

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 25TH OCTOBER 2018

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
Ordinary Council Meeting	25th		6th	24th	28th	28th	24th	23rd	27th	25th	22nd	26th
Manex Committee	16th	27th		15th	19th	19th	16th	14th	18th	16th	13th	17th
Traffic Committee					5th						6th	
Plant Committee		15th			14th			9th		11th		
Showground / Racecourse Committee	11th				7th		4th			4th		
Sporting Facilities Committee		7th			13th			1st		31st		
Water & Sewerage Committee		23rd						10th				
Economic Development Committee			12th			6th			5th		7th	
Town Improvement Committee		20th				5th			4th			3rd
Council Chambers Development		28th		9th		13th			12th			11th
Ewenmar Waste Depot Committee	25th			14th			15th			15th		
Airport Operations Committee		14th			20th			15th			14th	
Work Health and Safety Committee			5th			6th			12th			11th
Consultative Committee	15th			21st			22nd			22nd		
Castlereagh Macquarie County Council												
Interagency Support Services	11th											
Outback Arts		16th										
NW Library Meeting or Central West Zone												
JO Board Meeting	2nd											
Local Emergency Management		13th										
Country Mayors Association												
Association of Mining Related Councils		8-9th										
LMWUA Committees												
Council Workshops	17th			9th		13th	17th	15th	12th	17th	14th	11th

Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

25th October 2018

APOLOGIES

NOTICE OF MOTIONS

Nil.

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 27th September 2018

SECTION 1 (WHITE)

DELEGATES REPORTS

Item 1 Warren Interagency Support Services (C3-9)

COMMITTEE MINUTES

Meeting of the Showground/Racecourse Committee
held on Thursday 11th October 2018 (C14-3.2)
Meeting of Manex held on Tuesday, 16th October 2018 (C14-3.4)

SECTION 2 (LILAC)

POLICY

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
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Item 3	Office of Local Government Annual Report (L5-1)	Page 4
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Item 6	Drought Funding Projects (F2-2)	Page 10

SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Réconciliation Certificate – September 2018 (B1-10.16)	Page 1
Item 2	Statement of Rates and Annual Charges as at 12th October 2018 (R1-4)	Page 4
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SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

Item 1 Irrigation at Warren Lawn Cemetery (C2-2.2/1) Page 1

SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

Item 1 Impounding Officer’s Report (P4-4) Page 1

Item 2 Request to Lease Land, Collie Men’s Shed (C21-1) Page 4

Item 3 Council Dwellings at Lot 52 and Lot 58 DP872884 Deacon Drive Warren
..... Page 7

Item 4 Gunningba Estate new Development Page 10

MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

Nil.

PRESENTATIONS

Nil.

Section

1

Delegates & Committees

WARREN SHIRE COUNCIL
Delegates Report by Councillor K Irving
to the Ordinary Meeting of Council to be held in the Council Chambers,
115 Dubbo Street, Warren on Thursday 25th October 2018

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES

(C3-9)

RECOMMENDATION:

That the information be received and noted.

Meetings of the Warren Youth Strategy Interagency subcommittee were held on September 13th and October 11th in the meeting room of the Warren Sporting and Cultural Centre. In attendance on September 13 were:

- Kelly Sinclair- (Chair and Secretary) Warren Youth Foundation
- Tony McAlary- Warren Youth Foundation
- Craig Walker – Warren Rural Fire Service
- Mary Small – Aboriginal Health Officer, Warren Multi-Purpose Health Service (MPHS)
- Clr Karlene Irving – Clr Warren Shire Council

In attendance on October 11th were:

- Kelly Sinclair (Chair and Secretary) – Warren Youth Foundation
- Tony McAlary- Warren Youth Foundation
- Alisha Leach – Job Links, Warren
- Mary Small – Aboriginal Health Officer, Warren MPHS
- Clr Karlene Irving – Clr Warren Shire Council

Discussed at the meetings:

- Kelly expressed her appreciation of an email from Clr Derrett, on behalf of Warren Shire Council, which outlined a positive response to the Warren Youth Strategy subcommittee's request to reduce the cost of entry to the swimming pool, ensuring that lanes for the general public are available for swimming during squad training and facilitate extended opening hours/ days of the pool during December and January.
- Kelly expressed her appreciation of Warren Shire Council for helping Warren Youth Foundation in its application for NSW government grant funding to purchase and renovate the old Mechanics Institute building so as to transform it into a youth drop in centre. The owner of the Mechanics Institute is willing to sell the building to the Warren Youth Foundation for \$10,000 but estimated costs to restore the building are prohibitive.
Kelly has not yet heard from the State Government as to whether the application has been successful or not.
- Gratitude was expressed by Kelly to the Warren MPHS for donating a popcorn machine to be used at youth events in Warren.
- Jade Lovelock, the Student Representative Council (SRC) adviser at Warren Central School informed the subcommittee in a letter that the school had been apologies to

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previous meetings due to prior commitments but look forward to welcoming Youth subcommittee members to an SRC meeting at the school in the near future.

- Fun run to the Beemunnel: this coincided with the Warren festival on October 7th and was well supported.
- Youth participated in the carp muster and paddle-a-thon during the festival.
- Fun games day 10th October, Macquarie Park- also well supported by youth but had to be moved indoors to the Land Council due to inclement weather.
- Halloween movie night: to be held October 31st in the Warren Sporting and Cultural Centre. Kelly thanked the Shire Council for kindly waiving the fee for this 'not for profit' event.
- Inquiries to be made by Clr Irving into the possibility of talented local youth working with local artists as part of the Town Improvement committee's street mural concept.
- Craig reported that the RFS is keen to accept members in a juniors division- 12-16 years- to be promoted by the RFS.
- Every Wednesday afternoon, beginning October 17th 2018, the Warren Youth Foundation will be running activities for youth with afternoon tea in Macquarie Park.
- Kelly reported that Warren Men's Shed representative John Burke was supportive of the idea for the Men's Shed to be involved with a billy cart workshop for youth.
- The Land Council is happy for the vacant land next to its building to be converted into a community garden. This will be accessed by the public to undertake gardening as an activity which promotes wellbeing in the community. Mary Small (nee Gordon) to follow up.
- Mary has recently returned from New Zealand. Her two daughters and son are experienced basketball, volleyball and netball coaches, previously running sports camps in NZ. One of her daughters (Miah Small) is happy to come to Australia to run a basketball camp for the youth of Warren in January at the Sporting and Cultural Centre. Proposed dates are 7th-13th or 14th - 20th January. Mary's other two children (currently in the USA) may also be able to attend.
- There was an inquiry about when the construction of the outdoor netball court and half basketball court would begin. Clr Irving to follow up.
- Opportunities for youth employment: Rusca Bros of the Solar Farm project at Nevertire are looking for employees from the local community. Job Links, Torque Heritage, Torque Recruitment and the Aboriginal Employment Strategy are liaising with Rusca Bros to help facilitate local employment.
- Alisha and Kelly reported that three local Aboriginal youth are currently applying for a job with Rusca Bros. Kelly is liaising with Job Link to complete the job application process.
- A debutante ball for the youth (Year 9 up) will be held on March 28th, 2019
- Alisha Leach also reported a growing interest in painting the Warren, as well as Nevertire, water towers - Alisha is happy to speak at a Council meeting or relevant Council committees about the social and economic benefits of painting the towers. Clr Irving to follow up.

WARREN SHIRE COUNCIL

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- Mary reported that it is hoped that a proposed Warren Indigenous Men's group, initiated through the Salvation Army, will begin soon. Non indigenous men are welcome too. The aim is to provide support and counselling to men in an effort to reduce men's dependence on drugs and alcohol.
- The Youth subcommittee will change its meetings so that they are not on the same day as the Interagency meeting. They will be held two weeks either side of the Interagency Support Services meeting.
- Warren Youth Strategy Interagency subcommittee meetings will aim to coincide with Warren Central School's Secondary SRC meetings at Warren Central School.

The next Warren Youth Strategy subcommittee meeting will be held on October 31st, 2018. Time to be confirmed.

The Warren Interagency Support Services meeting was held on October 11th at 2pm in the meeting room of the Warren Sporting and Cultural Centre. The meeting was very productive with all those present able to take advantage of the networking opportunities facilitated by the meeting. The following agencies were represented and gave a report:

- National Disability Insurance Scheme (NDIS)- Lea Callan
- NSW Department of Aboriginal Affairs- Rebecca Suckling and Kath Milgate
- Ability Links – Wendy Beetson
- Western NSW Community Legal Centre Inc.- Melissa Shennan, Aboriginal Support Worker
- Warren Youth Foundation- Kelly Sinclair
- Warren Macquarie Local Aboriginal Land Council (WMLALC)- Jodie Redman
- Warren MPHS – Mary Small – Aboriginal Health Officer

Concern was expressed by Wendy that the Interagency Support Services Committee had not been proactive in informing Katie White of Community Health, funded by the Red Cross, Nyngan, of Warren's interest in having her services extended to Warren. This was due to the small numbers in attendance at the Interagency Meeting at which Katie was present earlier in the year. Kelly Sinclair offered to follow this up and visit Katie in her office in Nyngan.

With a unanimous vote the committee moved that the last item on the Action Check list be removed and replaced with an updated 'ongoing' action. The Check list item related to 'All Community Inclusion'. Jodie Redman informed the committee that the Aboriginal community felt supported by Warren Shire Council in their endeavours to promote local Aboriginal cultural heritage. Under the NSW Aboriginal Land Rights Act 1983 the WMLALC has the responsibility of identifying, preserving and promoting Aboriginal cultural heritage in the Warren Shire. Warren Shire Council has acted very inclusively, especially in relation to the Beemunnel Heritage trail development and by having Council representatives on the River Smart committee. WMLALC is a member of River Smart. The WMLALC is the contact or point of call for all negotiations in Warren related to Aboriginal community inclusion. Council has clearly demonstrated an ethos of ongoing community inclusiveness through its actions of support of Aboriginal cultural heritage.

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The new ongoing check list item identifies Council's ongoing positive relationship with WMLALC, through its support of the identification, preservation and promotion of Aboriginal cultural heritage in the Warren Shire, as significant and sufficient of 'community inclusiveness'.

The reports given by each agency have been distributed to Councillors at the October Ordinary Council meeting to familiarise Councillors with the roles and initiatives (proposed and current) of the various agencies in Warren Shire.

Dates for future meetings were discussed briefly for entry onto the Shire Council meeting schedule.

The next meeting of the Interagency Support Services committee will be held at 2:00pm on November 29th, 2018 in the upstairs meeting room of the Warren Sporting and Cultural Centre.

Councillor Karlene Irving
Co-Chairperson
Warren Interagency Support Services

Showground/Racecourse Committee

Attached are Minutes of the Meeting of the Warren Shire Showground/Racecourse Committee held on Thursday 11th October 2018.

ITEM 2 MINUTES OF THE MEETING HELD ON 19TH APRIL 2018

RECOMMENDATION:

That the Minutes of the Showground/Racecourse Committee Meeting held on Thursday 19th April 2018 be received and noted.

ITEM 4 WARREN POLOCROSSE CLUB DONATION REQUEST (D8-1)

RECOMMENDATION:

That a decision on the donation request from the Warren Polocrosse Club be deferred until all user groups along with Council can agree on an annual contribution across the board to be fair for all stakeholders. The new costing structure will be implemented at a time that will be determined by the Council.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday,
Thursday 11th October 2018 commencing at 5:30 pm

ATTENDANCE:

Present:

Mark Beach	Councillor, Chair
Kevin Noonan	Warren Jockey Club
Ian McKay	Warren Jockey Club
Bec McKay	Secretary - Warren Jockey Club
Rhiannon Gibson	Warren Pony Club – Alternate
Glenn Wilcox	General Manager
Rolly Lawford	Divisional Manager Engineering Services
Ben Egan	Adult Riding Club
James Cleasby	Environmental Health and Development Officer
Angie Tegart	Minute Taker

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Heather Druce **MOVED** that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES OF THE MEETING HELD ON 5TH OCTOBER 2017

MOVED Lawford/Noonan that the Minutes of the Meeting held on Thursday 19th April 2018 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

Nil.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held at the Showground/Racecourse, Warren, on Thursday
11th October 2018 commencing at 5.30 pm

ITEM 4 WARREN POLOCROSSE CLUB DONATION REQUEST (D8-1)

- A discussion was had that all user groups of the Warren Racecourse and Showground discuss with their various Committees a feasible annual contribution to the Warren Shire Council going forward as to assist in cutting costs to all user groups in the future.

MOVED Gibson/Egan that a decision on the donation request from the Warren Polocrosse Club be deferred until all user groups along with Council can agree on an annual contribution across the board to be fair for all stakeholders. The new costing structure will be implemented at a time that will be determined by the Council.

Carried

ITEM 5 GENERAL BUSINESS

- Councillor Beach reiterated the need for the back fence to be realigned.

A sight visit after the meeting was then undertaken at which it was agreed by all that the fence was not required.

- Kevin Noonan requested permission for the Jockey Club to install wheels on the gate posts leading to the race track to prevent injury to horses passing through.
 - Kevin Noonan mentioned that the barrier shed needed various maintenance and repair works done and that the jockey club would organise these repairs. At this time Rolly did make a point that the disregarded tyres near the shed would be removed by Council at a later date.
-

ITEM 6 NEXT MEETING DATE AND TIME

- 6th December 2018 5:30pm

There being no further business the meeting closed at 6.01pm.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 16th October 2018.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 16th October 2018 be received and noted and the following recommendations be adopted:

- 5.1 WORK HEALTH AND SAFETY PERFORMANCE SUMMARY (S12-14.1)**
That the Work Health and Safety Performance Summary information be reviewed and monitored.
- 5.2 WORK HEALTH AND SAFETY RISKS AND PRIORITY ISSUES (S12-14.1)**
That the Work Health and Safety Risks and Priority Issues be reviewed and monitored.
- 5.3 WORK HEALTH AND SAFETY ACTION PLAN (S12-14.1)**
1. That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed, and their status monitored, and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.
 2. That the MANEX team note the completion of
 - WHSAP 7 – Ongoing development of SWMS and SOPs
 - WHSAP 8 –Draft Emergency Preparedness Procedure developed for presentation to the WHS Committee in October 2018
- 7. WORK FORCE VACANCIES (S12-1)**
That Manex note the report and commence recruitment of vacant positions being:
- Patching Crew No. 2 – Light Truck Driver;
 - Water and Sewer Foreman;
 - Manager Roads Infrastructure;
 - Senior Heavy Truck Driver;
 - Heavy Truck Driver;
 - Workshop Co-ordinator;
 - Asset / Technical Officer;
 - Light Plant Operator – RCMC and
- 8. WARREN SHIRE COUNCIL INITIAL PROCESS AND CONTROL AUDIT JANUARY 2018 (A1-3)**
- That the information be received and noted that the Workshop RTA Inspection process remains outstanding.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 16th October 2018 commencing at 2.30 pm

PRESENT:

Glenn Wilcox	General Manager
Darren Arthur	Divisional Manager Finance & Administration (Chair)
Maryanne Stephens	Manager Health & Development
Rolly Lawford	Divisional Manager Engineering Services
Kerry Jones	Town Services Manager
Angie Tegart	Administrative Officer

1. APOLOGIES

NIL.

