

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 27TH JUNE 2019

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

27TH JUNE 2019

1. OPEN MEETING

2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

3. CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 23rd May 2019.

4. DISCLOSURES OF INTERESTS

5. MAYORAL MINUTE(S)

6. REPORTS OF COMMITTEES

Meeting of the Economic Development Committee
held on Wednesday, 5th June 2019 (C14-3.22)

Meeting of the Council chambers Development Sunset Committee
held on Wednesday, 12th June 2019 (C14-3.25)

Meeting of the Town Improvement Committee
held on Thursday, 13th June 2019 (C14-3.17)

Meeting of Manex held on Tuesday, 18th June 2019 (C14-3.4)

7. REPORTS TO COUNCIL

REPORTS OF DELEGATES

Item 1 Country Mayors Association of NSW Inc (C14-5.5)

Item 2 Mining & Energy Related Councils NSW (C14-6.3)

Item 3 Warren Interagency Support Services (C3-9)

POLICY

| | | |
|--------|---|--------|
| Item 1 | Legislative Compliance Policy and Procedure (P13-1, A6-1) | Page 1 |
| Item 2 | Model Code of Meeting Practice (C14-2) | Page 3 |
| Item 3 | Model Code of Conduct (A7-6) | Page 5 |

REPORTS OF THE GENERAL MANAGER

| | | |
|--------|--|--------|
| Item 1 | Outstanding Reports Checklist (C14-7.4) | Page 1 |
| Item 2 | Committee/Delegates Meetings (C14-2) | Page 4 |
| Item 3 | Delivery Program Progress Report (S404(5)) (E4-38) | Page 5 |

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

| | | |
|--------|---|---------|
| Item 1 | Réconciliation Certificate – May 2019 (B1-10.16) | Page 1 |
| Item 2 | Statement of Rates and Annual Charges as at 14th June 2019 (R1-4) | Page 4 |
| Item 3 | 2019/2020 Operational Plan & Estimates (E4-39) | Page 6 |
| Item 4 | Making and Levying of Rates and Fixing of Charges – 2019/2020 (R1-6.1) | Page 8 |
| Item 5 | Tiger Bay Wetlands Walking Track (P1-7.17) | Page 16 |

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

| | | |
|--------|--|---------|
| Item 1 | Regional Procurement Tender No. T471920OROC – Provision of Bitumen Spray Sealing (C14-6.2/44) | Page 1 |
| Item 2 | Regional Procurement Tender No. T481920OROC – Supply and Delivery of Bulk Fuel (C14-6.2/45) | Page 5 |
| Item 3 | Warren Levee Bank Rehabilitation (F8-1) | Page 9 |
| Item 4 | 2019 IPWEA Local Roads Congress (R4-13.1) | Page 12 |

REPORTS OF THE MANAGER HEALTH & DEVELOPMENT

| | | |
|--------|---|---------|
| Item 1 | Request to Support St. Mary's P & F Fundraising Event (D8-1) | Page 1 |
| Item 2 | Development Application Change of Use Accommodation Lot 2 and 3, DP999018, 9-13 Clyde Street Nevertire (P16-19.04) . | Page 4 |
| Item 3 | Development Application Approvals (B4-9) | Page 17 |
| Item 4 | Warren War Memorial Swimming Pool Refurbishment Grant (G4-1.6) | Page 18 |

8. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

9. CONFIDENTIAL MATTERS

Nil.

10. CONCLUSION OF MEETING

ECONOMIC DEVELOPMENT COMMITTEE MINUTES

Attached are the Minutes of the meeting of Economic Development Committee held on Wednesday, 5th June, 2019.

RECOMMENDATION:

That the Minutes of the Meeting of Economic Development Committee held on Wednesday, 5th June 2019 be received and noted.

ITEM 4.2 QUARTERLY ECONOMIC DEVELOPMENT

(D3-1.4)

RECOMMENDATION:

That Council approve the attendance of the Economic Development Officers at the 2019 Australian Regional Development Conference (location QLD).

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 5th June 2019, commencing at 3 pm

PRESENT:

| | |
|--------------------|------------------------------|
| Milton Quigley | Councillor (Chairperson) |
| Sarah Derrett | Councillor |
| Andrew Brewer | Councillor |
| Katrina Walker | Councillor |
| Glenn Wilcox | General Manager |
| Emma Welsh | Economic Development Officer |
| Alison Ruskin Rowe | Economic Development Officer |

ITEM 1 APOLOGIES

- N/A
-

ITEM 2 MINUTES

MOVED that the Minutes of the Economic Development Committee meeting held on Tuesday, 30th April 2019 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- N/A
-

ITEM 4.1 QUARTERLY ECONOMIC DEVELOPMENT (D3-1.4)

MOVED that Council note the quarterly Economic Development report.

Carried

ITEM 4.2 QUARTERLY ECONOMIC DEVELOPMENT (D3-1.4)

MOVED that Council approve the attendance of the Economic Development Officers at the 2019 Australian Regional Development Conference (location QLD).

Carried

ITEM 5 COUNCILLOR CONSIDERATIONS

- Update provided from General Manager and the Mayor regarding local business GDT.
 - The Murray Darling Basin Economic Development Program – a further report to be developed to fine tune the proposed Economic Development Programmes.
 - Discussion in relation to Indigenous tourism.
 - Update provide by Councillor Quigley in relation to solar project in Port Pirie, South Australia. Economic Development Officers to investigate further.
-

WARREN SHIRE COUNCIL
Minutes of the Economic Development Committee Meeting
held at the Warren Shire Council Chambers
on Wednesday 5th June 2019, commencing at 3 pm

ITEM 6 NEXT MEETING

Wednesday, 7th August 2019

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.03 PM.

COUNCIL CHAMBERS DEVELOPMENT SUNSET COMMITTEE

Attached are the Minutes of the meeting of the Council Chambers Development Sunset Committee held on Wednesday, 12th June 2019.

RECOMMENDATION:

That the Minutes of the Meeting of the Council Chambers Development Sunset Committee held on Wednesday 12th June 2019 be received and noted and the following recommendations be adopted:

**ITEM 4 CONSIDER ADJUSTED SCOPE FOR COUNCIL CHAMBERS – GROUND FLOOR PLAN
(C14-3.25)**

RECOMMENDATION TO COUNCIL

That:

1. Council undertake renovations to the existing building including; painting, front counters, front ramp and stairs;
2. Seek quotations for the construction of the community centre; and
3. A staging plan to be developed to advise on the stages of construction.

WARREN SHIRE COUNCIL

Minutes of the Council Chamber Development Sunset Committee
Meeting held in the Council Chambers, 115 Dubbo Street, Warren
on Wednesday, 12th June 2019 commencing at 3.55 pm

Present: Councillor Milton Quigley (Chair)
Councillor Pauline Serdity
Glenn Wilcox (General Manager)
Maryanne Stephens (Manager Health and Development Services)
Jody Burtenshaw (Minute Taker)

ITEM 1 APOLOGIES

MOVED that an apology tendered on behalf of Councillor Katrina Walker be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED that the Minutes of the Meeting held on Wednesday, 9th January 2019 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

Nil.

ITEM 4 CONSIDER ADJUSTED SCOPE FOR COUNCIL CHAMBERS – GROUND FLOOR PLAN (C14-3.25)

RECOMMENDATION TO COUNCIL:

MOVED that:

1. Council undertake renovations to the existing building including; painting, front counters, front ramp and stairs;
2. Seek quotations for the construction of the community centre; and
3. A staging plan to be developed to advise on the stages of construction.

Carried

ITEM 5 GENERAL BUSINESS

Nil.

ITEM 6 DATE OF NEXT MEETING

- July 2019
- 11 September 2019

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

TOWN IMPROVEMENT COMMITTEE

Attached are the Minutes of the meeting of the Town Improvement Committee held on Thursday, 13th June 2019.

RECOMMENDATION:

That the Minutes of the Meeting of the Town Improvement Committee held on Thursday, 13th June 2019 be received and noted, and the following recommendation be adopted:

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held in the Council Chambers, 115 Dubbo Street Warren on, Thursday 13th June 2019 commencing at 2pm

PRESENT

| | |
|-------------------|---|
| Kevin Taylor | Councillor (Chair) |
| Brett Williamson | Councillor |
| Heather Druce | Councillor |
| Glenn Wilcox | General Manager |
| Rolly Lawford | Divisional Manager Engineering Services |
| Maryanne Stephens | Manager Health and Development Services |
| Emma Welsh | Economic Development Officer |
| Angie Tegart | Engineering Administrative Officer (Minute Taker) |

ITEM 1 APOLOGIES

Apologies were tendered on behalf Councillor Sarah Derrett and Economic Development Officer Alison Ruskin Rowe it was **MOVED** Druce that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED Taylor/Williamson that the Minutes of the Town Improvement Committee meeting held on Thursday 24th January 2019 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

- The Divisional Manager of Engineering Services made comment that the Town CBD Upgrade Stage One has now been completed and that Stage Two is to commence in the 2019/20 budget year.

Carried

ITEM 4 WARREN TOWN CENTRE DUBBO STREET UPGRADE – STAGE 2

(C14-3.17)

- It was discussed that the following items from Stage one of the centre upgrade have been moved to Stage two these include;
 - Water to the garden beds and construction of the remaining raised garden beds.
 - Street furniture
 - Shade structures to be installed over street furniture i.e. seats. Planting of vines was discussed to allow shade and a more aesthetically pleasing impact.
 - Public Toilets to be installed in the CBD.

Discussions were had regarding where public toilets would be placed various options are to be considered. The Divisional Manager of Engineering Services is preparing plans for several options and will present them to the committee later yet to be determined.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting to be held in the Council Chambers, 115 Dubbo Street Warren on, Thursday 13th June 2019 commencing at 2pm

ITEM 4 WARREN TOWN CENTRE DUBBO STREET UPGRADE – STAGE 2 CONTINUED

- The purchase of privately-owned land was discussed, and it was proposed that the Divisional Manager of Engineering Services prepared two separate reports for the proposals of use for the land. These are to be presented when Councillors approach the landowners to sell.
- Money was donated by a former resident to the Council to establish a public toilet. In the donation it was stated that the toilets be constructed at Lions Park. This has been investigated and may not be possible. It was proposed that it be considered that the use of these monies could go toward the proposed public toilets in the CBD.
- The Roundabout was discussed and the issue with the pole in the centre. Council has always owned the pole and it was considered that the Divisional Manager of Engineering Services develop a design for light and the proposed new roundabout to present to the next meeting. Council to consider electrical priorities before the next Traffic committee to be held in August.
- Councillor Taylor enquired if Council were still contributing \$20,000 per anna to the Town Improvement fund. This is know longer happening, grant monies from the Murray Darling Basin are being used.

Carried

ITEM 5 QUESTIONS WITHOUT NOTICE

- Councillor Williamson was approached by Mr Bruce Lynch regarding street muriel in the town. Councillor Williamson has an email and handout with examples of what they could possibly look like and has asked that the committee consider them. (Hand out attached) Economic Development Officer Emma Welsh asked what the purpose of the muriel's would be is it to attract tourists? As the cos may out way the purpose. Every 5 years they will need to be redone.
- Councillor Williamson was approached by the owners of the Chemist and the poor state of the front lawn outside Chemist and Spar. There used to be a bin there but since the upgrade Council removed it and never put one back and there is rubbish all over the ground now as a result. Council are happy to put one there if the Chemist is willing to pay for it.
- Councillor Williamson updated the Committee on the redevelopment of the Council Chambers Committee meeting held yesterday. It was considered that in the redevelopment of the building that the front facade would be incorporated. In this process the beautification of the CBD would need to be consider so to allow for consistency.
- Councillor Williamson has also been approached by various community members regarding the sandstone Warren signs as to why can't they say Welcome to Warren. It was advised that this would cost a lot change and that the letters also need to be of quite a large size for people to see when traveling at a significant pace therefore there would not be enough space to make this work.
- The General Manager was also approached and asked if plants or gardens could be planted at the bottom of the sandstone signs. It was resolved that given the current climate and the initial watering that would be needed would not be feasible but that this would be re considered at a later date.
- Councillor Druce had concerns regarding the vandalism of the watering systems on the garden beds in the CBD. She was advised that Council were aware of the vandalism and have approached the Police regarding this issue.

WARREN SHIRE COUNCIL

**Minutes of the Town Improvement Committee Meeting to be
held in the Council Chambers, 115 Dubbo Street Warren on,
Thursday 13th June 2019 commencing at 2pm**

ITEM 5 QUESTIONS WITHOUT NOTICE

CONTINUED

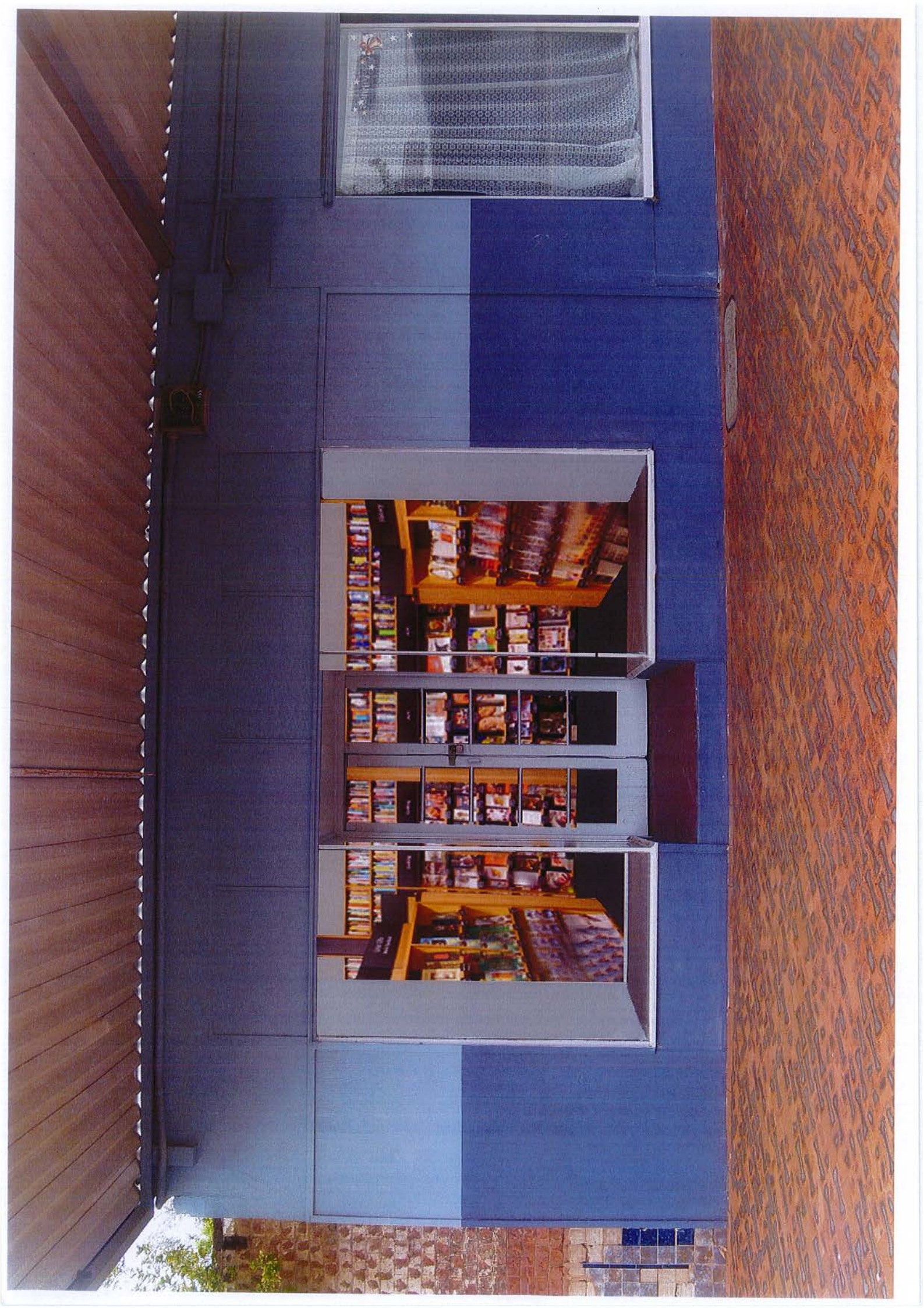
- Councillor Druce suggested that Council look into approaching various community groups to maintain different gardens around the town to allow for ownership of the maintenance and upgrade of the town. This has seemed to work quiet well in other Councils.
-

ITEM 6 NEXT MEETINGS

3rd September 2019

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 3.02PM





FEDERAL THEATRE

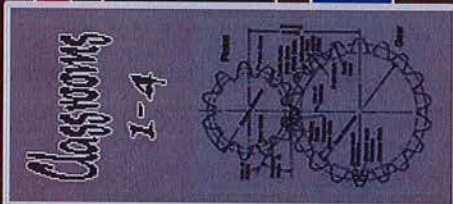
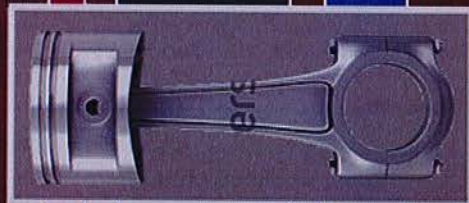
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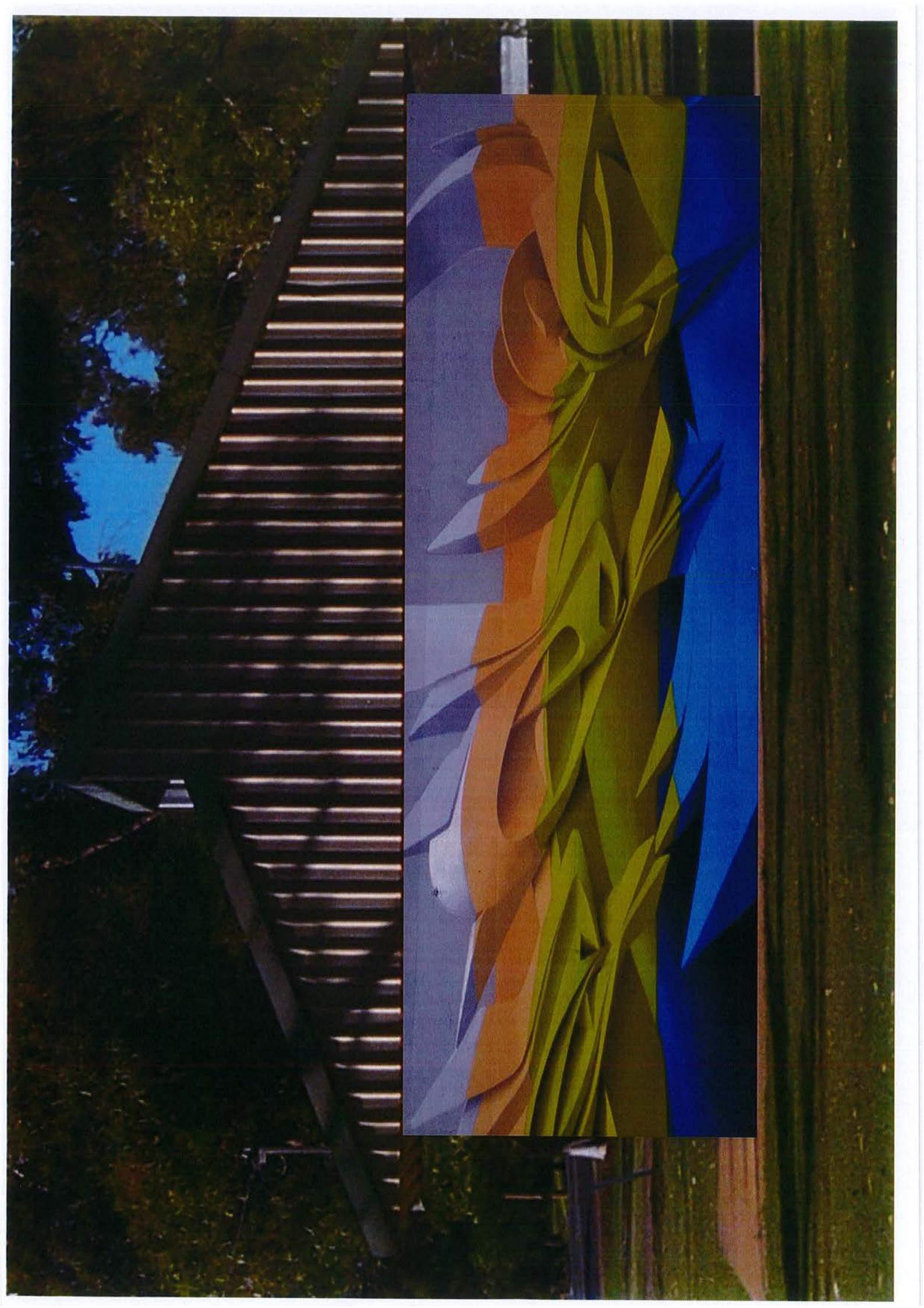
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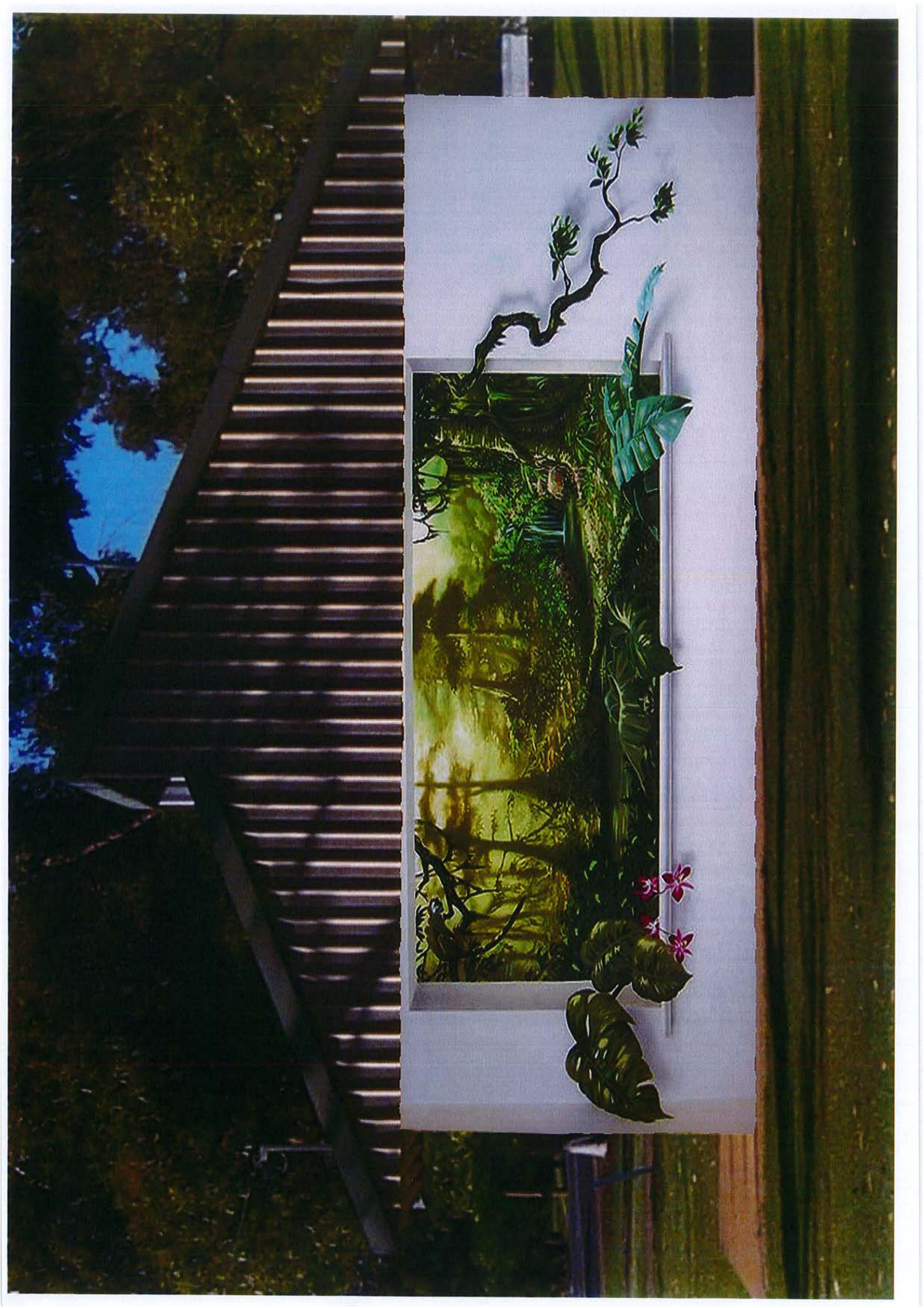


