

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 28TH JUNE 2018**

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## Warren Shire Council

### AGENDA - ORDINARY COUNCIL MEETING

28th June 2018

#### APOLOGIES

#### CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 24th May 2018

#### NOTICE OF MOTION

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Item 1 Western Slopes Pipeline ..... (G3-2)

### SECTION 1 (WHITE)

#### DELEGATES REPORTS

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Item 1 Meeting Balonne Shire, Walgett Shire and Warren Shire in  
Lightning Ridge Monday 4th June 2018 .....(C12-3.4)

Item 2 Warren Interagency Support Services ..... (C3-9)

#### COMMITTEE MINUTES

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Meeting of the Airport Operations Committee  
held on Wednesday 23rd May 2018 ..... (C14-3.12)

Meeting of the Council Chambers Development Committee  
held on Friday 30th May 2018 ..... (C14-3.25)

Meeting of Manex held on Tuesday, 19th June 2018 ..... (C14-3.4)

## SECTION 2 (LILAC)

### POLICY

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Item 1	Policies and Governance (P13-1) .....	Page 1
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## SECTION 3 (BLUE)

### REPORT OF THE GENERAL MANAGER

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Item 1	Outstanding Reports Checklist (C14-7.4) .....	Page 1
Item 2	Committee/Delegates Meetings (C14-2) .....	Page 3
Item 3	Delivery Program Progress Report (E4-37) .....	Page 4
Item 4	Village Enhancement Plans for Warren, Nevertire and Collie (C21-2, N2-2, W7-5) .....	Page 26
Item 5	Local Government Remuneration Tribunal 2018 (C14-5.1) ..	Page 29

## SECTION 4 (GREEN)

### REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

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Item 1	Réconciliation Certificate – May 2018 (B1-10.15) .....	Page 1
Item 2	Statement of Rates and Annual Charges as at 12th June 2018 (R1-4) .....	Page 4
Item 3	Making and Levying of Rates and Fixing of Charges – 2018/2019 (R1-6.1) .....	Page 6
Item 4	Service NSW Agency Agreement Renewal from 1st July 2018 to 30th June 2021 (R6-6) .....	Page 14
Item 5	Long Term Financial Plan – 2018/19 to 2027/28 (A7-4.1/2) ....	Page 16
Item 6	Sale of Dwelling at 2 Roland Street, Warren (S1-1.24) .....	Page 18

**SECTION 5 (YELLOW)**

**REPORT OF THE MANAGER ENGINEERING SERVICES**

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Item 1 Works Progress Report - Roads Branch (C14-7.2) ..... Page 1

Item 2 The Ride Against Cancer – Council Donation (D8-1) ..... Page 4

**SECTION 6 (PINK)**

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT**

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Item 1 Development Application Approvals (B4-9) ..... Page 1

**MAYORAL MINUTES**

**QUESTIONS WITHOUT NOTICE**

**SECTION 9 (GREY)**

**CONFIDENTIAL**

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Nil.

**PRESENTATIONS**

Nil.

**WARREN SHIRE COUNCIL**  
**Notice of Motion**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 28th June 2018**

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**NOTICE OF MOTION**

**ITEM 1      WESTERN SLOPES PIPELINE      (G3-2)**

That Warren Shire Council write a letter to the Premier of NSW, Gladys Berejiklian, the Honourable Anthony Roberts M.P., Minister for Planning, Housing and Special Minister of State and the Honourable Don Harwin M.P., Minister for Energy and Utilities and Minister for the Arts, requesting an independent inquiry into the construction and maintenance of the Western Slopes Pipeline, as is their right under the Pipeline Act, 1967, No 90.

**Reason:**

This request is due to the following concerns and community feedback from their constituents.

1. **LACK OF SOCIAL LICENCE;** As indicated by the record 23,000 submissions overwhelmingly against the Coal Seam Gas project at Narrabri and subsequent public meetings that have expressed objections and concerns regarding the Western Slopes Pipeline.
2. **LACK OF CONFIDENCE AND TRANSPARENCY;** In the approval process for the Narrabri Coal Seam Gas (CSG) project and the APA pipeline to transport the gas produced. Doubts as to whether or not:
  - a. The Department of Planning is sufficiently resourced and are they publicly accountable and transparent enough with this process?
  - b. Can they respond to submissions and the E.I.S. independently, when there is such significant pressure, (including political) to approve the project, and in such a short timeframe?
3. **A STATE SIGNIFICANT PROJECT DETERMINATION;** has been used as a means to fast track the Narrabri CSG project and APA pipeline, without due diligence and proper scrutiny and effectively sidelines and undermines, the rights of individuals to be involved in or question the process.
4. **LACK OF MEANINGFUL COMMUNITY CONSULTATION;** as to the APA Pipeline proposal. This process has failed to engage the whole community, many of whom have lost confidence in the process, as they do not believe their concerns are being adequately addressed and they feel ignored with issues being left unresolved.
5. **COMMUNITY QUESTIONS OVER THE CREDIBILITY** of the dialogue and information provided; due to perceived inaccuracies, insufficient detail and delayed responses, particularly in addressing the more contentious issues.
6. **COMMUNITY CONCERN OVER ACCOUNTABILITY AND GOVERNANCE.** There is concern over the need for a properly resourced independent body entrusted with the responsibility of adherence to standards and upholding of all safeguards listed in the E.I.S. and legislation. This requires

**WARREN SHIRE COUNCIL**  
**Notice of Motion**  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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**NOTICE OF MOTION**

**CONTINUED**

**ITEM 1      WESTERN SLOPES PIPELINE**

**CONTINUED**

sufficient scrutiny of industry practices by independent monitoring of both the construction phase and ongoing maintenance.

7. POTENTIAL CONTAMINATION ISSUES AND RISKS to the integrity of the natural resource base upon which our communities are so reliant, in particular the Great Artesian Basin. This demands adequate protection by EFFECTIVE penalties, as subsequent damage may be irreparable.

Cr Katrina Walker  
Date: 15th June 2018

**Moved:** Cr Katrina Walker

**Second:** Cr

**Third:** Cr

**FOR COUNCIL'S DECISION**

**Section**

**1**

**Delegates & Committees**

# WARREN SHIRE COUNCIL

Delegates Report by the Mayor  
to the Ordinary Meeting of Council held in the Council Chambers,  
Warren on Thursday 28th June 2018

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## **ITEM 1 MEETING BALONNE SHIRE, WALGETT SHIRE AND WARREN SHIRE IN LIGHTNING RIDGE MONDAY 4TH JUNE 2018 (C12-3.4)**

### **RECOMMENDATION**

That the information be received and noted.

A meeting was called by Balonne Shire between Walgett and Warren Shires to discuss a potential future funding opportunity of up to \$10 million as compensation to communities for the loss of water through the Murray Darling Northern Basin agreement.

The meeting was called as the Labor Party has made statements that they will support the Northern Basin Review if a compensation package is made available to the most effected communities, which will include Warren.

The meeting was to discuss how the three (3) Councils could work together to obtain the best community benefits from a potential funding process. The discussion was to give back to the community rather than an industry. The Councils agreed that a consistent approach between the Councils and our joint petitioning of the Federal Government will help to support each other.

Discussion revolved around what community benefits can be provided without necessarily adding to Council infrastructure and assets. Discussion around value adding to current business, introduction of new business types to add to current industry, how can we create employment, how can we use the money to grow population around new or value added business. To look at how Councils can grow their local economy back to the past levels of population and economic production levels.

The Councils considered that any funding should go to long term employment programs that would grow the towns and areas rather than funding for tourism, or an arts centre or other ventures that do not have long term employment growth. This would include value adding to existing industry and establishing new businesses to diversify local production.

It was discussed that separate funding may be available to Aboriginal Land Councils and that Councils and the Land Councils could work together to develop employment and business development.

Discussion around the return of water to the system 70 gigalitres may allow diversification of agricultural production into new cropping and value adding. The water would need to be a secure water supply to ensure that water was available to new cropping types e.g. aquaculture, orchards or vegetable crops. Federal programs exist already to support the water allocation and water efficiency e.g. healthy headwaters program. It was discussed that Governments regulate water rather than Council and Governments need to review how it is allocated.



# WARREN SHIRE COUNCIL

Delegates Report by the Mayor  
to the Ordinary Meeting of Council held in the Council Chambers,  
Warren on Thursday 28th June 2018

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## **ITEM 1 MEETING BALONNE SHIRE, WALGETT SHIRE AND WARREN SHIRE IN LIGHTNING RIDGE MONDAY 4TH JUNE 2018**

**CONTINUED**

Flow on effects were discussed and each Council identified that due to a loss of water for agricultural production that business development has significantly reduced and that businesses have closed due to loss of population and a lower income. Other bigger businesses have closed due to a lack of markets at a national or international level.

The Councils agreed that regional development issues that benefit the community such as internet availability are required. Also that mobile reception across the shire is available.

Discussion occurred around the value of living in rural areas for residents, but an impact has occurred across the three (3) Council areas due to the loss of employment which results in others leaving towns. It was discussed that Councils need to talk to Governments about the advantages of living and doing business in each other's areas and that investing in the shires will produce positive benefits, allow the community to attract staff required to meet job vacancies currently and create jobs into the future.

It was agreed that the three (3) Councils need to draft a letter to Government especially Mr Littleproud (Minister and Local Member of Balonne Shire) and Mr Coulton (Local Member) to advise the position of the Councils. A discussion could be arranged at the National ALGA Conference in Canberra as an introduction as to the Councils combined position.

The letter should include statements from the Northern Basin Review that mentions the four (4) towns of Dirranbandi, St George, Collarenebri and Warren. That use of the Murray Darling Basin Assoc. (LG Body) to act as an advocate for the three (3) Councils.

A letter will be drafted by Balonne Council for review by the Councils and sent to Minister Littleproud and Mark Coulton to include a request to meet with them in Canberra. Letter to be reviewed by Mayors.

# WARREN SHIRE COUNCIL

Delegates Report by the Mayor  
to the Ordinary Meeting of Council held in the Council Chambers,  
Warren on Thursday 28th June 2018

## ITEM 1 MEETING BALONNE SHIRE, WALGETT SHIRE AND WARREN SHIRE IN LIGHTNING RIDGE MONDAY 4TH JUNE 2018 CONTINUED



Our Reference: MM:KC 49782

6 June 2018

The Hon. David Littleproud  
Minister for Agriculture and Water Resources  
PO Box 6022  
House of Representatives  
Parliament House  
Canberra ACT 2600

Dear Minister,

We are writing to you in relation to the proposed passage of the Northern Basin Review through the Australian Parliament which will enshrine in legislation the reduction in recoverable water from 390 GL to 320 GL.

Combined with this reduction and the passage of the legislation we understand there is a proposal for significant funding to be made available to the 4 most disadvantaged communities in the Northern Basin namely St George, Dirranbandi, Collarenebri and Warren.

To that end the Mayors of the 3 shires who encompass those communities and are joint signatories to this letter, met in Lightning Ridge on Monday June 4 to discuss that funding and how it should be managed to ensure the best outcomes for our communities and the tax payers of Australia.

Primarily we all agree that the funding should be provided directly to the relevant Local Authority and not channelled through the State Government as this has the very real possibility to:

- slow down the release of the funding at the grass roots level
- potentially lead to other shires being brought into the mix when not directly impacted
- not see the funding targeted to achieve what is required at the local level
- overly bureaucratise the whole process
- dilute the focus agreed to at the local level by the key stakeholders
- see money spent on red tape and process as opposed to real outcomes
- reduced "bang for the buck" because to many people, agencies, departments involved.

Balonne Shire Council  
PO Box 201  
St George QLD 4487

Warren Shire Council  
PO Box 6  
Warren NSW 2824

Walgett Shire Council  
PO Box 31  
Walgett NSW 2832

# WARREN SHIRE COUNCIL

Delegates Report by the Mayor  
to the Ordinary Meeting of Council held in the Council Chambers,  
Warren on Thursday 28th June 2018

## ITEM 1 MEETING BALONNE SHIRE, WALGETT SHIRE AND WARREN SHIRE IN LIGHTNING RIDGE MONDAY 4TH JUNE 2018

CONTINUED



The 3 Mayors are united in their view that the money has to be spent on projects, initiatives or programmes that focus on community and economic development and resilience and above all positions those communities to be financially, economically and environmentally sustainable.

Funding must be targeted at our core strengths and to identify opportunities where meaningful employment can be generated in order to address the chronic problems of population and social decline across our communities and indeed all of rural and regional Australia.

As a group of Mayors we are very keen to meet with you at the upcoming Australian Local Government Assembly which takes place in Canberra June 18-20 and would appreciate you nominating a date and time convenient to yourself and we will make ourselves available.

Yours sincerely,

**Richard Marsh**  
Mayor  
Balonne Shire Council

**Rex Wilson**  
Mayor  
Warren Shire Council

**Ian Woodcock**  
Mayor  
Walgett Regional Council

Balonne Shire Council  
PO Box 201  
St George QLD 4487

Warren Shire Council  
PO Box 6  
Warren NSW 2824

Walgett Shire Council  
PO Box 31  
Walgett NSW 2832

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor K Irving  
to the Ordinary Meeting of Council to be held in the Council Chambers,  
115 Dubbo Street, Warren on Thursday 28th June 2018

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**ITEM 2 WARREN INTERAGENCY SUPPORT SERVICES**

**(C3-9)**

**RECOMMENDATION:**

That the information be received and noted and that a separate subcommittee be formed called the Warren Youth Strategy Committee which will investigate options to facilitate opportunities for youth as identified in Warren Shire Council's Operational Plan under *Our Community's Social Strategies 1.2.1 and 1.2.2* p. 13.

A meeting of the Warren Interagency Support Services was held on Thursday, 14th June 2018 in the meeting room of the Warren Sporting and Cultural Centre.

The meeting was well supported with a significant increase in attendance compared to previous meetings. It was a productive meeting with valuable input offered from the agencies in attendance.

