



**WARREN SHIRE COUNCIL**

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# **BUSINESS PAPER**

**ORDINARY MEETING**

**THURSDAY 25TH MAY 2017**

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Warren Shire Council

**AGENDA - ORDINARY COUNCIL MEETING**

**25th May 2017**

**APOLOGIES**

**CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday 27th April 2017

**SECTION 1 (WHITE)**

**DELEGATES REPORTS**

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Nil.

**COMMITTEE MINUTES**

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Meeting of Manex held on Tuesday 18th April 2017 ..... (C14-3.4)

Meeting of the Plant Committee  
held on Tuesday 23rd May 2017 (TO BE TABLED)..... (C14-3.8)

Meeting of the Castlereagh Macquarie County Council  
held Monday 10th April 2017 ..... (C15-1)

**SECTION 2 (LILAC)**

**POLICY**

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Item 1 Social Media Policy ..... (C8-2)

## SECTION 3 (BLUE)

### REPORT OF THE GENERAL MANAGER

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## SECTION 4 (GREEN)

### REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

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### REPORT OF THE MANAGER ENGINEERING SERVICES

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### REPORT OF THE MANAGER HEALTH & DEVELOPMENT

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## SECTION 7 (LILAC)

### REPORT OF THE LIBRARIAN

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## MAYORAL MINUTES

## QUESTIONS WITHOUT NOTICE

## SECTION 9 (GREY)

### CONFIDENTIAL

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Nil.

## PRESENTATIONS

9.30 am	Warren Pipeline Action Group Mr Simon Hunt to Present
11.00 am	Castlereagh Macquarie County Council Chairperson, Mr Doug Batten and General Manager, Mr Don Ramsland

**Section**

**1**

**Delegates & Committees**

# MANEX

## Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 18th April 2017.

### **RECOMMENDATION:**

That the Minutes of the Meeting of Manex held on Tuesday 18th April 2017 be received and noted.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 18th April 2017 commencing at 2.30 pm

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**PRESENT:**

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Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Jillian Murray	Acting Manager Finance & Administration
Maryanne Stephens	Manager Health & Development
Tim Wark	Water & Sewer Manager (Chair)

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**1. APOLOGIES**

Apologies were received from Darren Arthur, Les Morgan and Dirk McCloskey who were absent due to external commitments and it was **MOVED** Wilson OAM/Murray that a leave of absence be granted for this meeting.

**Carried**

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**2. MINUTES**

**MOVED** Stephens/Wilson OAM that the Minutes of the Manex Committee meeting held on the 14th March 2017 be adopted as a true and correct record of that meeting.

**Carried**

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**3. BUSINESS ARISING FROM MINUTES**

- The General Manager gave the meeting an update on the arrangements for ANZAC Day, including traffic control required on that day.
- An update was requested on the Risk Assessment Templates. The General Manager advised the new template had been received and would be circulated.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
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## 4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
13.9.16	MHD	39 Garden Ave – Kitchen	Works to be scheduled
13.9.16	MHD	56 Garden Ave – Kitchen	Works to be scheduled
13.9.16	MHD	39 Garden Ave – Roof	Works to be scheduled
17.1.17	MES	Large recycling bins at Mabel Street	Site to be determined

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

**Carried**

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## 5. EXTERNAL PROMOTIONS

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

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## 6. SENIOR STAFF – WORK PROGRAM

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

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## 7. ASSET MANAGEMENT

- The General Manager advised a meeting had been held with the four (4) Councils involved to progress the asset management project from the Innovation Funding now that the OLG had approved the variation.
- The Water and Sewerage Infrastructure revaluation as arranged through the LMWU Alliance was in progress.
- The Regional Asset Coordination Group were to meet in Coonabarabran.



# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
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on Tuesday 18th April 2017 commencing at 2.30 pm

## 8.1 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	8,000	Nil	MFA	
Practical Plus Software	73,000	61,654	MFA	Will not go live before July 2017
Computer Server Upgrade – internal wiring	10,458	10,458	MFA	Complete
Asset Management - IP & R	59,542	3,130	MES/ MFA	Contract for Water & Sewerage Assets Revaluation let through LMWU Alliance
Risk Management – Asbestos Register	16,626	16,626	MHD	Asbestos Register developed
Risk Management Asbestos Remedial Works		9,059	MHD	Defects list works being undertaken
Training	115,000	83,925	ALL	
Mobile phone upgrades	3,600	227	ALL	10 new phones ordered
Depot Yard Extension	256,000	3,490	MES	Clearing & levelling of site commenced
RFS Hazard Reduction	50,500	50,500	MFA/ MHD	Claimed RFS
<b>Dwelling Specific M &amp; R</b>	31,741	Nil		
2 Roland Street		Nil	MHD	Vents and Insulation in Roof Cavity
39 Garden Avenue		Nil	MHD	Roof Structure repairs
39 Garden Avenue	11,500	Nil	MHD	Kitchen upgrade
56 Garden Avenue		7,477	MHD	Carpets and blinds installed
56 Garden Avenue	11,500	Nil	MHD	Kitchen upgrade
Pool Residence		2,817	MHD	Plumbing works complete
11 Pittman Parade - Kitchen	17,433	16,929	MHD	Complete
Levee M & R	25,546	9,741	MES	Inspection of levee completed. Require program works from defects.
Stormwater Drainage M & R	9,884	22,651	MES	Major works undertaken at Nevertire.

# WARREN SHIRE COUNCIL

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## 8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Gunningba Drainage	88,924	17,517	MES	February 2017
Nature Links River Corridor	19,558	Nil	MHD	
Victoria Park – Fitness Circuit Council - \$25,625 Healthy Challenge - \$13,195 CBP Grant - \$25,000	63,820	63,820	MES	Installation complete, work on surrounds required.
Sports Complex – Pulley System	3,335	3,335	MHD	Complete
Showground PA System	45,000	Nil	MES	Contractor engaged works to commence in next 2 weeks.
Library – Drainage & leak proofing	7,000	3,985	MHD	Complete
Library – Shelving / Furnishings, IT, Bathroom renovations	87,283	84,550	LIB	Complete
Playground equipment	41,208	Nil	MES	Plans adopted, works to commence in 2017/18
Playground soft fall	25,272	Nil	MES	Plans adopted, works to commence in 2017/18
Victoria Oval – Refurbishment	27,000	64,667	MES	Additional drainage pipe to be installed.
Tourist Information Bay – Collie	2,500	1,345	GM	Received. To be installed.
Information Centre – Fencing	2,939	2,939		Complete
Information Centre – Internal Painting	8,800	8,800	MHD	Complete
Information Centre – Air conditioners	5,980	5,980		Complete
Information Centre – Carpet	7,105	6,459		Complete
Information Bay – Nevertire	11,000	Nil	GM	Review scope of works
Advertising Brochures	10,000	8,773	GM	Complete
CBD Improvements	290,825	3,272	MES	Report reviewing all aspects of this project presented to the Town Improvement Committee
Old Medical Centre Ceiling & Ducting	10,130	10,130	MHD	Ceiling installed and painting complete.

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## 8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>Water Supplies</b>				
Water valve and mains replacement	18,711	20,473	MES	2016/2017 Program complete
Telemetry Scada System Upgrade	35,224	33,098	MES	Complete
Nevertire Reservoir Refurb	175,000	Nil	MES	Tender specification documents to be prepared by April 2017.
Warren – New Bore 8	190,849	8,461	MES	Fit out works completed by April 2017
Warren – New Bore 7	95,450	6,350	MES	Fit out works completed by April 2017
Nevertire – New Bore 2	92,881	5,844	MES	Fit out works completed by April 2017
Collie – New Bore 2	303,514	108,052	MES	Fit out works completed by May 2017
<b>Sewerage Services</b>				
Warren STP	6,000,000	20,202	MES	Preliminary concept completed, external stakeholder meeting held.
Mains Upgrade	20,000	Nil	MES	Works to be completed April 2017.
Mains Relining (600-700 m)	100,000	Nil	MES	Contractor engaged, completion by May 2017
Telemetry Scada System Upgrade	35,225	33,098	MES	Complete
<b>ROADS BRANCH</b>				
<b>State Highway 11</b>				
Ordered Works				
• Reseals Seg 205 & 270	121,408	103,049	MES	Works complete, costs to be finalised.
• Golf Club Heavy Patching	61,111	61,111	MES	Works complete, costs to be finalised.
• Golf Club Road Widening	95,394	95,394	MES	Works complete, costs to be finalised.
• Heavy patching – various	279,275	111,920	MES	February/March 2017
• Heavy Patching Seg 205	88,758	77,160	MES	Works complete, costs to be finalised.
• Truck Accident Repairs	15,353	1,768	MES	Works complete, costs to be finalised.

# WARREN SHIRE COUNCIL

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## 8.1 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
• Flood Damage Repairs	260,582	213,040	MES	Works complete, costs to be finalised.
<b>Regional Roads</b>				
Reseals	263,416	175,622	MES	Works complete, costs to be finalised.
Recycling – RR 424 – Marra Rd	200,000	182,980	MES	Works complete, costs to be finalised.
Resheeting	86,000	82,347	MES	Works complete, costs to be finalised.
Blackspot Tenandra Bridge	149,400	9,548	MES	Works commenced
REPAIR Program – Warren Rd	660,000	47,143	MES	In progress
Flood Damage Repairs	118,000	38,002	MES	In progress
<b>Urban Local Roads</b>				
Urban Reseals	56,700	47,644	MES	Works complete, costs to be finalised.
XC5 footpaths	38,492	33,013	MES	Ongoing
Kerb & Guttering	92,767	Nil	MES	To commence 2016/17 funds to be carried forward.
Urban Roads – Heavy Patching	120,000	18,636	MES	May/June 2017
Urban Roads – Bundemar Street	161,171	3,729	MES	May/June 2017
<b>Rural Local Roads</b>				
Rural Reseals	294,100	208,106	MES	Works complete, costs to be finalised.
Rural Resheeting	978,345	344,917	MES	Ongoing
Reconstruction – Buckiinguy	670,250	580,322	MES	Works complete, costs to be finalised.
Recycle – Bullagreen Road	364,468	35,986	MES	March / April 2017
Recycle – Lemongrove Road	370,800	299,610	MES	Works complete, costs to be finalised.
Reconstruction – Ellengerah Road	1,057,356	73,491	MES	April / May 2017
Reconstruction – Lemongrove Road	220,803	226,473	MES	Works complete, costs to be finalised.
Culvert replacement	60,000	Nil	MES	Ongoing – Pipes ordered & delivered
Flood Damage Repairs	1,179,508	405,455	MES	In progress

# WARREN SHIRE COUNCIL

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## 8.1 SPECIFIC WORKS STATUS REPORT

**CONTINUED**

Project	Budget	Expend	Resp	Comment
<b>Plant</b>				
Heavy Plant Purchases - Nett	689,336	7,355	MES	2016/2017 Purchases in progress
Light Plant Purchases - Nett	103,573	-22,000	MES	2016/2017 Purchases in progress

**MOVED** Wielinga/Murray that the information be received and noted.

**Carried**

## 8.2 PROJECTS AND ASSETS STATUS REPORT

### STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification Roundabout	Lighting	All aspects of this project have been reviewed by Town Improvement Committee on the 11th April 2017 and relevant recommendations made to Council.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	
Depot Yard Extensions	Clearing and levelling works of extension to commence in late April. Pavement construction, bitumen sealing and asphalt work to continue on from clearing and levelling works.	
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	Works have commenced.	
Active Transport	This has been reported to and adopted by Council. An Action Plan was also adopted as part of this report. An application for funding to undertake detailed design works is being put together. Upon completion of detailed design, an application for construction funding will be formulated and submitted.	
Playground Equipment	Rolling Works Program presented to and adopted by Council. Works to commence in 2017/18.	

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

**Carried**

# WARREN SHIRE COUNCIL

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## ITEM 9 WORK HEALTH SAFETY – ACTION PLANS

- The General Manager gave an updated on progress.
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### 10.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

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

#### Circulars

Date	Circular No.	Description	Comment/Action
27.03.17	17-04	Topics for Local Government Performance Audit by Auditor-General of NSW	Noted
05.04.17	17-05	Innovation Fund – Round Two – Open for Applications	Noted

#### Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil.			