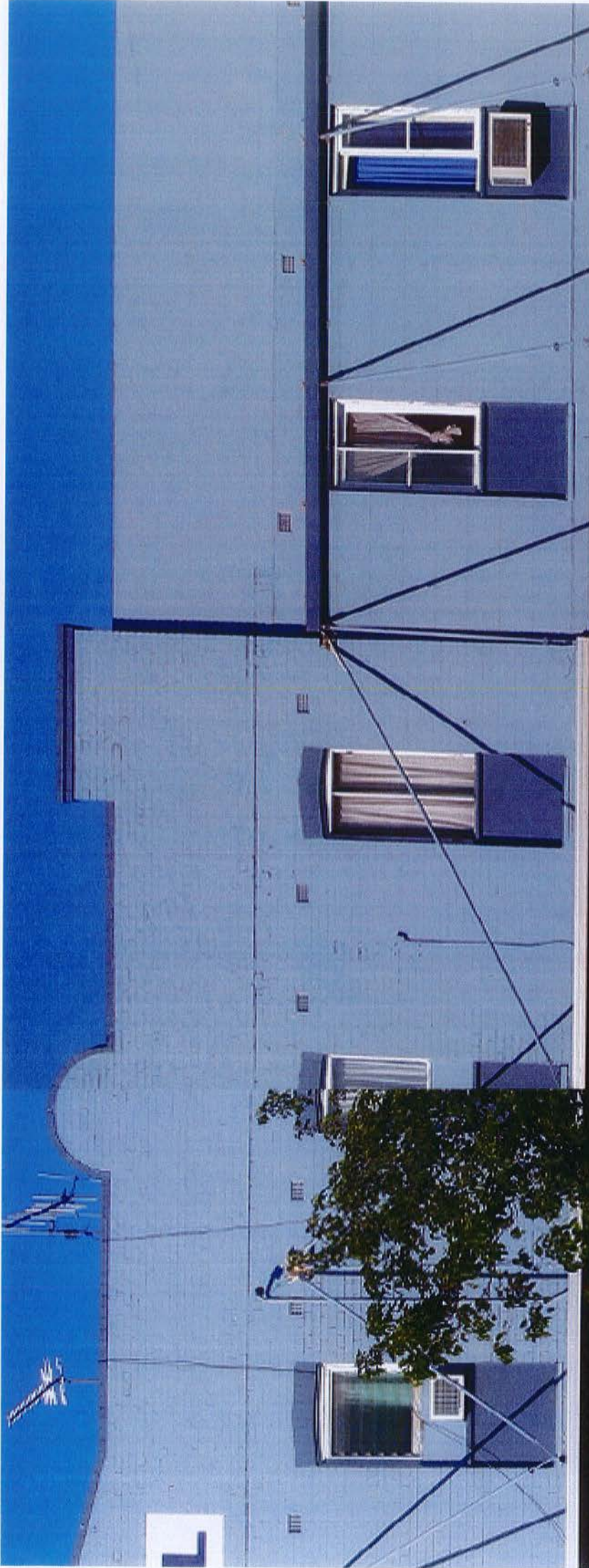
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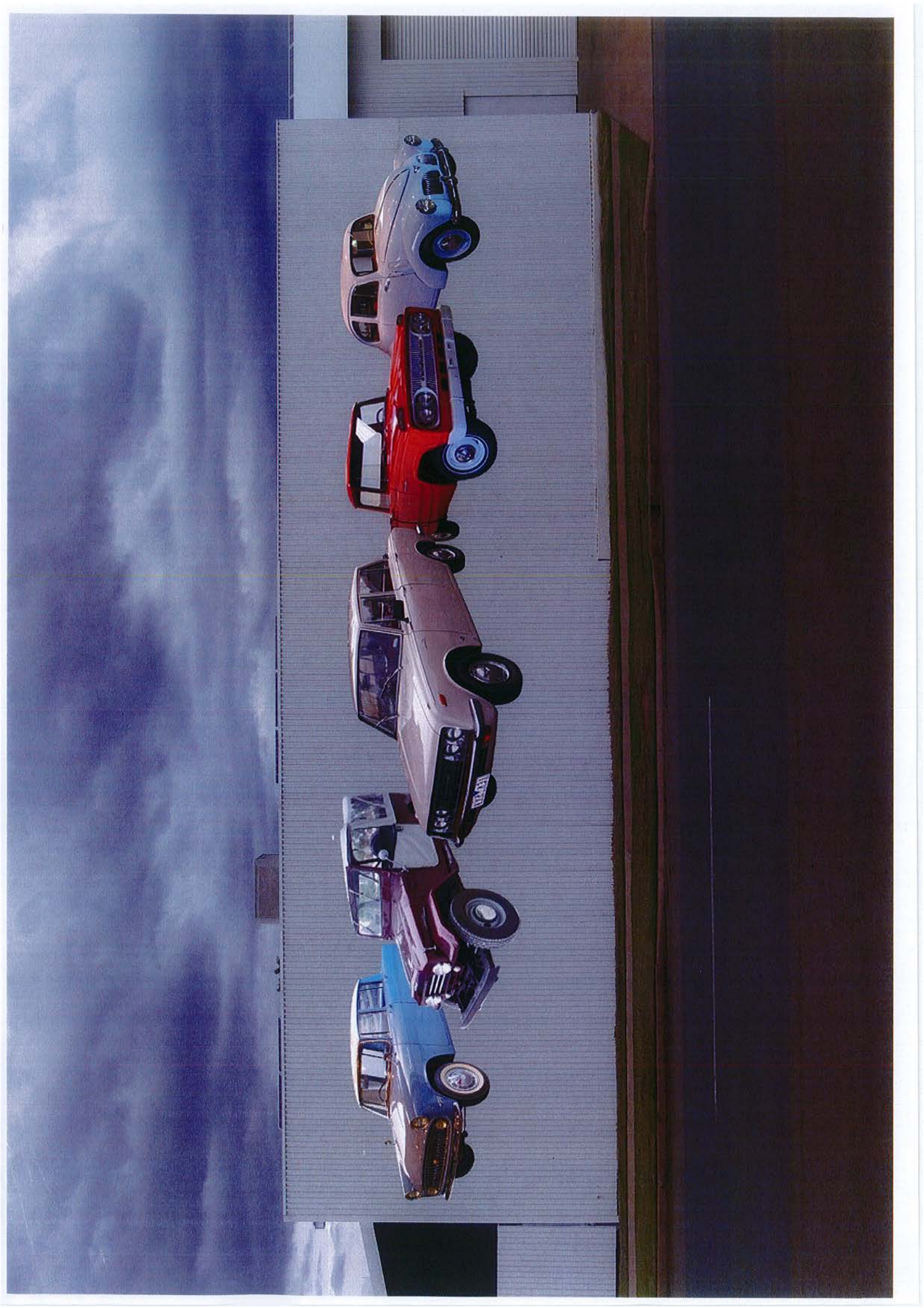


ONE WAY









MANEX MINUTES

Attached are the Minutes of the meeting of Manex held on Tuesday, 18th June 2019.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday, 18th June 2019 be received and noted.

ITEM 4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

1. The information be received and noted; and
2. Council to raise with the Critical Water Advisory Panel the status of the township if the water level doesn't remain available for fire fighting, what do we do with hospital and CBD in times of concern.

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

That Work Health and Safety Performance Summary information be reviewed and monitored.

ITEM 5.2 WORK HEALTH AND SAFETY CORRECTIVE ACTION REPORTS (S12-14.1)

That the Work Health and Safety Corrective Action Reports be reviewed and monitored.

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

1. That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed, and their status monitored, and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.
2. That the MANEX team note the completion of items contained within with the Warren Shire Council Work Health and Safety Action Plan Objective Update Table.

ITEM 9 OPERATIONAL PROCEDURES (A2-1)

1. The information be received and noted; and
2. The procedure telephones be adopted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 18th June 2019 commencing at 2.35 pm

PRESENT:

| | |
|-------------------|---|
| Glenn Wilcox | General Manager (Chair) |
| Darren Arthur | Divisional Manager Engineering Services |
| Rolly Lawford | Divisional Manager Engineering Services |
| Kerry Jones | Town Services Manager |
| Maryanne Stephens | Manager Health & Development |
| Jody Burtenshaw | Executive Assistant |

ITEM 1 APOLOGIES

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

Carried

ITEM 2 BUSINESS ARISING FROM MINUTES

Nil.

ITEM 3 ACTION CHECKLIST

MOVED Arthur/Jones that the information be received and noted and the item marked with an asterisk (*) be deleted.

Carried

ITEM 4.1 2018/2019 SPECIFIC WORKS STATUS REPORT

MOVED Wilcox/Jones that:

1. the information be received and noted; and
2. Council to raise with the Critical Water Advisory Panel the status of the township if the water level doesn't remain available for fire fighting, what do we do with hospital and CBD in times of concern.

Carried

ITEM 4.2 PROJECTS AND ASSETS STATUS REPORT

MOVED Jones/Wilcox 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 18th June 2019 commencing at 2.35 pm

ITEM 4.3 EWENMAR WASTE DEPOT STATUS REPORT

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

Carried

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

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

Carried

ITEM 5.2 WORK HEALTH AND SAFETY CORRECTIVE ACTION REPORTS (S12-14.1)

MOVED Wilcox/Jones that the Work Health and Safety Corrective Action Reports be reviewed and monitored.

Carried

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

MOVED Wilcox/Jones that:

1. That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed, and their status monitored, and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.
2. That the MANEX team note the completion of items contained within with the Warren Shire Council Work Health and Safety Action Plan Objective Update Table.

Carried

ITEM 6.1 NSW GOVERNMENT CIRCULARS (L5-3)

The following circulars have been received by Council since last Manex.

Office of Local Government Circulars

| Date | Circular No. | Description | Comment/Action |
|----------|--------------|--|----------------|
| 20.05.19 | 19-07 | 2019/20 Determination of Local Government Remunerations Tribunal | Noted |
| 03.06.19 | 19-08 | Consultation on Revised IPC Guideline 1 Returns of Interests | Noted |
| 12.06.19 | 19-09 | Increase to Companion Animal Registration Fees in Line with CPI | Noted |
| 13.06.19 | 19-10 | Consultation on Webcasting Guidelines | Noted |

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 18th June 2019 commencing at 2.35 pm

ITEM 6.1 NSW GOVERNMENT CIRCULARS

CONTINUED

Ministerial Circulars

| Date | Circular No. | Description | Comment/Action |
|------|--------------|-------------|----------------|
| Nil | | | |

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

Carried

ITEM 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 April, May and June 2019.

Strategic Tasks Guide

| DATE | TASK | STATUS |
|-------------|---|--------|
| JUNE | | |
| 30 | 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 |
| | Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)). | Noted |
| | Operational Plan (2018-19) adopted and Long Term Financial Plan updated (s.405(1)). | Noted |
| JULY | | |
| 1 | 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 |
| 5 | Proposed loan borrowings return to be submitted to TCORP. | Noted |
| 30 | Public Interest Disclosure report due to NSW Ombudsman. (s.6CA of the Public Interest Disclosure Act 1994). | Noted |
| 31 | 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. | Noted |

MOVED Wilcox/Lawford 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 18th June 2019 commencing at 2.35 pm

ITEM 7 GOVERNANCE REVIEW (P13-1)

MOVED Wilcox/Lawford that the report be received and noted.

Carried

ITEM 8 IMPOUNDING OFFICER'S REPORT (P4-4)

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

Carried

ITEM 9 OPERATIONAL PROCEDURES (A2-1)

MOVED Stephens/Lawford that:

1. The information be received and noted; and
2. The procedure telephones be adopted.

Carried

ITEM 10 MAY 2019 MINUTES AND JUNE 2019 BUSINESS PAPER

The Committee previewed the June 2019 Business Paper and the May 2019 Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

ITEM 11 COMPLAINTS/ACTION REQUESTS STATUS

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

ITEM 12 GENERAL BUSINESS WITHOUT NOTICE

Nil.

There being no further business the meeting closed 4.15 pm.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC.

(C14-5.5)

RECOMMENDATION

That the information be received and noted.

The meetings was well attended with approximately 86 attendees.

The meeting started with bringing motions forward whilst waiting for address by Ministers.

1. A motion was put forward for Royalties for Regions to allow funding to be provided back to mining effected councils. The motion was requested to redesign the scheme. The motion was moved and seconded from Gunnedah. The motion was carried.
2. A motion was placed forward by Tenterfield and Kyogle about increased fire management activities by the RFS. The Motion was carried
3. A motion was put forward from Kempsey as to the Emergency Services levy contribution. The motion was to support LGNSW actions and that the govt not increase contributions without talking to Local Govt first. The floor supported the motion.

A suggestion was made that all councils should refuse to pay the increased contribution by resolution and that a copy of the resolution be forwarded to Country Mayors.

A copy of the Motion is included in the minutes.

The following people addressed the Meeting;

Minister Shelley Hancock - Minister for Local Government

The Minister spoke on the following:

- Emergency Services Levy and the funding to workers compensation scheme for industry related cancers. The Minister agreed that the funding request is of concern and the Minister indicated that she requested a deferment of costs as Councils had no warning of increases.
- The Minister gave an overview of her career in local government and moving to be elected to State Parliament.
- Minister meet with the JO's executive officers and chairs on Thursday 30th May to look at issues such as funding of the JO for ongoing costs. Discussion has occurred on ways to allow JO's to be self funding and partnerships with the State.
- The Ministers Office will also be looking at the drought issues from a Local Government view.
- The Office of Local Government Office will remain at Nowra, but it is now under the Planning Ministers control.
- The Minister may look at payments to Councillors but that is in the future.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC. CONTINUED

The Minister took questions;

Q. Waste levy - What is happening with the waste levy?

A. The Government will need to look at the waste levy as it is not under her portfolio, but if Country Mayors would like to pass a motion then the Minister will take this to Government.

Q. Web Casting of Meetings - Compulsory web casting coming in by December, and will the State fund rural and regional councils and does it have to be forced on Council?

A. The decision was made to allow the community to be more accessible to council and its decisions. She questioned as to how many people will watch the web cast. The State is not funding this.

Q. Rate Harmonisation - Merged councils require a deferment of rates harmonisation.

A. The Government is looking at this.

Q. Cost Shifting in Local Government - Government position?

A. The Minister does not support cost shifting, but believes it is overstated by Local Government and councils can ask the Government for funding where they believe it impacts. The Minister agrees that cost shift does occur, but she needs to discuss within Government as to what can occur.

Q. Rating Review - When will it be released?

A. The Government is again looking at the review and the release of the review. No timeframe.

Q. Codes of Conduct - Can we change the Code of Conduct review process as to paying an investigator and referral to the Office of Local Government?

A. The Minister felt that Local Government should remain independent of the State and the process can be reviewed, but councils should employ their own assessor. The challenging of long-term breaches needs review.

Q. Remuneration of Councillors - Can this be reviewed prior to the next election?

A. The Minister agrees that remuneration needs review and will consider.

Q. Merger of Councils - Will the Minister look into the merged councils and the costs of running them since the merger?

A. The Government policy is no further amalgamation and no demergers. The Government should look at what the operation costs are and review how the councils are functioning and the effectiveness.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC. CONTINUED

Q. The Government is increasing costs without consultation e.g. web cast meetings, emergency services levy, etc. Councils are financially impacted, and these small costs are impacting.

A. Councils are applying for rate rises above 2.7% but she understands the community expectations and that SRV's are not popular. She understood that the small costs are impacting.

General Advice:

- The Minister advised that the Government will take back and fund regional roads.

Speaker: Gordon Hinds, Managing Director Better Energy Technology

Discussion was about how can councils re-join the electricity energy market through this company. This is being trialled at Lockhart Council in the Riverina. It is a renewable energy system.

The project is a 10MW solar farm, a large 20MW battery for storage, a small waste to energy plant powered by methane, load control systems to reduce big energy drains.

The cost of power is around 28 cents a kilowatt ongoing, the town residents can purchase equity (Council) and if they buy in, the council could earn up to \$500,000 / year.

Opportunities for councils - Councils can be a generator and a retailer of energy, the council can claim a dividend from the power sold, it generates short term employment.

The Lockhart system will power the town rather than take power from the national power grid. This will allow power prices to be stabilised and allow all residents of Lockhart to benefit from lower power prices.

The project cost is around \$30million.

Access to substations is extremely important as this is how energy gets back into the grid so power can be supplied and paid for.

Hon Brad Hazard Minister for Health and Medical Research

The Minister gave a general view of Health in NSW and future directions.

Q. Delays in Autopsy - How will this improve?

A. An issue has arisen with a lack of trained pathologists. Changes need to be made on who and when autopsies are undertaken and the transfer of people (bodies) to Newcastle.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC. CONTINUED

Q. Doctors to Rural Communities - Does the Government support scholarship programs?

A. The Minister will speak to the University of Western Sydney as to scholarship program.

Q. New Hospitals and Lack of Doctors?

A. A challenge is around getting a GP Obstetrician, but services will not be degraded.

Q. X-rays - Permission for Doctors to undertake X-rays from Custer Directors

A. Minister shall look at what is happening and why Doctors need permission.

Q. Access for mental health support services any ideas on how to help?

A. The Government spends \$2 billion on mental health and is looking at an extra \$90 million to help with rural services.

Andrew Roberts - Field Solutions Group Telecommunication Company

The company brings in internet services and supplies towers or nodes to deliver a wireless service to a town. This can be delivered to a farm and run out a signal across adjoining farms.

Systems have been installed at Moree and Narrabri and reach out approximately 100 km to allow farms to use internet services.

Company has identified access areas across NSW where their towers and repeaters can be rolled out. They need to partner with councils to develop the service. Council will be paid for rent of space on towers, silos, water towers, etc.

Council can buy a system for their towns and operate it as a profitable business unit. This could be a JO project.

They operate only in regional and remote areas.

General Business Items (Continued)

- Motion by Lockhart to allow rural and regional towns to access electricity substations to permit future development of new energy developments.

Carried

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC. CONTINUED

Bruce Miller - LG Super on the defined benefits scheme

Clr Bruce Miller gave a brief history of the defined benefits scheme. Local Government Super (LG Super) came out of State Super over 20 years ago and operates under a trust. Prior to the GFC the defined benefits scheme was fully funded, and councils did not have to pay into the scheme. The GFC hit and all super funds lost money and to get it back into a surplus condition, the councils were levied to pay back into the fund over a 10 year period.

The fund is reviewed every year as to funding and is getting close to a fully funded position as required by APRA since 2013, to ensure that the fund is fully funded every day of the year. The fund must reduce risks and be above the day to day APRA requirement.

The fund will be required to operate at a 115-120% level to reduce long term risks.

The Board has addressed the issues raised at the LGNSW Conference by member councils. The outcomes being two resolutions;

1. **Independent Review of the Investment Strategy** - The board advised that the investments are reviewed annually by independent assessor (JP Morgan) and therefore a further review is not warranted. Monthly performance reviews are conducted and forward projected quarterly and yearly; and ten year performances.
2. **Past Service Contributions** - Advice was received from the actuary (APRA) LG Super will review the need for past service contributions. Contributions may need to continue to comply with APRA requirements of 100% funding. If no buffer is held and markets have a downturn, then contributions would need to be paid by councils.

Clr Miller advised that LG Super is independent of the State Government and is only linked through the Minister Local Government by association. APRA is the federal authority that regulates LG Super.

LG Super is 50% owned by LGNSW (4 shares) and 50% by the Unions (4 shares) and each share has a \$0 value. LG Super operates independent of its shareholder under company and finance laws. LGNSW cannot direct LG Super by law. The Directors of LG Super must operate independent of the shareholders and are only responsible to the entity. The board operates a fund around \$12 billion.

New regulations passed on 4th April allow APRA to take action and make changes independent of Government and can direct funds to change investment levels.

LG Super is the best fund in Australia in a recent survey.

A copy of the JP Morgan reviews is available from LGNSW.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 27th June 2019

ITEM 1 COUNTRY MAYORS ASSOCIATION OF NSW INC. CONTINUED

General Business (Continued)

- A request was made to invite the Rural Fire Commissioner to discuss changes to grass lands and changes to the fire codes (Gwydir Council) and that a stay on implementing the new fire manual.
- Waste Levy Taskforce - Motion as written. Adopted.

Next Meeting 2nd August 2019



MINUTES

Attached are the Minutes of the Meeting of the Mining and Energy Related Councils held on Friday, 10th May 2019.

