memorial Swimming Pool (S19-2)	Page 7
Item 7	Development Application Modification to Development Approval Unmanned Refuelling Facility on Lot 1 DP864987 Nevertire-Bogan Road, Nevertire (P16-16.19)	Page 11

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.
- 1.00 pm Councillor Asset Management Training Workshop – Information has been enclosed with your Business Paper.

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 23rd February 2017

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

I attended the Interagency meeting on the 8th February 2017. Councillors Derrett and Walker were apologies for this meeting.

This was a very active meeting with new agencies in attendance.

As this was the first meeting for 2017 the following points were discussed:

- **Review of our current mailing list**
I advised that we were in the process of reviewing our current mailing list to remove all those from the list that were not agency based. Those removed contacts will be created in a new mailing list and relevant information will be forward to this list e.g. upcoming events, grant information etc. that they may find useful.
- **Agency update**
A survey will be forwarded to all those on the agency mailing list requesting updates on the current programs offered in Warren and the days that they are actively working within the Warren community.
- **Meeting days and dates**
The survey has also requested preferred day and time for future interagency meetings with the time being set for 11.00 am and the day being either Tuesday, Wednesday or Thursday.

A general discussion took place on the upcoming programs that will be on offer to the Warren community and mainly in relation to the youth and contact details of various groups within the town were provided for future networking. All present were encouraged to access the What's on in Warren website for linking with future events to actively engage the community of Warren.

At time of writing this report the following has taken place:

- Mailing lists have been updated.
- Surveys have been emailed out to the various agencies

I am happy to report that we have already received several completed surveys.

Councillor Pauline Serdity
Chairperson/Secretary
Warren Interagency Support Services/Youth Sub Committee.

RECOMMENDATION:

That the information be received and noted.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 17th January 2017.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 17th January 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 17th January 2017 commencing at 2.30 pm

PRESENT:

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration (Chair)
Les Morgan	Manager Engineering Services
Tim Wark	Water & Sewer Manager

Economic Development Officer, Emma Welsh gave the meeting a presentation on the outdoor advertising billboard signage.

1. **APOLOGIES**

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

Carried

2. **MINUTES**

MOVED Wilson OAM/Morgan that the Minutes of the Manex Committee meeting held on the 22nd November 2016 be adopted as a true and correct record of that meeting.

Carried

3. **BUSINESS ARISING FROM MINUTES**

§ Lock on the sliding door of Engineering Section has not been fixed.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
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4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
13.9.16	MHD	Council dwellings: 11 Pittman Pde – Kitchen 39 Garden Ave – Kitchen 56 Garden Ave – Kitchen 39 Garden Ave – Roof	Action Required Works in progress.
*22.11.16	MHD	Asbestos Register	List of Council properties inspected and results. Report to Manex.
*22.11.16	MHD	Asbestos Register	Report to Manex on defects list, priorities and work schedule.
22.11.16	MES	Engineering Section door	Replace door lock with a more suitable locking system.

MOVED Wark/Wielinga 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

- No action.
-

WARREN SHIRE COUNCIL

**Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 17th January 2017 commencing at 2.30 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 March 2017
Computer Server Upgrade – internal wiring	10,458	10,458	MFA	Complete
Asset Management - IP & R	59,542	Nil	MES/ MFA	Ongoing
Risk Management	16,626	16,626	ALL	Asbestos Register developed, defects list works being scheduled
Training	115,000	49,769	ALL	
Mobile phone upgrades	3,600	Nil	ALL	
Depot Yard Extension	256,000	3,490	MES	Project Engineer working on this
RFS Hazard Reduction	50,500	64,124	MFA/ MHD	Complete
Dwelling Specific M & R	31,741	1,082		
2 Roland Street		Nil	MHD	Silky Oak Tree to be removed, vents and Insulation in Roof Cavity
39 Garden Avenue		Nil	MHD	Roof Structure repairs
39 Garden Avenue			MHD	Kitchen upgrade
56 Garden Avenue		7,477	MHD	Carpets and blinds installed
56 Garden Avenue			MHD	Kitchen upgrade
Pool Residence		2,797	MHD	Plumbing works complete
Pool Residence			MHD	Removal of asbestos
11 Pittman Parade			MHD	Kitchen upgrade
Levee M & R	25,546	2,220	MES	Inspection of levee completed. Require program works from defects.
Stormwater Drainage M & R	9,884	20,267	MES	Major works undertaken at Nevertire.
Gunningba Drainage	88,924	17,517	MES	February 17
Nature Links River Corridor	19,558	Nil	MHD	

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Victoria Park – Fitness Circuit Council - \$25,625 Healthy Challenge - \$13,195 CBP Grant - \$25,000	63,820	25,528	MES	
Showground PA System	45,000	Nil	MES	Quotations received.
Library – Drainage & leak proofing	7,000	3,985	MHD	Complete
Library – Shelving / Furnishings	87,283	55,878	LIB	In progress
Library - IT		19,442	LIB	In progress
Library – Bathroom renovations		12,500	LIB	In progress
Playground equipment	41,208	Nil	MES	Investigating priority needs
Playground soft fall	25,272	Nil	MES	Investigating priority needs
Victoria Oval – Refurbishment		22,519	MES	
Tourist Information Bay – Collie	2,500	Nil	GM	To be installed
Information Centre – Fencing		2,939		Complete
Information Centre – Internal Painting	8,800	8,800	MHD	Complete
Information Centre – Air conditioners		5,980		Complete
Information Centre – Carpet		7,105		Complete
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	Project being reviewed prior to commencement of works
Old Medical Centre Ceiling & Ducting		10,130		
Water Supplies				
Water valve and mains replacement	18,000	18,711	MES	2016/17 Program complete
Telemetry Scada System Upgrade	35,224	4,077	MES	In progress
Nevertire Reservoir Refurb	175,000	Nil	MES	50% 2016/2017 50% 2017/2018 next budget Works to be completed July 17

WARREN SHIRE COUNCIL

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Warren – New Bore 8	190,849	4,389	MES	Fit out works Feb 17
Warren – New Bore 7	95,450	3,481	MES	Fit out works Feb 17
Nevertire – New Bore 2	92,881	4,208	MES	Fit out works Feb 17
Collie – New Bore 2	303,514	8,117	MES	Fit our works Apr 17
Sewerage Services				
Warren STP	800,000	Nil	MES	Preliminary design works complete.
Mains Upgrade	20,000	Nil	MES	Works to be completed March 17.
Mains Relining (600-700 m)	100,000	Nil	MES	Works to be completed by May 17.
Telemetry Scada System Upgrade	35,225	4,077	MES	In progress
ROADS BRANCH				
State Highway 11				
Ordered Works				
• Reseals	121,408	21,021	MES	February 17
• Golf Club Heavy Patching	61,111	51,604	MES	Complete
• Golf Club Road Widening	95,394	86,200	MES	Complete
• Wonbobbie Bend now transferred to heavy patching	279,275	38,243	MES	January / February 17
Regional Roads				
Reseals	263,416	38,224	MES	February 17
Recycling – RR 424 – Marra Rd	200,000	Nil	MES	February 17
Resheeting	86,000	38,178	MES	February 17
Blackspot Tenandra Bridge	149,400	5,834	MES	March 17
REPAIR Program – Warren Rd	660,000	61,325	MES	February/April 17
Urban Local Roads				
Urban Reseals	56,700	8,072	MES	February 17
XC5 footpaths	38,492	25,053	MES	Ongoing
Kerb & Guttering	92,767	Nil	MES	Ongoing

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Urban Roads – Heavy Patching	120,000	Nil	MES	March 17
Urban Roads – Bundemar Street	161,171	Nil	MES	March 17
Rural Local Roads				
Rural Reseals	294,100	28,406	MES	February 17
Rural Resheeting	978,345	145,388	MES	Ongoing
Reconstruction - Buckiinguy	670,250	546,874	MES	Completed 14 km
Recycle - Bullagreen Road	364,468	6,604	MES	March / April 17
Recycle - Lemongrove Road	370,800	33,947	MES	January / February 17
Reconstruction - Ellengerah Rd	1,057,356	28,181	MES	May / June 17
Reconstruction - Lemongrove Rd	220,803	139,295	MES	Completed 12.5 km
Culvert replacement	60,000	Nil	MES	Ongoing – Pipes ordered & delivered
Plant				
Heavy Plant Purchases - Nett	689,336	4,555	MES	2016/17 Purchases reviewed
Light Plant Purchases - Nett	103,573	-22,000	MES	Ongoing

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

Carried

WARREN SHIRE COUNCIL

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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	A Project Engineer commenced on the 9 th January 2017 to review and complete this project.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	
Depot Yard Extensions	A Project Engineer was engaged on the 9 th January 2017 to review and complete this project.	
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	To commence January 2017.	
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.	
Country Passenger Transport Infrastructure Grant Scheme (CPTIGS)	Application to install a new shelter at the bus stop in Burton Street and install disabled access facilities completed, but as not fully funded grant application withdrawn.	
Playground Equipment	Investigate softfall in all playgrounds and updating play equipment.	

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

Carried

ITEM 9 WORK HEALTH SAFETY – ASBESTOS REGISTER AND MANAGEMENT PLANS (S12-14.4 & B4-21)

As a result from the Work Health Safety Action Plan, Action 6 - Enviroscience were engaged to carry out an asbestos audit on Council owned premises. A table detailing all Council owned premises that were inspected for the presence of asbestos was presented to Manex. Each premise has a management plan that details how the asbestos present is to be managed, including those medium and low risk premises.

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

Carried

WARREN SHIRE COUNCIL

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10.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

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

Circulars

Date	Circular No.	Description	Comment/Action
24.11.16	16-45	NSW Government response to the Independent Review of Swimming Pool Regulation	Noted
28.11.16	16-46	Development of a Model Code of Meeting Practice for Local Councils in NSW	Review when Model Code released
07.12.16	16-47	Update of Parking Area Agreement Guidelines and release of fact sheets on free parking area and strata/community parking area agreements	Noted
15.12.16	16-48	Special Variation and Minimum Rate Variation Guidelines and Process for 2017/18	Noted
21.12.16	16-49	Fit for the Future Improvement Plans and Integrated Planning and Reporting	Noted
21.12.16	16-50	Integrated Planning and Reporting requirements for Councils with deferred elections	N/A
21.12.16	16-51	Further Phase 1 amendments to the Local Government Act commence and amending regulation made	Noted
22.12.16	16-52	Induction and Ongoing Professional Development for Mayors and Councillors	Report to January Meeting
09.01.17	17-01	Exhibition draft Bill to amend the Environmental Planning and Assessment Act 1979	Noted

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
22.11.16	M16-06	2017 Ministers' awards for women in Local Government	Noted

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS (L5-3)

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

Strategic Tasks Guide

DATE	TASK	STATUS
JANUARY		
31	Last day for third quarter rates instalment notice to be sent (s.562).	Noted
	Ledger balances to be prepared for 6 monthly inspections by auditor (LGGR cl.228).	Complete
	Public interest disclosure report due to the NSW Ombudsman (s.6CA of the Public Interest Disclosure Act 1994).	Noted
FEBRUARY		
16	Third instalment of 2016-2017 Financial Assistance Grants	Noted
	Income adjustment for newly rateable Crown Land to be lodged to OLG.	Noted
28	Last day for RAO to submit QBRS review to Council (LGGR c.203(3)).	January Meeting
	Third quarterly rates instalment due (s.562).	Noted

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

Carried

11. OPERATIONAL PROCEDURES (I2-11.1)

Nil.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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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		2nd			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												
Castlereagh Macquarie County Council		20th		17th		19th		21st		16th		
Interagency Support Services		23rd		27th		29th		24th		26th		7th
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 Wielinga/Wilson OAM 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 17th January 2017 commencing at 2.30 pm**

13. DECEMBER 2016 MINUTES AND JANAURY 2017 BUSINESS PAPER

The Committee previewed the January 2017 Business Paper and the December 2016 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 Water & Sewer Manager requested if the Health and Development Department could undertake the water testing. In light of the importance and the need for clear separation, this was a more appropriate section to undertake the testing. The Manager Health and Development Services to liaise with Engineering Department to now take on the water testing regime.
- The Water & Sewer Manager requested if incoming calls especially transfers to mobile phones could be introduced. The General Manager advised this is Council's normal practice and he would reinforce this need with Council staff.
- The Mayor enquired on the dates for the Trakmaster Caravan gathering. The General Manager advised from the 22nd – 29th March 2017. Council were currently liaising with the Trakmaster organising committee.
- The General Manager requested if the sandstone blocks from Larry Sayers could be picked up and dropped at the Ellengerah Road water towers with the other blocks.
- The General Manager requested if the large recycling bins at the rear of the CDEP building in Mabel Street could be picked up and returned to Council's Depot when the Depot extension works were being undertaken.
- The General Manager requested an update on the condition of the rehabilitation works on Victoria Oval. Progress currently being heavily monitored as it presented concerns on the type of regrowth.
- The Manager Engineering Services advised that the Showground / Racecourse PA System quotations would be presented to the next Showground / Racecourse meeting schedule for Monday 6th February 2017.

There being no further business the meeting closed 4.45 pm.

Warren Shire Traffic Committee

Attached are Minutes of the Meeting of the Warren Shire Traffic Committee held on Thursday, 2 February 2017.

RECOMMENDATION:

That the Minutes of the 47th Meeting of the Warren Shire Traffic Committee held Thursday, 2 February 2017 be received and noted the following recommendations be adopted:

ITEM 4.1 STATUS REPORT

(T5-11, T5-9, R4-2.2, R4-1.70, R4-2.5, R4-1.91, R4-1.65)

that all actions from the Warren Shire Traffic Committee held on 13th August 2014, be removed from the status report.

ITEM 4.2 STAFFORD STREET, WARREN (R4.1-70, T5-2, T5-3, T5-10)

1. The “No Stopping” zone on the North / West side of Stafford Street, be reduced to 10m, measured from the kerb line in Dubbo Street, and
2. The remainder of the removed “No Stopping” zone be replaced with a “Loading zone” to operate at all times.

ITEM 4.3 CHESTER STREET, WARREN (R4.1-70, T5-2, T5-3, T5-10)

1. That the “No Parking” 8 – 9:30am and 2:30 – 4pm on School Days, zone in Chester Street, Warren adjacent to Warren Public School be removed and replaced with a 15-minute (1/4 P) parking zone, 8 – 9:30am and 2:30 – 4pm on School Days.
2. That a request to be forwarded to the Principal of Warren Central School for off street teacher parking to be provided to enable space for parent parking.

ITEM 4.4 DUBBO STREET, WARREN (R4.1-70, T5-2, T5-3, T5-10)

1. That the 60-degree angle parking lines in Dubbo Street, Warren remain.
2. That Senior Constable Wilson put forward a proposal to his superiors that an ‘unofficial warning’ letter be given to those observed parking outside the lines on the first instance.

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm

ATTENDANCE

Councillor Kevin Taylor (Chair)
Senior Constable Chris Wilson, Nyngan Police
Mr Les Morgan, Manager Engineering Services
Mr Dirk McCloskey, Operations Manager
Mrs Nicole Livingstone, Secretary
Mr Charles Tym, Work Experience Engineer

Prior to commencement of business, nominations were taken for a new chairperson of the committee. Councillor Kevin Taylor was the only nomination put forward and was elected unopposed.

MOVED that Councillor Kevin Taylor be the Chairperson of the Warren Shire Traffic Committee

Carried

ITEM 1 APOLOGIES

MOVED that the apologies be accepted and leave of absence be granted to Mr Kevin Humphries, Sergeant Clint Williams, Sergeant Allan Bridge, Councillor Rex Wilson OAM, Ashley Wielinga, Ms Prue Britt who were absent due to external commitments.

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED that the Minutes of the 46th Meeting held on 13th August, 2014 as circulated be adopted as a true and correct record of that Meeting.

Carried

MATTERS ARISING FROM MINUTES OF THE 13TH AUGUST 2014

Nil

ITEM 3 INSPECTIONS

Nil

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm

ITEM 4.1 STATUS REPORT

(T5-11, T5-9, R4-2.2, R4-1.70, R4-2.5, R4-1.91, R4-1.65)

At the meeting of the Warren Shire Traffic Committee held on 13th August 2014, the status of outstanding items was as follows:

Item No.	Description	Status
4.1	Request for Pick Up – Drop Off Zone at Little Possums Preschool and early learning centre.	Complete
4.2	Heavy Vehicle Access – Dubbo Street, Warren	Complete
4.3	Roundabout Overlay State Highway 11, Corner of Dubbo and Burton Streets, Warren.	Referred to the Town Improvement Committee.
4.4	Intersection Carinda Road (RR 333) and Industrial Access Road (SR 91)	Request to be sent to RMS
4.5	Intersection Industrial Access Road (SR 91) and Old Warren Road (SR 65)	Refer to report presented to this meeting (Item 4.3)
4.6	Top 10 Misunderstood Road Rule in NSW	Complete

Items 4.1 and 4.2 were completed and can now be removed from the status table.

Item 4.3 was referred to the Town Improvement Committee and has been incorporated into the Main Street Beautification Project. It is also worth noting that a meeting is being held with the RMS on 31st January 2017 to discuss upgrades to the roundabout, including the overlay. As this meeting, will be held prior to this meeting a verbal overview will be given to this committee. Accordingly, the status from 2014 can be deleted.

Item 4.4, 4.5 and 4.6 have also been completed.

RECOMMENDATION TO COMMITTEE

That the committee note that all actions to be carried out from the Warren Shire Traffic Committee held on 13th August 2014, have been completed and can now be removed from the list.

MOVED that all actions from the Warren Shire Traffic Committee held on 13th August 2014, be removed from the status report.

Carried

WARREN SHIRE COUNCIL

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ITEM 4.2 STAFFORD STREET, WARREN (R4.1-70, T5-2, T5-3, T5-10)

Council's Water and Sewerage section have highlighted a parking problem at the junction of Stafford Street, Warren, and Dubbo Street, Warren.

As shown in the aerial photo of the site on below, Council vehicles are unable to fill up at the depicted stand pipe without parking illegally in a "No Stopping" zone.

Under the Road Rules 2014 – Regulation, a vehicle cannot park within 10m of a junction/intersection of an adjacent street, as shown in the diagram below.



However, the current configuration has a "No Stopping" zone on the North / West side that is 33m from the adjoining road and a "No Stopping" zone on the South / East side that is correctly 10m from the adjoining road.

Whilst the current situation is untenable, providing unlimited parking at this location would also be erroneous, as parking may result in Council vehicles being unable to fill up with water at crucial times. Council would also not have the ability or power to move any parked vehicles.

However, a "Loading Zone" could be installed in the subject location as they only allow drivers of vehicles principally constructed for carrying goods (water) to park their vehicle.

These vehicles can stop for 30 minutes if they are being loaded (with water) or unloaded. Other vehicles can only stop to pick up or set down passengers at the kerb.

As Council's operations, can occur at any time day or night, 7 days a week, it is also considered wise to have it zoned as such at all times, as the picture to the left shows and not put operating hours on it.

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm

ITEM 4.2 STAFFORD STREET, WARREN

(CONTINUED)

Hence, it is recommended that the “No Stopping” zone on the North / West side be reduced to 10m in line with the legislative requirements and that the leftover kerb side space be replaced with a loading zone to operate at all times.

RECOMMENDATION TO COMMITTEE:

That:

1. The “No Stopping” zone on the North / West side of Stafford Street, be reduced to 10m, measured from the kerb line in Dubbo Street, and
2. The remainder of the removed “No Stopping” zone be replaced with a “Loading zone” to operate at all times.

Moved That:

1. The “No Stopping” zone on the North / West side of Stafford Street, be reduced to 10m, measured from the kerb line in Dubbo Street, and
2. The remainder of the removed “No Stopping” zone be replaced with a “Loading zone” to operate at all times.

Carried

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm

ITEM 4.3 CHESTER STREET, WARREN

(R4.1-70, T5-2, T5-3, T5-10)

It has been brought to Council's attention that parents are being fined for dropping off and/or picking up their children within the "No Parking" zone depicted below, in Chester Street, Warren adjacent to Warren Public School.



This 30m (6 car lengths) zone was originally installed to allow parents to drop off and/or pick up their children during the hours of 8 – 9:30am and 2:30 – 4pm on School Days.

However, under the Road Rules 2014 – Regulation, motorists can now only stop for a maximum of two (2) minutes in a "No Parking" zone before they can be fined and must remain in or within three metres of the vehicle.

Therefore, the current signs would be sufficient for mornings as parents usually merely stop drop off their children and drive away. However, in the afternoons parents need to park and wait for their children, thereby, leaving them open to receiving a parking fine.

Accordingly, it is recommended that the current "No Parking" zone be replaced with a 15-minute parking zone. This new zone should also have similar time restrictions as the current "No Parking" zone (8 – 9:30am and 2:30 – 4pm on School Days).

This should give ample time for parents to drop off their children in the morning and pick them up in the afternoon.

RECOMMENDATION TO COMMITTEE:

That the "No Parking" 8 – 9:30am and 2:30 – 4pm on School Days, zone in Chester Street, Warren adjacent to Warren Public School be removed and replaced with a 15-minute (1/4 P) parking zone, 8 – 9:30am and 2:30 – 4pm on School Days.

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
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ITEM 4.3 CHESTER STREET, WARREN

(CONTINUED)

MOVED that

1. That the “No Parking” 8 – 9:30am and 2:30 – 4pm on School Days, zone in Chester Street, Warren adjacent to Warren Public School be removed and replaced with a 15-minute (1/4 P) parking zone, 8 – 9:30am and 2:30 – 4pm on School Days.
2. That a request to be forwarded to the Principal of Warren Central School for off street teacher parking to be provided to enable space for parent parking.

Carried

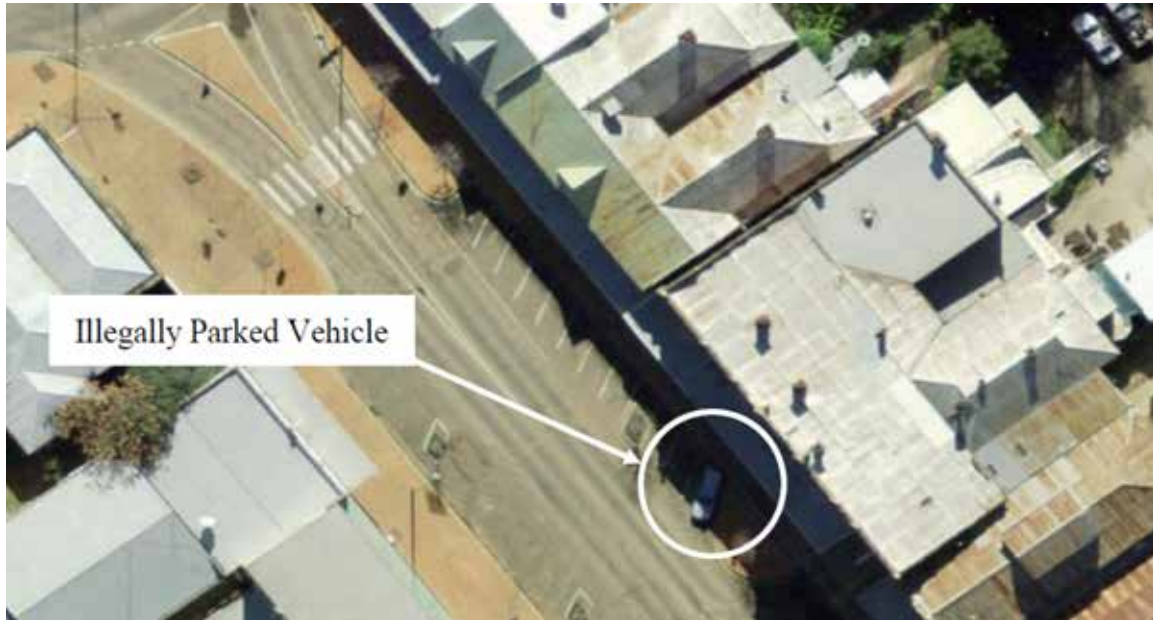
WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
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ITEM 4.4 DUBBO STREET, WARREN

(R4.1-70, T5-2, T5-3, T5-10)

Council is aware that several motorists have received infringement notices for not parking within the lines in the 60-degree angle parking zones in Dubbo Street, Warren, as depicted in the aerial photograph below:



Under clause 211 of the Road Rules 2014 – Regulation, “Parking in Parking Bays” “...a driver who parks on a length of road, or in an area, that has parking bays...must position the driver’s vehicle completely within a single parking bay...”

For the purposes of this regulation “parking bay” means “...an area for parking a single vehicle (other than a combination) that is indicated by... road markings consisting of lines, studs or other similar devices...”

