



**WARREN SHIRE COUNCIL**

---

# BUSINESS PAPER

ORDINARY MEETING

Thursday 25th August 2016

---

115 Dubbo Street  
(PO Box 6)  
WARREN NSW 2824

Telephone: (02) 6847 6600  
Fax: (02) 6847 6633  
Email: [council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au)

Warren Shire Council

**AGENDA - ORDINARY COUNCIL MEETING**

**25th August 2016**

**APOLOGIES**

**CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday 28th July 2016.

**SECTION 1 (WHITE)**

**DELEGATES REPORTS**

---

Nil.

**COMMITTEE MINUTES**

---

- Meeting of Manex held on Tuesday 19th July 2016 ..... (C14-3.4)
- Meeting of the Warren Sporting Facilities Committee  
held on Wednesday 3rd August 2016 ..... (C14-3.18)
- Meeting of the Warren Local Emergency Management Committee  
held on Tuesday 9th August 2016 ..... (E6-6)

**SECTION 2 (LILAC)**

**POLICY**

---

Nil.

## SECTION 3 (BLUE)

### REPORT OF THE GENERAL MANAGER

---

Item 1	Outstanding Reports Checklist (C14-7.4) .....	Page 1
Item 2	Committee/Delegates Meetings (C14-2) .....	Page 3
Item 3	End of Term Report 2012 - 2016 (A1-14, E4-35) .....	Page 5

## SECTION 4 (GREEN)

### REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

---

Item 1	Reconciliation Certificate (B1-10.13) .....	Page 1
Item 2	Statement of All Outstanding Rates and Extra Charges as at 12th August 2016 (R1-4) .....	Page 3

## SECTION 5 (YELLOW)

### REPORT OF THE MANAGER ENGINEERING SERVICES

---

Item 1	Works Progress Report - Roads Branch (C14-7.2) .....	Page 1
Item 2	Works Progress Report - Water & Sewerage (C14-7.2) .....	Page 3
Item 3	Works Progress Report – Town Services (C14-7.2) .....	Page 8
Item 4	Works Progress Report - Fleet Branch (C14-7.2) .....	Page 9
Item 5	Traffic Information (T5-4) .....	Page 12
Item 6	Macquarie Park – Plane Trees (P1-7.6, T6-1) .....	Page 13

## SECTION 6 (PINK)

### REPORT OF THE MANAGER HEALTH & DEVELOPMENT

---

Item 1	Development Application Approvals (B4-9) .....	Page 1
Item 2	Department of Planning Circulars (P15-10) .....	Page 2
Item 3	Sporting and Cultural Centre Report (S21-2) .....	Page 3
Item 4	Information Centre Record for July 2016 (T4-6.1) .....	Page 4
Item 5	Impounding Officer's Report (P4-4) .....	Page 5

**SECTION 7 (LILAC)**

**REPORT OF THE LIBRARIAN**

---

Nil.

**MAYORAL MINUTES**

**QUESTIONS WITHOUT NOTICE**

**SECTION 9 (GREY)**

**CONFIDENTIAL**

---

Nil.

**PRESENTATIONS**

Nil.

**Section**

**1**

**Delegates & Committees**

# MANEX

## Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 19<sup>th</sup> July 2016.

### **RECOMMENDATION:**

That the Minutes of the Meeting of Manex held on Tuesday 19<sup>th</sup> July 2016 be received and noted.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

PRESENT:

---

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration
Jillian Murray	Treasurer
Maryanne Stephens	Manager Health & Development
Dirk McCloskey	Operations Manager (Chair)
Tim Wark	Water and Sewer Manager
Chelsea Hewitt	Student Observer

---

1. APOLOGIES

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

**Carried**

---

2. MINUTES

**MOVED** Wilson OAM/Arthur that the Minutes of the Manex Committee meeting held on 15th June 2016 be adopted as a true and correct record of that meeting.

**Carried**

---

3. BUSINESS ARISING FROM MINUTES

- The General Manager advised that he had held a further meeting with Mr Mark Bermingham regarding fencing of his railway land lease and Council would be forwarding a letter outlining that it has no concerns.
- The General Manager commented that the Lion's Park fencing that is now complete looks very good.

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
*14.10.15	OM	Fencing Lion's Park	Complete
10.5.16	GM	WHS Meeting	Arrange meeting regarding duties
15.6.16	GM	Railway land fencing	Write to Mark Bermingham

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

**Carried**

---

## 5. EXTERNAL PROMOTIONS

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

---

## 6. SENIOR STAFF – WORK PROGRAM

Each Manex team member advised of any important meetings, days away, etc., over the next month.



# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

## 7. ASSET MANAGEMENT

The following table outlines the Asset Management Plans (AMP) and the Condition Rating and Valuation Manuals that are proposed to be developed. The table also lists the assets to be covered by these plans.

Asset Management Plans	Asset Condition Rating and Valuation Manuals Required	Assets Covered in AMP
Water Services	Reservoirs	Reservoirs
	Pipes, Valves and Meters	Pipes
		Valves
		Meters
	Pump Stations	Pump Stations
Bores	Bores	
Sewer Services	Treatment Plants	Treatment Plants
	Pump Stations	Pump Stations
	Pipes and Manholes	Pipes
		Manholes
Telemetry	Telemetry	
Open Space and Facilities	Parks and Gardens	Parks and Gardens
	Playgrounds	Playgrounds
	Racecourse	Racecourse
	Airport	Airport
	Pool	Pool
	Sports facilities	Sports facilities
Buildings and Other Structures	Buildings	Non-Specialised Buildings
		Specialised Building
		Bus Shelters
		Other Structures
Roads and Associated Infrastructure	Roads	Regional Roads
		Urban Sealed Roads
		Urban Unsealed Roads
		Rural Sealed Roads
		Rural Unsealed Roads
	Traffic Facilities	Roundabouts
		Linemarking
		Signs and Posts
		Medians
		Safety Barriers

# WARREN SHIRE COUNCIL

**Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm**

---

Asset Management Plans	Asset Condition Rating and Valuation Manuals Required	Assets Covered in AMP
		Guideposts
		LATM's
Roads and Associated Infrastructure - Continued	Kerb and Gutter	Kerb and Gutter
	Footpaths	Footpaths
	Culverts < 6m long	Minor Culverts <6m long
Major Waterway Structures	Major Waterway Structures	Timber Bridges
		Concrete Bridges
		Steel Bridges
		Causeways
		Culverts >6m long
Urban Stormwater Drainage	Urban Stormwater Drainage	Pits
		Drainage Lines
		Outlets

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 8.1 FINAL SPECIFIC WORKS 2015/16 STATUS REPORT

<b>Project</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	159,552	159,552	MFA	Changeover September 16
2 x MFD Printer replacement	27,998	27,998	MFA	Installed
Asset Management - IP & R	61,205	1,663	MES/ MFA	In progress
Risk Management	15,000	Nil	ALL	Development of Asbestos Register
Training	110,000	117,305	ALL	
Mobile phone upgrades	3,500	3,183	ALL	
RFS Hazard Reduction	47,500	100,597	MFA/ MHD	Additional allocation received
Desexing Program - Cat	2,500	1,586	MHD	Cat Program Complete
Desexing Program - Dog	2,500	2,054	MHD	
Dwelling Specific M&R	34,870	28,560	MHD	
Levee M & R	18,300	12,957	MES	July 15 / June 16
Stormwater Drainage M & R	19,490	18,678	MES	July 15 / June 16
Gunningba Drainage	101,902	82,596	MES	Complete
Nature Links River Corridor	21,411	2,080	MHD	
<b>Ewenmar Waste Depot Improvements</b>				
Site building	57,865	54,216	MHD	Report in progress
Fencing	20,000	12,440	MHD	
Roads	15,000	13,505	MHD	
Sporting & Cultural Centre Mezzanine Ramp	12,000	11,419	MES	Complete
Library – New MFD	6,530	6,530	MFA	Installed
Library – Drainage & leak proofing	45,000	37,319	MHD	Complete
Aerodrome – New fence	4,000	2,982	MES	Complete
Aerodrome – Reinstate pavement markings	18,000	7,128	MES	Complete

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 8.1 FINAL SPECIFIC WORKS 2015/16 STATUS REPORT

CONTINUED

<b>Project</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
Playground equipment	20,400	Nil	MES	Include in next budget
Layback Path to Cenotaph	17,532	17,543	MES	Complete
Tourist Information Bay – Collie	2,500	Nil	GM	Review scope of works
Information Centre – Painting	4,438	Nil	MHD	Internal
Information Centre - Painting	5,562	5,562	MHD	External completed
Information Bay Nevertire	13,500	Nil	GM	Review scope of works
Medical Centre – Dubbo St, reconstruct walls	34,231	34,332	MHD	Complete
Medical Centre – Dubbo St, Interior painting	15,012	15,012	MHD	Complete
Depot Extension – Emulsion Tank	87,272	73,633	MES	Complete
<b>Water Supplies</b>				
Water valve and mains replacement	46,000	26,878	MES	Bore valves completed. 6 river valves to be completed
Warren – New Bore 8	336,562	146,344	MES	Production bore completed
Warren – New Bore 7	239,768	144,744	MES	Production bore completed
Nevertire – New Bore 2	211,768	119,312	MES	Production bore completed
Collie – New Bore 2	361,768	59,260	MES	Site selected. Licences currently being gained. Return in 6-8 weeks to drill bore.
Warren – New Water Mains Wilson to Burton Streets	100,555	81,127	MES	Complete
<b>Sewerage Services</b>				
Pump Station – Replacement pumps	7,132	19,040	MES	Complete
Warren STP	500,000	18,840	MES	Business Case submitted.
Mains Upgrade	20,000	4,144	MES	Ongoing

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 8.1 FINAL SPECIFIC WORKS 2015/16 STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>ROADS BRANCH</b>				
<b>State Highway 11</b>				
Ordered Works				
· Reseals	176,229	132,501	MES	Complete
· Heavy patching	141,835	93,730	MES	Complete
<b>Regional Roads</b>				
Reseals	152,000	59,953	MES	Complete
Recycling – RR 424	31,500	35,954	MES	Complete
Resheeting	60,000	7,535	MES	In progress
Regional Roads Black Spot	125,349	133,762	MES	Complete
<b>Reconstruction</b>				
RR 424 - Marra Hall Road Stage 2	790,651	793,776	MES	Complete
<b>Local Roads</b>				
Urban Reseals	45,700	28,450	MES	Complete
XC5 footpaths	35,000	22,535	MES	Ongoing
Kerb & Guttering	69,479	1,719	MES	Ongoing
New footpath Hale Street	7,132	7,132	MES	Complete
Urban Roads – Heavy Patching	70,000	Nil	MES	Oct 16
Urban Roads – Bundemar Street	163,366	113,530	MES	Complete
<b>Local Rural Road Reconstruction</b>				
Rural Reseals	245,700	221,798	MES	Complete
Rural Resheeting	810,582	428,358	MES	Ongoing
Reconstruction - Buckiinguy	778,631	244,745	MES	Materials purchased, finish July/August 16
Recycle – Bullagreen Stage 1	38,922	33,706	MES	Complete
Recycle – Bullagreen Stage 2	225,406	246,794	MES	Complete
Reconstruction – Lemongrove Rd	771,313	686,668	MES	Complete
Culvert replacement	7,200	7,588	MES	Complete

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 8.1 FINAL SPECIFIC WORKS 2015/16 STATUS REPORT

CONTINUED

<b>Plant</b>				
Heavy Plant Purchases - Nett	716,407	644,435	MES	Complete
Light Plant Purchases - Nett	145,252	51,345	MES	Complete

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 8.2 PROJECTS AND ASSETS STATUS REPORT

### STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification	Lighting	Waiting for RMS to design and cost roundabout construction for Council's consideration. Council to contribute 50% to annulus construction.
	Concrete Annulus	
	Bollards	
	"Town Centre" Signage	Fabrication of bins complete. Concrete slabs for bins complete. Bin installation complete. Bollards and lighting to be done with roundabout works.
Depot Yard Extensions		
Nevertire Information Bay	Review scope of works.	
Blackspot Tenandra Bridge	To commence December 2016	
Active Transport	Warren Health, Sporting and Cultural Precinct – Connections Study 2016, on public comment.	
Fixing Country Roads	EOI successful. Business Case submitted and not successful.	
Country Passenger Transport Infrastructure Grant Scheme (CPTIGS)	Applications due September 2016. Information now available.	
Lion's Park Playground Fencing	Complete	
Playground Equipment	Investigating putting softfall in all playgrounds and updating play equipment.	