RECOMMENDATION:

That the Minutes of the Meeting of the Mining and Energy Related Councils held on Friday, 10th May 2019 be noted.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) ORDINARY MEETING HELD AT FORBES SERVICES MEMORIAL CLUB, 41-43
TEMPLAR ST, FORBES, NSW, 10th MAY 2019**

Present

| | |
|-------------------------------|---------------------------|
| Cr Owen Hasler (Acting Chair) | Gunnedah Shire Council |
| Cr Rob Hooke | Gunnedah Shire Council |
| Cr Sarah Ludeman | Singleton Council |
| Cr Michael Banasik | Wollondilly Shire Council |
| Cr Noel Lowry | Wollondilly Shire Council |
| David Henry | Wollondilly Shire Council |
| Cr Mark Hall | Lachlan Shire Council |
| Lisa Schiff | Lachlan Shire Council |
| Greg Tory | Lachlan Shire Council |
| Ron Zwicker | Wollongong City Council |
| Cr Scott Ferguson | Blayney Shire Council |
| Rebecca Ryan | Blayney Shire Council |
| Cr Phyllis Miller | Forbes Shire Council |
| Steve Loane | Forbes Shire Council |
| Cr Chris Roylance | Forbes Shire Council |
| Cr Joanne McRae | Orange City Council |
| Cr Kevin Duffy | Orange City Council |
| Cr Liz McGlynn | Bland Shire Council |
| Cr Ian Davison | Cabonne Shire Council |
| Brad Byrnes | Cabonne Shire Council |
| Cr Karlene Irving | Warren Shire Council |
| Glenn Wilcox | Warren Shire Council |
| Cr Katheryn Smith | Mid Coast Council |
| Cr Janine Lea-Barrett | Cobar Shire Council |
| Peter Vlatko | Cobar Shire Council |

Minute Taker

| | |
|----------------|-------------------|
| Mr Greg Lamont | Executive Officer |
|----------------|-------------------|

Speakers

| | |
|-----------------------------|--|
| Phil Donato | MP Orange, Shooters, Fishers & Farmers Party |
| Roy Butler | MP Barwon, Shooters, Fishers & Farmers Party |
| Kristina Erzikov (Director) | DPIE, Dept Policy, Resources & Geosciences |
| Jessica Rossell (Manager) | DPIE, Dept Policy, Resources & Geosciences |

Apologies

Cr Peter Shinton, Warrumbungle Shire Council; Cr Robert Khan, Wollondilly Shire Council; Cr Jim Nolan, Broken Hill City Council; Crs Sue Moore & Dan Thompson & Jason Linnane, Singleton Council; Andrew Johns Gunnedah Shire Council; Cr Reg Kidd, Orange City Council; Crs Cath Blakey & Dom Figliomeni, Wollongong City Council; Paul de Szell and Adrian Panuccio, Mid Coast Council; Michael McMahon & Cr Ben Shields, Dubbo Regional Council; Cr Heather Druce, Warren Shire Council; Cr Manuel Martinez, Walgett Shire Council; Crs Mel Dagg, Jay Suvaal & Bob Pynsent, Cessnock City Council; Cr Des Kennedy & Brad Cam, Mid Western Regional Council & Cr Lilliane Brady OAM.

1. Welcome

The Acting Chair, Councillor Owen Hasler welcomed members, observers and speakers to the meeting and declared the meeting open at 9.15am. The Chair then invited the Mayor of Forbes Shire Council, Cr Phyllis Miller, to address delegates. Cr Miller welcomed delegates to the Shire, outlined the history of Forbes and the impacts that mining and energy related developments have had on the Shire and its unique assets that the community and visitors enjoy, in recent and past times.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
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2. Apologies

OM 13/2019 Resolved (Cr Ferguson/Cr Duffy) that the apologies for the delegates listed be received and noted.

3. Disclosures of Pecuniary Interest

(a) Mr Ron Zwicker declared an interest as a shareholder in AGL Gas Investments;

OM 14/2019 Resolved (Cr Miller/Cr Banasik) that the disclosures of interest be received and noted.

4. Adoption of the Minutes of the Ordinary General Meeting – 8th February 2019

OM 14/2019 Resolved (Cr Miller/Cr Hall) that the minutes of the Ordinary General meeting held on 8th February 2019 be received and noted.

5. Business Arising from the Minutes of the Ordinary Meeting - 8th February 2018
Nil.

6. Adoption of Minutes of Executive Committee Meeting – 9th May 2018

OM 15/2019 Resolved (S.Loane/Cr Banasik) that:

- (1) consideration of the minutes of the Executive Committee meeting held on 9th May 2019 be deferred until after the Executive Officer provides a background report on the items & recommendations; and
- (2) the items on VPA, Coal Seam Gas policy amendments and PhD Research Project be dealt with separately as per the Ordinary Meeting Agenda.

The Executive Officer went through the items in his report that related to matters on the Agenda for this meeting prior to adoption of the minutes, except for VPA, CSG policy amendments and the PhD Research project which were dealt with later in the meeting.

Suspension of Standing Orders for Speakers and Morning Tea

OM 16/2019 Resolved (Cr Irving/S.Loane) that standing orders be suspended at 10.40am for morning tea and thereafter to allow the speakers to address delegates.

The comments made by speakers of interest to delegates were:

(1) Phil Donato (MP Orange) & Roy Butler (MP Barwon), Shooters, Fishers & Farmers Party:

- SFFP have a “bias for the bush” and will hold the government to account on their promises made prior to the recent election;
- SFFP, One Nation, minor parties and independents in the lower and upper houses hold the balance of power with the government and will ensure accountability occurs if required;
- Policy on mining is that the SFFP will support prime agricultural land, ground and surface water being protected before mining;
- Policy is to support coal as an interim cost effective energy source until renewable energy can be developed and the options are cost effective, too expensive at the moment, so need to use coal;
- Policy on Dams is to build more of them;
- Acting Chair asked several questions in relation to the current Resources for Regions program and requested that SFFP respond to them as follows:

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) ORDINARY MEETING HELD AT FORBES SERVICES MEMORIAL CLUB, 41-43
TEMPLAR ST, FORBES, NSW, 10th MAY 2019**

- (A) It is understood by MERC members that only 17 per cent from the sale of state assets is coming back to regions rather than the 30 per cent promised by the government - are they prepared to pursue this in parliament on behalf of our communities?
Response - they understood this to be correct and would pursue such in parliament in order to verify;
- (B) Not all funds allocated for round 6 of the present Resources for Regions program (some \$50 million) will be utilized this year - similar to last year with only approximately \$28 million to be allocated despite the government having received more than enough applications to utilize the total amount. Would they pursue this failure to use all the funding available?
Response – Yes, they would pursue this and they believe a greater amount should be available for the program;
- (C) The current Resources for Regions program requires Councils to have a BCR (benefit cost ratio) greater than 1 and co-funding by Councils and this criteria has prevented a number of councils from being eligible for the Resources for Region's program. MERC believes these requirements should be eliminated from the criteria - what is the position of the SFFP members?
Response – They fully concur as it is preventing many of the small shires and communities (which they represent) from receiving their just entitlement under the program;
- (D) MERC advocates a “Royalties for Regions” program similar to that which operates in WA where Councils subject to mining activity, receive a specific proportion of the royalties back to the communities which are directly impacted by mining. Would the SFFP members support such a program?
Response: Yes, as members of the SFFP, they believe that such a program is both fair and meets their "bias for the bush" objective in order to see a reasonable share of resources spent in rural and regional areas such that those communities have similar state provided services to those available in metropolitan areas.

Both members indicated that they welcomed regular and open dialogue with MERC and were happy to pursue matters on behalf of MERC members and communities in rural and regional NSW. Acting Chair indicated that these issues, and others, would be conveyed to them formally by our Executive Officer, following the meeting.

(2) Kristina Erzikov (Director) & Jessica Rossell (Manager)* (DPIE, Dept Resources, Planning & Geosciences) – Spoke of changes to their Department since the recent election and they were keen to partner with MERC to improve the way their department addresses the monitoring of mining issues in the state and will be happy to attend future meetings to run proposed changes past delegates and seek input. (*Copies/details of their presentation will be forwarded to delegates under separate cover).

Resumption of Standing Orders

OM 17/2019 Resolved (Cr McRae/Cr Hall) that standing orders be resumed at 12.30pm.

OM 18/2019 Resolved (Cr Banasik/S.Loane) that the minutes of the Executive Committee meeting held on 9th May 2019 be received and noted.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
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7. Business Arising from Minutes of Executive Committee Meeting – 9th May 2019
Nil

8. Executive Officers Report – This was dealt with as part of Item 6.

9. Delegates Reports – Nil to report.

10. VPA Steering Committee Update

OM 19/2019 Resolved (Loane/Cr Ludeman) that:

- (1) the information be noted;
- (2) the Report from the Executive Officer dated 9th May 2019 and the Minutes of the VPA Steering Committee from Stephen Barry, DPIE held on 2nd May 2019 be received and noted and they be circulated to delegates with the minutes of the Executive Committee meeting held on 9th May 2019;
- (3) MERC recommend a VPA process which can utilize a number of methodologies being:
 - (a) A model utilizing a % of Capital Expenditure and/or a Cents per Production cost;
 - (b) A combination of % of Capital Expenditure and/or a Cents per Production cost of 70% and a Worker Domicile Model of 30%;
 - (c) A Worker Domicile Model based upon a sliding scale which recognises the economic benefit for the host Council;
- (4) MERC agree to prepare a Statement in conjunction with NSW Minerals Council and the VPA Steering Committee that allows Councils and proponents to utilize any of the methodologies;
- (5) If the NSW Minerals Council does not agree to (3) or it is likely that substantive progress can't be made, then the Chair of the VPA Steering Committee be informed that negotiations are to cease and MERC will withdraw from the Committee.

11. Coal Seam Gas Policy (Amended)

OM 20/2019 Resolved (Cr Hall /Cr Irving) that:

(1) the amended Coal Seam Gas Policy be adopted with the typographical correction of “form” to “from” in the Policy Position Statement Item 10 and the inclusion in Procedure Item 3 (d) “as far as practicable” before a “nil” net effect so that the item reads:-

3 (d) Councils should as far as practicable, adopt a “nil” effect position in regard to the quality of surface water, domestic, stock and irrigation aquifers used by our community and as soon as practicable a “nil” net effect on above ground environmental assets in relation to coal seam gas activities;

(2) the amended policy be circulated to members when the debate on double casing of bores is finalised at the August meeting

(Note: The Acting Chair requested Cr Hall to submit a Notice of Motion to the Executive Officer prior to the Ordinary Meeting in August on arguments for “wording of the inclusion of double casing of bores” in the CSG policy with supporting documentation and arguments so that delegates can better consider the issues raised at the meeting.)

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
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11. PhD Research project

OM 21/2019 Resolved (Cr McRae/ R.Ryan) that

- (1) The information be noted;
- (2) MERC proceed with the PhD Research project, sponsoring the student Peter Dupen from MERC reserves to a maximum of \$40,000;
- (3) The Executive Officer pursue other partners for joint sponsorship of the project;
- (4) MERC prepare a Memorandum of Understanding with UTS, the PhD student and sponsors on how the project will be undertaken and will operate;
- (5) A progress report to be presented to the August Ordinary meeting by the Executive Officer.

12. General Business

(a) Life Membership – That the information in relation to the presentation of Life Memberships to Chris Connor and Cr Lilliane Brady OAM be noted.

13 Next Meetings – Sydney 8/9th May 2019 & Gloucester 7/8th November 2019

Close – the meeting closed at 12.45pm

The minutes (pages 1-4) were confirmed at a meeting of the Ordinary Meeting held on the 9th August 2019 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 10th May 2019.

.....
Cr Owen Hasler, Acting Chairperson

Warren Interagency Support Services

MINUTES

Attached are the Minutes of the Meeting of the Warren Interagency Support Services held on Thursday, 13th June 2019.

RECOMMENDATION:

That the Minutes of the Meeting of the Warren Interagency Support Services held on Thursday, 13th June 2019 be noted.

Meeting opened at 1:00pm

Chair: Clr Sarah Derrett **Secretary:** Jaymie-Leigh Shortland

Clr Derrett welcomed all to the meeting.

Present:

Sergeant Dave Marr- NSW Police
Bill Murray- Marathon Health
Carol Owens – Breakthru
Chris Fallon – NDIA Dubbo
Jenn Ross- Creative Community Concepts
Vickie Everingham – Creative Community Concepts
Sarah Waley – Catholic Care
Angela Hubbard – PHYZZXZU
Mellissa Shennan – Western Women’s Legal Support
Lucy Armstrong –Western NSW Community Legal Centre
Jacqueline Pekham – Aboriginal Affairs
Tony McAlary – Warren Youth Foundation
Kelly Sinclair – Warren Youth Foundation
Katie White – Australian Red Cross – Community Hub Nyngan
Robbie Olsen – TAFE NSW
Clr Sarah Derrett – Warren Shire Council
Jaymie-Leigh Shortland – Warren Shire Council

Apologies:

Clr Karlene Irving – Warren Shire Council
Clr Katrina Walker – Warren Shire Council
Lorraine Wales – Mission Australia
Wendy Beetson – Ability Links
Katherine Milgate – Aboriginal Affairs
Shannon Wheelhouse
Jemma Miller
Ricki Price

Apologies were **moved** by Sarah Derrett and **seconded** by Chris Fallon **Carried**

Minutes of the Meeting held on 11th April were **moved** by Sarah Derrett and **seconded** by Chris Fallon **Carried**

Business Arising:

1. Sergeant Marr was in attendance, in response to an invitation sent by the Interagency committee, and spoke re Safety in Warren at Night:
 - Ensure all incidents are reported
 - If Warren police cannot be reached, leave a message with your name, number and Warren police will get back to you as soon as they can.
 - If you reach Dubbo police do not hang up! Leave a message.
2. An invitation was also sent to Constable Watts so that he could be introduced as a new Constable to Warren. He is currently off duty but will attend next time.
3. Committee’s progress on transport from Nevertire to Warren: Clr Walker is looking after this and has contacted Ron Plunkett (see Action Checklist)

Minutes of the Interagency meeting held at the
COMMUNITY MEETING ROOM - WARREN SPORTING AND CULTURAL CENTRE
On Thursday 13th June 2019 at 1.00pm.

Action Checklist:

| ITEM and Date entered | PERSON RESPONSIBLE | ACTION | COMMENT | FOLLOW UP ACTION FROM THIS MEETING | TIME FRAME |
|---|---|---|---|--|---------------------------|
| Warren Police Youth updates 9 th August 2018 | Clr Derrett and Police Youth Liaison Officer Martin Paice | Get Smart Meetings | <ul style="list-style-type: none"> • Clr Derrett confirmed with Martin Paice that he is continuing to work with the schools and is available to run programs on an 'as needed' basis. • As previously reported several programs were run at Warren Central School last year but there have been no programs requested for this year. • Programs on offer are available for K-12, as appropriate, and include 'stranger danger', cyber bullying and substance abuse awareness. | | Ongoing |
| New Constable June 13 2019 | Constable Watts, Clr Irving and Jaymie-Leigh | Introduce new Constable | <ul style="list-style-type: none"> • Constable Watts will attend the August 8th meeting to be introduced and welcomed. | Clr Irving to ask Jaymie-Leigh to send reminder invitation | July for August 8 meeting |
| Warren Central School Wellbeing Program 2017 | Jenny Brooker | "Well Being" Program | <p>A personalised living program for each individual child in the school and looks at the Physical, The Senses, Health, Speech, Mental Health and Academic Development.</p> <ul style="list-style-type: none"> • Families at risk will still receive support. • Children not attending school will continue to be monitored regularly. • Special mentoring program has been set up for years 8 & 9. • A counsellor comes to the school 3 days per fortnight. | Clr Irving to facilitate update for August 8 meeting. | Ongoing |
| Royal Flying Doctor's SE Division at WCS April 11 th 2019 | Ursula Ryan and Central School | Hydroponics System at Warren Central School | Leyna Howard and Ben Fischer, from the Royal Flying Doctor Service, informed the meeting that Ursula Ryan had been able to organise with Warren Central School to supply a hydroponics system. This system that is circular, provides food for fish and their waste products provide food for growing vegetables. | | Ongoing |
| Community 11 th October 2018 | Warren Shire Council, WMLALC and Riversmart and all associated community organisations, Warren preschool, Little Possums, Warren Central and St Mary's. | All Community Inclusion | <ul style="list-style-type: none"> • Warren Macquarie Local Aboriginal Land Council (WMLALC) felt Warren Shire Council has demonstrated an ethos of ongoing community inclusiveness through its actions of support of Aboriginal cultural heritage • Under the NSW Aboriginal Land Rights Act 1983 the WMLALC has the responsibility of identifying, preserving and promoting Aboriginal cultural heritage in the Warren Shire. • Warren Shire Council has acted very inclusively, especially in relation to the Beemunnel Heritage trail development and by having Council representatives on the River Smart committee. • WMLALC is a member of River Smart. • The WMLALC is the contact or point of call for all negotiations in Warren related to Aboriginal community inclusion.. | NAIDOC week Awareness 7-14 th July | Ongoing |

Minutes of the Interagency meeting held at the
COMMUNITY MEETING ROOM - WARREN SPORTING AND CULTURAL CENTRE
On Thursday 13th June 2019 at 1.00pm.

| ITEM and Date entered | PERSON RESPONSIBLE | ACTION | COMMENT | FOLLOW UP ACTION FROM THIS MEETING | TIME FRAME |
|--|---|--|---|--|------------------------------|
| Community November 29 th 2018 | Kelly Sinclair, All inclusive | Interagency services promotion | <ul style="list-style-type: none"> Lack of awareness in the community re the presence of agency services in Warren Need for a revolving Community notice board in a prominent position Kelly offered to look into grant options, location and how it could be manned. Quote has been received for community notice board - \$17,500.00 for double sided and \$12,000.00 Single sided. Quote has been included in costing for Community Hub. | Community needs to vote re Community Hub grant application | ASAP |
| Community June 13 2019 | Kelly Sinclair and Katie White, All inclusive | Grant Application has been submitted for Community Hub and Youth Centre | <ul style="list-style-type: none"> Katie White from Nyngan's Community Hub (funded by the Red Cross and supported by Bogan Shire Council) attended Warren's Interagency Meeting and informed agencies on how the a Community Hub works. Kerrie Watson reported last November that Nyngan is classified by the Australian government as rural and remote and therefore attracts more funding for such services. Warren misses out on this classification by 7kms. Services/consultant appointments. Eg Head Space services for mental health, NDIS. The issue is having someone able to man the facility during the day. My Community Grant application for \$200,000 has been sent and the recipients will be notified in October 2019. Requesting ideas to get the community voting to assist the grant application's success Aim is to also have a Hub which is wheelchair accessible | Katie liaises with Kelly re next steps. Community voting needed to assist in the grant application | ASAP For voting |
| Business houses and organisations November 29 th 2018 | Wendy Beetson, All inclusive | 'Access at a Glance' | <ul style="list-style-type: none"> Wendy Beetson contacted Damian Plunkett, Warren Chamber of Commerce to let him know about the Access at a Glance sticker project. Wendy has visited a number of Warren businesses and some stickers are already on display in Business windows or doors Businesses are welcome to contact Wendy if they would like to discuss accessibility. Joining in the project is free and it is about looking for the positives, having conversations about what accessible features they may already have and being able to provide information to assist businesses to be more inclusive of customers who have a disability. Wendy also spoke about helping people with a disability to find work. | Wendy to implement project on behalf of Ability Links | Ongoing |
| <i>Warren Community Services Directory</i> November 29 th 2018 | Clr Irving and Jaymie-Leigh Manager Health & Development Administrative Officer WSC | Updating agency contacts in the <i>Warren Community Services Directory</i> and | <ul style="list-style-type: none"> The Interagency Committee requested that printed copies be made available from: <ul style="list-style-type: none"> Warren Shire Council, Warren Shire Library, Warren Tourist Information Centre, Kookaburra Kiosk, Warren Macquarie Local Aboriginal Land Council (WMLALC) and also online. An annual update of the Directory will occur in June 2020. Please email updates to Jaymie-Leigh Shortland at jlf@warren.nsw.gov.au | Council emails document and provides printed copies of the Directory in various | June 2019 And Ongoing |

Minutes of the Interagency meeting held at the
COMMUNITY MEETING ROOM - WARREN SPORTING AND CULTURAL CENTRE
On Thursday 13th June 2019 at 1.00pm.

| ITEM and Date entered | PERSON RESPONSIBLE | ACTION | COMMENT | FOLLOW UP ACTION FROM THIS MEETING | TIME FRAME |
|---|--|---|---|--|--------------------|
| | Phone: 68 476600 , All inclusive | distributing the updated copy | <ul style="list-style-type: none"> • Thank you very much to Kerrie Watson for designing and creating the document for Council's use and distribution. | organisations in Warren | |
| Community transport between Nevertire to Warren February 14 th 2019 | Clr Walker, All inclusive, Interagency committee, Councillors, Disability Advocacy, Joblink Plus | Investigate public transport for pensioners and disadvantaged persons from Nevertire to Warren. | <ul style="list-style-type: none"> • The GM sent a letter to Clr Derrett and Clr Irving requesting that the Interagency Committee investigate concerns expressed by Mr Ron Plunkett in a letter re the need for public transport between Nevertire and Warren, particularly for pensioners catching the rail coach from Dubbo. • It was confirmed that people affected are either without a licence or car, after alighting the daily bus service from Dubbo they rely on others to provide them with transport, hitchhike to Warren, or, local residents needing to get to Warren from Nevertire end up missing appointments. • Lea Callan from Disability Advocacy offered to look into funding and aim to assist the disadvantaged people. • A letter has been written on behalf of the Interagency Committee by Clr Walker, in regard to the lack of public transport from Nevertire to Warren. Other organisations have been approached to also write a letters of support. When all the letters have been sent to Council, they will be forwarded to State Ministers with transport a part of their portfolio and to the Premier. | Clr Walker is currently requesting that letters of support be sent to Jaymie-Leigh to be collated so as to be sent to the relevant ministers | August 2019 |

Guest Speaker:

Bill Murray: Marathon Health delegate spoke on Marathon Health's New Access Program which allows easy access for all people from all backgrounds, with no specialist or GP referral, to mental health services. Bill's full presentation will be emailed with the agency reports.

The following agencies/sub committees in attendance provided a verbal report:

Marathon Health, PhyzX2u, NDIA, Western NSW Community Legal Centre, Breakthru, Aboriginal Affairs, Community Hub Nyngan, Catholic Care, Warren Youth Group, Warren Rotary Club, TAFE NSW, Creative Community Concepts

A summary of Agency reports and presentations will be emailed to Interagency Committee members and provided for Councillor's at Warren Shire Council's June meeting.

GENERAL BUSINESS: Nil

Clr Derrett thanked everyone for coming.

Meeting Closed: 2:50pm

Date of Next Meeting:

Thursday 8 August 2019 at 1.00pm at the Warren Sporting and Cultural Centre, Udora Rd, Warren

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 27th June 2019

ITEM 1 LEGISLATIVE COMPLIANCE POLICY AND PROCEDURE
(P13-1, A6-1)

RECOMMENDATION:

That Council adopt the Legislative Compliance Policy.

PURPOSE

Council, in its role as a Local Government Authority, has an obligation to ensure that its legislative requirements are complied with. The community and those working at Council have a high expectation that Council will comply with applicable legislation and Council should take all appropriate measures to ensure that this expectation is met.

