



WARREN SHIRE COUNCIL

BUSINESS PAPER

ORDINARY MEETING

Thursday 28th July 2016

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WARREN NSW 2824

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Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

28th July 2016

APOLOGIES

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 23rd June 2016.

SECTION 1 (WHITE)

DELEGATES REPORTS

- Item 1 Outback Arts Board Meeting (C17-2)
- Item 2 Warren Interagency Support Services (C3-9)

COMMITTEE MINUTES

Meeting of Manex held on Wednesday 15th June 2016 (C14-3.4)

SECTION 2 (LILAC)

POLICY

Nil.

SECTION 3 (BLUE)

REPORT OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 3
Item 3	Council Decision-Making Prior to the September 2016 Local Government Elections (E2-2.14)	Page 5
Item 4	Use of Council Resources Prior to Local Government Elections (E2-2.14)	Page 6
Item 5	Local Government and Elections Legislation Amendment (Integrity) Act 2016 (E2-2.14)	Page 9
Item 6	Pecuniary Interest Returns (A7-9)	Page 11
Item 7	Community Building Partnership Program (S21-2.6)	Page 12

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 30th June 2016 (R1-4)	Page 3
Item 3	Financial Reports for the Year Ended 30th June 2016 (A1-5.34)	Page 4

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	LGNSW Water Management Conference (W1-1, S12-33.2016)	Page 16

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 June 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

Item 1	NetWaste Tender for the Collection and Disposal of Used Motor Oil (G2-4.3)	Page 1
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PRESENTATIONS

Nil.

Section

1

Delegates & Committees

WARREN SHIRE COUNCIL
Delegates Report by Councillor P Serdity
to the Ordinary Meeting of Council to be held in the Council Chambers,
115 Dubbo Street, Warren on Thursday 28th July 2016

ITEM 1 OUTBACK ARTS BOARD MEETING

(C17-2)

I attended the Outback Arts Board Meeting on the 5th July 2016 at Coonamble. Some points to note:

- § Melissa Ryan is now acting in the role of Jamie Lea whilst she is on maternity leave. Jamie Lea is due back in January 2017. Melissa has past experience in similar roles in other communities.
- § Regional Arts Boards have had a name change and are now called Regional Arts Development Organisations which means that our Regional Arts Development Officers are now called Executive Directors.
- § Our Regional Indigenous Cultural Development Officers were structured to work as one (1) day per week in six (6) communities. Due to resignations in recent months we are looking to restructure these positions to either two (2) or three (3) officers working either two (2) or three (3) days and covering areas to be decided in coming weeks.
- § At our last meeting the board moved the motion to allow Jamie Lea to lodge an expression of interest through Clubs NSW for a grant of \$300,000 to look at the possibility of purchasing the current Outback Art premises. I am happy to report that we have been advised that over 300 applications were received and Outback Art has been shortlisted as one (1) of approximately 24 expression of interests to move to the next stage of the process, which includes providing a more detailed application outlining our proposal.

We have been advised that results of this second stage should be announced during late August 2016. If we are successful it will set Outback Arts up as one of the key arts hubs with the region and will reflect back to our participating Councils. The purchase of the building will only be possible if we are successful with the grant application. Exciting times ahead.

- § We are waiting on the revised constitution to come from Arts NSW prior to amending and adopting our own constitution.
- § We have had many projects take place in Warren, with funding obtained through the hard work of our staff and some of these include:
 - Silversmith Jewellery Workshop;
 - Millinery Tour – Hats Off to Women, 11 workshops through the region;
 - Desert Pea Youth media song writing workshop and tracks from this workshop are currently being created;
 - Currently Jude Fleming’s “Home and Away” exhibition is on display at the Outback Arts Galley at Coonamble;
 - The CASP round of funding is now available so please encourage community groups to apply. Information is available on the Outback Arts website;

WARREN SHIRE COUNCIL
Delegates Report by Councillor P Serdity
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ITEM 1 OUTBACK ARTS BOARD MEETING **(C17-2)**

- Currently have an afterschool Indigenous Arts Program running on Tuesday and Fridays with Fleur Stubbs our RICDO;
- Art Exhibition by Jenny Beach “A Metaphorical Journey” is on display at the WOW centre; and
- 31st July 2016 a Mega car boot sale is happening in Warren.