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

**Carried**

# WARREN SHIRE COUNCIL

## Minutes of the Manex Committee Meeting Held in the Council Chambers, Administration Building, Warren, On Tuesday 19th July 2016 commencing at 2.30 pm

---

### 9. WORK HEALTH SAFETY

The General Manager advised that the meeting between the Work Health Safety/Risk Officer and the General Manager and Departments was still required to be held when time permits.

No immediate issues, Mr Tom Daley in rehabilitation re: thumb injury.

### 10.1 DIVISION OF LOCAL GOVERNMENT CIRCULARS (L5-3)

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

#### Circulars

Date	Circular No.	Description	Comment/Action
16.06.16	16-16	Final Code of Accounting Practice and Financial Reporting (update 24)	Noted
17.06.16	16-17	Public access to the new NSW Companion Animals Registry for cat and dog owners	Noted
27.06.16	16-18	Council decision-making prior to the September 2016 Local Government Elections	Report to July Council Meeting
27.06.16	16-19	Preparation of Non-residential Rolls	In progress
27.06.16	16-20	"Electoral matter" and use of Council resources prior to Local Government Elections	Report to July Council Meeting
06.07.16	16-21	2016/17 Calendar of Compliance and Reporting Requirements	Noted
07.07.16	16-22	The Local Government and Elections Legislation Amendment (Integrity) Act 2016	Report to July Council Meeting

#### Ministerial Circulars

Date	Circular No.	Description	Comment/Action
30.06.16	M16-04	Innovation grants benefiting rural and regional communities	Noted

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

**Carried**



# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm

---

## 10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

The following is the Office of Local Government's Strategic Tasks Guide for the months of July and August 2016.

### Strategic Tasks Guide

DATE	TASK	STATUS
<b>JULY</b>		
<b>1</b>	Financial Statements to be audited within four (4) months (s.416(1)).	Noted
	Reminder: lodgment of Pecuniary Interest returns due 30 September for Councillors and designated persons who held office at 30 June (s.449(3)).	Noted
<b>8</b>	Proposed loan borrowings return to be submitted to OLG.	N/A
<b>30</b>	Public Interest Disclosure report due to NSW Ombudsman. (s.6CA of the Public Interest Disclosure Act 1994).	Completed 7/7/16
<b>31</b>	GST Certificate to be submitted to OLG.	Noted
	Last day for making rates (s.533)	Noted
<b>AUGUST</b>		
<b>1</b>	Rates Levied by service of rates and charges notice (s.562)	Noted
	End of Term Report to be tabled at last meeting of outgoing Council.	In progress
<b>18</b>	Expected first instalment of 2016-2017 Financial Assistance Grant	Noted
<b>31</b>	First quarterly rates instalment due (s.562)	Noted
	Survey of seizures of cats and dogs due	Noted

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

**Carried**

---

## 11. OPERATIONAL PROCEDURES

(I2-11.1)

Nil.

# WARREN SHIRE COUNCIL

**Minutes of the Manex Committee Meeting  
Held in the Council Chambers, Administration Building, Warren,  
On Tuesday 19th July 2016 commencing at 2.30 pm**

---

**12. JUNE 2016 MINUTES AND JULY 2016 BUSINESS PAPER**

The Committee previewed the July 2016 Business Paper and the June 2016 Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

---

**16. GENERAL BUSINESS WITHOUT NOTICE**

- The Water & Sewer Manager gave the meeting an overview of the reviewed costing figures for the mechanical and electrical fit out of the four (4) new bores. There is additional funding required and Council to contact Department of Finance – Restart NSW Water Security regarding the figures.
- The Water & Sewer Manager outlined the issue of excessive sick leave for some Council employees.
- The Mayor enquired if Council's Building Maintenance Officer is back at work. The General Manager advised he had not presented a clearance from the Doctor as yet, so he's still off work.
- The Mayor enquired on the status of CCTV. The General Manager advised that time had not permitted any investigation to be undertaken at this point.
- The General Manager brought it to the attention of the meeting, the new superannuation clause in the Local Government State Award (Salary Sacrificing of excess Long Service Leave to Superannuation). Further information will be presented when it comes to hand. This appears to be a favourable situation for both Council and the employees.
- The General Manager advised that at the eastern end of the Ewenmar Waste Depot high fencing had been removed and not replaced. He requested if this could be investigated, replaced and the fire breaks maintained.
- The Manager Health and Development Services gave an overview on what had happened with the power being cut to the Warren Sporting and Cultural Centre during the school carnival. The Complex was not electrically wired to take a generator and it may be opportune to seek grant funding to do so, as this facility is also the emergency evacuation centre.
- The Manager Health and Development Services outlined a problem with the roof structure at 39 Garden Avenue and her concerns at the cost to repair. Quotations for the repairs to be sought.

**There being no further business the meeting closed 4.37 pm.**

---

---

# Sporting Facilities Committee

Attached are Minutes of the Meeting of the Warren Sporting Facilities Committee held on Wednesday, 3<sup>rd</sup> August 2016.

---

## Recommendation:

That the Minutes of the Warren Sporting Facilities Committee Meeting held on Wednesday, 3<sup>rd</sup> August 2016 be received and noted, and the following recommendation be adopted:

### ITEM 6.3      OUTDOOR FITNESS CIRCUIT      (S21-2)

1. The project be held in abeyance pending the outcome of the Warren Health, Sporting and Cultural Precinct – Connections Study 2016.
- 
-

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**Present:** Councillor M Quigley (Chairman)  
Brett Williamson (Councillor)  
Wesley Hamilton (Centre Manager)  
Kevin Taylor (Councillor)  
Les Morgan (Manager Engineering Services)  
Maryanne Stephens (Manager Health & Development Services)

## **ITEM 1 APOLOGIES**

An apology was tendered on behalf of Ashley Wielinga (General Manager), it was **MOVED** that the apology be accepted and a leave of absence be granted for this meeting.  
**Carried**

## **ITEM 2 MINUTES OF THE MEETING HELD ON 10<sup>TH</sup> FEBRUARY 2016**

**MOVED** that the Minutes of the Meeting held on 13<sup>th</sup> April 2016 be accepted as a true and correct record of that meeting.  
**Carried**

## **ITEM 3 BUSINESS ARISING**

§ Nil

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

## ITEM 4 FINANCIAL STATEMENT

<b>WARREN SPORTING &amp; CULTURAL CENTRE</b>				
<b>OPERATING STATEMENT</b>				
<b>30/06/2016</b>				
Percentage of the year Completed = 100.00%				
	Actual 30/06/15	Actual 30/06/16	Estimate 2015/16	% of Budget
<b>Income:</b>				
Complex Rents & Fees	10,091.41	10,571.80	19,017.00	55.59%
Gym Membership	13,052.26	23,624.61	10,778.00	219.19%
Council Hire - Donation of Fee	2,467.00	893.00	0.00	0.00%
Sundry Income	254.55	0.00	50.00	0.00%
<b>Total Income =</b>	<b>25,865.22</b>	<b>35,089.41</b>	<b>29,845.00</b>	<b>117.57%</b>
<b>Expenditure:</b>				
Centre Managers Wages	25,282.77	25,852.62	30,469.00	84.85%
Telephone Expenses	914.39	737.75	1,324.00	55.72%
Electricity Expenses	12,429.37	10,093.47	18,002.00	56.07%
Cleaning - Wages	21,795.43	20,480.27	20,767.00	98.62%
- Other	2,027.84	2,637.48	3,052.00	86.42%
General M & R - Wages	3,032.51	1,121.04	4,645.00	24.13%
- Other	11,941.70	8,318.41	13,600.00	61.16%
Consumables	526.62	1,945.89	1,431.00	135.98%
Purchase of Specific Equipment Items	2,002.60	1,991.41	0.00	0.00%
Floor M & R	0.00	14.45	1,357.00	1.06%
Security Charges	726.02	534.56	517.00	103.40%
Printing & Stationary etc.	55.73	0.00	359.00	0.00%
PA System	0.00	717.28	675.00	106.26%
Purchase of FOBS	750.00	0.00	0.00	0.00%
Microphones	1,431.82	0.00	0.00	0.00%
Casual Hirers Insurance	0.00	893.35	0.00	0.00%
Rates	4,448.70	5,586.16	5,586.00	100.00%
<b>Total Expenses =</b>	<b>87,365.50</b>	<b>80,924.14</b>	<b>101,784.00</b>	<b>79.51%</b>
<b>Specific Works Expenditure:</b>				
New Security Alarm System	14,537.13	0.00	0.00	0.00%
Purchase 250 Chairs	12,350.00	0.00	0.00	0.00%
Construct New Stages	4,200.00	0.00	0.00	0.00%
Gym Equipment	32,024.78	0.00	0.00	0.00%
Mezzaine Ramp	0.00	11,418.67	12,000.00	95.16%
<b>Total Specific Works Expenses =</b>	<b>63,111.91</b>	<b>11,418.67</b>	<b>12,000.00</b>	<b>95.16%</b>
<b>Balance of Operating Funds Available =</b>	<b>(124,612.19)</b>	<b>(45,834.73)</b>	<b>(71,939.00)</b>	<b>63.71%</b>

**RECOMMENDATION:**

That the information be received and noted.

