



WARREN SHIRE COUNCIL

BUSINESS PAPER

ORDINARY MEETING

Wednesday 25th January 2017

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

25th January 2017

APOLOGIES

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 1st December 2016

SECTION 1 (WHITE)

DELEGATES REPORTS

Nil.

COMMITTEE MINUTES

- Meeting of the Economic Development Committee
held on Wednesday 7th December 2016 (C14-3.22)
- Meeting of Manex held on Tuesday 22nd November 2016 (C14-3.4)
- Meeting of the Plant Committee
held on Friday 20th January 2017 (TO BE TABLED) (C14-3.8)
- Meeting of the OROC Board held on Friday 2nd December 2016 (C14-6.2)
- Meeting of the Warren Local Emergency Management Committee
held on Tuesday 22nd November 2016 (E6-6)
- Meeting of the Castlereagh Macquarie County Council
held Monday 12th December 2016 (C15-1)

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	Delivery Program Progress Report 31st December 2016 (E4-36)	Page 6
Item 4	Induction and Ongoing Professional Development for Mayors and Councillors (C14-5.4)	Page 8
Item 5	Community Strategic Plan 2027 (A7-4.1/1)	Page 10
Item 6	NSW Police Community Safety Precinct Committee Meetings (L7-7.1)	Page 11
Item 7	Sale of Land Silo Subdivision (S1-1.30/5, S1-1.30/6, S1-1.30/7, S1-1.30/8).....	Page 12
Item 8	Proposed New General Industrial Area (S1-3.1)	Page 14
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SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Reconciliation Certificate – November 2016 (B1-10.15)	Page 1
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Item 3	Statement of All Outstanding Rates and Extra Charges as at 13th January 2017 (R1-4)	Page 5
Item 4	2017/2018 Rate Pegging Limit – 1.5% (R1-1.37)	Page 6
Item 5	December 2016 – Quarterly Budget Review (A1-5.35)	Page 12

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

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Item 3	Works Progress Report – Town Services (C14-7.2)	Page 9
Item 4	Works Progress Report - Fleet Branch (C14-7.2)	Page 10
Item 5	Traffic Information (T5-4)	Page 13
Item 6	Fish Release (F7-1)	Page 14

SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

Item 1	Development Application Approvals (B4-9)	Page 1
Item 2	Department of Planning Circulars (P15-10)	Page 2
Item 3	Sporting and Cultural Centre Report (S21-2)	Page 3
Item 4	Information Centre Record for November and December 2016 (T4-6.1)	Page 4
Item 5	Impounding Officer's Report (P4-4)	Page 6
Item 6	Netwaste Forum (G2-4.3)	Page 9
Item 7	Planning Proposal (P15-31.6)	Page 13
Item 8	Ewenmar Waste Depot Management (G2-5.4)	Page 15

SECTION 7 (LILAC)

REPORT OF THE LIBRARIAN

Nil.

MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

- Item 1 Mechanical and Electrical Fit Out of Two (2) Water Supply Bores
in Warren and One (1) Water Supply Bore in Nevertire (C13-58) Page 1

PRESENTATIONS

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

Section

1

Delegates & Committees

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 7th December 2016, commencing at 2.30 pm

PRESENT

Milton Quigley	Chairman, Councillor
Katrina Walker	Councillor
Heather Druce	Councillor
Sarah Derrett	Councillor
Ashley Wielinga	General Manager
Emma Welsh	Economic Development Officer
Alison Ruskin Rowe	Economic Development Officer

ITEM 1 APOLOGIES

Nil.

Councillor Milton Quigley was elected to Chair this committee for the ensuing term.

ITEM 2 MINUTES

MOVED that the Minutes of the Economic Development Committee meeting held on Wednesday 15th June 2016 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

The General Manager advised that Sarah Derrett had not received a letter of appreciation for her services as Economic Development Officer. A letter to be sent.

A brief update was given on the NBN by the General Manager:

- SkyMuster - The biggest issue with the SkyMuster solution is the download limit.
- NBN Warren town - There are conflicting dates for the NBN installation to occur in Warren town, at this stage it will either be April 2017 or quarter four 2017.

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

Economic Development Strategy 2017-2020

A new Economic Development Strategy is being prepared to cover the period 2017-2020. It will be available for feedback in early 2017 before a final version is adopted.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

1.0 ATTRACT AND RETAIN WORKING FAMILIES AND EMPLOYED YOUNG ADULTS

Outdoor Advertising Billboard Design

The Mitchell Highway is a major Australian rural highway with traffic travelling from Bathurst to Augathella. The key visitor destinations are Broken Hill, Bourke and Central Queensland. The majority of visitors pass through Nevertire without stopping. Furthermore, there is nothing located at Nevertire which would entice travellers to turn off the road and drive ten minutes to discover Warren.

It was proposed to the Economic Development Committee that outdoor advertising billboards be created and placed in locations leading up to Nevertire on the Bourke side of the village as well as the as the Trangie side of village. It would be placed in locations that would enable the traveller enough time to make a decision to turn off the road to Warren. The aim of the billboards were to entice people to stop, turn off the highway, and explore what the Warren Shire has to offer and ultimately spend money in our community. As per the directive from the Economic Development committee (04.09.2013) to engage Source Marketing to come up with the billboard's design and tagline concept. The following video has been created to present the Source Marketing design and tagline concept.

RECOMMENDATION TO COMMITTEE:

1. The information be received and noted; and
2. Proceed with constructing the outdoor advertising billboard signs.

RECOMMENDATION TO COUNCIL:

MOVED that:

1. The information be received and noted; and
2. Proceed with the next stage of the outdoor advertising billboard signs.

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Warren Empty Shop Front Displays

The following displays have been in the empty shop front on Dubbo Street from June to November – Weigela, Ag N Vet, Father’s Day by Chamber of Commerce, Lead Lighting, Anglican Flower Show, Cotton Cup, Sara Storer Concert and Warren Chamber of Commerce Christmas Display.

Below are two of the displays -



Ag n Vet Services Warren Display July 2016



Cotton Cup Display October 2016

The premises that used to be the Nursery Café continue to be available for rent. In the interim the Economic Development Team invited the Central School to provide colourful art to make the premises look more attractive.



Warren Central School art display November 2016

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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

An Economic Development network meeting was held in Dubbo on 19 October. Five other local councils attended to discuss various initiatives.

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

The Manager of Engineering Services advised they have a new staff member been appointed and is due to commence in January 2017. They will take charge of the town improvement project as well as other Engineering project work. They will advise the date of the next town improvement meeting in early 2017.

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

Promotional Campaign

The Economic Development Team is working on our regional promotional campaign to attract working families and employed young adults to our region – “Love the Life We Live”. To promote the benefits of living, working and investing in the region the following social media tools are used: Facebook, Twitter, Instagram and a website <http://www.lovethefewelive.com.au/>

Welcome to Warren Event

Information packs were provided to the Warren Chamber Of Commerce for the Annual Welcome to Warren Event in September 2016. Information included the New Residents Guide, Fitness and Sports Guide, Calendar of Events and Warren Visitor Information Guide.

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

A careers information session was organised by Alison Ruskin Rowe for students currently in years 10 and 11 at the Warren Central School on Tuesday 8th November.

During the session there were presentations from Cam Munroe (Egelabra Merino Stud), Kath Donoghue (Department of Primary Industry), Bill Tyrwhitt (Auscott) and Erin and Erica Hunt (Little Possums). Kerryn Ryan and Stacey Korn (TAFE Local Community and Customer Support Officers – Warren and Nyngan) were also on hand to speak to students about education and training opportunities.

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Some of the messages from the presentations were:

- Get your hands dirty – get in and get work experience and see whether it is something you are passionate about/want to pursue. If it's not change it.
- Don't be a clock-watcher if you want to climb to the top.
- Employers talk to each other in a small town – ensure you have a good reputation as a person/employee.
- It doesn't matter if you change careers a number of times. Find what you like and do it.
- Talk to people in a field that interests you – it may help guide what you might want to study.
- Bring enthusiasm and passion to what you do.

Students also had a chance to discuss career opportunities one-on-one with the presenters at the end of the session.

3.0 PLANNING FOR FUTURE DEMANDS ON SERVICES AND FACILITIES

<p>3.1 Liaise biannually with the business community to identify the need for additional services or facilities. Distribute findings to relevant parties.</p>
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Phone interviews with 30 businesses across a variety of industries in the Warren Shire will occur in December 2016. The results will be provided at next Economic Development Committee meeting.

4.0 SUPPORT EDUCATION FACILITIES TO ENCOURAGE HIGH STANDARDS

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

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

- Bennelong Foundation - Grants for Education, Training and Employment, Migrant and Indigenous Community Welfare and Community Health.
- Honda Foundation - Grants for groups that focus on the disadvantaged, disabled or those suffering from long-term, life threatening illnesses; promote the development and preservation of Australian culture; and/or promote inventions and the development of new technology.

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- iPromise - Provides financial assistance to help schools, community organisations and businesses implement sustainability projects.
- Links to Learning Community Grants – Administered by the NSW Department of Education
- ANZ Seeds of Renewal Program – Supports education and employment initiatives that support economies in rural, regional and remote areas, with consideration given to projects that benefit communities with a population less than 15,000.
- Unity Grants - Aims to bring culturally diverse communities together to promote social cohesion and harmony. http://multicultural.nsw.gov.au/grants/unity_grants/
- Celebration Grants - Aims to showcase the benefits of cultural diversity, promoting social cohesion and community harmony by funding festivals and events. http://multicultural.nsw.gov.au/grants/celebration_grants/
- FRRR Domino's Give for Good Grants – up to \$5,000 for building vibrant, resilient and adaptive rural, regional and remote communities.
- FRRR Small Grants for Rural Communities Round 30 - Grants of up to \$5,000 are available for projects and activities that offer clear public benefit for communities in rural, regional or remote Australia. Priority is given to communities of population 10,000 or fewer.

<p>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.</p>
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Warren TAFE

A meeting has been planned between Warren TAFE key contact Kerryn Ryan and the Economic Development team for 14 February 2017.

The EDO team met with Kerryn Ryan on 8 August. Kerryn outlined her role and discussed the latest activities at TAFE.

- TAFE's focus is on employment outcomes and the minimum for courses is 15 which makes it difficult to get courses going. Foundation Skills (numeracy and literacy) continue to be offered along with RSA and RCG.
- Currently a first aid course is being organised and will be a one day course held on a Sunday to encourage attendance.
- TAFE are working on a Community Garden project using the existing garden beds next to the Lands Council that will be a joint venture between TAFE, Lands Council and schools. The Shire has committed to providing the water for the project.

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St Mary's Primary School

Following Mr Paul Kelly resignation assistant principal Terrina McNair has accepted the Principal position from 2017. Mrs McNair has been invited to meet with the councillors at the February 2017 council meeting. A further meeting will be held with Mrs McNair and the economic development team in February 2017.

The EDO team met with Paul Kelly, Principal St Mary' Primary School, on 17 August 2016.

- There are currently 125 students enrolled with 137-140 expected for 2017. This is very positive for the school. The level of ten teaching staff and eleven auxiliary staff is expected to remain the same for next year.
- St Mary's has applied for a building grant from the NSW Catholic Education Commission. It includes four new learning spaces (for flexible learning); refurbishment of the current administration building and construction of a new administration building. If the grant is successful, the school will become a lighthouse school for the diocese. This is an exciting development for Warren.

Warren Central School

A meeting has been planned with Warren Central School Principal Duncan Lovelock for February 2017.

The EDO team met with Duncan Lovelock on 5 September 2016.

- Enrolment numbers currently sitting at around 215.
- Optimism for increased enrolments with the potential of excellent cotton seasons bringing more people to town.
- WCS is one of 137 schools in NSW that has been chosen to participate in the 'Bump It Up Strategy'. This program aims to move students into higher performance levels of NAPLAN.

5.0 EXPAND EXISTING ECONOMIC BASE THROUGH DIVERSIFICATION INTO SUSTAINABLE INDUSTRIES

Regional Platters Program

Work has commenced on the Regional Platters Program that was funded through the Murray Darling Basin Authority. Warren Shire Council along with ten other councils including Dubbo City Council who is leading the project engaged the consultants Vanguard Business Services to commence working on the project.

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As part of an integrated program, the regional platters project will develop a framework to connect our region's producers with a range of key target markets including group travel, private tours and investors. Program partners will develop an informative, appealing trail guide to take people on a guided tour through food production businesses across ten local government areas located in the Murray Darling Basin. The program will involve more than 50 local producers understanding the benefits of diversification and the economic and educational opportunities for their rural communities. The collaborative guide will showcase the region's produce, act as an information source and motivate visitors and potential future investors to utilise the trail, experience smaller rural communities and engage face to face with producers. The guide will be produced in hardcopy and digital formats. The guide will contain an Agricultural Events and Where to Buy Section.

The project aims to target the agricultural sector encouraging diversification, through creating additional business by educating consumers and showcasing the diversified industries they support. It will leverage the agricultural ebbs and flows to create efficiencies in shoulder and off peak farming periods, providing business expansion and additional income opportunities. Linked to the region's Destination Management Plan, the guide will promote visitation to these rural communities providing experiences that are sustainable, compelling and real.

Currently there is no coordinated framework to connect agricultural networks and agricultural tourism has remained largely untapped in the region. With the change in people's attitudes to food and desire to know where their food is coming from, how it is farmed and continued growth in food trends, the timing for the region to embrace the paddock to plate experience, encourage growth and expansion opportunities and increase regional visitation has never been more pertinent.

Primary producers and agribusinesses in the Warren area were informed the Regional Platters Program via a series of communication channels:

- Targeted telephone calls to explain the program and the benefits of participation.
- Advertisement in the Warren Weekly
- Facebook promotion
- Email blast with flyer and information about the opportunity to all Warren agribusiness contacts

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ITEM 4 UPDATE ON ACTIVITY PLAN

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Regional Platters promotional flyer



Template Design for Regional Platters Guide

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.

The Economic Development Team arranged for a training session to be conducted by REMPLAN for the Economic Development Network on November 29. The training session covered developing a business investment prospectus using REMPLAN as well as providing a general update on using the REMPLAN tools. The session also provided an opportunity to knowledge share with the other councils present about attracting new industry and business and the production of relevant business attraction materials.

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.

The Economic Development Team liaises with the president of the Chamber of Commerce on a regular basis to provide updates as well as receive feedback. Various information is also distributed to the chamber as required via email.

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Christmas Spirit to Warren CBD

The Economic Development Team worked with Jenny Quigley from the Chamber of Commerce on a plan to bring a bit of Christmas spirit to the Warren town centre for 2016. The outcome is that Jenny Quigley on behalf of the Chamber of Commerce has asked each business house to purchase a decorations pack from Grindrods Newsagency so that all the businesses have a consistent Christmas decoration theme. Warren Shire Council has purchased solar powered fairy lights for each of the trees down the main street of Warren.

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

See Item 5.1. The Economic Development Team arranged for a training session on creating a business investment prospectus to be conducted by REMPLAN for the Economic Development Network on November 29 .

The business investment prospectus will form the basis of the business attraction information pack for Warren Shire Council. A further update will be provided following the REMPLAN workshop.

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

Promotion of the Australia Day awards will commence on December 1 2016 with promotion on the Facebook page, website, community notice board as well as promoting it through the Chamber of Commerce.

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.

Phone interviews with 30 businesses across a variety of industries in the Shire will occur in December to evaluate the condition of the local economy. An update containing results will be provided at next Economic Development Committee meeting.

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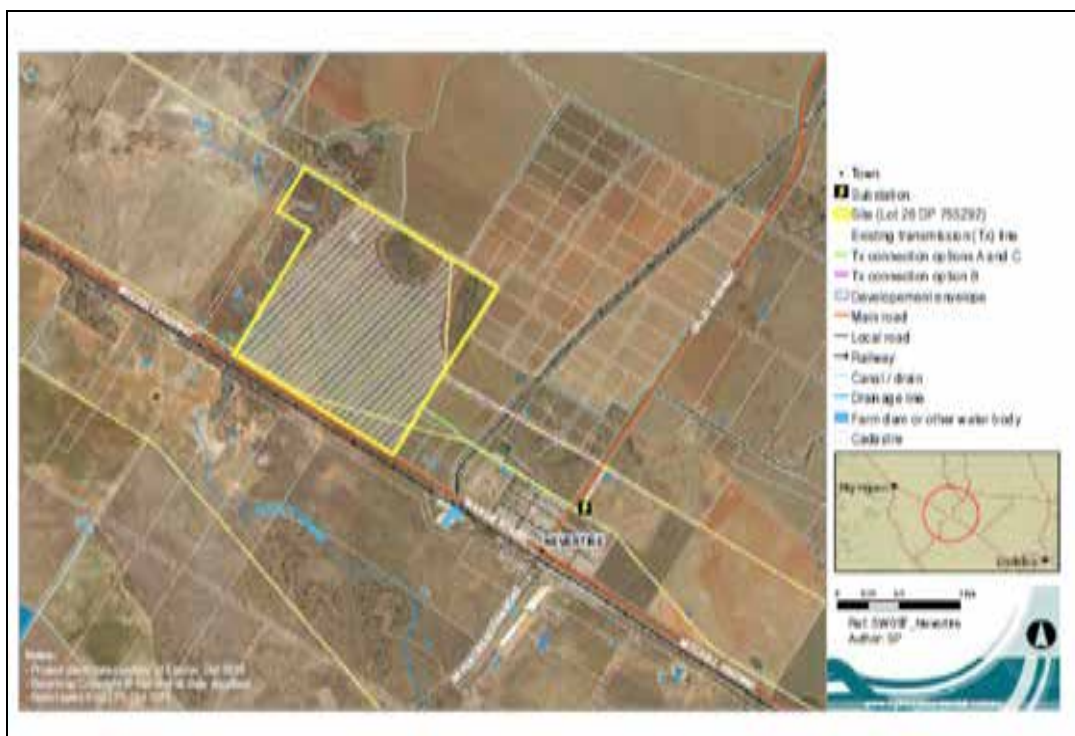
5.14 Investigate the opportunities for renewable energy industries in the Shire. If the research proves to be viable determine how to proceed to maximise the opportunities for Warren Shire

A community consultation session was held in Nevertire on November 18 by Epuron Island GP Management Pty Ltd's about their proposed Nevertire Solar Farm. It was an opportunity for community members to find out about the 120MW solar farm proposed for a site approximately 1km west of Nevertire (refer to map below). The project is to generate renewable electricity to feed into the national electricity grid.

Councillor Heather Druce attended the session and said that approximately 11 people attended and some of the feedback/information provided included:

- There will be 1-200 workers during construction phase (location of these workers during construction yet to be determined).
- It is important that the appearance of the site does not negatively impact the Nevertire area.
- For safety purposes the site may need to be concealed from the highway (reduce chance of distraction for passing traffic).
- A viewing area for the site should be considered.

Environmental assessments are currently being undertaken and following this a Scoping Assessment and an Environmental Impact Statement (EIS) will be prepared for NSW Department of Planning and Environment (DP&E).



Map of proposed site for Nevertire Solar Farm

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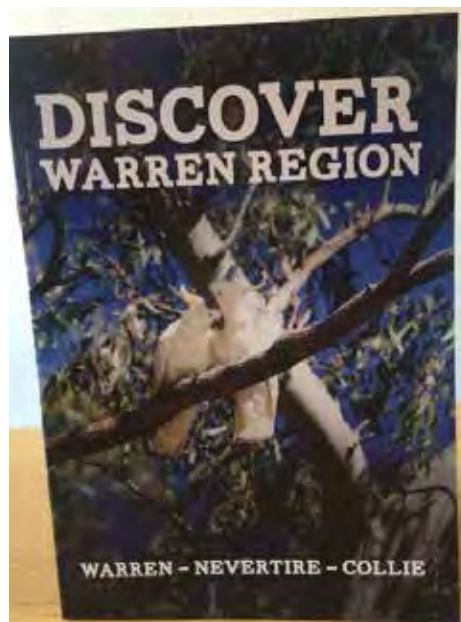
ITEM 4 UPDATE ON ACTIVITY PLAN

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6.0 ENHANCE THE EXPERIENCE OF VISITORS TO WARREN SHIRE

Visitor Information Guide

The new visitor information brochure has been distributed to twelve information centres across the state as well as seventeen locations in the Warren Shire. It has also been updated on Warren Shire Council website.