It was not Council’s original intention, when these lines were painted, to see motorists fined if not strictly parking within the lines. The lines were put there merely to guide motorists to a 60-degree angle.

Accordingly, it is recommended that the lines be removed to allow parking at a 60-degree angle without fear of being fined should a minor error in judgement be made.

It is also worth noting that many of the islands in Dubbo Street provide guidance to achieving the desired 60-degree angle, as can be seen in the aerial photo.

RECOMMENDATION TO COMMITTEE:

That the 60-degree angle parking lines in Dubbo Street, Warren be removed.

WARREN SHIRE COUNCIL

**Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm**

ITEM 4.4 DUBBO STREET, WARREN

(CONTINUED)

MOVED that

- 1.** That the 60-degree angle parking lines in Dubbo Street, Warren remain.
- 2.** That Senior Constable Wilson put forward a proposal to his superiors that an 'unofficial warning' letter be given to those observed parking outside the lines on the first instance.

WARREN SHIRE COUNCIL

Minutes of the 47th Meeting of the Warren Shire Traffic Committee
held in Council Chambers, 115 Dubbo Street, Warren
on Thursday, 2nd February, 2017 commencing at 2.00 pm

ITEM 5 GENERAL BUSINESS

5.1 Marked Pedestrian Crossing – Lawson Street and Dr Kater Drive.

Councillor Kevin Taylor suggested that we apply for a marked pedestrian crossing on Lawson Street and Dr Kater Drive to link up with the facilities in the “Connections Study.”

The Manager Engineering Services advised that in order for a marked pedestrian to be approved by the RMS it had to meet the following criteria, as a minimum:

Maximum No. Pedestrians per hour x Maximum No. Vehicles per hours = 60,000

The Manager Engineering Services also advised that it was extremely unlikely that either of these locations would meet this minimum requirement and suggested that pedestrian refuges be considered instead.

The Manager Engineering Services also advised that this would be considered when detailed design of the facilities in the “Connections Study” was undertaken.

MOVED that

Pedestrian refuge at Lawson Street and Dr Kater Drive be considered when detailed design of the facilities in the “Connections Study” is undertaken.

Carried

ITEM 6 NEXT MEETING

Proposed for Thursday 7 September 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED 2:55 PM.

.....
Chairman

Showground/Racecourse Committee

Attached are Minutes of the Meeting of the Warren Shire Showground/Racecourse Committee held on Monday 6th February 2017.

RECOMMENDATION:

That the Minutes of the Showground/Racecourse Committee Meeting held on Monday 6th February 2017 be received and noted.

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW (C14-3.2)

1. That it be noted that meetings of the Showground/Racecourse Committee are scheduled for on 6th February 2017, 6th April 2017, 6th July 2017 and 5th October 2017.

2. That Councillor MJ Beach's resignation as alternate for the Warren and District Jockey Club be accepted and that the Warren and District Jockey Club nominate a new alternate for the committee prior to the next meeting.

3. That the composition of the Committee be as follows:

3 Councillors		Councillor RJ Higgins Councillor HJ Druce Councillor MJ Beach
2 Representatives of Warren and District Jockey Club		Kevin Noonan Ian McKay
	Alternate/s	To be nominated
1 Representative of the Warren P & A Association		David Cleasby
	Alternate/s	Ashley Bell
1 Representative of the Polocrosse		Phil Waterford
	Alternate/s	David Dwyer/ Paul Quigley
1 representative of the Warren Pony Club		Lauren Hocking
	Alternate/s	David Russ
1 representative of the Warren Rodeo Committee (Campdraft)		Vicki Parker
	Alternate/s	David Wise
1 representative from other users		Doug McKay
3 Council Staff		2 Management 1 Operational

4. That only each groups Delegate/s attend the meeting.

5. If a Delegate is unable to attend they arrange for the Alternate to attend.

ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM

(S7-8)

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

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting held at the Showground/Racecourse, Warren, on Monday, 6th February 2017 commencing at 5.30 pm

ATTENDANCE:

Mark Beach	(Councillor, Chair)
Ron Higgins	(Councillor)
Heather Druce	(Councillor)
Ian McKay	(Warren Jockey Club)
Kevin Noonan	(Warren Jockey Club)
Bec McKay	(Secretary - Warren Jockey Club)
David Cleasby	(Warren P & A Association)
Phil Waterford	(Warren Polocrosse Club)
Les Morgan	(Manager Engineering Services)
James Cleasby	(Environmental Health Officer)

Prior to commencement of business nominations were taken for a new chairperson of the committee. Councillor Mark Beach was the only nomination put forward and was elected unopposed.

MOVED that Councillor Mark Beach be the Chairperson of the Showground/Racecourse Committee. **Carried**

ITEM 1 APOLOGIES

An apology was received from Mr Dirk McCloskey, Operations Manager and it was **MOVED** that the apology tendered, be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON MONDAY 18TH APRIL 2016

MOVED that the Minutes of the Meeting held on Monday 18th April 2016 as circulated be adopted as a true and correct record of that Meeting.

Carried

WARREN SHIRE COUNCIL
Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Monday,
6th February 2017 commencing at 5.30 pm

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW (C14-3.2)

At the previous meeting of this committee it was resolved that... “a report outlining the discussed amendments be prepared and presented to the next Committee meeting prior to recommendation to Council...”

The discussed amendments, generally related to the structure of the committee. Hence, this report will focus on the structure of this committee.

This Committee has been setup under the provisions of Section 355 of the Local Government Act 1993, which reads as follows:

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

- a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
- b) by a committee of the council, or
- c) partly or jointly by the council and another person or persons, or
- d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).

Hence, to enable Council to carry out its functions, Council has in place a number of Committees that have been setup under these provisions. These Committees are made up of Councillors, staff and stakeholders and have the role of dealing with specific areas and can look at issues more in depth.

These Committees make recommendations that are then presented to Council for decision. They are an effective tool for Council, but from time to time require review.

The aim of this review is to ensure that Council delivers the most effective service as possible to the community. However, the following should be noted that in line with Council’s Code of Meeting Practice:

- (1) A Councillor who is not a member of a committee of Council is entitled to attend, and to speak at, a meeting of the committee.
- (2) However, the Councillor is not entitled:
 - (a) to give notice of business for inclusion in the agenda for the meeting; or
 - (b) to move or second a motion at the meeting; or
 - (c) to vote at the meeting.

The Mayor is, by virtue of holding that office, a member of each committee of Council.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Monday,
6th February 2017 commencing at 5.30 pm

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW

CONTINUED

In relation to the appointments to the various committees and delegates it has been Council's practice in the past that such membership be for the life of the Council. Accordingly, as a new Council has been elected it is now imperative that this review be undertaken.

3.1 Committee Role

- (1) To monitor the operations of Warren Showground/Racecourse to ensure it provides for the benefit of users of the facility in an efficient manner.
- (2) To review and recommend to Council a users' fee structure that is equitable and maximises income to Council. (A percentage of operational expenditure may be determined by Council).
- (3) Develop and recommend prioritised improvement program to Council along with potential funding sources.
- (4) To ensure compliance with any regulation/standard relating to the operation of Licenced Racing facility and to report non-compliance to Council.

3.2 Existing Composition of Committee

Membership	
3 Councillors	Councillor Brennan Councillor Campbell AM Councillor Van Lubeck
2 representatives of Warren & District Jockey Club	Kevin Noonan Ian McKay Alternate Mark Beach
1 representative of the Warren P & A Association	David Cleasby Alternate Ashley Bell
1 representative of the Polocrosse	Phil Waterford Alternates David Dwyer and Paul Quigley
1 representative of the Warren Pony Club	Lauren Hocking Alternate David Russ
1 representative of the Warren Rodeo Committee (Campdraft)	Vicki Parker Alternative David Wise
1 representative from other users	Doug McKay
3 Council Staff	2 Management 1 Operational

QUORUM: 5 Delegates

MEETING DATES: As and when called by 2 delegates or Manager
Engineering Services or nominee

REPORTING REQUIREMENTS: Report to Council following each meeting

RESPONSIBLE OFFICER: Manager Engineering Services

NOTE: All members listed (or their alternate) have a right to vote.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Monday,
6th February 2017 commencing at 5.30 pm

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW CONTINUED

3.3 New Composition of Committee

Council has elected 3 new Councillors to this Committee as show in the new structure below:

Membership	
3 Councillors	Councillor RJ Higgins Councillor HJ Druce Councillor MJ Beach
2 representatives of Warren & District Jockey Club	Kevin Noonan Ian McKay Alternate Mark Beach
1 representative of the Warren P & A Association	David Cleasby Alternate Ashley Bell
1 representative of the Polocrosse	Phil Waterford Alternates David Dwyer and Paul Quigley
1 representative of the Warren Pony Club	Lauren Hocking Alternate David Russ
1 representative of the Warren Rodeo Committee (Campdraft)	Vicki Parker Alternative David Wise
1 representative from other users	Doug McKay
3 Council Staff	2 Management 1 Operational
QUORUM:	5 Delegates
MEETING DATES:	6 th February 2017, 6 th April 2017, 6 th July 2017, 5 th October 2017.
REPORTING REQUIREMENTS:	As and when called by 2 delegates or Manager Engineering Services or nominee
RESPONSIBLE OFFICER:	Report to Council following each meeting Manager Engineering Services

NOTE: All members listed (or their alternate) have a right to vote.

WARREN SHIRE COUNCIL
Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Monday,
6th February 2017 commencing at 5.30 pm

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW
CONTINUED

3.4 Meeting Schedule

As discussed at the last meeting of this committee, it important that this and all Committees meet on a regular basis, to give the Delegates the opportunity to discuss the various issues with their individual Committees.

Accordingly, as seen in the new composition of the committee meetings are scheduled for on 6th February 2017, 6th April 2017, 6th July 2017 and 5th October 2017. Extraordinary meetings can also be called by 2 delegates of the committee or the Manager Engineering Services or nominee.

3.5 Delegate/Alternate Attendance

As there are 6 different groups represented on this Committee it is also important that representatives from each group be limited to aid in the focus and conciseness of the committee.

The original intention in having Alternates was so that each group could still be represented at the meeting if a Delegate was unable to attend.

Hence, each group are only to have its Delegate/s attend the meeting and if they are unable to, they are to arrange for the Alternate to attend in their place. Delegates and Alternates from each group should not attend each meeting.

RECOMMENDATION TO COMMITTEE:

1. That it be noted that meetings of the Showground/Racecourse Committee are scheduled for on 6th February 2017, 6th April 2017, 6th July 2017 and 5th October 2017.
2. That the composition of the Committee be as follows:
 - 3 Councillors_____Councillor RJ Higgins
Councillor HJ Druce
Councillor MJ Beach
 - 2 Representatives of Warren and District Jockey Club_____Kevin Noonan
Ian McKay
Alternate/s___Mark Beach
 - 1 Representative of the Warren P & A Association_____David Cleasby
Alternate/s___Ashley Bell
 - 1 Representative of the Polocrosse_____Phil Waterford
Alternate/s___David Dwyer/
Paul Quigley
 - 1 representative of the Warren Pony Club_____Lauren Hocking
Alternate/s___David Russ

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting held at the Showground/Racecourse, Warren, on Monday, 6th February 2017 commencing at 5.30 pm

ITEM 3 SHOWGROUND/RACECOURSE COMMITTEE REVIEW

CONTINUED

1 representative of the Warren Rodeo Committee _____ Vicki Parker
(Campdraft) Alternate/s ___ David Wise

1 representative from other users _____ Doug McKay

3 Council Staff _____ 2 Management
1 Operational

3. That only each groups Delegate/s attend the meeting.
4. If a Delegate is unable to attend they arrange for the Alternate to attend

RECOMMENDATION TO COUNCIL:

MOVED that:

1. That it be noted that meetings of the Showground/Racecourse Committee are scheduled for on 6th February 2017, 6th April 2017, 6th July 2017 and 5th October 2017.
2. That Councillor MJ Beach's resignation as alternate for the Warren and District Jockey Club be accepted and that the Warren and District Jockey Club nominate a new alternate for the committee prior to the next meeting.
3. That the composition of the Committee be as follows:
3 Councillors _____ Councillor RJ Higgins
Councillor HJ Druce
Councillor MJ Beach
2 Representatives of Warren and District Jockey Club _____ Kevin Noonan
Ian McKay
Alternate/s ___ To be nominated
1 Representative of the Warren P & A Association _____ David Cleasby
Alternate/s ___ Ashley Bell
1 Representative of the Polocrosse _____ Phil Waterford
Alternate/s ___ David Dwyer/
Paul Quigley
1 representative of the Warren Pony Club _____ Lauren Hocking
Alternate/s ___ David Russ
1 representative of the Warren Rodeo Committee _____ Vicki Parker
(Campdraft) Alternate/s ___ David Wise
1 representative from other users _____ Doug McKay
3 Council Staff _____ 2 Management
1 Operational
4. That only each groups Delegate/s attend the meeting.
5. If a Delegate is unable to attend they arrange for the Alternate to attend.

Carried

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
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ITEM 4 FINANCIAL STATEMENT

SHOWGROUND/RACECOURSE FINANCIAL STATEMENT			
AS AT 27/01/2017			
Percentage of Year = 57.81%			
<u>Income</u>	Actual as at	27/01/2017	2016/17
	30/06/16		Estimate
Rents & Fees	32,982.19	23,424.20	34,816.00
Internal Income - Council Usage	-	-	0.00
	Total Income =	32,982.19	23,424.20
	Estimated Income =	34,816.00	34,816.00
	(1,833.81)	(11,391.80)	
	Percentage Income Received =	94.73%	67.28%
<u>Expenditure</u>			
General - M & R	67,491.11	31,594.88	62,833.00
Camp Showers	804.61	293.19	7,380.00
Utility M&R	0.00	71.60	1,712.00
Electricity	13,086.07	5,177.95	19,000.00
Track - M & R	22,793.04	13,825.89	33,665.00
Lounge, Grandstand, Restaurant - M & R	5,960.98	6,583.94	6,259.00
Pavilion - M & R	582.72	234.44	828.00
Horse Stall - M & R	2,154.66	1,301.58	2,761.00
Sheep & Cattle Yards - M & R	955.14	400.81	1,362.00
Toilets - M & R	15,555.21	6,331.61	12,535.00
Lawns - M & R	16,082.07	7,354.86	23,406.00
Caravan Park Area - M & R	2,611.29	3,024.98	3,966.00
Rodeo Grounds - M & R	7,922.57	3,429.83	3,782.00
Bar, Coolroom Area - M & R	2,313.73	1,938.55	2,761.00
Insurance	893.33	893.33	585.00
Sundries & Phone	331.90	526.20	1,656.00
Cleaning Charges	4,978.41	3,000.88	7,364.00
Preparation for Events	957.00	34.42	9,913.00
Clean up after Events	3,215.04	5,059.04	5,891.00
PA System	935.92	0.00	0.00
Polo Grounds M&R	18.00	31.59	2,209.00
Small Plant M & R	139.30	1,025.82	674.00
Council Rates	3,558.80	3,701.80	3,700.00
	Total General M & R Expenditure =	173,340.90	95,837.19
	Estimated General M&R Expenditure =	210,345.00	214,242.00
	37,004.10	118,404.81	
	Percentage Expended =	82.41%	44.73%
	Operating Result Before Depreciation =	(140,358.71)	(72,412.99)
	Depreciation to 31/12/2016 =	88,356.71	46,000.00
	Operating Result After Depreciation =	(228,715.42)	(118,412.99)

RECOMMENDATION TO COMMITTEE/MOTION:

MOVED that the information be received and noted

Carried

WARREN SHIRE COUNCIL

**Minutes of the Showground/Racecourse Committee Meeting
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6th February 2017 commencing at 5.30 pm**

ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM

(S7-8)

The Public-Address (PA) System at the Warren Showground/Racecourse has become antiquated and is nearing the end of its useful life. This has been created by many factors including old technology, incorrect fittings, inadequate user knowledge etc. Accordingly, the aim of this report is to make a recommendation to Council of the most suitable option.

5.1 Condition of Existing System

Council secured the services of an independent provider to inspect the system and provide a report. In short, this report questioned the reliability, age and ability of the current system to meet user needs both now and into the future and recommended replacement.

5.2 Quotations

Council requested quotations from "Palm AV", "Audio Plus" and "Advanced Antennas". Quotes have been received from Audio Plus and Advanced Antennas (Full costings will be available at the meeting). Palm AV elected not to submit a quote.

Audio Plus

Audio Plus have provided an option for the complete replacement of the PA and cabling with speakers suitable for background music and to provide highly intelligible speech. The proposed system is as follow:

- Zoned system with the following 8 zones:
 - Stables.
 - Betting Rink.
 - Hill.
 - Bar.
 - Grandstand.
 - Rodeo/Showground/Polocrosse.
 - Pony Club.
 - Camping Grounds.
- 2 x high-powered microphone transmitters for use across the site.
- Zoned paging microphone.
- Independent system for Pony club with wireless link to main system, separate microphone and local audio input.
- Independent system for Camp grounds with wireless link.
- Bar to have independent control and local input for their zone.
- New Data, Microphone and Coax lines to the race tower.
- Speakers time aligned to main cluster.
- No aboveground cabling.
- 5 Year warranty on Speakers and amplification

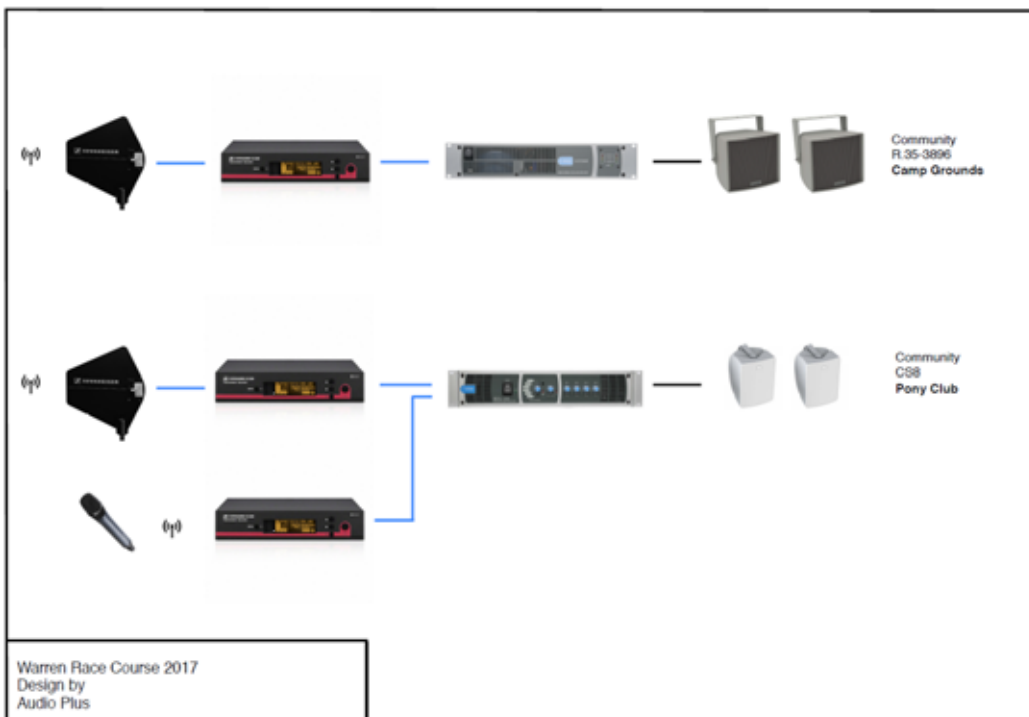
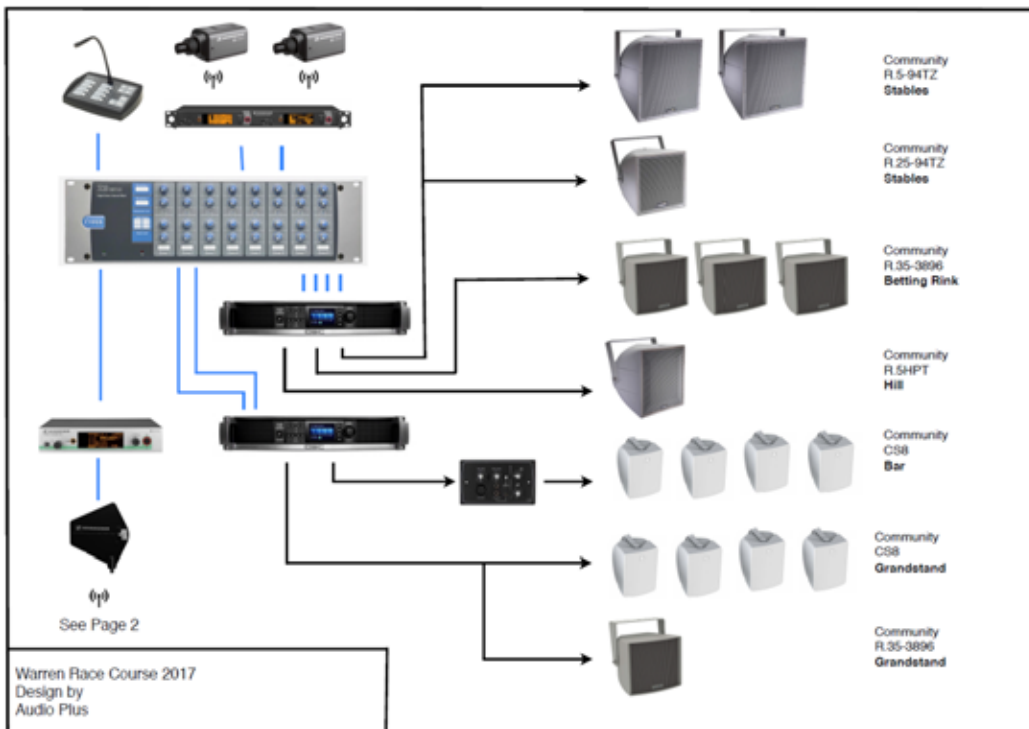
WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting held at the Showground/Racecourse, Warren, on Monday, 6th February 2017 commencing at 5.30 pm

ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

- 3 x equipment racks including Furman power conditioners in each.
- Removal of existing cable and equipment.
- Installation, commissioning and training.
- Total Cost = \$59,387.00 ex GST

Diagrammatically, the Audio Plus proposal is shown below:

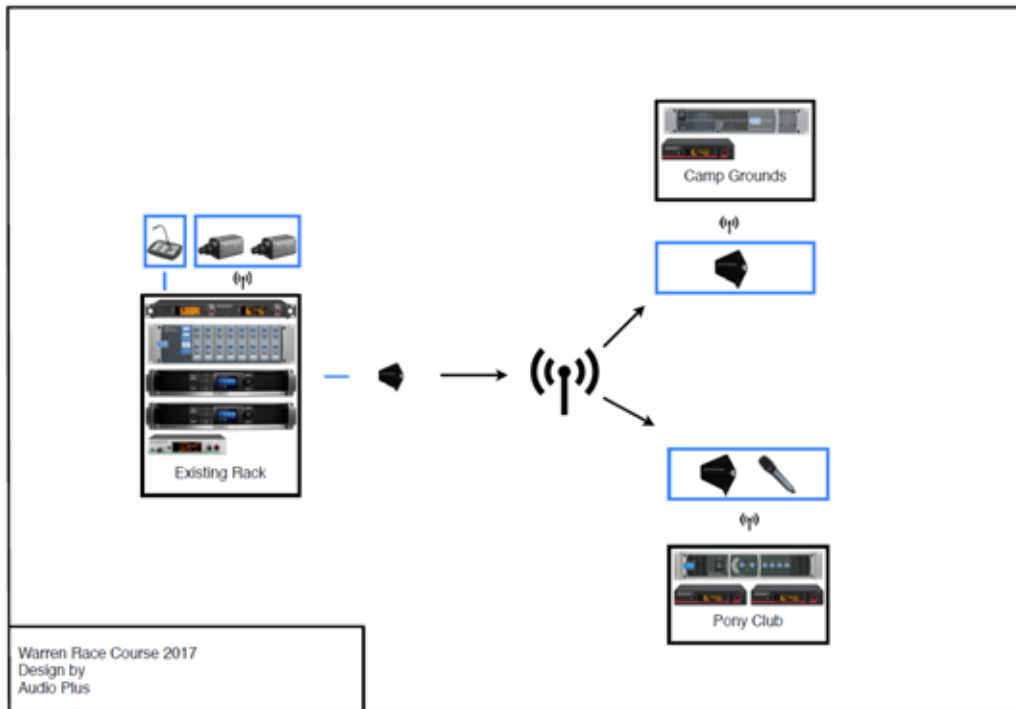


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ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM

CONTINUED



Advanced Antennas

Advanced Antennas have put forward 2 proposals. Both can be added to and extended if needed at a later date. Advanced Antennas has also split the Racecourse/Showground complex into 8 zones, as follows:

- Zoned system with the following 8 zones:
 - Stables.
 - Betting Rink.
 - Hill.
 - Bar.
 - Restaurant.
 - Grandstand.
 - Rodeo/Showground/Polocrosse.
 - Pony Club.
- System 1. Basic but versatile. This system includes the following:
 - Analog style 8 zone mixing device to control audio source and volume into 8 zones (expandable to 16 zones).
 - CD, mp3, radio and Bluetooth to any zones.
 - 6 wireless microphones can be used for just a specific zone or multiple zones from a single microphone.
 - 2 remote source inputs and volume control into single zone. For example, rodeo can input their own MP3 player from their zone just for their use only and won't play in other areas and done without access to the main system.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting held at the Showground/Racecourse, Warren, on Monday, 6th February 2017 commencing at 5.30 pm

ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

- Community stadium speakers all round for outdoor applications run by digital amplification.
- 8 zone paging microphone that allows a user to page into a single, multiple or all zones any time from a fixed location.
- A digital audio architecture designer to get the correct sound in the right areas without feedback, delay issues etc.
- Monthly check of system, service and support.
- Cost = \$112,500.
- System 2. Top quality and ready for future upgrades.
 - 8 Zone Digital mixer that can have any scene programmed for easy use and future expansion and can even be controlled by iPad (not included in quote).
 - Every zone has an individual amplifier for added flexibility, security, fault finding and greater downtime avoidance as other zone amplifiers can be swapped out to control another zone or linking zones if needed.
 - 2x wireless microphones programmed into any zone (extras can be added)
 - Can have wall mounted zone controllers added into any zone to allow greater functionality
 - CD players, MP3 etc can all be added due to the 16 channels of inputs available without any expansion products added.
 - Can be remotely monitored for any problem management and small programming changes and will downgrade a lot of service time for years to come (must have a direct internet connection)
 - Using JBL professional speakers perfectly matched with Crown amplifiers that are pre-programmed to get the best sound possible from the speakers with minimal setup. As used in the Sydney cricket ground, Brisbane stadium etc.
 - All hardware is connected digitally via CAT5 cable to allow pure audio and seamless integration.
 - Installation includes all trenching, cabling, testing, labour, fabrication work, EWP and digger hire, concrete, conduit and accomodation, travel and of course training. The trenching is made under the assumption that the most direct route can be made and any extra trenching may be charged if falls outside the nominated distances needed once the utilities map has been provided.
 - Monthly check of system, service and support.
 - Cost = \$119,480

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
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ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM

CONTINUED



In short, the first system proposed by Advanced Antennas is about 10 years old, but with a digital processor to get it to sound better. The second system is the latest technology available but simplified and gives the greatest future proofing available at minimum change and is all digital allowing everything to seamlessly work together simply.