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
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on Tuesday 18th April 2017 commencing at 2.30 pm

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## 10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

### Strategic Tasks Guide

DATE	TASK	STATUS
<b>APRIL</b>		
<b>30</b>	Fourth quarter rates instalment notice to be sent (s.562).	In progress
	Public bodies to provide Council with a list of parcels of land to which rate rebate applies (s.600).	N/A
<b>MAY</b>		
<b>9</b>	Federal Budget	Noted
<b>16</b>	LIRS claim period for all projects approved for funding.	N/A
	Fourth instalment of 2016-2017 Financial Assistance Grants.	Noted
<b>31</b>	Last day for RAO to submit QBRS review to Council (LGGR cl.203(1)).	To April Council Meeting
	Fourth quarterly rates instalment due (s.562).	Noted
	Requests to Valuer General for estimates of changes in value of land for supplementary valuations (s.513).	Noted

**MOVED** Stephens/Murray that the information be received and noted.

**Carried**

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## 11. OPERATIONAL PROCEDURES

(I2-11.1)

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

- Use of Audio System at the Warren Sporting & Cultural Centre.

This procedure is required to be adopted by Manex and they have been e-mailed to the Manex team.

**Moved** Stephens/Murray that:

1. The information be received and noted; and
2. The procedure: Use of Audio System at the Warren Sporting & Cultural Centre be adopted.

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in the Council Chambers,  
Administration Building, Warren, on Tuesday 18th April 2017 commencing at 2.30 pm

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## 12. MEETING SCHEDULES

(C14-2)

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

### MEETING HELD

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

Carried



# WARREN SHIRE COUNCIL

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## 13. SWIMMING POOL AGREEMENT PARTIES

**MOVED** Wielinga/Wilson OAM that:

1. The information be received and noted; and
  2. Hold actions depending on clarification from Statewide Mutual.
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## 14. MARCH 2017 MINUTES AND APRIL 2017 BUSINESS PAPER

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

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## 15. GENERAL BUSINESS WITHOUT NOTICE

- The meeting discussed the development of an information session for Councillors regarding dogs and the Companion Animals Act.
- Concern was expressed regarding the timing of lunch breaks for Engineering Section and the reoccurring periods of nobody being present in the section.
- The Mayor advised that the advertisement for a new General Manager would close on Monday 24th April 2017.
- The Mayor requested if an area to put salvageable items is included in the new plans for the Ewenmar Waste Depot. The General Manager advised the new plan would be all incumbering.
- The Mayor advised of amendments to the Warren Shire Business and Investment Profile.
- The Mayor complimented Council staff on their report outlining the CBD Improvement history.
- James Cleasby to attend future Manex Meetings as he will be Acting Manager Health and Development Services from July 2017, when Maryanne is on maternity leave.
- The General Manager requested an update on the Dubbo Street Medical Centre. The Manager Health and Development Services advised, works being finalised.

**There being no further business the meeting closed 4.45 pm.**

# **CASTLEREAGH MACQUARIE COUNTY COUNCIL**

## **MINUTES**



**Attached are the Minutes of the Meeting of the Castlereagh Macquarie County Council held on Monday, 10th April 2017.**

**RECOMMENDATION:**

**That the Minutes of the Meeting of the Castlereagh Macquarie County Council held on Monday, 10th April 2017 be received and noted.**

**CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES**

**CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES**

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE WARRUMBUNGE COUNCIL CHAMBERS ON MONDAY 10 APRIL 2017 COMMENCING AT 9:55AM**

**PRESENT:** Clrs D. Batten (Chairman), G. Peart, I. Woodcock, M. Webb, B. Fisher, P. Shinton and R. Lewis

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

- 1. WELCOME:** Clr Batten welcomed all councillors and staff to the meeting.
- 2. APOLOGIES:** M. Beach, A. Brewer and M. Martinez

**4/17/1 Resolved:**

That apologies from M. Beach, A. Brewer and M. Martinez be accepted and leave of absence be granted.

**Moved:** Clr Shinton

**Seconded:** Clr Webb

**Carried**

- 3. DECLARATIONS OF INTEREST- Nil**

- 4. CONFIRMATION OF MINUTES**

**4/17/2 Resolved:**

That the minutes of the Castlereagh Macquarie County Council meeting held at Warren on Monday 20 February, 2017, having been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Webb

**Seconded:** Clr Peart

**Carried**

- 5. MATTERS ARISING FROM MINUTES - Nil**

- 6. CHAIRMAN'S REPORT**

Chairman Clr Batten reported as follows:

## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

Clr Batten advised that since the last meeting he has had the opportunity to attend two significant meetings, the first being the North West Local Land Services public consultation on the Draft North West and Central West Strategic Weed Management plan for 2017-2022.

The allocation of weed species into weed management prioritisation categories of Prevention, Eradication, Containment and Asset Protection will provide for an objective and repeatable risk assessment to further enable CMCC to best utilise its resources. The challenge going forward will be to ensure that desired outcomes of the strategy are in alignment with the various legislative requirements, in particular enforcement provisions.

Clr Batten together with councillors Woodcock, Martinez and Senior Staff attended the Hudson Pear Taskforce Meeting held in Lightning Ridge on Wednesday 5 April, 2017. Clr Batten put forward that there does appear to be a real appetite amongst the State Government Agencies and other stakeholders, of which CMCC is undoubtedly the major one, to build on the achievements to date and to ensure a coordinated long term resolution to this problem.

Clr Batten advised that at the next HPTF Meeting to be held in August, the committee will be undertaking a review of its terms of reference to ensure that it is closely aligned with the Local Land Services Strategic Weed Management Plans and community aspirations.

Clr Batten pointed out that informal discussions were had with the General Manager regarding the bi-monthly cycle of Council Meetings and invited discussion to move the meetings to quarterly meetings, in line with Council's QBRS meetings held in February, May, August and November with the option to schedule a fifth meeting for budget planning when and if required.

### **4/17/3 Resolved:**

That the Chairman's report be received and noted.

**Moved:** Clr Batten

**Seconded:** Clr Peart

**Carried**

### **4/17/4 Resolved:**

Councillors requested that the General Manager provide a report regarding the possibility of bi-monthly Council meetings moving to quarterly meetings, in line with Council's QBRS meetings held in February, May, August and November with the option to schedule a fifth meeting for budget planning when and if required.

**Moved:** Clr Peart

**Seconded:** Clr Lewis

**Carried**

## **7. GENERAL MANAGER'S REPORT**

### **Item 7.1 Reconciliation Certificate 28 February 2017**

**Recommendation:** That the Statement of Bank Balances as at 28 February 2017 be received and noted.

**4/17/5 Resolved:**

That the Bank Reconciliation as at 28 February 2017 be received and noted.

**Moved:** Clr Webb

**Seconded:** Clr Woodcock

**Carried**

**Item 7.2 Quarterly Budget Review Statement – Period Ended 31 March, 2017**

**Recommendation:** That the Quarterly Budget Review Statement for the period ended 31 March, 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**4/17/6 Resolved:**

That the Quarterly Budget Review Statement for the period ended 31 March 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**Moved:** Clr Webb

**Seconded:** Clr Peart

**Carried**

**Item 7.3. Organisational Action Plan – March 2017**

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

**4/17/7 Resolved:**

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

**Moved:** Clr Lewis

**Seconded:** Clr Shinton

**Carried**

**Item 7.4 Additional Grant Funding – 2016/2017 and Beyond**

**Recommendation:** That Council note the General Manager's report and maintain a watching brief over the impact of new legislation on Council's traditional funding sources.

**4/17/8 Resolved:**

That Council receive and note the General Manager's report and maintain a watching brief over the impact of new legislation on Council's traditional funding sources.

**Moved:** Clr Webb  
**Seconded:** Clr Shinton

**Carried**

**Item 7.5 Biosecurity Act 2015 – Staff Training**

**Recommendation:** That Council receive and note the General Manager's report.

**4/17/9 Resolved:**

That Council receive and note the General Manager's report.

**Moved:** Clr Woodcock  
**Seconded:** Clr Peart

**Carried**

**Item 7.6 Draft Annual Budget and Integrated Planning and Reporting Documentation 2017/2018**

**Recommendation:** That Council adopt the draft 2017/2018 draft Operational Plan and Budget, together with draft Integrated Planning and Reporting Documentation, in principle and be placed on public exhibition and comment invited prior to the documents being further considered for formal adoption at Council's meeting on 19 June, 2017.

**4/17/10 Resolved:**

1. That Council adopt the draft 2017/2018 draft Operational Plan and Budget, together with draft Integrated Planning and Reporting Documentation, in principle and be placed on public exhibition and comment invited prior to the documents being further considered for formal adoption at Council's meeting on 19 June, 2017.
2. Council place scenario 3 on public exhibition and invite comment prior to the documents being further considered for formal adoption at Council meeting on 19 June, 2017.

**Moved:** Clr Webb  
**Seconded:** Clr Lewis

**Carried**

**Item 7.7 Matters for Brief Mention or Generally for Information Only**

**Recommendation:** That the above issues for brief mention or information only as detailed in the General Manager's report to the April, 2017 meeting be received and noted and Council determine any other action required.

**4/17/11 Resolved:**

That the above issues for brief mention or information only as detailed in the General Manager's report to the April, 2017 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.

**Moved:** Clr Peart  
**Seconded:** Clr Fisher

**Carried**

## **8. SENIOR WEEDS OFFICER'S REPORT**

### **Item 8.1 Senior Weeds Officer's Report**

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

**4/17/12 Resolved:**

That Council receive and note the Senior Weeds Officer's report for February / March 2017

**Moved:** Clr Webb  
**Seconded:** Clr Peart

**Carried**

### **Item 8.2 Noxious Plant Reports**

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

**2/17/11 Resolved:**

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

**Moved:** Clr Webb  
**Seconded:** Clr Lewis

**Carried**

## **GENERAL BUSINESS**

1. John Unwin confirmed that the Mimosa Bush found on the Common Reserve at Coonamble is a feral native and not classified as a noxious weed.

## **NEXT MEETING**

The next meeting is scheduled for Monday 19 June, 2017 at Coonamble.

**CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES**

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11:58AM.**

**To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 19 June 2017.**

**CHAIRMAN**

**GENERAL MANAGER**



Section

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# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25th May 2017

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**ITEM 1      SOCIAL MEDIA POLICY      (C8-2)**

The Warren Shire Council - Social Media Policy was adopted on Thursday 27th October 2011 (Res No 331.10.11) following public exhibition for a period of 28 days.

Council staff recently undertook further training “Social Media Matters” that included a review of Council’s policy.

There were only minor generic changes, therefore there is no requirement to place amended policy on public display.

**RECOMMENDATION:**

That the reviewed Warren Shire Council - Social Media Policy as presented be adopted.

# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
to the Ordinary Meeting of Council to be held in the  
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ITEM 1

SOCIAL MEDIA POLICY

CONTINUED

## POLICY REGISTER

Warren Shire Council

# SOCIAL MEDIA POLICY

Reviewed: 25th May 2017

Policy adopted: 27th October 2011 (Minute No. 331.01.11)

File Ref: C8-2

# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
to the Ordinary Meeting of Council to be held in the  
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ITEM 1 SOCIAL MEDIA POLICY

CONTINUED

## ***INTRODUCTION***

Warren Shire Council (Council) currently uses a number of ways to communicate with the residents of Warren Shire including: letters to residents; local newspapers; Council reports made public; the Council website and Facebook.

### **What is social media?**

Social media describes software tools that allow people to interact and share information with each other online. This interaction promotes engagement, sharing and collaboration of information. Social media includes Facebook, Instagram, Twitter etc. Currently the only form of social media Council uses is Facebook.

Facebook is a form of social media and is a social networking website privately owned by Facebook, where users can add friends and send messages, update their personal profiles to notify friends about themselves. Additionally, users can join groups, networks and "like pages". Facebook's recent data shows that there are now 17 million active Australians on Facebook. Therefore, approximately 70% of the total Australian population is an active Facebook user. Approximately 7 in 10 Australians use Facebook, 1 in 2 Australians use You Tube, 1 in 5 Australians use Instagram, 1 in 6 Australians use Snapchat (source: [www.socialmedianews.com.au](http://www.socialmedianews.com.au))

Facebook provides Council with an opportunity to communicate with and engage the community. The main forms of content that will be published and promoted are as follows:

- News
- Events
- Information such as road conditions, grant information etc.

## ***I. POLICY OBJECTIVE***

To provide a framework for Council to use social media like Facebook to communicate most effectively with residents in the Warren Shire. The policy will help ensure that Council's reputation is protected and the risks associated with utilising social media are minimised.

# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
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ITEM 1 SOCIAL MEDIA POLICY

CONTINUED

## ***II. LEGISLATIVE REQUIREMENTS***

All communications via social media are to comply with the following:

- Local Government Act 1993;
- Privacy and Personal Information Protection Act 1998.