Visitor Information Bays

Oxley Park:

The visitor information bay in Oxley Park (opposite Uncle Clarries) is being updated in December so that the information displayed is in line with business openings and closings.

Collie:

A visitor information bay at Collie is being installed in December. It is a replication of the Visitor information bay at Oxley Park. See images below.

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Coach Groups

A group coach group came to Warren on 5 November. The Economic Development team assisted to liaise with the coach company and introduce them to various businesses so as to enhance the offering to the visitors. They will be running this as part of a series.

Visitor Information Centre

Restocking Information:

To ensure the most up to date information is available for visitors visitor brochures have been requested from the following visitor information centres – Bourke, Broken Hill, Cobar, Coonabarabran, Coonamble, Dubbo, Gilgandra, Gulargambone, Lightning Ridge, Mudgee, Narromine and Nyngan.

Painting

The internal painting of the visitor information centre was completed in September 2016.

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The result was a report with a range of recommendations. Except for carpet all of the suggestions are low budget items that could easily be implemented such as -

- Lettering saying “Warren Visitor Information Centre” on the wall in the middle of the centre
- Attach cork notice board to wall so it is not a trip hazard
- New brochure holders
- Small visitor information flags to the outside of the building
- Coffee table for visitors
- More retail items to buy
- NSW map on the wall
- Carpet
- Reduce the amount of brochures on the desk

A copy of the report was placed on the visitor information centre counter for all the volunteers to read. Please see the full document attached.



*Emma Welsh – Economic Development Team, Maxine Burton - volunteer of the Warren Visitor Information Centre
with Carol Bagaric -Aus VM*

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

The volunteers at the Warren Visitor Information Centre will be offered to take part in a TAFE training program from 1 February 2017. The Destination Ambassador Program teaches the volunteers about how to ensure visitor experiences are positive, memorable and consistently delivered.

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The program consists of two series. Series 1, entitled “Delivering Destination Services’ has a focus on: visitor Information and providing great customer Service using positive communication in a social and culturally sensitive manner. Series 2, ‘Specialist Destination Advice’ focusses on developing skills to obtain and provide current information on the destination.

All participants receive a training manual and a Statement of Attainment.

The cost of the two series is funded through Destination NSW for the training itself. Warren Shire Council will need to cover:

- a. Venue for training and refreshments for participants.
- b. Accommodation costs and/or support
- c. Any field trip transport if required.

6.3 Initiate ongoing data collection points in the Shire at the Warren Visitor Centre and at appropriate tourism operators. Analyse data biannually and address the results.

At Great Western Plains Destination Management Group meeting in October it was discussed using the same questions at data collection points across the region so as to be able to compare data. The group is currently working on what series of questions to include.

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.

The Economic Development Team liaises with Dr Phillips from RiverSmart regularly so as to offer feedback on reports, provide grant opportunities, promotion such as using empty shop fronts or putting events on Facebook.

7.0 ACTIVELY PURSUE GRANT FUNDING

7.2 Seek out new grants for every possible opportunity relating to economic development in Warren Shire.

The EDO team met with members of the Heritage Roadshow Team (Department of Environment & Heritage) to discuss the Heritage Near Me Project.

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- \$28.5m has been committed by the Minister for Heritage for this project over 4 years;
- Three grant streams
 - § Heritage Activation Grants – to increase public enjoyment of local heritage – an activity based project in the Tiger Bay Wetlands may be eligible,
 - § Local Heritage Grants – helping communities determine priorities for local heritage,
 - § Heritage Green Energy Grants – energy audits or energy efficiency training for owners of Heritage Buildings (need to be listed on LEP)
- Creation of Heritage Near Me App will be an exciting innovation for locals and travellers alike.

7.4 Distribute information on grant opportunities to relevant stakeholders.
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Information regarding the following grant opportunities has been communicated to relevant businesses, community and sporting groups;

- Growing Cricket for Girls Fund – Offered by Cricket Australia.
- Bennelong Foundation - Grants for Education, Training & Employment, Migrant & Indigenous Community Welfare and Community Health.
- Honda Foundation - Grants for groups that focus on the disadvantaged, disabled or those suffering from long-term, life threatening illnesses; promote the development and preservation of Australian culture; and/or promote inventions and the development of new technology.
- iPromise - Provides financial assistance to help schools, community organisations and businesses implement sustainability projects.
- Links to Learning Community Grants – Administered by the NSW Department of Education
- Celebration Grants - Offered by Multicultural NSW.
- Caring for Ageing Rural Australians (CARA) – Offered by the Foundation for Rural & Regional Renewal.
- ANZ Seeds of Renewal Program – Supports education and employment initiatives that support economies in rural, regional and remote areas, with consideration given to projects that benefit communities with a population less than 15,000.
<http://www.frrr.org.au/grants/ANZ-seeds-of-renewal>
- Unity Grants - Aims to bring culturally diverse communities together to promote social cohesion and harmony. http://multicultural.nsw.gov.au/grants/unity_grants/
- Environmental Restoration & Rehabilitation Grants (Community) Funds community organisations working to prevent or reduce environmental degradation.
<http://www.environment.nsw.gov.au/grants/restoration.htm>

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- Habitat Action Grants – Funds angling clubs, individuals, community groups, local councils and organisations interested in rehabilitating fish habitats in freshwater and saltwater areas throughout NSW.
<http://www.dpi.nsw.gov.au/fisheries/habitat/rehabilitating/ahr-grants-program>
- Small grants for rural communities – Funds projects and activities that offer clear public benefit for communities in rural, regional or remote Australia. Priority is given to communities of population 10,000 or fewer.
<http://www.frrr.org.au/grants/small-grants-for-rural-communities-round30>
- Clubgrants Category 3 - Funds individual projects that encourage active participation in sport and recreation in NSW, including infrastructure projects.
<https://www.liquorandgaming.justice.nsw.gov.au/Pages/clubs/community-involvement/clubgrants/latest-clubgrant-funding-round.aspx>
- Natural Disaster Recovery Assistance Central West.

7.5 Assist stakeholders with the grant application process.
--

- Community Building Partnership Program - Assistance provided to Warren Shire Council's Sporting and Cultural Centre Manager to apply for redirection of funding (\$25,000) to project to install outdoor fitness equipment in the Victoria Park precinct.

7.6 Follow up on grant applications.

The following grant applications are pending a decision:

- Warren Shire Council with Warren Jockey Club: Community Building Partnership Program. *Application for installation of air conditioning and purchase of meeting tables and chairs for the GBS Falkiner Lounge at the Warren Showgrounds/Racecourse*. Announced December 2016.
- Warren Shire Council with Warren Healthy Challenge Committee: FRRR Caring for Ageing Rural Australians 2016. *Application for outdoor exercise equipment for Sporting Precinct* – grant application unsuccessful
- Warren Chamber of Commerce: FRRR for Aussie Cotton Farmers Grow Communities: *Application for outdoor exercise equipment for Sporting Precinct*.
- Warren Shire Council: Emergency Relief Infrastructure grant round 2016/2017: *Application for funding for generator switch for Warren Sporting and Cultural Centre (Warren Emergency Evacuation Centre)* – grant application unsuccessful, to be resubmitted 2017.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

The following grant application has been successful:

- Marra Creek CWA: Foundation for Regional Renewal (FRRR), Small Grants for Rural Communities. *\$4,500 received to repair and replace doors and windows at the Marra Creek CWA rest rooms.*
- Warren Historical Society: FRRR for Aussie Cotton Farmers Grown Communities: *Application for air conditioner and repairs to floor at Endeavour Hall was successful.*

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

<p>8.1 Organise business training where funding and business community support is available.</p>

Training Programs for Warren CBD Businesses

\$23 041 in funding from the Murray Darling Basin Regional Economic Diversification Program enabled the Economic Development Team to organise three different trainers to come to Warren and deliver an intensive skills capability building program for local businesses. The training was held from July to September 2016.

The following training programs took place:

Digital Marketing with Kim Goldsmith <https://kvgoldsmith.com/>
Ten businesses received 1.5 hour coaching session to look at one or two digital platforms in their business. It focused on marketing implementation and strategy.

Business Consulting with Linda Hailey <http://www.lindahailey.com.au/>
Ten local businesses were offered a 3 hour one on one session to work on business advisory and skills development sessions. It specialised in identifying key issues and opportunities for business growth.

Visual Merchandising with Aus VM <http://ausvm.com.au/>
Ten businesses received a four hour hands on mentoring session with coaching advice, as well as tips and tricks on how to better manage the problem areas within their business. It was dedicated to creating visual merchandising displays.

Search Engine Optimisation Training For Tourism Providers

All tourism providers were advised of the opportunity to utilise free training for their search engine optimisations. The training was held via teleconferencing on Tuesday 11 November 2016.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

10.0 ATTRACT AND PROMOTE EVENTS

10.6 Follow up on potential conference and event opportunities.

- Meeting on Friday 23rd September with two members of Trakmaster 2017 team.
- Meeting on Tuesday 15th November with three members of Trakmaster 2017 team.

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

Currently gathering details of community events so that a Whats On In Warren 2017 Calender can be created.

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

Actively update the Calender 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 Warren Shire Council Facebook page.

11.0 PROMOTE WARREN SHIRE

11.1 Contacts database: Create and maintain a database of businesses, community groups and media contacts. The database stores information such as email addresses, phone numbers and street addresses. This enables contacts to be sorted and managed quickly and effectively. The database needs to be completely reviewed every six months.

Ongoing.

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ITEM 4 UPDATE ON ACTIVITY PLAN

CONTINUED

11.5 Trade Shows and Events: Where appropriate attend tradeshows and events in order to promote Warren Shire.

The Country Living Expo was held on the weekend of August 6 and 7. Warren was represented by colleagues from Dubbo and Bourke. The following report was received from Phil Johnston from Bourke.

- The attendance was very disappointing. There were probably only 500 or so people through on Saturday and maybe triple on Sunday.
- The people we talked with on Sunday were ok contacts although about half the people wandered in not knowing what the expo was about. (There was a travel expo and a food and wine expo next door).
- Fewer exhibitors than I have experienced.
- On a positive note the stand worked very well, the branding was excellent and the media walls/ artwork was great. Not a great deal of action on social media but it was hard to generate enthusiasm when the venue was sparse.
- The passports worked well as did the giveaways that were developed. The jobs board and map helped give us talking points.

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

- Regional Platters Program – email blast (Refer to item 5.0)

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:

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CONTINUED

Search Team	Google Ranking	Yahoo Ranking	Site Listed
Warren Shire Council	1	1	www.warren.nsw.gov.au
Warren NSW	2	3	www.warren.nsw.gov.au
Warren	1	1	www.warren.nsw.gov.au
Warren Shire Council Facebook	1	1	www.facebook.com/WarrenShireCouncil

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

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

Actively post relevant information, images and videos on the Warren Shire Council Facebook page.

ITEM 5 GENERAL BUSINESS

General Industrial Land

- § The General Manager gave the meeting an update on the current situation in relation to general industrial land that sees no suitably serviced land available and council recently has received enquiries for 2 lots. An overview was given on a concept to create a number of lots.
- § The General Manager to discuss with the Economic Development Officers hours of operation and list for next Meeting.

ITEM 6 NEXT MEETING

Next meeting date set down for Tuesday 14 February 2017.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 5.15 PM.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 22nd November 2016.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 22nd November 2016 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 22nd November 2016 commencing at 9.00 am

PRESENT:

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration (Chair)
Jillian Murray	Treasurer
Maryanne Stephens	Manager Health & Development
Les Morgan	Manager Engineering Services
Tim Wark	Water & Sewer Manager

1. APOLOGIES

An apology was received from Dirk McCloskey who was absent due to external commitments and it was **MOVED** Murray/Morgan that a leave of absence be granted for this meeting.

Carried

2. MINUTES

MOVED Murray/Wark that the Minutes of the Manex Committee meeting held on the 14th October 2016 be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING FROM MINUTES

§ Manager Health and Development Services gave an update on the quotations for the kitchens in Council houses.

§ Water & Sewer Manager advised that Council would be making a claim for the cartage of water to Collie.

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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
*10.5.16	GM	WHS Meeting	Meeting held and quarterly reports to Manex.
13.9.16	MHD	Council dwellings: 11 Pittman Pde – Kitchen 39 Garden Ave – Kitchen 56 Garden Ave – Kitchen 39 Garden Ave – Roof	Review scope of works

MOVED Wielinga/Murray 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.

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8.1 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	8,000	Nil	MFA	
Practical Plus Software	73,000	43,383	MFA	Go Live 6th February 17
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	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 to be secured.
RFS Hazard Reduction	50,500	58,719	MFA/ MHD	By December 16
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
56 Garden Avenue		7,477	MHD	Carpets and Blinds
Pool Residence		2,797	MHD	Plumbing works complete
Levee M & R	25,546	2,220	MES	Ongoing
Stormwater Drainage M & R	9,884	18,872	MES	Major works undertaken at Nevertire.
Gunningba Drainage	88,924	17,517	MES	December 16.
Nature Links River Corridor	19,558	Nil	MHD	
Victoria Park – Fitness Circuit	15,000	Nil	MES	Report to Council Meeting 1st December 16
Showground PA System	45,000	Nil	MES	Quotations sought.

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Library – Drainage & leak proofing	7,000	3,985	MHD	Complete
Library – Shelving	87,283	Nil	LIB	In progress
Library - IT		15,613	LIB	In progress
Library - Furnishings		Nil	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
Tourist Information Bay – Collie	2,500	Nil	GM	Ordered
Information Centre – Internal Painting	8,800	8,800	MHD	Complete
Information Bay – Nevertire	11,000	Nil	GM	Review scope of works
Advertising Brochures	10,000	8,773	GM	Complete
CBD Improvements	290,825	3,608	MES	In discussions on redesign of roundabout with RMS
Water Supplies				
Water valve and mains replacement	18,000	11,976	MES	2016/17 Program complete
Telemetry Scada System Upgrade	25,000	Nil	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 – New Bore 8	190,849	3,429	MES	Fit out works Feb 17
Warren – New Bore 7	95,450	2,521	MES	Fit out works Feb 17
Nevertire – New Bore 2	92,881	3,248	MES	Fit out works Feb 17
Collie – New Bore 2	303,514	7,157	MES	Drilling complete. Test bore in progress

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Sewerage Services				
Warren STP	800,000	Nil	MES	Public Works completing preliminary design works.
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 March 17.
Telemetry Scada System Upgrade	25,000	Nil	MES	In progress
ROADS BRANCH				
State Highway 11				
Ordered Works				
· Reseals	150,000	21,021	MES	February 17
· Golf Club Heavy Patching	61,111	3,744	MES	Complete
· Golf Club Road Widening	95,394	77,482	MES	Complete
· Wonbobbie Bend now transferred to heavy patching	279,275	Nil	MES	January / February 17
Regional Roads				
Reseals	263,416	Nil	MES	February 17
Recycling – RR 424	200,000	Nil	MES	December 16
Resheeting	86,000	38,178	MES	February 17
Blackspot Tenandra Bridge	149,400	Nil	MES	January 17
REPAIR Program – Warren Rd	660,000	Nil	MES	February/April 17
Urban Local Roads				
Urban Reseals	56,700	8,072	MES	February 17
XC5 footpaths	38,492	20,695	MES	Ongoing
Kerb & Guttering	92,767	Nil	MES	Ongoing
New footpath		Nil	MES	
Urban Roads – Heavy Patching	120,000	Nil	MES	February / March 17
Urban Roads – Bundemar Street	161,171	Nil	MES	February / March 17

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8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Rural Local Roads				
Rural Reseals	294,100	137	MES	February 17
Rural Resheeting	978,345	57,170	MES	Ongoing
Reconstruction - Buckiinguy	670,250	102,687	MES	December 16 / January 17
Recycle - Bullagreen Road	364,468	Nil	MES	March / April 17
Recycle - Lemongrove Road	370,800	Nil	MES	December 16 / January 17
Reconstruction - Ellengerah Rd	1,057,356	Nil	MES	February / May 17
Reconstruction - Lemongrove Rd	220,803	135,162	MES	December 16 / January 17
Culvert replacement	60,000	Nil	MES	Ongoing – Pipes ordered
Plant				
Heavy Plant Purchases - Nett	524,336	Nil	MES	October/December 16
Light Plant Purchases - Nett	103,573	4,555	MES	Ongoing

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

Carried

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8.2 PROJECTS AND ASSETS STATUS REPORT

STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification Roundabout	Lighting	The RMS has reviewed the design and found that it does not accommodate all necessary vehicles. An amended design has been received by Council and is currently being reviewed. Council in discussions with RMS regarding design and also status as a road train route. Bollards and lighting to be done with roundabout works. Engineering Services currently sourcing a consultant to manage this project.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	
Depot Yard Extensions	Engineering Services currently sourcing a consultant to manage this project.	
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	To commence January 2017.	
Active Transport	Public comment period for the Warren Health, Sporting and Cultural Precinct – Connections Study 2016 completed. Report to go the December Council meeting.	
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.	
Playground Equipment	Investigate softfall in all playgrounds and updating play equipment.	

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

Carried

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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. The table below details those premises that contain high risk asbestos. Each premise has a management plan that details how the asbestos present is to be managed, including those medium and low risk premises.

Address	Description of Asset	Date of Identification	Specific Location of Asbestos / Approx sqm	Type of Asbestos / Friable or Non Friable	Condition & Accessibility of Asbestos	Action Taken	Date
Cemetery Industrial Access Road Warren NSW 2824	#5654 - Cemeteries	5th July 2016 ENVIROSCIENCE	Electrical meter board, Approx 1sqm	No sample taken. Assume asbestos containing material	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal		
2 Roland St Warren NSW 2824	#5658 - Dwelling	5th July 2016 ENVIROSCIENCE	Against fence in front garden, small piece. Approx .75sqm	No sample taken. Assume asbestos containing material, non-friable	Unsealed, should be removed	Works action request filled out.	
5 Stafford St Warren NSW 2824	#5666 - Pool Manager Dwelling	14th July 2016 ENVIROSCIENCE	Kitchen wall behind sink. Approx 10sqm	Sample #B5666S02 Contains chrysotile asbestos. Non-friable	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal	Quote being obtained for removal and disposal.	
5 Stafford St Warren NSW 2824	#5666 - Pool Manager Dwelling	14th July 2016 ENVIROSCIENCE	Kitchen walls. Approx 10sqm	Sample #B5666S02 Contains chrysotile asbestos. Non-friable	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal	Quote being obtained for removal and disposal.	

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CONTINUED

Address	Description of Asset	Date of Identification	Specific Location of Asbestos / Approx sqm	Type of Asbestos / Friable or Non Friable	Condition & Accessibility of Asbestos	Action Taken	Date
5 Stafford St Warren NSW 2824	#5666 - Pool Manager Dwelling	14th July 2016 ENVIROSCIENCE	Office vinyl flooring. Approx 10sqm	Sample #B5666S03 Contains chrysotile asbestos. Non-friable	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal	Quote being obtained for removal and disposal.	
176 Dubbo St Warren NSW 2824	#5668 - Endeavour Hall	7th June 2016 ENVIROSCIENCE	External - Rear building. Bonded board wall coverings approx 6sqm	Sample #B5668S01 Chrysotile and Amosite Asbestos Detected Non-friable	Slight Damage Replace during building and maintenance, accessible to tradespeople		
178 Dubbo St Warren NSW 2824	#5670 - Medical Centre	8th June 2016 ENVIROSCIENCE	Ceiling of air conditioning duct in vacant side of building 16sqm	Sample #B5670S03 Chrysotile asbestos. Non-friable	Unsealed with potential to contaminate the air with the air conditioner operating. Should be decommissioned until remediation has taken place.	Removed by Manacor Building services	October 2016
Ebert Park Warren NSW 2824	#5673 - Recreational park area	5th July 2016 ENVIROSCIENCE	Protuding from river bank upstream of the bridge	Sample #B5673S01 Chrysotile asbestos non-friable	Unsealed and accessible to the public	Works action request filled out.	
Saunders Park Warren NSW 2824	#5678 - Recreational Park Area	5th July 2016 ENVIROSCIENCE	Footpath in front of park sign	Old style communication pit. Assume contains asbestos	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal	Notified Telstra. Telstra will investigate.	