5.3 Analysis of Quotes

The most obvious difference between the 2 quotes is that Audio Plus are proposing a wireless system and Advanced Antennas are proposing a hardwired system.

There can be many problems with wireless systems, as follows:

- **Static**

Static on a wireless system may be a major issue with the Audio Plus proposal as it is usually caused when the microphone is too far away from the receiver or when something is interfering with the signal.

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ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

· **Blockage**

Wireless systems are also prone to signal blockages resulting from obstructions or from the physical distance between the transmitter and the receiver. Obstructions and distance create “dead zones,” which are areas in an event space where microphone reception fades drastically, or cuts out altogether.

Speakers

Audio Plus have proposed to use 20 speakers, whilst Advanced Antennas propose 31. Too few speakers will create loud and quiet spots throughout the grounds and will not give adequate coverage.

Using only a few speakers to try and cover a larger area will also create extra stress on the speakers as they will be driven harder to try and cover the extra areas.

Amplifiers

Audio Plus propose to use 2 amplifiers, whilst Advanced Antennas propose 8.

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

Having multiple amplifiers allow extra security if a fault arises allowing the system to be slightly changed and creating less down time.

5.4 Funding

Warren P & A Association were successful in securing a \$25,000 grant on behalf of all users of the showground/racecourse complex.

Warren Shire Council has also committed \$20,000 to this project.

5.5 Procurement

Local Government (General) Regulation 2005, requires that Council use the tendering process when the estimated expenditure (including on-costs such as GST) is close to the tendering threshold (currently \$150,000). It is also normal practice to attain 3 quotes when this threshold is not attained.

Hence, as 3 companies were invited to quote and one company withdrew at a late stage and as the 2 quotes received are below the threshold it is considered that this matter can proceed as guided by the committee.

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ITEM 5 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

5.6 Conclusion

It is deemed that Advanced Antenna have put forward a more rounded better thought out proposal to solve the Public-Address system issues at the showground/racecourse.

Despite it being significantly more expensive, it is considered the best option due to having:

- The increased reliability of a hardwired system
- The capacity to cover all areas with good sound coverage.
- The flexibility to cover numerous fault scenarios.
- The capacity for seamless upgrade.
- The ability to add up to another 8 zones.

RECOMMENDATION TO COMMITTEE:

That the committee nominate representatives to hold further talks with Audio Plus and Advanced Antennas to find a sound reliable compromise at a cost closer to the funding allocated towards replacing the PA system at the showground/racecourse.

RECOMMENDATION TO COUNCIL:

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

Carried

WARREN SHIRE COUNCIL
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ITEM 6 RACE MEETINGS AND FUTURE FUNCTION DATES (S7-2)

Introduction

This report identifies the dates and functions to be held at the Showground/Racecourse Complex over the next eleven (11) months.

Report

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

8 April 2017	Western Sheep Breeders Race Meeting
24 July 2017	Cattleman's Cup meeting (TAB)
12 November 2017	Cotton Cup (Sunday TAB)
15 December 2017	Twilight (Friday TAB)

The following future functions have been booked as at **1st February 2017**

12 th February	Adult Riding Club – Pony Club Area
23-24 th Feb	Adult Riding Club – Pony Club Area
11-12 th March	Adult Riding Club – Pony Club Area
22-29 March	TrakMaster Motor Home Group
8 th April	Western Sheep Breeder's Race Meet (Tentative)
22 nd April	Upstairs & Kitchen- Jaimie Haywood Wedding
6 th May	Lower Bar & Coolroom – Barb Lake (Tentative)
10 th June	Warren Show
24 th July	Cattleman's Cup
29-30 July	Polocrosse
5-6 August	Polocrosse (Tentative)
25-27 th August	Campdraft (Tentative)
1-3 rd September	Campdraft (Tentative)
16 th September	Rest & Kitchen – Chris Bryant (Tentative)
23 rd September	Elizabeth Drenkhahn - Wedding (Restaurant Area no kitchen)
30 th September	Brea Williams – Wedding
7 th October	Courtney Bruen - Wedding
12 th November	Qube Logistics Cotton Cup
15 th December	MVAS Twilight Races

RECOMMENDATION TO COMMITTEE

That the information be received and noted.

MOVED that the information be received and noted.

Carried

WARREN SHIRE COUNCIL
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ITEM 7 GENERAL BUSINESS

7.1 Fence Repair

David Cleasby from the Warren P & A Association informed the committee of the Association's proposal to replace approximately 150m of the current dilapidated fence from the loading ramp, between the pavilion and the agistment paddocks. The association also intends to clean up the area, remove a few regrowth scrubs and clear a track with a Bobcat.

Accordingly, they have requested that any horses be removed while this work is being undertaken and for the use of this agistment area for Show Day only.

Maintenance of the new track, clean up and the fence replacement cost will be covered by the Warren P & A Association.

During the year, the area would return to agistment with the track cleared before Show Day each year.

No objection was raised to this proposal.

ITEM 8 NEXT MEETING

Next Meetings – Thursday 6th April 2017
 Thursday 6th July 2017
 Thursday 5th October 2017

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

Sporting Facilities Committee

Attached are Minutes of the Meeting of the Warren Sporting Facilities Committee held on Wednesday, 8th February 2017.

Recommendation:

That the Minutes of the Warren Sporting Facilities Committee Meeting held on Wednesday, 8th February 2017 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Sporting and Cultural Centre, Warren on Wednesday 8th February 2017 commencing at 4:02pm

Present: Councillor M Quigley (Chairman)
Councillor K Taylor
Councillor K Irving
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 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 12TH OCTOBER 2016

MOVED that the Minutes of the Meeting held on 12th October 2016 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- Councillor Quigley enquired to the Manager Health and Development Services as to an update on the installation of a generator at the Sporting and Cultural Centre. The Manager of Health and Development stated that the submitted grant was unsuccessful but was recommended to reapply with the same grant submission the next time the grant becomes available.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
Warren Sporting and Cultural Centre, Warren on
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ITEM 4 FINANCIAL STATEMENT

WARREN SPORTING & CULTURAL CENTRE

OPERATING STATEMENT

20/01/2017

Percentage of the year Completed = 55.46%

	Actual 30/06/16	Actual 20/01/17	Estimate 2016/17	% of Budget
Income:				
Complex Rents & Fees	11,910.30	8,414.61	10,689.00	78.72%
Gym Membership	23,624.61	11,733.91	20,000.00	58.67%
Council Hire - Donation of Fee	946.00	823.00	0.00	0.00%
Sundry Income	0.00	0.00	50.00	0.00%
Total Income =	36,480.91	20,971.52	30,739.00	68.22%
Expenditure:				
Centre Managers Wages	26,411.31	15,434.86	30,469.00	50.66%
Telephone Expenses	848.96	404.47	1,324.00	30.55%
Electricity Expenses	12,041.73	3,337.47	18,002.00	18.54%
Cleaning - Wages	20,904.81	11,296.19	20,767.00	54.39%
- Other	2,637.48	1,965.05	3,052.00	64.39%
General M & R - Wages	1,191.35	1,013.51	6,209.00	16.32%
- Other	8,486.88	7,582.89	13,600.00	55.76%
Consumables	1,945.89	749.21	1,431.00	52.36%
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	132.70	359.00	36.96%
PA System	0.00	0.00	675.00	0.00%
Purchase of FOBS	0.00	0.00	(0.00)	0.00%
Telephones	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	49,168.93	103,587.00	47.47%
Specific Works Expenditure:				
Mezzanine 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)	(28,197.41)	(72,848.00)	38.71%

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 8th February 2017 commencing at 4:02pm

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 held meeting with contractor, no costing as off yet, report to next meeting.
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 of Outdoor Exercise Circuit has been approved. Installation scheduled for the 3 rd March 2017.
9.02.2017	Northern end car park	MES	Athol Pines have been removed. MES to investigate parking area restoration, tree planting and how it may integrate with connections study.
*12.10.16	Purchase assorted gym items and storage racks.	CM	Completed.
*12.10.16	Service of gym equipment	CM	Completed.
*12.10.16	Erection of scaffolding.	CM	Completed, Installed new basketball court lighting and fixed dislodged ceiling tiles.
*12.10.16	Installation of pulley system.	CM	Completed.
*12.10.16	Warren Rugby Club	GM	Completed.
12.10.16	Matting at practice nets	MES	Arrange new matting for practice nets.
12.10.16	Long jump run up	MES	Arrange for levelling of run-up area.

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

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ITEM 6.1 GYM MEMBERSHIP AND USAGE (S21-2)

As of the 13th January 2017 there are 193 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

RECOMMENDATION:

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
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ITEM 6.2 GYM MAINTENANCE REPORT

(S21-2)

Item	Comment
*Faulty Elliptical Trainer	Lindsay Gale (electrical contractor) has undertaken the necessary repairs to the elliptical trainer and the machine is now operational.
*Purchase additional skipping ropes	Centre Manager has purchased the additional skipping ropes for a total price of \$82.00 through HART Sport.
*Purchase Olympic style EZ Curl Barbell and Spring Collars	Centre Manager has purchased Olympic Style EZ Curl Barbell and Spring Collars for a total price of \$98.00.
*Purchase assorted items as per gym member requests	The Centre Manager has purchased a triceps extension rope, a smaller gym swiss ball and a dipping belt for a total price of \$100.85.
*Purchase Gym accessories storage rack	The Centre Manager has purchased and installed storage racks for a total price of \$114.89.
Install Paper towel dispenser in Aerobics Area	Centre Manager to purchase a paper towel dispenser and install 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 to purchase 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 Facilities Committee give final consideration to the purchase of the Healthstream Ultimate Functional Trainer for an estimated price of \$3,999.00 at the April meeting, budget permitting.

WARREN SHIRE COUNCIL

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ITEM 6.2 GYM MAINTENANCE REPORT

CONTINUED



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



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

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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ITEM 6.2 GYM MAINTENANCE REPORT

CONTINUED

RECOMMENDATION:

That;

1. the information be received and noted and items marked with (*) be deleted; and
2. the Centre Manager purchases the following equipment: -
 - (a) 1 x Paper Towel Dispenser be purchased for an estimated price of \$80
 - (b) 2 x Storage racks for disinfectant spray bottles be purchased for an estimated price of \$10
 - (c) 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 to purchase the following equipment: -
 - (a) 1 x Paper towel dispenser for an estimated price of \$80
 - (b) 2 x storage racks for disinfectant spray bottles be purchased for an estimated price of \$10
3. Sporting Facilities Committee give final consideration to the purchase of the Healthstream Ultimate Functional Trainer for an estimated price of \$3,999.00 at the April meeting, budget permitting.

Carried

WARREN SHIRE COUNCIL

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ITEM 6.3 OUTDOOR FITNESS EQUIPMENT (S21-2)

The Centre Manager has liaised with the Project Manager of a space recreation Pty Ltd as to the installation schedule of the outdoor fitness project to be installed adjacent to the tennis courts as shown in Figures 3 & 4. The following schedule has been agreed upon:

1. Friday the 3rd March 2017 – Site Marking for Client Approval
2. Friday the 3rd March 2017 – Installation of temporary fencing and service checks
3. Monday the 6th March 2017 – Excavation and base prep for the new area
4. Tuesday the 7th March 2017 – Saturday the 11th March 2017 – Installation of equipment, pavers, rubber and security (PNJ Group)
5. Monday the 13th March 2017 – Project Completion

At the completion of the project the Warren Shire Council will be responsible for site remediation and landscaping. To assist in project appeal post installation an irrigation system surrounding the site should be considered to allow for grass growth.



Figure 1. 3D Concept of Outdoor Fitness Equipment

WARREN SHIRE COUNCIL

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ITEM 6.3 OUTDOOR FITNESS EQUIPMENT

CONTINUED

Warren Shire Council
Fitness Project



Date 02/11/2016	Drawing ref FM-00470-A	a_space range / s Fitness Extra / Fit For Parts	Colour scheme Equipment: Aztec, Oliver and Oliver Pearl	Under surfacing: Mid Blue	Specification Standard
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Figure 2. 3D Concept of Outdoor Fitness Equipment

RECOMMENDATION:

That;

1. the information be received and noted; and
2. Council considers the installation of an irrigation system surrounding the project area to allow for grass growth.

MOVED:

That;

1. The information be received and noted; and
2. The estimated costing to install an irrigation system surrounding the project area be sought and reported back to the next meeting

Carried

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ITEM 6.4 MAINTENANCE AND REPAIRS

(S21-2)

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

General Maintenance and Repairs

Item	Comment
Main Air conditioners require servicing prior to start up every spring.	Ongoing. MHD has arranged servicing for 2016/17 season.
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. CM to arrange cleaning of storm water drains before April meeting.

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.

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ITEM 6.4 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 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 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

ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

(S21-2)

COLLIE OVAL as at February 2017

Location:

Corner of Wonbobbie Street and Bourbah Road, Collie.

Features:

- Cement cricket pitch in centre of oval.
- Two wooden bench seats on perimeter of oval.
- Amenities block.
- No lighting or fencing around oval.

Main use:

Not currently in use for any organised sporting events.

History of Improvements and Major Work:

Maintenance:

- Lawn mowing has been contracted to local Collie resident.
- Grounds and amenities block maintained by Council staff as required.

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED

Images:



Amenities block, Collie Oval



Cricket pitch, Collie Oval.

WARREN SHIRE COUNCIL

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED



Seating at Collie Oval.

E.M CARTER OVAL as at February 2017

Location:

Reinhard Way, (off Stafford Street), Warren.

Features:

- Cement cricket pitch in centre of oval.
- Amenities block.
- Canteen building.
- Lighting and fencing around oval.
- Soccer goal posts on north-west side of oval

Main use:

- Junior Soccer throughout School Terms 2 and 3.
- Alternative to Victoria Park for Junior / Senior Cricket.

History of Improvements and Major Work:

- April 2014 – Upgraded Circuit Board
- May/June 2014 – Painted internal and external toilet and canteen blocks

Maintenance:

Grounds and amenities block maintained by Council staff on a regular basis. Oval surface will require top dressing within the 2017-2018 or 2018-2019 financial years.

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED

Images:



E.M. Carter Oval. Warren



Cricket pitch and Soccer goal posts, Carter oval

WARREN SHIRE COUNCIL

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED



Amenities block and canteen, Carter oval

BORE FLAT (BEHIND SWIMMING POOL) as at February 2017

Location:

Bore Flat Reserve, Warren.

Features:

- Basketball ring.
- Cement half court area.
- No lighting within grounds.
- Fence around perimeter, unlocked.

Main use:

- Not currently in use for any organised sporting events.
- Limited amount of use by general public.

History of Improvements and Major Work:

Maintenance:

Grounds maintained by Council staff as required.

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED

Images:



Half basketball court, Warren

NOEL WATERS OVAL as at February 2017

Location:

Access road off Gobabla Street, Nevertire.

Features:

- Tennis courts on premises, (Nevertire Tennis Club).
- Amenities block.
- Canteen building.
- No lighting or fencing around oval.

Main use:

- Annual Nevertire Family Muster.
- Not currently in use for any organised sporting events.
- Limited amount of use by general public.

History of Improvements and Major Work:

Maintenance:

Grounds and amenities block maintained by Council staff as required.

WARREN SHIRE COUNCIL

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED

Images:



Noel Waters Oval, Nevertire



Amenities Block, Noel Waters Oval.

WARREN SHIRE COUNCIL

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED



Canteen building, Noel Waters Oval.

VICTORIA PARK as at February 2017

Location:

Udora Road, Warren.

Features:

- Tennis courts, (Warren and District Tennis Club).
- Far West Academy of Sport office.
- Main oval, mod league oval and junior cricket oval.
- Cricket nets practice area.
- Athletics facilities – two shotput/discus areas, one long jump pit.
- Three outdoor netball courts.
- Sporting and Cultural Centre.
- Lighting around main oval, fencing around entire grounds.

Main users:

- | | |
|-----------------------------|------------------------------|
| · Far West Academy of Sport | · Senior Netball |
| · Junior Cricket | · Senior Rugby League |
| · Junior Netball | · Senior Rugby Union |
| · Junior Rugby League | · St Mary's Catholic School |
| · Little Athletics | · Touch Football Association |
| · Senior Cricket | · Warren Central School |

WARREN SHIRE COUNCIL

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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED

History of Improvements and Major Work:

- August 2014 – Upgraded Security System for Mezzanine area gym
- Jan 2015 – Construct New Stages
- Feb - 2015 – Purchase 250 Chairs
- April 2015 – Upgraded Mezzanine area gym equipment
- July 2015 – Replaced Oval Lights
- September 2015 – Upgraded microphone system
- April - 2016 - Installed Potable Water Fountain
- April 2016 – Upgraded Mezzanine Ramp
- November 2016 – Main Oval Restoration
- January 2017 – Replaced Basketball Court Lights
- March 2017 – Constructed Outdoor Fitness Equipment

Maintenance:

Grounds and Centre maintained by Council staff on a regular basis.

Images:



Junior Cricket Oval, Victoria Oval

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the
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ITEM 6.5 INSPECTION REPORT - SPORTING OVALS

CONTINUED



Outdoor netball courts, Victoria Park



Cricket nets practice area, Victoria Park

RECOMMENDATION:

That the information be received and noted.

MOVED that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

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Wednesday 8th February 2017 commencing at 4:02pm

ITEM 7 GENERAL BUSINESS

- Councillor Quigley requested an update on the progress of the Main Oval Rehabilitation project. The Manager of Engineering Services stated that the project is now complete. Councillor Quigley stated that at the northern end of the oval water from the sprinklers is not draining away well and should be further investigated. The Manager of Engineering Services agreed to investigate further options to improve drainage of the area in question.

Carried

ITEM 8 NEXT MEETING DATE AND TIME

Wednesday, 5th April 2017
Wednesday, 5th July 2017
Wednesday, 4th October 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5:02PM.

Warren Shire Council

Economic Development Committee

Attached are the Minutes of the meeting of the Economic Development Committee held on Wednesday 15th February 2017.

Recommendation:

That the Minutes of the Economic Development Committee held on Wednesday 15th February 2017 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 15th February 2017, commencing at 3.30 pm

PRESENT:

Milton Quigley	Chairman, Councillor
Katrina Walker	Councillor
Andrew Brewer	Councillor
Rex Wilson OAM	Mayor
Heather Druce	Councillor (Observer)
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 Sarah Derrett 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 7th December 2016 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- A report on the extension of the General Industrial Area has been presented to 25th January Council Meeting.
- The Economic Development Officers hours to be reviewed by the Chairman and the General Manager.

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

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

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

GENERAL

Economic Development Strategy 2017-2020

As per instruction from the General Manager to the Economic Development Team they will continue the implementation of the existing Economic Development Strategy ('Economic Development Strategy 2013-2016') until the 2016 ABS Census data is released.

MOVED that the actions to continue with the existing Economic Development Strategy be endorsed and the Economic Development Strategy be reviewed after the 2016 ABS Census data has been released.

Carried

**1.0 ATTRACT AND RETAIN WORKING FAMILIES AND EMPLOYED
YOUNG ADULTS**

Outdoor Advertising Billboards

Following on from the December 2016 presentation of the outdoor advertising billboards is the following information:

Cost:

It is anticipated that it will cost around \$10 000 to create the six signs.

Location:

As per the State Environmental Policy No 64 and clause 16 the signs need to be placed on private land not the road reserve on the highway. Clause 18 states that if the signs are bigger than 8metres in height or 20 metres squared then they should be shown to the RMS for comment. Otherwise a DA can be put to council and council can deal with it themselves.

Colours:

The colours by the designer were chosen based on the principles that colours stir emotions and is a tool to change the mood of potential customers. Finding the right colour choice is an art as everyone perceives colours differently. The colours of the designs are warm bright colours. They are active, eye-catching colours with a friendly nature that may induce a sense of courage and energy. Warm bright colours visually enlarge objects and make them seem closer. They also induce users to take action.

Warren Empty Shop Front Displays

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

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Former Peter Browne's Gallery

The Warren Relay for Life 2017 committee has placed a display in the windows of the former Peter Browne shop front. The display will be in place from February until the end of May 2017.



Relay for Life 2017 display

Former Warren Nursery Café

The former Nursery Café is currently vacant – therefore, temporary children's art displays continue to be put in place. A Christmas display was placed in the windows at the end of 2016, an image is as follows:



Warren Central School Christmas Display 2016

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Display in 119 Dubbo Street

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

- Twilight Races display by the Warren Jockey Club
- Shop Local for Christmas display by the Warren Chamber of Commerce
- Australia Day display by the Warren Shire Council

The next display planned is a photography display by local photographer Belinda Bell.

Images of recent displays are as follows:



Chamber of Commerce Shop Local Display December 2016



Australia Day display January 2017

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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

Warren Economic Development Team is hosting a regional Economic Development network session on Tuesday 21 February in Warren.

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 Thursday 16th February. Refer to the Town Improvement Committee minutes for an update on all activities.

Redevelopment Warren Central Business District - Grant

In January 2016, Member for Barwon Kevin Humphries and Member for Parkes Mark Coulton presented Warren Shire Council with \$500 000 funding under the Murray Darling Basin Regional Economic Development Program. The funding will go towards upgrading the Warren Central Business District as previously outlined and submitted under the grant.

3.0 PLANNING FOR FUTURE DEMANDS ON SERVICES AND FACILITIES

GENERAL

Community Strategic Plan Review

In consultation with the General Manager, the Economic Development Team has reviewed the Community Strategic Plan “Warren Shire 2022” as well as:

- Creation of an online survey using Survey Monkey.
- Creation of a paper survey delivered via a letterbox drop and mail out to roadside and PO Box addresses.
- Website content.
- Posts to the Warren Shire Council Facebook page.
- Poster for the Community Noticeboard.
- Advertisement for the Warren Weekly.

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ITEM 4 UPDATE ON ACTIVITY PLAN

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3.1 Liaise biannually with the business community to identify the need for additional services or facilities. Distribute findings to relevant parties.

A recently conducted survey of 30 local businesses included the following question - "Are there any additional services or facilities that you feel would be beneficial to your business?"