**MOVED** that the information be received and noted.

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## ITEM 5 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>
*18.11.15	Car parking area Southern end	MES	Works completed.
*10.2.16	Heating at the Warren Memorial Swimming Pool	MHD	Report presented to this meeting. No further action required at present time
*13.4.16	Use of Community Room for medium to high intensity exercise	CM	Completed.
*13.4.16	Water fountain	MES	Works installed and completed.
*13.4.16	Outdoor Fitness Circuit	CM	Project be held in abeyance pending the outcome of the Warren Health, Sporting and Cultural Precinct – Connection Study 2016.
*13.4.16	Mezzanine Area Floor Integrity	MES	Detailed plan and report in progress.
13.4.16	Pavers at front of WSCC	CM	Seek quotations to relay pavers.
*13.4.16	RiverSmart use of WSCC for movies	GM	RiverSmart advised.

### **RECOMMENDATION:**

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

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT

### ITEM 6.1 GYM MEMBERSHIP AND USAGE (S21-2)

As of the 27<sup>th</sup> June 2016 there are 192 current members at the Warren Sporting and Cultural Centre Gym.

Date	Members	Sign-ins
February 2015	79	410
August 2015	143	460
November 2015	143	566
February 2016	158	805
May 2016	191	730

#### RECOMMENDATION:

That the information be received and noted.

**MOVED** that the information be received and noted.

**Carried**

### ITEM 6.2 GYM MAINTENANCE REPORT (S21-2)

Item	Comment
Faulty Elliptical Trainer	The Centre Manager has made contact with Boyles Fitness in regards to a warranty claim against the Spirit Fitness CE800 Elliptical Trainer (closest to the community room). Boyles Fitness has agreed to repair the machine and has contacted Lindsay Gale (electrical contractor) to undertake the necessary repairs
Purchase additional skipping ropes	A gym member has approached the Centre Manager in relation to purchasing additional skipping ropes of different lengths to accommodate all users. The Centre Manager has received a quote to purchase 10 x adjustable skipping ropes that will cater for gym users of all heights through HART Sport for a total price of \$82.00

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

### ITEM 6.2 GYM MAINTENANCE REPORT (S21-2)

#### RECOMMENDATION:

##### That;

1. the information be received and noted; and
2. the Centre Manager to purchase additional skipping ropes for a total price of \$82.00 through HART SPORT.

##### MOVED that:

1. the information be received and noted;
2. the Centre Manager to purchase additional skipping ropes for a total price of \$82.00 through HART SPORT.

**Carried**

### ITEM 6.3 OUTDOOR EXERCISE CIRCUIT (S21-2)

GHD and Active Planning Consultants recently completed a study which identified options to improve pedestrian and cyclist connections to the Warren Health, Sporting and Cultural Precinct.

Of the 16 projects recognised to improve the active travel network, projects 3 and 8 (attached below) relate directly to the proposed Outdoor Fitness Circuit. Both these projects scored highly in the Action Plan Score Matrix as desirable upgrades to the network.

This would dramatically reduce the cost of completing this project as we would only have to install the outdoor fitness circuit and signage.



# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

CONTINUED

ITEM 6.3 OUTDOOR EXERCISE CIRCUIT

CONTINUED

## PROJECT NO.3

### Levee Shared Path - South

<b>Description</b>	This project involves the construction of a 2.5m wide concrete shared path from River Red Gum Walk to the Warren Sporting & Cultural Centre, via the existing levee bank on the southern side of Victoria Park Inner.
<b>Specification</b>	430 metres x 2.5 metre wide concrete shared path.
<b>Estimated Cost</b>	\$158,240



The existing levee bank south of Victoria Park Inner



Project location map - (extract of Active Travel Plan)



3D Concept Drawing - typical cross section - new 2.5m wide concrete shared path on existing levee bank formation

PG.50

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

CONTINUED

ITEM 6.3 OUTDOOR EXERCISE CIRCUIT

CONTINUED

## PROJECT NO.8

### Multi Purpose Service shared path link

---

Description	This project involves the construction of a 2.5m wide concrete shared path from the Warren Multi-Purpose Service to the existing River Red Gum shared path.
Specification	454 metres x 2.5 metre wide concrete shared path
Estimated Cost	\$167,072



Location of new shared path – south of existing Tennis Courts



Project location map – (extract of Active Travel Plan)



3D concept drawing – typical cross section – 2.5m wide concrete shared path

PG.55

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED**

**ITEM 6.3 OUTDOOR EXERCISE CIRCUIT CONTINUED**

## Proposed Layout of the New Outdoor Fitness Equipment

The Centre Manager has received an additional quote from FORPARK AUSTRALIA to change the original concept of the separate exercise units into one single piece of equipment to save on material and installation cost.

A design concept and 3D drawing of the proposed outdoor fitness equipment is shown in Figure 1 and 2 respectively. The exercise equipment signage for the new design concept remains the same as reported in the previous Sporting Facilities Paper in April 2016.

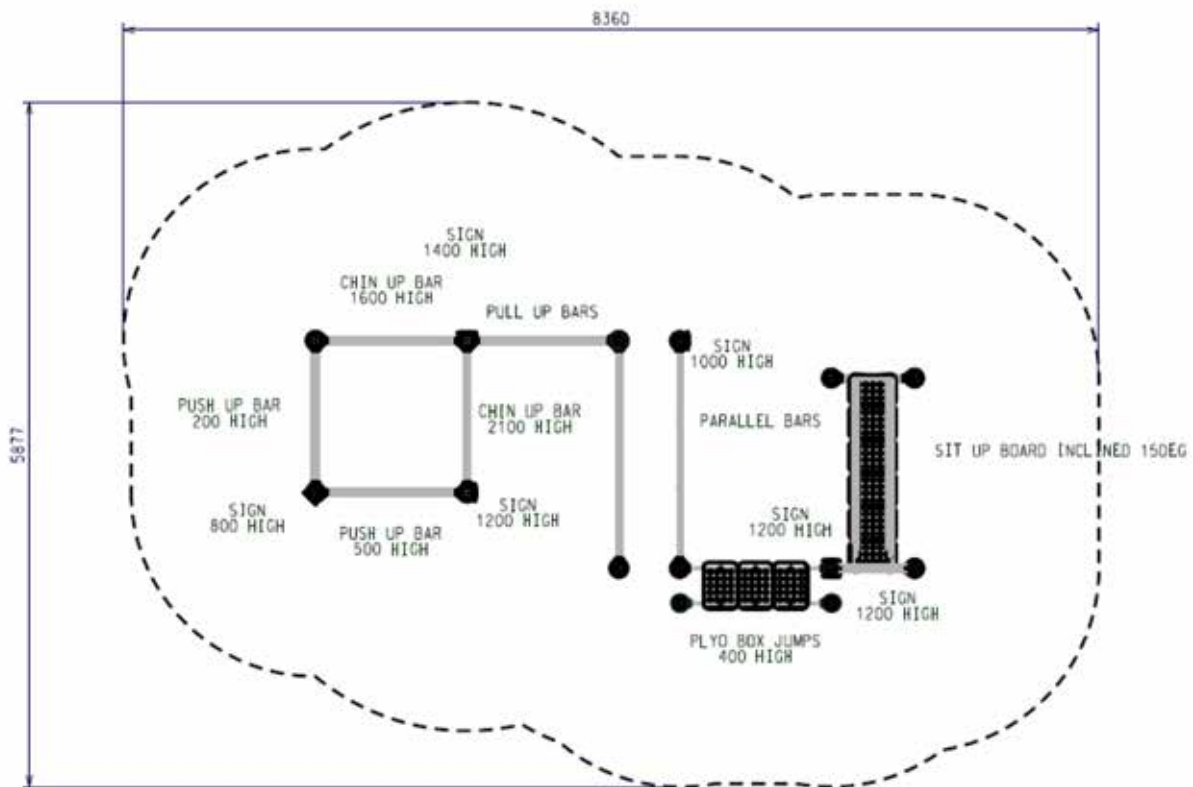


Figure 1 - Design concept of proposed outdoor fitness equipment

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED**

**ITEM 6.3 OUTDOOR EXERCISE CIRCUIT CONTINUED**

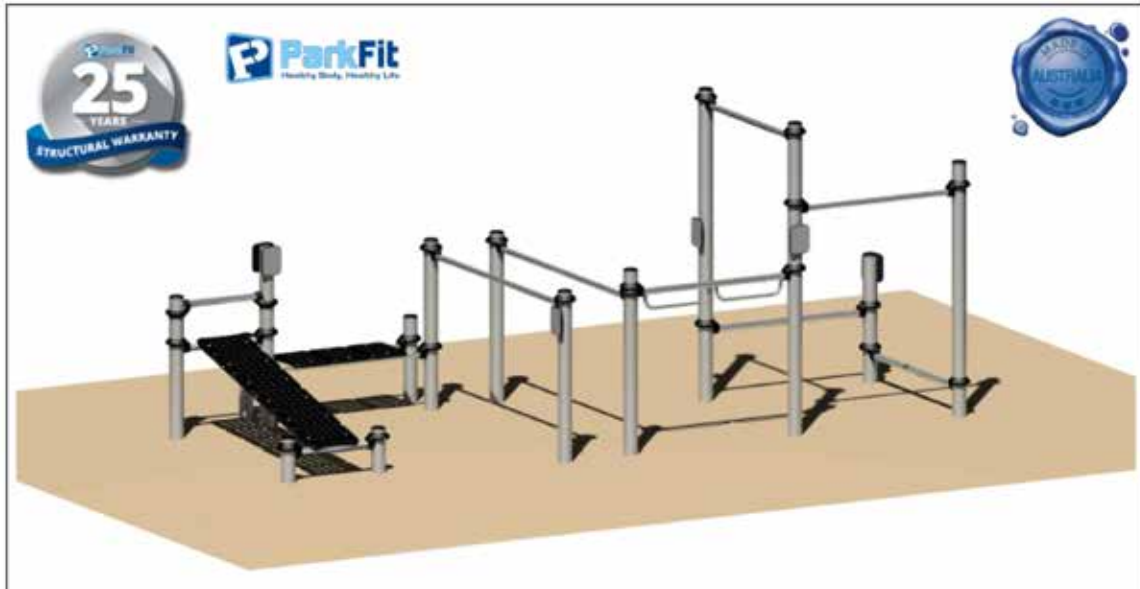


Figure 2 - 3D Concept of proposed outdoor fitness circuit

### **Site Work for the Placement of an Outdoor Fitness Circuit**

The Centre Manager has consulted with FORPARK AUSTRALIA as to the Australian Standards for the installation of flooring material beneath outdoor fitness equipment.

FORPARK AUSTRALIA stated that the outdoor fitness equipment does not fall under the same standards as outdoor play equipment, thus any material would be acceptable for this project. Except for the two chin-ups bars on the new design concept, all other parts of the proposed outdoor fitness equipment fall beneath 600mm and would not require soft fall if you were to work to the same standards as outdoor play equipment.

The new equipment design has reduced the total area of the project from 86sqm down to 50sqm which will dramatically reduce the total cost of site work preparation and flooring installation for this project.

### **Cost to Purchase Outdoor Fitness Equipment**

On the 1<sup>st</sup> July 2016, the Centre Manager received the following quote from FORPARK AUSTRALIA to supply and deliver the outdoor equipment as shown in Email 1.