2. BUSINESS ARISING FROM MINUTES

Nil

3. ACTION CHECKLIST

Nil items.

4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

The following projects are listed in the 2018/19 Budget and actions taken to completed as at 12th October 2018.

Project	Budget	Expend	Resp	Comment
Computer software & hardware	8,000	Nil	DMFA	Specifications to be drawn up then tender through LGP – October 2018.
Engineering MFD Printer/Copier	4,000	Nil	DMFA	To be ordered early February 2019.
Asset Management - IP & R	75000	9,423	DMES/ DMFA	
Training	100,000	31,124	ALL	
Council Chambers	1,400,000	Nil	MHD	Committee meeting to be scheduled.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 16th October 2018 commencing at 2.30 pm

4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Depot Yard Extension	256,000	91,994	DMES	The site survey has recently been partially completed and the survey drawings of the Depot and Carter Oval have been drafted allowing for the preparation of a concept plan.
RFS Hazard Reduction	35,000	Nil	DMFA/ MHD	Awaiting advice on allocation for 2018/19.
New Dwellings – 58 & 52 Deacon Drive	760,000	Nil	MHD	Contractor appointed. Awaiting variations price.
Swimming Pool refurbishment	1,493,491	Nil	MHD	Awaiting grant outcome.
Library – Fencing and undercover area	40,000	Nil	MHD	Awaiting grant outcome.
Macquarie Park Redevelopment	238,242	Nil	DMES	The Project Plan has been completed and the acquisition of the equipment is in progress. Landscape Architect appointed. Requested quotes for pathways.
CBD Improvements	806,853	757,529	DMES	Construction of the tree surrounds is nearing completion. The next stage will be the establishment of the bollards, chains and vegetation on the four outside edges of the roundabout. A local firm, WRL Engineering Pty Ltd has arranged for the acquisition of the bollards and chains as well as the plates required to “fix” the bollards to the footings. It may be 2 to 3 weeks before there is any visible signs of the bollards, but there is a substantial volume of ground work to be undertaken prior to the establishment of the bollards and chains. Scheduled to commenced 15 th October 2018.
Airport fencing – Egelabra side	38,750	Nil	DMES	Currently sourcing quotations.
Banner runners near WoW Centre	15,000	Nil	GM	

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
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4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Water Supplies				
Water valve and mains renewals	130,000	Nil	DMES	Commenced 16 th October 2018
Nevertire Reservoir Refurb	700,000	11,625	DMES	On hold re: 2018/19 Budget, survey works planned.
Chlorination equipment	50,000	Nil	DMES	Planning of project is in progress. Awaiting Chlorination Audit Report.
Electrical control and pipework and relocation	80,000	Nil	DMES	Not yet commenced. Awaiting Chlorination Audit Report.
Air conditioning bore sheds x 4	30,000	Nil	DMES	Ordered
Sewerage Services				
Restart NSW Warren STP Upgrade	4,000,000	706,990	DMES	Concept design completed, awaiting report from Public Works Advisory.
Mains Relining	100,000	Nil	DMES	Scheduled for third quarter
Mains Renewal	30,000	Nil	DMES	Will be completed in line with the above relining works
ROADS BRANCH				
State Highway 11				
Routine Maintenance Works				
Routine Maintenance Works – Oxley Highway Collie to Nevertire	168,000	28,715	DMES	There has been a substantial reduction in funding for routine maintenance for the 2018/19 budget year.
Ordered Works Submitted				
Reseals	TBA	Nil	DMES	There has been a substantial reduction in funding for the 2018/19 bitumen reseal budget year. The program is yet to be finalised. The work, at this point in time, is scheduled for Feb 2019.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 16th October 2018 commencing at 2.30 pm

4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Heavy Patching	TBA	Nil	DMES	Again, there been a substantial reduction in funding for the 2018/19 heavy patching program. A number of patches have been selected but the program has yet to be submitted for approval.
Regional Roads				
Sealed Roads Recycle	400,000	Nil	DMES	The program is yet to be finalised. It is subject to asset program and assessment once all of the Segments have been established.
Unsealed Resheeting	100,000	Nil	DMES	Meetings have been held with the responsible grader team leaders. Gravel resources are being sources. A change in the weather pattern would aid the workings of this program.
REPAIR Program	330,000	Nil	DMES	The program is yet to be finalised. It is subject to asset program and assessment once all of the Segments have been established.
Urban Local Roads				
Item C - Village Enhancements per Village Plans - Collie	371,745	19,458	DMES	Works scheduled to commence 15 th October 2018.
Item N - Village Enhancements per Village Plans - Nevertire	371,745	1,808	DMES	The survey of the Nevertire Streets is in progressed.
Gillendoon Pump Station Access Road Seal	50,000	Nil	DMES	These works have been commenced
Urban Sealed Roads Reseals	50,000	Nil	DMES	Scheduled for February, 2019
Gunningba Street, Nevertire Seal	32,700	Nil	DMES	As per Item N above.
Cremorne Street, Nevertire Seal	14,400	Nil	DMES	As per Item N above.
Narromine Street, Nevertire Seal	43,300	Nil	DMES	As per Item N above.
Clyde Street, Nevertire Seal	47,400	Nil	DMES	As per Item N above.
Wonbobbie Street, Collie Seal	55,200	Nil	DMES	As per Item C above.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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on Tuesday 16th October 2018 commencing at 2.30 pm

4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Calga Street, Collie Seal	29,400	Nil	DMES	As per Item C above.
Wambianna Street, Collie Seal	26,500	Nil	DMES	As per Item C above.
Curban Street, Collie Seal	18,800	Nil	DMES	As per Item C above.
Ingelga Street, Collie Seal	38,550	Nil	DMES	As per Item C above.
Share Pathway Upgrade Warren	568,870	Nil	DMES	The plans are yet to be prepared
Urban Roads – Heavy Patching	111,565	Nil	DMES	Cobb Lane – works to be rescheduled.
Rural Local Roads				
Rural Sealed Roads Reseals	338,037	Nil	DMES	The program is yet to be finalised. It is subject to asset program and assessment once all of the Segments have been established. But the works are scheduled for completion February, 2019.
Rural Unsealed Roads Resheeting	520,000	84,643	DMES	As with the Regional Roads segment above, meetings have been held with the responsible grader team leaders. Gravel resources are being sourced. A change in the weather pattern would aid the workings of this program.
Recycle Collie - Bourbah Road	202,500	Nil	DMES	This work is scheduled to commence shortly and will be a subsidiary part of grader teams work load.
Reconstruction – Thornton Road Stage 1 and 2	1,048,069	552,507	DMES	The 7km of works are in progress and are scheduled for the application of a prime seal October/November 2018. The final seal is scheduled February 2018.
Recycle – Bullagreen Road	185,00	Nil	DMES	Yet to be scheduled
Wonbobbie Road Seal	44,600	Nil	DMES	Scheduled for the the third quarter of the 2018/19 budget year.
Wonbobbie Bridge Replacement	898,500	51,463	DMES	Scheduled for the third quarter of the 2018/19 budget year.

WARREN SHIRE COUNCIL

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4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Plant				
Heavy Plant Purchases - Nett	682,750	46,264	DMES	One front end loader and 2 tractors scheduled for acquisition prior to the end of the 2018 calendar year. All other heavy plant purchases are on hold.
Light Plant Purchases - Nett	105,383	Nil	DMES	2 slashers, 4 utilities, 1 light truck and 1 SUV sedan are scheduled for acquisition prior to the end of the 2018 calendar year.

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

Carried

4.2 PROJECTS AND ASSETS STATUS REPORT

STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	PROJECT STATUS	
	ITEM	COMMENT
Warren Town Centre Upgrade	Repair Roads Defects	Subject to the completion of tree surrounds
	Kerb and Garden replacement	Complete
	Water to Garden Beds and Tree Plantings	Complete
	Construct Garden Beds	In progress
	Street Furniture	A part to be considered as the overall project nears completion.
	Shade Canopies	The proprietor of the 117 Café has agreed to provide two umbrella's for the front of the Café. Council will install the umbrella post fittings.
	Install Bollards	Commencing week beginning 15 th October
	Variable Message Boards	This part of the project has been cancelled.
	CCTV Roundabout	Complete

WARREN SHIRE COUNCIL

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4.2 PROJECTS AND ASSETS STATUS REPORT

CONTINUED

PROJECT	PROJECT STATUS	
	ITEM	COMMENT
Warren Town Centre Upgrade Continued	Reinstate Pavers	Reestablishment of the existing pavers has been completed. However there will be further disturbance to the paved surfaces in close proximity to the bollards, tree watering's and vegetation on the outside perimeter of the roundabout.
	Roundabout	Subject to the ongoing communications with the RMS
	New Blisters – Hale Street	Complete
	Tree Surrounds	The tree surround structures are complete only 3 trees are yet to be planted and new paving works adjacent to the gutter and tree surround are in progress.
Thornton Road Construction 00 kms to 7.00 km	Design / Supervision	In progress
	Traffic Control / Detour	An ongoing item
	Culvert Replacement	Complete
	Earthworks	Complete
	Pavement Supply	Complete
	Spread and Compact	In progress
	Stabilise	Have been able to avoid this at this point in time.
Thornton Road Construction 00 kms to 7.00 km Continued	Wearing Surface	The first 1km was to be completed by the 17 th October but due to wet weather has been held up and the next 2 -3 kms were due to commence on the 17 th October due to wet weather have been held back.
	Signs and Markings	Will be implemented after completion of works.

MOVED Lawford/Jones that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

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on Tuesday 16th October 2018 commencing at 2.30 pm

5.1 WORK HEALTH AND SAFETY PERFORMANCE SUMMARY(S12-14.1)

MOVED Stephens/Jones that the Work Health and Safety Performance Summary information be reviewed and monitored.

Carried

5.2 WORK HEALTH AND SAFETY RISKS AND PRIORITY ISSUES(S12-14.1)

MOVED Wilcox/ Lawford that the Work Health and Safety Risks and Priority Issues be reviewed and monitored.

Carried

5.3 WORK HEALTH AND SAFETY ACTION PLAN (S12-14.1)

MOVED Stephens/ Lawford that the Warren Shire Council Work Health and Safety Action Plan actions are reviewed, and their status monitored, and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance, and that the MANEX team note the completion of,

- WHSAP 7 – Ongoing development of SWMS and SOPs
- WHSAP 8 –Draft Emergency Preparedness Procedure developed for presentation to the WHS Committee in October 2018

Carried

6.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS (L5-3)

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

Office of Local Government Circulars

Date	Circular No.	Description	Comment/Action
26/09/18	18-28	Annual Report Checklist	Noted
27/09/18	18-29	New structure for NSW Emergency Service	Noted
3/10/18	18-30	Changes to GIPA – IPC Advice	Noted
8/10/18	18-31	Special Variation and Minimum Rate Variation Guidelines and Process for 2019-20	Noted
11/10/18	18-32	Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 21-23 October, Albury	Noted

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 16th October 2018 commencing at 2.30 pm

6.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

CONTINUED

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil			

Department of Planning Circulars

Date	Circular No.	Description	Comment/Action
Nil			

MOVED Lawford/Jones that the information be received and noted.

Carried

6.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

The following is the Office of Local Government's Strategic Tasks Guide for the months of October and November 2018.

Strategic Tasks Guide

OCTOBER		
2	Closing date for Pensioner Concession subsidies claims.	Noted
17	Request for extension to lodge financial statements to be submitted in writing to OLG.	Not required
30	Annual report of obligations under the Public Interest Disclosures Act 1994 to the Minister and the Ombudsman (s.31)	Noted
	Annual report of obligations under the Government Information (Public Access) Act 2009 to the Minister and the Information Commissioner (s.125).	Noted
31	Second quarter rates instalment notice to be sent (s.562)	Noted
	Lodgment of ALGA's National Local Roads Data System Return (Grants Commission)	Noted
	Audited Financial Statements and FDR to be lodged with OLG (s.417 (5)).	Noted

WARREN SHIRE COUNCIL
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NOVEMBER		
1	LIRS portal opens for claims, for the month.	Noted
20	Expected second instalment of 2018 – 2019 Financial Assistance Grants.	Noted
28	Last day for notice for presentation of audited Financial Reports (s.418(2)).	Noted
30	Second quarter rates instalment due (s.562).	Noted
	Electronic lodgement of Grants Commission General Data Return	Noted
	Last day for RAO to submit QBRS Review to Council (LGGR cl.203(1)).	Noted
	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.	Noted

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

Carried

7. WORK FORCE VACANCIES

(S12-1)

MOVED Lawford/Wilcox that Manex note the report and commence recruitment of vacant positions being:

- Patching Crew No. 2 – Light Truck Driver;
- Water and Sewer Foreman;
- Manager Roads Infrastructure;
- Senior Heavy Truck Driver;
- Heavy Truck Driver;
- Workshop Co-ordinator
- Asset / Technical Officer
- Light Plant Operator – RCMC and

Carried

**8. WARREN SHIRE COUNCIL INITIAL PROCESS AND CONTROL
 AUDIT
 JANUARY 2018**

(A1-3)

MOVED Jones/Lawford that the information be received and noted that the Workshop RTA Inspection process remains outstanding.

Carried

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9. GOVERNANCE REVIEW (P13-1)
MOVED Stephens/Jones that the information be received and noted.

Carried

10. SEPTEMBER 2018 MINUTES AND OCTOBER 2018 BUSINESS PAPER

The Committee previewed the October 2018 Business Paper and the September Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

11. COMPLAINTS/ACTION REQUESTS STATUS

The outstanding complaints/actions list was circulated, and it was requested that the responsible officers update the list and return to the Engineering Administration Officer.

12. GENERAL BUSINESS WITHOUT NOTICE
Nil.

There being no further business the meeting closed 4.05pm.