A summary of feedback received is as follows:

- Local seed grader or cooperative - farmers seed grader.
- Accommodation - for staff coming here. Perhaps nice houses just out of town. \$ a week scheme. Get together with farmers to get houses available.
- Youth facilities, childcare facilities, community events and cultural activities.
- Abattoir for export. Refrigerated transport links. Nutritional help (baby food - incorporating meat - export market.)
- Transport hub - railway facilities (bring fertiliser in to the area by rail).
- Roads, removal of rubbish along roadways.
- Freight.
- Car dealership.
- Tradespeople.
- Internet and mobile coverage (reliable and long range.)
- Food - somewhere nice to eat.
- More prominent signage - Warren towards Carinda way.
- Nevertire solar plant.
- Posters distributed for events to display at motel with information (times, fees, bus) display handouts on local things to do (most guests get here when the visitor centre is closed).
- Apply for birth certificates, tax file numbers - basic needs that everyone needs - via post office.
- Employment office for staff.

In addition two (2) respondents mentioned the Court Office services being replaced with online services and also hospital services being scaled back have had an impact locally.

4.0 SUPPORT EDUCATION FACILITIES TO ENCOURAGE HIGH STANDARDS

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.

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Meeting are planned with the following education institutions in February as per follows:

- TAFE Western Connect, Kerryn Ryan, Tuesday 14 February.
- Central School, Duncan Lovelock, Tuesday 14 February.

5.0 EXPAND EXISTING ECONOMIC BASE THROUGH DIVERSIFICATION INTO SUSTAINABLE INDUSTRIES

5.1 Liaise with councils who have successfully implemented initiatives in encouraging diversity in industry and business. Implement successful activities that are suitable to Warren Shire.

Regional Platters Agricultural Tourism Guide

The Economic Development team will be a part of the launch of Regional Platters Guide (Regional agricultural tourism guide) on Friday 10 March 2017.

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:

- Requesting all Chamber members complete a community strategic plan survey.
- Trakmaster Caravan Club visit in March 2017. Flyer provided requesting Chamber members (and all local businesses) to provide information for welcome pack.

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.

Draft of business attraction information pack commenced. Currently sourcing data from REMPLAN to fill sections of the document. Update to be provided at next Committee meeting.

5.5 Support and promote the business awards that form part of the Warren Shire Australia Day Awards.

The Australia Day Community Awards were promoted via the following channels:

- Warren Shire Council Facebook page
- Warren Shire Council website
- Community noticeboard
- Window display in 119 Dubbo Street shopfront.

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The recipients of the 2017 awards were:

Citizen of the year	Gwen Hazell
Young citizen of the year	Emily Glover
Community Service Award	Judy Ridley
Young Achiever of the year	Emily Glover
Sportsperson of the year	Tony Woolnough
Young Sportsperson of the year	Maddie Marks
Community Event of the year	Warren Healthy Town Challenge
Business House of the year	Warren Family Health Centre

5.10 Evaluate the current condition of the local economy in June and December each year via phone interview with 30 businesses across a variety of industries in the Shire.

Surveys have been conducted over the phone or in person with thirty local business owners and/or managers throughout December 2016. The following information gathered in this process will also be distributed to the Warren Chamber of Commerce and RDA Orana.

Some general commentary on this survey in comparison to the last survey conducted in October 2014 is as follows:

- 5 more participants (16%) expect an increase in profitability over the next 6 months.
- 11 less participants (36%) expect a decrease in profitability over the next 6 months.
- 5 more participants (16%) expect to increase staffing levels over the next 6 months.

The anticipation of greater profitability and higher staffing levels was closely tied to the favourable season in 2016 and the full water level in Burrendong Dam.

In relation to operating costs the responses were stable when comparing the two time periods.

Question 1 - In your business, do you expect an increase, decrease or no change in the following areas over the next 6 months?

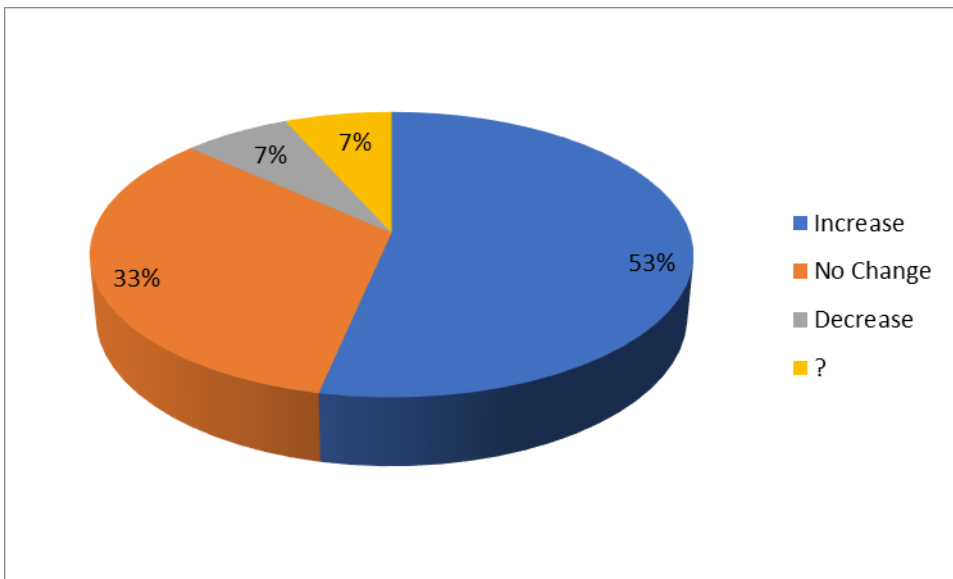
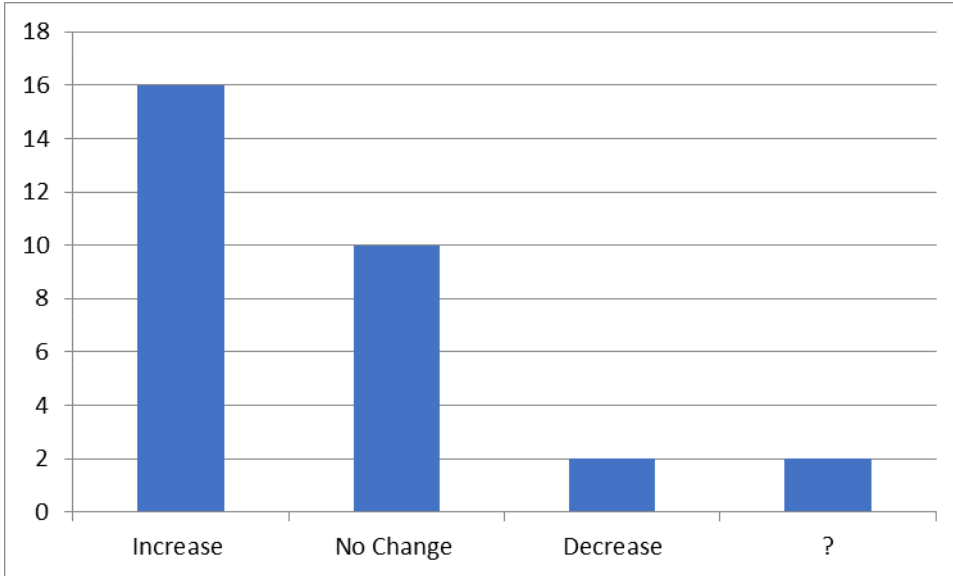
Profitability:

Increase	No Change	Decrease	?
16	10	2	2

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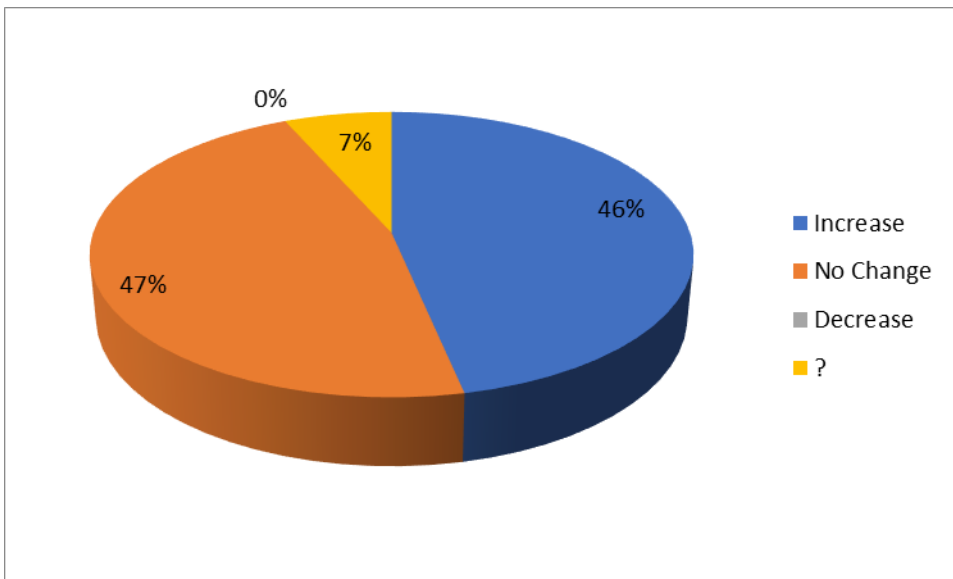
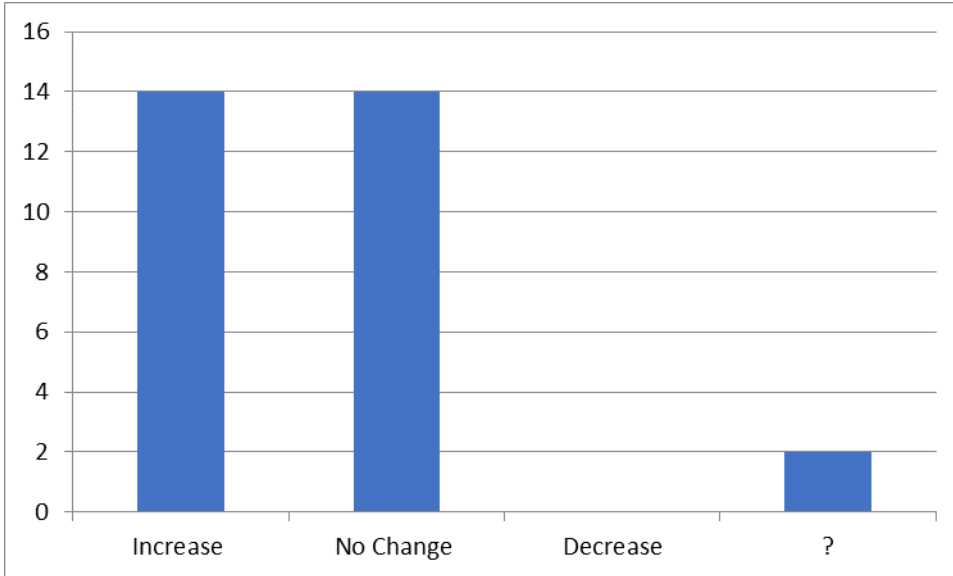
Operating Costs:

Increase	No Change	Decrease	?
14	14	0	2

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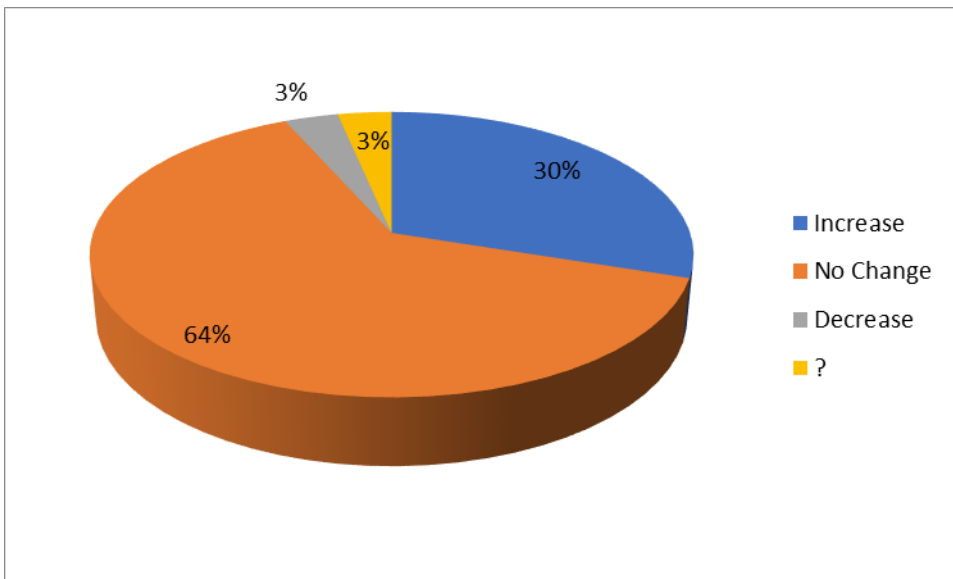
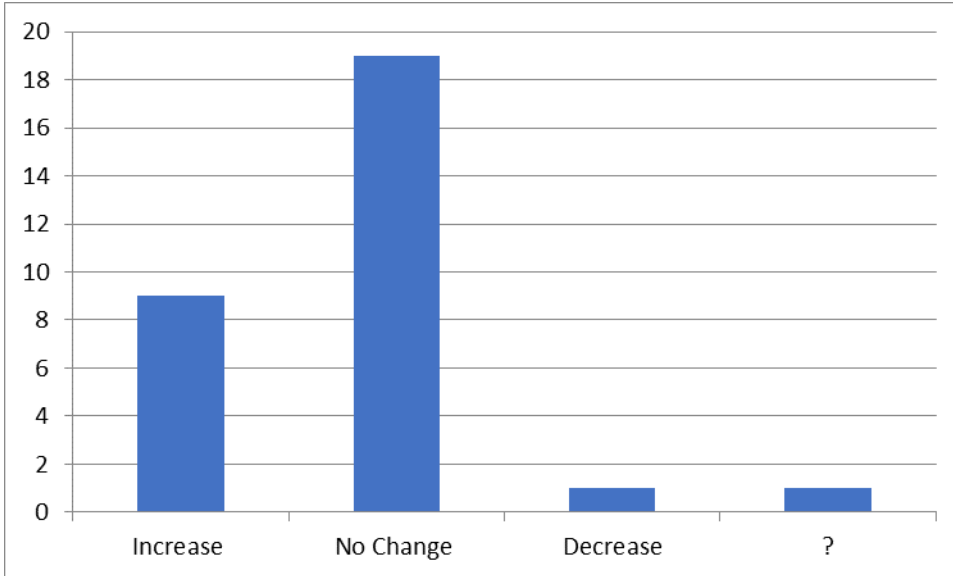
Staffing Levels:

Increase	No Change	Decrease	?
9	19	1	1

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Question 2 - What would make a difference to the future profitability or success of your business?

- Ratification of MDB schemes changes, (same answer received from 2 survey participants).
- Rain - seasonal conditions have an impact on activity, (same answer received from 8 survey participants).
- Stop online buying, (same answer received from 2 survey participants).
- Get qualified people to move to regional areas, (same answer received from 3 survey participants).

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- 457 visas - government approach to these general view is that don't need more manufacturing – but it is what is classified as.
- Increase in clientele.
- Advertising/getting the business name out there.
- Roads conditions.
- Changes to legislation.
- Keeping more animals alive. Grading of goat meat - create a category.
- People shopping locally, (same answer received from 2 survey participants).
- Strengthening of commodity prices.
- Tourism, (same answer received from 2 survey participants).
- New solar farm.
- Drought/water availability, (same answer received from 2 survey participants).
- Increase in buyers/sellers.
- Water in the dam staying in system.
- Increase in population.
- Developing online part of business.
- More of a manufacturing base, fabrication.
- Low oil prices.
- Internet service – fast.
- Better road signage.
- Be included in mainstreet improvement program.
- More use of Carter oval for field days, expos and outdoor cinema.
- Farmers being profitable.

Question 3 - Are there any additional services or facilities that you feel would be beneficial to your business? (Refer to update provided for Goal 3.1).

Question 4 - Do you have any suggestions for the types of businesses that should be attracted to the region?

- Tourism - linking Tiger Bay to the Macquaries Marshes (upgrade to infrastructure, facilities).
- Doctor.
- Real bakery.
- Tag and testing. WHS compliance.
- Gambling/Alcohol abuse services lacking in the community.
- Youth services – the youth have nowhere to go.
- Education services.
- More tradespeople, (same answer received from 2 survey participants).

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- Restaurants.
- Abattoir.
- Leather producer.
- Tyre shop, (same answer received from 2 survey participants).
- Motor bike shop.
- Water recycling.
- A business that relates to the ginning process.
- Agronomists.
- Any business which requires space and water.
- More tours - sheep studs/other activities, shopping trips, advertising of Warren.
- Manufacturing base of some sort - kangaroos - canning/pet food factory.
- Car wash facility.
- Small laundromat.
- Call centres.
- Taxi service.
- Solar farms.
- Biofuel refinery.
- Recycling.
- Transport business.

6.0 ENHANCE THE EXPERIENCE OF VISITORS TO WARREN SHIRE

Warren Visitor Information Centre

Local Produce Display

A natural resources display has been created for the Visitor Information Centre to showcase what the farmers in our area produce. A vase with Cotton is on display and another two containers showing local wheat, canola, chick peas and wool. There is also information available on growing wool and cotton.



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New additions to the Centre

- Carpet
- Air-conditioning system
- New signage saying Warren Visitor Information Centre on the wall as you enter the centre.
- Internal painting



Newell Highway Project

The Newell Highway offers significant traffic volumes to rural towns of around 1200 to 4000 vehicles a day in rural areas and 20 000 vehicles in Dubbo. 26% to 52% of this is heavy vehicles.

If you exit the Newell Highway at Tomingley it is only 50 minutes longer to travel to Narromine, Warren and re-enter the Newell Highway at Gilgandra and in the process avoid Dubbo.

Facts about the Newell Highway:

- The Newell highway serves as a major road link between Melbourne and Brisbane.
- It is the longest highway in NSW – 1058km in length.
- It is an important road link between Queensland and Victoria and regional centres in Western NSW.
- Passes through 15 local government areas.

An article published by ABC Central West <http://www.abc.net.au/news/2016-11-04/newell-highway-re-opens-after-six-week-closure/7995120> stated:

“For the past six weeks, traffic has been diverted via Cowra after floodwaters cut off the Forbes to West Wyalong section of the highway, which is the main inland freight route between Queensland and Victoria. Ms Tuck's business is on the southern edge of Forbes and she said she relied heavily on motorists travelling north from West Wyalong. She said there had been a 60 per cent drop in trade, which forced her to reduce the working hours of her staff”

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“Allan Stewart owns a caravan business in Forbes, and he said he had taken a massive hit because of the drop in passing motorists and grey nomads”

“Further south at West Wyalong, Mayor Tony Lord questioned whether the highway was being re-opened too soon because the road would require a lot of repairs. But he said it was a win for local businesses. “The tourist economy has suffered quite significantly with motels having so many fewer bookings and cancellations,” Councillor Lord said”

“Further east, business owners in Young were expecting a drop in traffic with the re-opening of the Newell. Young bakery owner Wendy Dunk said, with traffic detouring through the town, trade had been booming over the last six weeks. “Heaps more customers, just general traffic I think but seemingly caravans,” Ms Dunk said”.

Narromine Shire Councils Economic Development officer is supportive of the idea from the Warren Economic Development Team of considering a joint campaign such as a signage campaign to promote the alternate route. Currently they advertise in the Newell Highway Visitor Guide and they were looking at creating information panels for a larger tourist shelter at Tomingley.

If Warren was to work with Narromine on a joint initiative it could place signs travelling north between Peak Hill and Tomingley and south between Coonabarabran and Gilgandra promoting the take the alternative route via Warren and Narromine.



Showing Peak Hill and Tomingley as well as Coonabarabran and Gilgandra location

The Newell Highway



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The New Highway Visitor Guide

RECOMMENDATION TO COMMITTEE:

1. The information be received and noted; and
2. Prepare a campaign proposal with Narromine Shire Council. Allocate \$5,000 for the 2017/2018 financial year to work on Newell Highway promotions.

MOVED that:

1. The information be received and noted; and
2. No action now, the Item to be revisited in the future.

Carried

6.2 Liaise with councils who are regarded as having the best tourism planning practices. Implement successful activities that are suitable to Warren Shire.

Drive Your Way Into Great Big Adventure Campaign

In December 2016 the Great Western Plains Destination Management Group (regional tourism group) met in Coonabarabran to discuss initiatives we are working on as a group. The main work focused on the groups 2017 campaign – “Drive Your Way Into A Great Big Adventure”.

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The campaign involves:

- Best job in the world style competition where entrants film a video blog to enter to win.
- A caravan giveaway to a couple or family that will visit the region and video blog their experience over a four week period.
- The winners will create a number of video blogs while in region redeeming their prize which will generate significant further interest, reach and exposure for the brand and their destination.

The campaign will take place in April to June 2017. It aims to showcase the breadth and diversity of experience in our region delivering an increase in overnight visitation and expenditure.

Photography and filming in Warren and surrounds is coordinated by the Economic Development Team on 15 February with two local families being filmed/photographed.

The Marketing Mix of the project is:

A total reach of 2, 222, 800 through:

- Run of network display across Trader network- 1.3M impressions
- Homepage takeover on Caravan World and Camper Trailer Australia
- Solus eDM in Caravan World Camper Trailer Australia, 4x4 and Turu- 70,346 reach
- Eight newsletter features and eight feature articles on Caravan World, Camper Trailer Australia, 4x4 and Turu
- Seven editorial content pieces produced, both long and short from across the region
- Custom Adventure Magazine - 12 000 circulation
- 2x sponsored Travel blog posts - 699 762 reach

<p>6.6 Work closely with Central West Catchment Management Authority and RiverSmart regarding the Macquarie Marshes Wetlands Education and Cultural Centre with the aim of getting the most beneficial outcome for the Warren Shire.</p>

Riversmart has been offered the opportunity to be involved in filming of Tiger Bay and Window on the Wetlands for the “Drive Your Way Into A Great Big Adventure” as listed in section 6.5 of the report.

Information has also been provided to Riversmart on a new authorisation system for cafes seeking a liquor licence.

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7.0 ACTIVELY PURSUE GRANT FUNDING

7.4 Distribute information on grant opportunities to relevant stakeholders.

Information was distributed to primary producers regarding the Flood Recovery Grants - \$15,000 for Primary Producers – Rural Assistance Authority.

7.5 Assist stakeholders with the grant application process.

Worked with local resident on possible application for shade structure at the Warren Swimming Pool. Researched into the following grants - Small Grants for Small Rural Communities, The Aussie Cotton Farmers Grow Communities grant and The Community Building Partnership Grant.

7.6 Follow up on grant applications.

Warren Shire Council successful in obtaining \$500,000 as part of the Murray Darling Basin Regional Economic Diversification Program.

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.

The NSW Government initiative “Back to Business Week” is offering all NSW Local Government areas \$5000 to have a one off event. The event is up to the individual council to decide. The initiative is to promote and celebrate the success of small and medium sized businesses and the critical role they play in local communities across NSW.

Warren Shire Council Economic Development Officers have arranged a night at the Warren Golf Club on Wednesday 1st March 2017, with guest Sam Bailey – Tragedy and Triumph in the Australian Bush. Local farmers have been invited.

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

Information regarding the following training opportunities and seminars has been communicated to relevant businesses in the Warren Shire:

- TAFE Western Nyngan – Certificate II in Construction – February to April 2017.
- TAFE Courses Warren College – 2017.

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10.0 ATTRACT AND PROMOTE EVENTS

General

A Dubbo coach group will be coming to Warren in May. A range of local businesses are working together to look after the group.

10.6 Follow up on potential conference and event opportunities.

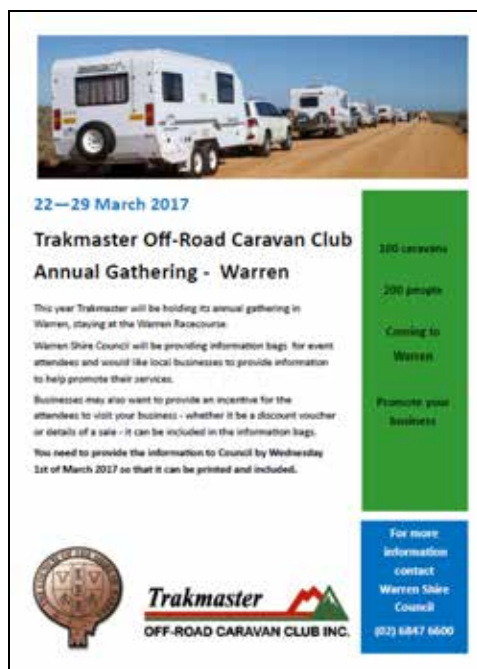
Trakmaster Event

- Meeting on Tuesday 21st January with two members of Trakmaster 2017 team.