Please take the time to visit the website as it is well worth a look www.outbackarts.com.au

Our next meeting is due to take place on Friday 11th November 2016 at the Coonamble office.

Pauline Serdity
Council Delegate

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Delegates Report by Councillor P Serdity
to the Ordinary Meeting of Council to be held in the Council Chambers,
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ITEM 2 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

I attended the Warren Interagency meeting on Thursday 23rd June 2016.

Numbers were down at this meeting due to the weather conditions, which was not surprising. Still no police attendance at this meeting.

We now have a regular nominated Warren Central School representative in Jenny Brooker, who will be providing updates on her non-teaching role as “Well Being” coordinator.

Business as usual for those attending this meeting.

Just a few points to note:

- Warren Central School breakfast club still doing well;
- “Well Being” school program is going well with positive interaction between school, children and parents;
- Jenny will endeavor to obtain up to date information on the Police/School Liaison Program as not sure if this is still running. She will also try to ascertain what other programs may be run in conjunction with the school and other agencies;
- Peter McKenzie provided an update on what has been happening at St. Mary’s. At the end of this term Peter will be finishing up in the acting role of principal as Paul Kelly will be returning to his normal role next term;
- Judie Sturtevant provided an update on what has been happening with St. Vincent DePaul and the local Warren community;
- Wendy Beetson also provided an update on her role with trying to link people with disabilities with other agencies or services that may be able to assist them live their lives to the full;
- Maryanne Stephens provided an update on the upcoming Vacation Care during the school holidays.

Although being a small meeting all present were able to take away information and contacts to help in the various roles.

Our next meeting is planned for 25th August after the Council Meeting. A copy of the full minutes are available from Council if desired.

Councillor Pauline Serdity
Chairperson/Secretary
Warren Interagency Support Services/Youth Sub Committee.

RECOMMENDATION:

That the information be received and noted.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Wednesday 15th June 2016.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Wednesday 15th June 2016 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
Held in the Council Chambers, Administration Building, Warren,
On Wednesday 15th June 2016 commencing at 1.00 pm

PRESENT:

Rex Wilson OAM	Mayor
Ashley Wielinga	General Manager
Darren Arthur	Manager Finance & Administration
Maryanne Stephens	Manager Health & Development
Les Morgan	Manager Engineering Services (Chair)
Tim Wark	Water and Sewer Manager

1. APOLOGIES

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

Carried

2. MINUTES

MOVED Arthur/Wark that the Minutes of the Manex Committee meeting held on 10th May 2016 be adopted as a true and correct record of that meeting.

Carried

3. BUSINESS ARISING FROM MINUTES

- Manager Finance & Administration advised that rental valuations on Council property have been undertaken and currently waiting on report.
- Manager Health & Development Services advised that the Ranger has taken possession of new smart phone and was a great help in identifying dogs via microchip and for sending and receiving emails when out of the office.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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4. ACTION CHECKLIST

Date	Action by	Subject	Comment
Ongoing	GM	Delegations to Staff	Re-issue all delegations
Ongoing	ALL	Employee Performance Reviews	Bring reviews up to date
14.10.15	OM	Fencing Lion's Park	Work scheduled for June 16
*19.4.16	MES	Works corner Industrial Access/Carinda Roads	Telstra works complete
*19.4.16	MES	Booka Road	Meeting held 7/6/16
10.5.16	GM	WHS Meeting	Arrange meeting regarding duties
*10.5.16	GM	Facebook and Website	Responsibilities

MOVED Wielinga/Wilson OAM 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.