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ITEM 9 WORK HEALTH SAFETY – ASBESTOS REGISTER AND MANAGEMENT PLANS

CONTINUED

Address	Description of Asset	Date of Identification	Specific Location of Asbestos / Approx sqm	Type of Asbestos / Friable or Non Friable	Condition & Accessibility of Asbestos	Action Taken	Date
Water Sewerage Treatment Works, Coonabmlle Rd Warren NSW 2824	#5688 - Sewerage and Treatment Works	10th June 2016 ENVIROSCIENCE	External - Pump house. Corrugated 'super 6' type roof covering and moulded ridge capping. Approx 16sqm	No sample taken, assume asbestos containing material. Non-friable	unsealed and weathered. Remove and dispose. Accessible to tradespeople	Budgeted in proposed works at STP for demolition	
Water Sewerage Treatment Works, Coonabmlle Rd Warren NSW 2824	#5688 - Sewerage and Treatment Works	10th June 2016 ENVIROSCIENCE	External - Pump house, preformed guttering, approx 16sqm	No sample taken, assume asbestos containing material. Non-friable	unsealed and weathered. Remove and dispose. Accessible to tradespeople	Budgeted in proposed works at STP for demolition	
Water Sewerage Treatment Works, Coonabmlle Rd Warren NSW 2824	#5688 - Sewerage and Treatment Works	10th June 2016 ENVIROSCIENCE	External - Pump House, downpipe, approx 2.5sqm	No sample taken, assume asbestos containing material. Non-friable	unsealed. Remove and dispose. Accessible to tradespeople	Budgeted in proposed works at STP for demolition	
Water Sewerage Treatment Works, Coonabmlle Rd Warren NSW 2824	#5688 - Sewerage and Treatment Works	10th June 2016 ENVIROSCIENCE	Ground Below brick shed	Broken bonded sheet evident where water erosion has taken place. Non-friable	Easily accessible. Should be raked and picked to clear area	Budgeted in proposed works at STP for demolition	
Showground Racecourse Canonbar Rd Warren NSW 2824	#5689 - Showground Racecourse	6th July 2016 ENVIROSCIENCE	Asbestos cement pipe beside power pole carrying underground cables	Assume ACM due to age and type. Non-friable	Poor condition, potential for airbourne asbestos. Immediate action required, arrange asbestos removal		

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CONTINUED

Address	Description of Asset	Date of Identification	Specific Location of Asbestos / Approx sqm	Type of Asbestos / Friable or Non Friable	Condition & Accessibility of Asbestos	Action Taken	Date
Showground Racecourse Canonbar Rd Warren NSW 2824	#5689 - Showground Racecourse	6th July 2016 ENVIROSCIENCE	Long wall behind jockey room showers 23sqm	Sample #B5689S14 Chrysotile asbestos, non-friable	Poor condition, potential for airborne asbestos. Immediate action required, arrange asbestos removal	Quote being obtained for removal and disposal.	
Showground Racecourse Canonbar Rd Warren NSW 2824	#5689 - Showground Racecourse	6th July 2016 ENVIROSCIENCE	Two power boxes inside secretary's office. Approx 2sqm	assume asbestos. Non-friable	Poor condition, potential for airborne asbestos. Immediate action required, arrange asbestos removal		
Showground Racecourse Canonbar Rd Warren NSW 2824	#5689 - Showground Racecourse	6th July 2016 ENVIROSCIENCE	Wool and poultry shed cage floors and sides	Sample of 6 cage floors combined #B5689S10 Chrysotile asbestos. Non-friable	Poor condition, potential for airborne asbestos. Immediate action required, arrange asbestos removal	Show society informed. Exploring options.	
Showground Racecourse Canonbar Rd Warren NSW 2824	#5689 - Showground Racecourse	6th July 2016 ENVIROSCIENCE	Broken bonded sheet behind cages in poultry shed. 0.25sqm	assumed ACM. Non-friable	Poor condition, potential for airborne asbestos. Immediate action required, arrange asbestos removal	Quote being obtained for removal and disposal.	

MOVED Wielinga/Stephens that:

1. the information be received and noted.
2. a table of all Council properties inspected and the result be presented to Manex,
3. a list of defects with priorities and proposed work schedule be presented to Manex.

Carried

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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
21.10.16	16-39	2016 edition of the Councillor Handbook	Distributed at the October Council Meeting.
24.10.16	16-40	2016 Local Government elections – survey of candidates and Councillors	In progress
25.10.16	16-41	Annual Code of Conduct Complaints Reporting	Complete
03.11.16	16-42	Review of the Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct	Noted
08.11.16	16-43	Responsible Pet Ownership Grants Program – Successful Applicants in Year Three	Noted
18.11.16	16-44	Election Timing and Cycle of Council Elections	Noted

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
17.10.16	M16-05	Graffiti Removal Day – Sunday 30 October 2016	Noted

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

Carried

WARREN SHIRE COUNCIL

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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 November, December 2016 and January 2017.

Strategic Tasks Guide

DATE	TASK	STATUS
NOVEMBER		
17	Second instalment of 2016 – 2017 Financial Assistance Grants.	Received
	LIRS claim period open for all projects approved for funding.	N/A
28	Last day for notice for presentation of audited Financial Reports (s.418(2)).	Complete Res. No. 243.9.16
30	Second quarter rates instalment due (s.562).	Noted
	Electronic lodgement of Grants Commission General Data Return	In progress
	Last day for RAO to submit QBRS Review to Council (LGGR cl.203(1)).	Complete Res. No. 277.10.16
	Last day for adoption of policy on Payment of Expenses and Provisions of Facilities for Mayors and Councillors for 2016/17 to be adopted (s.252) (Policy to be submitted to the OLG within 28 days of adoption)	Complete Res. No. 272.10.16
	Notify the Minister (via OLG) that Annual Report has been posted on Council's website (s.428) – Must include GIPA and PID annual reporting information.	Complete
DECEMBER		
1	Newly elected Councillors to lodge Pecuniary Interest Returns within 3 months of their election (s.449(1)).	Complete
5	Last day for audited financial statements to be presented to the public.	Complete
31	Report to Council (12.1) and the OLG (12.2) on complaint statistics (Model Code Procedures).	To be followed up
	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	Noted
JANUARY		
31	Last day for third quarter rates instalment notice to be sent (s.562).	Noted
	Ledger balances to be prepared for 6 monthly inspections by auditor (LGGR cl.228).	Noted
	Public interest disclosure report due to the NSW Ombudsman (s.6CA of the Public Interest Disclosure Act 1994).	Noted

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 22nd November 2016 commencing at 9.00 am

11. OPERATIONAL PROCEDURES (12-11.1)

The Health and Development Department have created/reviewed the following procedures:-

- Q Receiving asbestos at Ewenmar Waste Depot; and
- Q Seizing of a snake.

These procedures are required to be adopted by Manex and they have been e-mailed to the Manex team.

Moved Stephens/Murray that:-

1. The information be received and noted; and
2. The procedures: Receiving asbestos at Ewenmar Waste Depot; and Seizing of a snake be adopted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 22nd November 2016 commencing at 9.00 am

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			2nd			29th			14th			
Showground / Racecourse Committee		5th		6th			6th			7th		
Sporting Facilities Committee		8th		5th			5th			4th		
Water & Sewer Committee			9th					10th				
Economic Development Committee		15th		12th			12th			11th		
Town Improvement Committee		16th		13th			13th			12th		
Council Chambers Development												
Ewenmar Waste Depot Committee												
Castlereagh Macquarie County Council		20th		17th		19th		21st		16th		
Interagency Support Services		23rd		27th		29th		24th		26th		7th
OROC Board Meeting (TBA)												
Local Emergency Management		14th			9th			8th			14th	
Manex Committee	17th	14th	14th	18th	16th	20th	18th	15th	19th	17th	28th	

MOVED Wielinga/Wark 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 22nd November 2016 commencing at 9.00 am**

13. OCTOBER 2016 MINUTES AND DECEMBER 2016 BUSINESS PAPER

The Committee previewed the December 2016 Business Paper and the October 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 Manager Health and Development Services expressed concern that there had been an increase in finding needles in Macquarie Park toilets. Manager Health and Development Services to check with MPHS that fit packs are clearly labelled on disposal methods and the Police to be advised.
- The Manager Health and Development Services advised that there had been a community information session regarding a potential solar farm at Nevertire.
- The Manager Health and Development Services commented on condition of Wambianna Road. The General Manager advised signage had been placed on the road and it was to be inspected by RMS.
- The Manager Finance & Administration expressed concern that the Engineering Section had a time in lieu diary. The General Manager advised this was absolutely not permitted and all additional time must be recorded on time sheets and placed on Council's computer system. The Manager Engineering Services responded outlining that there was no time in lieu diary.
- The Treasurer requested that more information be placed on the action request forms when water meters were being inspected or tested to enable office staff to respond to queries by meter owners.
- The Treasurer if the Engineering section sliding door could be locked when nobody in the section. The General Manager also requested if a decent, workable lock could be placed on that door.
- The General Manager advised that the USU had requested to hold a yard meeting with its members at the Shire Depot on Friday, 16th December 2016 at 2.00 pm.
- The Mayor requested an update on the excess water account of Greentree. The General Manager advised Mr Greentree had been sent a letter and Council were awaiting a response.
- The Mayor requested an update on Wyndabyne Bridge Road. The General Manager advised that all parties were now in agreeance and Council would be seeking further information from DPI Lands.
- The General Manager enquired if the emergency works claim for flood damage had been submitted. The Manager Engineering Services advised it had been sent.

There being no further business the meeting closed 11.55 am.



Orana Regional Organisation of Councils

MINUTES

Minutes of Meeting held in Bourke

On Friday 2nd December 2016

RECOMMENDATION:

That the Minutes of the meeting of OROC Board held in Bourke on Friday 2nd December 2016 be received and noted.



Minutes of the OROC Board Meeting

held at
Bourke Shire Council
On Friday 2nd December 2016
at 9.30am

1. Meeting Open

Chair: Clr Rex Wilson, OROC Chair

Present: Clr Barry Holman, Mayor Bourke Shire; Ross Earl, General Manager Bourke Shire; Ashley Wielinga, General Manager Warren Shire; Jane Redden, Interim General Manager Narromine Shire; Clr Craig Davies, Mayor Narromine Shire; Michael Kniepp, Administrator Dubbo Regional Council; Clr Peter Abbott, Deputy Mayor Cobar Shire; Peter Vlatko, General Manager, Cobar Shire; Steve Loane, General Manager Warrumbungle Shire; Clr Michael Webb, Mayor Coonamble Shire; Rick Warren, General Manager Coonamble Shire; George Cowan, Acting General Manager Walgett Shire; Clr Ian Woodcock, Mayor Walgett Shire; Clr Doug Batten, Mayor Gilgandra Shire; David Neeves, General Manager Gilgandra Shire; Mark Riley, Interim General Manager Dubbo Regional Council; Stewart McLeod, Director Technical Services Dubbo Regional (representing LMWUA); David Swan, Lower Macquarie Water Utilities Alliance (LMWUA); Clr Ray Donald, Mayor Bogan Shire; Derek Francis, General Manager Bogan Shire; Clr Glen Neil, Deputy Mayor Bogan Shire; Dan Simmons, General Manager Brewarrina Shire General Manager; Clr Angelo Pippas, Brewarrina Shire and Belinda Barlow OROC Executive Officer.

Apologies: Clr Des Kennedy, Mayor Mid-Western Regional; Brad Cam, General Manager Mid-Western Regional; Clr Phillip O'Connor, Mayor Brewarrina Shire; Clr Peter Shinton, Mayor Warrumbungle Shire and Clr Lilliane Brady, Mayor Cobar Shire.

Guests: Kevin Pugh, Principal Analyst Tax Reform Branch, NSW Treasury; Natalie Horvat, Executive Director for Economic Forecasting and Revenue Analysis, NSW Treasury.

1.1 Welcome to Bourke Shire Council

Clr Barry Holman Mayor Bourke Shire Council warmly welcomed the OROC Board Members to the Bourke Shire.

1.2 Apologies

Motion: *That the apologies be accepted by the OROC Board.*

Moved: Ashley Wielinga

Seconded: Clr Doug Batten

CARRIED

2. Lower Macquarie Water Utilities Alliance

2.1 LMWUA Technical Committee Minutes

Motion: *That the minutes of the Technical Committee Meetings on 11th October 2016 be adopted.*

Motion: *That the next LMWUA Board meeting be held on 10th March 2017 in conjunction with the OROC Board meeting.*

Moved: Clr Barry Holman

Seconded: Clr Ian Woodcock

CARRIED

2.2 Water and Drought Security Report Launch

Motion: *That the arrangements for the Sydney Launch of the 'Water and Drought Security Report' be made jointly by OROC Executive Officer and LMWUA Project Officer.*

Moved: *Clr Barry Holman*

Seconded: *Clr Ian Woodcock*

CARRIED

2.3 Retirement of Stewart McLeod

Motion: *That a vote of thanks be expressed to Stewart McLeod on his impending retirement for his contribution to the Lower Macquarie Water Utilities Alliance and recognition given to his in-house expertise and knowledge which he has provided to the Technical Committee.*

Moved: *Steve Loane*

Seconded: *Ross Earl*

CARRIED

2.4 Membership of Smart WaterMark

Motion: *That the Smart WaterMark report be noted by the OROC Board.*

Moved: *Ashley Wielinga*

Seconded: *Clr Doug Batten*

CARRIED

2.5 Microbial Health-based Targets

Motion: *That the Microbial Health based Targets report be noted by the OROC Board.*

Moved: *Clr Doug Batten*

Seconded: *Clr Michael Webb*

CARRIED

2.6 Vale Sam Samra

Motion: *That the report be noted by the OROC Board.*

Moved: *Ashley Wielinga*

Seconded: *Ross Earl*

CARRIED

2.7 Drinking Water Quality Committees and Asset Management Group

Motion: *That the Drinking Water Quality Committee and Asset Management Group reports be noted by the OROC Board.*

Moved: *Ashley Wielinga*

Seconded: *Steve Loane*

CARRIED

At this juncture David Swann and Stewart McLeod left the meeting.

3. Minutes of the previous OROC Board Meeting

Motion: *That the minutes of the meeting of OROC Board Meeting held in Dubbo on 30th September 2016 be accepted as a true and accurate record of that meeting.*

Moved: *Clr Doug Batten*

Seconded: *Clr Barry Holman*

CARRIED

Business Arising from Previous Minutes

3.1 NBN Co

Warrumbungle Shire Council General Manager Steve Loane raised concern in respect to the roll out and construction of NBN in Coonabarabran; the Industrial Estate located outside Coonabarabran on the Newell

Highway is unable to attract fibre or wireless service. This area is being restricted to use NBN SkyMuster satellite service which is inadequate for business and trade investment and growth.

Motion: *That the OROC Executive Officer be requested to investigate each OROC Member Councils' concerns in respect to the construction and roll out of NBN technology in each LGA and provide a submission based on such information to Federal Member for Parkes Mark Coulton and Communications Minister and that the OROC Executive Officer also seek the assistance of former Dubbo City Council Mayor Mathew Dickerson in respect to the technical aspects of such a submission, if required.*

Moved *Clr Doug Batten*

Seconded *Steve Loane*

CARRIED

3.2 Fit for the Future – Joint Organisations 'Getting the Boundaries Right'

Motion: *That OROC's submission 'Getting the Boundaries Right' be noted by the OROC Board.*

Moved: *Clr Doug Batten*

Seconded: *Clr Peter Abbott*

CARRIED

3.3 Far West Initiative – 'Improving outcomes for the people of Western NSW'

A discussion was held in respect to the Far West Initiative noting that Member for Barwon Kevin Humphries met with the Mayors and General Managers of Bourke, Brewarrina, Cobar and Walgett on Thursday 1st December in Bourke informing them:

- Far West Councils now had an improved financial position and each Far West Council will commence the TCorp Fit for the Future process, as every other council in NSW has previously undertaken;
- There will be no forced amalgamations;
- Councils should commence to look at resource sharing opportunities as a priority to improve cost savings/efficiencies;
- It is appropriate for Far West Councils to align themselves with the current footprint of the OROC boundary and to take part in the Orana JO.

The information was noted.

3.4 Elected Member Professional Development

Motion: *That the OROC Executive Officer be requested to co-ordinate the delivery of LGNSW's 'Financial Issues' in Local Government in early 2017.*

Moved: *Clr Doug Batten*

Seconded: *Clr Peter Abbott*

CARRIED

3.5 Essential Energy – LED Street Lighting

Motion: *That the LED Street Lighting report be noted by the OROC Board.*

Moved: *Ashley Wielinga*

Seconded: *Clr Doug Batten*

CARRIED

3.6 Regional Freight Transport Route

Motion: *That the OROC Executive Officer be requested to co-ordinate and collate member councils' categorisation of the Orana Regional Road Freight Transport Route for the Central West Orana Regional Plan.*

Motion: *That it be noted that Dubbo Regional Council will digitally plot the Orana Regional Road Freight Transport Route using GIS mapping software.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

3.7 Constitution

Motion: *That the OROC Board amend clause 3 (i) of the OROC Constitution to include the membership of Mid-Western Regional Council (as at 1st January 2017).*

Moved: Clr Barry Holman

Seconded: Clr Doug Batten

CARRIED

4. Emergency Services Property Levy - ESPL

Kevin Pugh and Melanie Horvat offered the OROC Board a comprehensive overview of the ESPL:

- From 1 July 2017, insurance contributions will be replaced by the Emergency Services Property Levy
- Data exchanges with Valuation Services – November to December
- Classification of all land by 31 December 2016
- Legislation to be introduced into Parliament early in 2017
- Initial classifications to Valuation Services by 15 February
- Notice to land owners of classification by 30 April
 - Include with rates instalment reminders
- ESPL implementation date – 1 July 2017

Motion: *That such information be noted by the OROC Board.*

Moved: Mark Riley

Seconded: Ashley Wielinga

CARRIED

At this juncture Kevin Pugh and Melanie Vortack left the meeting.

5. Minutes of previous GMAC Meeting held 18th November 2016

Motion: *That the minutes of the meeting of GMAC meeting held in Dubbo on Friday 18th November 2016 be accepted as a true and accurate record of that meeting.*

Moved: Ross Earl

Seconded: Steve Loane

CARRIED

Motion: *That the 12 recommendations contained therein be adopted by the OROC Board.*

Moved: Mark Riley

Seconded: Peter Vlatko

CARRIED

1. That it be noted that Federal Member for Parkes, Mark Coulton will discuss with Federal Justice Minister The Hon Michael Keenan MP the following concerns:
 - i) The Federal and State Government inconsistencies with the interpretation and eligibility of NDRRA;
 - ii) The NSW Government's RMS guidelines not including day labour/plant hire, raises a lack of uniformity across states;
 - iii) Lack of RMS staff resources to inspect and assess every damaged section of road/road asset. (as compared to QLD that administer a desktop process (for assessment) and a percentage of roads are inspected once works are undertaken and councils complete same ANAO rigor on acquittal of funding).