## ***III. DELEGATION OF AUTHORITY***

Authority for implementation of the Social Media Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager may in turn delegate the day-to-day management of Council's communications via social media.

## ***IV. RISK MANAGEMENT GUIDELINES***

The General Manager or delegate is accountable for approving, authorising and monitoring social media.

The use of social media does increase the opportunity for negative comment and feedback to be made public. However, unlike 'unofficial' Warren pages on social media platforms such as Facebook, the Warren Shire Council Facebook page can be managed by the Council and edited as required.

Council's social media will be monitored and any vexatious, defamatory or malicious comments will be removed.

Council's use of social media will be linked to Council's existing website ([www.warren.nsw.gov.au](http://www.warren.nsw.gov.au)) and nothing that contravenes Council's Code of Conduct and other policies is to be published.

## ***V. PRIVACY AND DISCLAIMERS***

The following content must appear on the Warren Shire Council website, to provide users with relevant information about their privacy and usage of social media.

# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
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## ITEM 1 SOCIAL MEDIA POLICY

CONTINUED

### **Disclaimer**

Although, Warren Shire Council takes care in producing the content for social media, it does not guarantee that the information is accurate, complete, and current or that the data is free from defects or malicious code such as viruses.

Warren Shire Council does not accept any responsibility if you incur any loss or damage (however it was caused) in connection with the use of social media or any website to which it links.

Warren Shire Council may not have any control over content contained on other websites, including sites linked to and from social media.

Just because Warren Shire Council links to another site does not mean that the Council endorses or approves of that site, its operators, or any particular content on that site.

### **Privacy collection notice**

Individual profile names from Facebook are collected by Council for the purposes of addressing your enquiry, maintaining a record of correspondence and managing its Facebook page. No other personal information is collected by council from Facebook.

Council's Facebook page includes the following collection notice, in accordance with the Privacy and Personal Information Protection Act 1998:

This Facebook page is for the purpose of providing updated details on Warren Shire Councils news and events across the region. You are invited to participate on this Facebook page by giving us your views, opinions or comments on these posts via a submission to Facebook.

As part of the submission process, you agree to your submissions being made public through this social networking site immediately upon submission. You also agree that your submission will be transferred outside of Australia to Facebook servers located outside of Australia.

Warren Shire Council is subject to the Privacy and Personal Information Protection Act 1998, and is committed to respecting your privacy. If you have any privacy concerns or questions, please view council's [privacy policy](#) or contact council on (02) 6847 6600.

If you make a contribution to this social networking site including personal information you should also be aware that, despite the terms and conditions of use of Facebook, the following possibilities exist:

- Although you may request that your personal information is removed from the website, it is possible that third parties may store or cache parts of this website containing your personal information so that your personal information will be available after deletion from this website.

# WARREN SHIRE COUNCIL

Policy Report of the Economic Development Team  
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## ITEM 1 SOCIAL MEDIA POLICY

CONTINUED

- Third parties may locate your personal information through internet search engines. It is possible that third parties may collect and use your personal information for inappropriate and potentially illegal purposes.
- The moderator may reject your submission or remove your personal information from the contribution if the moderator believes that the publication of the personal information is inappropriate.

Your information will not be given to any other person or agency unless you have given your permission or council is required to do so by law.

Please also refer to [Facebook's Privacy Policy](#).

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 May 2017**

**ITEM 1      OUTSTANDING REPORTS CHECKLIST      (C14-7.4)**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>General Manager</b>				
3.12.15	299.12.15 (1)	Lot 183 DP 736208 Sale to Plunkett	GM	In progress.
3.12.15	299.12.15 (2)	Road Closure – Myra Lane	GM	In progress.
27.10.16	QWN – 1 Quigley	Water Sharing Plan – Use of FMZ	GM	Submission when Plan reviewed.
1.12.16	QWN 1 – Quigley	Guidelines for business house façade painting	GM	Report to Economic Development Committee 21/6/17
25.1.17	15.1.17	Sale of land, Silo Subdivision	GM	Negotiate price and conditions of sale and report back to Council.
25.1.17	16.1.17	Proposed new general industrial area	GM	Rezoning proposal lodged, costings to be produced.
23.2.17	QWN 2 - Brewer	Emergency air strip near Gibson’s Way	GM	Investigate protocols of using roadways for emergency air strips.
23.3.17	71.3.17	CCTV Trial – Equipment Quotations Simtec	GM	Quotation accepted, electricity supply being arranged.
23.3.17	72.3.17	RiverSmart	GM	Meeting held 11/4/17, further meeting to be held.
27.4.17	106.4.17	Western Slopes Gas Pipeline	GM	Invite APA to address Council.
27.4.17	107.4.17	RiverSmart Onsite Licence	GM	Request further information.
<b>Manager Finance and Administration Services</b>				
25.2.16	48.2.16	Transfer Lot 11 & 12 DP 758264 Collie to Council	MFA	Contact now made. Documents to be forwarded.
*27.4.17	111.4.17	March 2017 Budget Review	MFA	Votes amended.
<b>Manager Engineering Services</b>				
28.4.16	94.4.16 (b)	Structural inspection WSCC Mezzanine	MES	Structural analysis complete. Detailed structural plans received. Costings to be obtained.
27.10.16	282.10.16	Victoria Park Oval rehabilitation	MES	Additional works required.
25.1.17	5.1.17	Replace Plant 42 – Watercart	MES	In progress
25.1.17	5.1.17	Replace Plant 41 – Watercart	MES	In progress

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**ITEM 1            OUTSTANDING REPORTS CHECKLIST            CONTINUED**

<b>Manager Engineering Services</b>				<b>Continued</b>
25.1.17	5.1.17	Replace Plant 64 – Tender Truck	MES	In progress
25.1.17	5.1.17	Replace Plant 47 – Street Sweeper	MES	In progress
23.2.17	33.2.17	Stafford St No Stopping Zone	MES	On hold
23.2.17	33.2.17	Chester St No Parking	MES	On hold
23.2.17	34.2.17	Showground/ Racecourse PA System	MES	Order placed
23.2.17	QWN 1 – Druce	School Bus signage on Nevertire-Bogan Rd	MES	Erect additional signage.
23.2.17	QWN 1 – Brewer	Signage on Ringorah Rd	MES	Erect signage at bend.
*23.3.17	65.3.17	New Rising Main from new bore to Collie	MES	Quotations received.
23.3.17	66.3.17	Replacement of Plant 23 – Motor Grader	MES	In progress
23.3.17	66.3.17	Replacement of Plant 242 – Sedan	MES	In progress
23.3.17	66.3.17	Replacement of Plant 233 – Sedan	MES	In progress
*27.4.17	98.4.17	Warren New STP Project Management	MES	Public Works Advisory notified.
*27.4.17	99.4.17	Outdoor Fitness Equipment Area	MES	Irrigation, levelling and turf complete.
27.4.17	100.4.17	Town Beautification Project	MES	Arrange for works to be undertaken as soon as practicable.
*27.4.17	QWN 1 – Quigley	Condition of fence on levee behind Dubbo St Medical Centre	MES	Safety fencing in place, claim submitted.
27.4.17	QWN 1 – Beach	Abandoned vehicles on Council roads	MES	Arrange for removal of vehicles.
27.4.17	QWN 1 – Serdity	Kerb and guttering Clyde St Nevertire	MES	Advise of status.
*27.4.17	QWN 2 – Serdity	Water pressure Nevertire	MES	Complete.
<b>Manager Health &amp; Development</b>				
27.10.16	QWN – 1 Walker	Ewenmar Waste Depot signage and roadways	MHD	Signs complete.
23.3.17	87.3.17	Dog inspection – Warren	MHD	Arrange combined inspection program with Ranger's Association.
27.4.17	99.4.17	Health Stream Ultimate Functional Trainer	MHD	Order equipment.

**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**OUTSTANDING REPORTS CHECKLIST**

**CONTINUED**

<b>Manager Health &amp; Development</b>				<b>Continued</b>
27.4.17	99.4.17	Outdoor Fitness Equipment Shelter	MHD	Seek grant funding.
27.4.17	99.4.17	Warren Swimming Pool Shade Cover	MHD	Seek grant funding.
27.4.17	99.4.17	WSCC Pavers	MHD	Renovate pavers in house.

**RECOMMENDATION:**

That the information be received and noted and that the items marked with an asterisk (\*) being 27.4.17 - 111.4.17, 23.3.17 - 65.3.17, 27.4.47 - 98.4.17, 27.4.17 - 99.4.17, 27.4.17 - QWN 1 Quigley and 27.4.17 - QWN 2 Serdity be deleted.

**WARREN SHIRE COUNCIL**  
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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**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
3.05.17	Euphron Solar Farm – Nevertire	Warren
9.05.17	LEMC Meeting	Warren
12.05.17	OROC GMAC	Dubbo
16.05.17	RFS Medal Presentation	Nyngan
18.05.17	LMWU Alliance – Operators	Warren
23.05.17	OEH and DPI – Floodplain Management Plan	Warren

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
26.05.17	Warren Library Opening of Reconnecting the Community Project	Warren
2.06.17	OROC Board Meeting	Dubbo

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at  
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## ITEM 2 COMMITTEE/DELEGATES MEETINGS

CONTINUED

### MEETING SCHEDULE 2017

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

### MEETING HELD



**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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**ITEM 3      FEDERAL BUDGET 2017-18**

**(P14-1)**

The following overview of the Federal Budget 2017-18 has been prepared by LGNSW.

**Financial Assistance Grants**

The indexation of the FAGs will resume in 2017/18 with the first two quarterly payments for 2017/18 brought forward into 2016/17. Adjusting for payments brought forward, FAGs are budgeted to increase from:

- \$2.289 billion in 2016/17
- \$2.367 billion in 2017/18
- \$2.456 billion in 2018/19
- \$2.576 billion in 2019/20
- \$2.592 billion in 2020/21

The return of indexation does not negate the \$300 million in lost funding and 13 per cent permanent erosion to the funding base which councils have had to shoulder since 2014/15. The impacts have been deeply felt, particularly by councils with a higher dependence on FAGs, and the flow-on effects will take many years to overcome.

LGNSW will continue to advocate for a return of FAGs funding to a level of at least one per cent of Commonwealth tax revenue. The current level is under 0.6 per cent.

**Roads to Recovery**

The Australian Government committed to extend the Roads to Recovery program beyond the original cut-off date of 2018/19 to 2020/21 and increase funding by \$50 million to \$400 million per annum from 2019/20.

**Black Spots program**

Funding under the Black Spots program is budgeted to be \$85 million per annum from 2017/18 to 2019/20, after which it is to revert to \$60 million in 2020/21. This represents a net increase of \$40 million (after an under-spend of \$35million in 2016/17).

**Bridges Renewal program**

Funding under the Bridges Renewal program will increase slightly (over funding levels indicated in the previous budgets) to \$90 million in 2017/18, \$85 million in 2018/19 and 2019/20, and \$60 million in 2020/21. The new figures in this Budget, represent a net increase of \$25 million to 2019/20 with an extension of the program to 2020/21.

**Regional Growth Fund**

The Budget committed to establish a Regional Growth Fund of \$472.2 million over four years from 2017/18, which will include:

- \$272.2 million, in grants of \$10 million or more, for major transformational projects which support long-term economic growth and create jobs in regions undergoing structural adjustment; and

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**ITEM 3      FEDERAL BUDGET 2017-18**

**CONTINUED**

- \$200 million will be added to the existing Building Better Regions Fund over four years from 2017/18, to allow more regional communities to benefit. This will increase the fund to nearly \$500 million which will be available for eligible projects that deliver economic and social benefits in regional and remote Australia (outside the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide, and Canberra).

**Transport infrastructure**

The Budget included \$5.3 billion in equity funding to establish a Western Sydney Airport Corporation, over the next ten years. The corporation will build and operate the new western Sydney airport, with construction scheduled to commence in 2018/19.

The Melbourne-Brisbane Inland Rail Network was highlighted in Budget commentary with the announcement of an additional \$8.4 billion in new equity funding for the Australian Rail Track Corporation (ARTC) to deliver the project. The objective of the project is to improve the productivity of the national land freight network and complement existing road and rail infrastructure. The newly announced funding builds on the previous commitment of \$893.7 million which enabled the ARTC to progress work on the inland rail corridor and bring the project to construction readiness.