7. ASSET MANAGEMENT

- The Asset Management Strategy to be presented to June Council Meeting for adoption.
- Special Schedule 7 of the Annual Accounts is no longer required to be audited.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORTS

Project	Budget	Expend	Resp	Comment
Admin Building Air conditioning	6,500	Nil	MFA	
Computer software & hardware	159,552	145,761	MFA	Changeover September 16
2 x MFD Printer replacement	27,998	27,998	MFA	Installed
Asset Management - IP & R	61,205	1,414	MES/ MFA	In progress
Risk Management	15,000	Nil	ALL	Development of Asbestos Register
Training	110,000	105,827	ALL	
Mobile phone upgrades	3,500	3,166	ALL	
RFS Hazard Reduction	47,500	64,743	MFA/ MHD	July 15 / June 16
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	6,309	MHD	
Levee M & R	18,300	4,273	MES	July 15 / June 16
Stormwater Drainage M & R	19,490	5,997	MES	July 15 / June 16
Gunningba Drainage	101,902	73,218	MES	Complete
Nature Links River Corridor	21,411	2,135	MHD	
Ewenmar Waste Depot Improvements				
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	4,682	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
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8.1 SPECIFIC WORKS STATUS REPORTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Playground equipment	20,400	Nil	MES	Review after soft fall complete
Playground soft fall	77,000	46,578	MES	Macquarie & Lion's Park complete
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	71,926	MES	Complete
Water Supplies				
Water valve and mains replacement	46,000	26,923	MES	Bore valves completed. 6 river valves to be completed
Warren – New 3A Bore	336,562	8,488	MES	Production bore completed
Warren – New 6A Bore	239,768	144,158	MES	Production bore completed
Nevertire – New Bore	211,768	116,327	MES	Production bore completed
Collie – New Bore	361,768	58,093	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
Sewerage Services				
Pump Station – Replacement pumps	7,132	7,845	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
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8.1 SPECIFIC WORKS STATUS REPORTS

CONTINUED

Project	Budget	Expend	Resp	Comment
ROADS BRANCH				
State Highway 11				
Ordered Works				
• Reseals	176,229	132,501	MES	Complete, waiting for invoices
• Heavy patching	141,835	93,725	MES	Complete
Regional Roads				
Reseals	152,000	59,953	MES	Complete
Recycling – RR 424	31,500	35,954	MES	Complete
Resheeting	60,000	7,535	MES	June 16
Regional Roads Black Spot	125,349	133,762	MES	Complete
Reconstruction				
RR 424 - Marra Hall Road Stage 2	790,651	791,333	MES	Complete
Local Roads				
Urban Reseals	45,700	33,914	MES	Complete
XC5 footpaths	35,000	17,075	MES	Ongoing
Kerb & Guttering	69,479	1,632	MES	Ongoing
New footpath Hale Street	7,132	7,132	MES	Complete
Urban Roads – Heavy Patching	70,000	Nil	MES	
Urban Roads – Bundemar Street	163,366	113,530	MES	Complete
Local Rural Road Reconstruction				
Rural Reseals	245,700	230,437	MES	Complete
Rural Resheeting	810,582	405,743	MES	Ongoing
Reconstruction - Buckiinguy	778,631	108,382	MES	Materials purchased, finish July/August 16
Recycle – Bullagreen Stage 1	38,922	33,706	MES	Complete
Recycle – Bullagreen Stage 2	225,406	246,772	MES	Complete

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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8.1 SPECIFIC WORKS STATUS REPORTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Reconstruction – Lemongrove Rd	771,313	428,499	MES	Commenced, finish June 16 - 5.5 kms complete
Culvert replacement	7,200	7,588	MES	Complete
Plant				
Heavy Plant Purchases - Nett	716,407	644,435	MES	Complete
Light Plant Purchases - Nett	145,252	51,345	MES	Complete