BACKGROUND

Council has not developed a policy that sets out the legislative requirements and reporting on non-compliant areas that can occur from time to time. This policy allows a governance audit trail to allow staff and Council to review areas of operation that can be improved.

Council has publicly displayed this policy and no comments have been received.

REPORT

The breadth of Warren Shire Council's operations results in a large volume of legislation that impacts on and imposes various compliance obligations. The consequences of breaching legislation can vary greatly between minimal impact on Council to severe consequences of both a civil and criminal nature.

The primary objective of this Policy is to ensure that Warren Shire Council complies with its legislative and regulatory requirements. A fundamental principle of good public administration is that public officials comply with both the letter and the spirit of the law.

Council, in its role as a Local Government Authority, has an obligation to ensure that its legislative requirements are complied with. If breaches of the law are committed by Council, or its staff; Council and/or its individual staff members and Councillors could be prosecuted or fined, there could also be a significant loss of Council's reputation.

Council will maintain the highest standards of diligence in all areas of public accountability, through its policies and processes, to meet its legal obligations. Council will maintain a Legislative Compliance Management System to ensure these standards of diligence are met.

FINANCIAL AND RESOURCE IMPLICATIONS

The administration of this policy and the reporting to Council will be absorbed in normal operational costs.

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 27th June 2019

ITEM 1 LEGISLATIVE COMPLIANCE POLICY AND PROCEDURE
CONTINUED

LEGAL IMPLICATIONS

As Council's are subjected to higher levels of auditing from the Auditor General's Office, its own External Auditors and through Internal Audit processes, a greater level of governance is required to ensure that staff, Councillors and the public understand and have a level of satisfaction that Council is following correct and consistent process.

A failure to follow the Law, the processes around the law or internal procedures can result in legal action and/or a loss of reputation overall.

RISK IMPLICATIONS

This policy is to identify the areas that can be improved due to non-compliances with the Law or process at Council. Management and Council need to be able to review these non-compliances and to make corrections in its governance process to reduce future non-compliances, errors or mistakes that could cost council and the community.

STAKEHOLDER CONSULTATION

This policy was publicly displayed to seek comments.

Council will be provided with an annual report highlighting non-compliant areas and actions taken.

OPTIONS

Council has an option to not adopt this policy.

CONCLUSION

This policy and the reporting procedure will allow Council a higher level of governance and reporting to reduce areas of non-compliance identified.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Legislative Compliance Policy and Procedure.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren, on Thursday 27th June 2019

ITEM 2 MODEL CODE OF MEETING PRACTICE (C14-2)

RECOMMENDATION:

That Council formally adopt the Model Code of Meeting Practice.

PURPOSE

The NSW Government through the Office of Local Government has undertaken amendments to the Model Code of Meeting Practice.

BACKGROUND

All Local Councils are required to have an approved Code of Meeting Practice. The Office of Local Government has been rewriting this code and in December 2018 presented a final Code of Meeting Practice to Councils for adoption.

Council workshopped the Code and resolved to place the Code on public display. Council has not received comments.

Council has been working under the new Code since its workshops in January and February 2019 when the Code was publicly displayed.

REPORT

The Office of Local Government has issued the Model Code of Meeting Practice to Councils to be adopted. The Model Code contains mandatory and non-mandatory provisions. To allow Council time to understand the Code a workshop was held to discuss the changes to non-mandatory requirements. Council has been working with the Code since the display to the public and will implement video or recorded meetings by December 2019.

FINANCIAL AND RESOURCE IMPLICATIONS

Council will incur costs to purchase and broadcast council meetings and other meetings as required. These costs will be allowed for in the 2018/19 budget year. Additional costs will be charged to the 2019/2020 financial year budget.

LEGAL IMPLICATIONS

This Model Code of Meeting practice is mandatory and must be implemented by Council prior to 14th June 2019. Council has been operating under the code since February. The Code is automatically adopted as from 14th June 2019 by legislation.

RISK IMPLICATIONS

Council must adopt the Code, or it is applied by legislation. If adopted, then risks are considered to be low.

STAKEHOLDER CONSULTATION

This Model Code as amended was placed on public display for a period of 28 days and placed on Council's website. No submissions had been received.

WARREN SHIRE COUNCIL
Policy Report of the General Manager
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Council Chambers, Warren on Thursday 27th June 2019

ITEM 2 MODEL CODE OF MEETING PRACTICE CONTINUED

OPTIONS

There are no options but to adopt the Model Code with the non-mandatory amendments as agreed.

CONCLUSION

The Office of Local Government has issued the Model Code of Meeting Practice for Council to review and adopt.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Model Code of Meeting Practice.

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 27th June 2019

ITEM 3 MODEL CODE OF CONDUCT

(A7-6)

RECOMMENDATION:

That Council adopt the Model Code of Conduct.

PURPOSE

The NSW Government through the Office of Local Government has undertaken amendments to the Model Code of Conduct.

BACKGROUND

All Local Councils are required to have an approved Code of Conduct. The Office of Local Government has been rewriting this Code and in December 2018 presented a final Code of Conduct to Councils for adoption.

Council workshopped the Code and has placed the Code on public display without receiving comment.

Council has been working under the new Code since its workshop in January and February 2019.

REPORT

The Office of Local Government has issued the Model Code of Conduct to Councils to be adopted. The Model Code contains mandatory and non-mandatory provisions. To allow Council time to understand the Code a workshop was held to discuss the changes to non-mandatory requirements.

FINANCIAL AND RESOURCE IMPLICATIONS

Council will incur costs to print and provide copies to Councillors, committee members and staff as required. These costs will be allowed for in the 2018/19 budget year. Additional costs will be charged to the 2019/2020 financial year budget.

LEGAL IMPLICATIONS

This Model Code of Conduct is mandatory and must be implemented by Council prior to 14th June 2019. Council has been operating under the Code since February 2019. The legislation automatically adopts the Code as at 14th June 2019.

RISK IMPLICATIONS

Council must adopt the Code, or it is applied by legislation. If adopted, then risks are considered to be low.

STAKEHOLDER CONSULTATION

This Model Code as amended was placed on public display for a period of 28 days and on Councils website. No public comments have been received.

WARREN SHIRE COUNCIL
Policy Report of the General Manager
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Council Chambers, Warren on Thursday 27th June 2019

ITEM 3 MODEL CODE OF CONDUCT

CONTINUED

OPTIONS

There are no options but to adopt the Model code with the non-mandatory amendments as agreed.

CONCLUSION

The Office of Local Government has issued the Model Code of Conduct for Council to review and adopt.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Model Code of Conduct.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
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ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|---|--------------------------|---|---------------------|--|
| General Manager | | | | |
| 23.5.19 | 97.5.19 | Emergency Service Levy | GM | Advise LGNSW of Council's support |
| Divisional Manager Finance and Administration Services | | | | |
| 28.3.19 | 73.3.19 | Tiger Bay Wetlands Walking Track | DMFA | Arrange lease agreement with MR and Mrs Stephens |
| Divisional Manager Engineering Services | | | | |
| 25.1.17 | 16.1.17 | Proposed new general industrial area | DMES | Costings to be produced for subdivision. |
| 23.8.18 (1) | 193.8.18 | Lot 36 DP755292 Gunningbar Street Nevertire | DMES | Arrange application for lot to be available for public usage. |
| 23.8.18 (2) | 193.8.18 | Lot 36 DP755292 Gunningbar Street Nevertire | DMES | Arrange for the section currently serving as a portion of Gunningbar Street west of Clyde Street be established as a road reserve becoming part of Gunningbar Street. |
| 23.8.18 (3) | 193.8.18 | Lot 36 DP755292 Gunningbar Street Nevertire | DMES | This work is progressing with the preparation of a formal subdivision plan which will allow the Council to formally acquire the road portion of the crown land and then re-classify it as public road. The NSW Crown Lands have endorsed this approach. It is expected that this process will take some time, months, to finalise. |
| 6.12.18 | 284.12.18 | Lot 79 & 80 DP 724585 Wambianna Street, Collie. | DMES | Survey has been drafted, a report is to be presented to Council. |

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
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ITEM 1 OUTSTANDING REPORTS CHECKLIST CONTINUED

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|--|--------------------------|---|---------------------|--|
| Divisional Manager Engineering Services Continued | | | | |
| 6.12.18 | 285.12.18 | Tender – Raw Water Pump Station Upgrade Macquarie River, Oxley Park, Warren | DMES | It has been decided that the tender received from the outside consultants will not be accepted. Instead, a meeting will be arranged with local contractors so as to have the work completed by the local contractors and managed by Council. |
| 28.2.19 | 47.2.19 | | | Provide advice to the community that the proposed river pump station will not utilise the existing wharf in the design and that the wharf will remain available to the public. |
| 6.12.18 | 287.12.18 | Mount Foster Quarry Usage Proposal | DMES | A draft Catchment Management Plan has been prepared and if satisfies EPA will be established. |
| 28.2.19 | 44.2.19 | Wonbobbie Bridge | DMES | The advertisement and specification for this project is currently being prepared. |
| 23.5.19 | 104.5.19 | Gunningbar Street Nevertire | DMES | Pursue acquisition in line with resolution. |
| 23.5.19 | 105.5.19 | 2019-2024 Roads to Recovery Allocation | DMES | 1 Send letters to listed Ministers, 2. Investigate and submit applications under Black Spot Program, the Heavy Vehicle Safety and Productivity Program, Bridges Renewal Program and the Additional Funding under the Heavy Vehicle Safety Initiative Program 3. Prepare/update strategic plan for roads. |

WARREN SHIRE COUNCIL
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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|---|-------------------|----------------------------------|--------------|---|
| Manager Health & Development | | | | |
| 24.1.19 | QWN 1 Irving | Swimming Pool Upgrade Project | MHD | Included in the tender document an option for ramp access into the swimming pool for Council to consider. |
| 23.5.19 | 98.5.19 | Establish a Skate Park Committee | MHD | Establish a Skate Park Committee as a Sub Committee of the Sporting Facilities Committee |

RECOMMENDATION:

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

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

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

MEETINGS HELD

| DATE | COMMITTEE / MEETING | LOCATION |
|-------------|--|-----------------|
| 20/05/16 | Consultative Committee | Warren |
| 24/05/19 | JO GMAC | Warren |
| 29/05/19 | Council Workshop | Warren |
| 31/05/19 | Country Mayors | Sydney |
| 05/06/19 | Economic Development Committee | Warren |
| 06/06/19 | JO Board Meeting | Nyngan |
| 12/06/19 | Minister Adam Marshall | Warren |
| 12/06/19 | Council Chambers Development Committee | Warren |
| 13/06/19 | Town Improvement Committee | Warren |
| 13/06/19 | Warren Interagency Support Services | Warren |
| 14/06/19 | Member for Barwon, Roy Butler MP | Warren |
| 18/06/19 | Manex Meeting | Warren |
| 19/06/19 | Work Health and Safety Committee | Warren |

FUTURE MEETINGS NOT ON MEETING SCHEDULE

| DATE | COMMITTEE / MEETING | LOCATION |
|-------------|----------------------------|-----------------|
| | | |

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5)) (E4-38)

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*

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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 in the Council Chambers, Warren,
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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 |  | Meetings held with Land Council. Council has supported development of walkways at Beemunnel. Support as required. |
| | | | | Number of meetings | Arrange meetings bi-monthly |  | General catch up held as required. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED





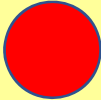

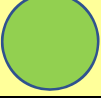
| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|---|---------------------------------|---|--|---|---|
| 1.1.3 | Provide leadership and co-ordination of the Warren Interagency group | Provide Chair & Secretariat | MHD | Production of business paper Number of meetings held | Business papers prepared for meeting every 2 months |  | Meetings held every 2 months. |
| | | 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 in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED






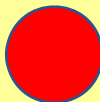
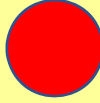
| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|---|---------------------------------|---|--|---|---|
| 1.1.6 | Co-ordinate and support community groups to promote events and activities within the 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. |
| | | Community Builders 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 in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED


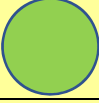





| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|---|--|---------------------------------|---|---|--|--|
| 1.2.2 | Promote to youth Warren facilities and activities available | Address schools on facilities 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. |
| | | Develop Indigenous traineeships | GM | Review of previous programs and no. of traineeships | Investigate a more suitable model |  | Discussions being held to support training and casual employment outcomes. |
| | | 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 attended by Councillors. |
| 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 in the Council Chambers, Warren,
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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 in the Council Chambers, Warren,
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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 |  | Regular meetings are held with emergency service providers under LEMC and RFS committees. |
| | | Keep Warren EMPLAN up to date | GM | Review of EMPLAN | Provide administrative, management and technical staff |  | |
| | | Co-ordinate LEMC meetings | GM | Hold regular meetings | Continually review EMPLAN and CMG's |  | |
| | | Make available council resources for emergencies | ALL | Provision of resources | Minimum 4 per year |  | |
| 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 |  | Currently being undertaken under planning proposal. |
| | | Review Development Control Plan | MHD | Update Development Control Plan | 5 year review |  | Ongoing. |
| | | Monitor development | MHD | Ensure Develop in line with legislation/ sustainable | Maintain Registers |  | |

WARREN SHIRE COUNCIL

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

CONTINUED




| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|--|---------------------------------|------------------------------------|--|---|---|
| 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. | DMES | 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. Inspected on a monthly basis. |
| | | Maintain existing street cleaning regime | DMES | 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 | DMES | 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. RO inspects all urban streets weekly and schedules any routine maintenance works including patching. OM and MES inspect all roads |
| | | Regular patching and reseal of streets | DMES | Effectiveness of programs | Patching of streets three times per year, reseals as per plan. |  | |


WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED

| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|---|----------|---|------------------------------------|--|
| | | | | | | 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. |








| 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. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED






| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|---------------------------------|--|--|---|---|
| | Implementation of Strategies Schedule | GM | Review and adopt schedules | Monitor actions from Schedule |  | Grants successful and work being completed under strategic plans. |
| | | | | Report to Economic Development Committee |  | EDC meeting quarterly. |
| 2.1.3 | Implement updated activities of the Strategy's Action Plan | 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 | 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 | DMES | Adoption of program of work for Streetscape Masterplan | Report to each Town Improvement Committee |  | Program for Streetscape Masterplan commenced. |
| | | DMES | Works undertaken | Commence works as/when adopted |  | Construction works of Streetscape Masterplan underway. |
| | | | | Report to each Town Improvement Committee meeting on actions |  | Town Improvement Committee updated on a 3 monthly basis. |


WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
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ITEM 3 DELIVERY PROGRAM PROGRESS REPORT (S404(5))

CONTINUED

| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment | |
|------------|---|--|----------|---------------------------------------|---|--|---|
| 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. Grants applied for and successful. Council and Riversmart are working well to develop tourism and social actions. |
| | | 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 |  | |





| 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 | Renew Extended Work Hours Agreement | DMES | Sign off agreement | Review Agreement annually |  Extended Work Hours Agreement reviewed annually by MES and OM. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED






| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|--|--|---------------------------------|---------------------------|---|---|--|
| standards in a cost effective, efficient and safe manner | Undertake road standard audits to ensure compliance with standards | DMES | 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 | DMES | 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 | DMES | Review Works programs | Develop Yearly Works Schedule and Condition Assessments |  | Condition assessment carried out annually in line with ACRVM. Annual works program developed by MES and reported to Council for approval and budgeting purposes. |
| | Roads Inspection Procedures manual in place | DMES | Inspection schedules | Regular Inspections |  | |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED




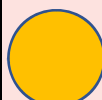


| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment | |
|------------|--|--|----------|--|---|---|---|
| 3.1.2 | Ensure regional main roads and highways are maintained to acceptable community standards | Continued maintenance management system | DMES | Review Works Programs | Regular PEG meetings |  | PEG meetings attended by PAE and works program reviewed by PAE. |
| | | Roads Inspection Procedures manual | DMES | Inspection schedules | Regular inspections |  | Inspections carried out regularly by RO and OM and annual inspections undertaken by MES. |
| | | Ensure RMCC requirements are met | DMES | 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. | DMES | 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 sections of the community | Maintain existing pathways | DMES | Monitor works programs | Regular inspections |  | All footpaths inspected weekly by RO. Condition assessments carried out by PAE annually and work program formulated by PAE and reported to Council for approval and budgeting purposes. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED

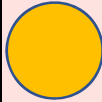

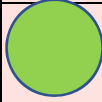


| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment | |
|------------|--|--|----------|----------------------------|--|---|--|
| | | Investigate grant opportunities for new pathways as per Plan | DMES | Number of grants submitted | Monitor and apply for all available grants |  | 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. | DMES | Monitor community feedback | Continually review and monitor maintenance program |  | Maintenance program developed and reviewed weekly by RO. |
| 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 |  | Currently being developed. Assessments undertaken and tender released as to upgrades. |
| 3.2.3 | Provide a high quality library service that meets the needs of the community | Review all library services and customer needs. | DMFA | Analyse user numbers. | Report quarterly to Council |  | Successful grant 2016 upgrading shelves. Submitted new grant application 9 November 2017 technology upgrade. |
| | | Continued membership North Western Library | DMFA | Participation | Active participation continued |  | AGM scheduled for 6 th December 2017 at Bogan. |


WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED

| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|---|--------------------------------------|---------------------------------|--|---------------------------------------|--|--|
| 3.2.4 | Maintain community facilities to an appropriate standard (e.g. Sporting Complex) | Review/monitor maintenance regimes | MHD DMES | 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 | DMES/MHD | Work schedule | Inspections undertaken twice per year |  | Inspected weekly and Village works team improving villages appearance and maintenance. |
| 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 prepared. Tender released and unsuccessful. Committee has reviewed to develop building program. |
| | | 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 |  | |








| 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. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED





| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|---|---------------------------------|--|---|---|--|
| | | 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 |  | Proposed plan submitted to committee and works undertaken to improve waste depot overall. Grant funding sought to develop drop off area. Staffing and changes to hours of operation approved by Council. |
| | | Implementation of Management Plan and Strategies | MHD | Report on actions taken | Report to each Ewenmar Waste Depot Committee meeting on actions |  | |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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. Based on State wide recycling issues this request should be placed on hold. |
| 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. | DMES | 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 DMES as required. |
| 4.3.1 | Manage environmentally responsible drainage works in accordance with Council program | Complete proposed works within each program year. | DMES | Design and construction on time and within budget. | Works schedule monitored |  | Collie drainage works have been carried out and work commenced at Nevertire as part of the Village Plan upgrades. Work to be completed across all roads in Shire based on budgets and need. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED



| Strategies | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment | |
|------------|---|--|----------|------------------------------|--|---|---|
| | | | | | | A new program will be presented to Council in 2019/20. | |
| 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 | DMES | Adherence to Plan | Completion of Restart NSW 357 Projects |  | Restart NSW Water Security Project complete. New water tanks at Collie and to go to airport subdivision. Additional water treatment required due to drought and water potability at Collie. |
| | | Compliance with best practice | DMES | Annual report | 100% compliance |  | Compliant. |
| | | Continued active membership of Lower Macquarie Water Utilities Alliance | DMES | 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 | Operation in line with Warren Shire Council's Business Plan for Water Supply & Sewerage Services | DMES | Adherence to Plan | Ongoing |  | |




WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED

| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|--|--|---------------------------------|------------------------------|--|---|------------------------|
| | appropriately priced for all consumers | Compliance with best practice | DMES | Annual report | 100% compliance |  | |
| | | Continued active membership Lower Macquarie Water Utilities Alliance | DMES | Council involvement in LMWUA | Actively involved in LMWUA Board and Technical Committee |  | Yes actively involved. |







| 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. A new communications procedure to be submitted to council. |
| 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. Councillors attending meeting. |
| 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 |  | Mayoral Column, monthly staff newsletters, news worthy stories to press, radio interviews and TV interviews used. |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED




| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|---|--|---------------------------------|--|--|---|--|
| 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. Annual performance appraisals undertaken. |
| 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 undertaken and committees identified. |
| | | 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. New Code of Meeting practice included. |
| | | To ensure compliance with statutory and regulatory requirements | DMFA | 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 |

WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Chambers, Warren,
on Thursday 27th June 2019

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

CONTINUED

| Strategies | | Council Delivery Program Actions | Responsible Officer/ Department | Measures | Detailed Actions | Target | Comment |
|------------|---|---|---------------------------------|---|---|---|--|
| | | for financial reporting and public accountability by the 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. | DMFA | Council's financial reporting analysis | Regular reporting to Council |  | Budget Reviews submitted to Council Meetings. |
| 5.2.3 | Effective staff training and development processes in place | Review staff training and development To implement systems for performance management and staff review. | ALL ALL | Adoption of Training Plan for individuals following performance appraisals. Review Salary System | Develop standard performance appraisal timeline Report to Consultative Committee |   | Performance Appraisals undertaken and annually to occur in February. Consultative Committee established September 2017 and reviews commenced. Salary system being reviewed to determine long term training and wage progression. Compliance with Award has been achieved. |

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 27th June 2019

ITEM 1 RECONCILIATION CERTIFICATE – MAY 2019

(B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 31st May 2019 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 31st May 2019.

INTERNAL LEDGER ACCOUNT RECONCILIATION

| | Balance 30-Apr-19 | Transactions | Balance 31-May-19 |
|-------------------------|------------------------------|---------------------|------------------------------|
| General | 7,730,776.51 | 556,717.86 | 8,287,494.37 |
| Water Fund | 594,681.87 | 109,043.19 | 703,725.06 |
| Sewerage Fund | 2,542,589.95 | (10,914.83) | 2,531,675.12 |
| North Western Library | 37,608.45 | (7,923.24) | 29,685.21 |
| Trust Fund | 131,394.65 | 224.35 | 131,619.00 |
| Investment Bank Account | (9,412,106.66) | (525.01) | (9,412,631.67) |
| | 1,624,944.77 | 646,622.32 | 2,271,567.09 |

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 27th June 2019

ITEM 1 RECONCILIATION CERTIFICATE – MAY 2019

CONTINUED

BANK STATEMENT RECONCILIATION

| | |
|--|----------------------------|
| Balance as per Bank Statement = | 2,237,724.59 |
| Add: Outstanding Deposits for the Month | 33,842.50 |
| Less: Outstanding Cheques & Autopays | 0.00 |
| Balance as per Ledger Accounts less Investments = | <u>2,271,567.09</u> |

INVESTMENTS RECONCILIATION

Investments as at 31st May 2019

| No. | Institution | Amount | Term & Rate | Maturity Date |
|----------------------------|-------------------------|----------------------------|-----------------|---------------|
| | National Australia Bank | 412,631.67 | Variable | On Call A/c |
| 21 | National Australia Bank | 1,500,000.00 | 91 days @ 2.57% | 3-Jun-19 |
| 22 | National Australia Bank | 2,000,000.00 | 90 days @ 2.55% | 11-Jun-19 |
| 23 | National Australia Bank | 1,000,000.00 | 91 days @ 2.41% | 15-Jul-19 |
| 24 | National Australia Bank | 1,500,000.00 | 90 days @ 2.41% | 15-Jul-19 |
| 25 | National Australia Bank | 1,500,000.00 | 91 Days @ 2.30% | 20-Aug-19 |
| 26 | National Australia Bank | 1,500,000.00 | 91 Days @ 2.25% | 26-Aug-19 |
| TOTAL INVESTMENTS = | | <u>9,412,631.67</u> | | |

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

| | |
|--|-----------------------------|
| Externally Restricted Funds Invested | 6,254,510.00 |
| Internally Restricted Funds Invested | 4,856,320.21 |
| 2018/19 General Fund Operating Income & Grants | <u>573,368.55</u> |
| TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE = | <u>11,684,198.76</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 27th June 2019

ITEM 1 RECONCILIATION CERTIFICATE – MAY 2019

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 27th June 2019

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 14th June 2019 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 14th June 2019.