2. That it be noted that Federal Member for Parkes, Mark Coulton will further discuss OROC's correspondence sent to Member for Dubbo, Member for Barwon and NSW Minister for Roads, Maritime and Freight.
3. That Jacqui Hansen be requested to liaise with each Member Council in respect to training dates and duration of training.
4. That the OROC submission provided to Office of Local Government's paper 'Getting the Boundaries Right' be noted.
5. That the information supplied in respect to the Far West Initiative be noted.
6. That the report prepared by Energy and Management Services in respect to LED Street Lighting be noted.
7. That the OROC submission to the Independent Review of the RDA Programme be noted.
8. That GMAC notes the correspondence sent to NSW Minister for Roads Maritime and Freight The Hon Duncan Gay and local members in respect to clarification on the NDRRA guidelines.
9. That the LGP rebate report for the period March to June 2016 be noted.
10. That the information supplied in respect to the proposed amendments to the Murray Darling Basin Plan and subsequent attendance of the Murray Darling Basin Engagement Team and Chair Neil Andrew at the next OROC Board Meeting on 2nd December 2016 in Bourke be noted.
11. That OROC take a combined approach and present to the Minister for Primary Industries, Lands and Water and respective Regional Directors the evidence in respect to landholders that have redirected water/overland flows that has caused significant damage to roads and councils' assets.
12. That OROC notes due to the recent resignation of Greg Lamont General Manager Narromine Shire Council the role of GMAC Chair will be taken up by Mark Riley, Interim General Manager Dubbo Regional Council.

Motion: *That the 21 determinations contained therein be noted by the OROC Board.*

Moved: Mark Riley

Seconded: Peter Vlatko

CARRIED

1. That the apologies be accepted.
2. That Jacqui Hansen be requested to proceed with the development of a Councillor Training Programme in Asset Management, as an important step in the Regional Asset Management Initiative across the region.
3. That LMWUA will fund the preparation of training material and Member Councils to pay individually for the delivery of training. (Costs are based on member council's preferred duration of training session)
4. That GMAC note the information supplied by Martin Bass with Member Councils and provide any further comment to him at LGNSW.
5. That the minutes of the GMAC Meeting held on 2nd September 2016 be adopted.
6. That GMAC proceed to engage the services of consultant engineer John Tuxworth of 'BE Collective' to undertake a comparative review and report for OROC members in respect to the inconsistencies

between NDRRA and RMS' administration of funding with reference to the current RMS Disaster Arrangements.

7. That the cost of OROC engaging consultant engineer John Tuxworth be split equally amongst the 12 OROC member councils.
8. That the information in respect to Essential Energy establishing Vegetation Management Consultation Groups be noted and that each council decide its own position in respect to participation.
9. That OROC confirm that Melissa Watkins, Director Environmental Services Dubbo Regional Council remains the OROC representative and that Steve Loane General Manager Warrumbungle Shire be the alternate OROC representative to the Western NSW Mining and Resource Development Taskforce.
10. That the OROC Correspondence be accepted.
11. That the correspondence received from NSW Minister for Local Government the Hon Paul Toole MP be noted.
12. That the financial report for period ending 7th November 2016 be noted.
13. That the Executive Officer's report be accepted.
14. That the minutes/outcomes from the OROC Human Resource and Learning Development Team be noted.
15. That OROC Executive Officer be requested to undertake discussions with LGNSW regarding the high cost to deliver workforce planning capacity building for OROC HR & LD Team, and that if such cost is not able to be reduced an alternative provider be sourced.
16. That the minutes from the OROC Economic Development Team Meeting held on 19th October 2016 be noted.
17. That the following discussions in respect to the OROC member councils' Love the Life We Live regional marketing campaign be noted:-
 - i) Brewarrina Shire Council will join the campaign, and
 - ii) GMAC Chair Mark Riley will contact Bogan Shire Council General Manager to discuss Bogan's membership and participation in the campaign.
18. That the minutes from the Central West/Orana Regional Leadership Group Meeting held on 22nd August be noted.
19. That the update received from Natasha Comber be noted.
20. That the Review of Code of Conduct and Procedures for the Administration of the Model Code of Conduct and that individual councils make submissions if necessary be noted.
21. That the information supplied in respect to Regional Platters project funded under the Murray Darling Energise Enterprise Fund Round II be noted.

OROC Board Regional Issues

5.1 Natural Disaster Recovery and Relief Arrangements (NDRRA)

Motion: *That the OROC Board notes that David Neeves, General Manager Gilgandra Shire Council, Clr Doug Batten Mayor Gilgandra Shire and OROC Deputy Chair and OROC Executive Officer Belinda Barlow will meet with NSW Minister for Police and Justice and Member for Dubbo, The Hon Troy Grant, on Tuesday 6th December 2016 to inform and discuss the region's concerns with the current State NDRAA guidelines and funding, including:*

- i) *Day labour and plant hire to be considered as a future eligible cost claimable for approved restoration works;*
- ii) *Abnormal and extraordinary damage to roads be considered as an eligible cost (deep wheel rutting and saturation as claimable in QLD).*
- iii) *The long term major deficit to council budgets to bring roads back to pre-disaster condition, if above items are not addressed.*

Motion: *That the OROC Board acknowledges the work undertaken by David Neeves, General Manager Gilgandra Shire Council for highlighting the NDRRA guideline concerns, the variances between state jurisdictions and lack of funding available to local government in NSW.*

Moved: *Clr Doug Batten*

Seconded: *Mark Riley*

CARRIED

5.2 NSW Department of Premier and Cabinet

The OROC Board noted the two reports offered by *NSW Premier and Cabinet Regional Leadership Group* meeting held 21st November 2016:

- i) *Facilitating state agency engagement in the development of Community Strategic Plans, and*
- ii) *Strengthening regional governance.*

6. OROC Correspondence

Motion: *That the OROC correspondence be accepted.*

Moved: *Clr Michael Webb*

Seconded: *Clr Ray Donald*

CARRIED

7. OROC Financial Report

Motion: *That the OROC financial report for the period ending 7th November 2016 be accepted by the OROC Board.*

Moved: *Peter Vlatko*

Seconded: *Clr Barry Holman*

CARRIED

8. OROC Executive Officer's Report

Motion: *That the OROC Executive Officer's Report be accepted by the OROC Board.*

Moved: *Clr Angelo Pippas*

Seconded: *Clr Michael Webb*

CARRIED

9. General Business

The proposed OROC Meeting Dates for 2017 were noted.

Date	Meeting	Location	Date	Meeting	Location
17 th February 2017	GMAC	Dubbo	7 th July 2017	GMAC	Dubbo
10 th March 2017	OROC Board		4 th August 2017	OROC Board	
5 th May 2017	GMAC	Dubbo	6 th October 2017	GMAC	Dubbo
2nd June 2017	OROC Board		3 rd November 2017	OROC Board	

10. OROC General Business

At this juncture the Member for Barwon, Kevin Humphries joined the OROC Board Meeting.

10.1 Member for Barwon – Kevin Humphries

Discussions took place between the OROC Board Members and the Member for Barwon regarding Natural Disaster Recovery and Relief Arrangements and Far West Initiative.

At this juncture Neil Andrew, MDBA Chair and Carl Binning MDBA joined the meeting.

10.2 Murray Darling Basin Authority – Neil Andrew, MDBA Chair and Carl Binning, Executive Director Environmental Management addressed the OROC Board in respect to the review of the northern basin water recovery targets. Submissions to this review are due on 10th February 2016.

10.3 Central West Lifeline - Information in respect to the future of 'Central West Lifeline' is to be forwarded by the Executive Officer to the OROC Board for further information.

11. Close / Next Meeting

The meeting closed at 1.18pm.

The next OROC Board Meeting is to be held on Friday 10th March 2017 in Mudgee.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 22nd November 2016

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 22nd November 2016 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 22nd November 2016 commencing at 1.40 pm

PRESENT:

Ashley Wielinga	LEMO (Chair)
Kel Wise	REMO
Steve Muir	FRNSW
Geoff Wilson	FRNSW
Les Fowler	RFS
Maryanne Stephens	Warren Shire Council
Clint Williams	NSW Police LEOCON
Dan Versluis	NSW Ambulance

1. APOLOGIES

Apologies were received on behalf of:

Les Morgan	Warren Shire Council
Dirk McCloskey	Warren Shire Council
Alison Payne	WMPHS
Steve Knight	FRNSW
John Towe	FRNSW
Anthony Hojel	FRNSW
Jillian Guest	RFS
Angie Kelly	CWLLS

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

Carried

2. MINUTES

MOVED that the Minutes of the meeting held on Tuesday 9th August 2016, as circulated, be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING


- The LEMO gave the meeting an update on the final rap up of the rafting during the recent flooding.
 - The LEMO advised the meeting that the SES were making an application for an automated Warren town river gauge.
-

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 22nd November 2016 commencing at 1.40 pm

4. REMO/LEMO REPORT

The REMO presented the following report for November 2016.



**Central West
Emergency Management Region**

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

REMO Report to Central West LEMCs – November 2016

1. Operational Information –
A number of LGA's have experienced significant, lengthy and continuing flood operations over the past couple of months. As a result, a declaration of a Natural Disaster – "Inland Storms and Floods 30 August 2016 - AGRN 731" was started on 30 August 2016. Those LGAs in the Central West Region include:

<i>Initial Declaration</i>	<i>30 August 2016</i>	
Bathurst	Forbes	Parkes
Blayney	Gilgandra	Walgett
Cabonne	Lachlan	Warren
Coonamble	Mid-Western	Warrumbungle
Cowra	Narromine	
Dubbo Regional	Orange City	

With the declarations being pre-emptive, there will be a need for LGA's to follow up with the appropriate reporting. This will include the following:

- Dept of Justice – Natural Disaster Assessment Form
- Impact Assessment Form

We will be in touch with the LEMO's and LEOCONs about this process.

This information is required to ensure that the appropriate recovery funding and process is put into place.

Central West Recovery Committee

The NSW Government has appointed Mr David Owens as the Regional Recovery Coordinator for this event state-wide. The committee has carriage of the recovery processes across the 36 LGAs subject to Natural Disaster Declarations. Mr Owens will be in touch with LEMOs and General Managers as required to seek information and inputs around what may be required by communities and how the recovery committees may assist in achieving these. The recovery committee has established a number of sub-committees around Communications, Agriculture, Health and Wellbeing, Business and Industry, Environment and Infrastructure to assist with the process and progress specific issues.

2. Regional Emergency Management Planning
The State Emergency Management Committee have 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

REMO Report to LEMC Meetings – November 2016 Page 1 of 3

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 22nd November 2016 commencing at 1.40 pm

4. REMO/LEMO REPORT

CONTINUED



Central West
Emergency Management Region

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

3. Local Recovery Planning

A Community Recovery Guide, to inform section 7 of the Local EM Planning template, has been developed to assist LEMCs to plan for Recovery. This document references the Local Recovery Toolkit and outlines the key activities associated with the delivery of recovery services. This Community Recovery Guide has been circulated for comment and is ready to implement within LEMCs.

4. EMOS – Emergency Management Operations System

Phase II of the Emergency Management Operations System is now being built. The enhancements progressing include:

- (1) Basic System Enhancements
 - (a) Timer icon on all pages
 - (b) Cascading access rights for EOC administrators
 - (c) Administrators can assign any user access rights to their EOCs of responsibility
 - (d) The contact list export function will be all inclusive rather than limited to the current page view
 - (e) Operations logs will be sorted by actual priority versus alphabetically
 - (f) Users will be able to occupy multiple roles in an EOC and select roles they are entering logs for
 - (g) Usernames can be modified in case primary email addresses are entered incorrectly
 - (h) Log entries with an attachment will have an icon indicator added to the log summary
 - (i) When assigning roles, users will appear in alphabetical order with those who hold the role by default highlighted.
 - (j) The 'Forgot Password' process has changed
- (2) Task Requests
- (3) Operational Reports
- (4) Notifications
- (5) Dashboards
- (6) Enhancements to Common Operating Picture
- (7) Report generation.

Once completed and tested, we will work towards a training schedule.

5. Emergency Volunteers Support Scheme - EVSS supports projects that enhance the recruitment, retention and capability of emergency management volunteers. Priority is given to project activities such as recruitment campaigns, leadership training and developing the practical skills of volunteers. Previous successful applicants have used this scheme to attain their Certificate IV in Training and Assessment, upgrading driving skills, cadet camps, and purchasing of training equipment such as rescue dummies

Applications opened on 17 October 2016 and close 20 November 2016.

Further information and applications can be made at:
www.emergency.nsw.gov.au/emsector/funding-programs/evss/

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
held in the Council Chambers, 115 Dubbo Street, Warren on
Tuesday 22nd November 2016 commencing at 1.40 pm

4. REMO/LEMO REPORT

CONTINUED



**Central West
Emergency Management Region**

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

6 Training and Capability

Training proposals for the Central West for the January 2017 to June 2017 have been approved by OEM. Attached is a training calendar for circulation. This includes information regarding the application process.

7 Upcoming Activities / Meetings

- Central West REMC 1st December in Dubbo.
- Central West RRC Meeting combined with Far West in Dubbo on the 1st December.

<p>Kel Wise Regional Emergency Management Officer Central West Emergency Management Region (North) Mobile : 0419 412 228 Email: wise1kel@police.nsw.gov.au</p>	<p>Craig Bowra Regional Emergency Management Officer Central West Emergency Management Region (South) Mobile: 0417 43 88 45 Email: bowr1cra@police.nsw.gov.au</p>
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5. FLOODING IMPACT ASSESSMENT

The LEMO gave an update on the status of the Flooding Impact Assessment. The Impact Assessment was undertaken and an Extra Ordinary LEMC Meeting was held on Wednesday 2nd November 2016. At this meeting, it was resolved:

“That:

1. *There were no issues identified in relation to recovery.*
2. *The committee determined that there was no need for a recovery centre.*
3. *The committee determined that there was no need for a Local Recovery Committee due to the following reasons:*
 - *Flood and storm damage was mainly to Council infrastructure that can be repaired by Warren Shire Council in due course.”*

MOVED that the Minutes of the Extra Ordinary Meeting held on Wednesday 2nd November 2016 as circulated, be adopted as true and correct record of that meeting.

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 22nd November 2016 commencing at 1.40 pm

6. AGENCY REPORTS

FIRE & RESCUE NSW

- * Warren strength of 9 plus 1 recruit.
- * 5 primary rescue operators.
- * Deputy Captain now Geoffrey Wilson.
- * 12 Regular Station Drills and BLS Recertification.
- * New equipment on RP491 – Mobile data terminal.
- * 21 callouts, 2 rescues and 4 assisting Ambulance.
- * There was concern expressed regarding crowd control at the house fire in Lawson Street.

RURAL FIRE SERVICE

- * Update on staffing at District HQ given. Brian Course – District Assistant commenced 24th October 2016. Jillian Guest remains Acting Manager until recruitment finalised. Community Safety Officer's position currently vacant.
- * RFS pre-season briefing in Dubbo 18th August 2016.
- * Report tabled outlining membership, training and incidents.
- * Business as usual.
- * The RFS appreciated Council's actions in the removal of the major fire threat of the greenwaste pile at the Ewenmar Waste Depot.

WARREN SHIRE COUNCIL HEALTH

- * NSW Health were running a information workshop on the mosquitos.
- * An overview on 2 Development Applications for an unmanned fuel outlets at Nevertire (IOR & GrainCorp) were given. FRNSW to undertake a Pre Incident Plan.
- * An overview was given on the proposed Nevertire Solar Project.

WARREN SHIRE COUNCIL ENGINEERING

- * Council busy with the commencement of the flood damage restoration with all 5 graders operational.
- * Council graders would be strategically parked around the shire, 1 grader in Depot ready to be placed on float and water carts ready over the Christmas break in case of fire.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
held in the Council Chambers, 115 Dubbo Street, Warren on
Tuesday 22nd November 2016 commencing at 1.40 pm

6. AGENCY REPORTS

CONTINUED

NSW POLICE

- * Business as usual.

NSW AMBULANCE SERVICE

- * Business as usual
- * Staff levels back to full compliment.

7. CONTACT LIST

The contact list was updated.

8. CRITICAL COMMUNICATIONS ENHANCEMENT PROGRAM

The LEMC noted the circulation of the Critical Communications Enhancement Program Pilot Project Information for local councils.

9. GENERAL BUSINESS

- The LEMO to coordinate the arrangement of a desktop and site familiarisation exercise on BIG N – ammonia anhydrous.
- The meeting discussed major events coming up. Sgt Williams gave the meeting an overview on the arrangements in place for the Twilight Race Meeting to be held on Friday 16th December 2016.
- The LEMO to investigate and arrange the possibility of offering teleconference facilities for meetings.

10. NEXT MEETINGS

Next meetings are as follows:

Tuesday 14th February 2017

Tuesday 9th May 2017

Tuesday 8th August 2017

Tuesday 14th November 2017

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 15.20 HRS.

CASTLEREAGH MACQUARIE COUNTY COUNCIL

MINUTES



Attached are the Minutes of the Meeting of the Castlereagh Macquarie County Council held on Monday, 12th December 2016.

RECOMMENDATION:

That the Minutes of the Meeting of the Castlereagh Macquarie County Council held on Monday, 12th December 2016 be received and noted.

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE GILGANDRA COUNCIL CHAMBERS ON MONDAY 12 DECEMBER 2016 COMMENCING AT 10:00AM

1. Record of affirmation or oath:

Bill Fisher oath at 10:02am 12 Dec 2016

PRESENT: Clrs D. Batten (Chairman), A. Brewer, M. Martinez, I. Woodcock, B. Fisher and R. Lewis

Staff Members: D. Ramsland (General Manager), J. Unwin (Senior Weeds Officer), K. Watling (Gilgandra Weeds Inspector) and A. McCudden (Minute Secretary)

Visitors: Jeff Shanks (Luka Group – Auditors)

2. WELCOME: Clr Batten welcomed all councillors and staff to the meeting.

3. APOLOGIES: Clr M. Beach, G. Peart, M. Webb and P. Shinton

12/16/1 Resolved:

That apologies from M. Beach, G. Peart, M. Webb and P. Shinton be accepted and leave of absence be granted.

Moved: Clr Woodcock

Seconded: Clr Lewis

Carried

4. DECLARATIONS OF INTEREST- Nil

5. ANNUAL FINANCIAL STATEMENTS 2015/16 AND AUDITORS REPORT

Recommendation: That Council receive and note the Auditors Report for 2016 and formally adopt the Financial Statements for the year ended 30 June, 2016. Further that a copy of Auditor Jeff Shanks presentation to Council be attached to these minutes.

12/16/2 Resolved:

That Council receive and note the Auditors Report for 2016 and formally adopt the Financial Statements for the year ended 30 June, 2016. Further that a copy of Auditor Jeff Shanks presentation to Council be attached to these minutes.

Moved: Clr Martinez

Seconded: Clr Brewer

Carried

Clr Batten thanked Mr Shanks for his detailed presentation.

Mr Shanks left the meeting at 10:30am.

6. CONFIRMATION OF MINUTES

12/16/3 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Walgett on Monday 10 October, 2016, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Lewis

Seconded: Clr Woodcock

Carried

7. MATTERS ARISING FROM MINUTES

7.1 The General Manager advised that Council will endeavour to have the drone demonstration arranged with Clr Brewer for the February, 2017 meeting to be held in Warren.

8. CHAIRMAN'S REPORT

Chairman Clr Batten reported as follows:

Clr Batten made comment that local government councillors are all currently reviewing within their local Councils the Business Activity Strategic Plan with the view to establish Delivery Programs for the new four year term.

Clr Batten advised that as a single purpose Council, in accordance with our existing Vision and Mission Statement that Council reviews its current structure and its strategies used to undertake our Mission Statement in the best interests of the Constituent Councils that we serve.

Through financial necessity the previous Council undertook a radical structural review which resulted in a reduced number of staff through voluntary redundancies.

Clr Batten advised that this term of Council has the opportunity to build on this restructure by the way of workforce planning, succession planning, and increased profile within the community from a regulatory and weed control aspect.

Clr Batten suggested that at the February 2017 meeting to be held in Warren that time be allocated for a workshop for the opportunity to undertake a detailed review of the Business Activity Strategic Plan (2016 – 2025) which was adopted by Council in June, 2015.

12/16/4 Resolved:

That the Chairman's report be received and noted.