Updates or reports were provided by the following agencies:

National Schools Chaplain and Student Welfare Program (NSCSWP) Warren Central School – Tess Webb.

Warren Youth Foundation – Kelly Sinclair: Warren Workforce participants must attend TAFE 1 day/week.

Young Life – Hannah Commins

Warren Police - Officer in Charge, Sergeant Dave Marr and Constable Myles Shepherd

Warren Central School P&C – Ros Jackson

Centacare – Kerrie Watson

TAFE NSW – Robbie Olsen

Early Links – Kelly Brennan

National Disabilities Insurance Scheme (NDIS) – Lea Callan

Camilla Cullenward, Senior Engagement Officer Central West/Western NSW Indigenous Affairs, Department of the Prime Minister and Cabinet, was also in attendance and was able to contribute with extra insight into the work of various agencies.

The updates and reports are provided at Council's June meeting to provide Councillors with current information on the activities of the agencies in Warren Shire and agency contact details.

General Business included discussion on the following:

- A need to update the Interagency contact list.
- Ideas on activities which can be initiated for youth:
  - Fishing Club: Myles Shepherd, Police Sergeant was interested in being involved in this venture
  - Weekly workshop to build billy-carts culminating in a celebratory billy-cart race



## **AIRPORT OPERATIONS COMMITTEE**

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Attached are the Minutes of the meeting of the Airport Operations Committee held on Wednesday, 23rd May 2018.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Airport Operations Committee held on Wednesday, 23rd May 2018 be received and noted and the following recommendations be adopted

**ITEM 2.1 TERMS OF REFERENCE – AIRPORT COMMITTEE (C14-3.12)**

That the Airport Operations Committee adopt the Terms of Reference as presented for the Airport Committee.

**ITEM 2.2 WARREN AIRPORT MASTER PLAN (DRAFT FOR DISCUSSION) (A2-1)**

1. Master Plan be adopted as a reference document; and
2. A checklist be included in the agenda each meeting for updating.

**ITEM 2.4 WARREN AERODROME MAINTENANCE (A2-6)**

That Council note the Warren Aerodrome maintenance list.

# WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee  
Meeting held at the Warren Airport, Arthur Butler Drive, Warren  
on Wednesday, 23rd May 2018 commencing at 3.30 pm

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**Present:** Councillor BD Williamson (Chairperson)  
Nigel Martin  
Geoff McKay  
Glenn Wilcox (General Manager)  
Kerry Jones (Town Services Manager)

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## ITEM 1 APOLOGIES

Apologies were received from Pat Hulme and Archie Kennedy who were absent due to external commitments and it was **MOVED** Martin that a leave of absence be granted for this meeting.

**Carried**

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## ITEM 2.1 TERMS OF REFERENCE – AIRPORT COMMITTEE (C14-3.12)

**MOVED** McKay that the Airport Operations Committee adopt the Terms of Reference as presented for the Airport Committee.

**Carried**

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## ITEM 2.2 WARREN AIRPORT MASTER PLAN (DRAFT FOR DISCUSSION) (A2-1)

**MOVED** Martin that the:

1. Master Plan be adopted as a reference document; and
2. A checklist be included in the agenda each meeting for updating.

**Carried**

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## ITEM 2.3 WARREN AERODROME EMERGENCY PLAN (CASA REQUIREMENT) (A2-1)

A copy of the plan shall be distributed to all members for review at the next meeting.

**MOVED** McKay that the Draft Plan is noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee  
Meeting held at the Warren Airport, Arthur Butler Drive, Warren  
on Wednesday, 23rd May 2018 commencing at 3.30 pm

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## ITEM 2.4 WARREN AERODROME MAINTENANCE

(A2-6)

MEETING DATE	DESCRIPTION OF WORKS	RESPONSIBLE OFFICER	STATUS
23.5.18	Bumps in runway	TSM	
23.5.18	Drainage pit on main runway	TSM	
23.5.18	Security fence replacement	TSM	
23.5.18	Potholes and surface deterioration in taxi way. Width of taxi way to be widened. Weed control of taxi ways. Repair culvert in 2nd taxi way (MVAS). Mowing and prevention of debris on runway, clean-up of loose gravel. Building maintenance, terminal building including painting, toilet upgrades and appearance.	TSM	
23.5.18	Lighting replacement upgrade to 60 m spacing.	TSM	
23.5.18	Upgrade gravel surface and drainage to second runway	TSM	

**MOVED** Martin that Council note the Warren Aerodrome maintenance list.

Carried

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## GENERAL BUSINESS

Nil.

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## NEXT MEETING

Wednesday, 22nd August 2018

**There being no further business the meeting closed at 4.30 pm.**



## **COUNCIL CHAMBERS DEVELOPMENT SUNSET COMMITTEE**

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Attached are the Minutes of the meeting of the Council Chambers Development Sunset Committee held on Wednesday 30th May 2018.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Council Chambers Development Sunset Committee held on Wednesday 30th May 2018 be received and noted and the following recommendation be adopted

**ITEM 2      COUNCIL CHAMBERS DEVELOPMENT PROJECT      (C14-3.25)**

1. A revised design is to be provided to Council as per discussions; and
  2. The General Manager to revise project budget.
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# WARREN SHIRE COUNCIL

Minutes of the Council Chamber Development Sunset Committee  
Meeting held in the Council Chambers, 115 Dubbo Street, Warren  
on Wednesday, 30th May 2018 commencing at 4:13 pm

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**Present:** James Cleasby (Chairperson, Acting Manager Health and Development Services)  
Councillor Pauline Serdity  
Councillor Milton Quigley  
Councillor Katrina Walker  
Glenn Wilcox (General Manager)

## ITEM 1 APOLOGIES

Nil.

## ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT (C14-3.25)

A report from the Acting Manager Health and Development Services and a presentation by Mrs Belinda Dimarzio-Bryan was presented to Council's 24th May 2018 Council Meeting on the Council Chambers Development Project. It was resolved that the project be referred to the Council Chambers Development Sunset Committee for review Res. No. 131.5.18.

### Questions Regarding the Design

- Councillor Quigley enquired as to why the General Manager and Mayor area of Council had an entry/exit door for staff. The General Manager advised that it would not be the main staff entry door.
- Councillor Quigley enquired into the open plan office design and if foot traffic would be an issue. Mrs Dimarzio-Bryan answered by noting the positions of toilets.
- Councillor Quigley enquired into the back carpark. The General Manager advised that the carpark will be only for Council staff.
- Councillor Quigley enquired about air conditioning in main offices. Mrs Dimarzio-Bryan advised that the Managers will have zone control.
- The General Manager advised that the General Manager's and Mayor's offices, will be sound proof.
- Councillor Quigley enquired if the carpark spots will be adequate. The General Manager advised that the rear carpark will not change except for a tidy up.
- Councillor Quigley expressed his view that the reception area needs to be extended/building envelop to be extended over courtyard area. Mrs Dimarzio-Bryan to address this and issue a revised design. The General Manager is to revise project budget once the final design is approved.

# WARREN SHIRE COUNCIL

Minutes of the Council Chamber Development Sunset Committee  
Meeting held in the Council Chambers, 115 Dubbo Street, Warren  
on Wednesday, 30th May 2018 commencing at 4:13 pm

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## **RECOMMENDATION TO COUNCIL:**

**MOVED** that:

1. A revised design is to be provided to Council as per discussions; and
2. The General Manager to revise project budget, based on final approval design.

**Carried**

## **ITEM 6 GENERAL BUSINESS**

Nil.

## **ITEM 7 DATE OF NEXT MEETING**

Next meeting – TBA.

**There being no further business the meeting closed at 5.20 pm.**

# MANEX

# Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 19th June 2018.

## **RECOMMENDATION:**

That the Minutes of the Meeting of Manex held on Tuesday 19th June 2018 be received and noted and the following recommendations be adopted:

- 5.1 WORK HEALTH SAFETY PERFORMANCE SUMMARY (S12-14.1)**  
That the Work Health and Safety Performance Summary information be reviewed and monitored.
- 5.2 WORK HEALTH AND SAFETY RISKS AND PRIORITY ISSUES (S12-14.1)**  
That Work Health and Safety Risks and Priority Issues be reviewed and monitored.
- 5.3 WORK HEALTH AND SAFETY ACTION PLAN (S12-14.1)**  
That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed and their status monitored and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.
- 7. WORK FORCE VACANCIES (S12-1)**  
That Manex note the report and commence recruitment of vacant positions.
- 9. GOVERNANCE REVIEW (P13-1)**
1. That senior staff develop the policies and procedures as listed and workshop these with Councillors prior to submission to Council; and
  2. That a table be included each Manex business paper to identify policies and procedure actions.

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

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**PRESENT:**

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Rex Wilson OAM	Mayor
Glenn Wilcox	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Jillian Murray	Treasurer
James Cleasby	Acting Manager Health & Development (Chair)
Rolly Lawford	Divisional Manager Engineering Services
Kerry Jones	Town Services Manager
Jody Burtenshaw	Executive Assistant

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**1. APOLOGIES**

Nil.

**Carried**

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**2. BUSINESS ARISING FROM MINUTES**

Nil.

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**3. ACTION CHECKLIST**

Date	Action by	Subject	Comment
16.5.17	DMES	River Corridor flood damage	Claim submitted. Waiting for a response.

**MOVED** Arthur/Jones that the information be received and noted.

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

## 4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Fencing (Rear)	6,500	5,766	AMHD	Complete.
Computer software & hardware	8,000	15,627	DMFA	Admin PC replacement quotations to be sent.
Practical Plus Software	35,000	32,388	DMFA	Finalised. Training cost to come.
Asset Management - IP & R	10,000	26,531	DMES/ DMFA	
Training	115,000	106,705	ALL	
Depot Yard Extension	256,000	56,339	DMES	Placed on hold until Depot & Workshop clean up completed and a overall draft concept plan to be developed.
RFS Hazard Reduction	32,820	17,759	DMFA/ MHD	
<b>Dwelling Specific M &amp; R</b>				
1 Pittman Parade		13,429	MHD	Complete
11 Pittman Parade	12,900	24,089	MHD	Complete
2 Roland Street	9,980	9,192	MHD	Kitchen installed.
Strata Unit 1		4,550	MHD	
56 Garden Avenue – Barge boards to be replaced and painted	3,344	3,344	MHD	Complete.
Victoria Park – Fitness Circuit Shade Cover	20,934	21,670	DMES	Complete.
Sports Complex – Pavers	15,000	14,577	MHD	Complete.
Sports Complex – Mezzanine floor	62,476	67,576	MHD	Complete.
Sports Complex – Floor Matting	5,000	4,873	MHD	Complete.
Sports Complex – Coolroom compressor	5,861	Nil	MHD	
Library – Air Conditioning	2,298	2,298	MHD	Installed.
Demolition – 113 Dubbo St & Design	100,000	129,179	MHD	In progress.
Carter Oval - Playground Equipment	20,000	Nil	DMES	On hold, re: grant application.
Carter Oval - Playground soft fall	30,000	Nil	DMES	On hold, re: grant application.
Carter Oval – Shade	10,000	Nil	DMES	On hold, re: grant application.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

## 4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Information Bay – Nevertire	21,000	Nil	GM	RMS reviewing Village Plans
Other Outdoor Advertising	16,181	16,181	GM	Signs erected – minor change to 1 sign.
CBD Improvements	806,853	657,405	DMES	See attached report.
Airport fencing	25,000	Nil	DMES	Quotes received.
Trial CCTV Implementation	36,500	36,977	DMFA	Complete.
Fencing – Ewenmar Waste Depot	14,578	14,578	MHD	Complete.
Victoria Oval Rehab	72,000	97,388	DMES	Complete 10/4/18.
Oval 2 Victoria Park	26,075	23,083	DMES	Complete.
<b>Water Supplies</b>				
Water valve and mains replacement	63,000	59,800	DMES	Water to be capped at roundabout. 96%
Nevertire Reservoir Refurb	350,000	Nil	DMES	On hold, re: 2018/19 Budget, survey works planned.
Warren – New Bore 8 – fit out	116,706	119,023	DMES	Complete.
Warren – New Bore 7 – fit out	145,588	147,751	DMES	Complete.
Nevertire – New Bore 2 – fit out	127,099	131,863	DMES	Complete.
Collie – New Bore 2 - fitout	169,267	177,237	DMES	Complete.
Collie – Rising Main	174,640	174,639	DMES	Complete.
Collie – Reservoir Intake Upgrade	26,620	26,620	DMES	Complete.
<b>Sewerage Services</b>				
Warren STP	1,000,000	461,137	DMES	Rear fence to be constructed. 72 hour influent composites sampling to be undertaken.
Mains Relining (600-700 m)	125,197	125,197	DMES	2016/2017 Program complete. 100%
Mains Relining	100,000	91,597	DMES	2017/2018 Program
<b>ROADS BRANCH</b>				
<b>State Highway 11</b>				
Ordered Works Submitted				
▪ Reseals	171,541	138,216	DMES	Complete.
▪ Heavy Patching Seg 225	160,000	160,000	DMES	Complete.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

## 4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
▪ Pavement Widening Seg 260	75,000	Nil	DMES	Scheduled to commence 2/4/2018
▪ Heavy Patching Seg 285	591,695	293,729	DMES	
▪ Rehabilitation at Rail Crossing	147,000	91,864	DMES	Final bitumen seal established 4/5/18. It should be noted that the costings do not include the cost of the bitumen seal.
▪ Shoulder Stabilisation	120,000	Nil	DMES	Incomplete.
▪ Shoulder SH 11	240,000	Nil	DMES	Withdrawn.
▪ Culvert Repairs	23,170	18,161	DMES	Planned for May 2018.
▪ Table Drain Seg 250 "Milawa"	87,500	107,083	DMES	Works complete, additional invoices to come in.
<b>Regional Roads</b>				
Reseals	283,772	283,772	DMES	Complete with the exception of the linemarking.
Recycling – RR 424 – Marra Rd	234,062	234,062	DMES	Complete
Resheeting	Nil	Nil	DMES	Withdrawn
REPAIR Program – Warren Rd	598,492	665,895	DMES	100% complete
REPAIR Program – Warren Rd Stage 2	360,000	Nil	DMES	Partial claim submitted.
Flood Damage Repairs	56,361	53,815	DMES	Complete.
<b>Urban Local Roads</b>				
Urban Reseals	66,700	39,193	DMES	Complete.
XC5 footpaths	27,500	7,516	DMES	On-going.
Kerb & Guttering	167,767	131	DMES	Forward to 2018/19 Program
Urban Roads – Heavy Patching	111,565	1,203	DMES	Cobb Lane – works to be scheduled.
Urban Roads – Bundemar Street	181,000	131	DMES	DMES to complete an analysis of project.
<b>Rural Local Roads</b>				
Rural Reseals	422,247	186,422	DMES	Complete.
Rural Resheeting	619,077	516,787	DMES	Old Warren Road in progress.
Reconstruction – Ellengerah Road	963,353	1,022,895	DMES	Complete.



# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

## 4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

**CONTINUED**

Project	Budget	Expend	Resp	Comment
Reconstruction – Thornton	517,069	145,223	DMES	Will be continued to 18/19
Recycle – Bullagreen Road	184,500	183,812	DMES	Complete.
Recycle – Bourbah Road	266,334	145,655	DMES	Complete.
Culvert replacement	60,000	68,988	DMES	Complete.
Flood Damage Repairs	366,644	353,259	DMES	Complete.
Wonbobbie Bridge	895,000	53,838	DMES	
<b>Plant</b>				
Heavy Plant Purchases - Nett	1,825,739	1,301,007	DMES	Complete.
Light Plant Purchases - Nett	204,778	125,217	DMES	Plt 233, 242 & 1234 purchased.

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

**Carried**

## 4.2 PROJECTS AND ASSETS STATUS REPORT

### STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification	Kerb & Gutter Replacement	2 traffic blisters to be installed.
	Asphalt Overlay	To be completed by end of 2018 financial year. Yet to be scheduled.
	Hale/Dubbo Streets kerbs	To be completed by end of 2018 financial year. Yet to be completed.
	Footpath Garden Bed	Removed from 2017/18 program.
	Roundabout	Discussions are continuing with the RMS.
	Street Tree surrounds	Subject to a Town Improvement Committee Meeting.
	A detailed report will be submitted to the next Town Improvement Committee.	
Depot Yard Extensions	Currently on hold.	

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in the Council Chambers, Administration Building, Warren,  
 on Tuesday 19th June 2018 commencing at 2.35 pm

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**4.2 PROJECTS AND ASSETS STATUS REPORT**

**CONTINUED**

PROJECT	STATUS
Upgrade works to playgrounds	Quotations reviewed, orders for equipment will be submitted by the end of the month.
Footpaths	Ongoing.
Marthaguy Creek Bridge Wonbobbie Road	Site survey works complete, Geotechnical investigations partially complete, REF progressing, preliminary design in progress.
Asset Management Project	Collection of Road Asset Data is progressing.

A Town Improvement meeting to be scheduled. The Divisional Manager Engineering Services to liaise with the Executive Assistant for a suitable date.

**MOVED** Jones/Wilcox that the information be received and noted.

**Carried**

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

**MOVED** Wilcox/Cleasby that the Work Health and Safety Performance Summary information be reviewed and monitored.

**Carried**

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

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

**Carried**

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

**MOVED** Arthur/Cleasby that the Warren Shire Council Work Health and Safety Action Plan actions are reviewed and their status monitored and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

## 6.1 OFFICE 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
18.05.18	18-13	Local Government Skills Strategy	
22.05.18	18-14	Auditor General's Report to Parliament on the 2016-17 Financial Audits of NSW Councils	
01.06.18	18-15	Commencement of the <i>Crown Land Management Act 2016</i>	
07.06.18	18-16	Increase to companion animal registration fees in line with CPI	
08.06.18	18-17	End of Year Financial Reporting 2017-18	
13.06.18	18-18	2018/19 Determination of the Local Government Remuneration Tribunal	

### Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil			

### Department of Planning Circulars

Date	Circular No.	Description	Comment/Action
Nil			

**MOVED** Wilcox/Cleasby that the information be received and noted.

**Carried**

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in the Council Chambers, Administration Building, Warren,  
 on Tuesday 19th June 2018 commencing at 2.35 pm

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**6.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS**

**(L5-3)**

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

**Strategic Tasks Guide**

DATE	TASK	STATUS
<b>JUNE</b>		
<b>30</b>	Objections to the inclusion of land to be vested in public bodies lodged (s.600(6)).	Noted
	Valuer General to provide increase/decrease in values of rateable land (s.513(2)).	Noted
	Integrated Planning and Reporting document is to be endorsed for councils that held elections in September 2017.	N/A
	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	June Council Meeting
	Operational Plan (2018-19) adopted and Long Term Financial Plan updated (s.405(1)).	LTFP to June Meeting
<b>JULY</b>		
<b>1</b>	Financial Statements to be audited within four (4) months (s.416(1)).	Noted
	Reminder: lodgment of Pecuniary Interest returns due 30 September for Councillors and designated persons who held office at 30 June (s.449(3)).	Noted
<b>8</b>	Proposed loan borrowings return to be submitted to OLG.	Noted
<b>30</b>	Public Interest Disclosure report due to NSW Ombudsman. (s.6CA of the Public Interest Disclosure Act 1994).	Noted
<b>31</b>	GST Certificate to be submitted to OLG.	Noted
	Last day for making rates (s.533)	Noted
	Six monthly new Council Implementation Fund and Stronger Communities Fund reports due.	N/A

**MOVED** Jones/Arthur that the information be received and noted.

**Carried**

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**7. WORK FORCE VACANCIES**

**(S12-1)**

**MOVED** Jones/Wilcox that Manex note the report and commence recruitment of vacant positions.

**Carried**

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

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**8. WARREN SHIRE COUNCIL INITIAL PROCESS AND CONTROL AUDIT  
JANUARY 2018 (A1-3)**

**MOVED** Wilcox/Arthur that the information be received and noted.

**Carried**

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**9. GOVERNANCE REVIEW (P13-1)**

**MOVED** Cleasby/Arthur that:

1. That senior staff develop the policies and procedures as listed and workshop these with Councillors prior to submission to Council; and
2. That a table be included each Manex business paper to identify policies and procedure actions.

**Carried**

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**10. MAY 2018 MINUTES AND JUNE 2018 BUSINESS PAPER**

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

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**12. COMPLAINTS/ACTION REQUESTS STATUS**

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

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Council Chambers, Administration Building, Warren,  
on Tuesday 19th June 2018 commencing at 2.35 pm

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**13. GENERAL BUSINESS WITHOUT NOTICE**

- The Treasurer advised that people have been observed at the Ewenmar Waste Depot scavenging for recyclable containers for the Return and Earn Container Deposit Scheme. They have been seen at the bottom of the hole as well as breaking open bags of rubbish with waste/debris being scattered and left to blow away.

The Acting Manager Health and Development Services advised that an advertisement will be placed in the local paper that there is to be no scavenging at the Waste Depot and that fines will be issued accordingly.

- The General Manager requested if Council could investigate the use of local businesses for heavy plant repairs.

**There being no further business the meeting closed 4.15 pm.**

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**WARREN SHIRE COUNCIL**  
Policy Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 1      POLICIES AND GOVERNANCE**

**(P13-1)**

**RECOMMENDATION**

That Council advertise the following policies for public comment in accordance with the Local Government Act 1993 and that a further report is submitted to Council under s253 (payment of expenses or provision of facilities to Councillors) and S160 LGA to review any public comments prior to the policy (s) being adopted and displayed on Councils web site:

1. Audit Sheet
2. Draft Appointment and Oversight of the General Manager Policy
3. Draft Asbestos Policy
4. Draft Business Continuity Plan – Including Critical Incident Management Procedure
5. Draft Child Protection Policy
6. Draft Closed Circuit Television (CCTV) System Policy
7. Draft Communication Devices Policy
8. Draft Complaints Management Policy
9. Draft Contractor WHS Management Policy
10. Draft Corporate Credit Card Policy and Charge Forms
11. Draft Councillor Access to Information Policy
12. Draft Councillor Expense Policy
13. Draft Equal Employment Opportunity Policy
14. Draft Festivals and Events Policy
15. Draft Financial Hardship Policy
16. Draft Fraud and Corruption Policy
17. Draft Gifts and Benefits Policy
18. Draft Interaction Between Councillors and Staff Policy
19. Draft Internal Reporting Policy
20. Draft Investment Policy
21. Draft Motor Vehicle Policy
22. Draft Private Swimming Pool and Barrier Inspection Policy
23. Draft Privacy Management Plan
24. Draft Records Management Policy
25. Draft Secondary Employment Policy
26. Draft Social Media Policy
27. Draft Staff Education and Training Policy
28. Draft Statement of Ethics Policy
29. Draft Volunteer Risk Management Procedure
30. Draft Volunteer Management Procedure
31. Draft Volunteer Manual
32. Draft Warren Airport Master Plan
33. Draft Workplace Surveillance Policy
34. Employee Assistance Program – Adopted January 2018
35. Procurement and Disposal Policy – Amended
36. Risk Management Policy – Adopted January 2018



**WARREN SHIRE COUNCIL**  
Policy Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 1      POLICIES AND GOVERNANCE**

**CONTINUED**

**RECOMMENDATION**

**CONTINUED**

- 37. Smoke Free Workplace Policy – Adopted March 2018
- 38. Draft Water Carters Policy – To be placed on public display as per May 2018 Council Meeting
- 39. Water Meter Policy – Adopted February 2018
- 40. Construction in the Vicinity of and Protection of Council Underground Assets Policy
- 41. Construction in the Vicinity of and Protection of Council Underground Assets Procedure

**PURPOSE**

A review of the Governance of Council has been undertaken in accordance with the Local Government Act 1993 and it has identified that several policies and procedures are required to comply with the Local Government Act 1993 and Regulations thereto and other operational practices.

**BACKGROUND**

The operation of Council is subject to regulations that direct how and when Council must act. A review of Councils policies and procedures has identified that a number of these are out of date or have never been developed. The Local Government Act requires that policies are displayed for public comment and any submissions received. Further that the Act requires Council to undertake a review of its policies within 12 months following a general election and from time to time as required.

**REPORT**

A review of Councils policies and procedures has identified that Council is required to update its governance areas to comply with the Local Government Act and Regulations and to ensure that the Councillors, staff and public are aware of the requirements that govern Council.

Attached to this report is a list of policies and procedures that have been identified to meet the basic requirements of the Local Government Act and Regulations and to ensure that procedures are followed that reduce risks across Councils operational areas. The policies and procedures identified are required under the Office of Local Governments Better Practice Review.

The administrative process behind Councils operational areas has also been reviewed to ensure that work health and safety is being reinforced and operational areas such as the supervision of the General Manager and lease back provisions for motor vehicles has a basis to administer better controls. Other policies have been developed to assist the public and guide staff in its dealings with development matters such as the protection of underground assets.

**WARREN SHIRE COUNCIL**  
Policy Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

---

**ITEM 1      POLICIES AND GOVERNANCE**

**CONTINUED**

Several policies relate directly to staff matters and the staff as well as the public should be aware of these policies.

A complete list of policies and procedures is listed below.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council staff have written the policies and procedures inhouse and sought support of our insurers and internal auditor to review and provide advice.

**LEGAL IMPLICATIONS**

Many of the policies are requirements of the Local Government Act or regulations or standards that apply to Council. Council should not dismiss the requirements of the Act.

**RISK IMPLICATIONS**

Council to date has operated successfully without some of these policies or procedures, however the audit process undertaken by the State Government may disclose that Council is not formally in compliance with the Act, regulations or standards expected.

**STAKEHOLDER CONSULTATION**

All Policies must be publicly displayed as per the Local Government Act 1993.

**OPTIONS**

There are no options but to develop the policy and procedures required under the Act, the Regulations or Standards applicable to Council. Some operational areas have had policies developed to ensure that staff are aware of issues around employment, bullying and harassment or general use of plant and other items.

**CONCLUSION**

Attached is a list of policy and procedure items that have been prioritised to ensure compliance with the laws that govern local councils.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS**

1. Audit Sheet
2. Draft Appointment and Oversight of the General Manager Policy
3. Draft Asbestos Policy
4. Draft Business Continuity Plan – Including Critical Incident Management Procedure
5. Draft Child Protection Policy
6. Draft Closed Circuit Television (CCTV) System Policy
7. Draft Communication Devices Policy
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**WARREN SHIRE COUNCIL**  
Policy Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

---

**ITEM 1      POLICIES AND GOVERNANCE**

**CONTINUED**

12. Draft Councillor Expense Policy
13. Draft Equal Employment Opportunity Policy
14. Draft Festivals and Events Policy
15. Draft Financial Hardship Policy
16. Draft Fraud and Corruption Policy
17. Draft Gifts and Benefits Policy
18. Draft Interaction Between Councillors and Staff Policy
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28. Draft Statement of Ethics Policy
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**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 28th June 2018**

**ITEM 1 OUTSTANDING REPORTS CHECKLIST**

**(C14-7.4)**

<b>General Manager</b>				
*24.5.18	122.5.18	Museum/ Art Gallery / Multi Purpose building	GM	Provide support for an application for funding for group's Business Plan
<b>Divisional Manager Finance and Administration Services</b>				
24.5.18	127.5.18	Sale of Industrial Land Nevertire Lots 3,4 and 9 DP 861185	DMFA	Contacts being prepared by Lovett & Green who is acting for both parties.
<b>Divisional Manager Engineering Services</b>				
25.1.17	16.1.17	Proposed new general industrial area	DMES	Rezoning proposal lodged, costings to be produced for subdivision.
22.2.18	34.2.18	Review type of plant with GM	DMES	Under investigation and a Council Workshop is scheduled for July. A report will be forthcoming.
22.3.18	73.3.18	Oxley Park Wharf	DMES	Council met with the consultant on 7 May 2018 to discuss proposals and a report will be submitted once design components completed. Being pursued.
26.4.18	103.4.18	Curban Street, Collie	DMES	Report to be presented to July 2018 Council Meeting.
<b>Manager Health &amp; Development</b>				
27.4.17	99.4.17	Warren Swimming Pool Shade Cover	MHD	Warren Swimming Club have engaged a contractor. Cover to be erected by end of June.
26.10.17	266.10.17 (b)	Compile a joint grant application under Regional Sports Infrastructure fund	MHD	Victoria Park users to be consulted and report back to Sporting Facilities Committee.
7.12.17	302.12.17 (a)	Ewenmar Waste Depot earthmoving works	MHD	Advised funding application unsuccessful.
7.12.17	302.12.17 (c)	Ewenmar Waste Depot additional fencing	MHD	Advised funding application unsuccessful.
7.12.17	302.12.17 (j)	Waste / Recycling Collection Services within Warren Shire	MHD	Prepare report.
7.12.17	302.12.17 (k)	Waste Depot Operations Tendering	MHD	Prepare report.