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 27th June 2019

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

14th JUNE 2019

| 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 | 76,753 | 4,743,823 | 4,820,576 | 4,657,511 | 96.62% | 163,065 | 3.38% |
| Warren Water Fund | 23,240 | 401,533 | 424,773 | 388,803 | 91.53% | 35,970 | 8.47% |
| Warren Sewerage Fund | 28,301 | 471,377 | 499,678 | 454,983 | 91.06% | 44,695 | 8.94% |
| TOTAL 2018/2019 | 128,294 | 5,616,733 | 5,745,027 | 5,501,297 | 95.76% | 243,730 | 4.24% |
| TOTAL 2017/2018 | 125,675 | 5,437,301 | 5,562,976 | 5,381,449 | 96.74% | 181,527 | 3.26% |
| TOTAL 2016/2017 | 137,085 | 5,352,594 | 5,489,679 | 5,317,463 | 96.86% | 172,216 | 3.14% |
| TOTAL 2015/2016 | 124,281 | 5,228,798 | 5,353,079 | 5,156,878 | 96.33% | 196,201 | 3.67% |
| | | 10-Jun-16 | 16-Jun-17 | 12-Jun-18 | | 14-Jun-19 | |
| COLLECTION FIGURES AS \$ | | 5,156,878 | 5,317,463 | 5,381,449 | | 5,501,297 | |
| COLLECTION FIGURE AS % | | 96.33% | 96.86% | 96.74% | | 95.76% | |

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 27th June 2019

ITEM 3 2019/2020 OPERATIONAL PLAN & ESTIMATES

(E4-39)

RECOMMENDATION

1. Council adopt the 2019/2020 Operational Plan and Estimates with a deficit budget of \$34,016 after incorporating the adjustments to the Emergency Services Levy and the removal of DWM collection charges for Large Lot Residential – R5 assessments.
2. Council note the deficit of \$34,016 will be adjusted in the September 2019 Budget Review.

PURPOSE

To adopt the 2019/2020 Operational Plan & Estimates after giving due consideration to submissions received through the advertising period.

BACKGROUND

It is a requirement under Section 405 of the Local Government Act, 1993 for Council to adopt an Operational Plan and Estimates for the ensuing year after giving due consideration to all submissions lodged.

REPORT

The Draft 2019/2020 Operational Plan & Estimates were advertised in the Warren Weekly and on Council's website from 3rd April 2019 until closing at 3.00pm on Wednesday 8th May 2019.

Following is an explanation of alterations made to the Draft 2019/2020 Operational Plan and Estimates with the financial impact listed after.

1. During the advertising period Council wrote to all ratepayers in the Rural Residential (R5 – Large Lot Residential zone) rating category seeking feedback on the possible introduction of a waste collection service from 1st July 2019, the overriding response received from ratepayers was they did not want or require the service. Subsequently Council resolved at the May 2019 meeting to not introduce the proposed service.

Rural Residential assessment will be levied a Waste Depot Access charge of \$10.00 pa

2. Circular 19-06 – 8th May 2019 from Office of Local Government advised of significant increase in the Emergency Services Levy for 2019/2020 due to changes to worker's compensation for volunteer and career firefighters affected by work related cancers.

Financial Impact:

Income:

- | | |
|--|------------|
| 1. Decrease in the Rural Residential DWM Annual Charge | (\$36,000) |
| 2. Increase in the Waste Depot Access Charge | \$ 2,190 |

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 27th June 2019

ITEM 3 2019/2020 OPERATIONAL PLAN & ESTIMATES

CONTINUED

Expenditure:

| | |
|---|------------|
| 1. Decrease in the Domestic Waste Collection Charge | (\$18,200) |
| 2. Increase in NSW Fire & Rescue Levy | \$ 895 |
| 3. Increase in NSW Rural Fire Service Levy | \$18,116 |
| 4. Decrease in NSW SES Contribution | (\$ 605) |

Deficit Adjustment to 2019/2020 Estimates \$34,016

FINANCIAL AND RESOURCE IMPLICATIONS

The adjustments as advised in this report will produce a deficit budget of \$34,016, it is anticipated this deficit will be corrected in the 2019 September Budget Review document.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil

OPTIONS

Nil

CONCLUSION

It is recommended that the 2019/2020 Operational Plan & Estimates with adjustments to the Emergency Services Levies (ESL) increase of \$18,406 and the nett cost in the removal of proposed DWM Annual Charges on Rural Residential (R5 - Large Lot Residential) assessments of \$15,610 totalling \$34,016 be adopted.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and Accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

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 27th June 2019

ITEM 4 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES
- 2019/2020 **(R1-6.1)**

RECOMMENDATIONS:

1. It is hereby resolved to make a Farmland ad valorem rate of 0.50631 cents in the dollar, subject to a minimum of \$276.00 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 2019/2020 financial year.
2. It is hereby resolved to make a Warren Residential ad valorem rate of 4.18184 cents in the dollar, subject to a minimum of \$511.00 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 2019/2020 financial year.
3. It is hereby resolved to make a Nevertire Residential ad valorem rate of 0.75037 cents in the dollar subject to a minimum of \$211.00 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 2019/2020 financial year.
4. It is hereby resolved to make a Collie Residential ad valorem rate of 2.06389 cents in the dollar subject to a minimum of \$211.00 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 2019/2020 financial year.
5. It is hereby resolved to make a Rural Residential ad valorem rate of 0.75978 cents in the dollar subject to a minimum of \$276.00 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 2019/2020 financial year.
6. It is hereby resolved to make a Business ad valorem rate of 7.97356 cents in the dollar subject to a minimum rate of \$511.00 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 2019/2020 financial year.
7. It is hereby resolved to make a Business – Other Warren ad valorem rate of 0.62245 cents in the dollar subject to a minimum rate of \$276.00 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 2019/2020 financial year.

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ITEM 4 MAKING AND LEVYING OF RATES AND FIXING OF CHARGES - 2019/2020 CONTINUED

8. It is hereby resolved to make a Business – Nevertire ad valorem rate of 1.66249 cents in the dollar subject to a minimum rate of \$276.00 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 2019/2020 financial year.
9. It is hereby resolved to make a Business - Airport Area ad valorem rate of 0.77926 cents in the dollar subject to a minimum rate of \$276.00 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 2019/2020 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, Warren Airport Water Supply and Waste Depot Access Charge 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 \$412.00 per annum and usage charges as follows:

Potable (Bore) water usage charge of \$1.20 per kilolitre up to 450 kls, then \$1.82 per kilolitre for usage over 450 kls.

Non-potable (River) water usage charge of 44 cents per kilolitre up to 450 kls, then 77 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 \$567.00 per annum.
14. Council make an availability charge for all assessments for a Non-residential Sewerage Access Charge of \$520.00 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.

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15. Council make an availability charge for all assessments for Warren Domestic Waste Charge within the Warren Scavenging District of \$278.00 with an additional charge of \$5.35 for each service exceeding the minimum number of one service weekly. Council make a Vacant Domestic Waste Charge within the Warren scavenging district of \$46.00 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 \$278.00 with an additional charge of \$5.35 for each service exceeding the minimum number of one service weekly. Council make a Vacant Waste Charge within the Warren scavenging district of \$46.00 per annum for all vacant rateable land.
17. Council make an availability charge for all assessments for the Nevertire Water Supply of \$546.00 per annum and usage charges as follows:

Potable (Bore) water usage charge of 69 cents per kilolitre up to 450 kls, then \$1.01 per kilolitre for usage over 450 kls.

Further that all assessments being eligible for connection to the supply but not connected be charged at \$210.00 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 \$593.00 per annum.

Further that all assessments being eligible for connection to the service but not connected be charged at \$226.00 per annum.
19. Council make an availability charge for all assessments for Domestic Waste Charge within the Nevertire Garbage Scavenging District of \$278.00 with an additional charge of \$5.35 for each service exceeding the minimum number of one service weekly. Council make a Vacant Domestic Waste charge within the Nevertire Scavenging District of \$46.00 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 \$417.00 per annum and usage charges as follows:

Potable (Bore) water usage charge of \$1.49 per kilolitre up to 450 kls, then \$2.26 per kilolitre for usage over 450 kls.

Further that all assessments being eligible for connection to the supply but not connected be charged at \$210.00 per annum.

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21. Council make an availability charge for all assessments for Domestic Waste Charge within the Collie Garbage Scavenging District of \$278.00 with an additional charge of \$5.35 for each service exceeding the minimum number of one service weekly. Council make a Vacant Domestic Waste charge within the Collie Scavenging District of \$46.00 per annum for all vacant rateable land.
22. Council make an availability charge for all assessments for Warren Aerodrome Water within the Warren Aerodrome Precinct of \$142.00 per annum and usage charge of \$1.20 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 \$284.00 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 \$297.00 for each pedestal being ½ of the Nevertire Sewerage charge for each occupancy.
25. Council make a Waste Depot Access Charge for the provision of Waste Management Services on each assessment categorised as farmland, rural residential and business that are outside the waste collection area of the shire of \$10.00

PURPOSE

To resolve to make the 2019/2020 rates and charges as advertised in the 2019/2020 Operational Plan and Estimates that were adopted at the 27th June 2019 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 2019/2020 after adoption of the 2019/2020 Operational Plan and Estimates. Following is a summary of the recommendations for adoption by Council for 2019/2020.

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FINANCIAL AND RESOURCE IMPLICATIONS

Failure to make and levy the 2019/2020 rates and charges prior to 1st August 2019 will result in Council having extend the due date for payment from 31st August until 30th November 2019, this will have a significant impact on Council's cashflow and interest revenue.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil

OPTIONS

Nil

CONCLUSION

To maximise Council's cashflow it would be prudent to adopt the making of the 2019/2020 rates and charges now to allow early levying in July 2019.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and Accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Nil

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ITEM 5 TIGER BAY WETLANDS WALKING TRACK

(P1-7.17)

RECOMMENDATION:

That Council enter into a lease agreement with Mr and Mrs Stephens to allow an area of their land to be used as part of the Tiger Bay Wetland walking track as per the lease document.

PURPOSE

This report is to establish a lease agreement for the extension of the Tiger Bay Wetlands walking track. Council at its meeting in March 2019 resolved to prepare a lease, but to request a report back to Council prior to signing.

BACKGROUND

Council was recently approached by Mr and Mrs Stephens and RiverSmart to consider the extension of the Tiger Bay Wetlands walking track across their land and to link in the extended wetland areas.

REPORT

A report was presented to Council's March 2019 meeting and a letter from Mr and Mrs Stephens, requesting Council to consider leasing a section of the Stephen's land that contains the extended wetland area to develop a walking track.

The extension of the wetlands track has been discussed with Council through the RiverSmart group and an opportunity has arisen due to funding that could allow the track extension to occur.

Mr and Mrs Stephens require a lease to be established as indicated in their letter with Council to ensure that areas such as public liability and long-term management of the leased area occurs.

The extension of the Tiger Bay walking trail will allow tourists to extend their walk from the WoW Centre back around to Victoria Park. Whilst it allows greater access to the remaining wetland areas for bird watching.

FINANCIAL AND RESOURCE IMPLICATIONS

It is proposed that the costs to establish this walkway will come from grant funds currently available. Council as the lease holder will be required to undertake routine maintenance as it does at Tiger Bay.

LEGAL IMPLICATIONS

Council will require a formal lease agreement with Mr and Mrs Stephens for a five (5)-year period and with renewal options of five (5) plus five (5) years.

Council may cancel the lease as per the notification period identified in the lease agreement to be established.

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RISK IMPLICATIONS

Council will take control of another asset and will need to ensure that it is safe for public use, that fencing is maintained, and that Council's insurance is extended over the leased area.

STAKEHOLDER CONSULTATION

This request has come from the landowner and a discussion has been held with the RiverSmart executive as to tourism potential, and costs to establish this trail.

OPTIONS

Council has an option to accept or reject this lease to Mr and Mrs Stephens.

CONCLUSION

This report is to request Council's consideration of entering into a lease arrangement with Mr and Mrs Stephens to develop an extension of the Tiger Bay Wetland walking track. As per Council's resolution a report has been prepared prior to entering into the lease agreement.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

2.2.4 Liaise with RiverSmart in line with Council's Economic Development Strategy.

SUPPORTING INFORMATION /ATTACHMENTS

Copy of the lease as attached.

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ITEM 5 TIGER BAY WETLANDS WALKING TRACK

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THIS AGREEMENT dated day of 2019

BETWEEN Barry Richard Stephens and Patricia Alison Stephens of 'The Ranch Hospital Road, Warren, New South Wales (Lessor)

AND Warren Shire Council of 115 Dubbo Street, Warren, New South Wales (Lessee)

BACKGROUND

- (a) The Lessor is the registered proprietor of the land at Warren being the whole of the land contained in Folio Identifier 140/752595 ('Lot 140');
- (b) The Lessee is the registered proprietor of the adjoining land contained in Folio Identifier 2/1213035 ('Lot 2');
- (c) Traversing Lot 140 and Lot 2 is a watercourse known locally as 'Tiger Bay';
- (d) The Lessee maintains the Tiger Bay wetlands area as a refuge for native fauna and allows the public to access the wetlands via a walking track around the perimeter of that part of Tiger Bay located in Lot 2.
- (e) The Lessee wishes to extend the walking track around the perimeter of that part of Tiger Bay located in Lot 140;
- (f) In order to facilitate the extension of the walking track the Lessee wishes to lease to the lessor that part of Lot 140 which comprises Tiger Bay and the surrounding shoreline being the land within the proposed fenceline shown in the plan annexed and marked 'A' ('the Land') upon the terms hereafter appearing.

OPERATIVE PART:

Definitions

1. These definitions apply unless they are inconsistent with the context:
 - 'Buildings and improvements' means the buildings, structures, fences, gates and roads on the Land and includes the Lessee's Works.
 - 'Lease' means, depending on the context:
 - (a) this document; or
 - (b) the leasehold estate created on the signing or registration of this document; or
 - (c) any other legal or equitable interest arising from either or both of:
 - (i) entry into possession of the leased premises; or
 - (ii) the payment or acceptance of money for the right to occupy and use the leased premises, or
 - (d) any holding-over period created under the terms of cl 4 of this document.
 - 'Notify' means to serve a written notice.
 - 'Plan' means the plan of proposed walking track annexed and marked 'A'.
 - 'Rates and taxes' means rates, taxes, charges, duties, costs, contributions to capital works and fees of any government or of any governmental, municipal, semi-governmental, statutory or other public authority, corporation or department, assessed, charged or imposed on the land or on the lessor in respect of the land.
 - 'Rent' means the annual rent as set out in item 2 of the reference schedule;
 - 'Statute' includes a regulation, ordinance, by-law and any other delegated legislation.
 - 'Works' means the construction of a public walking track, fence and

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ITEM 5 TIGER BAY WETLANDS WALKING TRACK

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associated public amenities in the approximate positions shown in the Plan.

Interpretation

2. (1) These rules apply in the interpretation of this document:
- (a) clause headings have been included, but the lease is not to be construed or interpreted by reference to them;
 - (b) references to corporations include natural persons and vice versa;
 - (c) references in the singular number include the plural number and vice versa;
 - (d) references to any gender include any other gender;
 - (e) if the lessor, the lessee or the guarantor is more than one person, they are liable together and separately under the lease; and
 - (f) no statutory provisions are implied in this lease except that cannot be contracted out of.

Notification and service

3. (1) Where the lease provides that one party is to notify the other, a notice may be served by any of the following methods:
- (a) by personal delivery to the person to be served; or
 - (b) by prepaid post to the person to be served:
 - (i) addressed to the premises, if to the lessee; or
 - (ii) addressed to the person's last-known place of business; or
 - (iii) addressed to the registered office or principal place of business or to the care of the managing director, the general manager, the principal administrative officer or at least two directors, if to a corporation; or
 - (iv) addressed to the person's last-known place of residence, if to a natural person;
 - (c) by being left with any employee of the person to be served who is apparently over the age of 16;
 - (d) by being left with any member of the family of the person to be served who is apparently over the age of 16; or
 - (e) by any other authorised method.
- (2) Anything sent by post will be taken to have been received in the ordinary course of post, whether or not the person to be served receives it.
- (3) Where more than one person has the same interest in the lease, notification to or by one of them is sufficient notification to or by all of them.

Grant of lease and term

4. (1) The lessor grants to the lessee the rights to possess and use the Land for the term stated in item 1 of the reference schedule and under the terms of the lease.
- (2) The term begins and ends on the dates stated in item 1 of the reference schedule and includes each of those dates.
- (3) If the lessee continues to occupy the Land after the end of the lease with the lessor's consent, it will do so as a lessee from month to month (holding over). The terms of the lease will apply to the holding over as far as they may be applicable. Either the lessor or the lessee may end the holding over by giving one month's notification to the other expiring at any time.
- (4) The lease binds the lessor's and the lessee's personal representatives and assignees or, if either or both of them are corporations, their successors and assignees, as if they were parties to it.

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Rent

5. (1) For the right to possess and use the land the lessee must pay the lessor the annual rent;
- (2) The lessee must pay the rent whether demanded or not, free of exchange and without any deductions.
- (3) The annual rent will be the amount referred to in item 2 of the reference schedule or any amount to which it may be varied by agreement.
- (4) The lessee must pay the annual rent in advance on the first day of July in each and every year during the term of this lease.

Rates and taxes

6. The lessor is responsible for rates and taxes.

Transfer, subletting and parting with possession

7. The lessee may not sublet, transfer the lease or part with possession of all or part of the Land without obtaining the lessor's written consent.

Lessor to carry out Works

8. (a) Prior to permitting the public entry to the Land the lessee must carry out the specified Works.
- (b) The lessee must carry out the Works:
 - (i) in a proper and workmanlike manner;
 - (ii) in compliance with all applicable laws and the requirements of any authority; and
 - (iii) at no cost to the lessor.
- (c) The lessee indemnifies the lessor against any loss, liability or claim arising from the carrying out of the Works:
- (d) The Lessee must maintain the Works in good condition throughout the term of the lease.

Repair and maintenance – lessee's obligations

9. (1) During the lease, the lessee is to keep the buildings and improvements in good repair having regard to their condition at the beginning of the lease, but need not carry out:
 - (a) any structural works, unless the lessee has, or those for whom the lessee is responsible have made them necessary because of negligence or misconduct;
 - (b) repairs resulting from fair wear and tear; or
 - (c) repairs necessary because of some natural disaster or other serious event that is beyond the reasonable control of the lessor or the lessee.
- (2) The lessee must:
 - (a) immediately repair any damage to the buildings and improvements caused by negligence or misconduct of the lessee or those for whom the lessee is responsible;
 - (b) maintain all fencing in a stock-proof condition.
- (3) The lessee is to maintain all roads and walking tracks on the land in good and serviceable condition. For the purposes of this subclause, "roads" include culverts, ramps, grids, bridges, table drains and causeways but does not include roads that are the responsibility of the Commonwealth, state or local governments or statutory authorities.
- (4) If the lessee requires new fencing it must notify the lessor of the proposed fence line, which must be shown on a properly drawn scale plan together with construction details for the fence. The lessor must notify the lessee within one month whether the lessor consents to the new fence and all costs associated with the construction shall be borne by the Lessee.

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Repair and maintenance – lessor's rights

10. (1) At all reasonable times, the lessor, its agents or both, may enter the land to:
- (a) look at its condition, following which the lessor may notify the lessee of any defects and require it to remedy them as required by the lease within a reasonable time;
 - (b) comply with any statute affecting the land;
 - (c) carry out any structural works that the lessor reasonably thinks should be carried out;
 - (d) carry out any repairs to the buildings and improvements that the lessor reasonably thinks should be carried out;
 - (e) make a record of the condition of the land; or
 - (f) remedy any defects of which the lessor has notified the lessee under subcl (1)(a) and the lessee has not remedied within the required time.
- In carrying out the works referred to in this subclause the lessor is not to unnecessarily interfere with the lessee's use of the land.
- (2) If the lessor carries out any works on the land that should have been carried out by the lessee, the lessee must pay the lessor on demand the costs that the lessor incurs in doing so.

Insurance

11. (1) The lessee must, at its own expense, take out and keep up to date:
- (a) insurance policies (as described in subcl (3)) over the land; and
 - (b) workers' compensation cover for all the lessee's employees.
- (2) The insurance policies must be taken out with an insurance company approved by the lessor.
- (3) The lessee must take out a public risk policy that gives a minimum cover for each accident, claim or event of the amount stated in item 3 of the reference schedule, or if the lessor notifies the lessee, any reasonable higher amount.
- (4) The lessee must give copies of the insurance policies of the types described in cl 11(3) to the lessor before taking possession under the lease.
- (5) Within seven days of receiving any certificate of renewal or further policy, the lessee must give a copy of it to the lessor.
- (6) The lessee must, if requested by the lessor, show evidence of renewal of an expired policy to the lessor.
- (7) The lessee must not do anything directly or indirectly that might make any insurance on or relating to the land void or voidable or which might increase the policy premium.

Use of the land

12. (1) The lessee may use the land only for the purpose specified in item 4 of the reference schedule.
- (2) The lessor does not represent:
- (a) that the land is suitable for the permitted use; or
 - (b) that the land may lawfully be used for the permitted use; and
 - (c) that the zoning of the land will allow the land to be used for the permitted use. It is the lessee's responsibility to make its own inquiries about zoning, and it acknowledges that, before signing this lease, it has done so to its own satisfaction.

Use of the land – lessee's obligations

13. (1) The lessee must:
- (a) comply with any statute affecting the land or the way the lessee uses the land; and
 - (b) at its own cost, carry out any alterations, additions and repairs to the

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- land imposed under any relevant statute if arising from the lessee's actions under the lease; and
- (c) take out and keep current licences and permits required to carry on the activities conducted in the land.
- (2) The lessee must not:
- (a) allow any nuisance, disturbance or annoyance to emanate from the land;
 - (b) allow any rubbish to accumulate on the land;
 - (c) destroy any growing timber on the land.
- (3) The lessee must:
- (a) take all reasonable steps to keep the land free of rabbits, foxes and other vermin, and noxious weeds, and comply with all statutes relating to them;
 - (b) maintain the buildings and improvements in good condition except for fair wear and tear and having regard to their condition at the beginning of this lease.