Moved: Clr Batten

Seconded: Clr Martinez

Carried

9. GENERAL MANAGER'S REPORT

Item 9.1 Reconciliation Certificate 31 October 2016 & 30 November 2016

Recommendation: That the Statement of Bank Balances as at 31 October and 30 November, 2016 be received and noted.

12/16/5 Resolved:

That the Bank Reconciliations as at 31 October and 30 November, 2016 be received and noted.

Moved: Clr Martinez

Seconded: Clr Lewis

Carried

Item 9.2 Quarterly Budget Review Statement – Period Ended 30 November, 2016

Recommendation: That the Quarterly Budget Review Statement for the period ended 30 November, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

12/16/6 Resolved:

That the Quarterly Budget Review Statement for the period ended 30 November, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Woodcock

Seconded: Clr Fisher

Carried

Item 9.3. Organisational Review Update – December 2016

Recommendation: That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

12/16/7 Resolved:

That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

Moved: Clr Woodcock

Seconded: Clr Brewer

Carried

Item 9.4 Consideration and Adoption of Annual Report – 2015/2016

Recommendation: That Council consider and adopt the 2015/2016 Annual Report.

12/16/8 Resolved:

That Council consider and adopt the 2015/2016 Annual Report.

Moved: Clr Woodcock

Seconded: Clr Fisher

Item 9.5 Matters for Brief Mention or Generally for Information Only

Recommendation: That the above issues for brief mention or information only as detailed in the General Manager's report to the December, 2016 meeting be received and noted and Council determine any other action required.

12/16/9 Resolved:

That the above issues for brief mention or information only as detailed in the General Manager's report to the December, 2016 meeting be received and noted and Council determine any other action required.

Moved: Clr Martinez

Seconded: Clr Lewis

Carried

12/16/10 Resolved:

That Council take out the Accumulated Sick Leave Death Provision policy and appropriate adjustment be made to Council's budget where required.

Moved: Clr Woodcock

Seconded: Clr Fisher

Carried

10. SENIOR WEEDS OFFICER'S REPORT

Item 10.1 Senior Weeds Officer's Report

Recommendation: That Council receive and note the Senior Weeds Officer's Report.

12/16/11 Resolved:

That Council receive and note the Senior Weeds Officer's report for October / November 2016.

Moved: Clr Woodcock

Seconded: Clr Lewis

Carried

Item 10.2 Noxious Plant Reports

Recommendation: That Council receive and note the Noxious Plant reports for Gilgandra, Warren and Warrumbungles.

12/16/12 Resolved:

That Council receive and note the Noxious Plant reports for Gilgandra, Warren and Warrumbungles.

Moved: Clr Fisher

Seconded: Clr Martinez

Carried

CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

12/16/13 Resolved:

That at 11.30am Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (a) and (c) of the Local Government Act 1993 on the basis that the matters being considered are in relation to staff and/or commercial in confidence.

Moved: Clr Brewer

Seconded: Clr Lewis

Carried

2. Property Inspections Report

Recommendation: That the Property Inspections Report be received and noted as a whole

12/16/14 Resolved:

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

That Council receive and note all confidential Property Inspections report matters as a whole.

Moved: Clr Martinez
Seconded: Clr Woodcock

Carried

3. Motion to move out of Confidential Session

12/16/15 Resolved:

That at 11.35am Council move out of Confidential Session.

Moved: Clr Fisher
Seconded: Clr Lewis

Carried

Adoption of Closed Section Reports

12/16/16 Resolved:

That Council adopt the recommendations of the Closed Committee Reports.

- Property Inspections Report

Moved: Clr Woodcock
Seconded: Clr Martinez

Carried

GENERAL BUSINESS

1. Clr Lewis suggested that Council enquire about the options of registering our vehicle fleet as either plant or primary production.

NEXT MEETING

The next meeting is scheduled for Monday 20 February, 2017 at Warren.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11:55AM.

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 20 February 2017.

CHAIRMAN

GENERAL MANAGER

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 Wednesday 25th January 2017

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Own	Outstanding Matter	Officer Resp	Response/Action
General Manager				
24.9.15	238.9.15	Visitors Information Centre	GM	Liaise re: Volunteers.
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	266.10.16	Warren Rugby Club use of gym	GM	Contact made with Rugby Club.
27.10.16	271.10.16	MDBA Plan - Northern Basin Review	GM	Submit comments by 10th February 2017.
27.10.16	QWN – 1 Quigley	Water Sharing Plan – Use of FMZ	GM	Submission when Plan reviewed.
*1.12.16	304.12.16	VIC new carpet	GM	Complete.
1.12.16	305.12.16	Outdoor fitness equipment	GM	Order placed, construction February.
*1.12.16	307.12.16	MDBA Plan - Northern Basin Review	GM	Meeting with MMELA 18th January 2017.
*1.12.16	307.12.16	MDBA Plan - Northern Basin Review	GM	Meeting with MRFF 20th January 2017.
1.12.16	QWN 1 – Quigley	Guidelines for business house façade painting	GM	Review and report to Council
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.
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	Own-1 Taylor	Status of roundabout works	MES	RMS have amended design, further meeting required.
*27.10.16	282.10.16	Victoria Park Oval rehabilitation	MES	Works complete.
27.10.16	284.10.16	Telemetry Upgrade	MES	In progress

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

CONTINUED

Manager Engineering Services				Continued
1.12.16	317.12.16	Warren Health, Sporting and Cultural Precinct Connections Study 2016	MES	Actively seek external funding. RMS have been contacted.
*1.12.16	318.12.16	EE Vegetation Management Consultation Group	MES	MES nominated.
*1.12.16	319.12.16	Restart NSW Funding Deed – RNSW825 STP	MES	Seal affixed to deed.
Manager Health & Development				
*27.10.16	266.10.16	Gym equipment	MHD	Complete.
*27.10.16	266.10.16	Pulley system	MHD	Complete.
27.10.16	QWN – 1 Walker	Ewenmar Waste Depot signage and roadways	MHD	Signs complete.
*1.12.16	327.12.16	DA P16-16.18 Extension of Unmanned Refueling Facility	MHD	Consent issued.
*1.12.16	328.12.16	DA P16-16.19 Unmanned Refueling Facility	MHD	Consent issued.

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 27.10.16 – 266.10.16, 1.12.16 – 304.12.16, 1.12.16 – 307.12.16, 27.10.16 – 282.10.16, 1.12.16 – 318.12.16, 1.12.16 – 319.12.16, 27.10.16 – 266.10.16, 1.12.16 – 327.12.16 and 1.12.16 – 328.12.16 be deleted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Wednesday 25th January 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
2.12.16	OROC Board / LMUW Alliance Board	Dubbo
6.12.16	LMWU Alliance - Technical	Narromine
7.12.16	Economic Development Committee	Warren
8.12.16	Water & Sewerage Committee - Informal	Warren
12.12.16	Castlereagh Macquarie County Council	Gilgandra
14.12.16	Department of Planning - LEP	Dubbo
14.12.16	Dubbo Regional Council – Stewart McLeod	Dubbo
18.01.17	Macquarie Marshes Environmental Landholders Association	The Mole, Warren
20.01.17	Plant Committee	Warren
20.01.17	Macquarie River Food & Fibre	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
1.02.17	North West Library AGM	Warren
23.2.17	Councillor Training – Asset Management	Warren

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Wednesday 25th January 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												
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	

HELD

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 2 COMMITTEE/DELEGATES MEETINGS CONTINUED

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

- q Central West Regional Algal Co-ordinating Committee – Algal Alert Bulletin
- q Water Directorate News – November and December 2016
- q Department of Primary Industries – Water Resource Plans Overview
- q Club Life – December 2016
- q CMCC – Media Release, December 2016
- q Vet Affairs – Summer 2016
- q IPWEA (NSW) Roads & Transport Directorate – December 2016
- q Safer Communities Fund – Delivery of the Government's Election Commitments (Round 1) – December 2016
- q LG Focus – December 2016 and January 2017

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT
31ST DECEMBER 2016

(E4-36)

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

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

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

In addition to the Delivery Program Progress Report 31st December 2016 the following have been achieved:

- Ø Completion of Financial Reports 30.6.2016
- Ø Completion of Annual Report 2015-16
- Ø End of Term Report 2012-2016
- Ø Meeting dates, times and Order of Business reviewed
- Ø All Committees/Delegates reviewed and members appointed
- Ø Committee Meeting Schedule developed
- Ø “Hit the Ground Running” Councillor Workshops held
- Ø Delegations to Mayor, Deputy Mayor and General Manager reviewed
- Ø Membership of Great Western Plains Destination Management Group
- Ø Warren Health, Sporting and Cultural Precinct – Connections Study 2016
- Ø Drinking Water Management System – Implementation
- Ø Draft Disability Inclusion Action Plan
- Ø Secured funding for New Warren Sewage Treatment Plant
- Ø Activation for Major Flooding August/September 2016
- Ø New financial computer software
- Ø Computer server upgrade
- Ø Asbestos Register developed
- Ø All facilities/houses inspected for asbestos
- Ø Bushfire hazard reduction
- Ø Drainage works Nevertire
- Ø Lions Park playground fencing
- Ø Replacement of Plane trees Macquarie Park
- Ø Victoria Oval rehabilitation
- Ø Warren Sporting and Cultural Centre - purchase gym equipment

WARREN SHIRE COUNCIL
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT
31ST DECEMBER 2016

CONTINUED

- Ø Warren Sporting and Cultural Centre – installation of pulley system
- Ø Information Centre – interior painting
- Ø Information Centre – air conditioning
- Ø Information Centre – floor coverings
- Ø New Discover Warren Region brochures
- Ø Old Medical Centre removal of asbestos
- Ø Water valve and main replacement
- Ø Telemetry Scada upgrade
- Ø New No. 2 Bore Collie
- Ø State Highway 11 Heavy Patching – Golf Club
- Ø State Highway 11 Widening – Golf Club
- Ø Reconstruction Buckkinguy Road 14 kms
- Ø Recycle Lemongrove Road 12.5 kms

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 5 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 is now placed before Council for comment. Currently Council is seeking input from the community via a survey and online. Council will then undertake extensive consultation across the Shire. This consultation is in line with Council’s Engagement Strategy and will be similar to when The Community Strategic Plan was created that being conducting forums and consultation meetings across the Shire including: -

- § Warren Interagency meeting
- § Council staff workshop
- § Macquarie Local Aboriginal Land Council meeting
- § Warren Chamber of Commerce
- § Collie Community
- § Marra Community
- § Nevertire Community
- § Warren Community

A copy of Council’s Draft Community Strategic Plan 2027 is included with this Business Paper.

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
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ITEM 6 NSW POLICE COMMUNITY SAFETY PRECINCT COMMITTEE MEETINGS (L7-7.1)

Community Safety Precinct Committees (CSPCs) provide an opportunity for local Councils and community members to meet with Police Local Area Commanders and share their perspective on local crime and safety issues. It provides the opportunity for community members and business owners to get involved in strategies designed to address local crime concerns. It also provides an opportunity for Local Area Commanders to promote accurate local crime information and raise awareness of crime prevention approaches.

The purpose of CSPCs is to:

- Ensure Local Area Commanders are communicating to their local communities;
- Encourage community partnerships to reduce crime and the fear of crime;
- Develop local solutions to local crime in partnership with local stakeholders;
- Improve public safety and reduce the fear of crime at a local level;
- Raise understanding of the relationship between policing and crime reduction;
- Ensure Commanders take into account local community views on police visibility, police deployment and crime hotspots when deciding police tasking and deployment.

After a discussion with the Darling River Area Command, it is proposed to hold two (2) meetings per year on the same day as Council's monthly meeting on 23rd March and 24th August 2017.

The time of meetings need to be decided on with there being two (2) options, 10.30 am to 11.30 am (Council Meeting adjourned to hold the meeting) or the meeting to commence at 2.30 pm. Council direction is sought on this matter.

For Council's Decision.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 7 SALE OF LAND SILO SUBDIVISION
(S1-1.30/5, S1-1.30/6, S1-1.30/7, S1-1.30/8)

Council has received a request from Mr Mark Bermingham to purchase land at Silo Subdivision. Council has a number of lots that potentially could be sold. Following is a summary of lots as outlined in the attached plan.

Lots 1-3	ML Bermingham
Lot 4	Grain Corp
Lots 5-8	Can be sold. Council has material stockpiled, concrete castoffs and open drain through centre.
Lots 9-11	Cannot be sold. Large ground dam.
Lot 13	Cannot be sold, will effect access along Silo Row.
Lot 14	Cannot be sold – easement for rail track.

During a discussion with Mr Bermingham, he has advised that he is willing to purchase Lots 5-8 in an as is condition or Council can clean the lots up. Any sale would be dependent on price and a good starting point is the Land Value used for rating purposes.

Due to the number of options and current condition of the lots authority from Council is sought for delegation to be given to the Mayor, Deputy Mayor and General Manager to negotiate with Mr M Bermingham on an acceptable price and conditions for the sale of Lots 5-8 DP 813394 and report back to Council.

RECOMMENDATION:

That:

1. The information be received and noted.
2. Authority be given to the Mayor, Deputy Mayor and General Manager to negotiate with Mr M Bermingham on the sale price and conditions of sale for Lots 5-8 DP 813394 and report back to Council.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 8 PROPOSED NEW GENERAL INDUSTRIAL AREA (S1-3.1)

Council has received a number of enquiries from interested parties looking for General Industrial lots to purchase. Although these enquiries are not firm offers, Council does not have a supply of suitably services lots for sale. The only land that can potentially be sold for General Industrial is at the Silo Subdivision or at the Saleyards. Unfortunately, these two (2) locations to be serviced by water, sewerage or telephone is cost prohibitive and as a result are not realistically suitable to set up a business on.

There is land available on the residue of Gunningba Estate and a concept plan has been developed that outlines a number of industrial lots can be created and still leave enough residential lots to cater well into the future. This plan sees the extension of Stafford Street, with industrial lots of varying sizes down one (1) side with the red line being the earth bank buffer between industrial and residential.

This matter was raised at the Economic Development Committee, initially in December and with the concept plan being developed, approval is now sought to progress to the next stage of the process of finalising the concept and start producing costings.



RECOMMENDATION:

That:

1. The information be received and noted.
2. Council progress to the next stage of finalising the concept and producing costings for the extension of Mabel Street industrial site.

WARREN SHIRE COUNCIL
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ITEM 9 MURRAY DARLING BASIN AUTHORITY
NORTHERN BASIN REVIEW **(C12-3.4)**

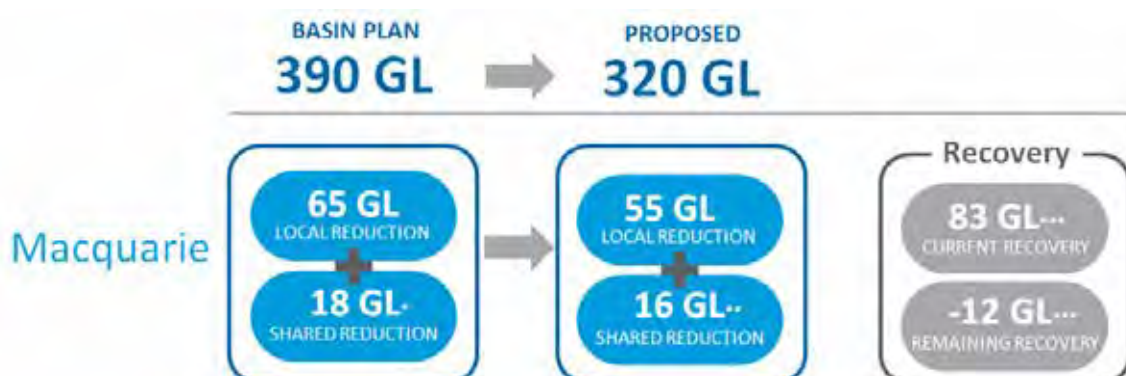
The Murray-Darling Basin Plan is legislation which guides governments, regional authorities and communities to sustainably manage and use the waters of the Murray-Darling Basin. The Plan came into effect in November 2012 and sets limits on the amount of water that can be taken for agriculture, town water supplies, industry, and other human or ‘consumptive’ uses, to ensure there is enough water to achieve healthy river and groundwater systems.

The Murray-Darling Basin Authority (MBDA) was established under the Commonwealth Water Act 2007 as an independent, expertise-based statutory agency with the tasks of overseeing the development, implementation and review of the Basin Plan.

At the time the Basin Plan was established, the MDBA recognised more work in the north was needed to improve understanding of the hydrology, environment and socio-economic implications of the Basin Plan settings. A commitment was made, supported by all basin governments, to undertake a review and assess whether Basin Plan settings in the north are appropriate.

The review of the northern basin water recovery target has been completed by the Murray-Darling Basin Authority (MDBA). The three (3) year review involved substantial new research into socio-economic, hydrology and environmental aspects of the northern basin. It also included consultation with northern basin communities.

The MBDA are **proposing the water recovery target be reduced from 390 GLs to 320 GLs** provided there are commitments from Australian, Queensland and New South Wales governments to implement a range of measures aimed at improved water management in the north.



WARREN SHIRE COUNCIL
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ITEM 9 MURRAY DARLING BASIN AUTHORITY
NORTHERN BASIN REVIEW

CONTINUED

All relevant information along with the following two reports were circulated to councillors in December 2017:

1. The Northern Basin Review
Understanding the economic, social and environmental outcomes from water recovery in the northern basin; and
2. Plain English Summary – proposed Basin Plan amendments.

In addition to the above Councillors have held meetings with the Macquarie Marshes Environmental Landholders Association on Wednesday 18th January 2017 and with the Macquarie River Food and Fibre on Friday 20th January 2017. These sessions have been very beneficial in gaining an understanding of what the issues are for these two (2) diversely different organisations.

This item is now placed before Council for discussion and consideration of issues that would be required to be included into any response to the proposal by the MDBA which is due 5.00 pm Friday, 10th February 2017.