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 28th June 2018**

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**ITEM 1      OUTSTANDING REPORTS CHECKLIST**

**CONTINUED**

<b>Manager Health &amp; Development</b>				<b>Continued</b>
<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
26.4.18	109.4.18	Housing Project	MHD	Engage Hotondo Homes to undertaken project at accepted price.
*24.5.18	117.5.18	Water Carters Policy	MHD	Arrange for policy to be placed on public display.
*24.5.18	131.5.18	Council Chambers Development Project	MHD	Council Chambers Development Sunset Committee meeting held on 30 May 2018.

**RECOMMENDATION:**

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

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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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>
23.5.18	Airport Operations Meeting	Warren
25.5.18	GMAC Meeting	Mudgee
30.5.18	Council Chambers Development Sunset Committee Meeting	Warren
04.06.18	Meeting with Balonne and Walgett Shires	Lightning Ridge
07.06.18	OROC Board Meeting	Coonabarabran
14.06.18	Interagency Support Services	Warren
13.06.18	Orana Joint Organisation Meeting	Gilgandra
13.06.18	Council Extra Ordinary Council Meeting	Warren
13.06.18	Council Workshop	Warren
18.06.18	Castlereagh Macquarie County Council	Coonabarabran
18.06.18	Meeting with David Littleproud MP	Canberra
19.06.18	Western Slopes Pipeline Community Consultative Committee	Warren

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
04.07.18	Meeting with LGNSW	Warren

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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**ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))**

**(E4-37)**

**RECOMMENDATION**

That Council note the Delivery Program Progress Report under s404(5) Local Government Act 1993 and the ongoing actions.

**PURPOSE**

This report has been prepared in accordance with Section 404(5) of the Local Government Act 1993 and is required at least every six months to inform Councillors of the progress being undertaken towards meeting the community's goals.

**BACKGROUND**

Council is required under section 404 of the Local Government Act 1993 to work with its community to develop and adopt a four-year delivery plan. Council Adopted its plan for 2017/18 to 2020/2021.

**REPORT**

Attached to this report is a summary document of the Delivery Plan. The summary has been developed to allow council and the community to easily view the plan and to see how council is working to achieve the outcomes.

The plan contains traffic lights to indicate:

- Green on target;
- Yellow progressing; and
- Red not commenced.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The Delivery Plan is funded as per Councils Four Year Long Term Budget.

**LEGAL IMPLICATIONS**

Section 404 states:

***“404 Delivery program***

- (1) A council must have a program (its delivery program) detailing the principal activities to be undertaken by the council to implement the strategies established by the community strategic plan within the resources available under the resourcing strategy.*
- (2) The delivery program must include a method of assessment to determine the effectiveness of each principal activity detailed in the delivery program in implementing the strategies and achieving the strategic objectives at which the principal activity is directed.*
- (3) The council must establish a new delivery program after each ordinary election of councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.*



**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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**ITEM 3      DELIVERY PROGRAM PROGRESS REPORT (S404(5))**  
**CONTINUED**

- (4) A draft delivery program must be placed on public exhibition for a period of at least 28 days and submissions received by the council must be considered by the council before the delivery program is adopted by the council.*
- (5) The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.”*

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION**

The Delivery Plan is available via council for review.

**OPTIONS**

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

**CONCLUSION**

The Delivery Plan is a lead Council document to establish goals and objectives for Council and the community. The attached report provides advice on the council’s progress for the year and on an ongoing basis.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

The Delivery Plan 2017/18 to 2020/2021

**SUPPORTING INFORMATION /ATTACHMENTS**








Six monthly report attached.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED






Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
1.1.1	Local access to essential services and less out-reach of these essential services	Lobby Government for provision of essential services to be provided locally.	GM	Services provided locally	Regular communication with Interagency and service providers		Council attending Interagency meetings as reported. Meet WMPHS/ Medical Centre.
					Meet twice per year with State and Federal members		Regular meetings with local members.
1.1.2	Maintain high levels of community cohesion and community spirit	Support activities that increase community participation and connection.	GM / MHD	Number of activities	EDO's to communicate with community organisations and produce "What's on"		Email updates provided and reports to Economic Development Committee.
		Provision of an information package for new residents	GM	Completion/ review of package	Supply of packages readily available		Packages available.
		Liaise with Local Aboriginal Communities	GM	Number of activities	Promote combined activities		No activities held. Discussion has been held around Nadoc Week and recognition events.
				Number of meetings	Arrange meetings bi-monthly		General catch up held as required.
1.1.3	Provide leadership and co-ordination of the	Provide Chair & Secretariat	MHD	Production of business paper Number of meetings held	Business papers prepared for meeting every 2 months		Meetings held every 2 months.

## WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

### ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED





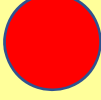

Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
	Warren Interagency group	Provision of information on grants etc. and assistance in assessing grants to community groups	MHD	Circulation of information	Information circulated as received		Information circulated as received.
1.1.4	Ensure a high standard of education for Shire residents	Work with organisations to increase the quality and diversity of educational opportunities available locally.	GM	Increase in students enrolled at local schools and TAFE	Meeting with TAFE and schools on courses available		
		Regular meetings with educational providers: - - Schools - TAFE	GM	Number of meetings held	Meet with TAFE and Warren schools at least twice per year. Invite to address Council once per year		
1.1.5	Retain and develop housing for skilled people	Ensure adequate supply of residential land available	GM	Number of lots available	Ensure adequate residential land available		Land available but development of housing very limited.
		Number of private houses available for sale/rent	GM	Liaise with Real Estate agencies	EDO's monitoring		ongoing

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED




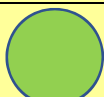

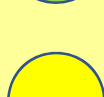

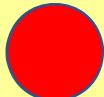
Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
1.1.6	Co-ordinate and support community groups to promote events and activities within the local community	Assess requests for support for community events	GM	Donation/support provided with council approval	Develop guideline on usage charges of council facilities when used by community groups		Annual Operational Plan
		Co-ordinate Australia Day and ANZAC Day	GM	Community feedback and number in attendance	Act as secretariat		ongoing
		Support community events through administration and secretarial support	GM	Number of committees formed for special events	Involve Council in community events		Economic Development Officer's providing support. Staff assist Spring Festival, Rugby and other events.
1.1.7	Investigate initiatives in attracting and retaining working families	Implementation of actions from Goal 1 Economic Development Strategy	GM	Report on actions taken	Report to each Economic Development Committee meeting on actions		Reported to Economic Development Committee.
1.2.1	Investigate options available looking to develop a solution that can provide leadership and coordination of actions to assist all youth.	Create Community Liaison Committee to develop strategies	MHD	Creation of Committee and number of meetings	Ensure Committee has Youth Membership. Regular reporting to Council.		Not undertaken.
		EIPP program	MHD	Number/success of projects undertaken	Administer and report on Programs		Funding is utilised within the community.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED








Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
		Community Builders program	MHD	Number/success of projects undertaken	Administer and report on Programs		Funding is utilised within the community.
1.2.2	Promote to youth Warren facilities and activities available	Address schools on facilities available	MHD	Number of addresses to schools	Arrange address to school assemblies		Councillors attended end school presentations as requested.
		Regular media/information releases	MHD	Media feedback and website hits	Monitor and report feedback		Information circulated when received.
1.2.3	Development of traineeship programs to retain youth	Review trainee places in Council structure	GM	Review structure	Monitor Council structure suitability		Workforce Plan prepared to Council. Discussions being held to support training and casual employment outcomes.
		Develop Indigenous traineeships	GM	Review of previous programs and no. of traineeships	Investigate a more suitable model		
		Liaise with businesses to encourage traineeships	GM	Presentation to Chambers of Commerce	Undertake regular presentations to Chamber of Commerce. Monitor and record no. of recruitments.		Meeting with Chamber held by GM.
1.2.4	Investigate initiatives in creating employment for youth	Liaise with businesses to encourage youth employment	GM	Presentation to Chambers of Commerce	Monitor and record no. of recruitments.  Undertake regular presentations to Chamber of Commerce	 	Chamber has not requested Council involvement into traineeships

## WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

### ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED




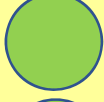
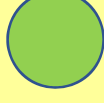


Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
1.3.1	Provide appropriate levels of health care and aged care within the Shire	Lobby State Government to provide continued services	GM	Services provision	Continue Monitoring		Meetings held with Doctors and Western Health
		Liaise with Warren MPHS	GM	Number of meetings	Minimum 2 meetings per year		Ongoing.
1.3.2	Advocate for Dentist and Doctors available in Warren to meet community's needs	Continue existing management regime at Warren Family Health Centre	GM	Number of doctors and allied health using facility	Monitor the number/type of health service providers		Regular meetings held and Council working to attract health professionals.
1.4.1	Continually liaise with NSW Police on law and order issues within the community	Regular meetings with local Police	GM	Number of meetings	Meet with the Officer in Charge, Warren sector once a month		Meetings being held through LEMC and Area Command.
		Active participation in Community Safety Precinct meetings	GM	Attendance at meetings	Councillors and GM to attend all meetings. Invite relevant community members.		Meetings being held.
1.4.2	Continually monitor the use of illicit drugs within the community	Regular meetings with local Police	GM	Number of meetings	Meet with the Officer in Charge		Issues raised at Precinct Meetings. Regular discussion held with Police.
		Pass information to Police	GM	Information passed on	Record information from community and pass on to Police		Issues being forwarded.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED





Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
1.4.3	Provide adequate protection from fires, other natural disasters and other risks to public health and safety	To provide an adequate Local Emergency Operations Centre with all the necessary administrative, management and technical support	GM	Condition of EOC	Regular inspections of EOC		
		Provide administrative, management and technical staff					
		Keep Warren EMPLAN up to date	GM	Review of EMPLAN	Continually review EMPLAN and CMG's		
		Co-ordinate LEMC meetings	GM	Hold regular meetings	Minimum 4 per year		
	Make available council resources for emergencies	ALL	Provision of resources	Make available Council resources			
1.4.4	Help ensure safe and sustainable development	Utilise Sub Regional Land Use Strategy	MHD	Reference to Strategy	Monitor land use practices.		Ongoing.
		Review LEP	MHD	Update LEP	5 year review of LEP		Planning proposal completed.
		Review Development Control Plan	MHD	Update Development Control Plan	5 year review		

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED

Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
		Monitor development	MHD	Ensure Develop in line with legislation/ sustainable	Maintain Registers		Ongoing.
1.4.5	Maintain high standards of street cleanliness, vacant block management	Monitor daily and weekly schedules to ensure coverage and quality of service provided.	MES	Community feedback	Adjust cleaning regime when required		Inspections carried out weekly by RO including review of the quality of the work undertaken, programming and scheduling of works to be done. The application of a bitumen seal in Dubbo Street will assist in eliminating the dusty effect of cleaning the gutters.
		Maintain existing street cleaning regime	MES	Tidiness of streets	CBD twice weekly. Street sweeper 3 days per week		
		Regular inspection of vacant blocks	MHD	Complaints of untidy lots	Inspect vacant lots twice per year		
1.4.6	Maintain town streets and footpaths	Maintain regular footpath inspection	MES	Update of Footpath Defect Register	Inspect footpaths minimum yearly		Footpath inspections undertaken annually by PAE and Defect Register updated. Program of works reported to Council annually for approval and budgeting.







# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED








Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
	Regular patching and reseal of streets	MES	Effectiveness of programs	Patching of streets three times per year, reseals as per plan.		RO inspects all urban streets weekly and schedules any routine maintenance works including patching. OM and MES inspect all roads annually and formulates the annual reseal program which is reported to Council for approval and budgeting purposes.	
1.4.7	Provide animal control services to meet the demands of the community	Undertake obligations under the Companion Animals Act	MHD	Regular reporting to Office of Local Government	All reports undertaken by due date		Ongoing.
		Maintain regular ranger patrolling	MHD	Number of complaints	Complaints register monitored		Ongoing.
		Continuation of de-sexing program	MHD	Number of animals de-sexed	Continue annual program		Awaiting next round of funding.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED







Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
2.1.2	Review and update Economic Development Strategy	Reviewed Economic Development Strategy to Council	GM	Adopt reviewed strategy	To Council for adoption		Support policies adopted and grants being applied for.
		Implementation of Strategies Schedule	GM	Review and adopt schedules	Monitor actions from Schedule  Report to Economic Development Committee	  	
2.1.3	Implement updated activities of the Strategy's Action Plan	Implementation of strategies schedules	GM	Report on actions taken	Report to each Economic Development Committee meeting on actions		Meetings being held. Grant funding is taking a priority.
2.2.1	Continue implementation of existing Economic Development Strategy Goal 6 until 2016 Census data released	Implementation of actions from Goal 6 Economic Development Strategy	GM	Report on actions taken	Report to each Economic Development Committee meeting on actions		
2.2.2	Implementation of Streetscape Masterplan and Town Improvement Committee activities	Program/costings of works for Streetscape Masterplan	MES	Adoption of program of work for Streetscape Masterplan	Report to each Town Improvement Committee		Program for Streetscape Masterplan commenced.
		Implementation of Streetscape works	MES	Works undertaken	Commence works as/when adopted		Construction works of Streetscape Masterplan underway. Work closely with EDO's to implement

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED





Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
				Report to each Town Improvement Committee meeting on actions		some of the affordable Street Management Plan particularly after the Dubbo St works have been completed.  Town Improvement Committee updated on a 3 monthly basis.	
2.2.3	Actively participate in the Great Western Plains Destination Management Group	Membership of Destination Management Group	GM	Continued membership	Attend regional meetings		
	Promotion of Warren Shire		GM	Participation in advertising campaign	Investigate advertising possibilities		
2.2.4	Liaise with RiverSmart in line with Council's Economic Development Strategy	Regular meetings to be held	GM	Number of meetings	Minimum bi-monthly meetings to be held		Agreement developed and approved by Council and Riversmart to develop tourism and education outcomes.
		Review synergies between various Plans	GM	List of synergies	Develop list with RiverSmart		
		Progress synergies	GM	Report on actions	Report to Economic Development Committee on actions		

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED







Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
3.1.1 Ensure local roads and bridges are maintained /constructed to acceptable community standards in a cost effective, efficient and safe manner	Renew Extended Work Hours Agreement	MES	Sign off agreement	Review Agreement annually		Extended Work Hours Agreement reviewed annually by MES and OM.
	Undertake road standard audits to ensure compliance with standards	MES	Compliance with standards	Undertake inspections – 4 Sector Hierarchy		Road standard audits undertaken at least annually by RO, OM and MES.
	Ensure maintenance is programmed as a preventative measure as far as practicable	MES	Quality/Quantity of work	Monitor works		Routine maintenance works carried out proactively after weekly inspections by RO. Resealing works funded and undertaken on a 10 year cycle as a proactive preventive measure to prevent early breakdown of the wearing surface and pavement, reducing routine maintenance costs.
	Continued maintenance management system	MES	Review Works programs	Develop Yearly Works Schedule and Condition Assessments		Condition assessment carried out annually in line with ACRVM. Annual works program developed

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

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

Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
	Roads Inspection Procedures manual in place	MES	Inspection schedules	Regular Inspections		by MES and reported to Council for approval and budgeting purposes.	
3.1.2	Ensure regional main roads and highways are maintained to acceptable community standards	Continued maintenance management system	MES	Review Works Programs	Regular PEG meetings		PEG meetings attended by PAE and works program reviewed by PAE.
		Roads Inspection Procedures manual	MES	Inspection schedules	Regular inspections		Inspections carried out regularly by RO and OM and annual inspections undertaken by MES.
		Ensure RMCC requirements are met	MES	RMCC qualified	RMCC requirements met		All RMCC requirements are met and maintained by PAE.
3.1.3	Maintain and enhance the local aerodrome and promote its use	To maintain aerodrome infrastructure to existing standard and monitor and review operational plans and emergency procedures.	MES	Audit for compliance with standards and licence conditions	Regular inspections in line with requirements		Regular inspections in line with requirements undertaken by RO and OM.
3.1.4	Maintain and enhance local pathways network to meet the needs of all	Maintain existing pathways	MES	Monitor works programs	Regular inspections		All footpaths inspected weekly by RO. Condition assessments carried out by PAE annually and work

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED







Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
	sections of the community	Investigate grant opportunities for new pathways as per Plan	MES	Number of grants submitted	Monitor and apply for all available grants		program formulated by PAE and reported to Council for approval and budgeting purposes.  Grants sought and applications made where possible by PAE.
3.2.1	Maintain parks, gardens and reserves in a safe and attractive condition	Maintain and monitor a planned system of Parks and Gardens and Reserves maintenance.	MES	Monitor community feedback	Continually review and monitor maintenance program		Maintenance program developed and reviewed weekly by RO. Maintenance and repair works well done, good effort.
3.2.2	Monitor pool management and implement maintenance and upgrades	To maintain effective pool operation and management	MHD	Report to Council annually	Report to Council annually		Pre-season and post season inspections.
		Review rolling works and upgrade program	MHD	Asset Management Plan	Adopt plan of works		Applied for grant funding.
3.2.3	Provide a high quality library service that meets the needs of the community	Review all library services and customer needs.	MFA	Analyse user numbers.	Report quarterly to Council		Successful grant April 2018 technology upgrade and computer cabling upgrade to Cat 6.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED









Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment	
	Continued membership North Western Library	MFA	Participation	Active participation continued		AGM scheduled for 7th November 2018 at Coonamble.	
3.2.4	Maintain community facilities to an appropriate standard (e.g. Sporting Complex)	Review/monitor maintenance regimes	MHD MES	Report to Council/ Community Feedback	Report to Council monthly		Building & Maintenance Officer & MHD have been creating a works program.
3.2.5	Maintain and service the villages of Collie and Nevertire	Regular inspection of villages	MES/MHD	Work schedule	Inspections undertaken twice per year		Inspected weekly by RO.
3.2.7	Upgrade and refurbishment of Warren Shire Council Chambers to comply with legislation	Review requirements	GM / MHD	Review requirements	Review Project		New Plan developed and submitted to council for approval. Construction documents being prepared.
		Redevelop a Concept Plan	GM / MHD	Development of new Concept Plan	Quantity Survey new project		
		Undertake developed and adopted Plan	GM / MHD	Project finalisation	Works required		

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED

Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
4.1.1	Monitor Warren Shire Council LEP	Utilise Sub Regional Landuse Strategy in reviewing LEP	MHD	Review 2012 LEP	5 year review		Review linked with current planning proposal.
		Document problem issues arising from implementation of LEP.	MHD	Number of reforms to LEP	Monitor LEP operation		File maintained detailing arising matters.
4.1.2	Actively participate in the Environment and Waterways Alliance	Active membership of Water Quality & Salinity Alliance	MHD	Attendance at meetings	Regular attendance at meetings		Actively attend meetings.
		Implementation of projects	MHD	Number of projects Council involved in	Involvement when Project is applicable to Warren		Actively engage with sole/group projects.
4.1.3	Management of noxious plants	Delegated to CMCC (Council x 2 delegates)	Delegates	Report to Council	Report to Council quarterly		Verbal reports given at Council Meetings.
4.1.4	Maintain involvement and support of Local Land Services (LLS)	Liaise continually with LLS on natural resource management issues	GM / MHD	Number of meetings	Meet with LLS when required		meetings held.
4.2.1	Ewenmar Waste Depot – New Management Regime	Development of new management regime and strategy	MHD	Adoption of Plan and Strategies	Finalise Plan and Strategy to Council		Currently investigating.
		Implementation of Management Plan and Strategies	MHD	Report on actions taken	Report to each Ewenmar Waste Depot Committee meeting on actions		Currently investigating.








# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED






Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
4.2.2	Reduce rate of landfill through waste management, minimisation and collection methods	Participate in regional initiatives relating to waste disposal and reduction.	MHD	Reduction in landfill	Investigate options		Participating in various Netwaste projects.
		Investigate all avenues for recommencement of kerbside recycling	MHD	Re-introduction of recycling	Investigate options		Currently investigating.
4.2.3	Ensure the efficient and cost effective operation of Council's road making materials (eg. gravel pits.)	To regularly monitor the safety and operations of gravel pits under Council's control to review and act under the safety and Environment standards.	MES	Compliance with all safety, mining and environmental standards	Minimum operations at Mt Foster Quarry  All gravel pits inspected prior and after usage		All gravel pits inspected by RO and OM as required.
4.3.1	Manage environmentally responsible drainage works in accordance with Council program	Complete proposed works within each program year.	MES	Design and construction on time and within budget.	Works schedule monitored		No relevant drainage works have been carried out within 2017/18.
4.3.2	Provide Warren and villages of Collie and Nevertire with an adequate and safe water supply that is appropriately priced for all consumers	Operation in line with Warren Shire Council's Business Plan for Water Supply & Sewerage Services	MES	Adherence to Plan	Completion of Restart NSW 357 Projects		Restart NSW Water Security Project 90% complete. Connection for the new Collie bore nearing completions. The Collie parts need improvement in regards

## WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

### ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED







Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
		Compliance with best practice	MES	Annual report	100% compliance		to reservoir and pumping arrangements.  Compliant. The Collie parts need improvement in regards to reservoir and pumping arrangements.
		Continued active membership of Lower Macquarie Water Utilities Alliance	MES	Council involvement in LMWUA	Actively involved in LMWUA Board and Technical Committee		Actively involved with LMWUA Technical Committee.
4.3.3	Provide Warren and village of Nevertire with an adequate and environmentally acceptable sewerage scheme that is appropriately priced for all consumers	Operation in line with Warren Shire Council's Business Plan for Water Supply & Sewerage Services	MES	Adherence to Plan	Ongoing		
		Compliance with best practice	MES	Annual report	100% compliance		
		Continued active membership Lower Macquarie Water Utilities Alliance	MES	Council involvement in LMWUA	Actively involved in LMWUA Board and Technical Committee		Yes actively involved.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED





Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
5.1.1	Implementation of Council's Community Engagement Strategy	Use of Engagement Strategy to consult with community	GM	Reference to Strategy	Strategy to be used when consultation with community required		Review Strategy.
5.1.2	Implementation of required agreed community actions	Co-ordinate communication with Community Liaison Committee	GM	Report on actions taken	Report to Council and Interagency on actions		Bimonthly meetings being held.
5.1.3	Promote timely and quality dissemination of information to the community	Regular community updated by various media	GM	Report on actions taken	Monitor and report to Council		As required.
5.1.4	Convey community issues to the Government	Lobby of behalf of the community	GM	Number of communiques	Record and report communiques		As required.
5.2.1	Quality customer service focus by Council staff	To promote quality customer services with all Council employees.	ALL	Customer satisfaction	Community feedback monitored		KPI's developed for staff.
5.2.2	Timely and accurate reporting for efficient management and accountability	Review Council Committees and Administrative support on an annual basis	GM	Report to Council	Review September 2017		Review commenced and committees identified.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

## ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED



Strategies	Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
	To promote timely and quality dissemination of information to the community, as well as internally throughout the Council organisation	ALL	Review annually	Website E-mail system Weekly column in paper Rate notices		Monthly Councillor/staff newsletter. Website updated and Mayoral Column.
	To review business papers to improve information provided to elected members and the public.	GM	Council determination	Review September 2017		Progressive review.
	To ensure compliance with statutory and regulatory requirements for financial reporting and public accountability by the due dates.	MFA	Reporting on time to auditors, Ministers and the general public.	All statutory reporting undertaken by due dates		All statutory and financial reports submitted before due dates
	To provide for revenue and expenses in a fair and competent manner with due regard for Council's financial position and public accountability.	MFA	Council's financial reporting analysis	Regular reporting to Council		March Budget Review submitted to April Council Meeting.

## WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at Council Chambers, Warren,  
on Thursday 28th June 2018

### ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED

Strategies		Council Delivery Program Actions	Responsible Officer/ Department	Measures	Detailed Actions	Target	Comment
5.2.3	Effective staff training and development processes in place	Review staff training and development	ALL	Adoption of Training Plan for individuals following performance appraisals.	Develop standard performance appraisal timeline		Performance Appraisals undertaken and annually to occur in February.
		To implement systems for performance management and staff review.	ALL	Review Salary System	Report to Consultative Committee		Consultative Committee established September 2017 and reviews commenced.

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 28th June 2018**

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**ITEM 4 VILLAGE ENHANCEMENT PLANS FOR WARREN, NEVERTIRE AND COLLIE (C21-2, N2-2, W7-5)**

**RECOMMENDATION**

1. That Council adopt the Village Enhancement Plans for Warren, Nevertire and Collie;
2. That Council develop a program of works to deliver the identified outcomes and work with the Village residents; and
3. That Council develop a community newsletter (via Facebook/twitter) to advise residents of the works program, how can the residents and Council work on projects and to work together to identify grants and other funding opportunities.

**PURPOSE**

This report has been prepared for the consideration of the final version of the Village Plans for Warren, Nevertire and Collie village areas.

**BACKGROUND**

The village enhancement plans have been developed, advertised and amended in accordance with the community's request of Council through the IP&R process to ensure that the villages, footpaths, roads, parks and gardens and the general overall appeal of the villages are maintained and enhanced.

**REPORT**

The Village Enhancement Plans have been developed through the bringing together of many reports and documents submitted to Council over many years that have recommended projects and changes.

The draft village plans have been exhibited and community feedback has been extremely positive. This was reflected during the presentation process and through the submissions made.

The draft plans have been amended to include whole of community projects that benefit the residents long term. The changes also address tourism and economic development changes. The wording used in the plans may differ from the words used by the individuals or community in their submissions to ensure that the plans align with known funding terminology.

The plans cannot be delivered by Council alone and the Council in partnership with the village communities will need to work together to apply for grant funding, to assist each other to develop and maintain gardens, tree lines and general beautification of the village areas, to support the concept of improvement and to work patiently in the delivery of the outcomes.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The Village Enhancement Plans will require funding to be made available to achieve the outcomes being proposed.



**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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**ITEM 4 VILLAGE ENHANCEMENT PLANS FOR WARREN, NEVERTIRE AND COLLIE CONTINUED**

**CONCLUSION**

The Village Enhancement Plans have been developed to provide guidance to the village communities and Council on suitable outcomes that should provide a higher level of appearance, village serviceability and enhancement for residents and visitors alike. Council has applied for grant funding to support the delivery of the village plans.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 1.4.6 Maintain town streets and footpaths
- 2.2.2 Implementation of street masterplan and town improvement committee activities.
- 3.1.4 Maintain and enhance local pathway networks to meet needs of all sections of the community
- 3.2.1 Maintain parks and gardens and reserves in a safe and attractive condition
- 3.2.4 Maintain community facilities to an appropriate standard.
- 3.2.5 Maintain and service the villages of Collie and Nevertire
- 5.1.3 Promote timely and quality dissemination of information to the community.