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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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	
	Bins	
	Bollards	Fabrication of bins complete. Concrete slabs for bins complete. Bin installation complete. Bollards and lighting to be done with roundabout works.
	"Town Centre" Signage	
	Footpath Tree Surrounds	Complete
Depot Extensions	Project to be prepared for construction start in 16/17 Financial Year.	
Nevertire Information Bay	Review scope of works.	
Blackspot Submission	Application for Tenandra Bridge approaches successful - \$149,000	
Active Transport	Grant successful for Pedestrian Study. Consultant engaged and has consulted the community and is now formulating a report with options.	
Emulsion Tank	Complete	
Fixing Country Roads	EOI successful. Business Case submitted.	
Country Passenger Transport Infrastructure Grant Scheme (CPTIGS)	Applications due September 2016.	
Cenotaph Access	Complete	
Soft Fall Lion's Park	Complete	
Lion's Park Playground Fencing	Softfall complete. Quotations being sought.	
Soft Fall Macquarie Park	Complete	

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

Carried

WARREN SHIRE COUNCIL

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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.

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
17.05.16	16-13	Taxation arrangements for new Councils	N/A
26.05.16	16-14	2016-17 Youth Opportunities funding now open	Noted
10.06.16	16-15	2016/17 Determination of the Local Government Remuneration Tribunal	Reported to June Meeting

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
08.06.16	M16-03	Joint Organisations – Call for Feedback	Reported to June Meeting

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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10.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

Strategic Tasks Guide

DATE	TASK	STATUS
JUNE		
30	Objections to the inclusion of land to be vested in public bodies lodged (s.600(6)).	Noted
	Valuer General to provide increase / decrease in values of rateable land (s.513(2)).	Noted
	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	July Meeting
	Operational Plan (2016-17) adopted and Long Term Financial Plan updated.	June Meeting
	General Manager to report to Council on contractual conditions of senior staff (s.339).	Noted
JULY		
1	Financial Statements to be audited within four (4) months (s.416(1)).	Noted
	Reminder: lodgment of Pecuniary Interest returns due 30 September for Councillors and designated persons who held office at 30 June (s.449(3)).	July Meeting
3	Proposed loan borrowings return to be submitted to OLG.	Noted
30	Public Interest Disclosure report due to NSW Ombudsman. (s.6CA of the Public Interest Disclosure Act 1994).	Noted
31	GST Certificate to be submitted to OLG.	Noted
	Last day for making rates (s.533)	June Meeting

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

Carried

11. OPERATIONAL PROCEDURES

(I2-11.1)

Nil.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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12. COMMITTEE MEETING SCHEDULES

The Committee considered the meeting schedules for both the Council and Committees. The aim of the exercise is to develop a fixed and consistent method of holding meetings into the future. It is proposed to have this scheduled developed for the new Council.

13. FACEBOOK AND WEBSITE RESPONSIBILITIES

The General Manager advised that the EA to Mayor and General Manager now has the administration rights to Facebook and would be checking on the status until the new Economic Development Officer commences duties.

In relation to the website, it was the responsibility of the departmental secretaries to ensure that their information was up to date and relevant.

14. 2016 LONG SERVICE AWARDS

Discussion was undertaken into the planning of the Long Service Awards for Councillors and Staff, that is proposed to be held on Thursday 28th July. The EA to Mayor and General Manager to co-ordinate the event in conjunction with Jacinta Fuller, Ange Quigley and James Cleasby.

Catering will be camp oven cooking undertaken by Larry Wilson, with the support of Wayne Wilson and Josh Stephens. Warren Tennis Club has been approached to undertake the supporting arrangements.

15. MAY 2016 MINUTES AND JUNE 2016 BUSINESS PAPER

The Committee previewed the June 2016 Business Paper and the May 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 General Manager advised the meeting that Mr Mark Bermingham had leased the railway land on this side of the Gunningbar Creek. He had contacted Council and wished to put up fencing as part of his lease would mean that he would carry any liability. Some of the fencing would encroached on Council land and roadway, but the result would be beneficial not only to Mr Bermingham but also to Council. The General Manager to write to Mr Bermingham outlining location of fencing that has Council approval.
 - The Manager Finance & Administration requested if all mobile phone accounts could be returned as soon as possible. Failure to return account, will means the whole account will be raised as a sundry debtor.
-

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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16. GENERAL BUSINESS WITHOUT NOTICE