Section

3

General Manager

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 25th October 2018

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
28.6.18	148.6.18	Village Enhancement Plans	GM	Develop a program of works and a community newsletter to advise of projects and works.
Divisional Manager Finance and Administration Services				
24.5.18	127.5.18	Sale of Industrial Land Nevertire Lots 3,4 and 9 DP 861185	DMFA	Solicitors awaiting contract from purchaser.
Divisional Manager Engineering Services				
25.1.17	16.1.17	Proposed new general industrial area	DMES	Rezoning proposal lodged, costings to be produced for subdivision.
22.2.18	34.2.18	Review type of plant with GM	DMES	Reviewed at Council Workshop 11 July 2018. A report will be forthcoming.
22.3.18	73.3.18	Oxley Park Wharf	DMES	Council met with the consultant on 7 May 2018 to discuss proposals and a report will be submitted once design components completed. Being pursued.
26.7.18	161.7.18	Sale of surplus plant	DMES	Arrange for items of plant to be placed for sale
23.8.18 (1)	193.8.18	Lot 36 DP755292 Gunningbar Street Nevertire	DMES	Arrange application for lot to be available for public usage
23.8.18 (2)	193.8.18	Lot 36 DP755292 Gunningbar Street Nevertire	DMES	Arrange for the section currently serving as a portion of Gunningbar Street west of Clyde Street be established as a road reserve becoming part of Gunningbar Street.

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

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services Continued				
23.8.18 (3)	193.8.18	Lot 36 DP755292 Gunningbar Street Nevertire	DMES	Prepare a report to Council on declaration of usage of the remaining portion of land.
Manager Health & Development				
26.10.17	266.10.17 (b)	Compile a joint grant application under Regional Sports Infrastructure fund	MHD	Victoria Park users to be consulted and report back to Sporting Facilities Committee.
7.12.17	302.12.17 (j)	Waste / Recycling Collection Services within Warren Shire	MHD	Prepare report.
7.12.17	302.12.17 (k)	Waste Depot Operations Tendering	MHD	Prepare report.
28.6.18	155.6.18	2 Roland Street, Warren	MHD	Sale offer pending.
*26.7.18	General Business	Interagency service providers	MHD	Completed.
23.8.18	184.8.18	Council Chambers Development Sunset Committee	MHD	Arrange a Committee Meeting.
23.8.18	184.8.18	Ewenmar Waste Depot Committee	MHD	Arrange a Committee Meeting.
*23.8.18	199.8.18	Showground/ Racecourse hire form	MHD	Completed

RECOMMENDATION:

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

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

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

MEETINGS HELD

DATE	COMMITTEE / MEETING	LOCATION
2.10.18	Orana Joint Organisations Meeting	Narromine
11.10.18	Interagency/Sub Interagency Committee Meeting	Warren
11.10.18	Showground/ Racecourse Committee Meeting	Warren
16.10.18	Manex Committee Meeting	Warren
17.10.18	Council Workshop	Warren
17.10.18	Work Health & Safety Committee Meeting	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
21-23.10.18	Local Government NSW Annual Conference	Albury

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
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ITEM 3 OFFICE OF LOCAL GOVERNMENT ANNUAL REPORT (L5-1)

RECOMMENDATION

1. That Council note the Annual Report; and
2. That the Office of Local Government be advised that it is posted to Councils Website.

PURPOSE

This report has been prepared in accordance with Section 428 of the Local Government Act 1993 and is required to be posted to its website by 30th November annually.

BACKGROUND

Council is required under section 428 of the Local Government Act 1993 to prepare an Annual Report and post this to its website as well as advise the Office of Local Government.

REPORT

Attached to this report is Councils Annual Report.

The Annual Report identifies the reportable areas that are required for the community to assess how Council is working towards meeting community expectations and outcomes. The report is also required to include information on Councils audited financial statements and requests for information.

The report has been prepared in accordance with section 406 of the Act.

FINANCIAL AND RESOURCE IMPLICATIONS

No financial impacts are identified.

LEGAL IMPLICATIONS

Section 428 states:

428 Annual reports

- (1) Within 5 months after the end of each year, a council must prepare a report (its annual report) for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.
- (2) The Annual Report in the year in which an ordinary election of Councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.
- (3) An Annual Report must be prepared in accordance with the guidelines under section 406.
- (4) An Annual Report must contain the following:
 - (a) a copy of the council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time,
 - (b) such other information or material as the regulations or the guidelines under section 406 may require.
- (5) A copy of the council's Annual Report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require. A copy of a council's Annual Report may be provided to the Minister by

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 OFFICE OF LOCAL GOVERNMENT ANNUAL REPORT CONTNUED

notifying the Minister of the appropriate URL link to access the report on the council's website.

RISK IMPLICATIONS

No risks identified as plan is reported within legal time frames.

STAKEHOLDER CONSULTATION

The Annual Plan is available on Councils website for review.

OPTIONS

No options on report exist. The Annual Plan must be reported to Council.

CONCLUSION

The Annual Report is a key Council document to report its progress against goals and objectives for Council and the community. The attached report provides advice on the council's progress for the 2016/17 financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

The Delivery Plan 2017/18 to 2020/2021 and Local Government Act 1993.

SUPPORTING INFORMATION /ATTACHMENTS

Report attached.

WARREN SHIRE COUNCIL
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ITEM 4

REQUEST FOR LEGAL ASSISTANCE

(C14-1)

RECOMMENDATION

That Council does not support this request for legal assistance.

PURPOSE

This report is a request from LGNSW to support legal assistance to various city councils.

BACKGROUND

Attached to this report is a letter requesting legal assistance costs from Councils across NSW.

REPORT

A request to help offset legal costs for the City of Sydney, Bayside City Council and North Sydney Council has been made by LGNSW. It is considered that the legal case to determine a definition of residential land for rating purposes is of assistance to all councils in NSW and a request to share the costs has been requested.

The Councils undertaking this action are in a far greater financial position than rural councils undergoing drought conditions in NSW and this request, although valid to Warren Shire, remains of little to no overall value as we would make a determination based on local issues and make the necessary adjustments without drawn out court costs.

It is understood that in major city areas the value of land rating will and does impact on business and recovery costs. However, the request to fund \$1437.81 to Warren Shire has a significant value and can be better used to support our community.

FINANCIAL AND RESOURCE IMPLICATIONS

This request is for \$1,437.81.

Council can afford this request, but it is considered that the subject Councils have a greater ability to absorb this cost than small rural councils.

LEGAL IMPLICATIONS

No legal implications exist.

RISK IMPLICATIONS

No risks exist with the exception that should Warren Shire ever find itself in a legal battle that has State significant impacts then other councils may not wish to support Warren Shire.

Likely hood of this risk is considered to be very low.

STAKEHOLDER CONSULTATION

No stake holder consultation is required.

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ITEM 4

REQUEST FOR LEGAL ASSISTANCE

CONTINUED

OPTIONS

Council may determine that it wishes to pay the requested assistance fee.

CONCLUSION

A request has been made for financial assistance to help the Councils of City of Sydney, Bayside City Council and North Sydney Council to the value of \$1,437.81

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficiency and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

LGNSW letter attached.

WARREN SHIRE COUNCIL
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ITEM 5

CHRISTMAS CLOSURE REPORT

(C14.1)

RECOMMENDATION

That Council close its office and depot at the close of business of Friday 21st December 2018 and reopen on Wednesday 2nd January 2019.

PURPOSE

This report is to request that Council close its office and depot on Monday 24th December 2018 to Tuesday 1st January 2019 inclusive.

BACKGROUND

This year Christmas falls on a Tuesday requiring staff to be available for one day prior to the standard holiday break.

REPORT

Council has always closed during the Christmas period and due to the Monday being a standard working day it is considered that staff will generally be looking to take a day off to allow travelling and other commitments prior to Christmas day.

It is considered that for staff safety and to allow an extended break that Council may wish to close its office and depot and allow staff to meet their holiday commitments earlier.

Staff are generally required to take three days leave each year to meet the normal holiday shut down. This early closure will require a fourth day to be taken.

FINANCIAL AND RESOURCE IMPLICATIONS

Council will close on Friday 21st December and reopen on Wednesday 2nd January 2019. Staff will be required to take four days leave to allow this closure period from annual leave or other accumulated leave.

Council will have staff on call during the Christmas period.
The close down is funded through employee leave entitlements.

LEGAL IMPLICATIONS

No legal implications identified.
Council will advise the RMS that its office is closed for the identified period.

RISK IMPLICATIONS

Council will maintain an on-call workforce and standard works around water and sewer treatment will be undertaken during this period.

STAKEHOLDER CONSULTATION

If adopted by Council, Notices shall be placed in the local paper in December and notices placed at Councils office and on its website.

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ITEM 5

CHRISTMAS CLOSURE REPORT

CONTINUED

OPTIONS

Council may remain open; however, it will operate on a skeleton staff basis to allow people to travel to family or other activities.

CONCLUSION

This request is to close Councils office and depot on Friday the 21st December 2018 and reopen on Wednesday 2nd January 2018. The closure period will include the days of Monday 24th, Thursday 27th, Friday 28th and Monday 31st December 2018.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficiency and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

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ITEM 6

DROUGHT FUNDING PROJECTS

(F2-2)

RECOMMENDATION

That Council submit the following programs for Commonwealth drought Funding

- Fencing Warren Airport
- Water Main Extension to warren Airport and Industrial Area
- Drought Protection Measures Collie Village
- Events funding at Warren, Marthaguy and The Marra
- Community Garden Projects
- Vaccination and Desexing Program funding
- Bowling Green Development project
- Fencing at Warren Library, and
- Potable Water Tanker (subject to budget funding)

PURPOSE

This report has been prepared to seek Council approval and to inform the community on projects to be applied for under the Commonwealth Drought Package.

BACKGROUND

Council has received advice from the Department of Industry, Innovation and Science that Warren Shire Council can apply for up to \$1million in drought assistance funds. A review by Councillors and other community members was undertaken with staff advice to identify projects that could fit under the program guidelines.

REPORT

Council has undertaken a review of the drought program guidelines and developed projects that meet the guidelines and will provide support or long term benefit to the community.

As part of the assessment, it has been identified that Council staff will not undertake the project delivery and that all expenditure on the projects should support local and regional business, local contractors and generate local employment outcomes. The projects proposed will allow businesses to provide prices, tenders as required by the Local Government Act and support applications for further grant funds.

The Guidelines state:

Who can apply?	Only Warren Shire Council is eligible to submit applications. Businesses or individuals from your region are not eligible to apply directly. Note: we can only accept applications where it is submitted by the Chief Executive Officer of the Council or other council officer authorised to sign a grant agreement
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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

WHAT DOES IT OFFER?	<ul style="list-style-type: none"> ▪ The Council can receive funding for projects up to \$1 million. ▪ The grant amount will be up to 100% of eligible project costs. ▪ The minimum grant amount per application is \$25,000.
HOW DOES IT WORK?	<p>Drought-relief projects must be <i>in addition</i> to the normal planned activities of the council. Funding will target infrastructure and other projects that:</p> <ul style="list-style-type: none"> ▪ provide employment for people whose work opportunities have been impacted by drought ▪ stimulate local community spending ▪ use local resources, businesses and suppliers ▪ provide a long-lasting benefit to communities and the agricultural industries on which they depend <p>Projects activities must be undertaken in the region of the Council and must be completed by 30 June 2019.</p>
WHAT ACTIVITIES ARE ELIGIBLE?	<p>Eligible expenditure items may include the cost of:</p> <ul style="list-style-type: none"> ▪ suppliers, consultants and contracted labour undertaking eligible project activities ▪ materials required to deliver eligible project activities ▪ purchasing, leasing or hiring equipment required to deliver eligible project activities ▪ holding events and ▪ other drought relief activities (including water carting for human consumption). <p>We may also approve other activities.</p>
Project period	<p>Recently completed projects and current projects may be eligible, the earliest possible start date and eligible expenditure claim date is 19 August 2018. All project activities must be completed by 30 June 2019.</p>
How to apply	<p>Please note you must complete and submit an online application. You will need to set up a user account to access our online https://portal.business.gov.au/ . The portal allows you to apply for and manage your grant application/s in a secure online environment.</p>

A review of projects was undertaken, and the projects as listed below have been considered against the guidelines.

Two of the projects have not been directly included in the recommendation being the Discounted Rates for Rural Rate Payers and Potable Water Cart.

The discounted rates for rural rate payers was not recommended as it has two impacts. Firstly, it discriminates against people within the town and villages who are impacted due to drought, businesses and other land owners who provide rental properties. By extending the program as suggested by the funding in the attachment to all rate payers, it then must be considered as to the longer-term benefit of this action. Rates for 2018/19 can rise by up to 2.7%.

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

If Council provides a single year of subsidy for the rate increase, then the rate payer in the following year will be required to pay the increase plus a future rate rise in the following year. This artificial offset may result in greater impact on the rate payer as the jump although known will not be expected. It is considered that the Council has hardship mechanisms to help land owners through the drought and allow them to pay off rates during harder times.

The second project being the purchase of an old milk tanker as a potable water tanker is considered to be a viable project but with recent small amounts of rain, it is not a critical requirement. It is considered that if the other projects when accurate funding is determined will allow the purchase of the tanker, then this should be applied for. Council staff have not identified a local contractor who can cart potable water. Should a business be established, then Council would not proceed to purchase the tanker. The purchase of the tanker will allow its use during emergency water outages and for cleaning and repairs to its water towers as a water holding vessel.

FINANCIAL AND RESOURCE IMPLICATIONS

The drought application project is only open to Warren Shire Council and provides up to \$1million to be spent prior to 30th June 2019.

As part of the project funding Council will need to employ a project Manager for the period up to 30th June 2018. Further the intention is to spend the funding through local businesses or generate local employment where possible. All Quotations will be required to provide advice as where materials are being purchased from and the extent of local labour to deliver the project.

Council will include three steel lined water tanks already on order from Pioneer tanks for these projects to be placed at Collie and the airport due to the size and life time guarantee.

LEGAL IMPLICATIONS

Council will be required to comply with its procurement policy and the Local Government Act 1993 where a project or single purchase exceeds \$150,000.

RISK IMPLICATIONS

The delivery of these projects within the remaining financial year is a risk, however with the employment of a casual or part time employee to manage the projects, this will reduce pressure across the current staff resources.

STAKEHOLDER CONSULTATION

The initial projects have been passed before some councillors and independent members of the community. The projects have been raised at the Collie Village meeting.

OPTIONS

Council may wish to review the projects or limit the projects.

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

CONCLUSION

The Department of Industry, Innovation and Science has advised that Council can apply for up to \$1million in drought assistance funds. A list of projects is attached to this report and a recommendation made as to the projects that may be applied for.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.5.2 Timely and Accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

A copy of the projects and a summary of outs is attached.

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

Drought Communities Programme Extension – Warren Shire Council – Projects Summary

Priority	Project	Summary	Approximate Project Value	Alignment with Eligibility Criteria
1	Fencing Warren Airport	<ul style="list-style-type: none"> • Build fence around Warren Airport. • Create employment for local contractors. • Keep animals such as kangaroos out of runway. This will help address airport safety needs including improve safety of the Royal Flying Doctor Service. 	\$90,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers. • Retention of services – fencing contractors will have alternative source of work to help them through period where they are lacking contract work from Agriculture based industry (Agriculture based businesses have cut spending due to drought conditions).