The price does not include installation, which will be undertaken by the Warren Shire Council upon completion of the concrete slab/soft fall area.

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT** CONTINUED

**ITEM 6.3 OUTDOOR EXERCISE CIRCUIT** CONTINUED

Email 1 – FORPARK Australia

G'day Wesley,

Find updated design and renders attached...

There has been some incremental price rises since March.

The price of NSPF-0209 Fitness Structure supplied and delivered into Warren is **\$9,831.00 + GST**.

If you have any questions just email me – I will be checking emails over the weekend.

Sarah should be back on Monday, so she can put together the formal quotation for you then.

Kind Regards,

**Russell Troy | FORPARK  
AUSTRALIA**  
State Manager - NSW & ACT  
141 Greenwich Rd Greenwich |  
PO Box 5113 Greenwich NSW  
2065  
Tel. 02 9966 9945 | Fax. 02 9966  
9946 | Mob. 0417 116  
980  
[russell@forparkaust.com.au](mailto:russell@forparkaust.com.au) |  
[www.forparkaust.com.au](http://www.forparkaust.com.au)



## **New Concept for Outdoor Fitness Circuit**

By combining the work of GHD and Active Planning Consultant and the proposed outdoor fitness circuit investigated in the previous sporting facilities report in April 2016, the Centre Manager has designed a new Outdoor Fitness Circuit as shown in Figure 3.

The new circuit would begin from the Outdoor Fitness equipment and follow a newly installed 2.5m wide shared concrete pathway directly towards the hospital car park than back through the second set of gates from the hospital, past the southern end of the building and along the levee bank to the tennis court car park which would complete the loop.



# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

### ITEM 6.3 OUTDOOR EXERCISE CIRCUIT CONTINUED

Each lap of the fitness circuit equals a total distance of 900 meters.

A proposed sign is shown in Figure 4. To reach the recommended cardiovascular training guidelines for adults by the Department of Health each participant should undertake an average of 3 laps of the walking circuit or as many laps as can be completed in a minimum time of 30 minutes, 5-7 days per week.

In addition to the walking circuit each participant should undertake 12-15 reps of each piece of outdoor fitness equipment 2-4 times on 2-3 days per week to reach the recommended resistance training guidelines for adults by the Department of Health.



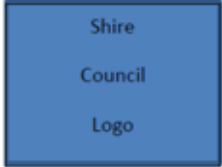
Figure 3 – Proposed Outdoor Fitness Circuit utilising GHD and Active Planning Report

**WARREN SHIRE COUNCIL**  
**Minutes of the Sporting Facilities Committee meeting held at the**  
**Warren Sporting and Cultural Centre, Warren on**  
**Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm**

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT**      **CONTINUED**


**ITEM 6.3**      **OUTDOOR EXERCISE CIRCUIT**      **CONTINUED**



## Welcome To

# Victoria Oval Precinct

## Fitness Circuit



**Victoria Oval Precinct Walking Track**

Distance per Lap – 900 meters

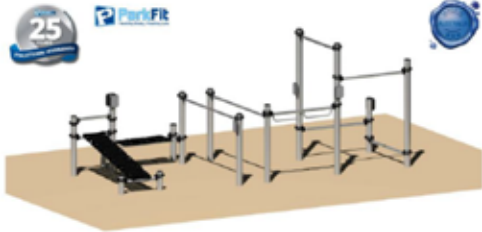
Complete an average of 3 Laps  
5-7 days per week (1) or as many laps as  
can be completed in a minimum time of  
30 min

**Outdoor Gym Circuit**

Complete all 6 stations 2-3 times per week (2)

Average time per station – 4 minutes

Average time per session – 24 minutes



(1) It is recommended that adults preform aerobic exercise training of moderate intensity for  $\geq 30$  min.day on  $\geq 5$  days.wk for a total of  $\geq 150$  min.wk

NB: Moderate intensity is an aerobic activity that causes a noticeable increase in breathing but allows you to maintain a conversation uninterrupted.

(2) It is recommended that adults preform resistance exercise for each of the major muscle groups on 2-3 days.wk. For each of the major muscle groups you should preform 8-12 reps for 2-3 sets with a 2-3 min rest between each set

Figure 4 - Proposed Sign for Victoria Oval Precinct Fitness Circuit

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED**

**ITEM 6.3 OUTDOOR EXERCISE CIRCUIT CONTINUED**

## **Indicative Costing of Victoria Oval Precinct Fitness Circuit**

Indicative costings have been obtained where possible. Some costings will be required to be determined following concept approval. Those costings that are known are as follows:

Purchase of Outdoor Gym Circuit Equipment - \$9831.00 ex. GST

Purchase of Victoria Oval Precinct Fitness Circuit Signage – \$500.00 ex. GST

The following items still require indicative costing:-

- Cost of 50sqm Concrete Slab at proposed site; and
- Cost to install equipment.

It should be noted that Council has currently proposed the Warren Health, Sporting and Cultural Precinct – Connections Study 2016 and is on exhibition for comment.

It is proposed that this project be held in abeyance pending the outcome of the above study.

## **RECOMMENDATION:**

### **That;**

- 1) the information be received and noted; and
- 2) the project be held in abeyance pending the outcome of the Warren Health, Sporting and Cultural Precinct – Connections Study 2016.
- 3) The Centre Manager investigate soft fall flooring options to be placed over proposed concrete slab area

## **RECOMMENDATION TO COUNCIL:**

### **Moved that;**

- 1) the information be received and noted; and
- 2) the project be held in abeyance pending the outcome of the Warren Health, Sporting and Cultural Precinct – Connections Study 2016.

**Carried**



# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

### ITEM 6.4 HEATING OF THE WARREN WAR MEMORIAL (S21-2 & S19-2) SWIMMING POOL

The Manager of Health and Development Services has investigated the feasibility of providing heating for the Warren Memorial Swimming Pool; and received an estimated budget from Sunbather Pty Ltd to install thermal blankets and solar pool heating at the Warren Memorial Swimming Pool as attached below.

#### Sunbather Commercial Quotation/Estimate

Strip Solar | Rigid Solar Panels | Pool Covers Systems | Gas | Heat Pumps



**Date:** 29<sup>th</sup> April 2016  
**To:** Maryanne Stephens – Manager & Development Services  
**Subject:** Budget for the Installation of Thermal Blankets and Solar Pool Heating

**Main Pool – 50m x 15m Totaling = 750m<sup>2</sup>**

#### Thermal Covers and Rollers Systems

4 x 50m x 3.750m Super Thermal Blankets complete with edging, leading and trailing ends and all accessories to store on 4 x 200 Roller systems with drop bolts, ETC  
**\$54,6602.00 Ex GST**

1 x Super Slave Mechanical handling system, complete with drop bolts, Haul strap, variable speed range  
**\$9,590.00 Ex GST**

#### Sunbather Solar Pool Heating

400m<sup>2</sup> x Sunbather solar collector, Installed to roof structures described, Sun Switch controllers, Pump to suit flow rate required, Fittings, Fixtures, Test and Commission system complete  
**\$56,600.00 Ex GST**

**Note:** Council will need to provide all trenching requirements, Pipe location service, Electrical connection and Upgrades if required. The above pricing is a budget figure and will be subject to a site inspection.



Solar Pool Heating | Wall Mounted Pool Covers | Manual Rollers | Underseat Pool Covers | Automated Rollers | Gas Heating | Heat Pumps

**Conditions:** Price may be subject to site inspection and/or receipt of final engineering drawings.  
**Validity:** Unless agreed in writing, this quote is valid for 60 days.  
**Terms:** 30% Deposit, Payment upon completion or standard Trading Account terms apply.  
For orders over \$20,000 Sunbather reserves the right to apply special payment terms.  
**T's & C's:** Sunbather's Terms & Conditions are available to view [HERE](#) from our website.

Kind regards,

*Merv Smith*

**Merv Smith | NSW Manager**

Sunbather Pty Ltd

Unit 5/4 Gladstone Road, Castle Hill NSW 2154

P: 02 9894 7550 | F: 02 9894 6634 | M: 0433 444 001

NSW Fair Trading Lic No: 26792C



**Melbourne | Sydney | Brisbane | Perth | Adelaide**  
Australia's Most awarded pool heating company since 1974

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

**REPORT OF THE MANAGER HEALTH & DEVELOPMENT      CONTINUED**

**ITEM 6.4      HEATING OF THE WARREN WAR MEMORIAL      CONTINUED**  
**SWIMMING POOL**



# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

ITEM 6.4 HEATING OF THE WARREN WAR MEMORIAL SWIMMING POOL CONTINUED

## SWIMMING POOL HEATING EVALUATION

Warren Aquatic Centre

POOL LOCATION Warren, New South Wales

OUTDOOR POOL

POOL DESIGN

Pool surface area (m2) = 750.0  
Pool volume (m3) = 1500.0

Bottom colour : Light  
Pool exposed to normal suburban wind

Pool not shaded

Pool cover used when pool is closed  
Pool open at 6 hrs  
Pool closed at 19 hrs

Cover solar transmission = 0.00  
Cover R value = 0.10

Filter back-flush to waste, % of pool volume /day = 1.00

Pool use

Number of swimmers using the pool per day = 250

HEATING - Solar collector, no auxiliary heater

SOLAR COLLECTOR- Sunbather Flexible

Collector type - flat plate unglazed

Area (m2) = 400.0

Efficiency =  $A - (B + C \cdot U) (T_w - T_a) / G_n$

A = 0.950

B = 12.4

C = 9.4

Incidence angle modifier = 0.1

Collector azimuth angle = 0.0

Collector inclination = 10.0

Maximum pool temperature = 30.0



# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

### ITEM 6.5 MAINTENANCE AND REPAIRS (S21-2)

The current maintenance and repair items for the Sporting and Cultural Centre are as follows:

#### General Maintenance and Repairs

Item	Comment
*Cap off floor waste in Kitchen cool room. (Not permitted under food regulations).	Part has been installed
Main Air conditioners require servicing prior to start up every spring.	MHD to arrange service prior to October Meeting, ongoing.
Roof storm water system requires a scheduled cleaning program to be developed to avoid water backing up and entering the building's wall cavity.	Complete, ongoing.

#### Specific Maintenance and Repairs

Item	Comment
Log retaining wall subsiding – reconstruct with appropriate depth vertical supports	Works programmed. To be funded from the infrastructure replacement program.
Construct underground storm water drainage system to storeroom and convey to open storm water drain.	MHD – to arrange works.
Inspection openings to western elevation require additional protection pending extension to storeroom.	On hold pending grant outcome.
Surcharge Gully Installation	In progress

#### Asset Renewal

Item	Comment
Nil	

#### Capital Improvement

Item	Comment
Remove storage containers - construct external storage (funding required)	When funds permit.

Definitions of the categories used are as follows;

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the  
Warren Sporting and Cultural Centre, Warren on  
Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm

---

## REPORT OF THE MANAGER HEALTH & DEVELOPMENT CONTINUED

### ITEM 6.5 MAINTENANCE AND REPAIRS (S21-2)

General Maintenance and Repairs = Works to be undertaken within 'General Maintenance and Repairs' annual budget.