CONTINUED

- The Manager Finance & Administration requested if fuel dockets for private use could be copied and returned as they were required for FBT purposes. The General Manager added it would be more suitable if all private use fuel could be put on fuel cards and a sundry debtor to the individual concerned be raised. A memo will be circulated in relation to this.
- The Manager Finance & Administration requested if the Engineering Section could review their lunch time staffing schedule as there were numerous periods without anybody present in the Engineering section.
- The Manager Finance & Administration requested that all orders and invoices be returned to the Creditors Clerk as expediently as possible. Invoices for payment were remaining on desks without any action, therefore creating problems in payment process.
- The General Manager advised that Council have secured additional sandstone blocks. These should be taken into account when looking at beautification around Warren and Villages.
- The General Manager advised that the presentations to the June Council Meeting would be GDT at 9.30 am and GHD at 10.30 am.

There being no further business the meeting closed 3.25 pm.

Section

3

General Manager

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Own	Outstanding Matter	Officer Resp	Response/Action
General Manager				
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	Liaising with Mrs Irving
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	141.6.16	Keeping of Horses Policy	EA	Update Policy Register and website
*23.6.16	142.6.16	Keeping of Stock in Residential Area Policy	EA	Update Policy Register and website
*23.6.16	147.6.16	NSW Grain Harvest Management Scheme	GM	Provide written consent to RMS
23.6.16	149.6.16	CCTV – CBD Area	GM	Investigate trial options
Manager Finance and Administration Services				
25.2.16	48.2.16	Transfer Lot 11 & 12 DP 758264 Collie to Council	MFA	Contact now made. Documents to be forwarded.
*23.6.16	154.6.16	Making and Levying of Rates and Fixing of Charges	MFA	Rates and Charges Levied
Manager Engineering Services				
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	Advise Regional Procurement
23.6.16	160.6.16	Pipe Crossing – Aquawest RR 333 Carinda Rd	MES	Agreement to be signed
23.6.16	161.6.16	Macquarie Park Plane Trees	MES	Works in scoping stage.
23.6.16	163.6.16	Warren Health, Sporting and Cultural Precinct – Connections Study 2016	MES	Placed on Public Exhibition for 28 days

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

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Engineering Services Continued				
23.6.16	Qwn-1 Taylor	Status of roundabout works	MES	Meeting 2nd August.
Manager Health & Development				
23.6.16	140.6.16	Interior Painting VIC	MHD	Order issued.
*23.6.16	169.6.16	DA P16-16.08 Animal Boarding Establishment	MHD	Consent issued

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) being 23.6.16 - 141.6.16, 23.6.16 - 142.6.16, 23.6.16 - 147.6.16, 23.6.16 - 154.6.16 and 23.6.16 - 169.6.16 be deleted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
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ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

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

HELD

DATE	COMMITTEE / MEETING	LOCATION
23.6.16	Interagency	Warren
24.6.16	OROC GMAC	Dubbo
6.7.16	Outback Arts	Coonamble
8.7.16	OROC Board Meeting	Gilgandra
13.7.16	NSW Office of Sport	Warren
15.7.16	RO NSW Electoral Commission	Warren
22.7.16	Murray Darling Basin Association	Warren
28.7.16	2016 Long Service Awards	Warren

FUTURE MEETINGS

DATE	COMMITTEE / MEETING	LOCATION
TBA	Showground / Racecourse Committee	Warren
TBA	Plant Committee	Warren
3.8.16	Sporting Facilities Committee	Warren
4.8.16	LG Procurement	Dubbo
9.8.16	Local Emergency Management	Warren
18.8.16	CWLLS Local Government Reference Group	Warren

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 2 COMMITTEE/DELEGATES MEETINGS CONTINUED

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

- q NSW Tourism – Destination Networks, Driving Growth of the Visitor Economy in Regional NSW
- q LG Focus – July 2016
- q IPWEA Roads & Transport Directorate – May 2016
- q Club Life – July 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 28th July 2016

ITEM 3 COUNCIL DECISION-MAKING PRIOR TO THE SEPTEMBER 2016 LOCAL GOVERNMENT ELECTIONS (E2-2.14)

The following information was received via Circular 16-18 from the Office of Local Government.