**Housing affordability**

The budget highlighted a range of initiatives to increase affordable and social housing, which included:

- Establishing a \$1 billion National Housing Infrastructure Facility, over five years, to finance the critical infrastructure needed to speed up supply
- The release of surplus Commonwealth land for the purpose of housing
- Establishing the National Housing Finance and Investment Corporation to operate an affordable housing bond aggregator. This would aim to encourage greater private and institutional investment and, provide cheaper and longer-term finance to registered providers of affordable housing.

**RECOMMENDATION:**

That the information be received and noted.



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**ITEM 4      LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2017**  
**(C14-5.1)**

The 2017 Determinations of the Local Government Remuneration Tribunal has been received. The Tribunal has determined that an increase of 2.5% in fees for councillors and mayors as appropriate (copy of report available at meeting).

Since the making of the 2016 determination, a number of Councils have been amalgamated resulting in the creation of 20 new Councils, with the reduction in number of Councils from 152 to 128. This has seen the review of the categories to reflect the evolving shape of Local Government in NSW. The Tribunal has split the categories into metropolitan and regional and applied descriptive titles for each of the categories, which are as follows: -

<b>Category</b>		<b>Number of Councils</b>	
General Purpose Councils – Metropolitan	Principal CBD	1	
	Major CBD	1	
	Metropolitan Large	8	
	Metropolitan Medium	9	
	Metropolitan Small	11	<b>30</b>
General Purpose Councils – Non-metropolitan	Regional City	2	
	Regional Strategic Area	2	
	Regional Rural	37	
	Rural	57	<b>98</b>
County Councils	Water	5	
	Other	7	<b>12</b>

Warren is classified as Rural and pursuant to Section 241 of the Act the Tribunal has determined the maximum and minimum amount of fees for this category as follows: -

	<b>Minimum</b>	<b>Maximum</b>
• Councillor / member annual fee	\$ 8,750.00	\$ 11,570.00
• Mayor	\$ 9,310.00	\$ 25,250.00
Council has adopted \$24,630.00 for the Mayoral allowance and \$9,030.00 for the Councillor annual fee for 2016/2017		

Sections 248 and 249 of the Act requires councils to fix and pay an annual fee based on the Tribunal's determination. Any changes from the existing fees require a formal resolution of Council and take effect from 1st July 2017.

The matter is now listed for Council's consideration to: -

- Adopt the remuneration applicable for councillors and mayor, with any changes effective from 1st July 2017.

**FOR COUNCIL'S DETERMINATION.**

**WARREN SHIRE COUNCIL**  
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**ITEM 5      TOUR DE OROC 2017**

**(C14-6.2)**

The Toyota Tour de OROC is a unique cycling event covering over 1,000km over six (6) days. It brings together the member Councils from OROC (Orana Regional Organisation of Councils) for a fundraising effort towards a patient accommodation unit near the Dubbo Hospital. The Macquarie Homestay is that accommodation facility. The inaugural Toyota Tour de OROC took place in 2013.

The initiator of the Tour de OROC, Mathew Dickerson has advised the Tour de OROC will ride again in 2017. It will be run by the Rotary Club of Dubbo South but will still rely on all of the OROC communities to support the event.

To keep the event fresh and with the addition of Mudgee to OROC, the route has again been modified with more changes than the minor changes made in 2015. It is disappointing that it won't be able to visit every town we have visited in the past. This point caused a huge amount of discussion at the first committee meeting on Monday 1st May, but to keep it down to 6 days and to make the ride achievable by mere mortals, something had to give. Most notably, it won't be staying overnight in Cobar; Coonabarabran and Warren as we have in the past. The Mayors of these Councils have been rang and advised.

On the upside, some locations that have previously only had a lunchtime visit will now have the opportunity for an overnight stay by the peloton. Notably Gilgandra; Brewarrina and Nyngan will now have an overnight stay. The Committee tried to squeeze Coonamble in for an overnight stay, but it would have resulted in the next day being close to 260km and we thought that was pushing it on a pushbike. When the plan the ride for 2019, it will be mixed around again and will aim to have an overnight stay in Coonamble.

The Rotary organising committee will be working with Councils and the Rotary Club in Warren to plan the specific activities for your town. Individual committee members will be assigned to different locations to liaise with your community. The organising committee is asking for your support on this and will liaise with the General Manager.

Even though this is now a Rotary event, all of the money raised will again go to the Macquarie Homestay.

The route for this year is:

**Day 0:** Sunday 1 October  
Function in Mudgee

**Day 1:** Monday 2 October (Monday of the long weekend) –  
Mudgee to Dunedoo for lunch then onto Gilgandra overnight

**Day 2:** Tuesday 3 October  
Gilgandra to Coonamble for lunch then onto Walgett overnight

**Day 3:** Wednesday 4 October  
Walgett to Brewarrina overnight

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**ITEM 5      TOUR DE OROC 2017**

**CONTINUED**

**Day 4:** Thursday 5 October

Brewarrina to Bourke (this is almost a rest day compared to previous years when we have done Walgett to Bourke in one day)

**Day 5:** Friday 6 October

Bourke to Coolabah (possibly) for lunch then onto Nyngan overnight

**Day 6:** Saturday 7 October

Nyngan to Nevertire for a short stop then onto Trangie for lunch and finishing in Dubbo

**RECOMMENDATION:**

1. That the information be received and noted; and
2. Council support the 2017 Tour de OROC and liaise with community groups to promote and encourage participation.

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

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**ITEM 6      NEVERTIRE SOLAR FARM      (S10)**

**Background**

Epuron is an Australian-owned renewable energy development company, established in 2003. Epuron has identified and developed several wind energy projects in NSW, including the Gullen Range and Cullerin Range wind farms (total of 103 turbines, 190MW) which are now operational. These projects were taken through the planning and approvals process by Epuron, including measuring wind resources and negotiating land access, and then sold to Goldwind (Gullen Range) and Origin Energy (Cullerin), who were the builders of the two projects and now own and operate them.

In the last five (5) years Epuron have grown the solar power side of their business, as solar technology has become more cost-competitive. In 2012 Epuron completed construction of three solar power plants in remote communities in the Northern Territory. In 2013, Epuron acquired the 'Uterne 1' solar power station near Alice Springs and in July 2015 commissioned an extension to it, 'Uterne 2'. They have just commissioned 1.8MW of solar capacity at the iconic Ayers Rock Resort at Yulara.

Epuron have combined with Island Green Power (a successful UK based utility scale solar project developer in a joint venture to undertake the planning and approvals process on the Nevertire Solar Project.

**Nevertire Solar Project**

Epuron is proposing a large scale solar project a Nevertire. The project will generate renewable electricity which will feed into the national electricity grid. The project is outlined as follow:

- 105MW using standard commercial flat plate photovoltaic modules;
- Fixed or tracking mounting system;
- Approximately 180ha development site;
- Start of construction target: Q4 2017;
- 263,000MWh per annum green energy generated; and
- 44,000 households powered.

**Project Benefits**

- 221,000 tonnes of CO2e avoided per annum;
- Diversification of national fuel sources;
- Creation of local job opportunities – 20 to 300 construction workers for 12 month construction;
- Injection of expenditure in local area; and
- Diversifying regional economy – new land use.

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

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**ITEM 6      NEVERTIRE SOLAR FARM**

**CONTINUED**

**The Project is State Significant Development and the process is as follows:**

- Scoping report;
- Secretary Environmental Assessment Requirements (SEARS);
- Public Exhibition → council is asked for formal feedback;
- Response to Submissions;
- **DP&E Assessment → Epuron is here;** and
- DP&E Determination.

A Powerpoint Presentation will be given at this meeting.

**RECOMMENDATION:**

That the information be received and noted.

# Section

# 4

# Manager Finance & Administration

# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> May 2017

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## ITEM 1 RECONCILIATION CERTIFICATE - APRIL 2017 (B1-10.15)

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 30th April 2017.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 30th April 2017 are as follows:-

	<b>Balance 31-Mar-17</b>	<b>Transactions</b>	<b>Balance 31-Mar-17</b>
General	9,514,361.02	(116,879.97)	9,397,481.05
Water Fund	681,419.18	(13,263.12)	668,156.06
Sewerage Fund	2,596,325.71	(2,522.72)	2,593,802.99
Trust Fund	74,244.50	50.00	74,294.50
North Western Library	37,323.81	(3,045.14)	34,278.67
Investment Bank Account	(12,744,340.20)	299,340.76	(12,444,999.44)
	<b>159,334.02</b>	<b>163,679.81</b>	<b>323,013.83</b>
<b>Balance of Ledger Accounts less Investments as at 31/03/17</b>			<b>159,334.02</b>
Add: Receipts from			
(a) Rates	39,391.47		
(b) Other Cash	791,480.61		
(c) Investments Redeemed	1,300,000.00	2,130,872.08	
Less: Payments for the period			
(a) Creditors Paid in the Period	966,533.03		
(b) Investments Placed	1,000,659.24	1,967,192.27	
Nett Transactions for the Month			163,679.81
<b>Balance of Ledger Accounts less Investments as at 30/04/17</b>			<b>323,013.83</b>

# WARREN SHIRE COUNCIL

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

### BANK STATEMENT RECONCILIATION

<b>Balance as per Bank Statement =</b>	<b>331,290.23</b>
Add: Outstanding Deposits for the Month	1,638.00
Less: Outstanding Cheques & Autopays	(9,914.40)
<b>Balance as per Ledger Accounts less Investments =</b>	<b>323,013.83</b>

### INVESTMENTS RECONCILIATION

#### Investments as at 30th April 2017

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	444,999.44	Variable	On Call A/c
20	National Australia Bank	1,500,000.00	151 Days @ 2.61%	23-Jun-17
21	National Australia Bank	1,000,000.00	90 Days @ 2.58%	03-May-17
22	National Australia Bank	2,000,000.00	90 Days @ 2.59%	14-May-17
23	National Australia Bank	1,000,000.00	90 Days @ 2.58%	22-May-17
24	National Australia Bank	1,000,000.00	120 Days @ 2.57%	26-Jun-17
25	National Australia Bank	1,500,000.00	90 Days @ 2.53%	31-May-17
26	National Australia Bank	1,000,000.00	90 Days @ 2.52%	12-Jun-17
27	National Australia Bank	1,000,000.00	90 Days @ 2.53%	06-Jun-17
28	National Australia Bank	1,000,000.00	90 Days @ 2.54%	15-Jun-17
29	National Australia Bank	1,000,000.00	90 Days @ 2.54%	20-Jul-17

**TOTAL INVESTMENTS =** 12,444,999.44

### BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	5,055,057.00
Internally Restricted Funds Invested	6,133,508.00
2016/17 General Fund Operating Income & Grants	1,579,448.27
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<b>12,768,013.27</b>

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

#### RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 30th April 2017 be received and adopted.



# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> May 2017

**ITEM 2**

**SHIRE OF WARREN  
STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES  
AT 12TH MAY 2017**

**(R1-4)**

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS	NETT LEVY	TOTAL RECEIVABLE	AMOUNT COLLECTED	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT	ARREARS AS % AGE OF TOTAL REC'ABLE
	1st JULY \$	\$	\$	\$		\$	
General Fund Rates	86,140	4,556,283	4,642,423	3,652,101	78.67%	990,322	21.33%
Warren Water Fund	17,360	341,468	358,828	288,651	80.44%	70,177	19.56%
Warren Sewerage Fund	21,384	445,437	466,821	371,802	79.65%	95,019	20.35%
<b>TOTAL OF ALL RATES</b>	<b>124,884</b>	<b>5,343,188</b>	<b>5,468,072</b>	<b>4,312,554</b>	<b>78.87%</b>	<b>1,155,518</b>	<b>21.13%</b>
Extra Charges	12,201	8,833	21,034	10,212	48.55%	10,822	51.45%
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,352,021</b>	<b>5,489,106</b>	<b>4,322,766</b>	<b>78.75%</b>	<b>1,166,340</b>	<b>21.25%</b>
<b>TOTAL 2015/2016</b>	<b>124,281</b>	<b>5,228,380</b>	<b>5,352,661</b>	<b>4,162,002</b>	<b>77.76%</b>	<b>1,190,659</b>	<b>22.24%</b>
<b>TOTAL 2014/2015</b>	<b>120,785</b>	<b>5,090,121</b>	<b>5,210,906</b>	<b>4,053,978</b>	<b>77.80%</b>	<b>1,156,928</b>	<b>22.20%</b>
<b>TOTAL 2013/2014</b>	<b>84,911</b>	<b>4,973,858</b>	<b>5,058,769</b>	<b>3,931,668</b>	<b>77.72%</b>	<b>1,127,101</b>	<b>22.28%</b>
		<b>8-May-14</b>	<b>8-May-15</b>	<b>5-May-16</b>		<b>12-May-17</b>	
<b>COLLECTION FIGURES AS \$</b>		<b>3,931,668</b>	<b>4,053,978</b>	<b>4,162,002</b>		<b>4,322,766</b>	
<b>COLLECTION FIGURE AS %</b>		<b>77.72%</b>	<b>77.80%</b>	<b>77.76%</b>		<b>78.75%</b>	

**RECOMMENDATION:**

That the information be received and noted.

# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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## **ITEM 3 2017/18 – 2020/21 DRAFT DELIVERY PROGRAM & 2017/18 DRAFT OPERATIONAL PLAN**

**(E4-36)**

Integrated Planning and Reporting Framework requires NSW Local Government to prepare a four (4) year Delivery Program that spans the term of the Council and a one (1) year Operational Plan (old Management Plan & Estimates)

Included with the May 2017 Business Paper is a copy of the Draft 2017/18 to 2020/21 Delivery Plan and the Draft 2017/2018 Operational Plan & Estimates for Councillors' information and comment. The Draft 2017/2018 Operational Plan & Estimates is submitted to Council with a balanced budget (excluding depreciation). To achieve this, Management and senior staff met on Tuesday 16<sup>th</sup> May 2017 to reduce the original deficit of \$879,126.00 to zero.

The draft Estimates have been prepared on the following rating criteria: -

1. General rate increase of 1.5% being the maximum permissible increase set by IPART, this equates to an increase of \$73,240 on the actual 2016/2017 rate levy.
2. a \$10.00 increase in the Warren water availability charge to \$357.00,
3. a \$12.00 increase in the Nevertire water availability charge to \$485.00,
4. a \$10.00 increase in the Collie water availability charge to \$362.00,
5. a \$15.00 increase in the Warren residential sewerage charge to \$540.00,
6. a \$14.00 increase in the Nevertire residential sewerage charge to \$565.00,
7. a \$15.00 increase in the of Non-residential sewerage charge to \$495.00,
8. a \$10.00 increase in the garbage charge (Warren, Nevertire & Collie) to \$250.00,
9. a \$2.00 increase in vacant land garbage charge to \$40.00,
10. Warren Bore Water Usage Charge - (Up to 450kl) increased by \$0.03 to \$1.11/kl  
- (Over 450kl) increased by \$0.05 to \$1.68/kl
11. Warren River Water Usage Charge - (Up to 450kl) increased by \$0.01 to \$0.41/kl  
- (Over 450kl) increased by \$0.02 to \$0.71/kl
12. Nevertire Bore Water Usage Charge - (Up to 450kl) increased by \$0.02 to \$0.64/kl  
- (Over 450kl) increased by \$0.03 to \$0.93/kl
13. Collie Bore Water Usage Charge - (Up to 400kl) increased by \$0.04 to \$1.38/kl  
- (Over 400kl) increased by \$0.06 to \$2.09/kl
14. Non-residential Sewer Usage Charge – increased by \$0.03 to \$1.88/kl



# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 4 FIRE & EMERGENCY SERVICES LEVY (FESL)

(E6-14)

As reported to the March 2017 Council Meeting the new Fire and Emergency Services Levy will be included on Council's rate notices from 1<sup>st</sup> July 2017.

The Fire and Emergency Services Levy Act 2017 received Royal Assent on 4 April 2017. The following table sets out fixed and ad valorem rates for 2017/18.

- Section 16(2) of the Act sets out the fixed rates for each of the five non-exempt classifications.
- Ad valorem rates were published by Order on 28 April 2017.
- Section 23(3) of the Act provides for a vacant land discount of 50%.
- No separate rates for vacant land are published, so they must be derived.
- These derived vacant rates (where applicable), along with published non-vacant rates, are set out in the table below.

FESL Land Classification	Non-vacant Land Rates		Vacant Land Rates	
	Fixed	Ad valorem	Fixed	Ad valorem
Residential	\$100	0.000219	\$50	0.0001095
Farmland	\$200	0.000235	N/A	N/A
Public Benefit	\$100	0.000219	N/A	N/A
Industrial	\$200	0.002687	\$100	0.0013435
Commercial	\$200	0.001791	\$100	0.0008955

All property owners/ratepayers can find out what the 2017/18 FESL Levy will be on their land by accessing the FESL Calculator website at [http://fesl.nsw.gov.au/rates\\_and\\_calculator](http://fesl.nsw.gov.au/rates_and_calculator).

The table on the following page shows the payable 2017/18 FESL Levy for each land classification from \$10K to \$1M.

**WARREN SHIRE COUNCIL**  
 Report of the Manager of Finance and Administration  
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**ITEM 4 FIRE & EMERGENCY SERVICES LEVY (FESL)**

**CONTINUED**

	<b>FESL PAYABLE FOR EACH CLASSIFICATION: \$10K through \$1M.</b>										
<b>CLASSIFICATION</b>	<b>\$10K</b>	<b>\$100K</b>	<b>\$200K</b>	<b>\$300K</b>	<b>\$400K</b>	<b>\$500K</b>	<b>\$600K</b>	<b>\$700K</b>	<b>\$800K</b>	<b>\$900K</b>	<b>\$1M</b>
Public Benefit	\$102.19	\$121.90	\$143.80	\$165.70	\$187.60	\$209.50	\$231.40	\$253.30	\$275.20	\$297.10	\$319.00
Farmland	\$202.35	\$223.50	\$247.00	\$270.50	\$294.00	\$317.50	\$341.00	\$364.50	\$388.00	\$411.50	\$435.00
Residential NV	\$102.19	\$121.90	\$143.80	\$165.70	\$187.60	\$209.50	\$231.40	\$253.30	\$275.20	\$297.10	\$319.00
Residential Vacant	\$51.10	\$60.95	\$71.90	\$82.85	\$93.80	\$104.75	\$115.70	\$126.65	\$137.60	\$148.55	\$159.50
Industrial NV	\$406.87	\$468.70	\$737.40	\$1,006.10	\$1,274.80	\$1,543.50	\$1,812.20	\$2,080.90	\$2,349.60	\$2,618.30	\$2,887.00
Industrial Vacant	\$203.44	\$234.35	\$368.70	\$503.05	\$637.40	\$771.75	\$906.10	\$1,040.45	\$1,174.80	\$1,309.15	\$1,443.50
Commercial NV	\$307.91	\$379.10	\$558.20	\$737.30	\$916.40	\$1,095.50	\$1,274.60	\$1,453.70	\$1,632.80	\$1,811.90	\$1,991.00
Commercial Vacant	\$108.96	\$189.55	\$279.10	\$368.65	\$458.20	\$547.75	\$637.30	\$726.85	\$816.40	\$905.95	\$995.50

**RECOMMENDATION**

That the information be received and noted.

# Section

# 5

# Manager Engineering Services

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25th May, 2017

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

**Author:** Bryce Hammond – Project and Asset Engineer

The following works have been undertaken during the period of the 3rd April to 30th April 2017, by the Engineering Services Department Roads Branch:

### MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
<b>Grader Crew 1 (3-man crew) Greg Hocking</b>	Wonbobbie Lane	Maintenance grade	4.2 km
	Marthaguy Road	Shoulder grading	6 km
<b>Grader Crew 4 (3-man crew) Wayne Wilson</b>	Bundemar Road	Maintenance grade	12 km
	Wambianna Soldiers	Maintenance grade	6 km
<b>Grader Crew 5 (2-man crew) Josh Stephens</b>	Elsinore Road	Maintenance grade	1.5 km

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
<b>Tar Patching</b>	Oxley Highway	Pothole Patching	160 m <sup>2</sup>
	Town Streets	Pothole Patching	50 m <sup>2</sup>
	Carinda Road	Edge Patching	3480 m <sup>2</sup>
	Udora Road	Edge Patching	390 m <sup>2</sup>
	Marthaguy Rd	Edge Patching	2347 m <sup>2</sup>

# WARREN SHIRE COUNCIL

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

### CONSTRUCTION/RECONSTRUCTION/RECYCLE

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
<b>Grader Crew 1 (3-man crew)</b>	Warren Rd RR 7515 (REPAIR)	Construction	\$660,000	\$47,143	May/June 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	\$9,547	Only guard rail to be done
<b>Grader Crew 2 (3-man crew)</b>	Ellengerah Rd	Construction	\$1,057,356	\$93,029	June 2017
<b>Grader Crew 3 (3-man crew)</b>	Bullagreen Rd	Recycle	\$364,468	\$35,985	May 2017

#### RECOMMENDATION:

That the information be received and noted.



**WARREN SHIRE COUNCIL**  
 Report of the Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
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**ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE**

(C14-7.2)

**Author:** Tim Wark - Water and Sewer Manager

**2.1 WATER SUPPLY MAINTENANCE ACTIVITIES**

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Bore water main repairs	Warren	Bore water main repairs completed as required.
River water main repairs	Warren	River water main repairs completed as required.
Warren river pumps	Oxley Park and Ellengerah	Normal maintenance and repair works completed daily.
Plumbing maintenance	Racecourse and all other Council Buildings	Plumbing maintenance and repair works completed as required.
Bore water flushing	Warren Nevertire Collie	Mains flushed as per flushing program.
Water meter reading	Warren Nevertire Collie	Water meter reading works completed.
Bore water main repairs	Nevertire	Bore water main repairs completed as required.
Bore water main repairs	Collie	Bore water main repairs completed as required.
River water meter maintenance and repairs	Warren	Normal meter maintenance and/or replacement works completed as required.
River water service repairs	Warren	River water service repairs completed as required.
Bore water meter maintenance and repairs	Warren Nevertire Collie	Normal meter maintenance and/or replacement works completed as required.
Hydrant repairs	Collie	Hydrant repairs completed as required.
Bore service repairs	Warren Nevertire Collie	Bore service repairs completed as required.

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

### 2.2 SEWERAGE SYSTEM MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Sewage mains	Warren	Sewer main chokes cleared as required.
Sewage pumping stations	Warren Nevertire	Routine maintenance and repair works completed daily.
Sewage treatment plant	Warren	Routine maintenance works completed daily.
Sewage treatment plant	Nevertire	Routine maintenance works completed as required.

### 2.3 WATER SUPPLY SYSTEM PLANNED WORK

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

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE

CONTINUED

### 2.4 SEWERAGE SYSTEM PLANNED WORK

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

### 2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE 3RD APRIL TO 30TH APRIL 2017

Main breaks repaired: 3

Sewer chokes cleared: 1

Year to date: 100

Year to date: 47

Meter replacements: 6 river water meters and 5 bore water meters.

Year to date: 12 river meters and 22 bore meters replaced.

Total meters: 801 river meters and 965 bore meters.

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

### 2.6 RECORD OF WATER USAGE

2.6.1 For the period 01/04/17 to 30/04/17 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	USAGE YEAR TO DATE (ML) From 1/7/16	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	17.26	203.02	0.58	0.74
Warren river	750	30.49	280.66	1.02	1.02
Nevertire village	40	2.30	29.34	0.08	0.11
Collie village	25	1.25	12.02	0.04	0.04

Rainfall in Warren for period: 17.5 mm

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE CONTINUED

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

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	18.80	0.63
Warren river	750	50.57	1.69
Nevertire village	40	3.20	0.11
Collie village	25	1.00	0.03

Rainfall in Warren for period: 18 mm

### 2.7 WARREN STP - LICENCE COMPLIANCE

#### 2.7.1 Record of Daily Effluent Flow

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

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
August 2016	647	421.22	13.06	13.06
September 2016	891	576.67	17.30	30.36
October 2016	638	430.19	13.34	43.70
November 2016	585	396.23	11.89	55.59
December 2016	611	392.65	12.17	67.76
January 2017	577	448.06	13.89	81.65
February 2017	578	462.14	12.94	94.59
March 2017	773	552.26	17.12	111.71
April 2017	596	432.00	12.96	124.67

**WARREN SHIRE COUNCIL**  
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**ITEM 2 WORKS PROGRESS REPORT – WATER AND SEWERAGE**  
**CONTINUED**

2.7.2 Record of Bio Solids Removal from 2014

<b>YEAR</b>	<b>DATE</b>	<b>REMOVED BY</b>	<b>ESTIMATED QUANTITY (M3)</b>
2014	February	D Murray/S Smith	8
2014	September	Interflow	50
2015	May	Aqua Assets	20
2015	August	Septic Sam	10
2015	December	JR Richards & Sons	10
2016	May	JR Richards & Sons	60
2017	February	JR Richards & Sons	40

**RECOMMENDATION:**

That the information be received and noted.