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

2	Water main extension to Warren Airport Industrial Park	<ul style="list-style-type: none"> • Project involves developing a river water main extension from Warren to the Airport Industrial Park. • Also build a reservoir and pump to create a secure water source at the Industrial Park. • There is \$20 million worth of cotton with no firefighting capacity. It also currently costs \$50,000 a year to cart water. 	\$550,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers (pipes, fittings etc). • Retention of services – contractors will have alternative source of work to help them through period where they are lacking contract work from Agriculture based industry (Agriculture based businesses have cut spending due to drought conditions). • Retention of services – Agriculture service businesses will benefit from boost in turnover due to purchase of materials. May assist with the retention of their services. • Drought relief measure – water source.
3	Village Enhancements for Warren, Nevertire and Collie – Applied for funding through the Stronger Country Communities Fund (but not completed due to	<ul style="list-style-type: none"> • Applied for via the Stronger Country Communities Fund (SCCF) Round 2 – \$742,966 of requested \$1.1million allocated. • These Plans are a result of the community's request of Council through the IP&R process to ensure that the villages, footpaths, roads, parks and gardens and the overall appeal of the villages is maintained and enhanced. • Identify items from within Village 	\$TBC	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers. • Retention of services – contractors will have alternative source of work to help them through period where they are lacking contract work from Agriculture based industry

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

4	Drought protection measures for Collie	<p>Project includes the purchase and installation of the following infrastructure to secure the water supply at Collie:</p> <ul style="list-style-type: none"> • Water tanks x 2 • Solar pump • Back-up generator • Pipes and fittings • Fencing 	\$60,000	<ul style="list-style-type: none"> • Drought relief measures. • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers. • Retention of services – contractors will have alternative source of work to help them through period where they are lacking contract work from Agriculture based industry (Agriculture based businesses have cut spending due to drought conditions).
5	Events	<ul style="list-style-type: none"> • Drought relief community events held across the Warren Shire, locations to include: <ul style="list-style-type: none"> ○ Warren ○ Marthaguy ○ The Marra • Utilise local businesses or community groups to provide equipment or catering for the events. • Example of events – Comedy night where ticket price is covered by the grant money. Or street entertainment that is free and markets/businesses open to bring the community together. 	\$120,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials/services to be sourced from local suppliers. • Drought relief measure – community/mental health.

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ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

6	Community gardens	<p>Develop three community gardens spread throughout Warren to boost community cohesion and ties within the local neighbourhood. Also to help address mental health issues exacerbated by the drought conditions:</p> <ul style="list-style-type: none"> • Ravenswood Park • Boston Street • Stafford Street <p>Infrastructure will include water, materials for raised beds.</p>	\$25,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers. • Drought relief measure – community/mental health.
7	Local vaccination and de-sexing discount scheme	<ul style="list-style-type: none"> • Current charges incurred by animal owners include: <ul style="list-style-type: none"> ○ Registration (microchipping) ○ De-sexing ○ Vaccinations • Proposed program would alleviate some of these charges by Council partnering with local vet clinic to provide these services at a reduced rate. • Also road deliver vet services to drought affected farmers. 	\$25,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials to be sourced from local suppliers. • Retention of veterinarian services in Warren region. Will help create a source of work to help them through period where they are lacking contract work from Agriculture based industry (Agriculture based businesses have cut spending due to drought conditions). • Drought relief measure – reduce financial stress on local businesses.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 25th October 2018

ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

8	Discounted rates for rural rate payers	<ul style="list-style-type: none"> Keep rate levels at the same rate for 2018-19 year as 2017-18. 	\$180,000	<ul style="list-style-type: none"> Contribute to economic activity of community – saving of rates funds may go towards other expenditure within the region to maintain/develop these Agriculture based businesses. Drought relief measure – reduce financial stress.
9	Potable water cart	<ul style="list-style-type: none"> Purchase of water cart that will be for water carting for human consumption. Warren Shire Council has no capacity to provide this service with present equipment. 	\$80,000	<ul style="list-style-type: none"> Drought relief measure (water carting for human consumption.)
10	Bowling green development project	<ul style="list-style-type: none"> Community contribution towards Bowling Green development in Warren. Provide a location for the community to come together for activities. Without the project the bowling club will be lost to Warren. Will save five years of fundraising by local community group. 	\$100,000	<ul style="list-style-type: none"> Lead to employment of locals. Contribute to economic activity of community – materials/services to be sourced from local suppliers. Drought relief measure – community/mental health. Promote community collaboration.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Chambers, Warren, on Thursday 25th October 2018

ITEM 6

DROUGHT FUNDING PROJECTS

CONTINUED

11	Warren Library outside events area	<ul style="list-style-type: none"> • Develop an outside area at the Warren Shire Library. Fencing and undercover area for approximately 150 children to be used for outdoor literacy events and holiday programs. 	\$40,000	<ul style="list-style-type: none"> • Lead to employment of locals. • Contribute to economic activity of community – materials/services to be sourced from local suppliers. • Promote community events by creating another space where the community can come together for activities.
	TOTAL		\$1,270,000*	*Does not include funds for Village Plans priorities that may fit funding criteria.

Section

4

Manager Finance & Administration

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 1 RECONCILIATION CERTIFICATE – SEPTEMBER 2018 (B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30th September 2018 be received and noted.

PURPOSE

To certify that the internal and external cash and investments position of Council is reconciled each month.

BACKGROUND

Clause 212 of the Local Government (General) Regulation 2005 requires the Responsible Accounting Officer to provide a written report setting out details of all money that the council has invested under Section 625 of the Local Government Act.

REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 30th September 2018.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance		Balance
	31-Aug-18	Transactions	30-Sep-18
General	10,712,371.35	(206,581.18)	10,505,790.17
Water Fund	303,344.28	4,417.19	307,761.47
Sewerage Fund	2,477,817.57	(32,937.33)	2,444,880.24
North Western Library	125,240.90	(95,991.59)	29,249.31
Trust Fund	75,267.33	1,000.00	76,267.33
Investment Bank Account	(12,408,031.05)	(469.51)	(12,408,500.56)
	1,286,010.38	(330,562.42)	955,447.96

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 1 RECONCILIATION CERTIFICATE – SEPTEMBER 2018 CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	956,592.26
Add: Outstanding Deposits for the Month	350.00
Less: Outstanding Cheques & Autopays	(1,494.30)
Balance as per Ledger Accounts less Investments =	955,447.96

INVESTMENTS RECONCILIATION

Investments as at 30th September 2018

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	408,500.56	Variable	On Call A/c
1	National Australia Bank	1,000,000.00	91 Days @ 2.68%	16-Oct-18
2	National Australia Bank	1,000,000.00	91 Days @ 2.66%	23-Oct-18
3	National Australia Bank	1,000,000.00	91 Days @ 2.63%	30-Oct-18
4	National Australia Bank	1,500,000.00	91 Days @ 2.64%	23-Nov-18
5	National Australia Bank	1,500,000.00	91 Days @ 2.63%	26-Nov-18
6	National Australia Bank	1,500,000.00	90 days @ 2.63%	03-Dec-18
7	National Australia Bank	1,500,000.00	90 days @ 2.63%	10-Dec-18
8	National Australia Bank	1,500,000.00	90 days @ 2.65%	17-Dec-18
9	National Australia Bank	1,500,000.00	90 days @ 2.65%	17-Dec-18
TOTAL INVESTMENTS =		12,408,500.56		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	6,458,650.00
Internally Restricted Funds Invested	6,415,150.00
2018/19 General Fund Operating Income & Grants	490,148.52
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	13,363,948.52

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.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 1 RECONCILIATION CERTIFICATE – SEPTEMBER 2018 CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

This report is provided to advise Council of its financial position.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION

That the information be received and noted.

PURPOSE

To advise council of the rates and annual charges levied, collected and currently outstanding as at the report date.

BACKGROUND

A major source of revenue council receives each year is through the levying of rates and annual charges on property owners in the Warren Shire Council local government area to provide and maintain services to the Warren Shire community.

REPORT

Attached to this report is the statement of rates and annual charges as at 12th October 2018 including comparisons over the last three years.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

This report is provided to advise Council of its financial position.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 12th October 2018.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

12TH OCTOBER 2018

Name of Rate	COLLECTIONS FOR YEAR					NETT ARREARS	
	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
	General Fund Rates	76,753	4,739,154	4,815,907	1,699,632	35.29%	3,116,275
Warren Water Fund	23,240	400,297	423,537	190,988	45.09%	232,549	54.91%
Warren Sewerage Fund	28,301	469,849	498,150	217,768	43.72%	280,382	56.28%
TOTAL 2018/2019	128,294	5,609,300	5,737,594	2,108,388	36.75%	3,629,206	63.25%
TOTAL 2017/2018	125,675	5,454,050	5,579,725	1,955,586	35.05%	3,624,139	64.95%
TOTAL 2016/2017	137,085	5,343,863	5,480,948	1,852,480	33.80%	3,628,468	66.20%
TOTAL 2015/2016	124,281	5,218,845	5,343,126	1,862,144	34.85%	3,480,982	65.15%
		09-Oct-15	11-Oct-16	13-Oct-17		12-Oct-18	
COLLECTION FIGURES AS \$		1,862,144	1,852,480	1,955,586		2,108,388	
COLLECTION FIGURE AS %		34.85%	33.80%	35.05%		36.75%	

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2017

ITEM 3 2019/2020 RATE PEGGING LIMIT – 2.7%

(R1-1-39)

RECOMMENDATION

1. That the information be received and noted, and
2. Council adopt a 2.7% increase in general rates when preparing the 2019/2020 Operational Plan & Estimates.

PURPOSE

To advise council of IPART's determination on the maximum rate increase on general rates to apply in the 2019/2020.

BACKGROUND

The NSW Government commissioned the Independent Pricing and Regulatory Tribunal (IPART) to set the rate pegging limit on general rate income in 2010.

REPORT

On Tuesday 11th September 2018 IPART issued a Media Release advising Council's that the maximum rate peg increase on general rates for 2019/2020 was 2.7%, a copy of The Media Release and Fact Sheet is attached to this report.

It is proposed that the 2019/2020 Operational Plan and Estimates be prepared incorporating the rate pegging limit of 2.7%.

Council's gross general rate income for 2018/2019 was \$4,742,048.00 (after deducting the 2017/18 catch up of \$31,050.00) the 2.7% increase will generate an additional \$128,035.00 income.

FINANCIAL AND RESOURCE IMPLICATIONS

If Council does not incorporate the full 2.7% increase in general rates it may need to look at reducing services in some areas to balance the budget.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Not being able to provide the current level of services to the ratepayers and residents of Warren Shire Council.

STAKEHOLDER CONSULTATION

28 days public consultation after the Draft 2019/2020 Operational Plan and Estimates are adopted by Council.

OPTIONS

N/A

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2017

ITEM 3 2019/2020 RATE PEGGING LIMIT – 2.7%

CONTINUED

CONCLUSION

This report is provided to notify Council of IPART's decision and seek endorsement to increase the 2019/2020 general rates by the rate pegging limit of 2.7%.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Below is the hyperlink to the IPART Media Release and Fact Sheet website:

<https://www.ipart.nsw.gov.au/Home/Industries/Local-Government/For-Ratepayers/The-rate-peg>

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2017

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

(A1-4.36)

RECOMMENDATION:

That the information on Council's audited financial statements for the period ended 30th June 2018 be received and noted.

PURPOSE

To present audited 2017/18 Financial Statements and Auditors Report to Council with a high end overview of the results.

BACKGROUND

As part of the NSW Government's reform into Local Government "Fit for the Future" all NSW Councils are to be audited by the NSW Auditor General from 2016/17 onwards.

REPORT

Council's sub contracted auditors Hill Rogers Assurance Partners were in Warren from Monday 20th to Wednesday 22nd August 2018 to undertake an audit of Council's Financial Statements for 2017/18.

Council was issued with an unqualified Audit Report from the NSW Auditor General on 16th October 2018.

Under S.418 of the Local Government Act, 1993 Council must present the Auditors Report along with the Financial Statements to a public meeting no later than 5 weeks after receiving the report.

Attached to this report is a copy of the Auditors Report along with an overview of the operations of Council for the year ending 30th June 2018 for Councillors information.

A full copy of the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules including the Auditors Reports for the year ending 30th June 2018 can be accessed on Councils website on the below link:

<http://www.warren.nsw.gov.au/council/financial-reports>

Cash Flow for 2017/2018

Council's cash flow statement indicates a decrease in cash and investments of \$2,529,180.96 for the reporting period.

Council's Operating Result for 2017/2018 was a surplus of \$1,045,343.13 compared to a surplus of \$3,792,634.06 in 2016/2017.

Cash & investments available as at 30th June 2018 totalled \$12,704,130.80 of which the following have been restricted or set aside for specific purposes either internally by Council or externally by statutory requirements as listed below: -

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS	CONTINUED
TOTAL CASH & INVESTMENTS	12,704,130.80
EXTERNAL RESTRICTED INCLUDED IN LIABILITIES	
- CWCMA - Roadside Environmental Mapping	7,000.00
EXTERNAL RESTRICTED INCLUDED IN REVENUE	
- RMS Contributions	649,196.46
- Specific Purpose Unexpended Grants	844,958.38
- Water Supply Bank Account	144,301.22
- Sewerage Services Bank Account	2,271,347.75
- Domestic Waste Management Funds	261,619.06
TOTAL EXTERNAL RESTRICTED FUNDS =	4,178,422.87
TOTAL INTERNAL RESTRICTED FUNDS =	8,026,041.00
(as reported in Item 3 of the Divisional Manager of Finance & Administration Report to the September 2018 Council Meeting)	
TOTAL INTERNAL & EXTERNAL RESTRICTED FUNDS =	12,204,463.87
TOTAL UNRESTRICTED FUNDS	499,666.93

Below is a history of cash & investments from 2012 to date detailing all restrictions.

	2012	2013	2014	2015	2016	2017	2018
	in	in	in	in	in	in	in
	'000's	'000's	'000's	'000's	'000's	'000's	'000's
Externally Restricted	709	418	39	137	919	2,509	1,501
Internally Restricted	9,751	8,153	6,407	6,537	7,201	9,190	8,026
Water Supply Bank A/c	501	403	461	524	241	343	144
Sewerage Bank A/c	2,365	2,403	2,234	2,240	2,369	2,430	2,271
Domestic Waste Management A/c	110	140	157	193	226	261	262
Operating Cash - General Fund	446	449	500	516	500	500	500
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TOTAL CASH & INVESTMENTS	13,882	12,016	9,888	10,147	11,456	15,233	12,704

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

An advertisement was placed in Wednesday 17th & 24th October 2018 editions of the Warren Weekly advising ratepayers and residents that the Audited 2017/18 Financial Statements & Auditors Report would be presented to the October 2018 Council meeting.