What's new or changing

- Clause 393B of the *Local Government (General) Regulation 2005* limits councils' ability to exercise some of their functions in the four weeks preceding the date of an ordinary local government election (the caretaker period).

What this will mean for your council

- Councils are expected to assume a "caretaker" role during election periods to ensure that major decisions are not made which would limit the actions of an incoming council.
- Councils, the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee) must not exercise the following functions during the caretaker period:
 - Entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger);
 - Determining a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period;
 - Appointing or reappointing the council's general manager (except for temporary appointments).
- In certain circumstances, these functions may be exercised with the approval of the Minister.

Key points

- "Controversial development application" means a development application under the *Environmental Planning and Assessment Act 1979* for which at least 25 persons have made submissions under section 79(5) of that Act by way of objection.
- The caretaker period for the September 2016 ordinary local government elections commences on Friday 12 August 2016 and ends on Saturday 10 September 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 28th July 2016

ITEM 4 USE OF COUNCIL RESOURCES PRIOR TO LOCAL GOVERNMENT ELECTIONS (E2-2.14)

The following information was received via Circular 16-20 from the Office of Local Government.

What's new or changing

- Council officials must not use council resources, property (including intellectual property), and facilities for the purposes of assisting their election campaign or the election campaign of others unless the use is lawfully authorised and proper payment is made where appropriate.
- In the 40 days preceding the election, councils need to consider whether their publications could amount to an "electoral matter".

What this will mean for your Council

- Council officials must use council resources lawfully, ethically, effectively and carefully keeping in mind the council's code of conduct and other policies such as the policy on the payment of expenses and the provision of facilities to mayors and councillors.
- "Electoral matter" for the purposes of the *Local Government (General) Regulation 2005* broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate fall within the definition of "electoral matter".
- Council publications that promote the achievements of the council may also potentially fall within the definition of "electoral matter".

Key points

- Under the Model Code of Conduct, the following **must not** be used for the purpose of assisting anyone's election campaign:
 - council resources, property or facilities (unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility); and
 - council letterhead, council crests and other information that could give the appearance it is official council material.
- Breaches of a council's code of conduct may result in disciplinary action.
- Councils and council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the council's functions and activities in the lead-up to elections. Councils should be mindful of how the community may perceive any of their activities or actions during this time.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 4 USE OF COUNCIL RESOURCES PRIOR TO LOCAL GOVERNMENT ELECTIONS CONTINUED

Frequently Asked Questions

Q. What is "electoral matter"?

"Electoral matter" for the purposes of the Local Government (General) Regulation 2005 (the Regulation) broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate also fall within the definition of electoral matter.

The regulatory requirements that relate to "electoral matter" and "electoral material" under Regulation apply in the 40 days preceding the election.

Q. Can council publications be "electoral matter"?

A council publication that makes no reference to councillors and does not carry their images or statements would not constitute electoral matter if it is not intended or likely to affect voting at the election.

However, council publications that promote the achievements of the council may potentially have this effect and therefore may constitute "electoral matter" even if they do not carry the images or statements of councillors. This potentially includes end-of-term reports. More information on this is provided below.

Ultimately whether a council publication constitutes "electoral matter" is an assessment that needs to be made by each council on a case-by-case basis. If a council is in doubt, then it should defer issuing the publication until after the election.

Q. Does the Mayoral column constitute "electoral matter"?

Yes. Because the Mayoral column carries the Mayor's image and name, it will constitute electoral matter. Councils should instead consider publishing the Mayoral column in the 40 days preceding the election as a generic council column.

Q. Does the end-of term report constitute "electoral matter"?

Because the end of term report identifies the achievements of the council over its preceding term it may potentially constitute "electoral matter" because of its potential to impact on voting at the election.