# WARREN SHIRE COUNCIL

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

**Author:** Bryce Hammond – Project and Asset Engineer

### 3.1 TOWN CREW – 3RD APRIL TO 30TH APRIL 2017

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

### 3.2 PARKS AND RESERVES – 3RD APRIL TO 30TH APRIL 2017

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

Plant 70 Iseki Out-front Mower SF370	36 hours usage
Plant 79 Iseki Mower	54.5 hours usage
Plant 15 Kioti Tractor	0 hours usage
Plant 76 Muthing Frail Slasher	80.5 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	18 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	45 hours usage
Plant 89 Toro Mower	17 hours usage
Plant 21 John Deere 5083E	80.5 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	21.5 hours usage
Plant 47 Schwarze Street Sweeper	77.5 hours usage

### 3.3 SHOWGROUND/RACECOURSE – GENERAL M & R 3RD APRIL TO 30TH APRIL 2017

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

#### Functions:

8th April – Western Sheep Breeder’s Race Meet

22nd April – Private Function

9th-13th April – Pony Club Camp

#### RECOMMENDATION:

That the information be received and noted.

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH (C14-7.2)

**Author:** Steven Thornton - Plant Foreman

The following are works completed by Council's Fleet Branch Staff (Plant Foreman and two (2) Plant Mechanics) and Sub-Contractors engaged by the Branch for the period 3rd April to 30th April 2017

Plant Repairs				
No.	Plant	Repairs	Plant Down Time	Repair Time (Man Hours)
1	1993 Samsung SE280LC – Excavator	- Removed hydraulic ram out of quick hitch ram	Ongoing	4 hours
1	1993 Samsung SE280LC – Excavator	- Replace “O” rings - Replace hoses	0 days	4 hours
21	2013 John Deere 770G – Tractor	- Service	4 hours	4 hours
26	1988 Horwood Bagshaw rear mounted freeroll – Roller	- Removed bearings - Inspect axle	Ongoing	6 hours
27	2013 Western Star Prime Mover - Truck	- RMS rego defect	0 days	0 hours
31	2010 UD GW470 -Truck	- Check and replaced front suspension	5 hours	5 hours
32	1988 Mack Valueliner Prime Mover - Truck	- Steering uni’s	1 week	8 hours
33	2013 Western Star Prime Mover – Truck	- RMS rego	0 days	0 hours
150	2003 Moore triaxle side tipper - Trailer	- Make wedge for trailer	3 days	3 hours
155	1995 Fuel 800gal single axle dog – trailer	- Rewire lighting system	8.5 days	4 hours

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## ITEM 4      WORKS PROGRESS REPORT - FLEET BRANCH      CONTINUED

<b>Plant Repairs – Outside Work</b>			
<b>No.</b>	<b>Plant</b>	<b>Repairs</b>	<b>Plant Down Time</b>
8	2015 Catapiller Backhoe loader 432F – Backhoe	<b>Westrac, Dubbo</b> - Replaced alternator	0 days
10	2009 Hamm Pad Drum - Roller	<b>R B W Mechanical, Dubbo</b> - Check on repair	Ongoing
60	1974 McGrath Bogie – Roadtrain Dolly	<b>Hi-Torque, Dubbo</b> - Exchange turn table	5 days
157	2013 Allroads side tipper – Trailer	<b>Hi-Torque, Dubbo</b> - Brake and suspension repair	6 days



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**ITEM 4      WORKS PROGRESS REPORT - FLEET BRANCH      CONTINUED**

**Miscellaneous Works**

Minor Plant Repairs.....	104.5 hours
Plant Refurbishment.....	3 hours
Plant Servicing.....	67 hours
Electrical/Two Way Radio Works, Phones.....	2 hours
Welding/Fabrication Works on Plant, etc.....	17 hours
Depot Yard – Plant parking, clean, lock and unlock.....	7 hours
Parts ordering.....	12 hours
Job set up, e.g. Apprentice.....	9 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work.....	13 hours
Plant inspection for repair.....	11 hours
Tyre pick up including delivery to and from work site.....	4 hours
Plant cleaning.....	14 hours
Tar – check emulsion.....	1 hours
Operator queries, e.g. noise.....	2 hours
Quotations.....	4 hours
Steel pick up.....	5 hours
SES.....	0 hours
Rural Fire Service.....	1 hours
Work meetings.....	0 hours
Fill gas bottles.....	0 hours
Air conditioning.....	0 hours
Transport for RTA Inspection.....	0 hours
Registrations and defects.....	5 hours
Annual Leave.....	79.5 hours
Sick Leave.....	0 hours
Workers Compensation.....	144.5 hours
TAFE.....	0 hours
Public Holiday.....	76.5 hours
Training.....	0 hours
Private work.....	0 hours
Hep B and Tetanus shots.....	0 hours
Field Days.....	0 hours
Picnic.....	0 hours
Store.....	3 hours
Interviews.....	0 hours
Workshop set up (Site Meetings/Inspections).....	0 hours

**RECOMMENDATION:**

That the information be received and noted.

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**ITEM 5**

**TRAFFIC INFORMATION**

**(T5-4)**

**Not available this month**

**WARREN SHIRE COUNCIL**  
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**ITEM 6 4 YEAR FOOTPATH RENEWAL PROGRAM**

**(R4-20.5)**

**Author:** Bryce Hammond – Project and Asset Engineer

Footpaths serve many functions including pedestrian access and mobility. Accordingly, it is important that they be renewed at the most cost effective and optimum time for Council and its constituents.

A footpath that has reached the end of its useful life may become cracked or stepped, thereby causing the asset to deteriorate quicker and potentially become a trip hazard. Hence, this report seeks to establish a 4-year program for the renewal of footpaths.

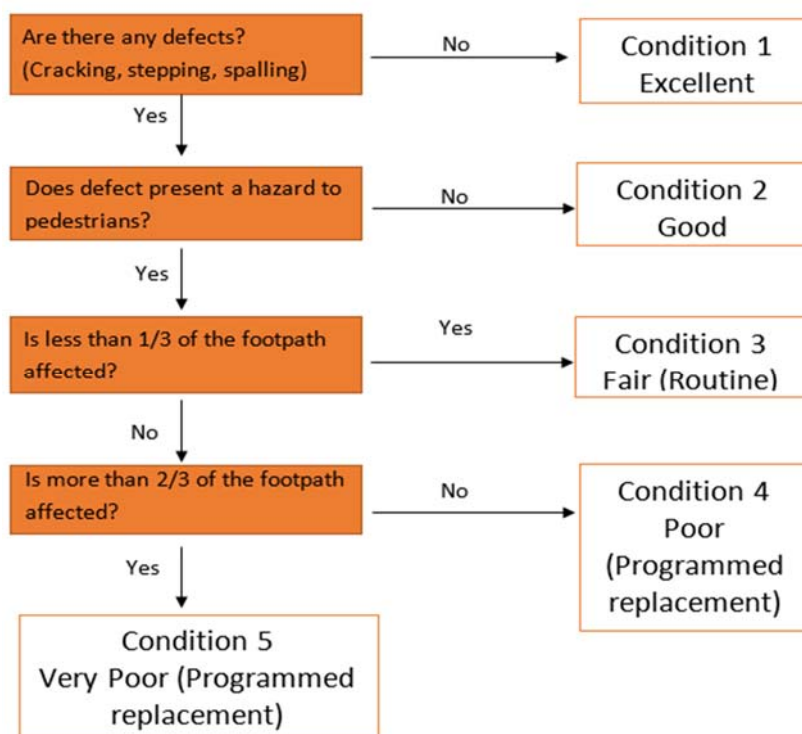
It is also important that an appropriate annual budget be established to ensure that all footpaths can be renewed before they no longer provide the level of service that they were originally intended to provide.

**Background**

There are 3 types of footpaths within Warren Shire; natural, concrete and paved. As natural footpaths only consist of earthworks they are non-depreciable. This report and subsequent program will focus mainly on the depreciable assets, concrete and paved footpaths.

The Engineering Department has formulated an “Asset Condition Rating and Valuation Manual” for footpaths, and has used this to condition rate the assets. Hence, this report draws on the information collated during the formulation of the above manual and the resulting condition ratings.

**Condition Determination**



This flow chart has been used to determine the condition of each section of footpaths within Warren Shire Council.

**WARREN SHIRE COUNCIL**  
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**ITEM 6      4 YEAR FOOTPATH RENEWAL PROGRAM                      CONTINUED**

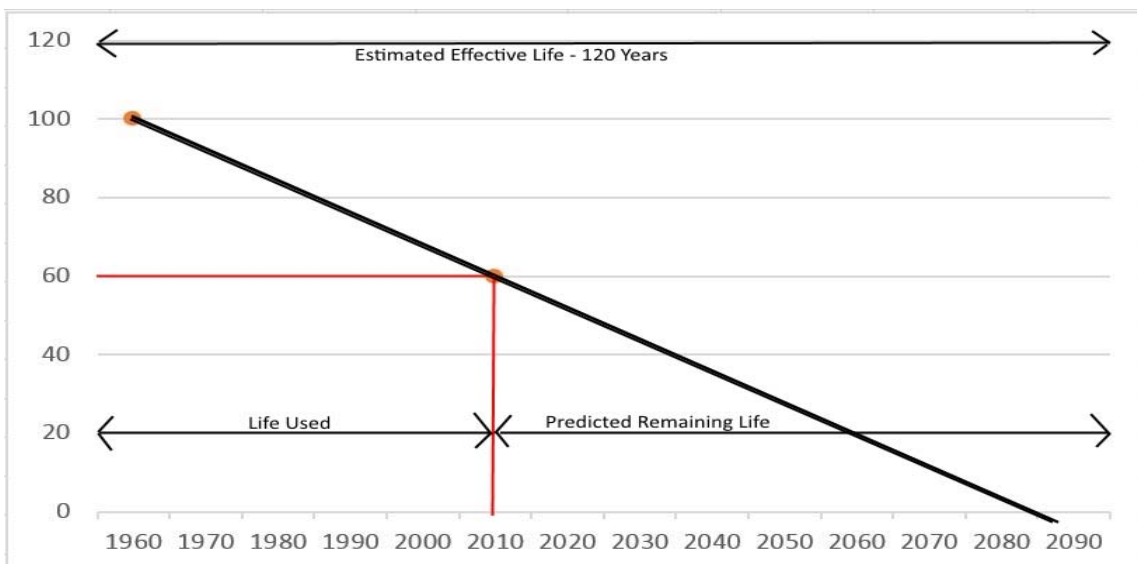
The chart has been devised in this manner to enable consistency and transparency, and to provide the following:

- The condition of the asset for asset management purposes;
- To enable the creation of long term renewal/financial plans for footpaths (those in condition 4 and 5 as they cannot be repaired through routine or unplanned maintenance);
- To enable the sections of footpaths that can be repaired through routine maintenance to be identified and repaired (those in condition 3); and,
- A system that enables more accurate annual budget planning.

**Useful Life Determination**

Using a known and estimated construction period, combined with the condition rating enables prediction of the useful life of the town's footpaths network, as shown below.

% of Life Used	= 40%	Life Used (years)	= 46 years
% of Life Remaining	= 60%	Estimated Life Remaining (years)	= 74 years
		Estimated Useful Life	= 120years



**Budget Allocation**

In general, one of the more important factors of meeting core, intermediate or advanced Asset Management practices, and the requirements of Integrated Planning and Reporting legislation, is to formulate budgets that are driven by the actual requirements of the asset class on a whole of life basis. Warren Shire Council is now in a position where this can be achieved for the footpaths network.

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**ITEM 6      4 YEAR FOOTPATH RENEWAL PROGRAM                      CONTINUED**

Analysis has shown that the total cost of replacing the 18400m<sup>2</sup> of depreciable concrete and paved footpaths is \$2,673,657.00 and that the average useful life of the network is 120 years. This means that the network is depreciating by about \$22,000.00 per year.

To ensure that Council can replace deteriorated footpaths at the optimum time, and ensure that the network continues to meet the needs of the community, this depreciation cost needs to be met annually. This can be achieved either in terms of replacing a footpath to an equal figure, or by putting away \$22,000.00 per year into an internal restricted fund until it is needed, or a combination of both. Hence, a budget of \$22,000.00 per annum is recommended and will be used for the purposes of this report.