**SUPPORTING INFORMATION /ATTACHMENTS**

- 1. Collie Village Enhancement Plan
- 2. Nevertire Village Enhancement Plan
- 3. Warren Village Enhancement Plan



**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
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**ITEM 5      LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2018** **(C14-5.1)**

**RECOMMENDATION**

That Council adopt the full 2.5% increase as determined by the Remuneration Tribunal to the current Councillor fees being \$9,487.14 and set the Mayoral fee of \$25,876.89.

**PURPOSE**

Section 239 of the Local Government Act 1994 (the LG Act) provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every three (3) years.

Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and Councillors of councils, as well as chairpersons and members of country councils.

**BACKGROUND**

The Tribunal has reviewed the criteria that apply to the categories of councils and the allocation of councils into those categories. The Tribunal found that there was no strong case to change the criteria of the allocation of councils into categories at this time. Warren Shire Council is categorised as Rural.

**REPORT**

The 2018 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.

Since the making of the 2017 determination, there has been a reduction in number of County Councils - Water from 5 to 4 and County Council - Other from 7 to 6. The Tribunal has 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	4	
	Other	6	<b>10</b>

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held at  
Council Chambers, Warren, on Thursday 28th June 2018

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**ITEM 5      LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2018**  
**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

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	\$ 8,970.00	\$ 11,860.00
• Mayor	\$ 9,540.00	\$ 25,880.00
Council has adopted \$25,245.75 for the Mayoral allowance and \$9,255.75 for the Councillor annual fee for 2017/2018		

**LEGAL IMPLICATIONS**

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 2018.

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

Council may accept the 2.5% increase in the fees or it may review the maximum and minimum fees for the category. Council may reject any increase.

**CONCLUSION**

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 2018.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS**

Local Government Remuneration Tribunal – Annual Report and Determination.

# Section

# 4

# Manager Finance & Administration

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 1 RECONCILIATION CERTIFICATE – MAY 2018

(B1-10.15)

### RECOMMENDATION

That the Statements of Bank and Investments Balances as at 31<sup>st</sup> May 2018 be received and noted.

### PURPOSE

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

### BACKGROUND

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

### REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 31<sup>st</sup> May 2018.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

	<b>Balance</b>		<b>Balance</b>
	<b>30-Apr-18</b>	<b>Transactions</b>	<b>31-May-18</b>
General	8,384,991.43	1,398,948.78	9,783,940.21
Water Fund	(280,027.77)	1,388.44	(278,639.33)
Sewerage Fund	2,237,771.73	30,336.94	2,268,108.67
North Western Library	50,094.65	(2,070.84)	48,023.81
Trust Fund	74,950.80	0.00	74,950.80
Investment Bank Account	(9,703,294.45)	(1,001,348.03)	(10,704,642.48)
	<b>764,486.39</b>	<b>427,255.29</b>	<b>1,191,741.68</b>

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

## ITEM 1 RECONCILIATION CERTIFICATE – MAY 2018

CONTINUED

### BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	1,436,186.32
Add: Outstanding Deposits for the Month	75,992.04
Less: Outstanding Cheques & Autopays	(320,436.68)

**Balance as per Ledger Accounts less Investments =** 1,191,741.68

### INVESTMENTS RECONCILIATION

#### Investments as at 31st May 2018

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	704,642.48	Variable	On Call A/c
15	National Australia Bank	1,000,000.00	90 days @ 2.52%	05-Jun-18
16	National Australia Bank	1,500,000.00	90 days @ 2.54%	11-Jun-18
17	National Australia Bank	1,500,000.00	90 days @ 2.55%	19-Jun-18
18	National Australia Bank	1,500,000.00	90 days @ 2.55%	20-Jun-18
19	National Australia Bank	1,000,000.00	91 Days @ 2.58%	16-Jul-18
20	National Australia Bank	1,000,000.00	91 Days @ 2.60%	30-Jul-18
21	National Australia Bank	1,000,000.00	92 Days @ 2.60%	24-Aug-18
22	National Australia Bank	1,500,000.00	92 Days @ 2.57%	27-Aug-18

**TOTAL INVESTMENTS =** 10,704,642.48

### BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	2,864,977.00
Internally Restricted Funds Invested	6,575,150.00
2017/18 General Fund Operating Income & Grants	2,456,257.16
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<u><u>11,896,384.16</u></u>

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

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2018

CONTINUED

### FINANCIAL AND RESOURCE IMPLICATIONS

N/A

### LEGAL IMPLICATIONS

N/A

### RISK IMPLICATIONS

N/A

### STAKEHOLDER CONSULTATION

N/A

### OPTIONS

N/A

### CONCLUSION

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

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

### SUPPORTING INFORMATION / ATTACHMENTS

N/A

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

### RECOMMENDATION

That the information be received and noted.

### PURPOSE

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

### BACKGROUND

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

### REPORT

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

### FINANCIAL AND RESOURCE IMPLICATIONS

Nil

### LEGAL IMPLICATIONS

Nil

### RISK IMPLICATIONS

N/A

### STAKEHOLDER CONSULTATION

N/A

### OPTIONS

N/A

### CONCLUSION

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

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

### SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 12<sup>th</sup> June 2018.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

**ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES**

**CONTINUED**

**12TH JUNE 2018**

Name of Rate	COLLECTIONS FOR YEAR					NETT ARREARS	
	NETT ARREARS	NETT LEVY	TOTAL	AMOUNT	COLLECT	ARREARS	ARREARS
	1st JULY		RECEIVABLE	COLLECTED	AS % AGE OF TOTAL REC'ABLE	AMOUNT	AS % AGE OF TOTAL REC'ABLE
	\$	\$	\$	\$		\$	
General Fund Rates	74,768	4,602,983	4,677,751	4,560,163	97.49%	117,588	2.51%
Warren Water Fund	22,931	363,543	386,474	357,611	92.53%	28,863	7.47%
Warren Sewerage Fund	27,976	470,775	498,751	463,675	92.97%	35,076	7.03%
<b>TOTAL 2017/2018</b>	<b>125,675</b>	<b>5,437,301</b>	<b>5,562,976</b>	<b>5,381,449</b>	<b>96.74%</b>	<b>181,527</b>	<b>3.26%</b>
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,352,594</b>	<b>5,489,679</b>	<b>5,317,463</b>	<b>96.86%</b>	<b>172,216</b>	<b>3.14%</b>
<b>TOTAL 2015/2016</b>	<b>124,281</b>	<b>5,228,798</b>	<b>5,353,079</b>	<b>5,156,878</b>	<b>96.33%</b>	<b>196,201</b>	<b>3.67%</b>
<b>TOTAL 2014/2015</b>	<b>120,785</b>	<b>5,090,788</b>	<b>5,211,573</b>	<b>5,020,388</b>	<b>96.33%</b>	<b>191,185</b>	<b>3.67%</b>
		<b>11-Jun-15</b>	<b>10-Jun-16</b>	<b>16-Jun-17</b>		<b>12-Jun-18</b>	
<b>COLLECTION FIGURES AS \$</b>		<b>5,020,388</b>	<b>5,156,878</b>	<b>5,317,463</b>		<b>5,381,449</b>	
<b>COLLECTION FIGURE AS %</b>		<b>96.33%</b>	<b>96.33%</b>	<b>96.86%</b>		<b>96.74%</b>	



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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**ITEM 3      MAKING AND LEVYING OF RATES AND FIXING OF CHARGES**  
**- 2018/2019** **(R1-6.1)**

**RECOMMENDATIONS:**

1. It is hereby resolved to make a Farmland ad valorem rate of 0.492974 cents in the dollar, subject to a minimum of \$269.00 per assessment on the land value of all land within the Shire other than land within the Warren, Nevertire and Collie centres of population and fringe area, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
2. It is hereby resolved to make a Warren Residential ad valorem rate of 4.0717 cents in the dollar, subject to a minimum of \$498.00 per assessment on the land value of all land within the Warren Centre of Population area subject to such rate, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
3. It is hereby resolved to make a Nevertire Residential ad valorem rate of 0.730605 cents in the dollar subject to a minimum of \$206.00 per assessment on the land value of all land within the Nevertire Centre of population area subject to such rate, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
4. It is hereby resolved to make a Collie Residential ad valorem rate of 2.009534 cents in the dollar subject to a minimum of \$206.00 per assessment on the land value of all land within the Collie Centre of population area subject to such rate, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
5. It is hereby resolved to make a Rural Residential ad valorem rate of 0.739767 cents in the dollar subject to a minimum of \$269.00 per assessment on the land value of all land satisfying the Rural Residential criteria generally being land between 2 and 40 ha in area and not in an urban centre population and used for residential purposes only subject to such rate, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
6. It is hereby resolved to make a Business ad valorem rate of 7.76356 cents in the dollar subject to a minimum rate of \$498.00 per assessment on the land value of all land within the Warren Centre of Population area subject to such rate and satisfying business criteria, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
7. It is hereby resolved to make a Business – Other Warren ad valorem rate of 0.606061 cents in the dollar subject to a minimum rate of \$269.00 per assessment on the land value of all land meeting the business criteria which are situated on the fringes of the Warren Centre of Population, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED

8. It is hereby resolved to make a Business – Nevertire ad valorem rate of 1.61871 cents in the dollar subject to a minimum rate of \$269.00 per assessment on the land value of all land meeting the business criteria which is identified in the LEP 2012 - Industrial Zoning area of Nevertire, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
9. It is hereby resolved to make a Business - Airport Area ad valorem rate of 0.75874 cents in the dollar subject to a minimum rate of \$269.00 per assessment on the land value of all land meeting the business criteria which is identified in the LEP 2012 - Industrial Zoning area of the Warren Airport area, in accordance with the Local Government Act, 1993, as amended, for the 2018/2019 financial year.
10. Council determine seven-point five percent per annum (7.5% p.a.) as the rate at which overdue rates are to be charged in accordance with the provisions of Section 566(3) of the Local Government Act, 1993.
11. Approval be given for the rates made under the preceding clauses of this resolution to be levied as Combined Rates for the Warren Water Availability Charge, Warren Residential Sewerage Charge, Non-residential Sewerage Charge, Warren Domestic Waste Charge, Warren Waste Management Charge, Nevertire Water Availability Charge, Nevertire Sewerage Charge, Nevertire Domestic Waste Charge, Collie Water Availability Charge, Collie Domestic Waste Charge and Warren Airport Water Supply to be levied in advance on Council's Rate Notice.
12. Council make an availability charge for all assessments for the Warren Water Supply of \$392.00 per annum and usage charges as follows:  
  
Potable (Bore) water usage charge of \$1.14 per kilolitre up to 450 kls, then \$1.73 per kilolitre for usage over 450 kls.  
  
Non-potable (River) water usage charge of 42 cents per kilolitre up to 450 kls, then 73 cents per kilolitre for usage over 450 kls.
13. Council make an availability charge for all assessments for a Warren Residential Sewerage Charge allowing for a standard 2 pedestals per assessment at a rate of \$540.00 per annum.
14. Council make an availability charge for all assessments for a Non-residential Sewerage Access Charge of \$495.00 per annum and a usage charge of \$1.91 per kl multiplied by the relevant Sewerage Discharge Factor for the type of business being conducted.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED

15. Council make an availability charge for all assessments for Warren Domestic Waste Charge within the Warren Scavenging District of \$265.00 with an additional charge of \$5.09 for each service exceeding the minimum number of one service weekly. Council make a Vacant Domestic Waste Charge within the Warren scavenging district of \$44.00 per annum for all vacant rateable land.
16. Council make an availability charge for all assessments for Warren Waste Management Charge within the Warren Scavenging District of \$265.00 with an additional charge of \$5.09 for each service exceeding the minimum number of one service weekly. Council make a Vacant Waste Charge within the Warren scavenging district of \$44.00 per annum for all vacant rateable land.
17. Council make an availability charge for all assessments for the Nevertire Water Supply of \$520.00 per annum and usage charges as follows:  
  
Potable (Bore) water usage charge of 66 cents per kilolitre up to 450 kls, then 96 cents per kilolitre for usage over 450 kls.  
  
Further that all assessments being eligible for connection to the supply but not connected be charged at \$200.00 per annum.
18. Council make an availability charge for all assessments for Nevertire Sewerage Charge allowing for a standard 2 pedestals per assessment at a rate of \$565.00 per annum.  
  
Further that all assessments being eligible for connection to the service but not connected be charged at \$215.00 per annum.
19. Council make an availability charge for all assessments for Domestic Waste Charge within the Nevertire Garbage Scavenging District of \$265.00 with an additional charge of \$5.09 for each service exceeding the minimum number of one service weekly. Council make a Vacant Domestic Waste charge within the Nevertire Scavenging District of \$44.00 per annum for all vacant rateable land.
20. Council make an availability charge on all assessments connected to the Collie Water Supply at a rate of \$397.00 per annum and usage charges as follows:  
  
Potable (Bore) water usage charge of \$1.42 per kilolitre up to 400 kls, then \$2.15 per kilolitre for usage over 400 kls.  
  
Further that all assessments being eligible for connection to the supply but not connected be charged at \$200.00 per annum.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED

21. Council make an availability charge for all assessments for Domestic Waste Charge within the Collie Garbage Scavenging District of \$265.00 with an additional charge of \$5.09 for each service exceeding the minimum number of one service weekly.
22. Council make an availability charge for all assessments for Warren Aerodrome Water within the Warren Aerodrome Precinct of \$135.00 per annum and usage charge of \$1.14 per kilolitre.
23. In the case of residential flats and multi-unit dwellings that are adapted or are capable of being adapted for separate occupancy be subject to an additional charge of \$270.00 for each pedestal being ½ of the Warren Sewerage charge for each occupancy.
24. In the case of residential flats and multi-unit dwellings that are adapted or are capable of being adapted for separate occupancy be subject to an additional charge of \$282.50 for each pedestal being ½ of the Nevertire Sewerage charge for each occupancy.