OPTIONS

N/A

CONCLUSION

This report is to provide Council with a broad overview of the operations of Council for 2017/18 and presentation of the Auditor's Report.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

1. Auditors Report.
2. Income Statement,
3. Statement of Cash Flows,

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED



Mr Milton Quigley
Mayor
Warren Shire Council
PO Box 6
WARREN NSW 2824

Contact: David Nolan
Phone no: 02 9275 7377
Our ref: D1824900/1802

16 October 2018

Dear Mayor

Report on the Conduct of the Audit for the year ended 30 June 2018 Warren Shire Council

I have audited the general purpose financial statements of Warren Shire Council (the Council) for the year ended 30 June 2018 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's general purpose financial statements.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2018 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the general purpose financial statements issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2018 \$m	2017 * \$m	Variance %
Rates and annual charges revenue	5.56	5.46	↑ 1.8
Grants and contributions revenue	7.40	8.98	↓ 17.6
Operating result for the year	1.05	3.79	↓ 72.3
Net operating result before capital amounts	0.47	3.39	↓ 86.1

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Our insights inform and challenge government to improve outcomes for citizens



Council's operating result (\$1 million including the effect of depreciation expense of \$3.3 million) was \$2.7 million lower than the 2016–17 result. The decrease from the previous period is mainly due to reduced funding from grants and contributions and the disposal of renewed components of infrastructure.

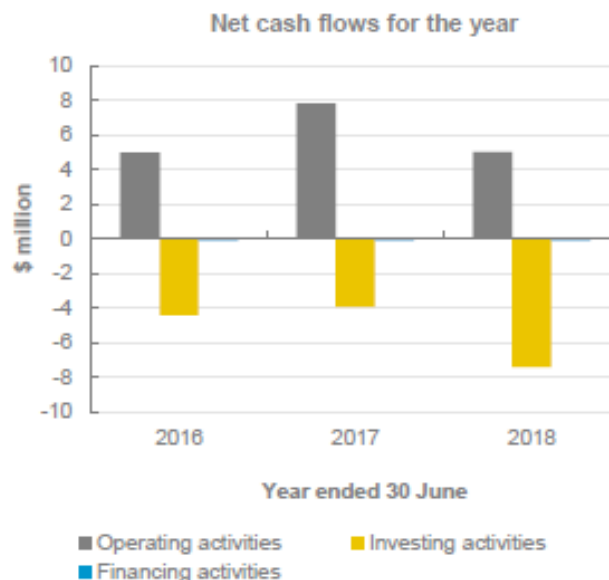
The net operating result before capital grants and contributions (\$466,000) was \$2.9 million lower than the 2016–17 result for the reasons noted above.

Rates and annual charges revenue (\$5.6 million) increased by \$93,000 (1.8 per cent) in 2017–2018.

Grants and contributions revenue (\$7.4 million) decreased by \$1.6 million (18 per cent) in 2017–2018 due to the timing of financial assistance grants received over the past two years and reduced RMS contributions.

STATEMENT OF CASH FLOWS

- The Statement of Cash Flows illustrates the flow of cash and cash equivalents moving in and out of Council during the year and reveals that cash decreased by \$2.5 million to \$12.7 million at the close of the year.
- The decrease can be mostly attributed increased capital works during the year.



FINANCIAL POSITION

Cash and Investments

Cash and Investments	2018	2017	Commentary
	\$m	\$m	
External restrictions	4.2	5.5	External restrictions include unspent specific purpose grants, contributions and domestic waste charges, and water and sewerage funds.
Internal restrictions	8.0	9.2	
Unrestricted	0.5	0.5	Balances are internally restricted due to Council policy or decisions for forward plans including works program.
Cash and investments	12.7	15.2	
			Unrestricted balances provide liquidity for day-to-day operations.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Our insights inform and challenge government to improve outcomes for citizens



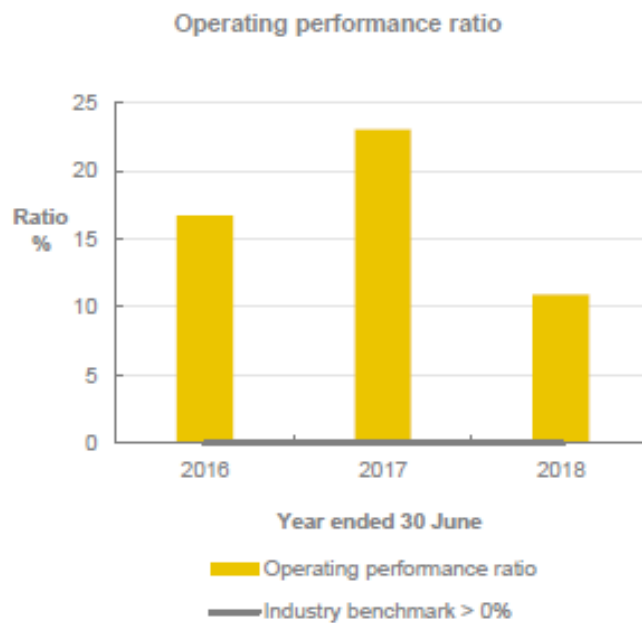
PERFORMANCE RATIOS

The definition of each ratio analysed below (except for the 'building and infrastructure renewals ratio') is included in Note 24 of the Council's audited general purpose financial statements. The 'building and infrastructure renewals ratio' is defined in Council's Special Schedule 7 which has not been audited.

Operating performance ratio

- The indicator of 10.9 per cent was above the industry benchmark.
- The variance from the previous year is due to the reduced operating result noted above.

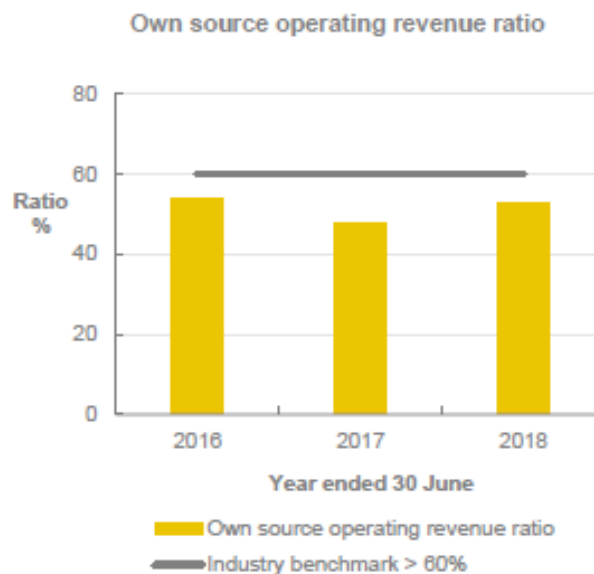
The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than zero per cent.



Own source operating revenue ratio

- Council's own source operating revenue ratio of 52.7 per cent was below the industry benchmark.
- This indicator would increase with the inclusion of the financial assistance grant.

The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

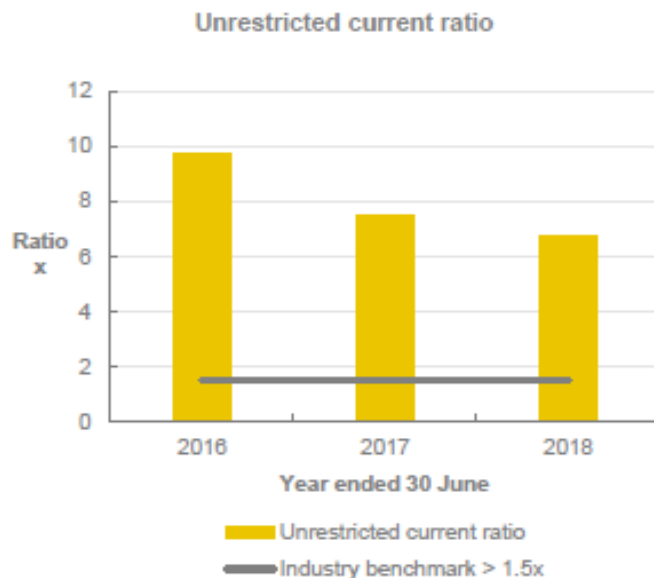
Our Insights Inform and challenge government to improve outcomes for citizens



Unrestricted current ratio

- This ratio indicated that Council currently had 6.76 times of unrestricted assets available to service every one dollar of its unrestricted current liabilities. This exceeded the industry benchmark.

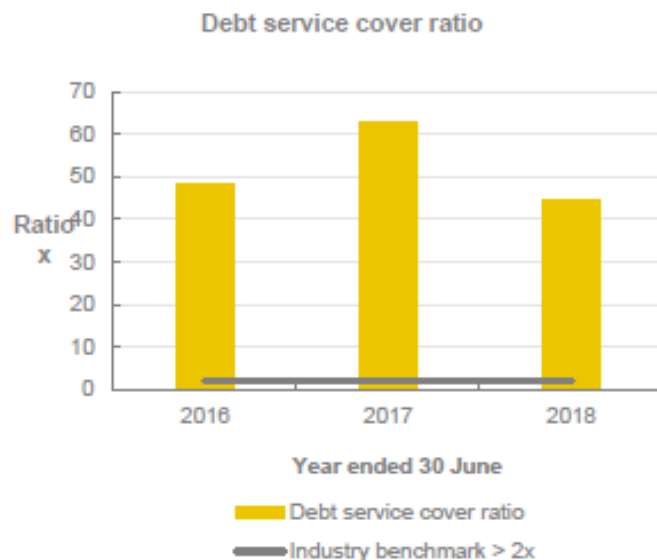
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt service cover ratio

- The debt service cover ratio of 44.5 times exceeded the industry benchmark.
- The variance from the previous is a reflection of the reduced operating result for 2017-18.

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Our insights inform and challenge government to improve outcomes for citizens

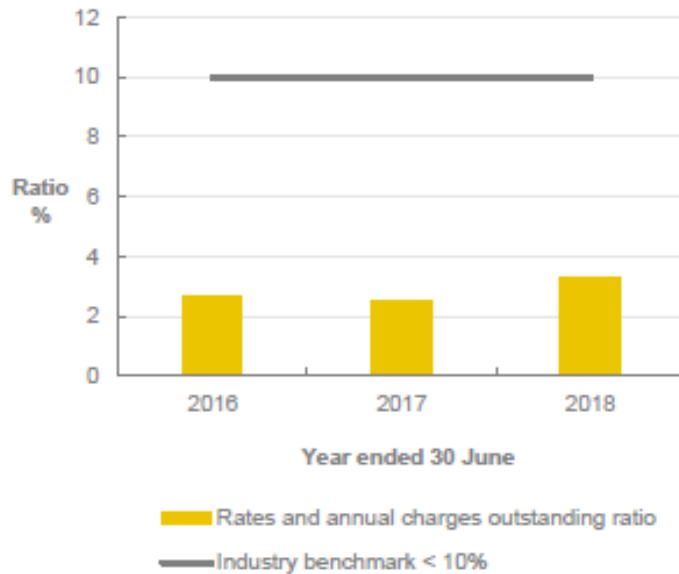


Rates and annual charges outstanding ratio

- Council's outstanding rates and charges ratio of 3.3 per cent was within the industry benchmark.

The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional and rural councils.

Rates and annual charges outstanding ratio

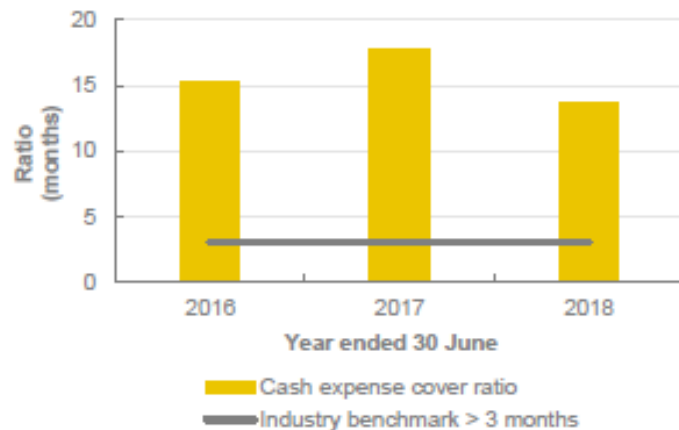


Cash expense cover ratio

- Council's cash expense cover ratio of 13.7 months well exceeded the industry benchmark.

This liquidity ratio indicates the number of months the Council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

Cash expense cover ratio



WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Our Insights Inform and challenge government to improve outcomes for citizens



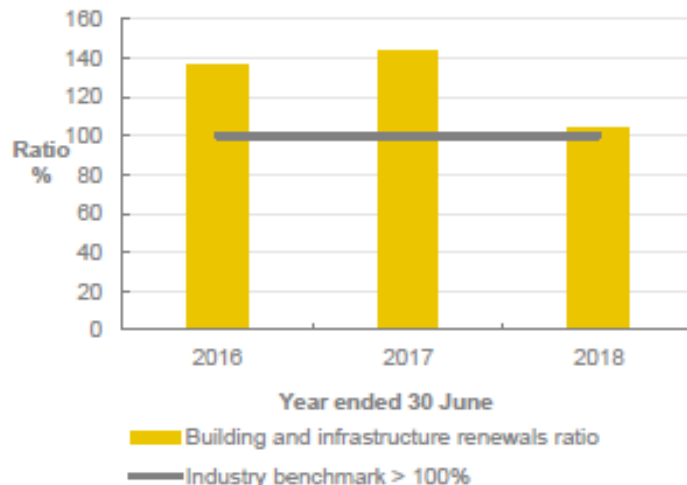
Building and infrastructure renewals ratio (unaudited)

- Council's building and infrastructure renewals ratio of 103.6 per cent exceeded the industry benchmark.

The 'building and infrastructure renewals ratio' assesses the rate at which these assets are being renewed against the rate at which they are depreciating. The benchmark set by OLG is greater than 100 per cent.

This ratio is sourced from council's Special Schedule 7 which has not been audited.