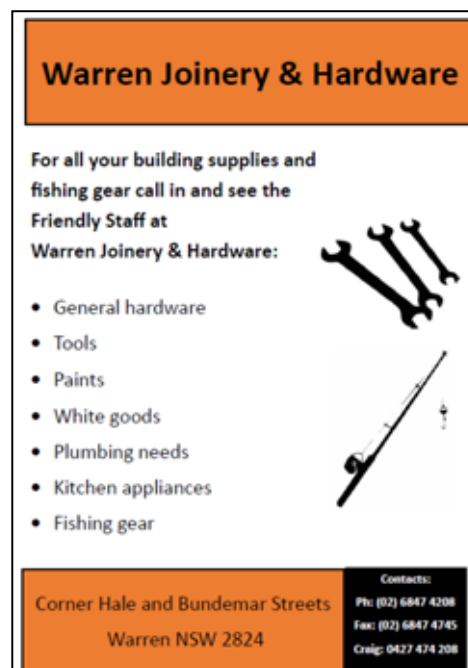
10.8 Advise business owners and Chamber of Commerce of large events being held in Warren Shire.

Trakmaster Event

- Developed flyer for local businesses requesting information for information packs for Trakmaster event (see image below).
- Created mock-up of business flyer for local businesses for information packs for Trakmaster event (see image below).
- Visited local businesses letting them know about the Trakmaster event and provided information fliers.
- Contacted Chamber of Commerce requesting them to let members know about the Trakmaster visit.



Flyer to request information



Mock-up of flyer for local business

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10.11 Liaise with community groups to create and maintain an annual Warren Shire Calendar of Events.

‘Its On in Warren 2017’ Calendar developed and placed on Warren Shire Council website and distributed around the Warren Shire.



‘Its On in Warren 2017’ Calender

10.12 Each January and July distribute with the rates notices a Warren Shire Calendar of Events.

It’s On in Warren 2017 Calendar was sent out to local residents via letter box drop week commencing 23rd January 2017.

‘Its on in Warren 2017’ flyer for letterbox drop

IT'S ON! IN WARREN 2017



Event Highlights:

Ernie Wills Memorial Shoot	11 February
Golden Bits 'Dents Hunt Memorial' Shoot	11-12 March
Warren Community Triathlon	2 April
Western Sheep Breeders Race Meeting	8 April
ANZAC Day Parade and Services	25 April
Warren Relay for Life	29-30 April
Warren Show	10 June
Cattlemen's Cup Race Meeting	17 July
Warren Polocrosse Carnival	29-30 July
Warren Campdraft Weekend	25-27 August
Nevertire Family Muster	23 September
Cotton Cup Race Meeting	12 November
Twilight Race Meeting	December (date TBC)
Carols by Candlelight	December (date TBC)

As dates may be subject to change and new events may be added throughout the year, please check Facebook or the 'It's On! in Warren' calendar on the Warren Shire Council website for all the latest details: www.warren.nsw.gov.au

Do you have an event to add to the 'It's On! in Warren' calendar? Email the event details to: ccouncil@warren.nsw.gov.au

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

Actively update the Calendar of Events on the Warren Shire Council website.

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

Actively update and promote relevant events on the Warren Shire Council Facebook page.

11.0 PROMOTE WARREN SHIRE

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

- Regional Platters – advertisement placed in Council Column.
- Community Strategic Plan – advertisement placed in Council Column.

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	3	3	www.warren.nsw.gov.au
Warren	1	1	www.warren.nsw.gov.au
Warren Shire Council	1	1	www.facebook.com/WarrenShireCouncil

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 15th February 2017, commencing at 3.30 pm

ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

Warren Shire Council is ranked in the top three for these search terms, therefore, at this stage no website/Facebook changes are required for search engine optimisation purposes.

<p>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.</p>
--

In six (6) months the Warren Shire Council Facebook page has increased from 497 likes (June 2016) to 612 likes.

ITEM 5 GENERAL BUSINESS

- The meeting noted receipt of a letter from RiverSmart.
- Councillor Brewer advised of the potential of a Women in Agriculture Group being formed and requested if Council could facilitate the possibility initial meeting.
- Councillor Quigley requested that the issue of the reinstatement of the rail bridge over Gunningba creek be raised again with Mr Kevin Humphries MP.

ITEM 6 NEXT MEETING

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

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.30 PM.

Town Improvement Committee

Attached are Minutes of the Meeting of the Warren Shire Town Improvement Committee held on Thursday 16th February 2017.

RECOMMENDATION:

That the Minutes of the Town Improvement Committee Meeting held on Thursday 16th February 2017 be received and noted.

**ITEM 3.2 UPDATE OF THE ROUNDABOUT BEAUTIFICATION WORKS
(C14-3.17, R4-20.6)**

1. That the information be noted
2. That the Manager Engineering Services obtain 3 quotes from landscape architects to undertake a landscape design for the centre of the roundabout.
3. That the Tree Islands be replaced in both Dubbo and Burton Streets.
4. That the new Tree Islands surrounds be constructed using 2 layers of vertical mini walls with colours and costs to be obtained and presented to the next meeting of this committee for a final decision.

**ITEM 3.3 UPGRADING OF DUBBO STREET, FROM READFORD TO
HALE (C14-3.17, R4-20.6)**

That the following works be carried out on Dubbo Street, Warren, from Readford Street to Hale Street, in addition to the roundabout works:

1. Kerb and tree island repairs	= \$ 48,180
2. Heavy patching	= \$ 31,350
3. Crack sealing	= \$ 2,051
4. 14mm spray seal	= \$ 33,300
5. 50mm Asphaltic Concrete Overlay	= \$ 99,900
Total Cost	= \$ 214,718

ITEM 3.5 PROJECT STATUS – BEAUTIFICATION WORKS
(C14-3.17, R4-20.6)

That the Information be noted and that the status table be updated as follows:

Summary of Status				
Item No.	Description	Cost	Priority	Status
1a	Landscape design - Annulus.	\$ 90,270	1	Awaiting landscape design
1b	Bollards.	\$ 36,062	2	Bollard styles presented to Council
2	Bin Enclosures.	\$ 62,233	-	Complete
3	SPAR Carpark.	\$ 33,508	-	Complete
4a	Greening of Footpath.	\$ 48,142	4	Being investigated
4b	Climber Plantings.	\$ 14,226	3	Being investigated
5	Seating with Shade Canopies.	\$ 21,167	2	Being investigated
6	Kerb and gutter repairs	\$ 48,180	2	Being investigated
7	Heavy patching – Dubbo St	\$ 31,350	2	Being investigated
8	Crack Sealing	\$ 2,051	2	Being investigated
9	14mm spray seal – Dubbo St	\$ 33,300	2	Being investigated
10	50mm AC overlay – Dubbo St	\$ 99,900	2	Being investigated
Total		\$520,389		

ITEM 4 GENERAL BUSINESS

That Council elect two (2) more Councillors to be added to the Town Improvement Committee

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

PRESENT

Kevin Taylor	Chairman, Councillor
Karlene Irving	Councillor
Les Morgan	Manager Engineering Services
Nicole Livingstone	Manager Engineering Services Secretary
Ashley Wielinga	General Manager
Bryce Hammond	Projects and Assets Engineer
Geoff Fowler	Projects Consultant
Alison Ruskin-Rowe	Economic Development Officer
Emma Welsh	Economic Development Officer

Prior to commencement of business nominations were taken for a new chairperson of the committee. Councillor Kevin Taylor was the only nomination put forward and was elected unopposed.

MOVED that Councillor Kevin Taylor be the Chairperson of the Town Improvement Committee

Carried

ITEM 1 APOLOGIES

An apology was tendered on behalf of Councillor Brett Williamson 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 Wednesday 9th March 2016 be accepted as a true and correct record of that meeting.

Carried

ITEM 2.1 BUSINESS ARISING FROM MINUTES

Nil

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held in the Council Chambers, 115 Dubbo Street Warren on, Thursday 16th February, 2017

ITEM 3.1 UPDATE OF ROUNDABOUT STRATEGY. (C14-3.17, R4-20.6)

At the last meeting of this committee an update on the status of the proposed roundabout was presented to the committee and a strategy was formulated.

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. Taking the strategy from the last meeting 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.

RECOMMENDATION TO COMMITTEE/MOTION:

MOVED that the Information be noted.

Carried

WARREN SHIRE COUNCIL

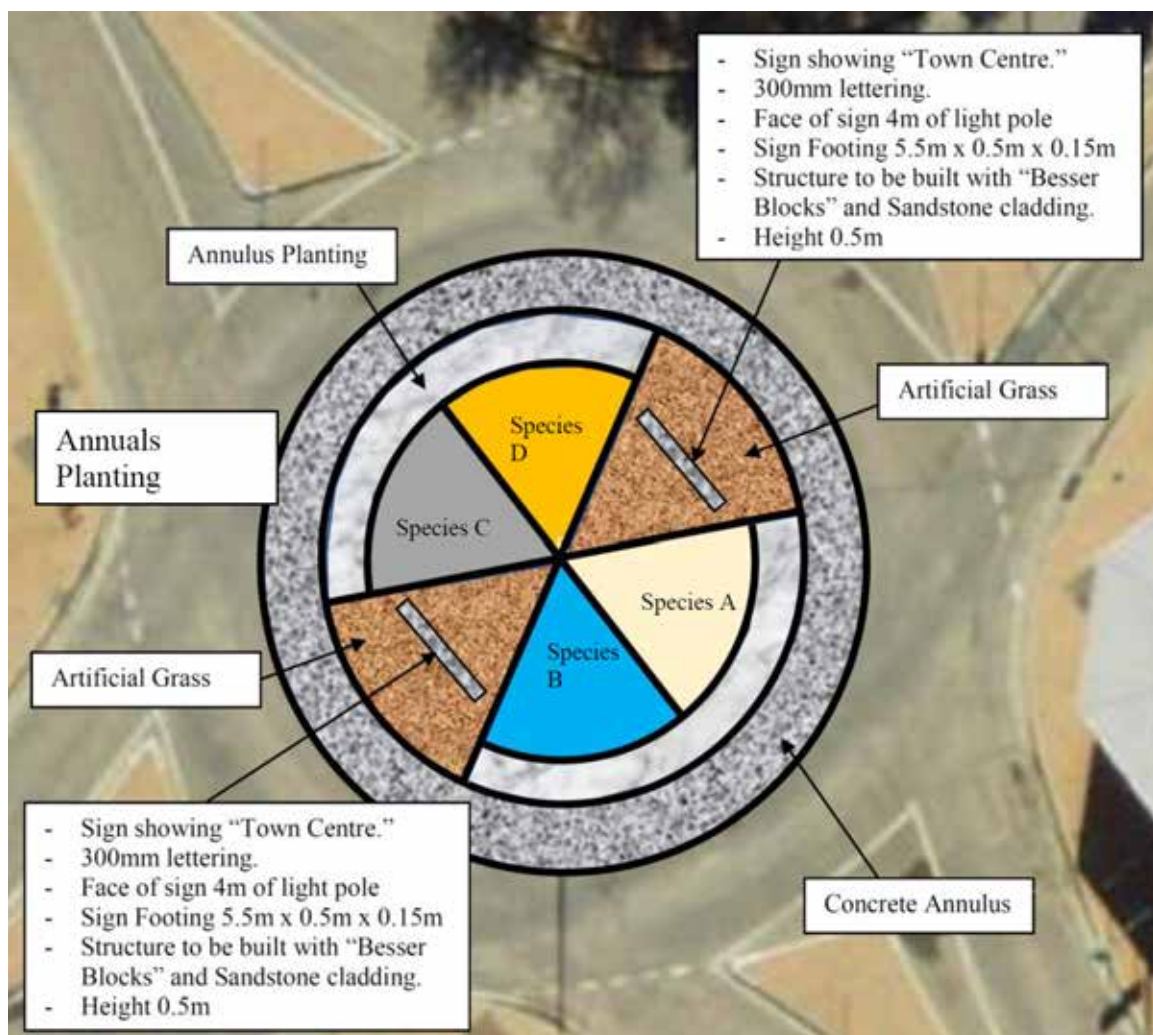
Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.2 UPDATE OF THE ROUNDABOUT BEAUTIFICATION WORKS (C14-3.17, R4-20.6)

The roundabout is central to the Warren Shopping District and, as such, it is a focal point by default and should be enhanced and beautified accordingly.

Landscaping

Below is a conceptual plan that depicts an option to place two town centre signs in the middle of the roundabout and dividing the remainder of the roundabout into various segments, to be planted with different tolerant plants and artificial grass. This is obviously not to scale.



Artificial Grass

The segment containing the town centre signs is proposed to be covered in artificial grass so that the signs are always visible and mowing is negated.

The photo to the right shows artificial grass, like that proposed. Note that the grass at the top of the photo is real and the grass at the bottom is artificial



WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.2 UPDATE OF THE ROUNDABOUT BEAUTIFICATION WORKS CONTINUED

Town Centre Sign

The town centre signs are proposed to be constructed on a concrete pad with Besser block walling faced with sandstone and edged with bricks similar to the larger Warren entry signs. The signage is proposed to be in the 300mm letters similar to the concept used in the Warren entry signs.

Annual Planting
















Previously it was proposed that an annual planting provision be made. It is proposed that this be planted in the various drought tolerant segments to a width of 500mm from the outer edge of the inner circle of the roundabout.

Watering of the garden beds in the footpath

The rectangular gardens located on the footpath areas are to be watered from the recess water line located on the north side of Dubbo Street at the roundabout and a conduit fed through the stormwater line crossing Dubbo Street. Along the South side a chase will be cut in the front of the kerb and gutter and an offshoot source will connect to the proposed gardens. An automatic watering system will ensure that the garden beds are properly watered.

Plant Species

The following list of plants are submitted for approval by the Committee. Each plant is drought tolerant and does not grow any higher than 600mm, thereby, not blocking the sight of motorists.

<u>Species Name</u>	<u>Example</u>	<u>Species Name</u>	<u>Example</u>	<u>Species Name</u>	<u>Example (Annuals)</u>
Correa Pulchella		Dianthus		Pansies	
Salvia		Geranium		Petunias	
Hardenbergia		Grevillea Gin Gin Gem		Marigolds	
Rosemary		Pigface		Snapdragons	
Daylily		Lambs ears		Sundrops	

WARREN SHIRE COUNCIL

**Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017**

ITEM 3.2 UPDATE OF THE ROUNDABOUT BEAUTIFICATION WORKS CONTINUED

Tree Islands



As shown in the photo to the left, the concrete edging around the Manchurian Pears in some cases has been damaged and needs to be replaced. It is proposed to investigate the replacement of these edges with split faced blocks and top the surface with bound river gravel or a similar surface which allows ingress of rain water whilst retaining the level of the soil in the bed.

RECOMMENDATION TO COMMITTEE:

That the Information be noted.

RECOMMENDATION TO COUNCIL:

1. That the information be noted
2. That the Manager Engineering Services obtain 3 quotes from landscape architects to undertake a landscape design for the centre of the roundabout.
3. That the Tree Islands be replaced in both Dubbo and Burton Streets.
4. That the new Tree Islands surrounds be constructed using 2 layers of vertical mini walls with colours and costs to be obtained and presented to the next meeting of this committee for a final decision.

Carried

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.3 UPGRADING OF DUBBO STREET, FROM READFORD TO HALE (C14-3.17, R4-20.6)

A defects survey of the above section of road has revealed significant pavement defects such as shoving and rutting and extensive cracking and oxidisation of the wearing surface.

Oxidisation of the wearing surface means that the bitumen binding the stone together has hardened. This leads to cracking, stone loss and infiltration of water into the pavement, leading to more pavement failures.



This effect is clearly shown in the photo of a section of Dubbo Street shown to the right.



A further example of the effects of oxidisation is shown in the photo to the left. Note the dropping of the wearing surface which is a sound indication of pavement failure. It is also worth noting that this is just one of many failures of the wearing surface and in turn the pavement in Dubbo Street. Roads in this state will continue to deteriorate exponentially.

Sections of kerb and guttering have also been identified as needing replacement to ensure that the drainage system continues to work at an acceptable level.



An example of these sections of broken and inadequate kerb and gutter that need replacing is shown in the photo to the right.

Council needs to intervene and repair these defects now as the wearing surface will continue to crack and lead to more pavement deterioration. It should be noted that pavement repairs such as heavy patching does not remove the overall problem in this instance.

The most cost effective way to repair these defects and ensure that they do not continue to happen is to repair the pavement defects in isolation, then place a 14mm spray seal over the whole road to waterproof the pavement and then to lay 50mm of asphaltic concrete (AC) over all the road as a new wearing surface. It should be noted that AC is porous, whereas a spray seal is water tight.

It should be noted that the kerb and gutter and tree surround repairs will be carried out prior to the pavement and wearing surface repairs. Accordingly, the estimated cost of the repairs works previously outlined, including the tree islands is as follows:

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.3 UPGRADING OF DUBBO STREET, FROM READFORD TO HALE CONTINUED

Step	Works	Quantity	Units	Unit Rate	Total
1	Kerb and tree island repairs.	219	lm	\$ 220.00	\$ 48,180
2	Heavy patching of pavement defects.	570	m ²	\$ 55.00	\$ 31,350
3	Crack sealing.	293	lm	\$ 7.00	\$ 2,051
4	14mm spray seal.	6,660	m ²	\$ 5.00	\$ 33,300
5	50mm Asphaltic Concrete overlay.	6,660	m ²	\$ 15.00	\$ 99,900
Total Cost					\$ 214,718

Council is able to meet this cost from its infrastructure fund.

RECOMMENDATION TO COMMITTEE:

That the following works be carried out on Dubbo Street, Warren, from Readford Street to Hale Street, in addition to the roundabout works and that it be funded from Council's infrastructure fund.

1.	Kerb and tree island repairs	= \$ 48,180
2.	Heavy patching	= \$ 31,350
3.	Crack sealing	= \$ 2,051
4.	14mm spray seal	= \$ 33,300
5.	50mm Asphaltic Concrete Overlay	= \$ 99,900
	Total Cost	= \$ 214,718

RECOMMENDATION TO COUNCIL:

MOVED that the following works be carried out on Dubbo Street, Warren, from Readford Street to Hale Street, in addition to the roundabout works:

1.	Kerb and tree island repairs	= \$ 48,180
2.	Heavy patching	= \$ 31,350
3.	Crack sealing	= \$ 2,051
4.	14mm spray seal	= \$ 33,300
5.	50mm Asphaltic Concrete Overlay	= \$ 99,900
	Total Cost	= \$ 214,718

Carried

WARREN SHIRE COUNCIL
Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.4 BIN ENCLOSURES

(C14-3.17, R4-20.6)

As most of the committee would have noticed, the bin enclosures approved at the last meeting of this committee, have been fabricated and installed by Mr. Steve Bermingham as resolved by this committee and subsequently Council.

They were installed on levelled concrete slabs and dyna bolted to the slabs. As can be seen in the photograph below these bins are the same as those approved by this committee.



RECOMMENDATION TO COMMITTEE:

That the Information be noted.

MOVED that the Information be noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.5 PROJECT STATUS – BEAUTIFICATION WORKS

(C14-3.17, R4-20.6)

The following table outlines the items within the project as of the last meeting of this committee and their current status.

Summary of Status				
Item No.	Description	Cost	Priority	Status
1a.	Roundabout – Annulus, Upgrade and Landscape.	\$ 90,270	2	Awaiting approval of kerb adjustment on Oxley Highway Approaches
1b.	Bollards.	\$ 36,062	2	Bollard styles presented to Council
2	Bin Enclosures.	\$ 62,233	1	Complete
3	SPAR Carpark.	\$ 33,508	-	Complete
4a.	Greening of Footpath.	\$ 48,142	4	Being investigated
4b.	Climber Plantings.	\$ 14,226	3	Being investigated
5.	Seating with Shade Canopies.	\$ 21,167	1	Being investigated
	Total	\$305,608		

RECOMMENDATION TO COMMITTEE:

That the Information be noted.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held
in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 16th February, 2017

ITEM 3.5 PROJECT STATUS – BEAUTIFICATION WORKS

CONTINUED

RECOMMENDATION TO COUNCIL:

MOVED that the Information be noted and that the status table be updated as follows:

Summary of Status				
Item No.	Description	Cost	Priority	Status
1a	Landscape design - Annulus.	\$ 90,270	1	Awaiting landscape design
1b	Bollards.	\$ 36,062	2	Bollard styles presented to Council
2	Bin Enclosures.	\$ 62,233	-	Complete
3	SPAR Carpark.	\$ 33,508	-	Complete
4a	Greening of Footpath.	\$ 48,142	4	Being investigated
4b	Climber Plantings.	\$ 14,226	3	Being investigated
5	Seating with Shade Canopies.	\$ 21,167	2	Being investigated
6	Kerb and gutter repairs	\$ 48,180	2	Being investigated
7	Heavy patching – Dubbo St	\$ 31,350	2	Being investigated
8	Crack Sealing	\$ 2,051	2	Being investigated
9	14mm spray seal – Dubbo St	\$ 33,300	2	Being investigated
10	50mm AC overlay – Dubbo St	\$ 99,900	2	Being investigated
Total		\$520,389		

Carried

ITEM 4 GENERAL BUSINESS

Ashley Wielinga and Les Morgan recommended that two (2) more councillors to be added to the committee

RECOMMENDATION TO COUNCIL:

That Council elect two (2) more Councillors to be added to the Town Improvement Committee

Carried

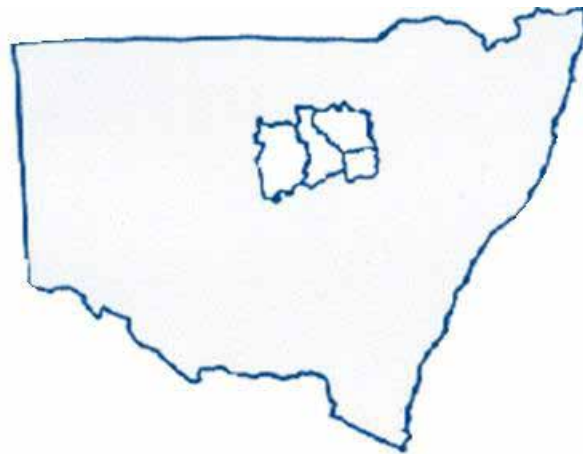
ITEM 5 NEXT MEETING

Next meeting to be held on Thursday 13th April 2017, unless called earlier

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.40 PM

North Western Library Co-operative

Incorporating the Shires of Bogan, Coonamble, Gilgandra and Warren



MINUTES

Annual General Meeting

Attached are the Minutes of the Annual General Meeting of the North Western Library Co-operative held on Wednesday, 1st February 2017.

RECOMMENDATION:

That the Minutes of the Annual General Meeting of the North Western Library Co-operative held on Wednesday, 1st February 2017 be received and noted.

NORTH WESTERN LIBRARY SERVICE

Minutes of the North Western Library Co-operative Annual General Meeting held at Warren Shire Council on Wednesday 1st February 2017 commencing at 10.00am.

PRESENT:

Councillor Pauline Serdity	Warren Shire Council
Councillor Karlene Irving	Warren Shire Council
Councillor Noel Wrigley	Gilgandra Shire Council
Councillor Greg Deacon	Bogan Shire Council
Councillor Michael Webb	Coonamble Shire Council
Councillor Karen Churchill	Coonamble Shire Council
Darren Arthur (Executive Officer)	Warren Shire Council
Pam Kelly (Co-operative Library Manager)	Warren Shire Library
Maria Kinsey (Librarian)	Bogan Shire Library
Raquel Pickering (Librarian)	Coonamble Shire Library
Liz McCutcheon (Librarian)	Gilgandra Shire Library

WELCOME – Mr Ashley Wielinga - General Manager Warren Shire Council welcomed delegates to the meeting and gave a brief overview of how and why the North Western Library Co-operative was form over 26 years ago.

ITEM 1 ELECTION OF CHAIRPERSON

The Executive Officer acted as Returning Officer for the election.

Nominations were called for the position of Chairperson.

Two (2) nominations were received for the position of chairperson being:

Clr Pauline Serdity, and
Clr Michael Webb.

It was **moved** Webb/Churchill that the method of voting be by open vote (show of hands).

Following the vote count Clr Pauline Serdity was duly declared elected chairperson of the North Western Library Co-operative for the ensuing year.

APOLOGIES - Nil

CONFIRMATION OF MINUTES

Moved Pickering/McCutcheon that the minutes of the previous AGM held on the 10th December 2015 at Gilgandra Shire Council, as circulated, be confirmed as a true and correct record of that meeting.