### PURPOSE

To resolve to make the 2018/2019 rates and charges as advertised in the 2018/2019 Operational Plan and Estimates that were adopted at the 24<sup>th</sup> May 2018 Council Meeting.

### BACKGROUND

Section 494, 496, 501, 504 and 535 of the Local Government Act 1993 requires Council's to formally resolve to make (set) rates or charges prior to levying each year.

### REPORT

It is a requirement under Section 494, 496, 501, 504 and 535 of the Local Government Act 1993 that Council resolve to make the rates and charges for 2018/2019 after adoption of the 2018/2019 Operational Plan and Estimates being 24<sup>th</sup> May 2018. Following is a summary of the 24 recommendations for adoption by Council for 2018/2019.

#### **Ordinary Rates:**

##### *Farmland Rate*

0.492974 cents in the dollar on the land value with a minimum rate of \$269.00 per assessment.

##### *Residential Warren - Warren Centre of Population area*

4.0717 cents in the dollar on the land value with a minimum rate of \$498.00 per assessment.

##### *Residential Nevertire - Nevertire Centre of Population area*

0.730605 cents in the dollar on land value with a minimum rate of \$206.00 per assessment.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

---

## ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED

### *Residential Collie - Collie Centre of Population area*

2.009534 cents in the dollar on land value with a minimum rate of \$206.00 per assessment.

### *Rural Residential - Fringes of Warren, Nevertire & Collie*

0.739767 cents in the dollar on land value with a minimum rate of \$269.00 per assessment.

### *Business Rate - Warren Centre of Population area*

7.76356 cents in the dollar on the land value with a minimum rate of \$498.00 per assessment.

### *Business Rate – Other Warren - Fringes of Warren*

0.606061 cents in the dollar on land value with a minimum rate of \$269.00 per assessment.

### *Business Rate – Nevertire*

1.61871 cents in the dollar on land value with a minimum rate of \$269.00 per assessment.

### *Business Rate – Airport Area*

0.75874 cents in the dollar on land value with a minimum rate of \$269.00 per assessment.

### *Interest Rate on Overdue Rates & Charges*

To fix the maximum simple daily interest rate of 7.5% as the rate at which overdue rates are to be charged in accordance with the provisions of Section 566(3) of the Local Government Act, 1993.

### **Warren Water Availability Charge**

Availability charge of \$392.00 for all residential assessments.

### **Warren Water Usage Charges**

Potable (Bore) water usage charge of \$1.14 per kilolitre up to 450 kls, then \$1.73 per kilolitre for usage over 450 kls.

Non-potable (River) water usage charge of 42 cents per kilolitre up to 450 kls, then 73 cents per kilolitre for usage over 450 kls.

### **Warren Residential Sewerage Charge**

Annual charge of \$540.00 for all residential assessments.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED

### **Warren Domestic Waste Charge**

Minimum annual charge of \$265.00, one service per week for assessments and non-rateable properties utilising the modular type 240 litre and 120 litre capacity unit. Extra services at the rate of \$5.09 each for single weekly service units. A charge of \$44.00 per annum for all vacant rateable land.

### **Waste Management Charge**

Minimum annual charge of \$265.00, one service per week for assessments and non-rateable properties utilising the modular type 240 litre and 120 litre capacity unit. Extra services at the rate of \$5.09 each for single weekly service units. A charge of \$44.00 per annum for all vacant rateable land.

### **Nevertire Water Availability Charge**

An availability charge of \$520.00 for assessments and non-rateable properties connected to the water supply and an annual charge of \$200.00 will apply to assessments that are not connected.

### **Nevertire Water Usage Charges**

Potable (Bore) water usage charge of 66 cents per kilolitre up to 450 kls, then 96 cents per kilolitre for usage over 450 kls.

### **Nevertire Residential Sewerage Charge**

An annual charge of \$565.00 for assessments and non-rateable properties connected to the scheme and an annual charge of \$215.00 will apply to assessments that are not connected.

### **Nevertire Domestic Waste Charge**

Minimum annual charge of \$265.00, one service per week for assessments and non-rateable properties utilising the modular type 240 litre and 120 litre capacity unit. Extra services at the rate of \$5.09 each for single weekly service units. A charge of \$44.00 per annum for all vacant rateable land.

### **Collie Water Availability Charge**

An availability charge of \$397.00 for assessments and non-rateable properties that are connected to the water supply and an annual charge of \$200.00 will apply to assessments that are not connected.

### **Collie Water Usage Charges**

Potable (Bore) water usage charge of \$1.42 per kilolitre up to 400 kls, then \$2.15 per kilolitre for usage over 400 kls.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

---

## **ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2018/2019 CONTINUED**

### **Collie Domestic Waste Charge**

Minimum annual charge of \$265.00, one service per week for assessments and non-rateable properties utilising the modular type 240 litre and 120 litre capacity unit. Extra services at the rate of \$5.09 each for single weekly service units.

### **Non-residential Sewerage Access Charge**

Annual charge of \$495.00 on all non-residential assessments.

### **Non-residential Sewerage Usage Charge**

Usage charge of \$1.91 per kilolitre multiplied by the relevant Sewerage Discharge Factor.

### **Aerodrome Water Charges**

An availability charge of \$135.00 for all assessments and usage charge of \$1.14 per kilolitre.

### **Warren Residential Flats & Multi-unit dwellings**

An availability charge of \$270.00 for greater than 2 occupancies/pedestals.

### **Nevertire Residential Flats & Multi-unit dwellings**

An availability charge of \$282.50 for greater than 2 occupancies/pedestals.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Failure to make and levy the 2018/2019 rates and charges prior to 1<sup>st</sup> August 2018 will result in Council having extend the due date for payment from 31<sup>st</sup> August until 30<sup>th</sup> November 2018, this will have a significant impact on Council's cashflow and interest revenue.

## **LEGAL IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

Nil

## **STAKEHOLDER CONSULTATION**

Nil

## **OPTIONS**

Nil

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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**ITEM 3 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES  
- 2018/2019 CONTINUED**

**CONCLUSION**

To maximise Council's cashflow and interest revenue it would be prudent to adopt the making of the 2018/2019 rates and charges now to allow early levying in July 2018.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2 Timely and Accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS**

Nil



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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**ITEM 4 SERVICE NSW AGENCY AGREEMENT RENEWAL  
FROM 1<sup>ST</sup> JULY 2018 TO 30<sup>TH</sup> JUNE 2021**

**(R6-6)**

## RECOMMENDATION

That Council endorse the actions of the General Manager and Divisional Manager of Finance & Administration in signing the renewal Agency Agreement between Service NSW and Warren Shire Council for the next 3 years with a 1-year renewal option commencing 1<sup>st</sup> July 2018.

## PURPOSE

To inform Council of the signing of the renewal Agency Agreement between Service NSW and Warren Shire Council for a 3 year period commencing 1<sup>st</sup> July 2018 with a 1 year renewal option.

## BACKGROUND

Warren Shire Council has acted as an agency for Service NSW (formerly RTA and RMS) since the early 1990's undertaking vehicle registration since that time many additional services have been added to the agreement. The agency agreement has been very beneficial to both Service NSW and the Warren Shire Council as it has given not only the residents and ratepayers of Warren Shire Council but also neighbouring towns a local point of presence to renew licences and registrations rather than having to travel to Dubbo.

## REPORT

Council received the Agency Agreement renewal on 31<sup>st</sup> May 2018 from Service NSW and they requested that it be signed and returned by 15<sup>th</sup> June 2018 to ensure continuation of the service from 1<sup>st</sup> July 2018. There are some minor alterations to the existing agreement as follows:

1. **PARTIES and SCHEDULE 4** - Address change for SNSW
2. **RECITALS - E.** deleted - no longer applicable
3. **1.1 Definitions - Existing Agreements** - deleted - no longer applicable
4. **1.1 Definitions - Regulation Change Date** - deleted - no longer applicable
5. **1.1 Definitions - SNSW Regulation** - deleted - no longer applicable
6. **1.1 Definitions - Start Date** - amended to reflect change to Clause 2
7. **2 CONDITION PRECEDENT** - changed to Not Used - no longer applicable
8. **5.7 (b) Complaints** - changed to 5 business days (from 3)
9. **19 (a) (ii) Dispute Resolution** - changed to correct title
10. **23 (b) Reporting** - changed to every quarter (from monthly)
11. **27 ENTIRE AGREEMENT, VARIATION AND TERMINATION OF EXISTING AGREEMENTS** - amended to reflect change to Clause 2
12. **27.3 Termination of Existing Agreements** - deleted - no longer applicable
13. **SCHEDULE 1 Item 8 - Agreements and memoranda of understanding that will terminate at the Start Date** - deleted - no longer applicable

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## **ITEM 4 SERVICE NSW AGENCY AGREEMENT RENEWAL FROM 1<sup>ST</sup> JULY 2018 TO 30<sup>TH</sup> JUNE 2021**

**CONTINUED**

14. **SCHEDULE 2 1 (b) (I) and (ii) - SERVICE BASE LINES AND REPORTING**  
- amended to reflect change to Clause 23 (b)
15. **SCHEDULE 7** - amended to reflect change to Clause 23 (b) and Schedule 2 1(b)  
(i) and (ii)

The Service Fee is consistent with the current arrangements although Service NSW has reduced the minimum transaction level from 10,000 to 9,400 per year.

The General Manager and Divisional Manager of Finance & Administration signed the renewal Agency Agreement and returned it to Service NSW as requested.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Should Council decide not to renew the Service NSW Agency Agreement amendments to the adopted 2018/2019 Operational Plan and Estimates would be required to reflect the reduction income.

### **LEGAL IMPLICATIONS**

Nil

### **RISK IMPLICATIONS**

Nil

### **STAKEHOLDER CONSULTATION**

Nil

### **OPTIONS**

Nil

### **CONCLUSION**

To maximise Council's cashflow and interest revenue it would be prudent to adopt the making of the 2018/2019 rates and charges now to allow early levying in July 2018.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 1.1.1 Local access to essential services and less outreach of these services.
- 5.2.1 Quality customer service focus by Council staff.

### **SUPPORTING INFORMATION /ATTACHMENTS**

Nil

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 5 LONG TERM FINANCIAL PLAN – 2018/19 TO 2027/28 (A7-4.1/2)

### RECOMMENDATION:

1. That the information be received and noted, and
2. That the Long Term Financial Plan 2018/19 to 2027/28 as presented be adopted.

### PURPOSE

To advise Council of the updated Long Term Financial Plan covering the period 2018/19 to 2027/28.

### BACKGROUND

The Integrated Planning and Reporting Framework for NSW Local Government was introduced in 2009, a requirement of the framework is for Warren Shire Council to develop a Long Term Financial Plan that covers a minimum ten-year period. Furthermore, it is a requirement to consider different scenarios in the plan and what impact they have on the Council's ability to maintain the current levels of service and asset maintenance & renewal levels.

### REPORT

In presenting the updated Long Term Financial Plan it is extremely important to acknowledge that whilst the planning framework is intended to encourage Council to draw its various plans together so as to ensure that its service levels and asset maintenance levels are sufficient and sustainable there will be varying factors outside Council's control that are not included in any of the scenarios of this plan, examples of these factors are flood damage works, unplanned major maintenance works, prolonged wet weather.

Although Council is currently in a sound financial position the projected outlook based on the current levels of service, planned asset renewal expenditure and limited revenue raising capacity will see deterioration in the levels of cash & investments on hand, this trend is indicated in the Balance Sheet in the Long Term Financial Plan.

The Long Term Financial Plan has been developed using three different scenarios as follows:

**Scenario 1 - (Planned Forecast)** – this scenario is based upon a 2.3% increase in general rate revenue, 6% in domestic waste and 8.7% increase in water charges and 0% in sewerage charges in 2018/19 then a 3% increase in general rates, 5% increase in domestic waste and 5% increase in water and sewerage charges each year after, interest on investments at 2.2% in 2018/19, 2.5% in 2019/20, then 3% for the life of the plan and inflation at 2.1% in 2018/19, 2.5% in 2019/20, then 3% for the life of the plan.

**Scenario 2 – (Optimistic Forecast)** – this scenario is based upon a 2.3% increase in general rate revenue, 6% in domestic waste and 8.7% increase in water charges and 0% in sewerage charges in 2018/19 then an 8% increase in all rates and annual charges each year after, interest on investments at 2.2% for 2018/19 then 8% and inflation at 2.1% for the life of the plan.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 5 LONG TERM FINANCIAL PLAN - 2018/19 TO 2026/27 CONTINUED

**Scenario 3 – (Conservative Forecast)** – this scenario is based upon a 2.3% increase in general rate revenue, 6% in domestic waste and 8.7% increase in water charges and 0% in sewerage charges in 2018/19, then a 1% increase in all rates and annual charges each year after, interest on investments at 2.2% in 2018/19 then 1% each year thereafter and inflation at 2% in 2018/19 then 5% for the life of the plan.

The above three scenarios do not allow for any significant increases in income other than stipulated in the above scenarios.

The Long Term Financial Plan is monitored and amended each year in line with Council's actual situation, the economic climate and forecast, and future changes in Council's priorities.

The capital renewal/new assets expenditure figures in the Statement of Cash Flows are in line with each of the Asset Management Plans, they are expressed in 2018/19 dollar terms and indexed by the inflation figures in the above three scenarios.

### FINANCIAL AND RESOURCE IMPLICATIONS

Nil

### LEGAL IMPLICATIONS

Nil

### RISK IMPLICATIONS

Nil

### STAKEHOLDER CONSULTATION

Nil

### OPTIONS

Nil

### CONCLUSION

It is recommended that the updated Long Term Financial Plan 2018/19 to 2027/28 as presented be adopted by Council.