Building and infrastructure renewals ratio



OTHER MATTERS

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial reports. The Council's:

- accounting records were maintained in a manner and form to allow the general purpose financial statements to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

David Nolan
Director, Financial Audit Services

cc: Mr Glenn Wilcox, General Manager
Tim Hurst, Chief Executive of the Office of Local Government

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Warren Shire Council

Income Statement

for the year ended 30 June 2018

Original unaudited budget 2018	\$ '000	Notes	Actual 2018	Actual 2017
Income from continuing operations				
<i>Revenue:</i>				
5,563	Rates and annual charges	3a	5,557	5,464
1,187	User charges and fees	3b	1,861	1,774
298	Interest and investment revenue	3c	309	342
304	Other revenues	3d	506	575
5,915	Grants and contributions provided for operating purposes	3e,f	6,819	8,575
500	Grants and contributions provided for capital purposes	3e,f	580	405
<i>Other income:</i>				
–	Net gains from the disposal of assets	5	–	–
–	Fair value increment on investment property		–	–
–	Reversal of revaluation decrements / impairment of IPP&E previously expensed	4d	–	–
–	Net share of interests in joint ventures and associates using the equity method	15	1	4
13,767	Total income from continuing operations		15,633	17,139
Expenses from continuing operations				
5,009	Employee benefits and on-costs	4a	5,445	4,885
18	Borrowing costs	4b	29	35
2,633	Materials and contracts	4c	3,463	3,562
3,670	Depreciation and amortisation	4d	3,309	3,243
–	Impairment of investments	4d	–	–
1,175	Other expenses	4e	1,164	1,151
–	Interest and investment losses	3c	–	–
–	Net losses from the disposal of assets	5	1,177	470
–	Fair value decrement on investment property		–	–
–	Revaluation decrement / impairment of IPP&E	4d	–	–
–	Net share of interests in joint ventures and associates using the equity method	15	–	–
12,505	Total expenses from continuing operations		14,587	13,346
1,262	Operating result from continuing operations		1,046	3,793
–	Operating result from discontinued operations		–	–
1,262	Net operating result for the year		1,046	3,793
1,262	Net operating result attributable to Council		1,046	3,793
–	Net operating result attributable to non-controlling interests		–	–
762	Net operating result for the year before grants and contributions provided for capital purposes		466	3,388

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers Warren on Thursday 25th October 2018

ITEM 4 REVIEW OF COUNCIL'S 2017/2018 OPERATIONS

CONTINUED

Warren Shire Council

Statement of Cash Flows

for the year ended 30 June 2018

Original unaudited budget 2018	\$ '000	Notes	Actual 2018	Actual 2017
Cash flows from operating activities				
Receipts:				
5,563	Rates and annual charges		5,512	5,469
1,187	User charges and fees		1,154	1,998
298	Investment and interest revenue received		315	347
6,415	Grants and contributions		7,622	8,999
1,254	Other		1,471	1,250
Payments:				
(5,009)	Employee benefits and on-costs		(5,604)	(4,867)
(2,633)	Materials and contracts		(3,633)	(3,754)
(18)	Borrowing costs		(18)	(21)
(1,175)	Other		(1,832)	(1,605)
5,882	Net cash provided (or used in) operating activities	14	4,987	7,816
Cash flows from investing activities				
Receipts:				
	Sale of real estate assets		-	3
260	Sale of infrastructure, property, plant and equipment		240	293
	Deferred debtors receipts		-	10
Payments:				
	Nil			
(7,099)	Purchase of infrastructure, property, plant and equipment		(7,641)	(4,177)
(34)	Purchase of Intangible Assets		(32)	(89)
(6,873)	Net cash provided (or used in) investing activities		(7,433)	(3,960)
Cash flows from financing activities				
Receipts:				
350	Proceeds from borrowings and advances		-	-
Payments:				
(83)	Repayment of borrowings and advances		(83)	(79)
267	Net cash flow provided (used in) financing activities		(83)	(79)
(724)	Net increase/(decrease) in cash and cash equivalents		(2,529)	3,777
11,860	Plus: cash and cash equivalents – beginning of year	14	15,233	11,456
11,136	Cash and cash equivalents – end of the year	14	12,704	15,233
Additional Information:				
	plus: Investments on hand – end of year		-	-
	Total cash, cash equivalents and investments		12,704	15,233

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

(A1-5.37)

RECOMMENDATION

That amendments to the itemised budgets as listed in the September 2018 Budget Review be authorised.

PURPOSE

To advise Council and make any necessary amendments to the adopted 2018/2019 Operational Plan that may be required throughout the financial year.

BACKGROUND

Clause 203 “*Budget review statements and revision of estimates*” of the Local Government (General) Regulation, 2005 requires Council to:

- (1) *Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council’s revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
 - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
 - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement.*

REPORT

As Council’s responsible accounting officer, I have included in the attachments a balanced September 2018 Budget Review document (after deducting depreciation) covering the period 1st July to 30th September 2018.

The major budget variations that are not attributable to internally restricted carry over works or unspent grant funding are as follows:

1. An increase in the Financial Assistance Grant (reported to the September 2018 Council Meeting) of \$173,228,
2. An increase in Council Chambers – Cleaning which was underestimated in the original 2018/19 estimates of \$7,000,
3. An increase in Advertising Expenses due to the re-advertising for senior staff positions of \$10,000,
4. An increase in Sporting Grounds Operations due to extensive works undertaken at Noel Waters Oval prior to the Nevertire Rodeo of \$40,000,
5. An increase in Footpaths M&R due to the significant trip hazard reduction undertaken of \$25,000,
6. Donation from the Warren Swimming Club toward the shade structure at the swimming pool of \$13,722,
7. Council’s commitment to the Warren Swimming Club in 2017 toward the shade structure at the swimming pool of \$9,070,

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

8. Council's commitment toward the successful grant application for the Sporting Complex - Art & Cultural Grant of \$10,000, and
9. Replacement of the SmartFill System on the diesel tank at the depot of \$12,986.

An itemised list of all budget variations is attached to this report.

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

The September 2018 Budget Review is to provide Council and the Community with an update on the progress of the adopted 2018/2019 Operational Plan incorporating any variances to the original document as required.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

1. Responsible Accounting Officers Statement,
2. Summary of Income & Expenditure by Activity,
3. Summary of the Capital Budget, and
4. Itemised list of Budget Variations.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/07/18 to 30/09/18

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 30/09/18 indicates that Council's projected financial position at 30/6/19 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: 16th October 2018

Darren Arthur
Responsible Accounting Officer

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/07/18 to 30/09/18

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2018

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2018/19	Carry Forwards	Revised Budget 2018/19	Variations for this Sep Qtr	Projected Year End Result	Actual YTD figures
Income						
General Purpose Revenues	7,618	-	7,618	174	7,792	6,501
Administration	296	-	296	6	302	64
Public Order & Safety	59	-	59	1	60	1
Health	2	-	2	-	2	1
Environment	315	-	315	-	315	302
Community Services & Education	88	28	116	-	116	39
Housing & Community Amenities	163	-	163	7	170	45
Water Supplies	1,741	-	1,741	-	1,741	412
Sewer Services	4,798	-	4,798	-	4,798	513
Recreation & Culture	2,003	313	2,316	103	2,419	477
Manufacturing & Construction	11	-	11	174	185	4
Transport & Communication	5,104	1,187	6,291	(53)	6,238	1,389
Economic Affairs	128	5	133	-	133	26
Total Income from Continuing Operations	22,326	1,533	23,859	412	24,271	9,774
Expenses						
Governance	579	-	579	12	591	174
Administration	1,868	-	1,868	25	1,893	311
Public Order & Safety	345	-	345	2	347	45
Health	303	-	303	-	303	66
Environment	858	-	858	-	858	258
Community Services & Education	102	28	130	-	130	8
Housing & Community Amenities	266	-	266	7	273	79
Water Supplies	961	-	961	-	961	154
Sewer Services	933	-	933	-	933	78
Recreation & Culture	1,590	-	1,590	40	1,630	374
Manufacturing & Construction	11	-	11	170	181	167
Transport & Communication	5,372	885	6,257	2	6,259	1,414
Economic Affairs	335	118	453	-	453	192
Total Expenses from Continuing Operations	13,523	1,031	14,554	258	14,812	3,320
Net Operating Result from All Operations	8,803	502	9,305	154	9,459	6,454

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/07/18 to 30/09/18

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2018

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2018/19	Carry Forwards	Revised Budget 2018/19	Variations for this Sep Qtr	Projected Year End Result	Actual YTD figures
Capital Expenditure						
New Assets						
- Plant & Equipment	-	-	-	-	-	-
- Land & Buildings	-	-	-	-	-	-
- Other	-	-	-	-	-	-
Renewal Assets (Replacement)						
- Plant & Equipment	1,276	718	1,994	40	2,034	500
- Land & Buildings	2,160	256	2,416	101	2,517	108
- Roads, Bridges, Footpaths	5,514	668	6,182	-	6,182	764
- Other	6,786	337	7,123	-	7,123	215
Loan Repayments (Principal)	87	-	87	-	87	28
Transfer to Reserves	-	-	-	-	-	-
Total Capital Expenditure	15,823	1,979	17,802	141	17,943	1,615
Capital Funding						
Rates & Other Untied Funding	4,598	-	4,598	22	4,620	500
Grants & Contributions	5,945	435	6,380	90	6,470	225
Reserves:						
- Internal Restrictions/Reserves	1,870	1,544	3,414	29	3,443	865
New Loans	2,750	-	2,750	-	2,750	-
Receipts from Sale of Assets						
- Plant & Equipment	300	-	300	-	300	25
- Land & Buildings	360	-	360	-	360	-
Total Capital Funding	15,823	1,979	17,802	141	17,943	1,615
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

General Ledger Description	Income Variations (Increase) Decrease	Expenditure Variations Increase (Decrease)
General Purpose Revenues		
General Rates Levied - adjusted to actual	(717)	
Financial Assistance Grant - adjusted to actual grant	(173,228)	
Governance		
Governance - Consultancy Fees - adjusted to actual		3,503
Councillor ipads & Data - adjusted to anticipated		2,016
Orana JO Expenses - adjusted to anticipated		1,500
Members Accident Insurance - adjusted to actual		30
Memberships & Subscriptions - adjusted to actual		4,736
Administration		
Sundry Income - GST Free - adjusted to anticipated	(1,000)	
Council Chambers - Cleaning - adjusted to anticipated		7,000
Council Chambers - Sundry Expenses - adjusted to anticipated		5,000
Advertising Expenses - adjusted to anticipated		10,000
PL & PI Insurance - adjusted to actual expense		1,235
Property Insurance - adjusted to actual expense		1,751
Crime Insurance - adjusted to actual expense		292
Councillors & Officers Insurance - adjusted to actual expense		(50)
Employment Incentive - adjusted to actual	(4,545)	
Medical Reports & Tests - adjusted to anticipated		1,096
Sick Leave Insurance - adjusted to actual expense		(1,096)
Public Order & Safety		
Animal Control - Impounding Fees - adjusted to anticipated	(500)	
Emergency Centre - Rates - adjusted to actual		9
Health		
Environmental Health Plan - adjusted to actual		40
Health Office Expenses - contra above		(40)
Environment		
Tiger Bay Wetlands - adjusted to anticipated		1,500
Waste Disposal - Rates & Charges - adjusted to actual		41
Disposal of Abandoned Vehicles - adjusted to anticipated		500

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

Community Services & Education		
E.I.P.P. Program Expenses - carryover from 2017/18	(6,118)	6,118
Community Building Programs - carryover from 2017/18	(21,681)	21,681
Housing & Community Amenities		
Lawn Cemetery Reservation Fees - adjusted to anticipated	(7,000)	
Public Cemeteries M & R - adjusted to anticipated		7,000
Recreation & Culture		
Library -SLNSW Grant - carryover from 2017/18	(55,400)	
Outback Arts Contribution - adjusted to actual		(105)
Stronger Communities - Pool Upgrade - adjusted to actual	525	
Swimming Club - Shade Donation - adjusted to actual	(13,722)	
Sporting Complex - Emergency Generator - carryover from 2017/18	(29,812)	
Sporting Complex - Art & Cultural Facility Grant	(90,618)	
Netball Courts Grant - carryover from 2017/18	(226,674)	
Sporting Grounds - Operations - adjusted to anticipated		40,000
Mining, Manufacturing & Construction		
Building & Construction Certificates - adjusted to anticipated	(3,000)	
Certificates - Planning - adjusted to anticipated	(1,000)	
Gravel Pits - Income - adjusted to anticipated	(170,000)	
Gravel Pits - Operations - adjusted to anticipated		170,000
Transport & Communication		
Roads To Recovery - carryover from 2017/18	(249,574)	
Rural Sealed Roads - M & R - to Metrocount Purchase		(6,000)
Rural Unsealed Roads - M & R - to Metrocount Purchase		(6,000)
Regional Roads M & R - carryover from 2017/18	(287,598)	
Regional Roads Traffic Signs - carryover from 2017/18	(12,833)	
Regional Sealed Roads - M & R - carryover from 2017/18		287,626
RMCC - State Highway 11 - Income - adjusted to actual	53,005	
RMCC - State Highway 11 - Expenses - adjusted to actual		(53,005)
SH 11 - WO18-07 - Veg Control - carryover 2017/18	(5,250)	
SH 11 - WO18-16 - Railway Crossing - carryover 2017/18	(36,655)	
SH 11 - WO18-17 - Culvert Renewals - carryover 2017/18	(157,995)	
SH 11 - WO18-25 - Rehab Seg 285 - carryover 2017/18	(285,063)	
SH 11 - WO18-24 - Wonbobbie Rehab - carryover 2017/18	(128,416)	
SH 11 - WO18-26 - Rehab on Seg 250 - carryover 2017/18	(25,311)	
SH 11 - Work Orders Expenses - carryover from 2017/18		638,690
Footpaths - M & R - adjusted to anticipated		25,000

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

Transport & Communication - continued	
Bus Shelters - M & R - adjusted to anticipated	1,000
Stronger Communities - Village Enhancement - adjusted to actual	1,457
Economic Affairs	
Information Centre M & R - to telephone expenses	(250)
Information Centre - Telephone - from General M&R	250
Information Centre - Rates - adjusted to anticipated	60
Small Business Month Grant - adjusted to actual	(5,000)
Small Business Month Expenses - adjusted to actual	5,000
Website Design - from restricted funds	30,460
Medical Centre - Rates - adjusted to anticipated	400
113 Dubbo Street - Rates - adjusted to actual	(13)
Silo Row Land Clean up - from restricted funds	82,500
Other Land - Rates - adjusted to actual	(424)
Gunningba Estate - Rates - adjusted to actual	(445)
Restricted Funds	
Restricted Funds - Website Design	(30,460)
Restricted Funds - Silo Row Clean up	(82,500)
Restricted Funds - Depot Upgrade	(256,000)
Restricted Funds - Parks Improvements	(66,480)
Restricted Funds - CBD Upgrade	(300,000)
Restricted Funds - Rural Reseals	(5,000)
Restricted Funds - Thornton Rd	(67,100)
Restricted Funds - Infrastructure Reserve	42,761
Restricted Funds - Resheeting	(46,400)
Restricted Funds - Heavy Plant Purchases	(545,000)
Restricted Funds - Light Plant Purchases	(88,000)
Restricted Funds - Nevertire Information Bay	(21,000)
General Fund Capital Expenditure	
Inventories - Tools in Use - from general revenue	4,000
Purchase of 6 X Traffic Counters - from Roads M&R	24,805
New SmartFill System for Transtank - from general revenue	12,986
Office Equipment Purchases - to Councillor Ipad	(2,000)
Depot Improvements - from restricted funds	256,000
Park & Playgrounds Renewals - from restricted funds	66,480
Sports Complex - Emergency Generator - from grant funds	29,812
Netball Courts - Victoria Park - from grant funds	226,674

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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Council Chambers Warren on Thursday 25th October 2018

ITEM 5 SEPTEMBER 2018 BUDGET REVIEW

CONTINUED

General Fund Capital Expenditure - continued		
Sporting Complex - P&E - Purchases from general revenue		655
Complex - Art & Cultural Grant - from grant funds & revenue		100,618
Library - Technical Upgrade Grant - from grant funds		55,400
Swimming Pool Shade Structure -donation & general revenue		22,792
CBD Improvement - from restricted funds		300,000
Rural Sealed Roads - Reseals - from restricted funds		5,000
Thornton Road Reconstruction - from R2R & restricted funds		316,674
Rural Unsealed Roads - Resheeting - from restricted funds		46,400
Heavy Plant Purchases - from restricted funds		545,000
Light Plant Purchases - from restricted funds		88,000
Nevertire Tourist Information Bay - from restricted funds		21,000
Water Supplies		
Water Supply Annual Charges - adjusted to actual	(419)	
Water Supply - transfer to restricted funds	419	
Sewerage Services		
Sewerage Service Connection Fees - adjusted to actual	(1,800)	
Sewerage Service - transfer to restricted funds	1,800	
Total September 2018 - Budget Review Adjustments =	(3,408,902)	3,408,902

September 2018- Budget Review Surplus/(Deficit)

0

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 25th October 2018

ITEM 6 CHRISTMAS FUNCTION

(C4-11)

RECOMMENDATION

That Council hold its Christmas function at the Twilight Race meeting on Friday 14th December 2018.