For Council's Discussion.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Wednesday 25th January 2017

ITEM 9 MURRAY DARLING BASIN AUTHORITY
NORTHERN BASIN REVIEW

CONTINUED

Table 1: Details of the Authority's proposed amendment, compared to current Basin Plan settings

Catchment		Current Basin Plan (GL)			Proposed amendment (GL)			Recovery to date*** (GL)
		Local reduction	Shared reduction*	Total reduction	Local reduction	Assumed shared reduction**	Total reduction	
Queensland	Paroo	0	0	0	0	0	0	0
	Warrego	8	0	8	8	0	8	8
	Nebine	1	0	1	1	0	1	1
	Moonie	0	2	2	0	2	2	2
	Condamine–Balonne	100	42	142	100	0	100	65
	Queensland Border Rivers	8	15	23	14	15	29	15
	Queensland total	117	59	176	123	17	140	91
New South Wales	Intersecting Streams	0	8	8	0	8	8	8
	Gwydir	42	14	56	42	0	42	48
	NSW Border Rivers	7	9	16	7	0	7	3
	Namoi	10	14	24	20	0	20	13
	Macquarie–Castlereagh	65	18	83	55	16	71	83
	Barwon–Darling	6	22	28	32	0	32	32
	NSW total	130	85	215	156	24	180	187
Whole of North totals		247	143	390	279	41	320	278

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 Wednesday 25th January 2017

ITEM 1 RECONCILIATION CERTIFICATE - NOVEMBER 2016 (B1-10.15)

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 30th November 2016.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 30th November 2016 are as follows:-

	Balance 31-Oct-16	Transactions	Balance 30-Nov-16
General	9,524,172.74	1,053,795.42	10,577,968.16
Water Fund	751,085.57	25,490.65	776,576.22
Sewerage Fund	2,518,664.50	46,054.90	2,564,719.40
Trust Fund	72,976.82	(423.12)	72,553.70
North Western Library	84,060.44	11,022.23	95,082.67
Investment Bank Account	(12,489,607.97)	(901,661.84)	(13,391,269.81)
	461,352.10	234,278.24	695,630.34
Balance of Ledger Accounts less Investments as at 31/10/16			461,352.10
Add: Receipts from			
(a) Rates	995,603.88		
(b) Other Cash	1,154,143.45		
(c) Investments Redeemed	4,000,000.00	6,149,747.33	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,013,807.25		
(b) Investments Placed	4,901,661.84	5,915,469.09	
Nett Transactions for the Month			234,278.24
Balance of Ledger Accounts less Investments as at 30/11/16			695,630.34

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 Wednesday 25th January 2017

ITEM 1 RECONCILIATION CERTIFICATE - NOVEMBER 2016 CONT'D

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	788,592.77
Add: Outstanding Deposits for the Month	28,774.91
Less: Outstanding Cheques & Autopays	(121,804.39)
Less: Underpaid Direct Transfer	(6.30)
Add: NAB Direct Debit omitted on voucher	73.35
Balance as per Ledger Accounts less Investments =	<u>695,630.34</u>

INVESTMENTS RECONCILIATION

Investments as at 30th November 2016

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	1,891,269.81	Variable	On Call A/c
1	National Australia Bank	1,000,000.00	180 Days @ 2.94%	18-Jan-17
2	National Australia Bank	1,500,000.00	180 Days @ 2.90%	23-Jan-17
7	National Australia Bank	1,000,000.00	90 Days @ 2.61%	08-Dec-16
8	National Australia Bank	1,000,000.00	90 Days @ 2.63%	14-Dec-16
9	National Australia Bank	1,000,000.00	90 Days @ 2.64%	17-Dec-16
10	National Australia Bank	1,000,000.00	90 Days @ 2.70%	21-Jan-17
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
TOTAL INVESTMENTS =		<u>13,391,269.81</u>		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	5,058,223.00
Internally Restricted Funds Invested	7,169,249.00
2016/17 General Fund Operating Income & Grants	<u>1,859,428.15</u>
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	<u>14,086,900.15</u>

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

RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 30th November 2016 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 Wednesday 25th January 2017

ITEM 2 RECONCILIATION CERTIFICATE - DECEMBER 2016 (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 December 2016.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 31st December 2016 are as follows:-

	Balance 30-Nov-16	Transactions	Balance 31-Dec-16
General	10,577,968.16	(412,808.93)	10,165,159.23
Water Fund	776,576.22	1,321.33	777,897.55
Sewerage Fund	2,564,719.40	13,945.11	2,578,664.51
Trust Fund	72,553.70	(622.88)	71,930.82
North Western Library	95,082.67	(35,009.10)	60,073.57
Investment Bank Account	(13,391,269.81)	(893.34)	(13,392,163.15)
	695,630.34	(434,067.81)	261,562.53
Balance of Ledger Accounts less Investments as at 30/11/16			695,630.34
Add: Receipts from			
(a) Rates	193,590.92		
(b) Other Cash	417,514.53		
(c) Investments Redeemed	4,500,000.00	5,111,105.45	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,044,279.92		
(b) Investments Placed	4,500,893.34	5,545,173.26	
Nett Transactions for the Month			(434,067.81)
Balance of Ledger Accounts less Investments as at 31/12/16			261,562.53

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 Wednesday 25th January 2017

ITEM 2 RECONCILIATION CERTIFICATE - DECEMBER 2016 CONT'D

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	264,558.91
Add: Outstanding Deposits for the Month	10,530.48
Less: Outstanding Cheques & Autopays	(2,173.50)
Less: Interest on Loan 250 deducted on 03/01/2017	(11,353.36)
Balance as per Ledger Accounts less Investments =	261,562.53

INVESTMENTS RECONCILIATION

Investments as at 31st December 2016

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	392,163.15	Variable	On Call A/c
1	National Australia Bank	1,000,000.00	180 Days @ 2.94%	18-Jan-17
2	National Australia Bank	1,500,000.00	180 Days @ 2.90%	23-Jan-17
10	National Australia Bank	1,000,000.00	90 Days @ 2.70%	21-Jan-17
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
TOTAL INVESTMENTS =		13,392,163.15		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	5,114,505.00
Internally Restricted Funds Invested	6,987,623.00
2016/17 General Fund Operating Income & Grants	1,551,597.68
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	13,653,725.68

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

RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 31st December 2016 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 Wednesday 25th January 2017

ITEM 3

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

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS	NETT LEVY	TOTAL RECEIVABLE	AMOUNT COLLECTED	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT	ARREARS AS % AGE OF TOTAL REC'ABLE
	1st JULY \$	\$	\$	\$		\$	
General Fund Rates	86,140	4,556,362	4,642,502	2,575,249	55.47%	2,067,253	44.53%
Warren Water Fund	17,360	341,490	358,850	213,737	59.56%	145,113	40.44%
Warren Sewerage Fund	21,384	445,459	466,843	269,090	57.64%	197,753	42.36%
TOTAL OF ALL RATES	124,884	5,343,311	5,468,195	3,058,076	55.92%	2,410,119	44.08%
Extra Charges	12,201	5,550	17,751	8,154	45.94%	9,597	54.06%
TOTAL 2016/2017	137,085	5,348,861	5,485,946	3,066,230	55.89%	2,419,716	44.11%
TOTAL 2015/2016	124,281	5,224,294	5,348,575	2,966,549	55.46%	2,382,026	44.54%
TOTAL 2014/2015	120,785	5,086,260	5,207,045	2,861,574	54.96%	2,345,471	45.04%
TOTAL 2013/2014	84,911	4,969,073	5,053,984	2,752,916	54.47%	2,301,068	45.53%
		10-Jan-14	09-Jan-15	15-Jan-16		13-Jan-17	
COLLECTION FIGURES AS \$		2,752,916	2,861,574	2,966,549		3,066,230	
COLLECTION FIGURE AS %		54.47%	54.96%	55.46%		55.89%	

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 Wednesday 25th January 2017

ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

(R1-1.37)

On 29th November 2016, IPART announced that the rate pegging limit on general rates to apply in the 2017/18 financial year will be 1.5%, I have included below a copy of the Media Release from IPART regarding their decision:

Media Release



Independent Pricing and Regulatory Tribunal

2017-18 RATE PEG FOR NSW LOCAL COUNCILS

29 November 2016

Continuing low inflation and minimal growth in council costs will limit the increase in the general income local councils can recover to 1.5% in 2017-18. This is lower than last year's rate peg of 1.8%.

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

Announcing the annual rate peg today, IPART Chair Peter Boxall said "ratepayers would benefit from the modest rate of public sector wages growth in recent years, as well as the continuing low inflationary environment. This has seen the cost of some items used by councils fall, including fuel, gas and telecommunication services".

IPART determines the rate peg by measuring changes in the Local Government Cost Index (LGCI) that includes changes in the average costs faced by councils, and consideration of a factor to reflect improvements in productivity.

"The Local Government Cost Index increased by 1.47% in the year to September 2016," Dr Boxall said.

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

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

Councils wishing to apply for a special rate variation should aim to notify IPART by 9 December 2016.

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

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

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

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Wednesday 25th January 2017

ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

CONTINUED

Local Government rate peg 2017-18– fast facts

- ▼ Councils wanting to increase their revenue by more than the rate peg need to apply for a special variation. Councils wishing to apply for special variations should aim to notify IPART by 9 December 2016.
- ▼ The IPART rate peg is a maximum allowable increase to council general income. Individual councils determine how that maximum increase is applied. For example, some rates might increase by more than 1.5% and others may increase by less as long as the total increase in general income does not exceed 1.5%.
- ▼ The 2017-18 rate peg of 1.5% consists of two underlying components: (1) the increase in the Local Government Cost Index (LGCI) in the year to September 2016 of 1.47%; (2) a deduction of 0.001%, to reflect the change in productivity.
- ▼ The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We will continue to consider a productivity factor in determining future rate peg increases.
- ▼ The LGCI measures price movements of a representative 'basket' of inputs that are used to deliver local council services, in a similar way the Australian Bureau of Statistics (ABS) measures the Consumer Price Index (CPI). The main components of the index and their percentage share of the overall index are:
 - Employee benefits and on-costs (41.3%)
 - Construction works – roads, drains, footpaths, kerbing, bridges (19.5%)
 - Other expenses (8.9%)
 - Other business services – including items such as contractor and consultancy costs (5.9%)
 - Buildings – non-dwelling (3.9%)
 - Plant and equipment – machinery (3.5%)
 - Electricity (2.7%)
 - Road, footpath, kerbing, bridge and drain building materials (2.5%).

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 Wednesday 25th January 2017

ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

CONTINUED

Rate peg for NSW councils for 2017-18



29 November 2016

WHAT

IPART's decision on the rate peg for NSW councils in 2017-18 is to set the rate peg at 1.5% based on the change in the Local Government Cost Index (LGCI) and consideration of a productivity factor.

WHY

The **LGCI** measures price changes over the past year for goods, materials and labour used by an average council. We consider a deduction for a **productivity factor** to the LGCI, however this year it has no material impact on the LGCI.

HOW

We calculated the rate peg for 2017-18 by:

- ▼ taking the increase in the LGCI for the year to September 2016 of 1.47%
- ▼ deducting a productivity factor of 0.001%.

This results in a rate peg of 1.47%, which we rounded to 1.5% for 2017-18.

WHO

The rate peg sets the maximum increase in each council's general income for the 2017-18 financial year. The rate peg applies to general income in total, and not to individual ratepayers' rates.

Councils have discretion to determine how to allocate this increase between different ratepayer categories. Individual rates are also affected by other factors, such as land valuations.

WHAT NEXT

Councils must not increase general income by more than the rate peg. Councils requiring additional general revenue may apply to IPART for a special variation.

Councils applying for a special variation must satisfy the criteria listed in the Office of Local Government's Guidelines.

The Guidelines require councils to establish a need for a special variation through the Integrated Planning and Reporting (IP&R) Process. This includes undertaking long term financial planning, ensuring community awareness of the need and extent of the proposed increase in rates, and consideration of the impact on ratepayers and the community's capacity and willingness to pay. In addition, councils must meet criteria related to productivity improvements.

IPART's website includes [information on the special variation requirements](#) and recent applications from councils.

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 Wednesday 25th January 2017

ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

CONTINUED

Rate Peg for NSW Councils for 2017-18

1 What is the Local Government Cost Index (LGCI) and how do we measure change?

For more detail on the Local Government Cost Index see our Fact Sheet, *Local Government Cost Index Survey 2015* published in October 2015. This is available on our [website](#).

The LGCI is a price index for councils in NSW. It is similar to the Local Government Price Index used in South Australia and similar in principle to the Consumer Price Index (CPI), which is used to measure changes in prices for a typical household.

The LGCI is designed to measure the average change in prices of a fixed 'basket' of goods and services that are purchased by councils, relative to the prices of the same basket in a base period. The index has 26 cost components, such as employee benefits and on-costs, and building materials for roads, bridges and footpaths. The cost components represent the purchases made by an average council to undertake its typical activities. We constructed the index in 2010 based on a survey we undertook of NSW councils' expenditure in 2008-09 and 2009-10. The 2015 cost survey (based on NSW councils' expenditure in 2013-14 and 2014-15) updated the expenditure weightings to ensure the relativities of the cost items within the LGCI remain accurate. The updated LGCI was used to calculate the 2017-18 rate peg.

We use the change in the LGCI in the year to September 2016 to inform the rate peg for 2017-18. This is the latest available information at the time we set the rate peg. The change in the LGCI in the year to September 2016 was 1.47%.

The main contributors to increasing the level of the index over the year ending September 2016 were:

- ▼ an increase of 2.3% in employee benefits and on-costs, measured by the ABS wage price index for the NSW public sector
- ▼ an increase of 1.5% in other expenses (eg, miscellaneous expenses such as councillors' and mayoral fees), measured by the ABS consumer price index – all groups Sydney,
- ▼ an increase of 0.6% in construction works – roads, drains, footpaths, kerbing, bridges costs, measured by the ABS producer price index for roads and bridge construction NSW
- ▼ an increase of 2.7% in buildings – non-dwelling costs, measured by the ABS producer price index for non-residential building construction, and
- ▼ an increase of 1.9% in other business services costs (eg, materials and contracts such as other operating leases, contractor and consultancy costs), measured by the ABS producer price index for other administrative services.

Partly offsetting these impacts were decreases in automotive fuels (10.5%), gas (10.4%) and telecommunications and internet services (7.1%). See Section 3 below for a table showing the price changes in cost items for all components of the LGCI.

2 How did we determine the productivity factor for the 2017-18 rate peg?

The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We calculated the productivity factor using the ABS market sector

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 Wednesday 25th January 2017

ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

CONTINUED

Rate Peg for NSW Councils for 2017-18

value-added multifactor productivity (MFP) based on quality adjusted hours worked. Based on this methodology, average productivity increased by 0.001%. Since this change in productivity is not material we made a small deduction to the LGCI when calculating the rate peg for 2017-18. This had no effect on the rate peg. For more information on the productivity factor see our Fact Sheet – *Productivity for cost indices* published in October 2014. This is available on our [website](#).

3 Local Government Cost Index (LGCI)

The rise in the LGCI for the year ended September 2016

Cost items	Effective weight as at end Sep 2015 (%)	Price change to end-Sep 2016 (% annual average)	Contribution to index change (percentage points)
Operating cost items			
Employee benefits and on-costs	41.3	2.3	0.94
Plant & equipment leasing	0.3	-2.7	-0.01
Operating contracts	1.0	1.7	0.02
Legal & accounting services	0.8	1.3	0.01
Office & building cleaning services	0.3	1.0	0.00
Other business services	5.9	1.9	0.11
Insurance	1.6	6.6	0.10
Telecommunications, telephone & internet services	0.6	-7.1	-0.04
Printing publishing & advertising	0.6	-3.3	-0.02
Motor vehicle parts	0.3	1.2	0.00
Motor vehicle repairs & servicing	0.6	3.0	0.02
Automotive fuel	0.8	-10.5	-0.08
Electricity	2.7	-0.9	-0.02
Gas	0.1	-10.4	-0.01
Water & Sewerage	0.4	-0.9	0.00
Road, footpath, kerbing, bridge & drain building materials	2.5	0.6	0.02
Other building & construction materials	0.5	2.7	0.01
Office supplies	0.2	-0.4	0.00
Emergency services levies	1.4	3.3	0.05
Other expenses ^a	8.9	1.5	0.13
Capital cost items			
Buildings – non-dwelling	3.9	2.7	0.11
Construction works – road, drains, footpaths, kerbing, bridges	19.5	0.6	0.13
Construction works – other	2.0	0.6	0.01
Plant & equipment – machinery, etc	3.5	0.2	0.01
Plant & equipment – furniture, etc	0.1	-2.1	0.00
Information technology & software	0.5	-3.7	-0.02
Total change in LGCI	100		1.47

^a Includes miscellaneous expenses with low weights in the Index, eg, councillor and mayoral fees.

Note: Figures may not add due to rounding. Percentage changes are calculated from unrounded numbers.

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
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ITEM 4 2017/2018 RATE PEGGING LIMIT – 1.5%

CONTINUED

RECOMMENDATION:

1. That the information be received, and
2. Council note the 2017/2018 Operational Plan & Estimates will be prepared incorporating a 1.5% 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 Wednesday 25th January 2017

ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

(A1-5.35)

In accordance with Clause 203 of the Local Government (General) Regulation, 2005, I have included with the business paper Council's budget review document covering the period 1st July 2016 to 31st December 2016 (the budget review includes all committed costs not yet paid for).

Report by Responsible Accounting Officer

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

1. I report that a balanced budget review (after deducting depreciation) has been prepared for Councils consideration and adoption.
2. It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 31/12/16 indicates that Council's projected financial position as at 30/06/17 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Date: 12th January 2017

Darren Arthur
Responsible Accounting Officer

The major budget variances in this document are:

1. Receipt of the OLG ESPL Contribution - \$6,901,
2. Increased landing fees at airport due to RAAF training exercises - \$24,000,
3. Receipt of RMS Flood Damage Emergency Works untied Grant - \$500,000 (contra expense line),
4. Notification of SH11 Work Orders issued contra income & expenditure:
 1. 2016/17 Resealing Program \$121,408
 2. Truck Accident Repairs \$ 15,353
 3. Flood Damage Emergency & Repair Works \$260,582
 4. Heavy Patching on Segment 205 \$ 88,758
5. Victoria Oval Rehabilitation - \$27,000, funded from infrastructure reserve,
6. Victoria Park Outdoor Fitness Station increased budget of \$48,820, funded from CBP Grant \$25,000, Warren Healthy Town Challenge Committee \$13,194, Infrastructure Reserve \$7,294 and general revenue \$3,332,
7. New pulley system at the Warren Sporting & Cultural Complex - \$3,335 funded from general revenue,
8. New Carpet in the Information Centre - \$7,105 funded from Infrastructure Reserve,
9. New air-conditioners in the Information Centre – \$5,980 funded from general revenue
10. New back fence at the Information Centre – \$2,939 funded from general revenue, and
11. Old Medical Centre ceiling and duct work required - \$10,130 funded from general revenue.