Specific Maintenance and Repairs = Specific items that are normally preventative maintenance of which a specific amount has been allocated in the annual budget.

Asset Renewal = Renewal of major asset items. These will have an allocated amount in the annual budget or may require external funding ie. grants. Part funding may be allocated each year until amount required is reached.

Capital Improvement = New infrastructure items.

#### RECOMMENDATION:

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

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

**Carried**

### ITEM 7 GENERAL BUSINESS

- Councillor Williamson requested following the completion of the southern end carpark, that consideration be given to improving the northern end carpark at the Warren Sporting and Cultural Centre. The Manager Engineering Services will investigate options for improvements.
- Centre Manager advised that the main oval has been scheduled for top dressing following the completion of the Senior Rugby League/Union season's. He advised that he has contacted all Senior Cricket teams and made them aware that the main oval will be unusable until the completion of this project and arranged for all home games to be played at Carter Oval.
- The Manager of Health and Development advised that she is seeking quotation for an upgrade of the Warren Sporting and Cultural Centre electrical system to support the use of a back-up generator following an unprepared blackout at the Warren Sporting and Cultural Centre during a major sporting event on the 1<sup>st</sup> July 2016. She supported the project by stating that the Warren Sporting and Cultural Centre also serves as an evacuation centre and will benefit from having back-up generators in such instances.

**WARREN SHIRE COUNCIL**  
**Minutes of the Sporting Facilities Committee meeting held at the**  
**Warren Sporting and Cultural Centre, Warren on**  
**Wednesday 3<sup>rd</sup> August 2016 commencing at 4.05pm**

---

**ITEM 8      NEXT MEETING DATE AND TIME**

Wednesday, 12th October 2016

Wednesday, 8th February 2017

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.04PM.**

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 9<sup>th</sup> August 2016

### **RECOMMENDATION:**

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 9<sup>th</sup> August 2016 be received and noted.



# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

---

**PRESENT:**

Ashley Wielinga	LEMO (Chair)
Kel Wise	REMO
Steve Muir	FRNSW
Steve Knight	FRNSW
John Towe	FRNSW
Phil Lalor	SES
Jillian Guest	RFS
Maryanne Stephens	Warren Shire Council
Clint Williams	NSW Police
Angie Kelly	CWLLS
Adrian Risely	NSW Ambulance
Kim Berryman	NSW Ambulance

---

### 1. APOLOGIES

Apologies were received on behalf of:

Les Morgan	Warren Shire Council
Dirk McCloskey	Warren Shire Council
Alison Payne	WMPHS
Mark Mulheron	RFS
Greg Sim	RFS

---

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

**Carried**

### 2. MINUTES

**MOVED** that the Minutes of the meeting held on Monday 9<sup>th</sup> February 2016, as circulated, be adopted as a true and correct record of that meeting.

**Carried**

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

---

### 3. BUSINESS ARISING

- The LEMO commented on the value of the Consequence Management Guidelines (CMG's) when an incident or event was happening. Warren LEMC had used these twice so far. First when the state heatwave was declared and secondly during this latest flooding. They are a very good tool to let people know who is responsible for what etc.
- The issue of a potential exercise was raised. Steve Muir, FRNSW advised that BIG N had given an overview on ammonia anhydrous and the potential dangers. This would make a very good exercise. The potential of a desk top exercise will be followed up and then decided if a practical exercise is required.
- When the next FRNSW Open Day is scheduled, Warren LEMC members will look to have a combined Open Day. This will not only bring community awareness to the various Emergency Services, but will also act as a recruitment drive.

### 4. REMO/LEMO REPORT

The REMO presented the following report for August 2016.

#### **General Information:**

1. Community Resilience Innovation Program Grants – These grants support a broad range of community led projects designed to increase all-hazard disaster preparedness and build community capacity and resilience. CRIP projects are based on collaboration and partnership with between local community organisations and emergency management agencies.

Opening dates for applications 8 August 2016 and close 21 September 2016.

2. With the handing down of the State budget recently, all agencies are committing to reducing expenditure. This will have an overall impact on prevention and preparedness strategies for emergencies, however, response measures when required will not be affected.
3. Operational Information - No significant EM operations were conducted at Region level in this reporting period. A number of LEMC's experienced minor flood operations over the last 4 weeks.
4. EMOS – Emergency Management Operations System. The web based EOC information management system was utilised during East Coast Low operations on the eastern seaboard. During this a number of technical issues around stability and accessibility were experienced. These and the Phase II requirements are being investigated by OEM.

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

### 4. REMO/LEMO REPORT

CONTINUED

5. Local Government Amalgamations – No further information has been given regarding the impact of local government amalgamations on Emergency Management from the SEMC. Whilst this has limited affect on most of the LGAs in the Central West Emergency Management Region, those affected have begun negotiations around the impact of the changes. We are awaiting advice on boundaries as this will have an impact on LEOCON appointments.

### Training and Capability

1. State Training and Advisory Group (TAG) with representatives from all agencies in the EM arena participated in a 2 day workshop in Sydney on 8-9 June with the view to develop a strategy for a 5yr plan to streamline, consolidate and authenticate the future of Emergency Management training. This group will be meeting at least four times a year and Kel Wise is the country REMO representative attending this group.
2. Training proposals for the Central West have been submitted to OEM and are awaiting budget approvals. The table below lists what we have submitted. Once approval has been given the dates will appear on the Emergency NSW website, and booking can commence. We have proposed 2 significant courses in the 16-17 financial year being:
  - a. Managing Emergencies; and
  - b. Design and manage Exercises.

Applications for these courses are through the usual methods, however, they are highly competitive and attendance is determined by OEM in conjunction with the Training Advisory Group.

### Central West Emergency Management - Training Dates 2016/17 - Proposed

Date	Course	Web-site Code	Duration	Location	Status
3/8/16	Introduction to EM	1617-007	1 day	Orange	Proposed
4/8/16	EOC Concepts	1617-008	1 day	Orange	Proposed
21/9/16	Evacuation Management	1617-009	2 days	Orange	Proposed
12/10/16	Introduction to EM	1617-010	1 day	Walgett	Proposed
13/10/16	EOC Concepts	1617-011	1 day	Walgett	Proposed
1/11/16	Managing Emergencies	1617-012	3 days	Dubbo	Proposed
1/2/17	Introduction to EM	1617-013	1 day	Dubbo	Proposed
2/2/17	EOC Concepts	1617-014	1 day	Dubbo	Proposed
8/2/17	Evacuation Management	1617-015	2 days	Dubbo	Proposed
29/3/17	Introduction to EM	1617-016	1 day	Parkes	Proposed
30/3/17	EOC Concepts	1617-017	1 day	Parkes	Proposed
6/6/17	Design & Manage Exercises	1617-018	3 days	Dubbo	Proposed

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

---

### 4. REMO/LEMO REPORT

CONTINUED

Please note that all applications must be made through the NSW Emergency management website [www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au)

The on-line training package “Emergency Management Overview” is a pre-requisite for ALL emergency management training provided by OEM through the REMOs. To do this course you will need to click on the link

<https://www.emergency.nsw.gov.au/emsector/training-capability/course-calendar.html>

Find the next EM Overview course in the calendar and click the Book Now link. This will allow you to register for the course and you will be sent a link to the external website to complete the course.

Exercise Funding 2016-17 FY - LEMCs is reminded that some funding may be available to conduct exercises. Initial applications should be made through your REMO on the form distributed previously. Once region support is given, further detail will need to be submitted. Please don't leave this until the last minute. Applications can take 6-8 weeks to obtain approval. Exercises that address the following are more likely to obtain funding:

- Multi-agency benefits
- Multi- hazard benefits
- Wider community benefits
- More resilience benefits, and
- Provides a strategic benefit
- Inter – agency communications
- Public Warnings and Information
- Command Control & Coordination
- Logistics
- Recovery

Significant emphasis will be made of the evaluation of exercises with a view to amending policy.

Regional EMPLAN – discussions have been started into what a Regional EMPLAN should address, given that the Local EMPLAN process, through the CMGs, has proved to be robust in addressing identified risks it has been felt at this early stage that a Regional EMPLAN does not need to duplicate this information. Should you have any ideas or thoughts please let your REMO know.

#### Upcoming Activities / Meetings

- Central West REMC 1st September in Orange.
- Central West RRC Meeting combined with Far West in Dubbo on the 8th September.
- Exercise KONE – Vertical and Confined Space Rescue was been postponed due to the weather. Unsure if funding will be carried over to the next financial year.

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

---

### 5. AGENCY REPORTS

#### **FIRE & RESCUE NSW**

- \* Warren strength of 9. 5 primary rescue accredited.
- \* Deputy Captain John Towe transferring. Geoffrey Wilson to be Deputy.
- \* Mobile data terminals are being rolled out (an overview of MDT's was given)
- \* Specialist training drills undertaken.
- \* 20 callouts, 5 serious MVA's, 1 required extraction.

#### **RURAL FIRE SERVICE**

- \* Update on staffing at District HQ given. Jillian Guest remains Acting Manager until recruitment finalised. Community Safety Officer's position currently vacant.
- \* RFS pre-season briefing in Dubbo 18<sup>th</sup> August 2016.
- \* Business as usual.

#### **WARREN SHIRE COUNCIL**

- \* Extremely busy with wet weather and flooding.
- \* LEMO advised he circulated CMG for Flooding when notified Warren would be subject to moderate flooding.
- \* Warren Shire now following up natural disaster declaration and would enter into normal recovery phase.

#### **WARREN SES**

- \* 5 active members.
- \* Mitchell Wilson is the Acting Local Controller and the Warren contact.
- \* Additional resources moved into Warren during flooding of July 2016.

#### **NSW POLICE**

- \* Business as usual.

#### **CW LOCAL LAND SERVICES**

- \* Business as usual.

# WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

## Minutes of Warren Local Emergency Management Committee Meeting held in the Council Chambers, 115 Dubbo Street, Warren on Tuesday 9<sup>th</sup> August 2016 commencing at 9.30 am

---

### 5. AGENCY REPORTS

CONTINUED

#### NSW AMBULANCE SERVICE

- \* Fully staffed and all staff qualified paramedics.
- \* Business as usual

### 6. CONTACT LIST

The contact list was updated.

### 7. JULY 2016 FLOODING

The LEMO gave the meeting a full overview of the July 2016 flooding of the lower Macquarie River. This event acted as was expected except for a raft forming behind the Warren Hospital that required multi-agency consultation.

The river peaked at 9.6 metres, this was an ideal flood to ground proof existing intelligence. It was the type of flood that was on the cusp of overland flows.

Rafting is becoming a major problem in the Lower Macquarie. With each flood this problem is getting greater and Warren Shire Council will be following this matter up with the government.

There is also a major concern that the Warren town gauge is not automated and all flood warnings and intelligence refer to Warren town gauge, but no readings are available unless it is manually read. It is questioned whether the Bureau of Metrology should be issuing flood warnings when access to river heights are not readily available.