PURPOSE

To hold the annual Christmas function for Councillors and staff.

BACKGROUND

The Warren Jockey Club, for the past 16 years (no event in 2010 due to floods), have run a very successful Twilight Race Meeting. Invitations are extended to all business houses of Warren to hold their Christmas functions in conjunction with this race meeting. Council has attended in the past.

REPORT

This year's Twilight meeting is scheduled for Friday 14th December 2018 and an invitation has been received from the Warren Jockey Club for Council to have a marquee. It is felt this is an ideal opportunity for Council to support the Warren Jockey Club and hold a combined Christmas function consisting of Councillors, staff and partners to meet informally with business houses.

FINANCIAL AND RESOURCE IMPLICATIONS

It is proposed that Council provide a light meal, gate entry and limited amount of refreshments and that this is funded from Council's budget.

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

No risks are identified.

STAKEHOLDER CONSULTATION

N/A

OPTIONS

Council may elect to hold this annual event or not hold the event.

CONCLUSION

This is a good opportunity for Councillors and Staff to interact.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

N/A

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL
Report of the Divisional Manager of Engineering Services
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 25th October 2018

ITEM 1 IRRIGATION AT WARREN LAWN CEMETERY (C2-2.2/1)

RECOMMENDATION

That Option (4) four, implement Options 1, 2 or 3 as well as the proposed tampering controls, a modern automated irrigation system, drainage and extra signage about no vehicular access onto the grassed area and install bollards and chains to prevent access to the grassed area except for operational reasons be adopted by Council.

PURPOSE

The purpose of this report is to provide Councillors with an understanding and update of the problems with the irrigation and drainage at the Warren Lawn Cemetery.

BACKGROUND

Council has the responsibility of maintaining all sections of the Cemeteries across the Warren Shire area. Currently the only ‘Lawn Cemetery’ is at Warren where there is a fixed inground sprinkler system.

Council have recently received complaints of flooding at the Lawn Cemetery following perceived periods of irrigation. Following discussions with Council’s Parks and Gardens team it has been found that some residents of Warren are visiting the Lawn Cemetery and either turning the Irrigation system on manually and/ or watering the area around their family plots with hoses and sprinklers supplied from onsite River Water taps.

REPORT

Fixed Irrigation System

The fixed irrigation system is in two distinct systems. One system having been installed approximately 20 years ago when the Lawn Cemetery was first established and the other in the last five years. The older system is automated and covers the area of Rows A to G whereas the newer system is manually operated (can be auto with some modifications) and cover Rows H onwards. Council staff have been required to screw the covers down for the irrigation controllers in Rows A to G as some residents have been tampering with the system and manually turning the sprinklers on. This has not prevented the tampering as these persistent people have unscrewed the covers to get to the valves. Staff have now removed the valve operating handle, but people are using spanners to operate the valves. Staff are yet to come up with a tamper proof method of denying access to the irrigation system.

River Water Taps

There are currently three river water taps at the Lawn Cemetery. There have been several instances of visitors to the cemetery connecting hoses and sprinklers to these taps and leaving them on for several hours unattended. It is proposed that these taps be removed and that special bayonet type connectors be installed for maintenance watering.

Areas of Uneven Land

Council long term employees have informed management that when the Lawn Cemetery was constructed the land was only cleared but not levelled before Turf was laid. This is the main reason that there is little natural drainage onsite. It was proposed that the land would drain to the South East towards the adjacent dam, but this was never accomplished. As the entire lawn

WARREN SHIRE COUNCIL
Report of the Divisional Manager of Engineering Services
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Council Chambers, Warren, on Thursday 25th October 2018

ITEM 1 IRRIGATION AT WARREN LAWN CEMETERY CONTINUED

area is uneven the proposal to fill the low areas is unrealistic as the entire area must be brought up to level. This levelling will also require some plinths and headstones to be raised.

Vehicular Access

Although there is signage at the Lawn Cemetery stating that vehicles are not permitted on the grassed areas, many residents regularly disregard these signs and drive across graves to park their vehicles close to their relative's graves. This is also causing areas of uneven ground at the Lawn Cemetery. It is proposed to install bollards and interlinked chain to prevent vehicular access to this area, apart from a locked section for maintenance access and funeral staff vehicles.

FINANCIAL AND RESOURCE IMPLICATIONS

Although all normal maintenance works at the Shire Cemeteries are funded in the current works plan and budget, there will be a significant cost involved if the Lawn Cemetery is to be levelled and the irrigation system modernised and fully automated. Irrigation contractors have been contacted for quotes for this work. Any earthworks for levelling would have to be done in sections and could take several months to complete. Actual costs are not known at this time.

LEGAL IMPLICATIONS

The Cemeteries and Crematoria Act 2013 (NSW) legislates how Council must operate and manage cemeteries. The Crown Lands Act 2016 (NSW) also requires that there must be a Plan of Management for Cemeteries designated as Crown Land. A Plan of Management for all the Shire Cemeteries will be produced and passed to the relevant State authority for registration.

RISK IMPLICATIONS

The main risk associated with the irrigation and drainage at the Warren Lawn Cemetery is that residents will continue to complain about flooding following irrigation of the turf. There is also a risk to Council's reputation and the perceived lack of Level of Service to the community.

STAKEHOLDER CONSULTATION

There has been no stakeholder (community) consultation to date.

OPTIONS

1. To level the total area of the Lawn Cemetery and provide drainage for irrigation and rainwater.
2. To level only those areas that collect and hold water following irrigation or rain.
3. To level worse sections of the Lawn Cemetery only.
4. Implement Options 1, 2 or 3 as well as the proposed tampering controls, a modern automated irrigation system, drainage and extra signage about no vehicular access onto the grassed area and install bollards and chains to prevent access to the grassed area except for operational reasons.

WARREN SHIRE COUNCIL
Report of the Divisional Manager of Engineering Services
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 25th October 2018

ITEM 1 IRRIGATION AT WARREN LAWN CEMETERY CONTINUED

CONCLUSION

The Warren Lawn Cemetery requires some further work to bring this ‘sensitive area’ up to the standard that the community expects. The required works must be accomplished with the utmost care and respect, with minimal disturbance to individual graves and plinths/ headstones. All options will have significant unbudgeted costs associated with it and most are outside of the available manpower resources of Council’s existing workforce and Operational Plan.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

3.2.4 Maintain community facilities to an appropriate standard.

SUPPORTING INFORMATION

Nil

Section

6

Manager Health & Development Services

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 1 IMPOUNDING OFFICER'S REPORT

(P4-4)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

To record the duties and hours the Ranger has undertaken in the previous Month.

BACKGROUND

The Ranger has various duties including animal control, wandering stock and patrolling overgrown allotments along with many other duties performed throughout the month. These are recorded in the report as attached.

FINANCIAL AND RESOURCE IMPLICATIONS

The number of surrendered dogs at the pound affects the number of dogs being euthanised in any given week. This comes at a cost to Council from the Warren Veterinary Services.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION OPTIONS

Nil.

CONCLUSION

The report provides information to Council and community on animal and other controls.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.4.7 Provide animal control services to meet the demands of the community.

SUPPORTING INFORMATION/ ATTACHMENTS

Impounding officers report September 2018

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 25th October 2018

ITEM 1 IMPOUNDING OFFICER'S REPORT

CONTINUED

Hours Day	Week Ending: 7th September 2018							Week Ending: 14th September 2018							Week Ending: 21st September 2018						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol			3	4	4.5	3	Flexi			3	4	4.5	3	A/L			4	3	4	3	Flexi
Feed/Water & Clean Pound Hours			2.5	1	1	1	1	1	1	2.5	1	1	1	1	1.45	1.3	1	1	1	2.5	1
Office/training			3	3.5	3	4.5				3	3.5	3	4.5				3.5	4.5	3.5	3	0
Impounding/Releasing/Euthanasia							2														
Total Daily			8.5	8.5	8.5	8.5	3			8.5	8.5	8.5	8.5	1			8.5	8.5	8.5	8.5	1
Number of Dogs impounded		2		1			3					2					2		1		
Number of Dogs released																			1		
Number of Dogs Euthanasia										7					1	1	3		1		
Total Dogs in Pound	7	9	9	10	10	10	13	13	13	6	6	8	8	8	7	6	5	5	4	4	4
Number of Cats Surrendered												1									
Number of Cats Rehoused													1								
Number of Cats Euthanasia																					
Total Cats in Pound																					
Kilometers per day																					
Total weekly kilometers							430							355							480
Speedometer reading @ end of week							24461							24891							25246
Other General Notes																					
Total weekly hours																					

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

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 1 IMPOUNDING OFFICER'S REPORT

CONTINUED

		Week Ending: 28th September 2018																					
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	S/L	3	4	A/L 4.5															
Feed/Water & Clean Pound Hours		1	1	1	1	2.5	1	2															
Office/training				4.5		3	3.5	2															
Impounding/Releasing/Euthanasia				0				0															
Total Daily		1	1	8.5	1	8.5	8.5	8.5															
Number of Dogs impounded		2				3																	
Number of Dogs released																							
Number of Dogs Euthanasia						5																	
Total Dogs in Pound		6	6	6	6	4	4	4															
Number of Cats Surrendered																							
Number of Cats Rehoused																							
Number of Cats Euthanasia																							
Total Cats in Pound																							
Kilometers per day																							
Total weekly kilometers								320															
Speedometer reading @ end of week								25726															
Other General Notes																							
Total weekly hours																							

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

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 2 REQUEST TO LEASE LAND, COLLIE MENS SHED

(C21-1)

RECOMMENDATION

That Council gift Lot 6 Section 4 DP758264 Bundemar Street Collie, to the Collie Community Shed Group for the establishment of a Collie Community Shed, subject to registration with the Australian Men's Shed Association.

PURPOSE

Council has received a request to lease Council land from some residents of Collie to establish a Community Shed.

BACKGROUND

Council has received the attached letter from the residents of Collie to lease land within the Village of Collie to establish a Community Shed within the village.

REPORT

Subject to the attached request, a review of Council owned land was undertaken to determine the suitability of any Council owned allotments within the village for the establishment of a Community Shed.

Taking into consideration land that was not directly surrounding any existing dwellings, central within the village, clear of vegetation and having access to power; Lot 6 Section 4 DP758264 Bundemar Street was identified as the most suitable parcel.

Previously, Council has gifted land to such charity organisations (Warren's Men's Shed) and it is considered a better option to gift the land rather than lease it.

FINANCIAL AND RESOURCE IMPLICATIONS

Lot 6 Section 4 DP758264 Bundemar Street, Collie was valued by the Valuer General in July 2017 as \$1,710. Legal costs (estimation of \$2,000) associated with this transfer of land would be at Council's expense.

LEGAL IMPLICATIONS

Prior to the change of ownership of Lot 6 Section 4 DP758264 Bundemar Street, Collie, the interested residents would be required to be registered with the Australian Men's Shed Association.

STAKEHOLDER CONSULTATION

Although no consultation with the community has been undertaken at this point, the amenity of residents of Collie was considered with the selection of the allotment.

OPTIONS

Council may decide not to gift the allotment to the Collie Community Shed group.