Carried

BUSINESS ARISING - Nil

NORTH WESTERN LIBRARY SERVICE

Minutes of the North Western Library Co-operative Annual General Meeting held at Warren Shire Council on Wednesday 1st February 2017 commencing at 10.00am.

ITEM 2 CHAIPERSONS ALLOWANCE

Moved Webb/Kinsey that no allowance be paid to the chairperson.

Carried

ITEM 3 ELECTION OF EXECUTIVE COMMITTEE

In accordance with the Constitution, North Western Library must set up an Executive Management Committee. The committee comprises of the Chairperson, the Executive Officer, the Regional Librarian and one other delegate elected at the AGM.

Nominations were called for the position on the Executive Management Committee.

One nomination was received being Clr Karlene Irving, Clr Irving was duly elected to the Executive Management Committee for the ensuing year.

ITEM 4 FINANCIAL REPORTS – 2015/2016 & 01/07/2016 TO 20/01/2017

Moved Webb/Kelly that the information be received and noted.

Carried

ITEM 5 COUNCIL CONTRIBUTIONS FOR 2017/2018 – DEFERRED UNTIL AFTER ITEM 8

ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT 2017-2021

Moved Churchill/Kelly

- 1 That the North Western Library Co-operative Agreement – 2017 to 2021 with the amendments as discussed be adopted, and
- 2 the Agreement be forwarded to the four (4) Councils for adoption by each Council under their common seal.

Carried

ITEM 7 REGIONAL LIBRARY MANAGERS' REPORT

Moved Kelly/McCutcheon that the information be received and noted.

Carried

ITEM 8 TECHNICAL SERVICES LIBRARY OFFICER POSITION

Moved Webb/Kinsey

1. The information be received and noted; and
2. That North Western continues to employ the services of a casual Technical Services Library Officer, and 3. That the position remains a non-customer service position and be maintained at 3 days per week (21 hours) at the beginning of the 2017/18 financial year and that the North Western Library Executive Officer includes staffing figures with the North Western estimates on an annual basis.

Carried

NORTH WESTERN LIBRARY SERVICE

**Minutes of the North Western Library Co-operative
Annual General Meeting held at Warren Shire Council
on Wednesday 1st February 2017 commencing at 10.00am.**

ITEM 5 COUNCIL CONTRIBUTIONS FOR 2017/2018

Moved Webb/Kinsey

1. that the 2017/2018 per Council contribution to the North Western Library Co-operative be increased by 1.5% the rate-pegging limit determined by IPART for 2017/2018 rating year, plus
2. an additional \$1,600.00 towards the Technical Services Library Officer as resolved in Item 8 of this meeting.

Carried

ITEM 9 BOGAN SHIRE LIBRARY REPORT 2015/2016

Moved Kinsey/Pickering that the information be received and noted.

Carried

ITEM 10 COONAMBLE SHIRE LIBRARY REPORT 2015/2016

Moved Pickering/Churchill that the information be received and noted.

Carried

ITEM 11 GILGANDRA SHIRE LIBRARY REPORT 2015/2016

Moved McCutcheon/Wrigley that the information be received and noted.

Carried

ITEM 12 WARREN SHIRE LIBRARY REPORT 2015/2016

Moved Kelly/Webb that the information be received and noted.

Carried

ITEM 13 STATISTICAL REPORT – 2016/2017

Moved Webb/Pickering that the information be received and noted.

Carried

ITEM 14 REVIEW OF MANAGEMENT PLAN – 2016/2017

Moved Kelly/Wrigley that the Management Plan 2016/2017 as presented be adopted.

Carried

GENERAL BUSINESS

Co-operative Library Manager - Mrs Pam Kelly wished to formally record a big thank you to retired Councillor Julian Campbell AM for her dedicated work to the North Western Library Co-operative over many years, 26 years as a delegate (since it was formed) and chairperson for the last 17 years.

Clr Campbell AM was nominated for the Public Library Life Membership in 2016/2017, the committee agreed to nominate Clr Campbell AM again in 2017/2018 if not successful this year.

NORTH WESTERN LIBRARY SERVICE

**Minutes of the North Western Library Co-operative
Annual General Meeting held at Warren Shire Council
on Wednesday 1st February 2017 commencing at 10.00am.**

NEXT MEETING

The next meeting is to be held in Bogan Shire Council in November 2017.

There being no further business the meeting closed at 10.50am.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 14th February 2017.

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 14th February 2017 be received and noted.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

PRESENT:

Ashley Wielinga	LEMO (Chair)
Maryanne Stephens	Warren Shire Council
Les Morgan	Warren Shire Council
Clint Williams	NSW Police LEOCON
Steve Muir	FRNSW
Angela Muir	FRNSW
Angie Kelly	CWLLS
Mark Mulheron	RFS
Philip Lalor	NSW SES

1. APOLOGIES

Apologies were received on behalf of:

Kel Wise	REMO (seconded to Sir Ivan Fire)
Dirk McCloskey	Warren Shire Council
Steve Knight	FRNSW (seconded to Sir Ivan Fire)
Jillian Butler	RFS (seconded to Sir Ivan Fire)
Les Fowler	RFS
Shaun Doughty	RFS
Alison Payne	WMPHS
Dan Versluis	NSW Ambulance

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

Carried

2. EXERCISE "BIG N"

The LEMO welcomed to the meeting Mr Craig Burke, Field Service Manager, Incitec Pivot Fertilisers, Mr Gordon Howlett, Field Officer, Incitec Pivot Fertilisers and Mr Brad Payne, Darling Irrigation.

Mr Burke gave the meeting a full overview on exactly what ammonia anhydrous was, which included its chemical makeup, what it is used for, its behaviour and how it is transported both from factory to storage and storage to farm. The meeting was also given a copy of Incitec Pivot Fertilisers – BIG N Emergency Response Plan for perusal.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

2. EXERCISE “BIG N”

CONTINUED

An overview on two (2) real life incidents was given to the meeting, one (1) being a rollover into a irrigation channel of a “nurse trailer” delivering BIG N to a farm. The other was a rollover of a B-double delivering chemicals to a main storage site. This overview gave an outline of the various steps and responsibilities involved in an emergency response.

Following a round table discussion and questions, it was thought a further visit to be undertaken at the Red Hill storage depot. This visit would involve an invitation extended to volunteers of the various response agencies to have a site visit to enable a further familiarisation of ammonia anhydrous to be undertaken. The LEMO to liaise with Mr Burke to arrange this site visit.



The LEMO thanked Mr Craig Burke, Field Service Manager, Incitec Pivot Fertilisers, Mr Gordon Howlett, Field Officer, Incitec Pivot Fertilisers and Mr Brad Payne, Darling Irrigation for their extremely informative presentation.

3. MINUTES

MOVED that the Minutes of the meeting held on Tuesday 22nd November 2016, as circulated, be adopted as a true and correct record of that meeting.

Carried

4. BUSINESS ARISING

- It was noted that the Twilight Race Meeting went off with no problems and the pre-arranged organisation worked extremely well.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

5. REMO/LEMO REPORT

The REMO presented the following report for February 2017.



Central West
Emergency Management Region

Dubbo (North Zone) – Kel Wise
Bathurst (South Zone) – Craig Bowra

REMO Report to Central West LEMCs – February 2017

1. Operational Information –

A number of LGA's have experienced bushfire activity over the last 3 month period. As a result, a declaration of Section 44 under the Rural Fires Act has occurred in the following LGA's.

- Ungula Rd, Wuuluman (Dubbo Regional Council) between Wellington and Mudgee, to the west of the Cudgegong River. The fire burnt more than 2000 hectares.
- Gowan Fire, Bathurst this fire burnt remote grassland north west of Bathurst. 260 hectares.

Major Storm in the Mudgee – Gulgong area 18th January with significant issues around the loss of Power and Communications affected the emergency response.

- The Mudgee LEOCON has recommended that LEMC's across the Central West visit their EMPlans and Business Continuity Plans with this type of impact in mind. A Heatwave event followed by a Severe Storm that caused a loss of power for 7+ hours, missing planes, the Radio Media broadcasting to beat the heat the public should drive around in their air-conditioned cars while the power is off, then the loss of communications and traffic jams that all impeded the emergency response would make an interesting Discussion Exercise.

2. Regional Emergency Management Planning

The State Emergency Management Committee has now set the templates for the Region EMPlans and this will focus on:

- Triggers and mechanisms within emergencies that provide access to regional level support, initiate regional level control and coordination, and escalation to State level;
- Identifying and addressing regional hazards, resource gaps or vulnerabilities;
- Providing insight into how regional support is acquired for local level emergencies;
- Ensuring a clear link to, but not repetition of Local Emergency Plans, including the role REMCs have in the quality assurance process of Local emergency plans;
- Changes to the endorsement processes of Regional Emergency Plans.

The REMC will have 24 months to complete this process

3. Local Recovery Planning

A Community Recovery Guide has been developed to assist LEMCs to plan for Recovery REMO's will provide a briefing regarding the completion of the template.

This document references the Local Recovery Toolkit and outlines the key activities associated with the delivery of recovery services.

LEMC's are asked to review and complete section 7 of the Local Community Recovery Guide, adding all the local communication strategies they can use throughout the Recovery process.

Estimated time of completion to be November 2017 and should be included in the Local EMPlan as an Annexure.

4. EMOS – Emergency Management Operations System.

Phase II of the Emergency Management Operations System has now been released.

EMOS Release Notes have been sent out and a full set of Guidelines including Frequently Asked Questions and Troubleshooting information.


EMOS Memorandum dated 13 January regarding the Office of Emergency Management developing an 'Online Learning Module' to support training in EMOS in the first half of 2017.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

5. REMO/LEMO REPORT

CONTINUED



**Central West
Emergency Management Region**

Will keep LEMC's informed when training becomes available.

Dubbo (North Zone) – Kel Wise
Bathurst (South Zone) – Craig Bowra

5. Local Land Services Policy – have released Policy regarding Livestock Transport Incidents that include Cost Recovery arrangements and stock assessment and destruction.
These policy documents support the Department of Primary Industries, Management of livestock transport accident responses Policy.

6. Training and Capability
Training proposals for the Central West for the January 2017 to June 2017 have been approved by OEM and circulated to all LEMC's & REMC.

The following Emergency Management Training Courses in Dubbo have been **CANCELLED** due to insufficient registrations

- 1st Feb - Introduction to Emergency Management
- 2nd Feb - Emergency Operation Centre Concepts
- 8th & 9th Feb - Evacuation Management.

7. Exercises
We received an urgent request from Deputy SEOCON regarding EM or Rescue exercises that have or are being planned by the REMC, RRC, LEMC or LRC.
An Exercise Calendar was sent to all LEMO's & LEOCON's on the 16th January to capture this information.
This provides evidence at State Level for compliance in testing and exercising Emergency Management and Rescue arrangements.
Please assist us by providing the following details (in an email is fine) of any future EM or Rescue exercises to your REMO.

- Location
- Exercise Style
- Exercise Name
- Date
- Type & Details
- Local Approval Date
- Who is Funding

8. Upcoming Activities / Meetings

- Central West REMC 2nd March in Orange.
- Central West RRC Meeting combined with Far West in Packsaddle on the Friday 24th March to coincide with a major field exercise.

9. Rescue Committee

- RRC Memorandum to LRC
- Interim Response Arrangements
- SRB Notification Protocol for Rescue Unit Offline/Online Notification Form

Kel Wise
Regional Emergency Management Officer
Central West Emergency Management Region (North)
Mobile : 0419 412 228
Email: wse1kel@police.nsw.gov.au

Craig Bowra
Regional Emergency Management Officer
Central West Emergency Management Region (South)
Mobile: 0417 43 88 45
Email: bowr1cra@police.nsw.gov.au

REMO Report to LEMC Meetings – February 2017Page 2 of 2

MOVED that the REMO Report of February 2017 as circulated, be received and noted.

Carried

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

6. AGENCY REPORTS

FIRE & RESCUE NSW

- * Warren strength of 9 that includes 2 recruits.
- * 3 primary rescue operators and 2 pending.
- * Deputy Captain now Angie Muir.
- * FRNSW now have 2 Deputy Captains.
- * 12 Regular Station Drills and BLS Recertification complete.
- * New equipment – new BA rollout commencing.
- * 2 callouts and 1 assisting Ambulance.

RURAL FIRE SERVICE

- * Update on staffing at District HQ given. Jillian Butler remains Acting Manager until recruitment finalised.
- * Total of 72 incidents since January 1st.
- * Report tabled outlining membership, training and incidents.
- * Coonamble EOC activated for the weekend of 11th-12th February 2017.
- * New single bay fire station is in the process of construction at Glenrowan on the Drungalear Lane.

WARREN SHIRE COUNCIL HEALTH

- * Business as usual.

WARREN SHIRE COUNCIL ENGINEERING

- * Council busy with the commencement of the flood damage restoration with all 5 graders operational.
- * Council lost a grader and water cart in a grass fire on Tuesday 7th February 2017. The plant was parked at the Arno Shearing Shed and sometime after the men had left for the day a fire started and the plant was destroyed.
- * Council provided plant for RFS for a number of fires over the period.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 14th February 2017 commencing at 9.00 am

6. AGENCY REPORTS

CONTINUED

NSW POLICE

- * Business as usual.

NSW STATE EMERGENCY SERVICES

- * 5 active members.
- * 1 member undertaking Flood Boat Operational training.
- * 27 jobs allocated since August 2016 (13 storm, 14 flood).

CW LOCAL LAND SERVICES

- * Bio security officers on standby for the current bushfires.
- * Updated policy in relation to truck rollovers and animal destruction circulated.

7. CONTACT LIST

The contact list was updated.

8. WESTERN SLOPES GAS PIPELINE PROJECT

The information in relation to the proposed Western Slopes Pipeline as circulated was received and noted.

9. MAJOR EVENTS

The LEMO advised that Trakmaster Caravans were holding their 2017 annual get together in Warren from the 22nd-29th March 2017. This would involve approximately 100 caravans and 200 people. No concerns from any combat agencies.

10. GENERAL BUSINESS

- A membership drive to be arranged, this to include displays of equipment at an open day style of event. This event to include all agencies.
- LEMO to advise members that there is now the capability for a phone hook up for meetings.
- It was noted that Warren coped quite well with the recent heatwave. The Consequence Management Guideline for heatwave was circulated before the event. The CMG's are proving very helpful.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
held in the Council Chambers, 115 Dubbo Street, Warren on
Tuesday 14th February 2017 commencing at 9.00 am

10. NEXT MEETINGS

Next meetings are as follows:

Tuesday 9th May 2017

Tuesday 8th August 2017

Tuesday 14th November 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11.05 HRS.

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 23rd February 2017

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
*24.9.15	238.9.15	Visitors Information Centre	GM	Meeting held 21st February
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.
23.6.16	149.6.16	CCTV – CBD Area	GM	Investigate trial options.
*27.10.16	271.10.16	MDBA Plan - Northern Basin Review	GM	Refer to 25.1.17 – 17.1.17
27.10.16	QWN – 1 Quigley	Water Sharing Plan – Use of FMZ	GM	Submission when Plan reviewed.
1.12.16	305.12.16	Outdoor fitness equipment	GM	Order placed, installation early March.
1.12.16	QWN 1 – Quigley	Guidelines for business house façade painting	GM	Review and report to Council
*25.1.17	14.1.17	Community Safety Precinct Meetings	GM	Advised of meeting time.
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.
25.1.17	17.1.17	MDBA – Northern Basin Review	GM	Submission required by 24th February 2017.
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.
*25.1.17	20.1.17	December 2016 – QBRs	MFA	Financial votes amended.
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.
*23.6.16	Qwn-1 Taylor	Status of roundabout works	MES	Reported to Town Improvement / Promotions Committee.
27.10.16	282.10.16	Victoria Park Oval rehabilitation	MES	Additional works required.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 23rd February 2017

ITEM 1 OUTSTANDING REPORTS CHECKLIST

CONTINUED

Manager Engineering Services				Continued
27.10.16	284.10.16	Telemetry Upgrade	MES	In progress
*1.12.16	317.12.16	Warren Health, Sporting and Cultural Precinct Connections Study 2016	MES	Plan adopted.
25.1.17	5.1.17	Replace Plant 42 – Watercart	MES	Arrange replacement.
25.1.17	5.1.17	Replace Plant 41 – Watercart	MES	Destroyed by fire. Under investigation.
25.1.17	5.1.17	Replace Plant 64 – Tender Truck	MES	Arrange replacement.
25.1.17	5.1.17	Replace Plant 47 – Street Sweeper	MES	Arrange replacement.
*25.1.17	28.1.17	Mechanical and electrical fit out of water supply bores	MES	Tenderers advised.
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	Submit Planning Proposal to Department of Planning.
*25.1.17	24.1.17	Ewenmar Waste Depot Management	MHD	Robert Bailey Consulting engaged.

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 24.9.15 – 238.9.15, 27.10.16 – 271.10.16, 25.1.17 – 14.1.17, 25.1.17 – 20.1.17, 23.6.16 – QWN 1 Taylor, 1.12.16 – 317.12.16, 25.1.17 – 28.1.17, 25.1.17 – 24.1.17 be deleted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 23rd February 2017

ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

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

MEETINGS HELD

DATE	COMMITTEE / MEETING	LOCATION
1.02.17	North West Library AGM	Warren
2.2.17	Traffic Committee	Warren
6.2.17	Showground / Racecourse Committee	Warren
8.2.17	Office of Local Government IP & R Workshop	Nyngan
8.2.17	Interagency	Warren
8.2.17	Sporting Facilities Committee	Warren
9.2.17	Warren STP Renewal (Stakeholders external)	Warren
14.2.17	Local Emergency Management Committee	Warren
15.2.17	Western Slopes Gas Pipeline Project	Warren
15.2.17	Economic Development Committee	Warren
16.2.17	Town Improvement Committee	Warren
17.2.17	OROC GMAC	Dubbo
20.2.17	Castlereagh Macquarie County Council	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
23.2.17	Councillor Training – Asset Management	Warren
10.3.17	OROC Board	Dubbo
14.3.17	LLS – Chair and General Manager	Warren
15.3.17	RFS – SLA & BFMC	Coonamble

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 23rd February 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		2nd			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		27th		29th		24th		26th		7th
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
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 23rd February 2017

ITEM 2 COMMITTEE/DELEGATES MEETINGS CONTINUED

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

- Q CommSec State of the States - January 2017 State & Territory Economic Performance Report
- Q Department of Primary Industries – Geological Survey in progress January & February 2017
- Q Water Directorate – January 2017
- Q Western Slopes Gas Pipeline Project – Fact Sheet
- Q Destination Macquarie Marshes Action Plan – December 2016
- Q LG Focus – February 2017

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 23rd February 2017

ITEM 3 COMMUNITY STRATEGIC PLAN 2027 (A7-4.1/1)

The provisions of the Local Government Act 1993 Section 402 states:

“(1) Each local government area must have a community strategic plan that has been developed and endorsed by the council. A community strategic plan is a plan that identifies the main priorities and aspirations for the future of the local government area covering a period of at least 10 years from when the plan is endorsed.

(2) A community strategic plan is to establish strategic objectives together with strategies for achieving those objectives.

(3) Following an ordinary election of councillors, the council must review the community strategic plan before 30 June following the election. The council may endorse the existing plan, or develop or endorse a new community strategic plan, as appropriate, to ensure that the area has a community strategic plan covering at least the next 10 years”.

Clause (3) once proclaimed will require council to review it’s Community Strategic Plan “Warren Shire 2022”. The Community Strategic Plan 2022 has been reviewed by Council staff and currently Council is seeking input from the community using the following means:

- Creation of an online survey using Survey Monkey.
- Creation of a paper survey delivered via a letterbox drop in Warren, Nevertire and Collie
- mail out to roadside and PO Box addresses.
- Website content.
- Posts to the Warren Shire Council Facebook page.
- Poster for the Community Noticeboard.
- Advertisement for the Warren Weekly.

In light of the fact Council is undertaking a review of the existing Community Strategic Plan without major changes, taking into account the above consultation, it not proposed to hold any Community Meetings. Community consultation will be fully covered later as there is a requirement to undertake further Community consultation with the Draft Delivery Program 2017/2018 to 2019/2020 and the Draft Operational Plan 2017/2018.

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 23rd February 2017

ITEM 1 RECONCILIATION CERTIFICATE - JANUARY 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 January 2017.

INTERNAL LEDGER ACCOUNT RECONCILIATION

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

	Balance 31-Dec-16	Transactions	Balance 31-Jan-17
General	10,165,159.23	(491,271.57)	9,673,887.66
Water Fund	777,897.55	(2,309.91)	775,587.64
Sewerage Fund	2,578,664.51	15,605.21	2,594,269.72
Trust Fund	71,930.82	223.65	72,154.47
North Western Library	60,073.57	535.84	60,609.41
Investment Bank Account	(13,392,163.15)	649,771.96	(12,742,391.19)
	261,562.53	172,555.18	434,117.71
Balance of Ledger Accounts less Investments as at 31/12/16			261,562.53
Add: Receipts from			
(a) Rates	43,960.22		
(b) Other Cash	672,659.89		
(c) Investments Redeemed	3,850,000.00	4,566,620.11	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,193,836.89		
(b) Investments Placed	3,200,228.04	4,394,064.93	
Nett Transactions for the Month			172,555.18
Balance of Ledger Accounts less Investments as at 31/01/17			434,117.71

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 23rd February 2017

ITEM 1 RECONCILIATION CERTIFICATE - JANUARY 2017 CONT'D

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	448,658.17
Add: Outstanding Deposits for the Month	795.37
Less: Outstanding Cheques & Autopays	(15,335.83)
Balance as per Ledger Accounts less Investments =	434,117.71

INVESTMENTS RECONCILIATION

Investments as at 31st January 2017

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	742,391.19	Variable	On Call A/c
11	National Australia Bank	1,000,000.00	90 Days @ 2.72%	02-Feb-17
12	National Australia Bank	2,000,000.00	90 Days @ 2.71%	13-Feb-17
13	National Australia Bank	1,000,000.00	90 Days @ 2.69%	21-Feb-17
14	National Australia Bank	1,000,000.00	90 Days @ 2.70%	26-Feb-17
15	National Australia Bank	1,500,000.00	90 Days @ 2.70%	02-Mar-17
16	National Australia Bank	1,000,000.00	90 Days @ 2.67%	08-Mar-17
17	National Australia Bank	1,000,000.00	90 Days @ 2.67%	14-Mar-17
18	National Australia Bank	1,000,000.00	90 Days @ 2.66%	17-Mar-17
19	National Australia Bank	1,000,000.00	90 Days @ 2.59%	21-Apr-17
19	National Australia Bank	1,500,000.00	151 Days @ 2.61%	23-Jun-17
TOTAL INVESTMENTS =		12,742,391.19		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	4,747,661.00
Internally Restricted Funds Invested	6,987,623.00
2016/17 General Fund Operating Income & Grants	1,441,224.90
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	13,176,508.90

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 January 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 23rd February 2017

ITEM 2

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

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT	NETT LEVY	TOTAL	AMOUNT	COLLECT	ARREARS	ARREARS
	ARREARS				AS % AGE		AS % AGE
	1st JULY				OF TOTAL		OF TOTAL
\$	\$	\$	\$	REC'ABLE	\$	REC'ABLE	
General Fund Rates	86,140	4,556,468	4,642,608	2,633,315	56.72%	2,009,293	43.28%
Warren Water Fund	17,360	341,533	358,893	224,328	62.51%	134,565	37.49%
Warren Sewerage Fund	21,384	445,502	466,886	283,303	60.68%	183,583	39.32%
TOTAL OF ALL RATES	124,884	5,343,503	5,468,387	3,140,946	57.44%	2,327,441	42.56%
Extra Charges	12,201	5,755	17,956	8,629	48.06%	9,327	51.94%
TOTAL 2016/2017	137,085	5,349,258	5,486,343	3,149,575	57.41%	2,336,768	42.59%
TOTAL 2015/2016	124,281	5,225,164	5,349,445	3,069,162	57.37%	2,280,283	42.63%
TOTAL 2014/2015	120,785	5,087,596	5,208,381	2,973,038	57.08%	2,235,343	42.92%
TOTAL 2013/2014	84,911	4,968,761	5,053,672	2,852,958	56.45%	2,200,714	43.55%
		17-Feb-14	12-Feb-15	12-Feb-16		13-Feb-17	
COLLECTION FIGURES AS \$		2,852,958	2,973,038	3,069,162		3,149,575	
COLLECTION FIGURE AS %		56.45%	57.08%	57.37%		57.41%	

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 23rd February 2017

ITEM 3 2017/2018 OPERATIONAL PLAN & ESTIMATES TIMETABLE (E4-37)

Section 405(3) of the Local Government Act 1993 requires Council to prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.