**MOVED** that the LEMO request the REMC to support an application by the SES to have the Warren town gauge automated and part of flood emergency gauging system.

**Carried**

### 8. GENERAL BUSINESS

- \* The LEMO wishes to place on record the Warren LEMC's appreciation to Mr John Towe FRNSW for his continued input and support of the Emergency Management System as a member of Warren LEMC.

### 9. NEXT MEETINGS

Next meeting is as follows:

Tuesday 8<sup>th</sup> November 2016.

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11.10 HRS.**

---

**Section**

**3**

**General Manager**

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 25<sup>th</sup> August 2016**

---

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

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>General Manager</b>				
25.7.13	210.7.13	Sale of Land to W Berry (Lot 2, DP1104089)	GM	GM to prepare further report to Council.
24.9.15	238.9.15	Visitors Information Centre	GM	Liaise re: Volunteers.
3.12.15	299.12.15 (1)	Lot 183 DP 736208 Sale to Plunkett	GM	In progress.
3.12.15	299.12.15 (2)	Road Closure – Myra Lane	GM	In progress.
23.6.16	149.6.16	CCTV – CBD Area	GM	Investigate trial options.
<b>Manager Finance and Administration Services</b>				
25.2.16	48.2.16	Transfer Lot 11 & 12 DP 758264 Collie to Council	MFA	Contact now made. Documents to be forwarded.
*28.7.16	184.7.16	Authorisation of Year End Accounts for issue	MFA	Documents signed.
<b>Manager Engineering Services</b>				
23.10.14	298.10.14	Pipe Crossing – L Steele SR 9 Booka Road	MES	Agreement sent, awaiting its return from applicant for Council endorsement
28.4.16	94.4.16 (b)	Structural inspection WSCC Mezzanine	MES	Structural analysis complete. Detail plans and report in progress.
*23.6.16	159.6.16	Tender T051617 OROC Bulk Fuel	MES	Regional Procurement advised.
*23.6.16	160.6.16	Pipe Crossing – Aquawest RR 333 Carinda Rd	MES	Agreement signed.
*23.6.16	161.6.16	Macquarie Park Plane Trees	MES	Removal scheduled 23rd August 2016.
*23.6.16	163.6.16	Warren Health, Sporting and Cultural Precinct – Connections Study 2016	MES	Placed on Public Exhibition for 28 days.
23.6.16	Qwn-1 Taylor	Status of roundabout works	MES	RMS have amended design, further meeting required.



**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 1      OUTSTANDING REPORTS CHECKLIST      CONTINUED**

Manager Health & Development				
*23.6.16	140.6.16	Interior Painting VIC	MHD	Order issued.

**RECOMMENDATION:**

That the information be received and noted and that the items marked with an asterisk (\*) being 28.7.16-184.7.16, 23.6.16-159.6.16, 23.6.16-160.6.16, 23.6.16-161.6.16, 23.6.16-163.6.16 and 23.6.16-140.6.16 be deleted.

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 2      COMMITTEE/DELEGATES MEETINGS      (C14-2)**

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

**HELD**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
2.8.16	Standing Committee Enquiry into Crown Land	Dubbo
3.8.16	Multi-agency Meeting Raft in Macquarie River	Warren
3.8.16	Sporting Facilities Committee Meeting	Warren
4.8.16	LG Procurement Network Meeting	Dubbo
9.8.16	Local Emergency Management Meeting	Warren
17.8.16	LGRG Meeting	Warren
25.8.16	Interagency Meeting	Warren

**FUTURE MEETINGS**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
1.9.16	Regional Emergency Management Committee Meeting	Orange
20.9.16	RFS Local Government Forum	Dubbo

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 2      COMMITTEE/DELEGATES MEETINGS      CONTINUED**

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

- q    MDBA – Precis of Meeting held 22<sup>nd</sup> July 2016 at Warren
- q    Fire Australia – Winter 2016
- q    Pathway to Services – June 2016
- q    Club Life – August 2016
- q    Water Directorate News – July 2016
- q    Vet Affairs – Winter 2016
- q    LG Focus – August 2016
- q    Transport for NSW – Fixing Country Roads Successful Projects List (June 2016)

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held at**  
**Council Chambers, Warren, on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 3      END OF TERM REPORT 2012 - 2016      (A1-14, E4-35)**

The End of Term Report 2012 - 2016 has been prepared to meet the Integrated Planning and Reporting requirements of the Local Government Act 1993 and must be presented to the last meeting of Council during its term in office.

It is a report from the outgoing Council on its achievements and effectiveness over the past four (4) years in meeting the objectives of its Community Strategic Plan – “Warren Shire 2022”.

This Report will also highlight what Council considers to be the significant achievements during this term of Council and is provided as to inform an incoming Council of the operations of the Local Government Area for the previous four (4) years.

A copy of the Report has been included with this Business Paper.

**RECOMMENDATION:**

That:

1. The information be received and noted; and
2. That council adopt the End of Term report 2012 - 2016.

# Section

# 4

# Manager Finance & Administration

**WARREN SHIRE COUNCIL**  
**Report of the Manager of Finance and Administration**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 1 RECONCILIATION CERTIFICATE**

**B1-10.13**

I hereby certify that the Cash Books of the several funds of Council have been reconciled with the Bank Statements as at 31st July 2016.

**INTERNAL LEDGER ACCOUNT RECONCILIATION**

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

	<b>Balance 30-Jun-16</b>	<b>Transactions</b>	<b>Balance 31-Jul-16</b>
General	8,486,417.20	92,929.10	8,579,346.30
Water Fund	400,695.97	238,497.31	639,193.28
Sewerage Fund	2,497,819.95	(124,364.57)	2,373,455.38
Trust Fund	72,354.31	297.95	72,652.26
North Western Library	75,320.45	58,396.68	133,717.13
Investment Bank Account	(11,832,481.16)	898,986.35	(10,933,494.81)
	<b>(299,873.28)</b>	<b>1,164,742.82</b>	<b>864,869.54</b>
<b>Balance of Ledger Accounts less Investments as at 30/6/16</b>			<b>(299,873.28)</b>
Add: Receipts from			
(a) Rates	62,551.14		
(b) Other Cash	1,095,491.65		
(c) Investments Redeemed	4,400,000.00	5,558,042.79	
Less: Payments for the period			
(a) Creditors Paid in the Period	892,286.32		
(b) Investments Placed	3,501,013.65	4,393,299.97	
Nett Transactions for the Month			1,164,742.82
<b>Balance of Ledger Accounts less Investments as at 31/07/16</b>			<b>864,869.54</b>

# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016

---

## ITEM 1 RECONCILIATION CERTIFICATE

CONTINUED

### BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	909,232.98
Add: Outstanding Deposits for the Month	1,321.00
Less: Outstanding Cheques & Autopays	(45,684.44)

Balance as per Ledger Accounts less Investments =	<u>864,869.54</u>
---------------------------------------------------	-------------------

### INVESTMENTS RECONCILIATION

#### Investments as at 31st July 2016

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	433,494.81	Variable	On Call A/c
26	TCorp - (NAB)	2,000,000.00	90 Days @ 2.90%	17-Aug-16
27	TCorp - (NAB)	1,000,000.00	90 Days @ 2.88%	25-Aug-16
28	National Australia Bank	1,000,000.00	90 Days @ 2.93%	30-Aug-16
29	National Australia Bank	1,000,000.00	90 Days @ 2.94%	09-Sep-16
30	National Australia Bank	1,000,000.00	90 Days @ 2.97%	15-Sep-16
31	National Australia Bank	1,000,000.00	90 Days @ 2.91%	18-Sep-16
1	National Australia Bank	1,000,000.00	180 Days @ 2.94%	18-Jan-17
2	National Australia Bank	1,500,000.00	180 Days @ 2.90%	23-Jan-17
3	National Australia Bank	1,000,000.00	90 Days @ 2.85%	23-Oct-16

<b>TOTAL INVESTMENTS =</b>	<b><u>10,933,494.81</u></b>
----------------------------	-----------------------------

### BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,881,894.00
Internally Restricted Funds Invested	5,673,708.00
2016/17 General Fund Operating Income & Grants	<u>2,242,762.35</u>

<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<b><u>11,798,364.35</u></b>
--------------------------------------------------------	-----------------------------

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

#### RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 31st July 2016 be received and adopted.

# WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016

ITEM 2

**SHIRE OF WARREN**  
**STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES**  
**AT 12TH AUGUST 2016**

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR					NETT ARREARS						
	NETT	NETT LEVY	TOTAL	AMOUNT	COLLECT	ARREARS	ARREARS					
	ARREARS							RECEIVABLE	COLLECTED	AS % AGE	OF TOTAL	OF TOTAL
	1st JULY											
\$	\$	\$	\$	\$	\$	\$						
General Fund Rates	86,140	4,558,787	4,644,927	297,222	6.40%	4,347,705	93.60%					
Warren Water Fund	17,360	341,858	359,218	55,432	15.43%	303,786	84.57%					
Warren Sewerage Fund	21,384	445,480	466,864	66,125	14.16%	400,739	85.84%					
<b>TOTAL OF ALL RATES</b>	<b>124,884</b>	<b>5,346,125</b>	<b>5,471,009</b>	<b>418,779</b>	<b>7.65%</b>	<b>5,052,230</b>	<b>92.35%</b>					
Extra Charges	12,201	868	13,069	522	3.99%	12,547	96.01%					
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,346,993</b>	<b>5,484,078</b>	<b>419,301</b>	<b>7.65%</b>	<b>5,064,777</b>	<b>92.35%</b>					
<b>TOTAL 2015/2016</b>	<b>124,281</b>	<b>5,219,628</b>	<b>5,343,909</b>	<b>406,132</b>	<b>7.60%</b>	<b>4,937,777</b>	<b>92.40%</b>					
<b>TOTAL 2014/2015</b>	<b>120,785</b>	<b>5,083,081</b>	<b>5,203,866</b>	<b>506,615</b>	<b>9.74%</b>	<b>4,697,251</b>	<b>90.26%</b>					
<b>TOTAL 2013/2014</b>	<b>84,911</b>	<b>4,813,414</b>	<b>4,898,325</b>	<b>84,138</b>	<b>1.72%</b>	<b>4,814,187</b>	<b>98.28%</b>					
		12-Aug-13	15-Aug-14	18-Aug-15		12-Aug-16						
<b>COLLECTION FIGURES AS \$</b>		<b>84,138</b>	<b>506,615</b>	<b>406,132</b>		<b>419,301</b>						
<b>COLLECTION FIGURE AS %</b>		<b>1.72%</b>	<b>9.74%</b>	<b>7.60%</b>		<b>7.65%</b>						

**RECOMMENDATION:**

That the information be received and noted.