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 2 REQUEST TO LEASE LAND, COLLIE MENS SHED CONTINUED

CONCLUSION

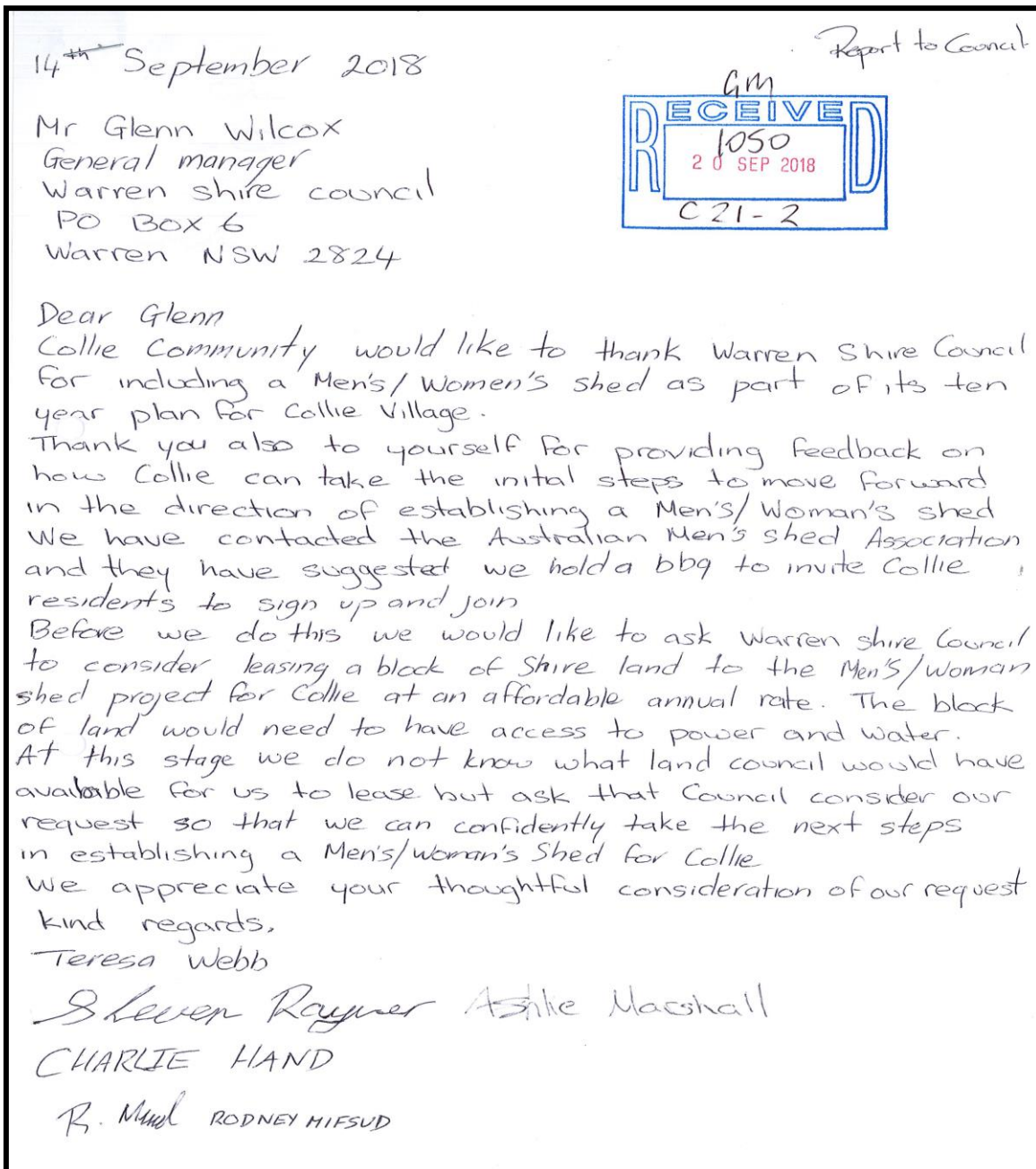
After a review of Council owned land in Collie, it was identified that Lot 6 Section 4 DP758264 Bundemar Street Collie is the most suitable parcel of land to be gifted to establish the Collie Community Shed.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.1 Quality customer service focus by Council staff.

SUPPORTING INFORMATION / ATTACHMENTS

Letter from Collie Community Shed Group



WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 2 REQUEST TO LEASE LAND, COLLIE MENS SHED CONTINUED



Proposed Lot for lease

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

**ITEM 3 COUNCIL DWELLINGS AT LOT 52 AND LOT 58 DP872884
DEACON DRIVE WARREN (S1-8.2/52,S1-.2/58)**

RECOMMENDATION:

Council proceed with the additional works in relation to the new staff dwellings located at Lot 52 and 58 Gunningba Estate, Warren to be constructed by Hotondo Homes.

Allotment 52:

- a. Slab Design to reflect Soil classification of "E-D" - \$9386.90+ GST
- b. Garage relocation closer to western boundary \$5940.00+ GST
- c. Turf delivered and laid- \$9680+GST
- d. Fully automated and zoned water irrigation system to front and back yard 5790+GST
- e. 0.9m Concrete path around dwelling \$8594.40+GST

Allotment 58:

- a. Slab Design to reflect Soil classification of "E-D" - \$10203.45+ GST
- b. Garage relocation closer to western boundary \$2970+GST
- c. Turf supplied and laid to front and back yard \$8880+gst
- d. Fully automated and zoned water irrigation system to front and back yard \$4860+GST
- e. 0.9m Concrete path around house \$7531.20+GST

PURPOSE

Council awarded Hotondo Homes the tender to construct two (2) new staff dwellings on allotments 52 and 58 in the Gunningba Estate Warren, at its Ordinary Council Meeting held on the 26th April 2018.

Geotechnical testing has revealed the two allotments 52 and 58 to have a soil classifications of "E-D" meaning the allotments are defined as severely reactive with an anticipated surface movement of at least 75-90mm.

As such Hotondo Homes and their contracted Engineers have been required to design foundations to accommodate the movement. The original specifications of the tender, stated the soil classification to be H-D.

Also following a review of Hotondo Homes original tender the items listed below have been identified as needing alteration to allow the designs of both dwellings to maximise both solar efficiency, reduce moisture content near foundations and maintain the streetscape on the Gunningba estate.

REPORT

Following a review of Hotondo Homes tender submission the following items were not included in the original tender and will be required to be added to the contract incurring additional costings

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
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Council Chambers, Warren on Thursday 25th October 2018

ITEM 3 COUNCIL DWELLINGS AT LOT 52 AND LOT 58 DP872884 DEACON DRIVE WARREN CONTINUED

Alterations to Dwelling Allotment 52

- Slab Design to reflect Soil classification of “E-D” - \$9386.90+ GST
- Due to the unusual curvature of the allotment to best achieve solar efficient and comfort with the dwelling design the garage will need relocated against the western boundary however this will mean exceeding Council’s driveway allowance of 11.5 lineal metres of driveway, by increasing it to 20.5 lineal metres of driveway this will achieve optimal positioning for sun exposure \$5940.00+ GST
- Turf delivered and laid- \$9680+GST
- Supply and install fully automated and zoned water irrigation system to front and back yards 5790+GST
- Supply and lay 0.9m Concrete path around house to reduce moisture levels around foundations to combat soil expansion and contraction (71.62 lineal metres) \$8594.40+GST

Alterations to Dwelling Allotment 58

- Slab Design to reflect Soil classification of “E-D” - \$10203.45+ GST
- To achieve solar efficient and comfort with this design the garage will need to be relocated closer to the western boundary however this will mean exceeding our driveway allowance of 11.5 lineal metres of driveway and increasing the driveway to a total of 16 lineal metres \$2970+GST
- Turf supplied and laid to front and back yard to maintain streetscape of Gunningba estate \$8880+gst
- Supply and install fully automated and zoned water irrigation system to front and back yard to help maintain green and manicured streetscape \$4860+GST
- Supply and lay 0.9m Concrete path around dwelling to reduce moisture levels around foundation to combat soil expansion and contraction (62.76 lineal metres) \$7531.20+GST

FINANCIAL AND RESOURCE IMPLICATIONS

As the items listed were not addressed in the original tender submission of Hotondo Homes they will be additional charges to both Dwellings.

The revised costing of both Dwellings will now be:

Lot 52 \$415,904.00-\$10,000.00 Deposit already paid=\$405,904.00

Lot 58 \$411,039.00-\$10,000.00 Deposit already paid=\$401,039.00

The updated prices of both dwellings still falls below the nearest competitive price from the other tender submission of \$415,507.81 from Wright WAY Building and Construction which would need to be revised due to the geotechnical soil classification of the sites (E-D) requiring foundation requirements to be increased from their original design.

LEGAL IMPLICATIONS

N/A

WARREN SHIRE COUNCIL
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ITEM 3 COUNCIL DWELLINGS AT LOT 52 AND LOT 58 DP872884
DEACON DRIVE WARREN **CONTINUED**

RISK IMPLICATIONS

- Failing to design the dwellings in accordance with the correct soil classification will result in complete slab/foundation failure.
- While failure to position the dwellings in a correct position on their respective allotments will result in alfresco areas and communal areas of the dwelling suffering overshadowing By providing concrete pathing around both dwelling perimeters moisture levels around the foundations, helping to reduce the amount of expansion and contraction of the sites soil profile

CONCLUSION

Due to the geotechnical testing and solar assessment of both allotments 52 and 58, Council should proceed with the recommended changes to the original tender submission of Hotondo Homes to ensure the structural stability and solar efficiency of both dwellings.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 1.1.5 Retain and develop housing for skilled people
- 5.2.2 Timely and accurate reporting for efficient management and accountability

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 4 GUNNINGBA ESTATE NEW DEVELOPMENT

(P15-10)

RECOMMENDATION

As the proposed building materials are not permitted materials of Clause B in the Terms of Restriction as a User (Covenant) for Gunningba Estate. A Resolution of Council is required to issue an exemption.

PURPOSE

Council has received a request from Mr and Mrs Kelly seeking an exemption from Clause B in the Terms of Restriction as a User (Covenant) for the Gunningba Housing Estate on allotment 53.

REPORT

Mr and Mrs Kelly are seeking an exemption from Clause B in the Covenant for the Gunningba Housing Estate which states:

“No building shall be erected on any allotments unless its are constructed of brick and/or concrete and/or stone and/or glass or any other material that have been approved for that particular building by Warren Shire Council (or its successor)”.

The Kelly’s if granted an exemption from Clause B of the Gunningba Estate Covenant wish to make a formal offer to Warren Shire Council for the purchase of Allotment 53 to construct a dwelling in a modern federation style. It will be built on a concrete slab or a stump subfloor system (pending geotechnical reports and further engineering consultation), Colorbond roofing, all steel frame/trusses and clad in Hardie ‘Newport’ to emulate the federation era.

Mr and Mrs Kelly state, that they are aware of the extremely reactive soil in the Gunningba Estate. Despite builders utilising the latest engineered slab designs even on the more recently constructed brick clad some homes in the area are still suffering extensive movement and cracking from conversations they have had with home owners in the area.

They have sought the advice of Structural Engineers from the offices of Geolyse Pty Ltd (Dubbo), who advises them in the event of constructing on a concrete slab the use of lightweight cladding is much more tolerant to movement than brick and will greatly alleviate any potential damage.

Further advice received from Geolyse has stated that a stump subfloor is more appropriate than concrete slabs in areas where the soil is more reactive, because they can be adjusted to compensate for soil expansion and contraction.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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ITEM 4 GUNNINGBA ESTATE NEW DEVELOPMENT

CONTINUED

Councils in NSW may over-ride covenants so that the covenants become of “no effect” if they have appropriate provisions in their Local Environmental Plans (LEPs). Warren Shire Council Local Environmental Plan 2012 has this provision in Clause 1.9A allowing development on land in any zone to be carried out in accordance with consent granted of Council if the covenant does not apply to the absolute necessity of the purpose.

This has been tested in the High Court (**Coshott’s Case**), where the Court found that both **Bathurst Regional Council** and **Woollahra Council** have the ability to nullify covenants because their LEPs contain a provision to the effect that no-one can create a restriction which restrains what council would otherwise approve as a lawful development.

LEGAL IMPLICATIONS

Council has the ability as the consent authority under clause 1.9A of the Warren Environmental Plan 2012 to give an exemption of Clause B of the Covenant for the Gunningba Housing Estate.

RISK IMPLICATIONS

By issuing an exemption for Clause B of the Covenant for Gunningba Estate to Mr and Mrs Kelly a precedent is created for any future development within the Gunningba housing estate.

CONCLUSION

As the proposed building materials are not permitted materials of Clause B in the Terms of Restriction as a User (Covenant) for Gunningba Estate, a Resolution of Council is required to issue an exemption.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
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ITEM 4 GUNNINGBA ESTATE NEW DEVELOPMENT

CONTINUED



New Federation Style Dwelling

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th October 2018

ITEM 4 GUNNINGBA ESTATE NEW DEVELOPMENT

CONTINUED

From: dragonline610@gmail.com
Sent: Tuesday, 9 October 2018 3:17 PM
To: James Cleasby
Subject: Fwd: Lot 53 Gunningba Estate Warren - Purchase Proposal

Hi James,

I sent this proposal to Maryanne's email however she appears to be on leave.

Please see the attached email for consideration.

Kind Regards,

Mark & Esther Kelly

It from my iPad

Begin forwarded message:

From: "dragonline610@gmail.com" <dragonline610@gmail.com>
Date: 9 October 2018 at 15:10:56 AEDT
To: Maryanne Stephens <mjs@warren.nsw.gov.au>
Subject: Lot 53 Gunningba Estate Warren - Purchase Proposal

Hi Maryanne,

Thank you for sending us the relevant information and please find the following proposal for council's consideration.

I was born and raised in Warren and like many other former residents spent my working life at other locations.

In early 2019, in company with my wife, we will be moving back to Warren to live in retirement.

Our daughter and granddaughter are already located in Warren and reside in their own home in Frawley Street.

We have spoken with Warren council staff in relation to building blocks available in the Gunningba Estate and were also provided with the relevant documents to assist us. We consider Lot 53 to be a suitable site for us to construct our retirement home.

We are very aware of the extremely reactive soil in the Gunningba Estate. Despite builders utilising the latest engineered slab designs even on the more recently constructed brick clad homes in the area, houses are still suffering extensive movement and cracking.

We have sought the advice of Mr Andrew Gordon, Structural Engineer, Geolyse Pty Ltd (Dubbo), who advises that in the event of constructing on a concrete slab the use of lightweight cladding is much more tolerant to movement than brick and will greatly alleviate any potential damage. Alternatively, further advice is that a stump subfloor is more appropriate than concrete slabs in areas where the soil is more reactive, because they can be adjusted to compensate for settling.



WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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Council Chambers, Warren on Thursday 25th October 2018

ITEM 4 GUNNINGBA ESTATE NEW DEVELOPMENT

CONTINUED

We refer to Clause B in the 'Terms of Restriction as a User' (Covenant) and note the provision for other external wall materials as approved by council. Pursuant to this clause we seek council's approval to use construction materials other than brick, namely Hardie 'Newport' cladding.

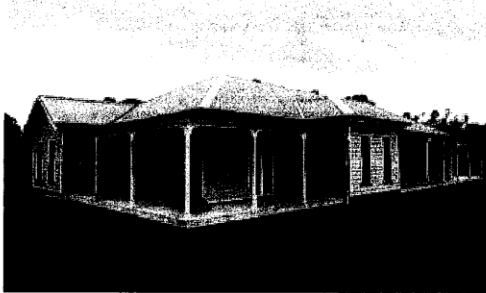
The proposed house design is a modern federation style construction of 250 square metres living area. It will be built on a concrete slab or a stump subfloor system (pending soil survey and engineer's advice), Colorbond roofing, all steel frame/trusses and clad in Hardie 'Newport' to emulate the federation era.

This will be a quality home built to a high level of finish. The envisaged build cost is upward of \$400K, utilising local tradesmen and suppliers, thus providing an economic benefit to the local community.

In the event that council consents to our request regarding the cladding of this house in the Gunningba Estate it is our intention to then purchase Lot 53 and commence construction early 2019.

Kind Regards,

Mark & Esther Kelly



Sent from my iPad

On 24 Sep 2018, at 12:05, Maryanne Stephens <mjs@warren.nsw.gov.au> wrote:

Hi Mark