The proposed timetable for the preparation and adoption of the 2017/2018 Operational Plan & Estimates is as follows:

- 1) Wednesday 26th April 2017 - last day for Estimates to be returned to the Treasurer.
- 2) Tuesday 16th May 2017 - Manex to finalise the Draft 2017/2018 Operational Plan & Estimates.
- 3) Thursday 25th May 2017 - present the Draft 2017/2018 Operational Plan & Estimates to Council.
- 4) Wednesday 31st May 2017 - advertise the Draft 2017/2018 Operational Plan & Estimates for public comment.
- 5) Wednesday 28th June 2017 - final day for public comment on the Draft 2017/2018 Operational Plan & Estimates.
- 6) Thursday 29th June 2017 - adoption of the 2017/2018 Operational Plan & Estimates by Council.

As reported to the January 2017 Council Meeting IPART has determined that the rate pegging limit on general rate income for 2017/2018 is 1.50%, the Draft 2017/2018 Operational Plan & Estimates will be developed incorporating a 1.50% increase in general rates.

RECOMMENDATION:

1. That the information be received, and
2. Council note the 2017/2018 Operational Plan & Estimates will be developed incorporating a 1.50% increase in general rates.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 23rd February 2017

ITEM 4 ALCOHOL FREE ZONES

(L7-1.2)

The alcohol free zone within the Warren town levee expires on 27th March 2017. Due to the timing of the March meeting (23rd March 2017) the process of renewing the alcohol free zone for further four (4) years has commenced. As required under Section 644 of the Local Government Act 1993 the following actions have been undertaken:

1. Notices published in the local newspaper (Warren Weekly on Wednesday 22nd February 2017), allowing inspection of the proposal and inviting representations, submissions or objections within 14 days (from the date of publication). The notice states the exact location of the proposed alcohol free zone and that it can be inspected at the Warren Shire Council Office 115 Dubbo Street Warren NSW 2824 during normal office hours, 8.30am to 4.30pm Monday to Friday.
2. On Wednesday 15th February 2017 copies of the proposal were mailed to:
 - (a) the officer in charge of the Warren Police Station,
 - (b) all liquor licensees and secretaries of registered clubs whose premises border on or adjoin or are adjacent to the proposed zone,inviting representations, submissions or objections within 30 days from the date of sending a copy of the proposal, and
4. A copy of the proposal was also mailed to the Warren Macquarie Local Aboriginal Land Council on Wednesday 15th February 2017 inviting representations, submissions or objections within 30 days from the date of sending the copy of the proposal.

Prior to Council adopting the alcohol free zone it must give proper consideration to any representations, submissions or objections received and as a result may amend or withdraw a proposal to establish an alcohol free zone.

RECOMMENDATION:

1. That Council endorse the actions undertaken to renew the existing alcohol free zone within the Warren Town levee for a further four (4) years, and
2. A further report be presented to the March 2017 Council Meeting detailing all representations, submissions or objections received regarding the renewal of the alcohol free zone, for Councils determination.

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 23rd February 2017

ITEM 5 NORTH WESTERN LIBRARY CO-OPERATIVE 2017/18 COUNCIL CONTRIBUTION

(L2-5)

The North Western Library is a co-operative between Bogan, Coonamble, Gilgandra and Warren Shire Councils to provide regional library services. Each of the four councils contribute an equal amount annually.

The North Western Library AGM was held on Wednesday 1st February 2017 at Warren. The meeting discussed the costs of running North Western Library. The committee resolved that the 2017/2018 Council Contribution should be increased by 1.50% being the rate-pegging limit as determined by IPART, plus an additional \$1,600.00 to fully fund the Casual Technical Services Library Officer position for 3 days or 21 hours per week. This equates to an increase of 4.58%, or \$2,415.00 Ex GST on the 2016/2017 contribution.

The Casual Technical Services Library Officer position has been in place since 2007/2008, the role of this position is to process, catalogue and acquisition resources for all the libraries, maintain the Spydus system database and assist the regional library manager with reporting functions. Since 2006 there have been many changes to the provision of library services and with the addition of e-books, e-audio and e-magazines to the database it has become more time consuming to process these resources in a timely manner.

Following is a breakdown of the proposed 2017/2018 per Council contribution to North Western Library:

Operational Expenses	\$23,543.00 Ex GST
Management/ Administration	\$11,025.00 Ex GST
Computer Software Maintenance	\$11,862.00 Ex GST
Technical Services Library Officer	\$ 8,031.00 Ex-GST
Freight on stock rotation	<u>\$ 702.00 Ex-GST</u>
Total	\$55,163.00 Ex-GST

RECOMMENDATION:

1. That the 2017/2018 per Council Contribution to North Western Library Co-operative be increased by the rate-pegging limit of 1.50% as set by IPART, and
2. The 2017/2018 per Council Contribution to North Western Library Co-operative be further increased by the sum of \$1,600.00 Ex GST to fully fund the Casual Technical Library Officer Position for 3 days or 21 hours per week.

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ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT (L2-5)

The North Western Library Co-operative Agreement incorporating the Councils of Bogan, Coonamble, Gilgandra and Warren is due for renewal on 1st July 2017.

The North Western Library Co-operative resolved to adopted the new agreement at the Annual General Meeting held on Wednesday 1st February 2017 at Warren.

It is a requirement of the State Library of NSW that the North Western Library Co-operative have a binding agreement to be legally recognised as a regional co-operative.

The only alterations to this agreement from the previous agreement is the changing of dates, attached is a copy of the updated agreement for Councils consideration and adoption.

Authority is now sought from Council to affix Council's Seal to this Agreement.

RECOMMENDATION:

That authority be given to affix the Seal of Council to the North Western Library Co-operative Agreement - 1st July 2017 to 30th June 2021.

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ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT – CON'T

North Western Library Co-Operative

Agreement

1st July 2017 to 30th June 2021

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PREAMBLE

Agreement made this _____ day of _____ 2017

Between the Councils of the Shires of Bogan, Coonamble, Gilgandra and Warren (hereinafter referred to as the participating Councils).

WHEREAS the participating Councils have each adopted the “Library Act 1939”, as per the provisions of Section 22 of the Local Government Act 1993, by virtue of the provisions of Section 12(2) of the Library Act 1939, desire to enter into an Agreement for the carrying out of an integrated Library Service to enhance the library services to their respective areas and enter into an Agreement for extensions of such Library Service to their respective areas on terms and conditions similar to those set out in this Agreement.

Now this Agreement witnesses that the participating Councils will conduct a Library Service for the benefit and convenience of the residents of their respective areas, subject to the following Terms and Conditions: -

Delegation of Authority under s12 (2) of the Library Act 1939

The *Councils of the Shires of Bogan, Coonamble and Gilgandra* hereby delegate their powers and duties relating to the provision, control and management of libraries, library services and information services to the *Council of the Shire of Warren*, **excepting** the following powers and duties:

- Ø Library staff as required to operate the library at the buildings in their own local government area including all costs of every description associated with their employment, including (but not limited to) salaries, worker’s compensation, leave entitlements and superannuation, membership of professional associations, expenses for attendance at relevant conferences and training.
- Ø Library buildings and all costs associated with the proper and prudent management of the buildings located in their local government area, including, but not limited to: all maintenance costs associated with the building; all service costs (such as waste, water, power, gas, fire control, security); and all insurance premiums (including premiums for building insurance, public liability insurance, contents insurance).
- Ø Any additional costs associated with the provision of any local library services provided in their local government area that are services, which are additional to the services, provided pursuant to the terms of this Agreement. (E.g. purchase of additional library resources requiring processing).

AND

The Council of the Shire of Warren shall no later than 7th July 2017 constitute a library committee pursuant to s.11 of the Library Act 1939 and shall delegate all the powers and duties hereby delegated to it under this agreement in relation to the provision, control and

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management of the libraries of the *Councils of the Shires of Bogan, Coonamble, Gilgandra and Warren*, library services or information services concerned except any power to borrow money, to make or levy a rate, to execute a deed or contract or an agreement under the Library Act, or to institute proceedings at law or in equity on behalf of the Councils concerned.

1.1 COMPOSITION OF COMMITTEE

- (i) Each participating Council shall appoint two Delegates, one delegate must be a Councillor and one maybe a staff member (hereinafter referred to as Delegates), to be members of a committee to be known as the North Western Library Management Committee (hereinafter referred to as “the Committee”).
- (ii) The participating Councils shall appoint their Delegates at the first Council meeting held after the quadrennial Local Government Elections, and such Delegates shall hold office for the ensuing quadrennial term.
- (iii) Any vacancy occurring in the Committee by death, resignation, disqualification or otherwise, shall be filled by the appointment of a new Delegate by the appropriate Council at its next Ordinary Meeting for the remainder of the quadrennial term.
- (iv) Any Delegate may be removed from office at any time by resolution of the Council which appointed such delegate.
- (v) At each Annual General Meeting the Committee shall elect a Chairperson to hold office for the ensuing twelve months. The Chairperson must be a Councillor.
- (vi) At each Annual General Meeting the Committee shall elect an Executive Management Committee comprising the Chairperson and one other Delegate, (unless by resolution the Committee shall otherwise decide) which, together with the Executive Officer and Regional Librarian, shall form a working group within the Committee to develop plans and policies for presentation to the Committee as a whole, and attend to any such matters as deemed to be of an urgent nature by the Chairperson. Business shall not be transacted at any meeting of the Executive Management Committee unless all Executive Management Committee members are present.
- (vii) In the event of a vacancy occurring in the Executive Management Committee by reason of death, resignation, disqualification or otherwise, the Committee shall fill the vacancy by appointment of a member from the Committee to the Executive Management Committee.

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1.2 COMMITTEE RESPONSIBILITIES

1.22 Provision of Service

To aim to conduct a public library service at a standard not less than that recommended from time to time by the Library Council of New South Wales.

1.23 Planning and Policy

- (i) To develop and maintain a concise statement of the aims of the library service;
- (ii) To prepare and monitor the implementation of a strategic plan for the overall direction of the library service;
- (iii) To continuously review existing policies for the betterment of the provision of a library service for the constituents of the region;
- (iv) To use its best endeavours to obtain the full benefit of grants and the maximum subsidy and any payments in the nature of subsidy offered or made available by the Commonwealth, the State and other respective instrumentalities and agencies for libraries and library services.

1.24 Extension of Service

To cooperate with libraries and library systems in the wider library network on such terms and conditions as may be agreed to by the participating Committee.

1.25 Reporting to Councils

- (i) To provide each participating Council with copies of the Minutes of all Ordinary and Special Meetings;
- (ii) To prepare an Annual Report to the participating Councils; such report to include details of the activities of the Committee over the preceding twelve months and also to include statistics of books purchased and donated, of library stock, of the number of borrowers and of books borrowed;
- (iii) The Committee shall submit to each participating Council an Annual Report and a copy of the Annual Statements of Account.

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1.3 COMMITTEE MEETINGS

1.31 The Annual General Meeting of the Committee shall be held in November of each calendar year, unless by resolution the Committee shall otherwise decide. The order of business to be conducted shall be as follows:

- (i) Adoption (if necessary as so resolved) of a Chairperson's allowance for the ensuing year.
- (ii) Election of Chairperson.
- (iii) Election of Executive Management Committee
- (iv) To receive and consider the estimated Income and Expenditure budget for the ensuing year.
- (v) All other business that is necessary for the due and proper conduct of the Committee.

1.32 The Executive Officer shall convene a Special Meeting of the Committee on receipt of a written request by any of the participating Councils seeking such a meeting.

1.4 CONDUCT OF MEETINGS

- (i) The law governing the conduct of Council meetings shall apply, mutatis mutandis, to the conduct of all Committee and Executive Management Committee meetings. Provided that business shall not be transacted at any meeting of the Committee unless a majority of participating Councils are represented at such meeting.
- (ii) The Committee may by a resolution supported by the delegates of the participating Councils adopt a code of meeting practice that incorporates any regulations made for the purpose of Section 360 of the Local Government Act, 1993, as may be reasonably applicable and which supplements those regulations with provisions that are not inconsistent with them.
- (iii) Each delegate has one vote.
- (vi) The Chairperson as well as being entitled to one vote as a delegate shall also have the right of a casting vote, as and when the need arises.

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1.5 SERVICE OF NOTICE

Any notice under this Agreement shall be in writing and in the case of participating Council shall be signed by the General Manager, in the case of a delegate by the delegate and in the case of the Committee by the Executive Officer.

Service of notice or any other correspondence may be effected by prepaid post addressed to the General Manager of any participating Council or to the delegate at his/her business address or to the Committee addressed to the Executive Officer, North Western Library Co-Operative, PO Box 6, WARREN NSW 2824.

Every notice shall be deemed to have been received at an expiration of a period of three working days after the posting of the notice and in proving the service of any such notice it will be sufficient to prove that it was addressed and posted as foresaid.

1.6 TERM OF AGREEMENT

This Agreement shall operate and remain in force from the First day of July 2017 to the Thirtieth day of June 2021 unless terminated in accordance with the provisions for termination of the Agreement with a review of the Agreement being undertaken by the Committee during 2020/2021.

1.7 ADMISSION OF NEW PARTICIPATING COUNCIL

With the unanimous agreement of the participating Councils any other Council may be joined as a participating Council for all the purposes of this Agreement. Such joiner shall be effective upon the production to the Committee of a deed executive under Seal of such Council and in such terms and/or conditions as required by the Committee. As and from the time of production of such Deed the Council shall be deemed to be a participating Council within the terms of this Agreement and bound by all the terms thereof.

1.8 TERMINATION OF AGREEMENT

At any time upon the passing of a resolution having the support of all the participating Councils (each Council having one vote) for the termination of the Agreement, the Committee shall cease to function and the winding up of affairs of the Committee shall be carried out under the direction of a sub-committee of the Library Co-Operative comprising the Chairperson of the Committee, two delegates and the Executive Officer, with all reasonable expedition.

Upon entering into this Agreement all participating Councils shall be deemed to have delegated to this group all necessary authority and power to wind up the affairs of the Committee if a resolution for termination is passed.

Upon any such termination, the net assets of the Committee, after payment thereof of all liabilities of the Committee, shall be apportioned among the participating Councils in the ratio of the respective contributions paid by those participating

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Councils over the immediately preceding three years and to the total of the contributions paid over that period by all participating Councils.

1.9 WITHDRAWAL FROM AGREEMENT

- (i) Any participating Council may give to the Committee not less than six months' notice in writing of its intention to withdraw from the Agreement at the end of the then fiscal year. Upon any such withdrawal the withdrawing Council shall be entitled to receive a share of the net assets of the Library Co-Operative at the withdrawal date and after provision for payment of all liabilities of the Library Co-Operative such share being calculated in relation of the respective contributions paid by that participating Council over the immediately preceding three years from the date of withdrawal and the total of the contributions paid over the same period by all the participating Councils.
- (ii) Upon the failure of any Council to execute a new Agreement which has been approved by all other participating Councils within three months of the expiration of the previous Agreement that Council may be deemed at the discretion of the remaining Councils to have given notice of withdrawal.

1.10 EXPULSION OF A PARTICIPATING COUNCIL

Upon the passing of a resolution having the support of the delegates of three participating Councils (one vote per Council) for the expulsion from the Agreement of a participating Council and after reasonable opportunity has been accorded to the delegates of that participating Council to be heard and/or make written submission to the Library Co-Operative prior to such a resolution being made, then such Council shall be expelled from the Library Co-Operative and from the benefits of this Agreement.

In such case the expelled Council shall be entitled to receive a share of the net assets of the Library Co-Operative at the date of expulsion and after provision for payment thereof of all the liabilities of the Library Co-Operative such share being calculated in accordance with the terms stipulated under the clause "Termination of Agreement".

1.11 EXIT PROVISION

It is agreed by all participating Councils that the decision of the sub-committee comprising the Chairperson of the Committee and two delegates, the Executive Officer and the Regional Librarian following advice being received from the NSW State Library, shall be final and binding in respect of the method of valuation and assessment of the net assets and liabilities of the Library Co-Operative at any time and of the books and/or other assets or cash to be apportioned or paid to a Council upon termination, withdrawal or expulsion pursuant to this Agreement and all participating Councils agree that there shall not be a right of appeal in respect of any such decision.

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1.12 ALTERATIONS TO LIBRARY AGREEMENT

No alteration shall be made to this Agreement unless the proposal for alteration has the support of three participating Councils.

1.13 SEVERABILITY

Any provision of the Agreement or part thereof which in any way contravenes any applicable law of the Commonwealth of Australia or of the State of New South Wales to be void or unenforceable shall to the extent of such contravention of law, invalidity on unenforceability be deemed to be separate and shall not affect any other provision or part thereof of this Agreement.

1.14 DISPUTES

Any dispute arising under this agreement shall, on application to the Library Council of a party to this agreement, be settled by arbitration by an arbitrator appointed by the Library Council of New South Wales.

SECTION 2 ADMINISTRATION

2.1 EXECUTIVE OFFICER

The General Manager of the Council of the Shire of Warren, or alternatively a Senior Manager within the Council of the Shire of Warren as determined by the General Manager, shall be the Executive Officer of the Committee.

The Executive Officer shall be responsible to the Library Co-Operative for the financial operation and administration of the Library Service.

2.2 REGIONAL LIBRARIAN

The Regional Librarian shall be the Chief Librarian of Council of the Shire of Warren.

The Regional Librarian should be a qualified Librarian in accordance with provisions in force within the State of New South Wales.

The Regional Librarian shall be responsible to the Executive Officer for the effective and efficient administration of the services provided by the Library Co-Operative as decided upon by the Committee, and any casual staff employed by the Association shall be subject to the supervision and control of the Regional Librarian.

The Regional Librarian shall attend all meetings of the Committee and all meetings of any sub committees.

The duties of the Regional Librarian shall be:

WARREN SHIRE COUNCIL

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ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT – CON'T

- (i) to represent the North Western Library Co-Operative at all times in a professional and competent manner;
- (ii) to manager the resources of the North Western Library Co-Operative in a cost effective manner;
- (iii) to liaise and support staff of the North Western Library Co-Operative;
- (iv) to implement or assist in the implementation of decisions made by the Committee upon maters delegated to it under this Agreement
- (v) to develop and maintain a set of objectives to fulfil the aims of the Library service and the updated Strategic Plan for the implementation of these objectives;
- (vi) to provide advice to the Committee on all matters relevant to the policy, planning and development of the North Western Library Co-Operative; and
- (vii) to select and purchase library books and materials within the limit of funds approved.

2.3 AUDITOR

An annual audit of the books of account for the Committee shall be undertaken with such audit report being forwarded to all participating Councils.

For the purposes of appointment of an approved auditor to provide such services for the Committee, it is agreed that the Auditor appointed by Warren Shire Council, from time to time, shall hereby be appointed as the Auditor for the Committee with all such audit fees and expenses being paid by the Committee.

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ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT – CON'T

SECTION 3 FINANCE

3.1 CONTRIBUTIONS TO NORTH WESTERN LIBRARY CO-OPERATIVE

Member Councils of the North Western Library Co-operative will make a yearly contribution to the Operation, Management/Administration and Computer Software Maintenance costs of the North Western Library Co-operative to be indexed each year, the rate of indexation to be determined at the Annual General Meeting of the North Western Library Co-operative for the ensuing financial year and listed on **Annexure 1** of this agreement.

Any additional contributions to be paid by the participating Councils shall be considered and determined each year as agreed upon at the Annual General Meeting of the North Western Library Co-Operative for the ensuing financial year and listed on **Annexure 1** of this agreement.

3.2 PAYMENT OF CONTRIBUTIONS

The participating Councils shall each pay into a fund to be known as North Western Libraries Fund, within one month from the first day of July each year.

3.3 EXPENDITURE

The participating Councils shall delegate to the Committee the power and authority to:

- (i) open and operate bank accounts for the said library fund at a bank nominated by the Council of the Shire of Warren;
- (ii) expend the monies in such library fund for all approved expenses and set up such reserves as may be reasonably required from time to time for the necessary operation of the Association;
- (iii) pay the out of pocket expenses incurred by the members of the Committee for attending conferences outside the region as accredited delegates of the Association provided that the payment of such expenses are specifically authorised by a resolution duly passed at a Committee meeting, or as duly approved by the Chairperson in consultation with the Executive Officer.

Provided that such funds shall not be used for or towards the cost of meeting payment of out of pocket expenses incurred by members of the Committee in attending Committee or Executive Management meetings or engaged on other duties associated with their office.

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ITEM 6 NORTH WESTERN LIBRARY CO-OPERATIVE AGREEMENT – CON'T

SECTION 4 GENERAL

4.1 STANDARDS OF SERVICE

The standard of library service to be provided by the Committee, particularly with regard to expenditures on library resources, shall be re-considered and determined each year by the Committee.

In addition, consideration shall be given each year to raising the standard by stages towards a target level to be determined and set out in a Strategic Plan.

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ACKNOWLEDGMENT OF AGREEMENT

The terms and conditions as stipulated in the North Western Library Co-Operative Agreement, 2017-2021 document, pages 1 through to 11 has duly been agreed to and endorsed by all participant Councils, and is acknowledged as follows:

Bogan Shire Council

The Common Seal of the Council
of the Shire of Bogan was hereunto
affixed on the

Mayor

General Manager

Coonamble Shire Council

The Common Seal of the Council
of the Shire of Coonamble was hereunto
affixed on the

Mayor

General Manager

Gilgandra Shire Council

The Common Seal of the Council
of the Shire of Gilgandra was hereunto
affixed on the

Mayor

General Manager

Warren Shire Council

The Common Seal of the Council
of the Shire of Warren was hereunto
affixed on the

Mayor

General Manager

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

Author: Dirk McCloskey – Operations Manager

The following works have been undertaken during the period of the 2nd January 2017 to 29th January 2017, by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 2 (3-man crew) Terence Hume	Udora Road	Flood Restoration	800 m ²
	Industrial Access Road	Flood Restoration	160 m ²
	Oxley Highway	Flood Restoration	3000 m ²
	Wambianna Road	Flood Restoration	500 m ²
	Wonbobbie Lane	Flood Restoration	1 km
Grader Crew 3 (2-man crew) Vincent Robinson	Canonba Road	Maintenance Grade	1.5 km
	Retreat Road	Maintenance Grade	2.5 km
Grader Crew 4 (2-man crew) Wayne Wilson	Merrigal Road	Maintenance Grade / Flood Restoration	18 km
	Christies Lane	Maintenance Grade / Flood Restoration	11 km
Grader Crew 5 (2-man crew) Josh Stephens	Buddabadah Road	Maintenance Grade	6 km
	Castlebar Road	Maintenance Grade / Flood Restoration	10 km
Contract Grader (Jeff Anderson)	Gibsons Way	Maintenance Grade / Flood Restoration	8 km

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ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Tar Patching	Marra Road	Pothole Patching	24 m ²
	Marthaguy Road	Pothole Patching	70 m ²
	Collie-Trangie Road	Pothole Patching	390 m ²
	Warren Streets	Pothole Patching	35 m ²
	Oxley Highway	Pothole Patching	140 m ²
	Buckiinguy Road	Pothole Patching	40 m ²
	Industrial Access Road	Flood Restoration	2200 m ²
	Udora Road	Flood Restoration	500 m ²
	Wambianna Road	Pothole Patching	66 m ²
	Rifle Range Road	Pothole Patching	500 m ²
	Warren Road	Edge Patching	5300 m ²
	Carinda Road	Edge Patching	170 m ²
	Marthaguy Road	Edge Patching	160 m ²

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ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

CONSTRUCTION/RECONSTRUCTION/RECYCLE

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (3-man crew)	Warren Rd RR 7515 (REPAIR)	Construction	\$660,000	\$76,101	Mar/May 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	\$8,835	March 2017
Grader Crew 2 (3-man crew)	Ellengerah Rd	Construction	\$1,057,356	\$28,181	May/June 2017
Grader Crew 3 (3-man crew)	Bullagreen Rd	Recycle	\$364,468	\$6,604	Mar/Apr 2017
Grader Crews 1 & 3 (3-man crews)	Buckiinguy Rd	Recycle	\$670,250	\$562,998	Complete
	Lemongrove Rd	Recycle	\$370,800	\$91,289	Complete
	Marra Rd 424	Recycle	\$200,000	\$15,000	Complete

RECOMMENDATION:

That the information be received and noted.

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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.

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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 24 April 2017.
	Nevertire	Nevertire replacement bore mechanical and electrical fit out to be completed by 24 April 2017.
	Collie	Collie replacement bore mechanical and electrical fit out to be completed by 24 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

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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 2ND JANUARY TO 29TH JANUARY 2017

Main breaks repaired: 7 Sewer chokes cleared: 1
Year to date: 53 Year to date: 42

Meter replacements: 0 river water meters and 2 bore water meters.