Signs

14. The lessor may place on the land signs and noticeboards for the benefit of the public and must remove all such signs and noticeboards at the end of the lease.

Cancellation for breach

15. (1) The following lessee's covenants are essential terms of this lease:
- (a) the covenant to pay rent during the lease term (cl 5); and
 - (b) the covenant not to deal with the lease, or part with possession of the land without consent (cl 7); and
 - (c) the covenant not to permit the public entry to the Land prior to the carrying out of the Works (cl 8); and
 - (d) the covenant about use of the land (cl 12-13); and
 - (e) the covenant requiring the lessee to insure for public risk (cl 11).
- (2) The lessor's acceptance of late payment of any rent does not waive the essentiality of the lessee's obligation to pay rent.
- (3) The lessor may cancel the lease if:
- (a) all or part of the rent or other money due to the lessor under the lease remains unpaid for 60 days after it is due, but only after formal demand has been made;
 - (b) the lessee breaches the lease, or any rule or regulation made under the lease;
 - (c) defects notified under cl 10(1) are not remedied within the time specified in the notice;
 - (d) the lessee is a corporation and an order is made or a resolution is passed for its winding up, unless it is for reconstruction or amalgamation;
 - (e) the lessee is a company that:
 - (i) stops or threatens to stop carrying on the business; or
 - (ii) goes into liquidation, whether voluntary or not; or
 - (iii) is wound up; or
 - (iv) is placed under the control of a liquidator or receiver (in both cases whether provisional or otherwise); or
 - (v) is placed under official management under the Corporations Act 2001; or
 - (vi) enters into a composition or scheme of arrangement;
 - (f) the interest of the lessee under the lease is taken in execution; or
 - (g) the lessee or any person claiming through the lessee conducts any business from the land after the lessee has committed an act of bankruptcy.
- (4) For the purposes of cl 15(3) the lessor may cancel the lease by:

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CONTINUED

- (a) notifying the lessee of the cancellation; or
 - (b) re-entering the land, with force if necessary, ejecting the lessee and all other persons from the land and repossessing them; or
 - (c) doing both.
- (5) If the lessor cancels the lease under cl 15(3), the lessee remains liable for any previous breach of the lease and other remedies available to the lessor for recovery of unpaid rent or for breach of the lease are not affected.
- (6) If the lessor cancels the lease under cl 15(3), it may, in addition to any other rights and remedies which it might have, recover damages from the lessee for the loss of the benefit of so much of the lease as would have continued but for the cancellation.

Removal of the lessee's property

16. If the lessor cancels the lease under cl 15, it may:
- (g) remove the lessee's property; and
 - (h) store it at the lessee's expense; and
 - (i) after storing the property for 30 days, dispose of it and apply any proceeds towards:
 - (i) any unpaid rent or other money; or
 - (ii) any loss or damage; or
 - (iii) the payment of storage and other expenses,without being liable to the lessee for trespass, detinue, conversion or negligence.

Quiet enjoyment

18. If the lessee pays the rent and does not breach the lease it may use the land during the lease without any interference from the lessor, its agents or transferees, subject to the lease terms and the lessor's rights under it.

Indemnities and Release

19. (a) Subject to the provisions of this Lease, the Lessee must occupy and use the Land at its own risk.
- (b) The Lessee releases to the full extent permitted by law the Lessor from all actions, claims and demands of every kind resulting from any damage, loss, death or injury occurring in or on the Land or resulting from the use of the Land by the Lessee, except to the extent that the same is caused by the negligence or wilful act, default or omission on the part of the Lessor (or its agents, contractors and employees).
- (c) Except to the extent caused by the negligence or wilful act, default or omission of the Lessor (or its agents, contractors or employees), the Lessee must indemnify and keep indemnified the Lessor from and against all actions, claims, demands, losses, damages, costs and expenses for which the Lessor is or may be or become liable in respect of or arising from:
 - (i) any damage to property;
 - (ii) loss of life; or
 - (iii) injury to persons.

Option for renewal

20. (1) The lessor will, if the lessee:
- (a) has punctually complied with all the lessee's covenants for the lease term; and
 - (b) gives to the lessor personally, or to the lessor's agent, a notice of exercise of the option to renew the lease not less than one month before the end of this lease,
- grant a renewal of this lease to the lessee for a further term of 5 years from the date this lease ends.

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ITEM 5 TIGER BAY WETLANDS WALKING TRACK

CONTINUED

(2) The renewed lease must contain all the terms of this lease (except this clause), subject to the changes in rent to be decided as set out in cl 20(3). If item 5 in the reference schedule at the end of the renewed lease allows for a further option to renew the lease, then this clause may be inserted into that renewed lease.

(3) The rent at the start of the new lease will be such sum as agreed between the lessor and the lessee.

Rent inclusive of GST

21. (1) In this clause, 'GST' refers to goods and services tax under A New Tax System (Goods and Services) Act 1999 (GST Act) and the terms used have the meanings given in that Act.

(2) The rent to be paid by the lessee to the lessor, being part of the consideration for the supply expressed in this lease, includes GST.

(3) The lessee is not obliged to reimburse the lessor for any GST liability arising from the payment of rent under this lease.

(4) If required by the lessee, the lessor will deliver tax invoices to the lessee for the supply relating to rent paid under this lease, in a form that complies with the GST legislation, so that the lessee may claim input tax credits for the taxable supply.

REFERENCE SCHEDULE

1. Term of the lease: A term of five (5) years commencing on 1 July 2019 and terminating on 30 June 2024.

2. Annual rent: One Hundred dollars (\$100.00)

3. Amount of public risk cover: Twenty million dollars (\$20,000,000.00)

4. Use of land: Native wildlife refuge and public walking track.

5. Options:

(a) Number of times may renew this and each successive lease: Twice (2)

(b) Total number of leases (including the present lease): Three (3)

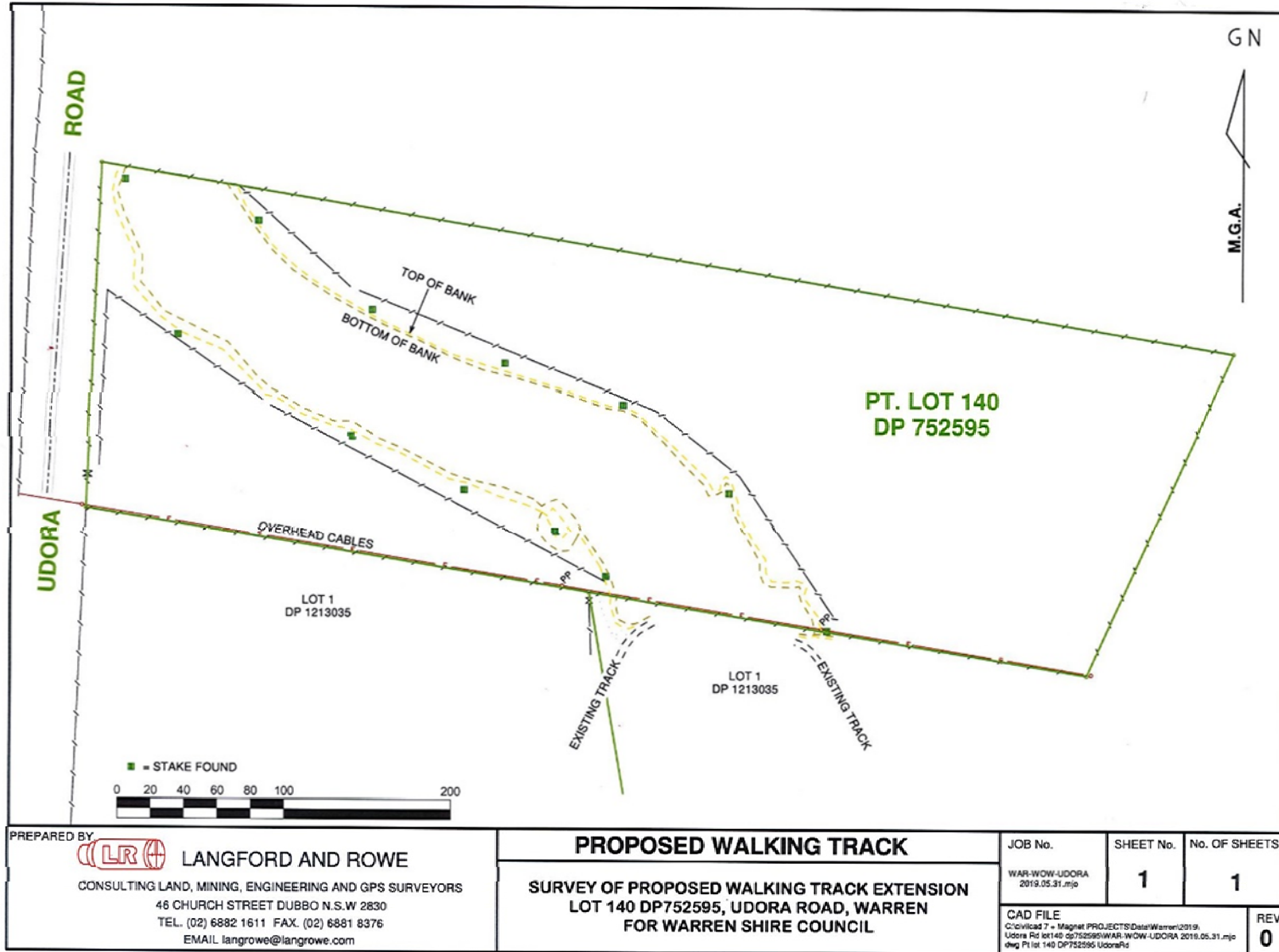
[Execution clauses]

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CONTINUED



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**ITEM 1 REGIONAL PROCUREMENT TENDER NO. T471920OROC –
PROVISION OF BITUMEN SPRAY SEALING CONTINUED**

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Evaluation

The tender evaluation was conducted on Tuesday 21 May 2019 at Coonamble Shire Council by:

- *Siew Neale – Manager Roads and Bridges CSC*
- *Mark Kentish – Regional Procurement*

Methodology:

The % weightings and criteria were agreed upon prior to the tender closing.

The evaluation result was determined by:

- *Adding the total value of all items together to determine the lowest overall price.*
- *The lowest overall amount was awarded the full Criteria % for each Category, as shown in the Evaluation Results Table on the following page.*
- *Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.*
- *Other Evaluation Criteria was evaluated based on the following factors:*
 - *If the tenderer provided the required evidence to meet the benchmark, e.g.: ISO 9001:2008 certificate and QMS document contents page, the Evaluation Panel awarded full marks (5) for that category.*
 - *If the tenderer provided partial evidence to meet the benchmark, e.g.: provided a QMS document contents page but they are not ISO certified, the Panel determined a lower score between 2-4, subject to the evidence in front of them.*
 - *If the tenderer failed to meet the benchmark completely, e.g.: they demonstrated no ability to meet the criteria and did not provide any evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.*
- *Where “Referees” was included as weighted criteria, each Tenderer’s Referees Score was calculated by adding the total scores obtained from the Tenderer’s three nominated referees (where each is worth up to 25 points) and dividing this total by*

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**ITEM 1 REGIONAL PROCUREMENT TENDER NO. T471920OROC –
PROVISION OF BITUMEN SPRAY SEALING CONTINUED**

- *the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value (e.g. 10%).*

Note:

- *No late tenders were received*

Contract Duration

This contract will run for 36 months from 1 July 2019 to 30 June 2022. A 12-month option may be taken up based on satisfactory performance by the successful tenderer.

Contract Price Variations: *Refer to T471920OROC General Conditions of Contract*

FINANCIAL AND RESOURCE IMPLICATIONS

It is considered that all financial and resource implications have been provided for in the tender and the assessment process.

LEGAL IMPLICATIONS

It is considered that there are no legal implications.

RISK IMPLICATIONS

It is considered that there are minimal risk implications.

STAKEHOLDER CONSULTATION

It is considered that the necessary stakeholder consultations have been completed within the tender assessment process.

OPTIONS

It is the view that there be no better options.

CONCLUSION

That the Regional Procurement joint Member Council tender and associated contracts as per the recommendations be accepted.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION

Nil

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**ITEM 2 REGIONAL PROCUREMENT TENDER NO. T481920OROC –
SUPPLY AND DELIVERY OF BULK FUEL (C14-6.2/45)**

RECOMMENDATIONS:

1. That Council, in accordance with Clause 166(a) of the *Local Government (General) Regulation 2005*, formally agree to accept the analysis of the tender evaluation matrix, for the joint group of Member Council for the Contract providing for the supply and delivery of bulk fuel within the Warren Shire Council for the period commencing 1st July, 2019 to the close of business 30th June, 2022.
2. That provision is allowed for a 12-month extension based on satisfactory supplier performance which may take this tender through to 30th June, 2023.
3. That Council issue approval to the executive staff of Regional Procurement Initiative (a division of Hunter Councils Inc) to adjust the prices for the joint group of Member Councils the Contract providing for the supply and delivery of bulk fuel in accordance with price variation clauses detailed within the Contract T481920OROC.
4. That Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T481920OROC.
5. That Warren Shire Council award Castyln Pty Ltd t/a Inland Petroleum the contract for the supply and delivery of bulk fuel for the period beginning 1st July, 2019 to close of business 30th June, 2022 in accordance with the Deed of Agreement of Contract T481920OROC.

PURPOSE

The purpose of this report is to seek Council's approval to award the Regional Procurement joint group of Member Councils the joint contract for the supply and delivery of bulk fuel.

BACKGROUND

Regional Procurement Initiative called the tender for the *Supply and delivery of bulk fuel* to participating member councils.

The tender closed at 10am Tuesday 16th April, 2019.

Eight (8) sets of tender documents were downloaded from the Tenderlink Portal.

Assessment of the tenders was completed Tuesday 21st and 23rd May, 2019.

The participating joint group of Councils involved in the tender are:

- | | |
|----------------------------|------------------------------|
| - Bogan Shire Council | - Bourke Shire Council |
| - Brewarrina Shire Council | - Coonamble Shire Council |
| - Gilgandra Shire Council | - Gunnedah Shire Council |
| - Narromine Shire Council | - Warren Shire Council |
| - Walgett Shire Council | - Warrumbungle Shire Council |

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**ITEM 2 REGIONAL PROCUREMENT TENDER NO. T481920OROC –
SUPPLY AND DELIVERY OF BULK FUEL CONTINUED**

- *Mark Kentish – Key Account Manager Regional Procurement*

And Thursday 23 May 2019 at Gilgandra Shire Council by:

- *Eric McCutcheon – Store Purchasing Officer Gilgandra Shire Council*
- *Mark Kentish – Key Account Manager Regional Procurement*

Methodology:

The % weightings and criteria were agreed upon prior to the tender closing.

The evaluation result was determined by:

- *Adding the total value of all items together to determine the lowest overall price.*
- *The lowest overall amount was awarded the full Criteria % for each Category, as shown in the Evaluation Results Table on the following page.*
- *Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.*
- *Other Evaluation Criteria was evaluated based on the following factors:*
 - *If the tenderer provided the required evidence to meet the benchmark, eg: ISO 9001:2008 certificate and QMS document contents page, the Evaluation Panel awarded full marks (5) for that category.*
 - *If the tenderer provided partial evidence to meet the benchmark, eg: provided a QMS document contents page but they are not ISO certified, the Panel determined a lower score between 2-4, subject to the evidence in front of them.*
 - *If the tenderer failed to meet the benchmark completely, eg: they demonstrated no ability to meet the criteria and did not provide any evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.*
- *Where “Referees” was included as weighted criteria, each Tenderer’s Referees Score was calculated by adding the total scores obtained from the Tenderer’s three nominated referees (where each is worth up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value (e.g. 10%).*

Note:

- *No late tenders were received.*
- *All tenderers had been noted as active on the ASIC website.*
- ***No tenders were deemed non-compliant.***
- *1 referee for Lowes Petroleum and Woodham Petroleum was unresponsive resulting in zero points being awarded.*

Contract Duration

This contract will run for 36 months from 1 July 2019 to 30 June 2022. A 12-month option may be taken up based on satisfactory performance by the successful tenderer.

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ITEM 3 WARREN LEVEE BANK REHABILITATION

(F8-1)

RECOMMENDATION:

1. That a qualified Geotechnical Consulting Engineering Firm are to provide a proper design and construction method to rehabilitate the levee and riverbank at the Dentist Surgery/Courthouse location and
2. Following completion of the Dentist Surgery/Courthouse location levee and riverbank rehabilitation design and construction method that an appropriate budget be allocated to the project to allow completion of the required work as soon as practical and
3. That a relevant component project team consisting of engineering management and supervisory staff to set up a complete Warren Levee Operations and Maintenance Manual and undertake the required annual inspections and operational preparation works schedules to determine priority annual works,
4. That an appropriate budget be arranged in the annual estimates to cater for the typical inspection and operational work determined by the annual inspection emanating from the Warren Levee Operations and Maintenance Manual,
5. That the recommendations contained within the NSW Public Works Report Number DO/13/02 Visual Audit of the Warren Levees (North and South) dated 6 November 2013 be implemented by Council, and
6. That the specific issues detailed within the 6 November 2013 Visual Audit Report be used to form the basis of the next inspection of the Warren Town Levee as required in the Warren Levee Operations and Maintenance Manual.

PURPOSE

The purpose of this report is to discuss rectification of the deteriorated sections of the Warren Levee Bank on the edges of the Macquarie River.

BACKGROUND

The original Warren Levee was established in 1963. The construction of the early stages of the existing Warren Levee was constructed during 1996 and 1997. The works required to enable the establishment of the existing levee commenced immediately after the flood in April, 1990.

The works undertaken between 1990 and 1996 included, surveys, geotechnical investigations, flood analysis many designs and design changes and the pursuance of grants providing for the establishment of the levee.

The project of establishing the existing levee was officially closed (signified as being complete) on 25th July, 2001.

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ITEM 3 WARREN LEVEE BANK REHABILITATION CONTINUED

REPORT

Attached is a copy of the report detailing the existing levee's condition and recommending an action plan for the Warren Town Levee. This report was compiled by Consultant (Previous Warren Shire Engineer) Gary Woodman.

FINANCIAL AND RESOURCE IMPLICATIONS

The cost of rehabilitation of the Warren Levee is at this point in time unknown but it is envisaged that it will be sizable, that is greater than one million dollars (\$1m).

The investigation of the existing levee's condition has revealed that there has been very little maintenance works completed on the levee for several years. As stated in the tabled report the NSW Public Works Report Number DO/13/02 Visual Audit of the levee compiled in late 2013 highlighted a large volume of maintenance items. The cost of undertaking the out-standing works as well as the annual cost of maintaining the levee will increase the burden of Council's operational budget.

LEGAL IMPLICATIONS

There may be some minor legal challenges because of levee access, but I am confident that the easements developed along the levee provided for access to undertake maintenance and surveillance duties. There may be some difficulties in sections that have been subject to land ownership changes.

RISK IMPLICATIONS

There will be risk encountered. The risks will include the consequences of a flood occurring prior to the completion of any rectification works and/or the risk to be encountered when undertaking minor or major maintenance works. Risk analysis will be undertaken prior to the commencement of all works.

STAKEHOLDER CONSULTATION

There will be extensive consultation with all persons and/or authorities involved with the planning and implementation of all works.

OPTIONS

Any and all options will be considered.

CONCLUSION

A major area of concern that must be analysed is the areas of concern dealt with in a timely and affordable manner.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

3.2.4 Maintain community facilities to an appropriate standard (e.g. Sporting Complex)

SUPPORTING INFORMATION

Previously formatted Public Works Documents – They will be tabled.

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ITEM 3 WARREN LEVEE BANK REHABILITATION CONTINUED

ATTACHMENTS

- a) Report on the condition and action plan for the Warren Town Levee compiled by Consultant Gary Woodman.

**GARY WOODMAN CONSULTING &
PROJECT MANAGEMENT**



Report on the condition and action plan for the Warren Town Levee

Gary Woodman Consulting & Project Management
G01/9 Waterview Drive, "Bay Pavilions", LANE COVE, 2066
Mobile: 0457 823 969
Email: garywoodman@bigpond.com

This report was prepared by:

Gary Woodman

BE (Civil), G. Dip. LGE, LGE, RPEng (Civil), RPEQ, FIPWEA, MLGMA, GAICD

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Disclaimer

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Gary Woodman Consulting & Project Management has provided this Document using a degree of skill, care and diligence as is generally exercised by competent project engineers performing services of a similar nature, at the time the Services are provided, however, does not accept any liability or responsibility in any way whatsoever and expressly disclaims any liability or responsibility for any loss, damage or cost however incurred by any person as a result or in connection with reliance upon any part of this document. The Document shall not be reproduced, except in full. The Document has been prepared for nominated project, and no responsibility is offered or accepted for the use of any part of the Document in any other context or for any other purpose. When required, independent advice from competent professional persons should be sought on matters covered in this Document.

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1. Executive Summary of Recommendations

The slip failure at the Dentist Surgery/Courthouse should be repaired as soon as possible to ensure the integrity of the levee and that the concrete retaining wall at the location is not exposed and put at risk.

There is also a need to ensure that sufficient width is provided to allow an inspection vehicle to drive this location in the future.

Further geotechnical advice should be obtained to provide the final design and construction method of the levee and river bank rehabilitation at the Dentist Surgery/Courthouse location.

Typically the method shown in Photographs 23 and 24 should be used and the earth riverbank brought up in compacted layers before armouring the location on the riverside with the minus 600mm rock protection as shown in the same Photographs and Photograph 25. Please refer to Figure R4 contained within the SKM Warren Levee Upgrade Project Geotechnical Investigation Volume One, June 1995.

Recommendation 1:

That Warren Shire Council urgently engage an appropriately qualify Geotechnical Consulting Engineering Firm to provide a proper design and construction method to rehabilitate the levee and riverbank at the Dentist Surgery/Courthouse location.

Recommendation 2:

Following completion of the Dentist Surgery/Courthouse location levee and riverbank rehabilitation design and construction method that an appropriate budget be allocated to the project to allow completion of the required work as soon as practical.

It has been noted that a typical inspection of the Warren Town Levee in accordance with the Warren Levee Operations and Maintenance Manual has not been completed since 2009. There is also a need to ensure that all relevant Council Officers have copies of the Manual and understand it's requirements. An Officer also needs to be responsible for the conducting of the required inspections and operational preparation works (floodgate greasing, checks and preparations) and that works schedules are arranged using an appropriate budget.