Q. Can the end of term report be reported to council during caretaker period?

Yes. The end-of-term report must be presented to the final meeting of an outgoing council. The provisions in the Regulation relating to "electoral material" do not prevent the end-of-term report being presented to the council or from being made available on a council's website as part of the business papers of the meeting.⁴

However, because the final meeting of the outgoing council will normally fall within the 40 day "regulated period" preceding the election, councils should refrain from publishing the end-of-term report as a separate publication until after 10 September elections. The end-of-term report should be appended to that year's annual report.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 5 LOCAL GOVERNMENT AND ELECTIONS LEGISLATION
AMENDMENT (INTEGRITY) ACT 2016 CONTINUED

- candidate information sheets submitted under section 308 of the LGA (which are published online prior to an election); and
- statistical information sheets submitted under clause 289 of the Regulation (which are kept by General Managers and are available to the Office of Local Government).
- make it clear that a nomination paper is not valid unless the person proposed for nomination has completed the candidate information sheet accompanying the nomination; and
- provides that a returning officer at a council administered election is to make copies of nomination papers received by the officer and send those copies to the Electoral Commissioner, after the election.

Key points

- These amendments are designed to:
 - extend the State caps on political donations to local government, removing large political donations from all levels of the NSW political system;
 - provide a more effective deterrent to non-compliance with electoral funding and expenditure requirements prescribed under the Election Funding Act;
 - ensure that candidates who stand for election to councils are fit and proper persons by disqualifying persons who have been convicted of offences carrying a minimum prison term of 5 years;
 - provide greater visibility by the community of candidates and elected councillors with interests in property development;
 - repeal the loophole in the LGA that allowed councillors to vote on some changes to environmental planning instruments without having to disclose they stood to benefit financially from the change; and
 - provide a more effective deterrent to misuse by councillors of their office for personal benefit by providing a mechanism to compel councillors who have profited from a proven breach of their obligation not to participate in the consideration of matters in which they have a pecuniary interest to forfeit the financial benefit they received by doing so.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 6 PECUNIARY INTEREST RETURNS (A7-9)

The purpose of this report is to remind councillors and designated persons of the necessity to lodge Pecuniary Interest Returns.

Under the Local Government Act sec 449(3) a councillor or designated person holding that position on 30th June in any year must complete and lodge a Pecuniary Interest Return to the General Manager within 3 months after that date a return in the form prescribed by the regulations.

The returns can be inspected by members of the public and assist in ensuring transparency and accountability in Local Government decision-making. The obligation is upon councillors and others to submit the return and is as much a protection for them as it is to the community.

Information and blank returns will be available at the meeting.

RECOMMENDATION:

The information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 28th July 2016

ITEM 7 COMMUNITY BUILDING PARTNERSHIP PROGRAM (\$21-2.6)

The NSW Government has announced the Community Building Partnership Program for 2016/2017. This initiative will provide grants on an individual electoral basis for community infrastructure projects.

Grants of up to \$200,000 are available for every electorate with an additional \$100,000 available to electorates with higher levels of social disadvantage as indicated by higher comparative unemployment rates. Funding of up to \$300,000 is available to the Barwon Electoral District.

Council has received funding for the following projects under this program in the past:

		Grant	Project
2009/2010	Refurbishment of Upstairs Showground/ Racecourse	\$25,000	\$50,000
2010/2011	Ceiling Sporting & Cultural Centre	\$40,000	\$121,550
2011/2012	Warren War Memorial Swimming Pool Kiosk Refurbishment	Unsuccessful	
2012/2013	Warren War Memorial Swimming Pool Kiosk Refurbishment	\$40,000	\$93,830
2013/2014	External Storage at Victoria Park	Unsuccessful	
2013/2014	Showground Racecourse toilets refurbishment	Unsuccessful	
2014/2015	External storage WSCC	Unsuccessful	
2014/2015	Upgrade playground equipment	Unsuccessful	
2014/2015	Skate Park (On behalf of Warren Skate Park Committee) (Applied for \$40,000)	\$25,000	\$100,000
2015/2016	External storage WSCC	Unsuccessful	
2015/2016	Upgrade playground equipment	Unsuccessful	

The final date for the submission for applications was the 22nd July 2016 and Council submitted one (1) application. The project and indicative costings are as follows:-

1	Upgrade of GBS Falkiner Function Centre	\$35,000	\$71,100
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This project includes air conditioning and upgrade of tables and chairs. Council's component of this funding for these applications would be from internal restricted infrastructure improvement and a contribution from the Warren Jockey Club.