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

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Wednesday 25th January 2017

ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

CONTINUED

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

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/10/16 to 31/12/16

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2016

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2016/17	Carry Forwards	Sep QBRS	Revised Budget 2016/17	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Income							
Administration	7,561	-	37	7,598	7	7,605	5,993
Public Order & Safety	66	-	11	77	-	77	14
Health	3	-	-	3	-	3	-
Community Services & Education	67	-	-	67	-	67	35
Housing & Community Amenities	394	35	5	434	500	934	829
Water Supplies	810	-	10	820	1	821	445
Sewer Services	1,026	-	10	1,036	-	1,036	520
Recreation & Culture	238	-	34	272	-	272	117
Manufacturing & Construction	16	30	-	46	1	47	42
Transport & Communication	1,338	630	(57)	1,911	510	2,421	621
Economic Affairs	124	10	13	147	-	147	49
Total Income from Continuing Operations	11,643	705	63	12,411	1,019	13,430	8,665
Expenses							
Administration	3,730	-	16	3,746	-	3,746	1,747
Public Order & Safety	302	-	22	324	-	324	139
Health	336	-	-	336	-	336	208
Community Services & Education	70	-	-	70	-	70	35
Housing & Community Amenities	771	35	10	816	501	1,317	440
Water Supplies	791	-	-	791	-	791	283
Sewer Services	737	-	-	737	-	737	188
Recreation & Culture	1,343	-	35	1,378	-	1,378	554
Manufacturing & Construction	16	30	-	46	-	46	35
Transport & Communication	4,108	630	(57)	4,681	486	5,167	1,159
Economic Affairs	322	10	12	344	5	349	161
Total Expenses from Continuing Operations	12,526	705	38	13,269	992	14,261	4,949
Net Operating Result from Continuing Operatio	(883)	-	25	(858)	27	(831)	3,716
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-
Net Operating Result from All Operations	(883)	-	25	(858)	27	(831)	3,716

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
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ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/10/16 to 31/12/16

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2016

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2016/17	Carry Forwards	Sep QBRs	Revised Budget 2016/17	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Capital Expenditure							
New Assets							
- Plant & Equipment	-	-	-	-	-	-	-
- Land & Buildings	256	-	-	256	-	256	-
- Other	158	738	-	896	52	948	66
Renewal Assets (Replacement)							
- Plant & Equipment	1,246	88	20	1,354	-	1,354	182
- Land & Buildings	27	11	9	47	54	101	61
- Roads, Bridges, Footpaths	4,173	1,603	359	6,135	-	6,135	979
- Other	1,113	-	-	1,113	-	1,113	19
Loan Repayments (Principal)	79	-	-	79	-	79	53
Transfer to Reserves	16	-	-	16	-	16	-
Total Capital Expenditure	7,068	2,440	388	9,896	106	10,002	1,360
Capital Funding							
Rates & Other Untied Funding	2,717	-	24	2,741	27	2,768	34
Grants & Contributions	2,912	1,711	359	4,982	38	5,020	1,134
Reserves:							
- Internal Restrictions/Reserves	1,163	729	5	1,897	41	1,938	170
New Loans	-	-	-	-	-	-	-
Receipts from Sale of Assets							
- Plant & Equipment	260	-	-	260	-	260	22
- Land & Buildings	16	-	-	16	-	16	-
Total Capital Funding	7,068	2,440	388	9,896	106	10,002	1,360
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
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ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

CONTINUED

Page No.	Description	Increase/ (Decrease)
Budget Expenditure Variations		
Housing & Community Amenities		
8	Pit Fire Expenses - to Green Waste Reduction	(13,500)
8	Green Waste Reduction - from Fire Pit Expenses	13,500
9	Emergency Works - July 2016 Floods - adjusted to Grant received	500,000
9	CWCEW Alliance - adjusted to actual expense	900
9	Tiger Bay Wetland - Bird Hide - adjusted to actual expense	280
Water Supplies		
10	Water Treatment Operations - from Other Operations Costs	5,500
10	Other Operations Costs - to Water Treatment Operations	(5,500)
Mining, Manufacturing & Construction		
14	Mt Foster House & Quarters Demolition - adjusted to actual	180
Transport & Communication		
16	SH 11 - Heavy Patching Seg 205 - Work Order Value	88,758
16	SH 11 - Truck Accident Repairs - Work Order Value	15,353
16	SH 11 - Flood Damage Repairs - Work Order Value	260,582
16	SH 11 - Resealing Seg 205 & 270 - Work Order Value	121,408
Economic Affairs		
17	Medical Centre - M & R - adjusted to anticipated	4,500
Capital Expenditure		
18	Water Main/Valve Replacement - adjusted to actual	711
18	Victoria Oval - Rehabilitation Works - as per Council Report	27,000
18	Victoria Oval - Outdoor Fitness Circuit - adjusted to quotation	48,820
18	Sports Complex - Pulley System - adjusted to anticipated	3,335
19	Old Medical Centre - Ceiling & Ducting	10,130
19	Information Centre - New Carpet	7,105
19	Information Centre - New Air-conditioners	5,980
19	Information Centre - New Fence	2,939
Total		1,097,981

WARREN SHIRE COUNCIL
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ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

CONTINUED

Budget Income Variations

Administration

2	Pensioner Rates Abandoned - adjusted to actual	(518)
2	Pensioner Rates Subsidy - adjusted to actual	335
2	ESPL Contribution from OLG - adjusted to actual	6,901

Housing & Community Amenities

9	Septic Tank Applications - adjusted to actual	308
9	Flood Emergency Grant Untied - adjusted to actual	500,000

Water Supplies

10	Pensioner Rates Abandoned - adjusted to actual	(437)
10	Pensioner Rebate - adjusted to actual	266
10	Transfer from Restricted Funds - adjusted to anticipated	882

Sewerage Services

11	Pensioner Rebate Abandoned - adjusted to actual	(700)
11	Sewer Plan Fees - adjusted to anticipated	150
11	Pension Rebate Grant DLG - adjusted to actual	359
11	Transfer from Restricted funds	191

Mining, Manufacturing & Construction

14	Section 317AE Certificates - adjusted to anticipated	500
14	Sundry Building Income - adjusted to anticipated	50

Transport & Communication

15	Aerodrome Rents & Fees - adjusted to anticipated	24,000
16	State Highway 11 - Heavy Patching Seg 205 - Work Order Value	88,758
16	State Highway 11 - Truck Accident Repairs - Work Order Value	15,353
16	State Highway 11 - Flood Damage Repairs - Work Order Value	260,582
16	State Highway 11 - Resealing Seg 205 & 270 - Work Order Value	121,408

Capital Income

18	From Infrastructure Reserve - Victoria Oval - Rehab Work	27,000
18	From Infrastructure Reserve - Outdoor Fitness Circuit	7,294
18	Community Building Partnership Grant Funding	25,000
18	Healthy Town Challenge Committee Funds	13,194
19	From Infrastructure Reserve - Information Centre – New Carpet	7,105

Total 1,097,981

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
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ITEM 5 DECEMBER 2016 – QUARTERLY BUDGET REVIEW

CONTINUED

RECOMMENDATION:

That the information be received and noted, and that amendments to votes in the December 2016 Quarterly Budget Review as outlined be authorised.

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Wednesday 25th January, 2017

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 6th November 2016 to 1st January 2017, by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 2 (3-man crew) Terence Hume	Yungundi Road	Restoration	3km
Grader Crew 3 (2-man crew) Vincent Robinson	Tabratong Lane	Maintenance Grade / Restoration	10.4km
	Cathundral-Bogan Road	Maintenance Grade	2km
	Dandaloo Road	Restoration	2.1km
Grader Crew 4 (3-man crew) Wayne Wilson	Pigeonbar Road	Maintenance Grade / Restoration	2km
	Pleasant View Lane	Maintenance Grade / Restoration	12km
	Oakley Road	Maintenance Grade / Restoration	6km
	Pine Clump Soldiers Road	Maintenance Grade / Restoration	14.5km
Grader Crew 5 (2-man crew) Josh Stephens	Hatton Road	Maintenance Grade	4.6km
	Armatree Road	Maintenance Grade / Restoration	11.3km

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Tar Patching	Marra Road	Pothole Patching	62 m ²
	Marthaguy Road	Pothole Patching	357 m ²
	Carinda Road	Pothole Patching	1958 m ²
	Collie Road	Pothole Patching	76 m ²
	Warren Streets	Pothole Patching	516 m ²
	Oxley Highway	Pothole Patching	1140 m ²
	Buckiinguy Road	Pothole Patching	93 m ²
	Nevertire-Bogan Road	Pothole Patching	147 m ²
	Old Warren Road	Pothole Patching	120 m ²
	Industrial Access Road	Pothole Patching	100 m ²
	Udora Road	Pothole Patching	37 m ²
	Wambianna Road	Pothole Patching	198 m ²
	Warren Road	Pothole Patching	600 m ²
	Rifle Range Road	Pothole Patching	210 m ²
	Carinda Road	Edge Patching	278 m ²
	Tottenham Road	Edge Patching	1660 m ²
	Oxley Highway	Edge Patching	6640 m ²
	Warren Streets	Edge Patching	650 m ²
	Collie Road	Edge Patching	12 m ²
	Marthaguy Road	Edge Patching	730 m ²

WARREN SHIRE COUNCIL
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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)	Buckiinguy Rd	Recycle	\$670,250	\$225,967	Dec/Jan
	Warren Rd - RR 7515 (REPAIR)	Construction	\$660,000	\$39,272	Feb/Apr 2017
	Lemongrove Rd	Recycle	\$370,800	\$22,545	Dec/Jan
Grader Crew 2 (3-man crew)	Ellengerah Rd	Construction	\$1,057,356	\$28,181	Feb/May 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	\$4,727	Jan 2017
Grader Crew 3 (3-man crew)	Bullagreen Rd	Recycle	\$364,468	Nil	Mar/Apr 2017

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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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.

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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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 commence early 2017.
	Nevertire	Nevertire replacement bore mechanical and electrical fit out to commence early 2017.
Reservoir cleaning	Collie	Drilling works completed.
	5 years	Stafford St - Scheduled Oct 2021 Oxley Park- Scheduled Sept 2017 Ellengerah River- Scheduled Sept 2017 Ellengerah Bore- Scheduled March 2018 Nevertire- Scheduled Jul 2017 Collie- Scheduled Oct 2021

WARREN SHIRE COUNCIL
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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. Sewer relining to commence March 2017.
Sewage pump stations	Warren Nevertire	Upgrade works ongoing.
Sewage Treatment Plant	Warren	Preliminary draft design completed, Stakeholder meeting organised for early February 2017.

2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE 6TH NOVEMBER TO 1ST JANUARY 2017

Main breaks repaired: 16

Sewer chokes cleared: 9

Year to date: 37

Year to date: 33

Meter replacements: 1 river water meters and 1 bore water meters.

Year to date: 1 river meters and 4 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 01/11/16 to 30/11/16 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	25.37	90.07	0.85	0.59
Warren river	750	44.66	69.97	1.49	0.46
Nevertire village	40	3.92	10.49	0.13	0.07
Collie village	25	1.45	4.87	0.05	0.03

Rainfall in Warren for period: 6 mm

For the similar period in 2015 Council's meters indicated the following water usage:

WARREN SHIRE COUNCIL

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ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

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	33.03	114.54	1.10	0.75
Warren river	750	32.47	121.01	1.08	0.79
Nevertire village	40	2.99	12.35	0.10	0.08
Collie village	25	1.20	4.57	0.04	0.03

Rainfall in Warren for period: 73.5 mm

For the period 01/12/16 to 31/12/16 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	22.43	112.50	0.72	0.61
Warren river	750	44.81	114.78	1.45	0.63
Nevertire village	40	3.45	13.94	0.11	0.08
Collie village	25	1.60	6.47	0.05	0.03

Rainfall in Warren for period: 67 mm

For the similar period in 2015 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	29.82	144.36	0.96	0.78
Warren river	750	58.12	179.13	1.88	0.97
Nevertire village	40	5.4	17.75	0.17	0.10
Collie village	25	1.42	5.99	0.05	0.03

Rainfall in Warren for period: 48.5 mm

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ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE
CONTINUED

2.7 WARREN STP - LICENCE COMPLIANCE

2.7.1 Record of Daily Effluent Flow

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

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
April 2016	419	366.66	11.00	11.00
May 2016	629	412.27	12.80	23.80
June 2016	799	594.80	17.84	41.64
July 2016	887	421.71	13.07	54.71
August 2016	647	421.22	13.06	67.77
September 2016	891	576.67	17.30	85.07
October 2016	638	430.19	13.34	98.41
November 2016	585	396.23	11.89	110.30
December 2016	611	392.65	12.17	122.47

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.

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

Author: Bryce Hammond – Project and Assets Engineer

3.1 TOWN CREW – 6TH NOVEMBER 2016 TO 1ST JANUARY 2017

- | | |
|---------------------------------------|----------------------------------|
| s Footpath M & R | s Town approaches |
| s 4 Burials - Warren Lawn Cemetery | s Victoria Oval – Turf laying |

3.2 PARKS AND RESERVES – 6TH NOVEMBER 2016 TO 1ST 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	8.5 hours usage
Plant 79 Iseki Mower	6.5 hours usage
Plant 15 Kiote Tractor	14 hours usage
Plant 76 Muthing Frail Slasher	172.25 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	61.5 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	26.5 hours usage
Plant 89 Toro Mower	17 hours usage
Plant 21 John Deere 5083E	172.25 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	90.75 hours usage
Plant 47 Schwarze Street Sweeper	118.25 hours usage

3.3 SHOWGROUND/RACECOURSE – GENERAL M & R
6TH NOVEMBER 2016 TO 1ST JANUARY 2017

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

Functions:

- | | |
|--|------------------------------------|
| 10th November – Traffic Control Training | 26th November - Campdraft |
| 12th November – 18th Birthday party | 8th December – Ag n Vet |
| 15-17th November – Load Shift Training | 16th December – Twilight Race Meet |
| 22-24th November – Load Shift Training | |

RECOMMENDATION:

That the information be received and noted.

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

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 6th November 2016 to 1st January 2017

Plant Repairs				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
1	1993 Samsung SE280LC – Excavator	- Motor strut - New stop cable	1 day	4 hours
11	2000 Lonking CDM856E – Wheel Loader	- Replace brake air drier	1 day	8 hours
13	2005 Case IH CVX1170 – Tractor	- Fit thermostat - Clean radiator - Bonnet repair	2 days	10 hours
19	1990 Standen rear mount 6 wheel pneumatic – Roller	- Replace stub axle and bearings	1 day	8 hours
22	2012 John Deere 770G – Grader	- Transmission over heating	0 day	3 hours
27	2013 Western Star Prime Mover – Truck	- Service, fit shocks - Fit booster	1 day	6 hours
28	2014 John Deere 770G – Grader	- Heater control repair	0 day	5 hours
30	2007 M.A.N. Prime Mover – Truck	- Replace fuel tank straps	1 day	5 hours
31	2010 UD GW470 – Truck	- Service and tyres	1 day	3 hours
34	2008 M.A.N. Prime Mover – Truck	- Fit air bag bolts	1 day	4 hours
41	2005 Hino – Truck	- Remount bull bar - Fit header water tank and pump	2 days	8 hours
57	2015 Mitsubishi FK600 – Truck	- Service	1 day	5 hours
64	2009 Mitsubishi FUSO – Truck	- Fit new starter	1 day	4 hours

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ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs (Continued)				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
72	2006 Isuzu FVY 1400 – Truck	- Fit gauge to hydraulic control	4 hours	4 hours
89	2012 Toro 360 4WD – Mower	- Service and repair	1 day	4 hours
150	2003 Moore triaxle side tipper – Trailer	- Brake repair	5 days	20 hours
151	2010 12m express welding 3 axle dog – Trailer	- Fit brake parts	2 days	6 hours

Plant Repairs – Outside Work				
No.	Plant	Repairs	Plant Down Time	
11	2000 Lonking CDM856E – Wheel Loader	Dubbo Auto Glass, Dubbo - New window		3 days
73	John Berends HD 180 – Slasher	Dubbo Auto Glass, Dubbo - New window		3 days
152	2013 Allroads side tipper semi - Trailer	WRL Engineering PTY LTD, Warren - Weld door		4 hours
157	2013 Allroads side tipper Triaxle - Trailer	WRL Engineering PTY LTD, Warren - Mounts		4 hours

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

Miscellaneous Works

Minor Plant Repairs.....	589 hours
Plant Refurbishment	0 hours
Plant Servicing.....	115 hours
Electrical/Two Way Radio Works, Phones	20.5 hours
Welding/Fabrication Works on Plant, etc.....	25 hours
Depot Yard – Plant parking, clean, lock and unlock.....	13 hours
Parts ordering	0 hours
Job set up, e.g. Apprentice.....	18 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work	6 hours
Plant inspection for repair.....	10 hours
Tyre pick up including delivery to and from work site.....	5 hours
Plant cleaning	8 hours
Tar – check emulsion.....	8 hours
Operator queries, e.g. noise	3 hours
Quotations	4 hours
Steel pick up	4 hours
SES	0 hours
Rural Fire Service.....	9 hours
Work meetings.....	0 hours
Fill gas bottles.....	0 hours
Air conditioning.....	6 hours
Transport for RTA Inspection	0 hours
Registrations and defects	8 hours
Annual Leave.....	278.5 hours
Sick Leave	0 hours
Workers Compensation	2 hours
TAFE	0 hours
Public Holiday	28.5 hours
Training	0 hours
Private work.....	0 hours
Hep B and Tetanus shots	2 hours
Field Days.....	0 hours
Picnic	0 hours
Store.....	12 hours
Interviews	0 hours
Workshop set up (Site Meetings/Inspections).....	2 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 FISH RELEASE

(F7-1)

Council and the Macquarie Cotton Growers have been participating in the NSW Department of Primary Industries Dollar for Dollar Native Fish Stocking Program since 1998.

The following table summarises fish releases to date and includes the fish release scheduled for 25th January, 2017 at the Warren boat ramp near Bryan Egan Weir:

FISH RESTOCKING									
Year Release Date	Location	No. Golden Perch	No. Murray Cod	No. Catfish	No. Silver Perch	Council Amount	MCG Amount	Fisheries Amount	Total
30/4/98	Top Weir Ellengerah Rd near weir picnic reserve	2,400		2,200	8,000	\$1,500	\$1,500		\$3,000
25/2/99	As Above	1,600		3,700	6,000	\$1,500	\$1,500		\$3,000
24/2/00	Eastern Bank Macq. River Downstream of weir as previous year	10,000	4,000			\$1,500	\$1,500	\$3,000	\$6,000
7/12/00	Just below Top Weir on the western bank of Macq. River	7,082	3,300			\$1,500	\$1,500	\$3,000	\$6,000
6/12/01	Below Top Weir Macq. River	10,000	4,000			\$1,500	\$1,500	\$3,000	\$6,000
27/2/03	Warren Boat Ramp near Brian Egan Weir	4,800	14,000			\$1,500	\$1,500	\$3,000	\$6,000
26/2/04	Warren Boat Ramp Brian Egan Weir		5,700			\$1,500	\$1,500	\$2,700	\$5,700

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Wednesday 25th January, 2017

ITEM 6 FISH RELEASE

(CONTINUED)

FISH RESTOCKING									
Year Release Date	Location	No. Golden Perch	No. Murray Cod	No. Catfish	No. Silver Perch	Council Amount	MCG Amount	Fisheries Amount	Total
24/2/05	Warren Boat Ramp Brian Egan Weir	30,000				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
25/1/06	Warren Boat Ramp Brian Egan Weir		10,000			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
25/1/07	Warren Boat Ramp Brian Egan Weir	25,384				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
24/1/08	Warren Boat Ramp Brian Egan Weir Raby Irrigation boat ramp		10,000			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
22/1/09	Warren Boat Ramp Brian Egan Weir Raby Irrigation boat ramp	26,400				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
28/1/10	Top Weir access via Wambianna Road		8,750			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$2,475 (inc. GST)	\$5,775 (inc. GST)
20/1/11	Boat Ramp near Oxley Water Tower	20,000				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
16/1/12	Boat Ramp near Oxley Water Tower		10,000			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)

WARREN SHIRE COUNCIL
Report of the Manager Engineering Services
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ITEM 6 FISH RELEASE

(CONTINUED)

FISH RESTOCKING									
Year Release Date	Location	No. Golden Perch	No. Murray Cod	No. Catfish	No. Silver Perch	Council Amount	MCG Amount	Fisheries Amount	Total
24/1/13	Warren Boat Ramp Brian Egan Weir	15,000				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
23/1/14	Warren Boat Ramp Brian Egan Weir		10,000			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
22/1/15	Warren Boat Ramp Brian Egan Weir	15,000				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
28/1/16	Warren Boat Ramp Brian Egan Weir		8,571			\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
25/1/17	Warren Boat Ramp Brian Egan Weir	12,000				\$1,650 (inc. GST)	\$1,650 (inc. GST)	\$3,300 (inc. GST)	\$6,600 (inc. GST)
TOTAL		179,666	88,321	5,900	14,000	\$30,300	\$30,300	\$53,475	\$114,075

RECOMMENDATION:

That the information be received and noted.

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 Wednesday 25th January 2017

ITEM 1 DEVELOPMENT APPLICATION APPROVALS (B4-9)

The following Development Applications were approved from 14th November 2016 to 6th January 2017.

FILE	LOCATION	WORKS
P16-16.16	Lot 4, DP851072 Udora Road, WARREN	Extension of House
P16-16.18	Lot 5 & 10, DP861182 NEVERTIRE	Unmanned Refueling Facility
P16-16.19	Lot 1, DP864987 Nevertire-Bogan Rd, NEVERTIRE	Truck Refueling Facility
P16-16.20	Lot 13, DP752569 Hatton Lane, WARREN	Replacment of Farmhouse
P16-16.21	Lot 117, DP755314 Ellengerah Road, WARREN	Construction of Dwelling
P16-16.22	Lot 21, DP759056 Boss Ave, WARREN	Carport roof only
P16-16.23	Lot 22, DP530360 Boss Ave, WARREN	Carport roof only
P16-16.24	Lot 29, DP753468 Marthaguy Rd, WARREN	Installation of a manufactured home

RECOMMENDATION:

That the information be received and noted.

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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 November and December, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Senior Netball, Yoga, Step and Pump Classes. Highlights of the month included CRL Western and Far West Academy Camp, Net Waste Meeting and RiverSmart Another Night By The Billabong Concert.

Upcoming events at the Centre in the month of January include Vacation Care and Senior Cricket.

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of November was 640, and December was 636 down from 650 sign-ins in October. There are 191 current gym members as of the 5th January 2017, up from 188 gym members in November 2016.

FWAS

There was 1 Far West Academy of Sport event held in November and 1 held in December. There is currently 0 to be held in January.

COMMUNITY

Day groups

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

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

RECOMMENDATION:

That the information be received and noted.