Recommendation 3:

That the Divisional Manager Engineering Services arrange a relevant project team consisting of engineering management and supervisory staff to set up a complete Warren Levee Operations and Maintenance Manual and undertake the required annual inspections and operational preparation works schedules to determine priority annual works.

Recommendation 4:

That an appropriate budget be arranged in the annual estimates to cater for the typical inspection and operational work determined by the annual inspection emanating from the Warren Levee Operations and Maintenance Manual.

In late 2013 the NSW Public Works undertook an extensive visual audit of the Warren Town Levee. A Report was provided to Council on the 4 August 2015 detailing the conclusions and recommendations following the audit.

The Report noted that based on the audit undertaken although the levee appeared to be functional it was considered to not be in a sound condition. It was recommended that regular inspections be carried out as follows:

- Annual general inspections to be carried out by a Council Engineer. Appendix C of the Report should be used to complete the audit;
- External five yearly detailed audits to be carried out by an independent engineering consultant. The Audit Report template should be used;
- Inspection post notable flood events to be carried out by a Council Engineer. Inspection notes and photos should be referenced to relevant levee changes and stored for convenient retrieval for future audit purposes.

It was also recommended that Council incorporates the findings of each five yearly audit report in their asset management / maintenance system to ensure that the status of the action is known and in case of a requirement for status information by the NSW Government.

The Report also provided details of a number of specific issues that needed to be addressed to ensure continued satisfactory performance of Warren Town Levee system. These issues were listed in priority order of action within the Report.

There is no evidence showing that the Audit Reports recommendations have been implemented or priority actions completed.

Recommendation 5:

That the recommendations contained within the NSW Public Works Report Number DO/13/02 Visual Audit of the Warren Levees (North and South) dated 6 November 2013 be implemented by Council.

Recommendation 6:

That the specific issues detailed within the 6 November 2013 Visual Audit Report be used to form the basis of the next inspection of the Warren Town Levee as required in the Warren Levee Operations and Maintenance Manual.

2. Brief

Gary Woodman from Gary Woodman Consulting & Project Management has been engaged to undertake an inspection and report of the section of the Warren Town Levee that is riverside and in particular the section just downstream of Lions Park and adjacent to the Dentist Surgery/Courthouse.

The riverside inspection was undertaken by boat on the 8 April 2019 in conjunction with Council's Divisional Manager Engineering Services and by foot by the author at relevant locations along the riverside of the levee.

Only the riverside of the levee was visually inspected.

The author also undertook an inspection of relevant Council files concerning the levee construction, the Warren Levee Operations and Maintenance Manual and previous maintenance and inspections of the levee.

3. Consultant – Gary Woodman Consulting & Project Management

Gary Woodman is a Local Government Engineer Manager with almost 30 years of local government experience at Central Darling Shire, Narrabri Shire, Warren Shire, Singleton and Cobar Shire Councils.

He has been involved in most aspects of local government services during his professional career which has included almost twenty-two years as a Council Senior Officer with eight and half years as Manager Engineering Services (Department Head) at Warren Shire Council, over seven years as Director Operations at Singleton Council and almost six years as General Manager at Cobar Shire Council and Secretary of the Cobar Water Board.

He is a Fellow of the Institute Public Works Engineering Australasia (IPWEA), a Registered Professional Engineer (Civil) and a member of the Local Government Engineers Association (LGEA), Australian Institute Company Directors (AICD) and the Local Government Managers Australia (LGMA). Gary is a Director of the IPWEA NSW Division (2002-Present) and is a member of the Committee of Management of the LGEA (2002-2008 and 2010-Present).

Activities include local government operations and services, management, finances, governance and leadership, people and change management, civil engineering, project management, strategic planning, community and stakeholder construction and engagement, asset management, contract management and administration, grantsmanship and public works engineering.

4. Project Methodology

The author was engaged by Warren Shire Council due to his experience with the design and construction of the Warren Town Levee 1996-2001.

Concern has been raised in relation to the condition of the levee at a section just downstream Lions Park adjacent to the Dentist Surgery/Courthouse.

Only the riverside of the levee was visually inspected by boat and where needed by foot. Photographic evidence was also collected. No geotechnical inspections/tests were undertaken.

Research into the current process for levee maintenance at Warren Shire Council was also undertaken together with viewing of files and photographs concerning previous construction, maintenance and inspections.

Interviews were also undertaken with persons who have been responsible over time for the inspection and maintenance of the levee.

Reference was made to Sinclair Knight Merz Pty. Ltd. Warren Levee Upgrade Project Geotechnical Investigation Volume One and Volume Two – Appendices (Report No. S10276/1 – AL June 1995) by Coffee Partners International Pty. Ltd., Warren Shire Council File F8-3.2 Flood Prevention and Mitigation Levee Banks – Maintenance Of, Sinclair Knight Merz Upgrading of Flood Levee Environmental Impact Statement, Warren Shire Council, March 1996 and Report Number: DO/13/02 of 6 November 2013 Visual Audit of Warren Levees (North and South) by NSW Public Works.

5. Summary of Findings

5.1 Visual Inspection of Levee

Photographs 1,2 and 3 below show the slip failure of the river embankment and part of the levee downstream of Lions Park adjacent to the Dentist Surgery/Courthouse:



Photograph 1 Dentist Surgery/Courthouse Slippage



Photograph 2 Dentist Surgery/Courthouse Slippage



Photograph 3 Dentist Surgery/Courthouse Slippage

Item 3 Attachment

Photograph 4 is also at the Dentist Surgery/Courthouse location but showing the end of the old wharf:



Photograph 4 Dentist Surgery/Courthouse Slippage - Old Wharf

Item 3 Attachment

Photographs 5,6,7 and 8 details the Dentist Surgery/Courthouse slippage from the townside:



Photograph 5 Dentist Surgery/Courthouse Slippage



Photograph 6 Dentist Surgery/Courthouse Slippage



Photograph 7 Dentist Surgery/Courthouse Slippage



Photograph 8 Dentist Surgery/Courthouse Slippage

Item 3 Attachment

Photographs 9,10 and 11 details the piping within the levee at the Dentist Surgery/Courthouse. This is believed to be the main cause of the slip failure at the location.



Photograph 9 Dentist Surgery/Courthouse piping



Photograph 10 Dentist Surgery/Courthouse piping



Photograph 11 Dentist Surgery/Courthouse piping

Item 3 Attachment

Photograph 12 provides a view of the Lions Park upstream from the Dentist Surgery/Courthouse:



Photograph 12 Lions Park from Dentist Surgery

Item 3 Attachment

Photograph 13 details the concrete retaining wall at the rear of the Dentist Surgery/Courthouse looking downstream:



Photograph 13 Dentist Surgery/Courthouse Retaining Wall

5.2 Relevant Levee Construction Methods and Processes

Photograph 14 details the Lions Park Sheet Pile Cap and Wall from the riverside:



Photograph 14 Lions Park Sheet Pile Cap and Wall Riverside

Item 3 Attachment

Photograph 15 details the Lions Park rock protection and sheet pile wall cap from the townside:



Photograph 15 Lions Park Rock Protection and Sheet Pile Cap Townside

Photograph 16 details the Lions Park rock protection:



Photograph 16 Lions Park Rock Protection

Item 3 Attachment

Photograph 17 details the completed Lions Park Rock Protection and Sheet Piling Cap. This method of protection was used to reduce the pressure on the slip circle of the location by pinning the toe of the batter, reducing the weight of material on the slip circle and protecting the location from high water river currents.

Beneath the rock protection is the old wharf.



Photograph 17 Lions Park Rock Protection

Item 3 Attachment

Photographs 18,19,20 and 21 details the construction of the concrete retaining wall at the Dentist Surgery/Courthouse:



Photograph 18 Dentist Surgery/Courthouse Retaining Wall Construction



Photograph 19 Dentist Surgery/Courthouse Retaining Wall Construction



Photograph 20 Dentist Surgery/Courthouse Retaining Wall



Photograph 21 Perhaps Dentist Surgery/Courthouse Retaining Wall Construction

Item 3 Attachment

Photograph 22 details another typical concrete retaining wall being constructed:



Photograph 22 Typical Retaining Wall Construction

Item 3 Attachment

Photograph 23 and 24 details the typical method of levee construction on the riverside where rock protection has been incorporated in the levee construction:



Photograph 23 Typical Levee Construction Riverside



Photograph 24 Typical Rock Protection of Levee Riverside

Item 3 Attachment

Typically the levee must be compacted and then rock placed on the riverside.

Photograph 25 details the final rock protection:



Photograph 25 Typical Rock Protection Elsewhere

5.3 Warren Levee Operations and Maintenance Manual

During the conducting of the research into the maintenance of the Warren Town Levee it was found that the last inspection of the levee in accordance with the Warren Levee Operations and Maintenance Manual was undertaken in April 2009.

Council Staff and the author were able to construct a complete Warren Levee Operations and Maintenance Manual using existing computer records. This needs to be undertaken again and the responsible Officer required to undertake the inspection to produce a schedule of works and a process to have an appropriate yearly budget for what is required.

Works then should be commenced immediately in priority order.

5.4 2013/2015 NSW Public Works Visual Levee Audit Report

In late 2013 the NSW Public Works undertook a visual audit of the Warren Town Levee to support an improved understanding of the levee condition and to provide Council advice on any issues raised to allow planning of future maintenance and operational activities associated with the levee system.

The final Audit Report was provided to Warren Shire Council on 4 August 2015.

A copy of the final Report was provided to the Divisional Manager Engineering Services at the time of this April 2019 inspection.

It seems that recommendations within the final Audit Report are yet to be implemented and there is no evidence that specific issues priority actions have been undertaken.

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ITEM 4 2019 IPWEA LOCAL ROADS CONGRESS

(R4-13.1)

RECOMMENDATION:

1. That Council support the contents and the aims of Congress Communique seeking an increased level of government support for the overall contents of the Communique,
2. That Council pursues the development of a formal Road Safety Strategic Plan aligned to the National Road Safety Strategy 2011-20 and the NSW Road Safety Plan 2021.
3. That Council utilises the contents of the IPWEA Media Release and Congress Communique and advertise its intent to support the other Local Government Councils in the Regional areas of NSW calling for the development by the two higher levels of government of a sustainable and more equitable funding model to look after roads, target road safety, and open up local road network to more efficient transport to better service our community and drive the NSW economy forward.

PURPOSE

The purpose of this report is to indicate the outcomes of the attendance by the Deputy Mayor, Councillor Brett Williamson and the Divisional Managers Engineering Services attendance to the 2019 Institute Public Works Engineering Australia (IPWEA) NSW Local Roads Congress and to convey the purposes of the development at the Congress of the *2019 Local Roads Congress Communique*.

BACKGROUND

The NSW Local Roads Congress provides annually a forum for local community representatives managing our road and freight networks to discuss better outcomes for the safe and efficient movement of passengers and freight across the extensive network of local and regional roads in NSW. It is also a great opportunity to be advised of the latest developments in roads and transport policy and discuss the many challenges that local councils encounter in performing their critical role as road authorities.

REPORT

It is the shared view that attendance to the 2019 Local Roads Congress was very beneficial in being provided with the understanding of the availability of making applications for many different grants; - all classes and classification of local roads and bridges.

Attachment A, the 2019 Local Roads Congress Agenda illustrates the complexity and variation of those making presentation and answering questions at the Congress. The Agenda illustrates that there were two panel sessions which provided for a variety of answers and discussion on a number of roads matters regarding network resourcing, risk and regulations. The process for these panel sessions was that each panellist spoke briefly introducing their speciality and then it was opened up for questions and responses from the floor.

Attachment B, the 2019 Local Roads Congress Communiqué being compiled and formatted during the congress is possibility the highlight of the get together. It is made up of data relevant to all three levels of Government, Local, State and Federal. This date illustrates the roles and

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ITEM 4 2019 IPWEA LOCAL ROADS CONGRESS

CONTINUED

responsibilities of Local Government and the expectations of the State and Federal Governments.

Council should when speaking with representatives of the State and Federal Governments not be hesitant in using the Congress Communique as a supporting document.

Attachment C, the 2019 Local Roads Congress – Media Release should be utilised to illustrate to the community that Council is endeavouring to pursue through the two higher levels of governments the allocation of funds to assist with the maintenance, repair and rehabilitation of Councils road and bridge assets.

FINANCIAL AND RESOURCE IMPLICATIONS

The majority of the Congress's presentation conducted emphasised that on applications grant monies for the all classifications and classes of local roads and infrastructure are available. Page 1 of the Congress Communique (*Attachment B*) lists a large number of these grants at both the State and Federal Government levels.

Possibly the most concerning point for Warren Shire Council discussed at the Congress relates to Regional Roads. (*Top of page 2 of the Congress Communique*). Council maintains in excess of 350km of Regional Roads, approximately 26% of Council's rural roads. A very large portion of the budget income that is issued by an outside source. Also creates a large portion of Council's Engineering works program.

It is the view that Council pursues the contents of the Congress Communique by seeking from the State Government further information and clarification on the announcement by the State Government to transfer up to 15,000 km of Regional Roads back to the State.

The understanding of the Roads Act 1993 is that because of the network significance of the Regional Roads the State Government via the Roads & Maritime Services provides financial assistance to councils for the management of Council's Regional Roads.

Council should ask for the opportunity to be involved in future consultation to ensure that the intent to benefit councils remains the top priority in the proposal.

Council should also want to ensure that:

- Roads that might be taken back will be improved and maintained with an appropriate increase in the Council funding level,
- Any change in arrangements do not adversely impact other grants provided to Councils (e.g. FAGS grants) or the delivery of existing works for Transport for NSW (i.e. RMCCs) on the existing state network
- Council retains the function of being able to undertake works on any roads that are moved from an existing regional road to a state responsibility

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ITEM 4 2019 IPWEA LOCAL ROADS CONGRESS CONTINUED

- Individual proposals are the subject of consultation with each council involved prior to any changes being made

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

It is considered that there are minimal risk implications other than the chance of losing a major budget income stream.

STAKEHOLDER CONSULTATION

Because of the number of other Regional Council's representatives, both elected members and staff as well as a variation in Government authority representatives that attended the Congress it is considered that there was extensive beneficial stakeholder consultation and communication.

OPTIONS

There is very limited opportunity for alternate get togethers of elected and staff representatives discussing local roads matters exclusively; thus, the Local Roads Congress is a beneficial meeting option.

CONCLUSION

It is considered that this Congress provided a forum for Mayors, Councillors, General Managers and senior staff to be addressed formally as a group by Ministers and Senior State Government representatives as well as the opportunity to mingle and openly discuss any matters of interest and/or concern.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION

It is the view that the Congress's individual speakers, the two panel sessions and the three attachments offer a large volume of supporting information.

ATTACHMENTS

Attachment A – The 2019 Local Roads Congress Agenda,

Attachment B – The 2019 Local Roads Congress Communiqué, and

Attachment C - The 2019 Local Roads Congress – Media Release

2019 Local Roads Congress

Monday 3 June

| | |
|---------|---|
| 9:00am | Welcome to Country Uncle Allan Murray |
| 9:05am | Welcome Warren Sharpe OAM, President IPWEA (NSW) Opening Cr Linda Scott, President of Local Government NSW |
| 9:45am | Keynote Address The Hon. Paul Toole, MP – Minister for Regional Transport and Roads |
| 10:15am | Morning Tea |
| 10:45am | Network Resourcing Warren Sharpe OAM - President IPWEA (NSW) Panelists Cr Linda Scott - President of Local Government NSW Ramon Staheli - Director Economics, NTC - Future Road Funding Options Grant Gleeson - Deputy Chair, NSW Local Government Grants Commission Wal Setkiewicz - Senior Policy Adviser – Economics, NRMA |
| 12:45pm | Lunch |
| 1:45pm | Roads – Risk and Regulation Panelists Clr Ben Shields – LGNSW Chief Inspector Phillip Brooks – NSW Police Highway Patrol Command Roger Weeks – Director Compliance RMS Tim Hansen – National Heavy Vehicle Regulator Bernard Carlon – Centre for Road Safety, Transport for NSW Discussion of Congress Communiqué |
| 3:30pm | Afternoon Tea |
| 3:45pm | Roads & Transport John Wall – Austroads Connected & Automated Vehicles The Hon. Peter Primrose – Shadow Minister for Local Government and Communities, and Shadow Minister for Regional Roads Mick Savage – Manager, Roads & Transport Directorate Adoption of Congress Communiqué |
| 5:00pm | Congress Close Pre-Dinner drinks – Strangers Dining Room Foyer |
| 6:00pm | Congress Dinner – Strangers Dining Room Dinner Keynote William Peters – Public Affairs Manager, Lime APAC |
| 9:30pm | Close |

NSW Local Roads Congress 3 June 2019 Congress Communiqué

The NSW Roads & Transport Directorate, a partnership between Local Government NSW (LGNSW) and the NSW Institute of Public Works Engineering Australasia (IPWEA NSW), in holding the 2019 Local Roads Congress, resolved to announce the following communiqué.

The Congress recognises the critical role of Local Government as a provider of local and regional transport infrastructure in partnership with the state and Federal Governments. The Congress calls for immediate and on-going action from all levels of government to address the unacceptable level of fatalities, serious injuries and road related trauma on our road network, with specific attention to the local road network.

Road Funding

The Congress recognises the contribution of other levels of government in providing ongoing financial assistance for the management of local roads and infrastructure, particularly in regional areas through:

NSW Government

- Rebuilding NSW
- Fixing Country Roads
- Fixing Country Rail
- Fixing Country Truck Washes
- Funding for Road Safety Auditor training

Australian Government

- Bridges Renewal Program
- Heavy Vehicle Safety and Productivity Program
- The Current \$744.5m Black Spot Program with a commitment to providing \$60m per year after 2021-22
- Roads to Recovery Program

While the funding allocation for the Federal Government's Roads to Recovery program has become permanent and the base funding for the next five years has been increased, the total Federal Government funding program is \$700 million less than it was for the previous five-year program. This shortfall must be addressed by increasing the annual Roads to Recovery funding from \$500 million per annum to \$800 million.

The Congress fully supports the announcement by the NSW Government of a \$500 million Fixing Country Bridges Program based on the data contained in the Roads & Transport Directorate's 2017 *Timber Bridge Management Report* and awaits release of the Program details. The Congress also welcomes the additional \$500m to address the declining condition in local roads across NSW.

Item 4 Attachment B

The Congress requests further information and clarification on the announcement by the State Government to transfer up to 15,000 km of Regional Roads back to the State in response to LGNSW's report on cost shifting. IPWEA NSW in conjunction with LGNSW asks for the opportunity to be involved in future consultation to ensure that the intent to benefit councils remains the top priority in the proposal. We also want to ensure that:

- roads that might be taken back will be improved and maintained with an appropriate increase in funding level
- any change in arrangements do not adversely impact other grants provided to Councils (eg FAGS grants) or the delivery of existing works for Transport for NSW (ie RMCCs) on the existing state network
- Council retains the function of being able to undertake works on any roads that are moved from an existing regional road to a state responsibility
- Individual proposals are the subject of consultation with each council involved prior to any changes being made

The Congress also seeks assurances that any roads not transferred to the State, will remain funded through the Regional Road Block Grant program.

The Congress fully supports the Australian Local Government Association's (ALGA) call for the Australian Government to commit to:

1. Secure annual Commonwealth funding for local government equal to at least 1% of Commonwealth Taxation Revenue.
2. Oppose revenue constraints such as rate capping and cost shifting.
3. Encourage councils to acknowledge Financial Assistance Grants as a Commonwealth untied grant to Local Government.
4. Strengthen Local Government's credentials as a trusted partner for tied Commonwealth grants.

Road Safety

Local Government plays a significant role in supporting road safety at the community level, with responsibility for almost 90% of the NSW road network. We recognise that within their existing means and current funding arrangements, Councils already make a significant contribution to road safety. Information collected by IPWEA NSW through the 2017 Road Asset Benchmarking report indicates that there are very few Councils that have adopted a Road Safety Strategic Plan as part of their suite of strategic planning tools. Road Safety Strategic Plans will allow Councils to give greater focus on improving road safety using a safe systems approach. IPWEA NSW has collaborated with Transport for NSW to offer training to all Councils in NSW to improve skills and capacity in road safety audit, and will deliver subsidised training in the preparation of road safety plans during 2019-20.

The Congress encourages all Councils to develop formal Road Safety Strategic Plans aligned to the National Road Safety Strategy 2011-20 and the NSW Road Safety Plan 2021 to ensure that Councils are considering the road safety implications in all activities they undertake.

Item 4 Attachment B

The Congress notes the assurance given by Transport for NSW that the NSW Local Government Road Safety Program (LGRSP) is currently a three-year rolling program with funding confirmed until 2021.

The Congress calls on the Federal Government to fully fund a \$3 billion annual Road Safety Fund recommended by the Inquiry in the National Road Safety Strategy. A fund of this size could help resource councils to contribute to other aspects of the Safe Systems approach beyond the Safer Roads component. The issue of restricting the use of mobile devices in motor vehicles through technology should also be researched.

Heavy Vehicles and Freight Task

Local Government is a major player in the supply chain as custodians of approximately 90% of the State road network. Road transport will continue to play a dominant role in freight transport, with the impact of the increasing freight further contributing to wear and tear on local roads.

The Congress calls for additional targeted investment to unlock local and regional productivity by improving access for freight vehicles and connectivity between local roads and preferred state and national freight routes. The Congress also calls for identification funding to determine key first and last mile pinch points as well as support for councils to undertake more extensive network road quality assessments. Rail freight investments must also continue to be made to help shift as much freight from the road network as possible.

The Congress calls on the NSW Government to accelerate the development of new Regional Transport Plans to inform strategy and decision making.

Roads Maintenance Council Contracts

The Congress notes the invaluable two-way partnership between Councils and the TfNSW in delivering Road Maintenance Council Contracts (RMCC) on State Highways across regional NSW.

The Congress supports the ongoing direct delivery of the RMCC by Councils for the TfNSW, noting Councils should not be compelled to deliver the RMCC via Joint Organisations. The Congress encourages the TfNSW to work with Councils and the Roads & Transport Directorate to develop and imbed the new TfNSW system requirements for the effective delivery on RMCC and to further build capacity across the Local Government sector.

LGNSW has also successfully lobbied the NSW Government for an increase from 12 months to 24 months for future RMCCs, which will help councils to better plan and manage the maintenance activities.

Disruptive Transport Technology

The Congress identifies that the introduction of hydrogen, electric and connected autonomous vehicles will impact Local Government and will require ongoing monitoring and review to maximise opportunities for safety improvements, productivity improvements, reduction in maintenance costs and the public good. This will include working together with the State Government on:

- the deployment of the technology on current infrastructure provision and maintenance arrangements, including funding arrangements and data sharing agreements;
- the additional challenges associated with the introduction of semi-autonomous vehicle technology in rural and regional areas;
- the unknown economic and social impacts of semi-autonomous and autonomous vehicles;
- the safety benefits of connected and autonomous vehicles must be closely monitored to ensure that improved outcomes are achieved across the entire vehicle fleet; and
- the inherent problems arising from the existence of a non-homogeneous vehicle fleet on the transport network are identified and minimised.