# Section

# 5

# Manager Engineering Services

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25th August, 2016**

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

**Author:** Bryce Hammond – Trainee Assistant Engineer

The following works have been undertaken during the period of the 4th July 2016 to 31st July 2016, by the Engineering Services Department Roads Branch:

**MAINTENANCE**

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
<b>Grader Crew 3 (two-man crew) Vincent Robinson</b>	Merrigal Road	Resheet	800 m
	Gillendoon Road	Maintenance Grade	2 km
<b>Grader Crew 4 (two-man crew) Wayne Wilson</b>	Pine Clump Soldiers Road	Maintenance Grade	1.5 km
	Drungalear Road	Maintenance Grade	3.6 km
<b>Grader Crew 2 (three-man crew) Terrence Hume</b>	Old Showground Road	Maintenance Grade	2 km

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED	UNIT RATE \$
Tar Patching	Tottenham Road	Hand Patch	470 m <sup>2</sup>	\$3.93/m <sup>2</sup>
	Ellengerah Road	Hand Patch	100 m <sup>2</sup>	\$3.61/m <sup>2</sup>
	Oxley Highway	Hand Patch	500 m <sup>2</sup>	\$10.15/m <sup>2</sup>
	Marthaguy Road	Hand Patch	25 m <sup>2</sup>	\$38.80/m <sup>2</sup>
	Old Warren Road	Hand Patch	48 m <sup>2</sup>	\$23.20/m <sup>2</sup>
	Carinda Road	Hand Patch	600 m <sup>2</sup>	\$18.66/m <sup>2</sup>
	Warren Road	Hand Patch	150 m <sup>2</sup>	\$6.57/m <sup>2</sup>
	Bullagreen Lane	Hand Patch	50 m <sup>2</sup>	\$10.62/m <sup>2</sup>
	Marra Road	Hand Patch	200 m <sup>2</sup>	\$2.20/m <sup>2</sup>
	Warren Road	Edge Patch	500 m <sup>2</sup>	\$5.80/m <sup>2</sup>

**WARREN SHIRE COUNCIL**  
**Report of the Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

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

**CONSTRUCTION/RECONSTRUCTION/RECYCLE**

**Author:** Dirk McCloskey – Operations Manager

<b>WORK CREW</b>	<b>LOCATION</b>	<b>ACTIVITY</b>	<b>ESTIMATED EXPENDITURE</b>	<b>EXPEND TO DATE</b>	<b>STATUS</b>
<b>Grader Crew 1 (three-man crew)</b>	Buckiinguy Rd	Recycle	\$778,631	\$136,363	August/Oct2016
	Warren Rd RR 7515 (REPAIR)	Construction	\$660,000	Nil	Feb/April 2017
	Lemongrove Rd	Recycle	\$370,800	Nil	Nov/Dec 2016
<b>Grader Crew 2 (three-man crew)</b>	Ellengerah Rd	Construction	\$1057,356	Nil	Feb/May 2017
	Warren Rd RR 7515 (Blackspot)	Construction	\$149,400	Nil	Jan 2017
<b>Grader Crew 3 (three-man crew)</b>	Bullagreen Rd	Recycle	\$364,468	Nil	Oct/Nov 2016

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 2      WORKS PROGRESS REPORT – WATER & SEWERAGE    (C14-7.2)**

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

**2.1      WATER SUPPLY MAINTENANCE ACTIVITIES**

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

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 2    WORKS PROGRESS REPORT – WATER & SEWERAGE    (C14-7.2)**

**2.2    SEWERAGE SYSTEM MAINTENANCE ACTIVITIES**

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

**2.3    WATER SUPPLY SYSTEM PLANNED WORK**

ACTIVITY	LOCATION	WORKS TO BE UNDERTAKEN
Water mains and services	Warren	Valve replacement program ongoing. Bore reticulation sectored shut down now achievable. River Water approximately 6 replacements still required to alleviate town shut down events.
Bore installation works	Warren Nevertire Collie	Bore Flat and Ellengerah Production Bores completed. Production Bore complete. Licensing approvals sourced, drilling works commencing in 2 weeks.
Reservoir cleaning	5 years	Stafford St - Scheduled Oct 2016 Oxley Park- Scheduled Sept 2017 Ellengerah River- Scheduled Sept 2017 Ellengerah Bore- Scheduled March 2018 Nevertire- Scheduled Jul 2017 Collie- Scheduled Oct 2016

**2.4    SEWERAGE SYSTEM PLANNED WORK**

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

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 2      WORKS PROGRESS REPORT – WATER & SEWERAGE    (C14-7.2)**

**2.5      WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED  
 MAINTENANCE 4TH TO 31ST JULY, 2016**

Main breaks repaired: 1                      Sewer chokes cleared: 6  
 Year to date: 1                                  Year to date: 6

Meter replacements: 0 river water meters and 0 bore water meters.

Year to date: 0 river meters and 0 bore meters replaced.

Total meters: 0 river meters and 0 bore meters.

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

**2.6      RECORD OF WATER USAGE**

2.6.1    For the period 01/07/16 to 31/07/16 Council's meters indicated the following water usage:

<b>WATER SCHEME</b>	<b>ANNUAL ALLOCATION (ML)</b>	<b>TOTAL USAGE FOR THE PERIOD (ML)</b>	<b>USAGE YEAR TO DATE (ML) From 1/7/16</b>	<b>DAILY AVERAGE FOR THE PERIOD (ML)</b>	<b>DAILY AVERAGE YEAR TO DATE (ML)</b>
Warren bore	700	16.55	16.55	0.53	0.53
Warren river	750	4.79	4.79	0.15	0.15
Nevertire village	40	1.07	1.07	0.03	0.03
Collie village	25	0.72	0.72	0.02	0.02

Rainfall in Warren for period: 31.5 mm

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

<b>WATER SCHEME</b>	<b>ANNUAL ALLOCATION (ML)</b>	<b>TOTAL USAGE FOR THE PERIOD (ML)</b>	<b>DAILY AVERAGE FOR THE PERIOD (ML)</b>
Warren bore	700	17.30	0.56
Warren river	750	10.87	0.35
Nevertire village	40	2.80	0.09
Collie village	25	0.95	0.03

Rainfall in Warren for period: 48 mm

# WARREN SHIRE COUNCIL

## Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday, 25th August, 2016

### ITEM 2    WORKS PROGRESS REPORT – WATER & SEWERAGE    (C14-7.2)

#### 2.7    WARREN STP - LICENCE COMPLIANCE

##### 2.7.1    Record of Effluent Analysis from August 2015.

POLLUTANT	UNIT OF MEASURE	LICENCE 100 PERCENTILE CONCENTRATION LIMIT	Aug-15 HWA-15/059 87	Nov 15 HWA-15/0861 6	Apr-16 WN160 1340-001	May-16 WN160 1474-001	Jul-16 WN160 2284-001
Oil & Grease	mg/L	10	6	<2	3	2	15
pH		6.5-8.5	8.1	8	7.9	7.9	8.1
Nitrogen (total)	mg/L	40	33.7	17.6	23.6	34.1	31.3
Phosphorus (total)	mg/L	10	4.8	5	5.1	6.3	5.3
Total suspended solids	mg/L	65	54	70	36	58	30
Biochemical oxygen demand	mg/L	55	44	49	33	27	84

##### 2.7.2    Record of Daily Effluent Flow

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

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
October 2015	525	386.13	11.97	11.97
November 2015	588	449.43	13.48	25.45
December 2015	561	420.77	13.04	38.49
January 2016	1112	463.97	14.38	52.87
February 2016	678	446.00	12.93	65.80
March 2016	512	433.55	13.44	79.24
April 2016	419	366.66	11.00	90.24
May 2016	629	412.27	12.80	103.04
June 2016	799	594.80	17.84	120.88
July 2016	887	421.71	13.07	133.95

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 2      WORKS PROGRESS REPORT – WATER & SEWERAGE    (C14-7.2)**

2.7.3              Record of Bio Solids Removal from 2014

YEAR	DATE	REMOVED BY	ESTIMATED QUANTITY (M3)
2014	January	Septic Sam	12
2014	February	D Murray/S Smith	8
2014	September	Interflow	50
2015	May	Aqua Assets	20
2015	August	Septic Sam	10
2015	December	JR Richards & Sons	10
2016	May	JR Richards & Sons	60

**RECOMMENDATION:**

That the information be received and noted.





**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 4      WORKS PROGRESS REPORT - FLEET BRANCH      (C14-7.2)**

**Author:** Steven Thornton - Plant Foreman

The following are works completed by Council's Fleet Branch Staff (Plant Foreman and two (2) Plant Mechanics) and Sub-Contractors engaged by the Branch for the period 4th July 2016 to 31st July, 2016.

<b>Plant Repairs</b>				
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>	<i>Repair Time (Man Hours)</i>
12	2000 Hitachi Loader	- Repair cabin air conditioner	2 days	5 hours
12	2000 Hitachi Loader	- Remove broken studs bucket frame	1 day	3 hours
13	2012 Case Tractor	- Replaced battery, short	1 day	2 hours
25	2011 John Deere 770G Motor Grader	- Pressed out platform off tandem	1 day	4 hours
27	2013 Western Star Primemover	- Repaired hydraulic oil leaks	1 day	4 hours
33	2013 Western Star Primemover	- Serviced - Repaired turntable	4 days	8 hours
36	2005 Isuzu Medium Tipping Truck	- Serviced - Fan belts shackle pins	2 days	6 hours
47	2008 Isuzu Street Sweeper	- Repaired short in temperature gauge back motor	1 day	2 hours
55	1968 Bushfire Water Trailer	- Replaced starter solar panel	3 days	4 hours
58	2012 Hino Crew Cab Truck	- Replace thrust bearing	4 days	5 hours
63	2010 Mitsubishi Fuso Truck	- Repair rear brakes	8 days	No parts
65	2013 Allroads Roadtrain Dolly	- Removed tow hitch	5 days	10 hours
72	2006 Isuzu Paveliner Truck	- Adjusted air pressure to boom controls	1 day	4 hours
72	2006 Isuzu Paveliner Truck	- Remove seat	2 days	1 hour

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

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

<b>Plant Repairs</b>				
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>	<i>Repair Time (Man Hours)</i>
79	2013 Iseki Mower	- Repair deck	1 day	4 hours
93	2013 Caterpillar Roller	- Service 2041 hours	1 day	4 hours
104	1979 Toyota 6T Forklift	- Replaced all tyres wheel bearing steering joints	8 days	20 hours
168	2012 Victory Mini Excavator	- Repair oil leaks - Replace engine mounts	2 days	8 hours
	Flood Pumps	- Flood pumps out of storage, test and set up	2 days	6 hours

<b>Plant Repairs – Outside Work</b>			
<i>No.</i>	<i>Plant</i>	<i>Repairs</i>	<i>Plant Down Time</i>
33	2013 Western Star Primemover	<b>RWM Dubbo</b> - Repair PTO hot shift	4 days
33	2013 Western Star Primemover	<b>Hi-Torque, Dubbo</b> - Turntable not locking	3 days
47	2008 Isuzu Street Sweeper	<b>Markus Markgraaff, Warren</b> - Electrical repairs	2 hours
50	2010 Isuzu Tar Truck	<b>Markus Markgraaff, Warren</b> - Electrical repairs	2 hours
65	2013 Allroads Roadtrain Dolly	<b>Jarrad Kennedy, Dubbo</b> - Dolly hitch changed to bolt in tow eye	4 days
72	2006 Isuzu Paveliner Truck	<b>Markus Markgraaff, Warren</b> - Electrical repairs	2 hours
168	2012 Victory Mini Excavator	<b>Markus Markgraaff, Warren</b> - Electrical repairs	2 hours