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ITEM 4 INFORMATION CENTRE RECORD FOR THE CONTINUED
MONTH OF NOVEMBER AND DECEMBER 2016

Number of Visitors to the Information Centre:		65	
Number of Locals to the Information Centre:		25	
Number of Website hits on Warren Shire Council:		3012	
Number of Website hits drilling down – “Visiting Warren”:		57	
Reason for Visiting Warren (Totals):			
Friends/Family:	13	Business/Employment/Training:	
Passing Through:	10	Special Events:	9
Visitors in Buses:		Holiday:	9
Other/Unknown:		Camping/Fishing:	
Age Groups of Visitors:			
Under 25:	22	25-34:	5
34-44:	6	45-54:	8
55-64:	13	65+:	15
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:	2
Across the Black Soil Plains:		Stubby Holders:	1
Midwives of the Black Soil Plains:		Pens:	
Bushmen of the Black Soil Plains:		Tea Towels:	7
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:	5
Postcards:		Shirts: (tennis club):	
Coloured postcards		150 yrs Caps: (tennis club):	
Macquarie Marshes DVD/CD		150 yrs Stubby Holders: (tennis club):	
Ballad of a Bush Bride:		Hot Flats CD:	
Warren Woolcot Cards:		Cook Book:	
Surrounding Towns:		Road Information:	8
Accommodation:	2	Public Toilets:	22
Public Dump Point/Potable Water:		Maps:	5
Places to Eat:	2	Boat Ramp / Bob Christensen Reserve:	
Attractions around Warren:	3	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 Wednesday 25th January 2017

ITEM 5 IMPOUNDING OFFICER'S REPORT

(P4-4)

		Week Ending: 18th November 2016							Week Ending: 25th November 2016							Week Ending: 2nd December 2016						
Hours	Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol				3				Flexi		0	3				2	0	0	2	A/L 5	4.5		Flexi
Feed/Water & Clean Pound																						
Hours		1	1	1	1	1	1	0	1	1	1	1	1	2	1.5	1	1	1.5	1.5	1	1	1
Office/ training		3	7	4.5	6.5	7.5	6	0	0	0	4.5	3.5	4.5	1.5	5	0	0	5	2	3	3.25	0.45
Impounding/ Releasing/ Euthanasia		0	0	0	1	0	1.5	0	0	0	1	0	0	0	0	0	1.5	0	0	0	0.75	0.75
Total Daily		4	8	8.5	8.5	8.5	8.5	0	1	1	8.5	5.5	8.5	3.5	8.5	1	2.5	8.5	3.5	8.5	5	9
Number of Dogs Impounded		0	0	0	0	0	1	0	0	0	0	0	5	0	0	0	0	0	0	10	0	0
Number of Dogs released		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Dogs Euthanasia		0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	0	0
Total Dogs in Pound		2	2	2	2	0	1	1	1	1	1	1	6	6	6	6	6	6	6	5	5	5
Number of Cats Surrendered		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Rehoused		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Euthanasia		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Cats in Pound		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kilometers per day																						
Total weekly kilometers		450							680							480						
Speed odometer reading @ end of week		77220							77900							78380						
Other General Notes		Snake and Backhoe Training							Backhoe Training							Dealing with Drug Affected people Training						
Total weekly hours		46							36.5							38						

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

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ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Activity	Week Ending: 9th December 2016							Week Ending: 16th December 2016							Week Ending: 23rd December 2016							
	Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol Hours		2	3	3	3	5	3.25	0	0	2	3	3	5	3.25		0.45	3	3	A/L		5	3.25
Feed/Water & Clean Pound Hours	1	1	1	1	1	2	1	1	1	1.5	1	1	2	1	1	1	1	1	1	1	2	1
Office Hours	0	0	4.5	3.5	4.5	1.5	4.5	0	0	5	3.5	4.5	1.5	4.5	0	0	4.5	3.5	4.5	1.5	4.5	
Impounding/ Releasing/ Euthanasia Hours	0	0	0	1	0	0	0.25	0	1	0	1	0	0	0.25	0	0	0	1	0	0	0	0.25
Total daily hours	1	3	8.5	8.5	8.5	8.5	9	1	2	8.5	8.5	8.5	8.5	9	1	1.45	8.5	8.5	5.5	8.5	9	
Number of Dogs Impounded	1	0	1	1	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Number of Dogs released	0	0	0	1	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0	1	1	
Number of Dogs Euthanasia	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Total Dogs in Pound	6	6	6	6	6	6	4	4	4	4	4	4	4	4	4	4	4	4	4	4	3	1
Number of Cats Surrendered	0	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	1	0	0	0	0	0
Number of Cats Rehoused	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Euthanasia	0	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	0	1	0	0	0	0
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Total weekly kilometers	379							580							450							
Speed odometer reading @ end of week	0	78759							79339							79789						
Other General Notes																						
Total weekly hours	35.75							29.25														

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

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ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Activity / Day	Week Ending: 30th December 2016							Week Ending: 6th January 2017							Week Ending:							
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	
Patrol Hours			0 P/H	P/H	A/L	A/L	Flexi			0 P/H		3	3	Flexi 3	3.25							
Feed/Water & Clean Pound Hours	1	1	1	1	0	0	0	1	1	1.5	1	1	2	1								
Office Hours	0	0	4.5	3.5	4.5	1.5	0	0	0	5	3.5	4.5	3.5	4.5								
Impounding/ Releasing/ Euthanasia Hours	0	0	0	1	0	0	0.75	0	1	0	1	0	0	0.25								
Total daily hours	1	1	5.5	5.5	4.5	1.5	0.75	1	2	6.5	8.5	8.5	5.5	9								
Number of Dogs impounded	0	0	0	0	0	0	0	0	0	0	4	0	0	0								
Number of Dogs released	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	4	0	0	1								
Total Dogs in Pound	1	1	1	1	1	1	1	1	1	1	1	1	1	0								
Number of Cats Surrendered	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Number of Cats Rehoused	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Number of Cats Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Total weekly kilometers	60							420														
Speed odometer reading @ end of week	0							79849							80269							
Other General Notes																						
Total weekly hours	35.75							29.25														

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

RECOMENDATION

That the information be received and noted.

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ITEM 6 NETWASTE FORUM

(G2-4.3)

The Netwaste group met in Warren on the 25th November 2016 and the minutes of the meeting are attached. Key points of interest were:-

E-Waste Recycling Proposal

SIMS Recycling Solutions are offering a trial for the collection and recycling of E-Waste. This is available to any council that has a current SIMS Metal contract and will target televisions, computers, monitors and accessories.

Each council will be supplied bulka bags (similar to a wool pack) and the pickup of E-Waste will be completed here in conjunction with collection of the existing scrap metal recycling contract.

Netwaste Tyre Collection and Processing Contract

Jamie Walmsley provided an update and advised the group that the tyre shredding machine can also be utilised for mattress and other bulk items. Shredding cost are at an hourly rate and expressions of interest have been sent out to councils to gauge interest and volumes.

Green Distillation Technologies (GDT)

Trevor Bailey of GDT gave a presentation to the group on the development of the destructive distillation plant and its advantages over other waste disposal methods. A site tour was undertaken and all attendees found this to be a worth while visit.

WARREN SHIRE COUNCIL

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ITEM 6 NETWASTE FORUM

CONTINUED

MINUTES OF THE MEETING OF THE NETWASTE FORUM HELD AT WARREN SPORTING & CULTURAL CENTRE ON 25 NOVEMBER 2016.

Meeting Open 10.10am

1. WELCOME

2. ATTENDANCE

Steve Campbell (Parkes Shire Council), Sue Clarke (NetWaste), Kristy Cosier (NetWaste), Simmone Cser (NetWaste), Sam Swain (NetWaste), Lindsay Mathieson (Gilgandra Shire Council), Antony Cullen-Ward (Bathurst Regional Council), Kim Talbert (Brewarrina Shire Council), Dwayne Willoughby (Bourke Shire Council), Rowan Bentick (Lachlan Shire Council), Stephen Poulter (Cobar Shire Council), Maryanne Stephens (Warren Shire Council), James Cleasby (Warren Shire Council), Steven Clayton (Dubbo Regional Council), Phil Tucker (Ag Stewardship), Charlie Carlyon (Sims Metal Management), Mark Hughes (Sims Recycling Solutions), Peter Rimmer (Sims Recycling Solutions), Greg Turner (JRR), Trevor Baily (GDT).

2.1. APOLOGIES

Wayne Davis (Orange City Council), Russell Deans (Bathurst Regional Council), Leon Ross (Forbes Shire Council), Lucy Apps (Gilgandra Shire Council), Melinda Joffreys (Lachlan Shire Council), Brendan Hayes (Weddin Shire Council), Stephen Fisher (Cowra Shire Council), Kyla Volker (Bogan Shire), Jess McDonald (Walgett Shire Council), Justin Bruvel (Walgett Shire Council), Melissa Gunn (Cobar Shire Council), Guy Marchant (Narromine Shire Council), Peter Cotterill (Mid-Western Regional Council), Matthew Cock (Coonamble Shire Council), Kylie Stewart (Mid-Western Regional Council), Alexandra Carynny (Mid-Western Regional Council), Heather Nicholls (Cabonne Council), Damon Cupitt (Lithgow Council), Kristin Zinga (Cabonne Council), Garry Wallace (Oberon Council), Michael McCulloch (Dubbo Regional Council), Paul Bennett (Forbes Shire Council), Reece Wilson (Central Darling Council), Rebecca Tempest (Blue Mountains City Council), Mark Dicker (Blayney Shire Council), Ian Parkes (Toxfree/Chemsal), Vernon Keighley (Ag Stewardship), Glynn Stewart (JRR).

RESOLVED

Moved: Lindsay Mathieson Second: Steve Clayton

That the apologies be accepted and leave of absence granted to the above members

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLVED

Moved: Antony Cullen-Ward Second: Lindsay Mathieson

That the Minutes of the Meeting of the NetWaste Forum held at Mid-Western Regional Council on 26 August 2016 are hereby confirmed as a true and accurate record of the decisions of that Meeting.

3.1 MATTERS ARISING FROM THE MINUTES

No matters arising.

NOTED

4. NETWASTE REGIONAL E-WASTE PROPOSAL

A presentation was given by Mark Hughes and Peter Rimmer from Sims Recycling Solutions. A copy of the presentation was handed out to the forum.

NOTED

5. NETWASTE TYRE COLLECTION AND PROCESSING CONTRACT & OVERVIEW OF SHREDDER AVAILABLE

Jamie Walmsley (JWL) addressed the group. The tyre shredding machine can also be utilised for mattresses and bulk items. Shredding cost is at an hourly rate. The project coordinators will look into an EOI to be sent out to Councils regarding mattress shredding.

NOTED

6. GREEN DISTILLATION TECHNOLOGIES

A presentation was given by Trevor Baily from GDT (Green Distillation Technologies). A copy of the presentation was circulated to the forum.

NOTED

NetWaste Forum Meeting: 25 November 2016, Warren

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ITEM 6 NETWASTE FORUM

CONTINUED

7. REGIONAL CONTRACTS UPDATE

A full report was circulated with the business papers with the following additional points raised at the meeting.

Joint Environmental Monitoring of Licensed Landfills – 9 Councils will be participating in the tender process.

drumMUSTER – Report given by Phil Tucker (Ag Stewardship).

RESOLVED

Moved: Lindsay Mathieson **Second:** Antony Cullen-Ward

That the report be noted.

8. WASTE LESS RECYCLE MORE

RENEW NSW held its meeting in November 2016. There will be a \$700,000 reduction overall in funding. The amount that NetWaste's core funding has been reduced by is not yet finalised.

NOTED

9. NETWASTE PROJECTS UPDATE (Sue Clarke, Sam Swain, Kristy Cosier)

The NetWaste Projects report & the Regional Contracts update was circulated with the business papers with the following points also discussed;

- E-Waste – the presentation by Mark Hughes and Peter Rimmer from Sims Recycling Solutions will be circulated and an EOI to participate in a free E-Waste collection trial will be sent out to Councils.
- Camera Trial – there were some issues around the signal quality.

Education

- Foodcare Orange – trialing a recycling competition in the lead up to Christmas. 177 entries so far with five (5) more weeks left.
- The regular ABC radio segment will be cut at the end of 2016. This is due to funding cuts.
- Schools resource project – kits have now been distributed to 25 schools and the evaluation process has begun.
- The 2017 Regional W2A Exhibition is being hosted by Orange City Council and will be held at the Orange City Museum. We are looking for a Council to host the 2018 Regional Exhibition.
- Sims Metal is one of the main sponsors of the Regional W2A Exhibition and have recently donated a further \$500 for a 'Scrap Metal Award'. The Regional Exhibition now offers (collectively) a prize value of \$9,000.00.
- NetWaste has been successful in obtaining a Love Food Hate Waste grant for 2017 and will be working with the Cancer Council, Orange, Narromine, Parkes, Wellington and Gilgandra Councils targeting indigenous communities.
- 'Recycling! It All Starts Here.' CD is ready and will be circulated to Councils shortly.
- Village Waste Grant update – Armatree Progress Association will launch the waste/recycling collection point by the end of 2016.
- Forbes Show 2016 – Public Place Recycling project. A case study will be available shortly.
- Five (5) Councils are involved in the L-Rip project.

RESOLVED

Moved: Lindsay Mathieson **Second:** Antony Cullen-Ward

- That the report be noted.
- That an EOI for a free E-Waste collection trial through Sims Recycling Solutions be circulated to Councils.

10. UPDATE FROM CDS REGULATION CONSULTATION SESSION (Sam Swain)

A comprehensive report outlining the Container Deposit Scheme Regulatory Framework Consultation, was issued to Councils with the November 2016 Forum Business Papers.

NOTED

11. WARREN SHIRE COUNCIL (James Cleasby)

- Ewenmar Waste Depot. No tip fees and is open 7 days a week from 9am till 6pm.
- Common issues are:
 - Contamination of stockpiles and greenwaste.
 - Fires

NetWaste Forum Meeting: 25 November 2016, Warren

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Council Chambers, Warren on Wednesday 25th January 2017

ITEM 6 NETWASTE FORUM

CONTINUED

- Scavenging
 - Warren Shire Council currently hire a contractor to run the depot and collect bins.
 - 2014 Warren Shire Council implemented a sub-committee to work on making Ewenmar Waste Depot a manned site.
 - The Green Distillation Technologies (GDT) is also run at the Ewenmar site.

NOTED

12. COUNCIL UPDATES
Dubbo – Looking into polystyrene recycling.

Lachlan –Recently commenced contract with JR Richards for bin collection. This will begin in April 2017.

NOTED

13. OPEN FORUM DISCUSSION
 No other business.

14. 2017 FORUM MEETING DATES

NetWaste Steering Committee		NetWaste Forums	
Date	Location	Date	Location
Friday 3 February	Orange	Friday 3 March	Dubbo
Friday 5 May	Dubbo	Friday 26 May	Cowra
Friday 5 August	Orange	Friday 25 August	Parkes
Friday 3 November	Dubbo	Friday 24 November	Gilgandra

NOTED

15. NEXT MEETING – 3 March 2017 at Dubbo Regional Council

16. THANK YOU & CLOSE - 12.20 pm

THIS IS PAGE No 3 AND THE FINAL PAGE OF THE MEETING OF THE NETWASTE FORUM HELD AT WARREN SPORTING & CULTURAL CENTRE ON 25 NOVEMBER 2016.

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 Wednesday 25th January 2017

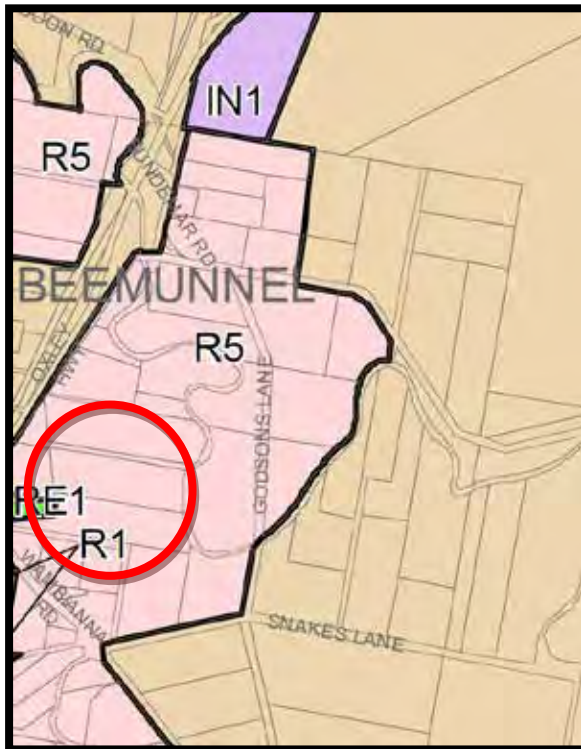
ITEM 7

PLANNING PROPOSAL

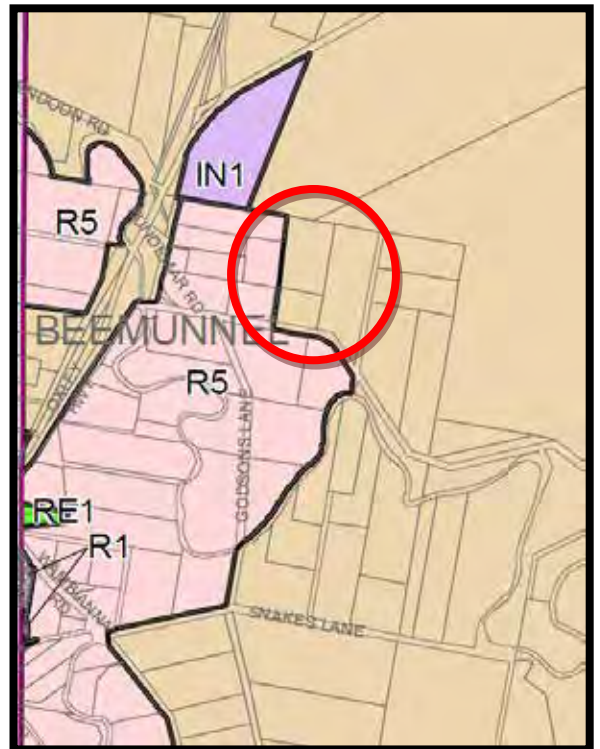
CONTINUED



MABEL STREET



SEWAGE TREATMENT PLANT AREA



BUNDEMAR ROAD AREA

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 Wednesday 25th January 2017

ITEM 8 EWENMAR WASTE DEPOT MANAGEMENT (G2-5.4)

A green waste stockpile hazard reduction burn was undertaken on Monday 19th September 2016 on instruction by the General Manager. This burn was conducted as the upcoming extreme fire season was approaching, other methods of controlling green waste had failed in the past, and it was assessed that it was too great a risk to leave the stockpile in its current condition.

On Tuesday 20th September 2016, the Environment Protection Authority (EPA) attended the Ewenmar Waste Depot to investigate the fire as a result of a complaint from the public. This resulted in Council having to show case as to why the fire was lit and why the EPA were not notified. After Council advising the EPA on the reasons for the hazard reduction a penalty infringement notice was issued. This event has now made it a matter of urgency for Council to proceed to develop and adopt a more suitable method of management of waste at Ewenmar Waste Depot.

In principle support from Council has been received to man the Ewenmar Waste Depot, but this is not progressing in a suitable time frame and is not achievable without external support. This is because of Council staff work load, complexity of the issues, lack of resources and not having the relevant skill set in house.

Council has liaised with other council's in the region on a suitable consultant that has the relevant experience to undertake a full review of Ewenmar Waste Depot operations. A proposal has been received to provide a Waste Facility Improvement Plan and Strategy from Robert Bailey Consulting (copy included with Business Paper) in the amount of \$9,900. This proposal covers the scope of works required.

RECOMMENDATION:

1. That the information be received and noted.
2. That Council engage Robert Bailey Consulting to undertake an Ewenmar Waste Facility Operation Improvement Plan and Strategy review for the amount of \$9,900.