To further the outcomes of this Congress, the Congress calls on governments to take the following measures:

NSW Local Government

The Congress calls on Councils in NSW to:

1. Progress the Congress Communiqué by writing to the relevant Ministers and their local NSW and Australian Government MPs seeking their support for the Congress outcomes.
2. Continue to improve asset management performance by:
 - a. continuing to work with the Office of Local Government and the NSW Auditor General to improve the transparency and consistency of infrastructure measures within the Integrated Planning & Reporting framework
 - b. incorporation of a Road Safety Strategic Plan (aligned with the NSW Road Safety Plan 2021 and in accord with the IPWEA NSW Guidelines for Road Safety Plans 2019) within each Council's Resource Plan
 - c. building capacity within the Local Government industry by supporting ongoing training and knowledge sharing
3. Support the employment of better techniques and the importation of proven technology to better meet our community's needs through improved engineering and construction methods
4. Develop robust workforce strategies to ensure the skills and capacity exist to plan, deliver and maintain local roads now and in the future, including cadet and apprenticeship programs at a professional and operational level
5. Advocate for place-based regional transport strategies that encourage public transport and active travel solutions in metropolitan and regional centres across NSW.

NSW Government

The Congress calls on the NSW Government to:

1. Develop a sustainable funding model for Local Government in NSW

2. Implement a system to:
 - a. Recognise the importance of qualified engineers and call on the government, in consultation with key industry groups, to implement on a transitional phase-in basis, a requirement for all local government authorities to have a suitably qualified engineer.
 - b. Recognise engineers as a profession, through a State and National registration scheme, similar to Queensland and Victoria, and as raised at the Council of Australian Governments in 2011-12
 - c. Support cadetships for civil engineering across all government projects, in order to ensure the long-term workforce capabilities
3. Accelerate the delivery of regional transport plans across NSW working in conjunction with Councils
4. Redistribute Federal Assistance Grants to regional NSW to address social equity and reduce the infrastructure funding gap, with a more meaningful rate charged on urban land so large urban Councils are not financially disadvantaged
5. Increase the existing Regional Road Block Grant and Repair Program allocations to reflect increases in the construction cost index which is well above CPI.
6. Implement IPART Review of the Local Government Rating System where LGNSW and stakeholders support the recommendations.
7. Initiate consultation with Local Government to establish a Freight Strategy to increase productivity and safety through targeted investment
8. Work through the TfNSW to support Councils needing assistance to achieve R2 prequalification to ensure Councils are strengthened in contracting to TfNSW to deliver Road Maintenance Council Contracts (RMCC).
9. Ensure that the implementation of future RMCC Contracts be direct with Councils and any other arrangements be made only at the request of the individual Councils, avoiding the pitfalls of a one size fits all approach.
10. Provide support for Councils to work with local businesses and communities to implement local and regional Climate Change Plans - particularly in relation to infrastructure.
11. Support Councils in developing and implementing strategic Road Safety Plans as part of the implementation of the NSW Road Safety Plan 2021.
12. Provide planning and funding for initiatives that contribute to the reduction of private car journeys across the state such as additional commuter and satellite parking facilities and car share services. This is a broad benefit initiative that will have a positive impact on road safety outcomes, reducing congestion, improving community health and optimizing asset useful lifecycle.
13. Improve systems for open reporting and sharing of data with Local Government including during emergency situations (e.g. road closures).
14. Continue to work with Local Government to develop a more equitable financial arrangement for the implementation of the use of day labor to repair road infrastructure when responding to undertake repairs resulting from natural disasters.
15. Strategically target first and last mile hotspots for enhancement as part of the freight strategy

NSW and Australian Governments

The Congress calls on the NSW and Australian Governments to:

1. Continue the funding to Local Government under grant programmes such as *Fixing Country Roads* and the *Bridges Renewal Program*
2. Build upon the *Fixing Country Rail Program* to target the reduction of freight loads on local and regional roads, including resolving institutional impediments for access to existing rail
3. Encourage ALGA to use its position on COAG, informed by State Local Government peak bodies and IPWEA NSW, to develop a new National Infrastructure Partnership for the three tiers of Government for smarter long-term investment planning in transport and community infrastructure.
4. Develop a coordinated policy framework that maximises the public good of transport technology (hydrogen, electric and autonomous vehicles) taking into consideration the current transport infrastructure capacities and constraints

Australian Government

The Congress calls on the Australian Government to:

1. Restore FAGs to 1 percent of the total Federal Government budget.
2. Find equitable and sustainable ways to fund infrastructure investment.
3. Review the formula for the distribution of identified roads grants, and end cost shifting by state governments
4. Increase funding for the replacement or restoration of damaged assets to a more resilient standard following a natural event
5. Repair the shortfall in Roads to Recovery funding announced in this year's budget. While the base funding for the next five years was increased, the total program funding is \$700 million less than it was for the previous five-year program.
6. Address the potential revenue loss from the shift from petrol to electric vehicles by establishing a new user-pays system to replace the \$18.7 billion a year in road taxes

Australian Local Government Association

The NSW Congress seeks the support of ALGA to deliver the NSW Roads Congress outcomes.

Further enquiries:

Warren Sharpe OAM, President IPWEA (NSW) - 0409 398 358

Cr Linda Scott, President, Local Government NSW – (02) 9242 4000

Garry Hemsworth, Director IPWEA (NSW) – 0427 432 216

Mick Savage, Manager Roads & Transport Directorate - 0418 808 085

Kylie Yates, Director Advocacy, Local Government NSW – 0418 607 575



MEDIA RELEASE

2019 Local Roads Congress: State Government commits to more funding to address Regional infrastructure backlog and Road Safety



Managing risks, road funding models, road safety and emerging transport technologies were the issues discussed at the NSW Local Roads Congress held in Sydney on 3 June 2019. Once again, Local Government called upon the NSW and Australian Governments for assistance in delivering their commitments to their communities through greater resourcing and support.

Elected officials and experts from across NSW were joined by the President of Local Government NSW Linda Scott and Members of Parliament to continue the conversation on managing risks, promoting safety, and ensuring fair and equitable funding for local roads.

Key take-away messages resulting from the Congress centred on road safety planning and action, re-distribution of funding to the bush, local government capacity and skills, and preparing for emerging transport technologies.

Addressing the Congress, Minister for Regional Transport and Roads, Mr Paul Toole, MP reconfirmed the pre-election announcement of \$500 Million for fixing country roads and \$500 Million for replacing timber bridges as additional funding on top of the existing Fixing Country Roads Program. The Minister also announced his commitment to help address the current infrastructure backlog in NSW communities as well as his support for IPWEA NSW's initiative to train NSW Councils in preparing Road Safety Strategic Plans. The Minister called on everyone to help spread the word on the importance of promoting road safety to their communities.



IPWEA NSW President Warren Sharpe OAM outlined the processes towards achieving better road safety outcomes and called on the NSW Government to build on the excellent work being done in partnership IPWEA (NSW), LGNSW and councils. He also raised significant questions on how roads will be managed into the future taking into account the 81,600 km of unsealed roads in NSW alone.

During the morning panel session, delegates heard from experts from LGNSW, National Transport Commission, NSW Local Government Grants Commission and the NRMA, on managing resources such as technical expertise and developing better funding models for Local Government. The afternoon panel session focused on managing risks and stressed the importance of road safety audits and road safety strategic plans to give a better understanding of road safety risks. Experts from LGNSW, NSW Highway Police Force, RMS, Centre for Road Safety, and National Heavy Vehicle Regulator all provided interesting insights and enticed discussions on risks, responsibility, and regulation.

Bernard Carlon, Executive Director of the Centre for Road Safety, Transport for NSW, confirmed that the NSW Local Government Road Safety Program is currently a three-year rolling program with funding available until 2021. He likewise confirmed that the State Government is providing funding for training to assist Councils in preparing Road Safety Strategic Plans.

John Wall, Program Manager for Connected and Automated Vehicles at Austroads, shared his thoughts on the future of connected and automated vehicles on local roads and the critical infrastructure changes necessary to accommodate these emerging transport technologies.

Shadow Minister for Local Government and Communities and Shadow Minister for Regional Roads, Peter Primrose MLC announced the opposition's continued support for the redistribution of Federal Assistance Grant funding and for the introduction of a mandatory, statutory registration scheme for Engineers in NSW.

LIME APAC Public Affairs Manager, William Peters wrapped up the Congress and shared his insights on the future of Electric Vehicles. He outlined Lime's vision of providing personal mobility through electric bikes and scooters and how this might be accommodated on the local road and footpath networks to the benefit of local communities. He concluded the presentation by inviting delegates to test drive an electric scooter.

Delegates adopted a Congress Communiqué calling for the development of a sustainable and more equitable funding model to look after roads, target road safety, and open up local road network to more efficient transport to better service our community and drive the NSW economy forward.

Ends:

A copy of the communiqué can be downloaded from the link below:

https://www.ipweansw.org/sites/default/files/uploaded-content/field_f_content_file/2019_local_roads_congress_communique_final.pdf

Institute of Public Works Engineering Australasia
Limited NSW Division
Roads & Transport Directorate



IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

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About IPWEA NSW

The Institute of Public Works Engineering Australasia NSW Division (IPWEA NSW) is a professional organisation and registered charity providing services and advocacy for those involved in and delivering public works and engineering services to the community.

About the Roads and Transport Directorate

The NSW Roads and Transport Directorate is a partnership between IPWEA NSW and Local Government NSW (LG NSW) and seeks to advocate and assist policy makers and road managers on the technical aspects of roads and transport issues in NSW.

WARREN SHIRE COUNCIL

Report of the Manager Health and Development Services
to the Ordinary Meeting of Council to be held in
Council Chambers, Warren, on Thursday 27th June 2019

ITEM 1 REQUEST TO SUPPORT ST MARY'S P&F FUNDRAISING EVENT

(D8-1)

RECOMMENDATION:

1. That Council make a donation in the form of a family Season Ticket for the Warren War Memorial swimming pool in the 2019/2020 swimming season valued at \$198.00, subject to this donation being advertised in the local newspaper for a period of 28 days, and
2. Subject to no substantial disagreement being received from the public.

PURPOSE

This report has been generated due to a request to make a donation as attached.

BACKGROUND

Council receives requests to make donations to charities, sporting or community organisations.

Council records regular donations within its Operational Plan and Revenue documents for consideration by the community and adoption by Council. Other requests received by staff are referred to Council for consideration.

REPORT

Council has received a request from St Mary's P&F for a donation in the form of a family season ticket, towards their Fundraising Event. The donation is for a raffle to support a local family, whose daughter has qualified to swim at the Australian National Swimming titles

In accordance with Section 356 Local Government Act 1993, Council may determine to approve the donation and seek public comment before approval of the donation.

Council does not have any policy on the type and value of donations and this approval cannot be delegated (section 377 Local Government Act 1993).

The recommendation supports the donation as the request has come from a local organisation that is supportive of locally based outcomes for the Shire community.

FINANCIAL AND RESOURCE IMPLICATIONS

All donations have an impact on the Council's finances and a resolution of Council must be made followed by a period of public comment.

The donation being applied for may be funded from Council's section 356 expenses vote of the budget.

WARREN SHIRE COUNCIL

Report of the Manager Health and Development Services
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Council Chambers, Warren, on Thursday 27th June 2019

ITEM 1 REQUEST TO SUPPORT ST MARY'S P&F FUNDRAISING EVENT

CONTINUED

LEGAL IMPLICATIONS

The Local Government Act 1993 section 356 states:

356 Can a council financially assist others?

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*
- (3) However, public notice is not required if:*
 - (a) the financial assistance is part of a specific program, and*
 - (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.*

Council is required to comply with the Act prior to donating.

RISK IMPLICATIONS

Risks are reduced if Council follows the Act and reports donations to the community.

STAKEHOLDER CONSULTATION

As stated above, Council is required to advertise all donations to the community for comment.

OPTIONS

Council may approve the donation or alternatively Council may refuse this donation.

CONCLUSION

Donations are regularly requested of Council by various organisations. It is considered that this request supports the Warren Shire Community and the donation will provide a benefit to education and social wellbeing locally.

WARREN SHIRE COUNCIL

Report of the Manager Health and Development Services
to the Ordinary Meeting of Council to be held in
Council Chambers, Warren, on Thursday 27th June 2019

ITEM 1 REQUEST TO SUPPORT ST MARY'S P&F FUNDRAISING EVENT

CONTINUED

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN


5.2.2 Timely and Accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Request letter attached

Maryanne Stephens

From: Staff Calendar
Sent: Monday, 13 May 2019 11:46 AM
To: Maryanne Stephens
Subject: FW: Attention Glenn Wilcox

GM MHD.


Hello Glenn,
St Mary's P&F is organising a raffle to raise some funds for the Marks Family. Their daughter Maddie is in Year 6 at St Mary's and has qualified to swim at the Australian National Swimming titles in August this year. The family go to great lengths to support Maddie who is a very humble champion. I am hoping that the Warren Shire Council will support the raffle by donating a Family Season ticket for the pool in the 2019/20 swimming season. I know that our community will support this raffle as Maddie and her family are very valued members of our community.
With thanks
Airlie Bruce

Sent from my iPhone

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th June 2019

ITEM 2 DEVELOPMENT APPLICATION CHANGE OF USE
ACCOMMODATION LOT 2 AND 3, DP999018, 9-13 CLYDE
STREET NEVERTIRE (P16-19.04)

RECOMMENDATION

1. Under the provisions of the Local Government 1993 as amended Section 375A(3) a division must be called; and
2. Development Application P16-19.04 for the Use of land as residential accommodation (boarding house) located at Lot 2 and 3 DP999018, 9-13 Clyde Street Nevertire is approved with the following conditions:

Conditions prescribed by the *Environmental Planning and Assessment Regulation 2000*

1. The work must be carried out in accordance with the requirements of the Building Code of Australia.

Reason: Statutory requirement.

2. A sign must be erected in a prominent position on the site:
 - showing the name, address and telephone number of the principal certifying authority for the work; and
 - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours; and
 - stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out, but must be removed when the work has been completed.

Reason: Statutory requirement.

Council conditions

3. The development is to be undertaken in accordance with the plans submitted with the application.

Reason: To confirm and clarify the terms of this consent.

4. No caravans, tents, mobile homes or the like are permitted on the subject land.

Reason: To confirm and clarify the terms of this consent.

5. An automatic smoke alarm must be installed (hardwired) in the building in suitable locations on or near the ceiling in;

(a) Any storey containing bedrooms;

(i) Between each part of the dwelling containing bedrooms and the remainder of the dwelling; and

(ii) Where bedrooms are served by a hallway, in that hallway; and

(iii) Any other storey not containing bedrooms

WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 27th June 2019

**ITEM 2 DEVELOPMENT APPLICATION CHANGE OF USE
ACCOMMODATION LOT 2 AND 3, DP999018, 9-13 CLYDE
STREET NEVERTIRE CONTINUED**

Reason: To reduce risk to life and injury; ensure that the occupants are given adequate warning in the event of fire and to comply with the Building Code of Australia.

6. All doors exiting the buildings must swing in the direction of egress (outwards).

Reason: To ensure that the building allows occupants to safely evacuate during an emergency.

7. All door handles exiting the buildings are to be readily openable without a key from the side that faces the person seeking egress, by a single hand downward action or pushing action on a single device which is located between 900mm and 1100mm from the floor. The operation of the latch is to comply with Part D2.21 of the Building Code of Australia.

Reason: To ensure that the building allows occupants to safely evacuate during an emergency.

8. Fire extinguishers and fire blankets are to be installed and serviced annually, by a suitably qualified technician.

Reason: To ensure that the building is provided with fire fighting equipment.

9. Instructions for action in the event of a fire are to be placed in each guest bedroom.

Reason: To ensure the safety of all guests in the event of a fire evacuation of the building.

10. A business identification sign is to be installed onsite, detailing a contact number.

Reason: To ensure that the business operator can be contacted in the event of an emergency.

11. Refrigerators are to maintain food at below 5 degrees Celsius. A thermometer is to be installed inside the refrigerator to ensure the temperature is accurate.

Reason: To comply with the Food Standards Code.

12. No noise is permitted after 10pm.

Reason: To ensure that the amenity of the area is not impacted upon.

13. An onsite static water supply - storage tank of 20,000L is to be provided on-site, dedicated for fire fighting purposes only. A 65 mm storz fitting and ball or gate valve shall be installed in the tank to allow full utilisation of the supply.

(a) The tank is to be located at least 10 metres away from ALL buildings and located within the property.

(b) The area around the tank is to be provided with a gravel or similar hardstand area and a clear unobstructed path is to be maintained to permit fire brigade personnel to draw water from that source.

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STREET NEVERTIRE CONTINUED

- (d) dwelling houses,*
 - (e) group homes,*
 - (f) hostels,*
 - (g) multi dwelling housing,*
 - (h) residential flat buildings,*
 - (i) rural workers' dwellings,*
 - (j) secondary dwellings,*
 - (k) semi-detached dwellings,*
 - (l) seniors housing,*
 - (m) shop top housing,*
- but does not include tourist and visitor accommodation or caravan parks."*

The existing buildings are connected to the town sewerage system, therefore, effluent disposal does not need to be addressed.

The development proposal does not involve the construction of any new buildings.

Schedule 2 of the Local Government (General) Regulations sets out the relevant standards for places of shared accommodation including boarding houses. These have been included as conditions of consent.

State Environmental Planning Policy (Affordable Rental Housing) 2009 applies to this proposed development.

Clause 30 states the following:

"30 Standards for boarding houses

- (1) A consent authority must not consent to development to which this Division applies unless it is satisfied of each of the following:*
- (a) if a boarding house has 5 or more boarding rooms, at least one communal living room will be provided,*
 - (b) no boarding room will have a gross floor area (excluding any area used for the purposes of private kitchen or bathroom facilities) of more than 25 square metres,*
 - (c) no boarding room will be occupied by more than 2 adult lodgers,*
 - (d) adequate bathroom and kitchen facilities will be available within the boarding house for the use of each lodger,*
 - (e) if the boarding house has capacity to accommodate 20 or more lodgers, a boarding room or on site dwelling will be provided for a boarding house manager,*
 - (f) (Repealed)*
 - (g) if the boarding house is on land zoned primarily for commercial purposes, no part of the ground floor of the boarding house that fronts a street will be used for residential purposes unless another environmental planning instrument permits such a use,*

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(h) at least one parking space will be provided for a bicycle, and one will be provided for a motorcycle, for every 5 boarding rooms.

(2) Subclause (1) does not apply to development for the purposes of minor alterations or additions to an existing boarding house.”

The proposed development achieves these standards and conditions have been applied to ensure these standards are achieved where they are not currently met.

Clause 30A states

“Character of local area

A consent authority must not consent to development to which this Division applies unless it has taken into consideration whether the design of the development is compatible with the character of the local area.”

The proposed development design is compatible with the character of the local area.

State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development does not apply as the building concerned is NOT at least 3 or more storeys.

No other SEPP is relevant to the proposal.

No Regional Environmental Plan is applicable to the proposal.

(b) the provisions of any draft EPI that is or has been placed on public exhibition and details of which have been notified to the consent authority

There is currently no draft EPI that requires consideration.

(c) the provisions of any development control plan (DCP).

Warren Shire Council’s Development Control Plan 2012 applies to this development however there are no clauses relating to RU5 Village land, for the proposed development.

(d) the provisions of the regulations (to the extent that they prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates.

Clause 92 of the *Environmental Planning and Assessment Regulation 2000* specifies the additional matters that must be considered if relevant. These relate to the Government Coastal Policy and demolition works, both of which have no relevance to this proposal.

(e) the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.

The land was used as a public school in the past. No buildings are proposed to be built. Although the current need for accommodation as a result of the solar farm development is evident, this should not be a factor taken into consideration in the assessment of the

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development. The development may result in a minor increase in traffic and an increase in noise, however these issues have been addressed with conditions of consent. It is unlikely to impact adversely on the current use of this land or adjoining land.

The land is also serviced by adequate power, reticulated water supply and sewer.

(f) the suitability of the site for the development.

The land is subject to flooding however the buildings are existing and this does not restrict the development.

The land is located on bushfire prone land. The requirement to provide a static water supply has been applied as a condition, even though the site is serviced by town water reticulation hydrants, it has been determined that due to the nature of the development, additional fire fighting provisions are to be provided.

There is no evidence to suggest it is affected by contaminated soils.

(g) any submissions made in accordance with this Act or the regulations.

The application was notified to adjoining owners and the community in general as it was required by the Shire's "Community Awareness Development Policy".

One objection was received (attached below). The objection being on economic grounds does not justify refusal under the Warren Local Environmental Plan.

(h) the public interest.

The proposed change of use of the former Nevertire Public School buildings to a boarding house is permitted with consent within the RU5 Village zone and will not produce emissions in the way of excessive noise, dust, or fumes, and it is considered to fit within the amenity of the area. The objection received was on the grounds of economic interests, which does not justify reason for refusal.

Suitable conditions are recommended to ensure that the development operates in a manner that does detract from the amenity of the area and any other matter that requires addressing as part of the change of use e.g. fire fighting provisions. The proposed development is consistent with the objectives of the RU5 Village zone as detailed previously in this report.

LEGAL IMPLICATIONS

Council has the ability as the consent authority under clause 2.8 of the Warren Environmental Plan 2012 to grant consent to the proposed development as the proposed development is permitted with consent and meets the objectives of the RU5 Village zone.

Also, if the applicants are dissatisfied with the determination of the application by the consent authority, may appeal to the Land and Environmental Court against the determination under Clause 8.7 of the Environmental Planning and Assessment Act 1979.

RISK IMPLICATIONS

The proposed development is permitted with consent and meets the objectives of the RU5 Village zone, therefore consent with conditions should be issued.

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ITEM 3 DEVELOPMENT APPLICATION APPROVALS (B4-9)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

To advise Council of the Development Applications that have been approved under delegated authority.

BACKGROUND

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

REPORT

The following Development Applications were approved for May 2019

| FILE | LOCATION | WORKS |
|-------------|--|---------------------|
| P16-19.07 | Lot 1 DP1048050 Mitchell Highway, Nevertire | Subdivision of land |

LEGAL IMPLICATIONS

Council is required under the Environmental Planning and Assessment Act to assess and determine applications within established timeframes.

RISK IMPLICATIONS

The Environmental Planning and Assessment Act provides appeal mechanisms for applicants who believe that their application requires review.

STAKEHOLDER CONSULTATION OPTIONS

Council issues a Section 4.59 Environmental Planning and Assessment 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

- 1.4.4 Help ensure safe and sustainable development.
- 5.2.1 Quality customer service focus by Council staff.
- 5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION/ ATTACHMENTS

Nil.