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

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

**Miscellaneous Works**

Minor Plant Repairs.....	336.5 hours
Plant Refurbishment .....	2 hours
Plant Servicing.....	21 hours
Electrical/Two Way Radio Works, Phones .....	21 hours
Welding/Fabrication Works on Plant, etc.....	4 hours
Depot Yard – Plant parking, clean, lock and unlock.....	15 hours
Parts ordering .....	5 hours
Job set up, e.g. Apprentice.....	15 hours
Fuel up trailers.....	0 hours
Phone calls in and out / book work .....	11 hours
Plant inspection for repair.....	5 hours
Tyre pick up including delivery to and from work site.....	3 hours
Plant cleaning .....	4 hours
Tar – check emulsion.....	5 hours
Operator queries, e.g. noise .....	2 hours
Quotations .....	2 hours
Steel pick up .....	7 hours
SES .....	0 hours
Rural Fire Service.....	6 hours
Work meetings.....	0 hours
Fill gas bottles.....	2 hours
Air conditioning.....	0 hours
Transport for RTA Inspection .....	4 hours
Registrations and defects .....	9 hours
Annual Leave.....	42.5 hours
Sick Leave .....	34 hours
Workers Compensation .....	2 hours
TAFE .....	42 hours
Public Holiday.....	0 hours
Training .....	0 hours
Private work.....	0 hours
Hep B and Tetanus shots .....	0 hours
Field Days.....	0 hours
Picnic .....	0 hours
Store.....	5 hours
Interviews .....	5 hours
Workshop set up (Site Meetings/Inspections).....	2 hours

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**

---

**ITEM 5      TRAFFIC INFORMATION**

**(T5-4)**

**Not available this month.**



**WARREN SHIRE COUNCIL**  
**Report of the Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday, 25th August, 2016**


---

**ITEM 6    MACQUARIE PARK – PLANE TREES**

**CONTINUED**

**Regular Monitoring of Trees**

Council currently monitors Macquarie Park weekly. The inspection sheet used for this has been updated to include inspecting vegetation for borer infestation and hazards, as shown below.



**WARREN SHIRE COUNCIL**

**Weekly Checklist of Play Equipment**

**Routine Visual Inspection**

1. Check all play equipment for broken or cracked parts.
  - Make safe if possible or remove broken or dangerous item from use.
2. Check all play equipment for loose or missing screws and bolts.
  - Tighten or replace bolts or screws as required.
3. Check all vegetation for borer infestation and hazards to public Health and Safety

**Sand Softfall Treatment**

1. Rake all sand softfall areas.
  - To collect and dispose of broken glass, used syringes and other sharp or hard objects.

**Playgrounds**

	Date of inspection/ softfall raking	Inspected/raked by	Comments/repairs needed
<b>Macquarie Park</b>			
<b>Lions Park</b>			
<b>Carter Oval (Outer)</b>			
<b>Ravenswood Park</b>			

This alteration to the inspection regime is a temporary measure until the 2009 Parks, Gardens and Sporting Grounds Management Plan is updated and an Asset Management Plan (including Risk Management) is completed for these facilities.

**RECOMMENDATION**

That the information be noted

# Section

# 6

# Manager Health & Development Services



**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016**

---

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

The following Development Application was approved from 11<sup>th</sup> July 2016 to 5<sup>th</sup> August 2016.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>
P16-16.09	Lot 49, DP872884 5 Azar Place Warren	Construction of Dwelling

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016**

---

**ITEM 2      DEPARTMENT OF PLANNING CIRCULARS      (P15-10)**

The NSW Department of Planning has been conducting a program of review and amendments of the planning system. With these amendments certain practice issues have arisen and an increasing number of circulars are being released announcing further amendments or guidance in interpretation.

The purpose of the circulars and/or practice notes is to advise Local Councils, developers, industries and the community of any amendments/changes to existing legislation, SEPPs or REPs, of the gazettal of policies, to provide an overview of new guidelines/policies/legislation and to advise of the commencement dates of new legislation.

The following circulars have been received from the Department of Planning since the 11<sup>th</sup> July 2016. Council can view these on the Department's website at [www.planning.nsw.gov.au](http://www.planning.nsw.gov.au).

**CIRCULARS – PLANNING SYSTEM**

<b>Date</b>	<b>Circular No.</b>	<b>Title</b>	<b>Description</b>
20-07-2016	PS 16-003	Notations on section 149 planning certificates for land affected by the draft Coastal Management SEPP	The purpose of this circular is to provide councils with guidance on how section 149 planning certificates should specify whether land is affected by the draft Coastal Management State Environmental Planning Policy (SEPP).

**CIRCULARS – BUILDING SYSTEM**

Nil.

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016**

---

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

Throughout the month of July, the Warren Sporting and Cultural Centre was in constant use by local sporting bodies including Senior Netball, Junior and Senior Rugby League and Rugby Union.

Highlights of the month included the Warren Senior Rugby Union matches against Brewarrina and Nyngan, Warren Senior League Vs Gilgandra, Coonamble and Coolah and Vacation Care.

Upcoming events at the Centre in the month of August include NARRAF Touch Football / Netball Day and the Rigley / Trudgett Netball Day.

**SPORTS/GYM**

**Gym/Fitness Classes**

Usage of the gym for the month of July was 605, down from 634 sign-ins in June. There are 202 current gym members as of the 8<sup>th</sup> August 2016, equal with 202 gym members in July 2016.

**FWAS**

There was 1 Far West Academy of Sport event held in July and currently 1 to be held in August (FWAS Soccer Camp).

**COMMUNITY**

**Day groups**

Bogan Bush Mobile and Rugrats are continuing to hold playgroups at the Centre during school terms in 2016 on alternating weeks.

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

**RECOMMENDATION:**

That the information be received and noted.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016**

**ITEM 4      INFORMATION CENTRE RECORD FOR THE      (T4-6.1)**  
**MONTH OF JULY 2016**

<b>Number of Visitors to the Information Centre:</b>		145	
<b>Number of Locals to the Information Centre:</b>		9	
<b>Number of Website hits on Warren Shire Council:</b>		4,732	
<b>Number of Website hits drilling down – “Visiting Warren”:</b>		73	
<b>Reason for Visiting Warren (Totals):</b>			
Friends/Family:	10	Business/Employment/Training:	
Passing Through:	30	Special Events: <i>Races</i>	3
Visitors in Buses:		Holiday:	44
Other/Unknown:	58	Camping/Fishing:	
<b>Age Groups of Visitors:</b>			
Under 25:	14	25-34:	2
34-44:	6	45-54:	9
55-64:	25	65+:	57
<b>Sale Items &amp; Publications, (including both free and sold ones, if possible):</b>			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	1
Warren Profile:		Magnets:	3
Across the Black Soil Plains:		Stubby Holders:	5
Midwives of the Black Soil Plains:		Pens:	2
Bushmen of the Black Soil Plains:		Tea Towels:	4
Keep the Billy Boiling:		Wool:	
Animals of Dubbo Region :		Place Mats:	
Macquarie Marshes Information :	9	Mugs:	2
Willie Retreat:		Key Rings:	
Our Abounding Wildlife:		Rulers:	1
Tiger Bay Brochure:		Road to Nevertire 1 and 2:	
Shire Map and Town Maps:		Warren photos (Black & White):	
Cotton Brochure:		Sample of Wool/Wool Sheet:	
Postcards \$1.60:		Handkerchiefs:	
Postcards \$1.00:	4	Shirts: (tennis club):	2
Postcards \$0.60:		150 yrs Caps: (tennis club):	
Coloured postcards		150 yrs Stubby Holders: (tennis club):	
Macquarie Marshes DVD/CD		Hot Flats CD:	
Ballad of a Bush Bride:		Cook Book:	
Warren Woolcot Cards:		Road Information:	36
Surrounding Towns:		Public Toilets:	25
Accommodation:	10	Maps:	12
Public Dump Point/Potable Water:	1	Boat Ramp / Bob Christensen Reserve:	
Places to Eat:	15	Camping or Fishing Spots:	4

**RECOMMENDATION:**

That the information be received and noted.

# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016

## ITEM 5 IMPOUNDING OFFICER'S REPORT

(P4-4)

Activity / Day	Week Ending: 15th July 2016							Week Ending: 22nd July 2016							Week Ending: 29th July 2016						
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol Hours	1		3	2	3	4	Flexi		0	3	3	3	5	3			Sydney	Sydney	Sydney	Sydney	Flexi
Feed/Water & Clean Pound Hours	1	1	1	1	1	1	0	1	1	1	1	1	2	1	1	1	0	0	0	0	0
Office Hours	0	0	4.5	4	4.5	2	0	0	0	4.5	3.5	4.5	1.5	4.5	0	0	8.5	8.5	8.5	8.25	0
Impounding/ Releasing/ Euthanasia Hours	0	0	0	1.5	0	1.5	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Total Daily Hours	2	1	8.5	8.5	8.5	8.5	0	1	1	8.5	8.5	8.5	8.5	8.5	1	1	8.5	8.5	8.5	8.25	0
Number of Dogs Impounded	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Number of Dogs released	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Total Dogs in Pound	1	1	1	1	1	1	3	3	3	3	3	3	3	3	3	3	3	3	3	3	4
Number of Cats Surrendered	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Rehoused	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Cats Euthanasia	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Cats in Pound	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kilometers per day																					
Total weekly kilometers	410							560							1480						
Speed odometer reading @ end of week	638740							69300							70780						
Other General Notes																					0
Total weekly hours	37							44.5							35.75						

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

# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 25<sup>th</sup> August 2016

## ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Activity / Day	Week Ending: 5th August 2016							Week Ending:							Week Ending							
	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	
Patrol Hours	0	0	2	2	C/L	4	4.5															
Feed/Water & Clean Pound Hours	1	1	1.5	1.5	0	1	1															
Office Hours	0	0	5	5	0	3.5	3															
Impounding/ Releasing/ Euthanasia Hours	0	0	0	0	0	0	0															
Total daily hours	1	1	8.5	8.5	8.5	8.5	8.5															
Number of Dogs Impounded	0	0	0	3	0	1	0															
Number of Dogs released	0	0	0	0	0	0	2															
Number of Dogs Euthanasia	0	0	0	0	0	0	0															
Total Dogs in Pound	4	4	4	7	7	8	6															
Number of Cats Surrendered	0	0	0	0	0	0	0															
Number of Cats Rehoused	0	0	0	0	0	0	0															
Number of Cats Euthanasia	0	0	0	0	0	0	0															
Total Cats in Pound	0	0	0	0	0	0	0															
Total weekly kilometers	420																					
Speed odometer reading @ end of week	0							71200														
Other General Notes																						
Total weekly hours	44.5																					

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

### RECOMMENDATION:

That the information be received and noted.