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and Accurate reporting for efficient management and accountability.

### SUPPORTING INFORMATION /ATTACHMENTS

Long Term Financial Plan 2018/19 to 2027/28

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 6 SALE OF DWELLING AT 2 ROLAND STREET WARREN (S1-1.24)

### RECOMMENDATION:

1. That Council list for the sale the dwelling at 2 Roland Street Warren with the local Real Estate Agents at market value, and
2. That authority be given to the Mayor & General Manager to negotiate with prospective purchasers for settlement of the sale.

### PURPOSE

To seek Council's resolution for the sale of the dwelling at 2 Roland Street Warren at market value.

### BACKGROUND

Council resolved at the April 2018 Meeting to engage Hotondo Homes to build two (2) dwellings on Lots 52 and 58 of Gunningba Estate for the price of \$371,074.00 per dwelling inclusive of GST. Funding of the two (2) dwellings to come from the sale of 2 Roland Street and 56 Garden Avenue and the balance from restricted funds.

### REPORT

Presently the dwelling at 2 Roland Street Warren is vacant due to the former Council employee resigning from Council, it is now an opportune time to sell the dwelling to partly fund the construction of the two (2) new dwellings and reduce Council's restricted funds outlay to maximise interest revenue.

Council has engaged Aspect Property Consultants (ASP) to undertake a revaluation of all Council owned/controlled buildings as required each five (5) years under the Local Government Code of Accounting Practice and Financial Reporting and also the Integrated Planning & Reporting Framework. As part of the revaluation process (ASP) will supply a market valuation on Council buildings this will give Council an indication of sale price expected.

It is proposed to list the dwelling with all Real Estate Agents in Warren for transparency and accountability.

It is also recommended that authority be given to the Mayor and General Manger to negotiate and finalise the sale with any potential buyers to minimise any potential delay in finalising the sale.

### FINANCIAL AND RESOURCE IMPLICATIONS

Selling the dwelling now will maximise Council's cash flow and interest revenue, delaying the sale will require Council to draw from it's reserves thus reducing overall liquidity.

### LEGAL IMPLICATIONS

Nil

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers Warren on Thursday 28<sup>th</sup> June 2018

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## ITEM 6 SALE OF RESIDENCE AT 2 ROLAND STREET WARREN

CONTINUED

### RISK IMPLICATIONS

Nil

### STAKEHOLDER CONSULTATION

Nil

### OPTIONS

Nil

### CONCLUSION

It is recommended that Council resolve to list for sale the dwelling at 2 Roland Street Warren with the local Real Estate Agents now to maximise Council's cash flow and liquidity.

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.1.5 Retain and develop housing for skilled people.

5.2.2 Timely and accurate reporting for efficient management and accountability.

### SUPPORTING INFORMATION /ATTACHMENTS

Nil

Section

5

Manager Engineering Services

# WARREN SHIRE COUNCIL

Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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

### RECOMMENDATION:

That the information be received and noted.

### PURPOSE

The purpose of this report is to provide Councillors with a summary of road maintenance and projects undertaken by Engineering Services in the month of June 2018. It is also intended that this report highlight any variances in the completion and execution of works based on resource availability, weather conditions, work priorities and unforeseen circumstances.

### BACKGROUND

Council has the responsibility to manage road infrastructure across its LGA as outlined in Roads Act 1993.

Accordingly, Council's road infrastructure contributes to just over 60% of the total value of all Council's Infrastructure Assets.

### REPORT

#### Road Construction Works

The list of road construction works has been summarised in the table below as:

1. Grader Crews Activities
2. Construction/Reconstruction/Recycle
3. Scheduled Works

#### 1. Grader Crews Activities

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1	Thornton Road Seg 06 & 08	Rehabilitation works	15% completed
	Oxley Highway Seg 285	Badly corrugated section, placing 100mm of imported road-base with 200mm of chemical stabilisation treatment.	3.2 kms shaped to the RMS satisfaction
Grader Crew 2	Neventire Bogan Road	Shoulder grading	20 kms
	Oxley Highway at Wonbobbie Road Intersection	Reformat and Rehabilitate the Shoulders	1.04 kms



# WARREN SHIRE COUNCIL

Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

## ITEM 1      WORKS PROGRESS REPORT - ROADS BRANCH      CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
<b>Grader Crew 3</b>	Old Warren Road Seg 28 to Bogan Shire Boundary	Maintenance Grading	Nil
	Old Warren Road Seg 24 & 26	Gravel Re-sheet	2 kms - completed
<b>Grader Crew 4</b>	Carinda Road	Maintenance Grade	Narrow sections
	Gradgery Lane	Maintenance Grade	4 kms

### 2. 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	\$598,492	\$665,895	Complete
	Thornton Road	Construction	\$517,069	\$80,075	May/June 2018
<b>Grader Crew 2 (3-man crew)</b>	Ellengerah Rd	Construction	\$963,353	\$1,022,895	Complete
<b>Grader Crew 3 (3-man crew)</b>	Bullagreen Rd	Recycle	\$184,500	\$183,812	Complete
	Collie/Bourbah Rd	Recycle	\$266,334	\$148,092	Complete

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 1      WORKS PROGRESS REPORT - ROADS BRANCH      CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

Road works are funded annually in Councils financial plan.

**RISK IMPLICATIONS**

Council undertakes road works in accordance with its asset management plans and financial reports to satisfy community expectations.

Risks always exist but by Council undertaking works as planned, this reduces risks of road accidents.

**OPTIONS**

Council has the option not to undertake road works however this elevates the risks associated with accidents and legal action.

**CONCLUSION**

Report as above.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

3.1.1 Ensure local roads and bridges are maintained / constructed to an acceptable standard in a cost effective, efficient and safe manner.

3.1.2 Ensure regional main roads and highways are maintained to acceptable community standards

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 2 THE RIDE AGAINST CANCER – COUNCIL DONATION (D8-1)**

**RECOMMENDATION**

1. That Council issue the Mudgee Lions Club INC. approval to camp ten (10) persons and six (6) horses at the racecourse with access to toilets and showers on the night of Thursday 18<sup>th</sup> October 2018,
2. The scheduled fees and charges for the camping of the ten (10) persons and six (6) horses at the racecourse with access to toilets and showers which totals \$114.00 be waived,
3. The value of the fees charges, \$114.00, be included in the 2018/19 Budget as a Council Donation, and
4. The 2018/19 Budget Second Quarter review be amended to accommodate this donation.
5. That the donation is advertised in accordance with the Local Government Act 1993.

**PURPOSE**

The purpose of this report is to seek the Council's willingness to contribute to the proposed horse ride endeavouring to raise funds to support the Integrated Wellness Centre at the Western Cancer Centre at the Dubbo Hospital.

**BACKGROUND**

The Lions of Mudgee are planning and administrating the charity horse ride that has the purpose of raising funds to assist with the Integration of the Wellness Centre at the Western Cancer Centre at the Dubbo Hospital. Sue Ellen Lovett, who is blind, is also planning to complete the ride. Sue has been involved in several previous horse riding charity events. A copy of a media release is attached highlighting the ride's goal and Sue Ellen's previous achievements.

**REPORT**

The correspondence received from the Mudgee Lions Club including a daily schedule for the ride, seeking approval to utilise the Warren Racecourse for an overnight stay on Thursday 18<sup>th</sup> October 2018. The application advised that it sought approval to allow ten (10) persons and six (6) horses to camp at the racecourse with access to toilets and showers.

In accordance with the 2018/19 Fee & Charges the overall cost of this overnight stay would be \$114.00. It is suggested that Council waiver this \$114.00 cost and list it as a contribution (donation) towards the fundraising effort being by those participating in the ride.

The correspondence also notes that the Warren Lions and Pony Clubs have been contacted and are understood to be organising fundraising events.

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 2 THE RIDE AGAINST CANCER – COUNCIL DONATION**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

The only financial imposition will be the previously suggested contribution of \$114.00. This would be added to the Council's list of donations and the required funds absorbed as part of Council's 2018/19 Budget item providing for donations.

**LEGAL IMPLICATIONS**

It is considered that there will be no legal implications.

**RISK IMPLICATIONS**

It is considered that the risks will be very minimal.

**STAKEHOLDER CONSULTATION**

It is considered that all stakeholders would see the allocation of the minimal allocation of funds as a positive, supportive roll of the Council.

**OPTIONS**

It is considered that there be no alternate sites with the same provision; Stables for the six horses and toilets and showers for the ten persons involved.

**CONCLUSION**

As per the report above: that Council waiver this \$114.00 cost and list it as a contribution (donation) towards the fundraising effort being by those participating in the ride.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 1.1.2. Support activities that increase community participation and connection.
- 1.1.6. Co-ordinate and support community groups to promote events and activities within the local community.
- 5.1.1. Implementation of Council's Community Engagement Strategy

**SUPPORTING INFORMATION**

The attachment.

**ATTACHMENTS**

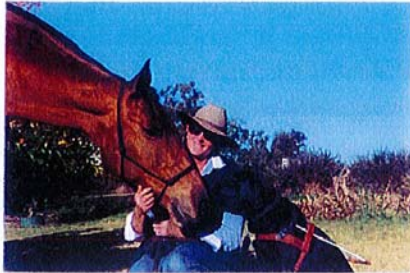
Media Release – *The Challenge Ride Against Cancer*

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 2 THE RIDE AGAINST CANCER – COUNCIL DONATION**

**CONTINUED**



## **MEDIA RELEASE**

### **THE CHALLENGE RIDE AGAINST CANCER**

**As a cancer survivor herself, blind Paralympian Sue-Ellen Lovett is riding through Central West NSW to raise money for a cause passionate to her heart**

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Sue-Ellen's goal for 2018 is to raise money for the new Integrated Wellness Centre to be located within the Oncology Department of Dubbo Base Hospital. The ride will be taking place between October 6, 2018 and October 21, 2018. The ride will take Sue-Ellen across the region, visiting the communities of Dubbo, Geurie, Wellington, Goolma, Mudgee, Gulgong, Dunedoo, Coolah, Binnaway, Mendooran, Gilgandra, Collie, Warren, Trangie and Narromine.

The ride will cover more than 800kms, starting in Dubbo then travelling through Central West NSW and finishing at Dubbo Racecourse. Functions with entertainment and auctions will be held in each town.

Sue-Ellen, riding trusty Australian Stock horses with her amazing guide dog Armani, will be guided by her vigilant sighted guides mounted on Australian Thoroughbred horses supplied by Racing NSW from their re-homing programme for ex-racehorses. She will add this to her previous nine long distance rides, having ridden in excess of 16,000kms and raising over 3.1 million dollars for worthy causes, reinforcing to all, that being blind does not stop you from making a difference.....

Mudgee Lions Club are the coordinators of the ride, once again. Her goal for 2018 is to raise money for the new integrated Wellness Centre at Dubbo Base Hospital.

Donations can be made via funds transfer to the following:

*Mudgee Lions Club*

*BSB: 082 726 Account number: 631002002*

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28th June 2018

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**ITEM 2 THE RIDE AGAINST CANCER – COUNCIL DONATION**  
**CONTINUED**

*Reference: Ride Against Cancer*

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For more information or to arrange an interview/photo opportunity with Sue-Ellen, please call her on 0417546765



## About Sue-Ellen Lovett

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From humble beginnings growing up on a farm near Mudgee, Sue-Ellen had visions of representing her country. She knew what she had to do, how to do it but had no idea it would take her on the journey she has travelled thus far. Her vision was much more than just seeing.

*"If I can just help one person achieve their potential then it is all worth it."*

As well as representing Australia, Sue-Ellen is already an accomplished fundraiser. She has completed an incredible nine long-distance horse rides, covering 16,000km, raising a phenomenal \$3.1 million for organisations such as Guide Dogs NSW, Sydney Paralympian Committee, Riding for the Disabled, Children's Cancer Unit and Lions Save Sight.

Some of her recognitions, awards and achievements include:

- 1996 Atlanta Paralympian
- 1999 Member of the Bronze winning Australian Team at the Denmark World Dressage Championships
- 2000 Placed 5<sup>th</sup> in the Sydney Paralympics Freestyle to Music event
- 2000 Made Life Member of Equestrian Australia
- 2000 Ministerial Sport Award
- 2004 Australian Sports Medal
- 2009- 2013 Qualified for the Competition Dressage International in Sydney

# Section

# 6

# Manager Health & Development Services

**WARREN SHIRE COUNCIL**  
Report of the Acting Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 28<sup>th</sup> June 2018

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**ITEM 1      DEVELOPMENT APPLICATION APPROVALS**

**(B4-9)**

**RECOMMENDATION:**

That the information be received and noted.

**PURPOSE**

To inform of approved Development Applications by Council for the previous month.

**BACKGROUND**

Council receive Development Applications from residents in the Warren Shire Area to seek approval.

**REPORT**

The following Development Applications were approved for May 2018

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>
P16-18.02	Lot 7021 DP 102101013 Coonamble Road, Warren	Extension to existing dwelling
P16-18.08	Lot 1, DP1021269 Gunnegaldra Rd, Warren	Erection of shed
P16-18.10	Lot 1 DP705931 Buckiinguy Rd, Warren	Installation of manufactured home

**LEGAL IMPLICATIONS**

Council is required under the EPA Act to assess and determine applications within established timeframes.

**RISK IMPLICATIONS**

The EPA Act provides appeal mechanisms for applicants who believe that their application requires review.

**STAKEHOLDER CONSULTATION OPTIONS**

Council issues a S101 EPA Act list of approvals monthly for the community to review.

**CONCLUSION**

This report is provided to allow Council and the community to see the applications determined each month.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.2.1 Quality customer service focus by Council staff.

1.4.4 Help ensure safe and sustainable development.

**SUPPORTING INFORMATION/ ATTACHMENTS**

Nil.