**Priority System**

The factors taken into consideration for prioritisation of these works is as follows:

<b>Factor</b>	<b>Explanation</b>
<b>Location</b>	This aspect considers the position of the stretch of footpath within the town.
<b>Level of Use</b>	This issue considers road that is alongside the length of footpath.
<b>Condition</b>	This factor considers the condition of the footpath.

Using these factors the matrix below is used to prioritise and develop the new program.

<b>Footpaths Prioritisation Matrix</b>		
<b>Factor</b>	<b>Feature</b>	<b>Score</b>
<b>Location</b>	Schools	5
	CBD	4
	Parks	3
	Community centres	2
	All other streets	1
<b>Level of Use</b>	State road	5
	Regional road	4
	Collector road	3
	Local road	2
	Laneway	1
<b>Condition</b>	Very poor	5
	Poor	4
	Fair	3
	Good	2
	Excellent	1
<b>Total Score</b>		

# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 6 4 YEAR FOOTPATH RENEWAL PROGRAM

CONTINUED

### Priority Scores

The condition rating system was also designed to decipher which sections that could be repaired through routine maintenance (condition 3) and those that need renewal (conditions 4 and 5). The following table lists the estimated renewal costs and priority of each section of footpaths that are condition rated as 4 or 5.

Street	From	To	Side	Area of footpath (m)	Condition Score	Renewal Cost	Priority Score
Burton St	Thorton St	Chester St	NW	100	4	\$15,600	10
Chester St	Stafford St	Readford St	SW	251	4	\$39,156	7
Garden Ave	Coonamble Rd	Roland St	S	155	4	\$24,180	7
<b>Total Cost of Works</b>						\$78,936	

### Proposed Program

At a budget of \$22,000.00 per year, the above works will take 4 years to complete. Please note that as some projects will cost more than \$22,000.00 there are years that no work is carried out and the funds will be put in a restricted account.

<b>Starting Budget</b>		\$22,000	\$22,000	\$22,000	\$22,000
<b>Restricted funds</b>		\$0	\$6,400	\$4,220	\$26,220
<b>Total Budget</b>		\$22,000	\$28,400	\$26,220	\$48,220
<b>Street</b>	<b>Side</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>
Burton St	NW	\$15,600			
Chester St	SW				\$39,156
Garden Ave	S		\$24,180		
<b>Total Expenditure</b>		\$15,600	\$24,180	\$0	\$39,156
<b>Put to Restricted Fund</b>		\$6,400	\$4,220	\$26,220	\$9,064

### Community Strategic Plan

There are two values contained within Council's Community Strategic Plan that this report addresses, as follows:

*"A shire that has quality and well maintained infrastructure."*

*"A Council that provides quality and cost effective services..."*

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**ITEM 6      4 YEAR FOOTPATH RENEWAL PROGRAM                      CONTINUED**

**Asset Management**

As this program, has been developed on the basis of intervening before sections of footpaths no longer meet their intended purpose, it enhances Council's Asset Management capabilities as defined in the International Infrastructure Management Manual.

In short, these levels of asset management require budgets to be developed on an as need basis (i.e. works required to keep assets functional) as opposed to works programs being developed in line with set budgets.

Furthermore, this report is in line with the vision of Council's Asset Management Policy, which is as follows:

*“That within its financial constraints, Warren Shire Council will responsibly plan, provide, maintain and manage its publicly owned infrastructure, facilities and services efficiently and effectively on a whole of life basis, with due regard given to the sustainability of its practices and the current and future needs of its community.”*

**Sustainability Impacts**

Implementation of this program will mean that funding will always be there to renew Council's footpaths network when it nears the end of its useful life, thereby enhancing Council's sustainability.

**Conclusion**

The renewal of footpaths as contained within this report is an efficient and effective method of ensuring that the community continues to enjoy a similar level of service, minimises life cycle costs for other road infrastructure and enhances Council's sustainability.

**WARREN SHIRE COUNCIL**  
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**ITEM 6 4 YEAR FOOTPATH RENEWAL PROGRAM**

**CONTINUED**

**RECOMMENDATION:**

1. That a budget of \$22,000.00 be allocated to the “Footpaths Renewal Program”
2. That the proposed footpaths renewal program as shown in the Table below be adopted.

<b>Starting Budget</b>		<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>
<b>Restricted funds</b>		<b>\$0</b>	<b>\$6,400</b>	<b>\$4,220</b>	<b>\$26,220</b>
<b>Total Budget</b>		<b>\$22,000</b>	<b>\$28,400</b>	<b>\$26,220</b>	<b>\$48,220</b>
<b>Street</b>	<b>Side</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>
Burton St	NW	\$15,600			
Chester St	SW				\$39,156
Garden Ave	S		\$24,180		
<b>Total Expenditure</b>		<b>\$15,600</b>	<b>\$24,180</b>	<b>\$0</b>	<b>\$39,156</b>
<b>Put to Restricted Fund</b>		<b>\$6,400</b>	<b>\$4,220</b>	<b>\$26,220</b>	<b>\$9,064</b>



# WARREN SHIRE COUNCIL

Report of the Manager Engineering Services  
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**ITEM 7 TOWN BEAUTIFICATION PROJECT – KERB AND GUTTER**  
**(C14-3.17)**

## Introduction

At its meeting held on the 27<sup>th</sup> April 2017, Council endorsed the following program of works and budget for the town beautification works (minute 100.4.17):

Stage	Project	Details	Budget
1	Kerb and Gutter	Replace deteriorated sections of kerb and gutter	\$ 48,000
	Wearing Surface	Mill top layer of Asphalt and resheet	\$100,000
		Crack sealing	\$ 2,200
		14mm spray seal	\$ 33,300
		Heavy Patching	\$ 31,400
	Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street	\$ 17,000
	Tree Island Garden Beds	Replace existing Tree Island Garden Beds	\$135,000
	Footpath Garden Beds	Construct new Footpath Garden Beds	\$ 94,000
	Street Furniture	Construct bench seating	\$ 20,000
Shade Canopies	Install shade canopies	\$ 25,000	
2	Bollards	Install bollards	\$ 37,000
	Roundabout	Construct Roundabout	\$227,000
	Variable Message Board	Install Variable Message Board	\$ 40,000
	CCTV	Install CCTV	\$ 30,000
3	Blank Walls	Planting and painting of blank walls	\$ 15,000
<b>Total</b>			<b>\$854,900</b>

## Kerb and Gutter Works

The original estimate of \$48,000.00 for kerb and gutter replacement was based on replacing 240m of deteriorated and broken sections of kerb and gutter that are no longer meeting its intended purpose. However, further investigation and survey of the existing kerb and gutter has shown that if only the originally intended sections of kerb and gutter were replaced several undesirable effects would be incurred as outlined below.

- **Functionality**

Survey of the existing kerb and gutter has revealed that by merely replacing isolated sections several low points would be created.

The only way to ensure that water flows unimpeded along the whole length of kerb and gutter is to replace all the kerb and gutter.

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**ITEM 7      TOWN BEAUTIFICATION PROJECT – KERB AND GUTTER**  
**CONTINUED**

- **CCTV Conduit**

Replacing all the kerb and gutter will provide Council with the opportunity to install conduits to carry CCTV cables at a reduced cost.

- **Water Supply**

Water pipes to supply water to all the garden beds need to be installed immediately adjacent to the kerb and gutter. Replacing all the kerb and gutter makes this a much simpler and more cost-effective task.

- **Aesthetics**

Replacing numerous short sections of kerb and gutter will lead to an unsightly patchwork effect along all Dubbo Street.

Considering that this is a beautification project and the overall cost of the project it considered essential to replace all of the kerb and gutter to maintain the aesthetical appeal of these significant works.

- **Economies of Scale**

Replacing isolated patches of kerb and gutter requires it to be done by hand, whereas a kerb machine can be used to do long stretches. A kerb machine is much more cost effective as it merely requires a concrete truck to pour concrete into it as it moves along and lays the new kerb and gutter moulded to shape. This reduces costs by about 20% which is mostly made up of significantly reduced labour costs.

### **Financial Considerations**

The approved budget for the replacement of isolated sections of kerb and gutter is \$48,000.00 (\$200.00 per l/m). Whereas the estimated cost to replace all the 800m of kerb and gutter in the relevant section of Dubbo Street is \$128,000.00 (\$160.00 per l/m).

Hence, an extra \$80,000.00 needs to be added to the budget to meet this cost. It is recommended that \$80,000.00 of the funds set aside in the Infrastructure Improvement Fund be allocated to replacing all the 800m of kerb and gutter in Dubbo Street that is with the scope of the Town Beatification Project.

Also, amending the installation of CCTV amount to \$35,000.00 to reflect March QBRS.

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## ITEM 7      TOWN BEAUTIFICATION PROJECT – KERB AND GUTTER CONTINUED

### RECOMMENDATION:

1. That all the kerb and gutter in Dubbo Street within the scope of the Town Beautification project be replaced.
2. That \$80,000.00 of the funds required to replace all the kerb and gutter in Dubbo Street within the scope of the Town Beautification project be sourced from the Infrastructure Improvement Fund.
3. That the following amended budget be endorsed.

Stage	Project	Details	Budget
<b>1</b>	Kerb and Gutter	Replace deteriorated sections of kerb and gutter	\$128,000
	Wearing Surface	Mill top layer of Asphalt and resheet	\$100,000
		Crack sealing	\$ 2,200
		14mm spray seal	\$ 33,300
		Heavy Patching	\$ 31,400
	Sandstone Garden Beds	Install Sandstone Garden Beds in Burton Street	\$ 17,000
	Tree Island Garden Beds	Replace existing Tree Island Garden Beds	\$135,000
	Footpath Garden Beds	Construct new Footpath Garden Beds	\$ 94,000
	Street Furniture	Construct bench seating	\$ 20,000
Shade Canopies	Install shade canopies	\$ 25,000	
<b>2</b>	Bollards	Install bollards	\$ 37,000
	Roundabout	Construct Roundabout	\$227,000
	Variable Message Board	Install Variable Message Board	\$ 40,000
	CCTV	Install CCTV	\$ 35,000
<b>3</b>	Blank Walls	Planting and painting of blank walls	\$ 15,000
<b>Total</b>			<b>\$939,900</b>

# 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  
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**ITEM 1          DEVELOPMENT APPLICATION APPROVALS          (B4-9)**

The following Development Applications were approved from 27<sup>th</sup> March 2017 to 25<sup>th</sup> April 2017.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>
P16-17.12	Lot 66, DP753475 Carinda Rd Warren	Construction of new house, replacement of existing house

**RECOMMENDATION:**

That the information be received and noted.

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Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
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**ITEM 2                      DEPARTMENT OF PLANNING CIRCULARS                      (P15-10)**

No Reports this month

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

No Reports this month

# WARREN SHIRE COUNCIL

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## ITEM 4 INFORMATION CENTRE RECORD FOR THE MONTH OF APRIL 2017

(T4-6.1)

<b>Number of Visitors to the Information Centre:</b>		107	
<b>Number of Locals to the Information Centre:</b>		9	
<b>Number of Website hits on Warren Shire Council:</b>		1238	
<b>Number of Website hits drilling down – “Visiting Warren”:</b>		82	
<b>Reason for Visiting Warren (Totals):</b>			
Friends/Family:		Business/Employment/Training:	
Passing Through:		Special Events:	
Visitors in Buses:		Holiday:	
Other/Unknown:		Camping/Fishing:	
<b>Age Groups of Visitors:</b>			
Under 25:	4	25-34:	8
34-44:	1	45-54:	3
55-64:	21	65+:	11
<b>Sale Items &amp; Publications, (including both free and sold ones, if possible):</b>			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	2
Warren Profile:		Magnets:	1
Across the Black Soil Plains:		Stubby Holders:	1
Midwives of the Black Soil Plains:		Pens:	
Bushmen of the Black Soil Plains:		Tea Towels:	6
Keep the Billy Boiling:		Wool:	1
A Grave Look At Warren		Place Mats:	
Animals of Dubbo Region:		Mugs:	
Macquarie Marshes Information:		Key Rings:	
Willie Retreat:		Rulers:	
Our Abounding Wildlife:		Road to Nevertire 1 and 2:	
Tiger Bay Brochure:		Warren photos (Black & White):	6
Shire Map and Town Maps:		Sample of Wool/Wool Sheet:	
Cotton Brochure:		Handkerchiefs:	
Postcards:		Shirts: (tennis club):	
Coloured postcards		150 yrs Caps: (tennis club):	
Macquarie Marshes DVD/CD		150 yrs Stubby Holders: (tennis club):	
Ballad of a Bush Bride:		Hot Flats CD:	
Warren Woolcot Cards:	7	Cook Book:	
Surrounding Towns:	6	Road Information:	6
Accommodation:	6	Public Toilets:	9
Public Dump Point/Potable Water:	2	Maps:	15
Places to Eat:	6	Boat Ramp / Bob Christensen Reserve:	
Attractions around Warren:		Camping or Fishing Spots:	5

### RECOMMENDATION:

That the information be received and noted.



# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 25<sup>th</sup> mAY 2017

## ITEM 5 IMPOUNDING OFFICER'S REPORT

(P4-4)

Hours Day	Week Ending: 10th March 2017							Week ending: 17th March 2017							Week ending: 24th March 2017						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol			3	4	4.5	3.25	flexi			3	0	4	0	0			3	3	3	5	Flexi
Feed/Water & Clean Pound	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1
Office/training			4	3.5	3	4				4.5	7.5	3.5	0		0	0	4.5	3.5	4.5	1.5	0
Impounding/Releasing/Euthanasia							3	2	1.25					0	0	0	0	1	0	0	0
<b>Total Daily</b>	<b>1</b>	<b>1</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.25</b>	<b>4</b>	<b>3</b>	<b>2.25</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.25</b>	<b>1</b>	<b>1</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.25</b>	<b>1</b>
Number of Dogs Impounded				1						1							1				1
Number of Dogs released																					
Number of Dogs Euthanasia										1							1				
Total Dogs in Pound	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3
Number of Cats Surrendered																					
Number of Cats Rehoused																					
Number of Cats Euthanasia																					
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total weekly kilometers	410							360							280						
Speedometer reading @ end of week	83788							84148							84428						
Other General Notes																					
Total weekly hours	39.75							47.5							36.75						

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

# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 25<sup>th</sup> May 2017

## ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Week Ending: 31st March 2017																							
Hours Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri		
Patrol	0	0	2	3	3	C/L	C/L																
Feed/Water & Clean Pound																							
Hours	1	1	1.5	1	1	0	1																
Office/Training	0	0	5	3.5	4.5	0	0																
Impounding/Releasing/Euthanasia																							
Hours	0	0	0	1	0	0	0	0															
Total Daily	1	1	8.5	8.5	8.5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Number of Dogs Impounded							2																
Number of Dogs released																							
Number of Dogs Euthanasia																							
Total Dogs in Pound	3	3	3	3	3	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Number of Cats Surrendered																							
Number of Cats Rehoused																							
Number of Cats Euthanasia																							
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Total weekly kilometers								290															
Speedometer reading @ end of week								84718								84718							
Other General Notes																							
Total weekly hours								28.5								0							

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

### RECOMMENDATION:

That the information be received and noted

# 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 25<sup>th</sup> May 2017

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**ITEM 6      CONTRACT NO. 2012/02      (G2-2)**  
**PROVISION OF A SERVICE FOR THE COLLECTION AND**  
**DISPOSAL OF PUTRESCIBLE RUBBISH AND GARBAGE AND**  
**MANAGEMENT OF EWENMAR WASTE DEPOT**

The five (5) year term of the garbage contract “PROVISION OF A SERVICE FOR THE COLLECTION AND DISPOSAL OF PUTRESCIBLE RUBBISH AND GARBAGE AND MANAGEMENT OF EWENMAR WASTE DEPOT” currently held by GC & CE Anderson Pty Ltd, concludes on 30th June 2017.

Clause 2.2 of the Contract states the following;

*“The duration of this Contract will be for a period from 1st September 2012 to 30<sup>th</sup> June 2017 during which time the performance of the successful Tenderer will be evaluated to assess the viability of a further extension of the Contract, after suitable discussions and agreements between parties, for a period of five (5) years, once only.”*

In light of the current review of the waste management being undertaken, and following discussions with the contractor, who has indicated their wish to seek an extension of contract. It is recommended that the existing contract with GC & CE Anderson PTY LTD be extended for a period of (1) one year and then a further (4) four years, subject to adoption of final management regime at the Ewenmar Waste Depot.

It is felt this is the best way to proceed, permitting time for a full review.

**RECOMMENDATION:**

That:

1. The information be received and noted;
2. Council extend existing contract with GC & CE Anderson PTY LTD for a period of (1) one year and then extend a further (4) four years subject to final management regime at the Ewenmar Waste Depot; and
3. Authority be given to sign affix Council Seal to any associated documents.

# 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 25<sup>th</sup> May 2017

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## ITEM 7 NETWASTE TENDER FOR THE COLLECTION AND RECYCLING OF SCRAP METAL

(G2-4.3, LEGAL DOCS)

### NetWaste Tender F2442

#### Commentary

Tenders were called on Tuesday 28 February 2017 and closed Tuesday 28 March 2017, which resulted in tender submissions from the following companies, being three (3) in total: Matthews Metal Management (MMM), Onesteel and Sims Metal Management (SMM).

Tender submissions were evaluated by a sub-committee with the report and recommendation endorsed by the NetWaste Steering Committee on 12 May 2017. Each submission was evaluated based on common criteria, including:

ITEM	CRITERIA
1	Tender Price/s
2	Past experience in carrying out the Works or similar works,
3	Capacity & experience to meet Contract requirements
4	Ability to provide backup service & resources
5	Work health and safety requirements, Environmental sustainability, performance and strategy
6	Innovative submissions or ancillary proposals

It is the recommendation of the NetWaste Steering Committee that the Contract be awarded to Sims Metal Management (SIMS) for the following reasons:

- SIMS tendered the highest rate per tonne to be paid to the Councils, being \$85.00 per tonne of scrap metal (plus GST), but inclusive of transport & set-up costs. SIMS outlined that the price would be reviewed every 3 months as required by the Contract;
- SIMS have a strong history of working with groupings of Councils and known experience in providing the required services;
- McCabe Transport have been identified as the sub-contractor who would be responsible for servicing the nominated NetWaste Councils, with a range of machinery and equipment available for the work;
- Ancillary opportunities offered include continued sponsorship of Waste 2 Art and e-waste collection service;
- SIMS has the necessary insurances and policies in place, with an independently audited EMS; and
- The full range of ferrous and non-ferrous metals would be accepted under the Contract, with specific items listed as being not eligible (including gas bottles).

# 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 7 NETWASTE TENDER FOR THE COLLECTION AND RECYCLING OF SCRAP METAL

**CONTINUED**

Each participating Council to the resultant Contract will enter into a separate Contract in accordance with the General Conditions of Contract.

The commencement date of a new contract would be 26 July 2017.

**(a) Policy Implications**

This matter has no policy implications to report.

**(b) Financial Implications**

Engagement of Sims Metal Management to collect scrap metal from will result in Warren Shire Council being paid the per tonne rate for scrap metal as outlined in the report.

**(c) Legal Implications**

An initial two year contract will result from the appointment of the successful tenderer.

### **Summary**

NetWaste Councils currently manage collection and recycling of scrap metal material from nominated waste facilities under a single contract, with the current contract arrangement to expire on 25 July 2017. NetWaste recently undertook an open tender process on behalf of 25 of the 26 NetWaste Councils for this service, with Orange City Council acting as the administering Council. Warren Shire Council expressed interest in being involved in this Contract and therefore included in the tender process.

The tender process and evaluation of tender submissions has been undertaken in accordance with the requirements of Local Government Act 1993 and the Local Government (General) Regulation 2005. The resulting Contract is for an initial period of two (2) years, with the possibility of extension periods of twelve months, which can occur on two successive occasions.

The purpose of this report is to seek Council's endorsement to engage a contractor to collect and recycle scrap metal material from the Ewenmar Waste Depot.

### **RECOMMENDATION:**

That:

1. The information be received and noted;
2. The Netwaste Tender F2442 –Tender for the Collection and Recycling of Scrap Metal for Councils in the NetWaste Region be awarded to Sims Metal Management; and
3. Warren Shire Council confirm its involvement in the Contract to the NetWaste Projects Coordinator and execute the Contract documents as appropriate.

**Section**

**7**

**Librarian**

# WARREN SHIRE COUNCIL

## Report of the Librarian

To the Ordinary Meeting of Council to be held in the  
Warren Shire Council, Chambers On Thursday 25th May 2017

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

#### **INTRODUCTION**

The library services at Warren have been extremely busy during the last few months with much organising being done in preparation for our launch of our recent refit which will take place on the 26th May.

Other major events have included a very popular school holiday program including a Tie Dyeing workshop, visits from vacation care and a range of movies all which have been very well received.

For our seniors we are currently running a series of Tech Savvy for seniors workshops with grant funding received from Telstra in conjunction with the State Library of NSW.

#### **READING IS THE KEY – ANNUAL READING DAY**

The library will be holding our annual reading day titled Reading is the Key on Wednesday 24th May. This day will include National Simultaneous Storytime with guest storyteller Ashley Wielinga, Stories and songs presented by Chris Crisp – Director Warren Pre School followed by a BBQ lunch for all attending. The library was successful with Community Builders Funding for this event.

Reading is the Key is part of the library's Paint the Town READ program. Paint the Town REaD is an early literacy community scheme that encourages the whole community to read, talk, sing and rhyme with children from birth, so that they will be ready for reading and writing at school.

#### **BI-ANNUAL STOCK TAKE**

The library will be participating in the North Western stock take during June. The library will be closed from Monday June 5th reopening on Tuesday 13th June after the Monday public holiday. Advertising has been put in place for prior to the closure both in the WA Weekly, web pages and social media pages.

#### **GRANTS**

The grant titled **Warren Shire Library – reconnecting the community** is into the final stages with the official opening of this project being held on Friday 26th May. The project will be opened by the Hon Kevin Humphries MP, Member for Barwon

This project has provided the following:

- Replacement of all shelving and furnishing's within the adult area
- Provision of four replacement public access computers
- Provision of three new touch screen computers loaded with Desk Top Magic for junior use
- Provision of new movie screen and projector
- Upgrade of upstairs bathroom

# WARREN SHIRE COUNCIL

## Report of the Librarian

To the Ordinary Meeting of Council to be held in the  
Warren Shire Council, Chambers On Thursday 25th May 2017

### ITEM 1 REPORT OF WARREN SHIRE LIBRARY SERVICES

CONTINUED

North Western Library was successful in obtaining funding of \$3,000.00 from Telstra in conjunction with the State Library of NSW to enable the four libraries in our co-operative region to provide Tech Savvy for senior's workshops for our clientele.

#### STATISTICS FOR JANUARY - APRIL 2017

Month	Issues	Clients	Internet	Wireless Internet	NW E-Books	NW E-Audio
January	2515	2171	194	177	336	246
February	1625	1298	172	207	267	255
March	2085	1552	198	234	373	315
April	1768	1506	135	178	372	256

#### EVENTS

	Junior	Adults	Total Participants
Glass Effects Workshop	31		31
Lego Workshop	21		21
Craft Workshop	13		13
Tie Dying Workshop	19	1	20
Movies	91		91
Vacation Care Visits	30	2	32
Author Visit	15	40	55
Story Time	34	6	40

#### SCHOOL HOLIDAYS - JANUARY

##### Issues

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
Week 1	closed	178	216	110	118	64	686
Week 2	102	114	91	88	188	30	613
Week 3	107	116	93	84	93	43	536
Week 4	121	59	102	closed	96	60	438
Week 5	117	125	46	45	66	61	460



**WARREN SHIRE COUNCIL**  
 Report of the Librarian  
 To the Ordinary Meeting of Council to be held in the  
 Warren Shire Council, Chambers On Thursday 25th May 2017

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**ITEM 1      REPORT OF WARREN SHIRE LIBRARY SERVICES**  
**CONTINUED**

**Clients**

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
<b>Week 1</b>	closed	119	110	70	62	30	<b>391</b>
<b>Week 2</b>	81	230	104	72	52	32	<b>571</b>
<b>Week 3</b>	96	116	110	75	80	40	<b>517</b>
<b>Week 4</b>	108	212	110	closed	70	27	<b>527</b>
<b>Week 5</b>	63	100	35	62	57	30	<b>347</b>

**SCHOOL HOLIDAYS - APRIL**

**Issues**

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
<b>Week 1</b>	96	114	69	123	closed	closed	<b>402</b>
<b>Week 2</b>	closed	145	66	92	105	47	<b>455</b>

**Clients**

	Mon	Tues	Wed	Thurs	Fri	Sat	Total
<b>Week 1</b>	75	130	79	72	closed	closed	<b>356</b>
<b>Week 2</b>	closed	145	80	62	70	38	<b>395</b>

**RECOMMENDATION**

That the information be received and noted.