Year to date: 2 river meters and 3 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 01/1/17 to 31/1/17 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	27.69	140.19	0.89	0.65
Warren river	750	54.82	169.60	1.77	0.79
Nevertire village	40	5.17	19.11	0.17	0.09
Collie village	25	1.58	8.05	0.05	0.03

Rainfall in Warren for period: 6 mm

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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	27.14	0.88
Warren river	750	42.57	1.37
Nevertire village	40	3.69	0.12
Collie village	25	0.81	0.03

Rainfall in Warren for period: 73.5 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)
May 2016	629	412.27	12.80	12.80
June 2016	799	594.80	17.84	30.64
July 2016	887	421.71	13.07	43.71
August 2016	647	421.22	13.06	56.77
September 2016	891	576.67	17.30	74.07
October 2016	638	430.19	13.34	87.41
November 2016	585	396.23	11.89	99.30
December 2016	611	392.65	12.17	111.47
January 2017	577	448.06	13.89	125.36

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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	January	Septic Sam	12
2014	February	D Murray/S Smith	8
2014	September	Interflow	50
2015	May	Aqua Assets	20
2015	August	Septic Sam	10
2015	December	JR Richards & Sons	10
2016	May	JR Richards & Sons	60

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: Dirk McCloskey – Operations Manager

3.1 TOWN CREW – 2ND JANUARY TO 29TH JANUARY 2017

- | | |
|---------------------------------------|-----------------------------------|
| s Footpath M & R | s Town approaches |
| s 3 Burials - Warren Lawn Cemetery | s 1 Burial – Old Lawn Cemetery |

3.2 PARKS AND RESERVES – 2ND JANUARY TO 29TH JANUARY 2017

- | | |
|---------------------------|----------------------------|
| s Macquarie Park M & R | s Victoria Oval - Inner |
| s Oxley Park M & R | s Victoria Oval - Outer |

Plant 70 Iseki Out-front Mower SF370	65 hours usage
Plant 79 Iseki Mower	48 hours usage
Plant 15 Kioti Tractor	0 hours usage
Plant 76 Muthing Frail Slasher	98 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	37 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	75 hours usage
Plant 89 Toro Mower	24 hours usage
Plant 21 John Deere 5083E	116 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	7 hours usage
Plant 47 Schwarze Street Sweeper	49 hours usage

3.3 SHOWGROUND/RACECOURSE – GENERAL M & R
2ND JANUARY TO 29TH JANUARY 2017

- | | |
|--------------------|--------------------------|
| s General M & R | s Lawns M & R |
| s Track M & R | s Rodeo Grounds M & R |

Functions:

22nd January – Adult riding club

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 23rd February, 2017

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

Author: Steven Thornton - Plant Foreman

The following are works completed by Council's Fleet Branch Staff (Plant Foreman and two (2) Plant Mechanics) and Sub-Contractors engaged by the Branch for the period 2nd January to 29th January 2017

Plant Repairs				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
18	2015 Holden Colorado	- Replace belt set	2 days	5 hours
19	1990 Standen Rear Mount Pneumatic - Roller	- Dismantle roller	Ongoing	4 hours
22	2012 John Deere 770G – Grader	- Test and replaced hydraulic fan drive pump	6 days	20 hours
41	2005 Hino – Truck	- Replace hoist pump and tipper valve	3 days	8 hours
49	2010 Mitsubishi Fuso – Truck	- Check over load - Out for repair	5 days	20 hours
58	2012 Hino 917 crew cab – Truck	- Replace clutch	3 days	8 hours
64	2009 Mitsubishi Fuso – Truck	- Replace water pump - Clean radiator	6 days	14 hours
72	2006 Isuzu FVY 1400 PaveLine – Truck	- Tar air control	0 days	6 hours
88	2000 Howard HD B 300 10' – Slasher	- Dismantle caster wheel	5 days	6 hours
97	1979 Howard 8' unimix – Rotary Hoe	- Dismantle clutch	Ongoing	2 hours
103	1984 Bomag MPH100 – Roller	- Remount alternator	0 days	4 hours
149	2008 Moore tri-axle side tipper – Trailer	- Brake repair	5 days	18 hours
168	2012 Victory (mini) 1.8T – Excavator	- Remove track roller	3 days	4 hours

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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs – Outside Work			
No.	Plant	Repairs	Plant Down Time
10	2009 Hamm pad drum – Roller	Cummins - Dubbo - Replaced turbo manifold pump out for service	6 days
11	2010 Lonking CDM856E – Loader	Three Rivers - Warren - Computer check	2 days
13	2005 Case IH – Tractor	Hitachi - Dubbo - Test fan pump	1 day
22	2012 John Deere 770G – Grader	R B W Mechanical - Dubbo - Fan motor and associated hydraulics rebuild	Ongoing

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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Miscellaneous Works

Minor Plant Repairs.....	513.5 hours
Plant Refurbishment	0 hours
Plant Servicing.....	18 hours
Electrical/Two Way Radio Works, Phones	6 hours
Welding/Fabrication Works on Plant, etc.....	12 hours
Depot Yard – Plant parking, clean, lock and unlock.....	10.5 hours
Parts ordering	11.5 hours
Job set up, e.g. Apprentice.....	8 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work	0 hours
Plant inspection for repair.....	3 hours
Tyre pick up including delivery to and from work site.....	11.5 hours
Plant cleaning	7 hours
Tar – check emulsion.....	1 hours
Operator queries, e.g. noise	0 hours
Quotations	0 hours
Steel pick up	6 hours
SES	0 hours
Rural Fire Service.....	2 hours
Work meetings.....	0 hours
Fill gas bottles.....	0 hours
Air conditioning.....	1.5 hours
Transport for RTA Inspection	5.5 hours
Registrations and defects	6 hours
Annual Leave.....	0 hours
Sick Leave	10.5 hours
Workers Compensation	2 hours
TAFE	0 hours
Public Holiday	34 hours
Training	0 hours
Private work.....	0 hours
Hep B and Tetanus shots	0 hours
Field Days.....	0 hours
Picnic	0 hours
Store.....	8 hours
Interviews	0 hours
Workshop set up (Site Meetings/Inspections).....	4 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
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ITEM 6 SHOWGROUND/RACECOURSE PA SYSTEM (S7-8)

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

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

Talks were held with Advanced Antennas and they were unwilling to update their original quote.

Audio Plus were also contacted and they have updated their quote to a partially hardwired system at a price of \$49,836.45 as detailed in Attachment 1.

Briefly there quote covers the following:

- Speakers to cover area in front of the grandstand reduced from 4 down to 2 units. This reduces the 20 speakers originally proposed back to 18, increasing the risk of quiet spots for sound
- Wireless mic downgraded from high powered commercial transmitters / receivers to entry level commercial wireless system.
- Campground speakers downgraded to large horn speaker. Horn speakers are considered to have too harsh a sound.
- Pony Club speaker downgraded to small “Music horn”
- Speaker facing pavilion to the west of betting ring has been replaced with small music horn.
- Speaker servicing the hill has been downgraded to same style / series but reduced power handling / throw.
- Speakers in betting ring downgraded 1 model (same coverage slightly cheaper).
- New High powered speaker to show ground (however smaller than originally intended).

In short, Audio Plus’s design was considered inadequate by the Showground/Racecourse Committee, in the areas of the wireless component and the hardware proposed.

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

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

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 6 SHOWGROUND/RACECOURSE PA SYSTEM CONTINUED

At this meeting, Palm AV related that they could complete the project by the first week of March and this was considered acceptable. Considering this, Palm AV have submitted a quote (see Attachment 2) for \$52,775 (ex. GST).

This is for a fully hardwired system that provides for:

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

Despite Palm AV's quote being slightly higher than that of Audio Plus, it is considered to be a far superior proposal that provides for better flexibility, significant opportunities for upgrades if required at a later date, reduced risk of failure and reduced risk of quiet spots.

Accordingly, it is recommended by the three delegates of the Showground/Racecourse Committee that Palm AV's quote be accepted.

RECOMMENDATION:

That the quotation for a new PA system at the Warren Showground/Racecourse complex for \$52,775 (ex. GST) be accepted.

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 6 SHOWGROUND/RACECOURSE PA SYSTEM

CONTINUED

Attachment 1. Audio Plus Quote.



Showroom & Offices
Shop 2 Homemakers Supa Center Cobra St Dubbo
P : 02 6882 8394 E : hire@audioplus.com.au
E : sales@audioplus.com.au www.audioplus.com.au

SYSTEM PROPOSAL : REF WSC001002 | 16 February 2017

Warren Shire Council

Warren Racecourse P.A design and installation.

Thank you for the opportunity to submit the following proposal.

We have provided an option below for complete replacement of your PA and cabling. Speakers are suitable for background music and to provide highly intelligible speech.

System description.

- * 8 Zone system including 2 x wireless mics.*
- * Zoned paging microphone.*
- * Independent system for Pony club with wireless link to main system, separate microphone and local audio input.*
- * Independent system for Camp grounds with wireless link.*
- * Bar to have independent control and local input for their zone.*
- * New Data, Microphone and Coax lines to the race tower.*
- * Speakers time aligned to main cluster.*
- * No aboveground cabling.*
- * 5 Year warranty on Speakers and amplification.*
- * 3 x equipment racks inc Furman power conditioners in each.*
- * Removal of existing cable and equipment.*
- * Installation, commissioning and training.*

Please refer to system diagrams and email for further detail.

Total proposed investment. \$49,836.45 ex GST

Best regards,

A handwritten signature in black ink, appearing to read "Glenn Richardson".


Glenn Richardson

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 6 SHOWGROUND/RACECOURSE PA SYSTEM

CONTINUED

Attachment 2. Palm AV Quote.

	ESTIMATION Date: 15 Feb 2017																				
U1-5 Douglas Mawson Rd DUBBO NSW 2830 Ph: 02 6884 8906 Mobile: 0429 848 906 Email: graham@palmav.com	To: Warren Shire Council Attn: Les Morgan Warren NSW																				
Re: Estimation for Public Address System at Warren Racecourse Grounds																					
<p>Following is an estimation for the removal, replacement and renewal of the Public-Address system at the Warren Racecourse/Showground facilities.</p> <p>The Cost Estimated for the above is Valued at Fifty two Thousand Seven Hundred and seventy five Dollars Excluding GST. Following is the breakdown of the estimation;</p> <table style="width: 100%;"><tr><td>Qty 1 Audio Mixer</td><td style="text-align: right;">= \$ 3,800.00</td></tr><tr><td>Qty 8 Audio Amplifiers multi zone</td><td style="text-align: right;">= \$ 5,600.00</td></tr><tr><td>Qty 1 Zone monitoring unit</td><td style="text-align: right;">= \$ 850.00</td></tr><tr><td>Qty 29 External Speakers</td><td style="text-align: right;">= \$ 8,600.00</td></tr><tr><td>Qty 14 internal ceiling speakers</td><td style="text-align: right;">= \$ 1,246.00</td></tr><tr><td>Qty 8 External Speakers Betting /Pavilion</td><td style="text-align: right;">= \$ 5,500.00</td></tr><tr><td>Qty 2 Wireless microphones</td><td style="text-align: right;">= \$ 1,850.00</td></tr><tr><td>Qty 1 Portable PA with 2 wireless microphones</td><td style="text-align: right;">= \$ 2,789.00</td></tr><tr><td>Labour for installation, conduit and cabling, assembling and testing of the system and ancillary materials</td><td style="text-align: right;">= \$ 22,540.00</td></tr><tr><td style="text-align: right;">Total</td><td style="text-align: right;">= \$ 52,775.00</td></tr></table> <p>Prices Excludes GST</p> <p>Estimation prepared by: Graham Palm For further information regarding this estimation please contact the above.</p> <p style="text-align: center;">Thank you for your business</p>		Qty 1 Audio Mixer	= \$ 3,800.00	Qty 8 Audio Amplifiers multi zone	= \$ 5,600.00	Qty 1 Zone monitoring unit	= \$ 850.00	Qty 29 External Speakers	= \$ 8,600.00	Qty 14 internal ceiling speakers	= \$ 1,246.00	Qty 8 External Speakers Betting /Pavilion	= \$ 5,500.00	Qty 2 Wireless microphones	= \$ 1,850.00	Qty 1 Portable PA with 2 wireless microphones	= \$ 2,789.00	Labour for installation, conduit and cabling, assembling and testing of the system and ancillary materials	= \$ 22,540.00	Total	= \$ 52,775.00
Qty 1 Audio Mixer	= \$ 3,800.00																				
Qty 8 Audio Amplifiers multi zone	= \$ 5,600.00																				
Qty 1 Zone monitoring unit	= \$ 850.00																				
Qty 29 External Speakers	= \$ 8,600.00																				
Qty 14 internal ceiling speakers	= \$ 1,246.00																				
Qty 8 External Speakers Betting /Pavilion	= \$ 5,500.00																				
Qty 2 Wireless microphones	= \$ 1,850.00																				
Qty 1 Portable PA with 2 wireless microphones	= \$ 2,789.00																				
Labour for installation, conduit and cabling, assembling and testing of the system and ancillary materials	= \$ 22,540.00																				
Total	= \$ 52,775.00																				

Section

6

Manager Health & Development Services

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 23rd February 2017

ITEM 1 DEVELOPMENT APPLICATION APPROVALS (B4-9)

The following Development Applications were approved from 6th January 2017 to 31st January 2017.

FILE	LOCATION	WORKS
P16-17.01	Lot 10, DP758766 Narromine Street , Nevertire	Erection of patio cover
P16-16.18	Lot 45, DP752574 Oxley Highway, Warren	Demolition of old building and erect transportable dwelling

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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ITEM 2 DEPARTMENT OF PLANNING CIRCULARS (P15-10)

No Circulars this month.

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

Throughout the month of January, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Men's and Women's Senior League, Yoga and Senior Cricket. Highlights of the month included Vacation Care and Australia Day Awards Ceremony.

Upcoming events at the Centre in the month of February include Waste 2 Art Presentation & Senior Cricket.

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of January was 670, up from 636 in December. There are 197 current gym members as of the 6th February 2017, up from 191 gym members in December 2016.

FWAS

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

COMMUNITY

Day groups

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

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 4 INFORMATION CENTRE RECORD FOR THE (T4-6.1)
MONTH OF JANUARY 2017

Number of Visitors to the Information Centre:		44	
Number of Locals to the Information Centre:		17	
Number of Website hits on Warren Shire Council:		1092	
Number of Website hits drilling down – “Visiting Warren”:		43	
Reason for Visiting Warren (Totals):			
Friends/Family:	2	Business/Employment/Training:	1
Passing Through:	9	Special Events:	2
Visitors in Buses:		Holiday:	13
Other/Unknown:		Camping/Fishing:	
Age Groups of Visitors:			
Under 25:	11	25-34:	4
34-44:	6	45-54:	4
55-64:	7	65+:	16
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:	4
Keep the Billy Boiling:		Wool:	
A Grave Look At Warren		Place Mats:	
Animals of Dubbo Region:		Mugs:	
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:	1	Shirts: (tennis club):	
Coloured postcards		150 yrs Caps: (tennis club):	
Macquarie Marshes DVD/CD		150 yrs Stubby Holders: (tennis club):	
Ballad of a Bush Bride:		Hot Flats CD:	
Warren Woolcot Cards:		Cook Book:	
Surrounding Towns:	1	Road Information:	5
Accommodation:	6	Public Toilets:	2
Public Dump Point/Potable Water:		Maps:	4
Places to Eat:	2	Boat Ramp / Bob Christensen Reserve:	
Attractions around Warren:	5	Camping or Fishing Spots:	1

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 23rd February 2017

ITEM 5 IMPOUNDING OFFICER'S REPORT

(P4-4)

Hours Day	Week Ending: 13th January 2017							Week Ending: 20th January 2017							Week Ending: 27th January 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	2			3	0	4	3	4			A/L	A/L	A/L	P/H	A/L
Feed/Water & Clean Pound Hours	1	1	1	1	1	1	1	1	1	1	1	1	1	1							
Office/training			3	3.5	3	4				4.5	7.5	3.5	4.5								
Impounding/ Releasing/ Euthanasia									0					3.5							
Total Daily	1	1	7	8.5	8.5	8.25	3	1	1	8.5	8.5	8.5	8.5	8.5	0	0	0	0	0	0	0
Number of Dogs Impounded							4							1							
Number of Dogs released																					1
Number of Dogs Euthanasia														5							
Total Dogs in Pound	1	1	1	1	1	1	5	5	5	5	5	5	5	1	1	1	1	1	1	1	0
Number of Cats Surrendered									1												
Number of Cats Rehoused																					
Number of Cats Euthanasia																		1			
Total Cats in Pound	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	0	0	0	0
Total weekly kilometers	480							510							110						
Speed odometer reading @ end of week	80749							81259							81369						
Other General Notes																					
Total weekly hours	37.25							44.5							0						

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

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 23rd February 2017

ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Week Ending: 3th February 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	A/L	A/L	A/L	A/L	A/L	A/L	A/L														
Feed/Water & Clean Pound																					
Office training																					
Impounding/Releasing/Euthanasia																					
Total Daily	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Dogs Impounded		1	1	2																	
Number of Dogs Released																					
Number of Dogs Euthanasia																					
Total Dogs in Pound	0	1	2	4	4	4	4	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								130													
Speed odometer reading @ end of week								81499								81499					
Other General Notes																					
Total weekly hours								0								0					

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

RECOMMENDATION:
That the information be received and noted.

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**ITEM 6 REQUEST FOR ADDITIONAL SHADE STRUCTURES AT
WARREN WAR MEMORIAL SWIMMING POOL (S19-2)**

Warren Shire Council has received a request from the Warren Amateur Swimming Club (WASC) for additional shade structures over the starting blocks area (deep end of pool) and also coming off the pump shed. Refer to attached correspondence.

This project certainly has merit, but requires further investigation to determine exact style design and size of shade structure, exact location, available grant funding and the extent of the possible contribution from WASC. WASC is seeking in principle support therefore it is now proposed to liaise with WASC to finalise the above issues and report back to council.

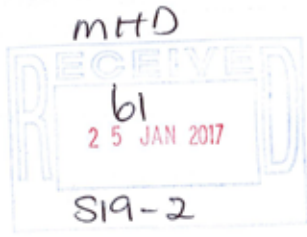
RECOMMENDATION:

That;

1. The information be received and noted, and
2. That in principle support be given subject to clarification of the following:
 - style design and size of shade structure;
 - exact location;
 - available grant funding; and
 - the extent of the possible contribution from WASC
3. A further report be presented with the additional information.

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 23rd February 2017

**ITEM 6 REQUEST FOR ADDITIONAL SHADE STRUCTURES AT
WARREN WAR MEMORIAL SWIMMING POOL CONTINUED**

<p>"Crooked Duck" WARREN NSW 2824 23/01/2017</p> <p>Warren Shire Council Dubbo Street WARREN NSW 2824</p>	<p>mtd</p>  <p>S19-2</p>
<p>TO WHOM IT MAY CONCERN</p>	
<p>I am writing to you as Vice President of the Warren Amateur Swimming Club. The WASC is a very active club all summer, running Time Trials every Friday afternoon. There are also at least six(6) swimming carnivals run at the pool each summer.</p> <ul style="list-style-type: none">- WASC Carnival- St Mary's Swimming Carnival- Warren Central School Carnival- Catholic Cluster Carnival- Narraf Swimming Carnival- Dubbo RSL/Warren Swimming Carnival <p>Our concern is the lack of shade over the starting blocks at the deep end of the pool for the kids waiting for their race, for all time keepers of 100 metre and 200 metre events 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 all results are situated at the deep end next to the pool pump shed.</p> <p>The WASC is requesting if the Warren Shire would approve a shade structure over the starting block area at the deep end and also a structure coming off the pool pump shed. We all know that the temperatures reach the 40's for a lot of these all day swimming carnivals. The shade structure could be one complete structure over the starting blocks area and also alongside of the pump shed for shade to starters, judges and officials.</p> <p>I have obtained a quote from Warren Lefebvre at WRL Engineering Pty Ltd for this one(1) big structure. Maximum quote for this job is \$26,970.00. The job could be done cheaper as two(2) separate structures or other variations could be discussed.</p>	

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**ITEM 6 REQUEST FOR ADDITIONAL SHADE STRUCTURES AT
WARREN WAR MEMORIAL SWIMMING POOL CONTINUED**

If the Warren Shire approve this structure it would complete the shade requirements of the pool as shade structures are already in place at the shallow end and also along both sides of the pool.

I have spoken to Emma Welsh at the Development Office and she mentioned there are three(3) possible grants that could be applied for to assist payment of the structure. The WASC could also put money towards this project assuming the Warren Shire approve this project.

I have included some photos of the area for the shade structure. I am available any time to discuss this further with the Council and also for a meeting at the pool to show you what we would like to achieve.

The WRL quote is a Maximum quote of \$26,970.00 for what we would ideally like to achieve. This quote can be fine tuned assuming approval is granted.

We believe completion of this shade project would make the Warren Pool very attractive for more swimming carnivals at Warren every year and hopefully bring more swimmers to these carnivals and Time Trials every Friday night.

I look forward to your reply and I am available for a site inspection or to answer any questions you may have. Thank you for your consideration on this project.

Yours sincerely



Geoff McKay

Vice President

Warren Amateur Swimming Club

Phone 0419 406653

Email crookedduck@bigpond.com

WARREN SHIRE COUNCIL
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**ITEM 6 REQUEST FOR ADDITIONAL SHADE STRUCTURES AT
WARREN WAR MEMORIAL SWIMMING POOL CONTINUED**



Warren War Memorial Swimming Pool

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 23rd February 2017

ITEM 7 DEVELOPMENT APPLICATION (P16-16.19)
MODIFICATION TO DEVELOPMENT APPROVAL
UNMANNED REFUELLING FACILITY ON
LOT 1 DP864987 NEVERTIRE BOGAN ROAD, NEVERTIRE

At the Ordinary Council Meeting held on Thursday 1st December 2016, Council approved the development application for an Unmanned Refuelling Facility on Lot 1 DP864987 Nevertire Bogan Road Nevertire.

The applicant has written to Council requesting that Conditions No. 3 and 4 be modified. Condition 3 and 4 are as follows:

3. Prior to the construction of the unmanned refuelling facility the developer must seal (2 coats) the road pavement within the swept path plus 1m from both the entry/exit to the site. The work is to be inspected and to be to the satisfaction of Warren Shire Council's Operations Manager.

Reason: To ensure vehicles can safely enter/exit the site during wet weather.

4. Prior to the construction of the unmanned refuelling facility the developer must seal (2 coats) the vehicle paths through the site beginning at the access point from Nevertire-Bogan Road. The work is to be inspected and to be to the satisfaction of Warren Shire Council's Operations Manager

Reason: To ensure vehicles can safely move through the site during wet weather.

The applicant believes that to seal the various roadways and access points associated with the refuelling facility it would not provide a practical long term solution for safe access and would require ongoing maintenance due to envisaged wear and tear from trucks accessing the area (including those not using the refuelling facility). The original design for “all weather trafficable road base” is endorsed by a professional civil engineer to be suitable for this type of facility. Surface levels have been engineered to achieve best possible drainage for the site and minimize risk of vehicles getting stuck during periods of wet weather.

Additionally, dust mitigation measures are currently in place at the site. The external roads (i.e. throughout the Graincorp facility) are not sealed (so there would be limited dust minimisation benefit gained from sealing the internal roads within the site). Speed limits on the GrainCorp site are restricted to 10 km/h and water trucks are used to wet down access roads during harvest season. These measures contribute to suppressing dust at the site.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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ITEM 7 DEVELOPMENT APPLICATION CONTINUED
MODIFICATION TO DEVELOPMENT APPROVAL
UNMANNED REFUELLING FACILITY ON
LOT 1 DP864987 NEVERTIRE BOGAN ROAD, NEVERTIRE

The applicant has also proposed to close access to the public that currently utilise the private GrainCorp internal roads to traverse in an east-west direction. Signage will be erected advising that the road is a “No Through Road” and the site is adequately sized for any vehicles that accidentally access the site to turn around if required. Restricting public access to the site will assist in ensuring all vehicles accessing the site adhere to required speed limits and additionally will improve safety for trucks accessing the facility. Access to the gun club and other lots located to the east of the GrainCorp site will be possible using an existing road and rail crossing off the Mitchell Highway further to the east.

RECOMMENDATION:

That;

- 1) the information be received and noted; and
- 2) Conditions no. 3 and 4 be modified to:
 - 3) The applicant is to close the access road from the adjoining existing dwellings site and erect “no through-road” signage and “10km/h speed limit” signage on site subject to approval from Department of Industry Lands.
Reason: To ensure public safety and restrict volume of traffic.
 - 4) The road system on site is to be an all-weather trafficable road base as to minimize risk of vehicles getting stuck during periods of wet weather.
Reason: To ensure safe access to and within the site is maintained during wet weather periods.