RECOMMENDATION:

The information be received and noted.

Section

4

Manager Finance & Administration

WARREN SHIRE COUNCIL
Report of the Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 28th July 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 30th June 2016.

INTERNAL LEDGER ACCOUNT RECONCILIATION

Reconciled Ledger Accounts as at 30th June 2016 are as follows:-

	Balance 31-May-16	Transactions	Balance 30-Jun-16
General	8,995,716.02	(509,880.72)	8,485,835.30
Water Fund	773,033.67	(372,337.70)	400,695.97
Sewerage Fund	2,528,025.40	(30,205.45)	2,497,819.95
Trust Fund	71,226.31	1,128.00	72,354.31
North Western Library	27,216.40	48,104.05	75,320.45
Investment Bank Account	(11,830,567.34)	(1,913.82)	(11,832,481.16)
	564,650.46	(865,105.64)	(300,455.18)
Balance of Ledger Accounts less Investments as at 31/05/16			564,650.46
Add: Receipts from			
(a) Rates	220,108.50		
(b) Other Cash	455,973.26		
(c) Investments Redeemed	3,000,000.00	3,676,081.76	
Less: Payments for the period			
(a) Creditors Paid in the Period	1,539,273.58		
(b) Investments Placed	3,001,913.82	4,541,187.40	
Nett Transactions for the Month			(865,105.64)
Balance of Ledger Accounts less Investments as at 30/06/16			(300,455.18)

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 28th July 2016

ITEM 1 RECONCILIATION CERTIFICATE

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	125,635.27
Add: Outstanding Deposits for the Month	2,554.30
Less: Outstanding Cheques & Autopays	(416,374.11)
Less: Interest on Loan 250 debited 1/7/2016	(12,270.64)
Balance as per Ledger Accounts less Investments =	<u>(300,455.18)</u>

INVESTMENTS RECONCILIATION

Investments as at 30th June 2016

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	1,332,481.16	Variable	On Call A/c
23	National Australia Bank	1,000,000.00	90 Days @ 2.95%	01-Jul-16
24	National Australia Bank	1,500,000.00	90 Days @ 2.95%	23-Jul-16
25	National Australia Bank	1,000,000.00	90 Days @ 2.95%	25-Jul-16
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
TOTAL INVESTMENTS =		<u>11,832,481.16</u>		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,881,894.00
Internally Restricted Funds Invested	5,673,708.00
2015/16 General Fund Operating Income & Grants	<u>1,976,423.98</u>
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	<u>11,532,025.98</u>

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

RECOMMENDATION:

That the Statements of Bank Balances and Investments as at 30th June 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 28th July 2016

ITEM 2

SHIRE OF WARREN
STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES
AT 30TH JUNE 2016

(R1-4)

Name of Rate	COLLECTIONS FOR YEAR					NETT ARREARS	
	NETT ARREARS	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS	ARREARS
	1st JULY \$					AMOUNT \$	AS % AGE OF TOTAL REC'ABLE
General Fund Rates	77,108	4,470,411	4,547,519	4,461,379	98.11%	86,140	1.89%
Warren Water Fund	17,591	323,670	341,261	323,901	94.91%	17,360	5.09%
Warren Sewerage Fund	20,985	423,203	444,188	422,804	95.19%	21,384	4.81%
TOTAL OF ALL RATES	115,684	5,217,284	5,332,968	5,208,084	97.66%	124,884	2.34%
Extra Charges	8,597	12,693	21,290	9,089	42.69%	12,201	57.31%
TOTAL 2015/2016	124,281	5,229,977	5,354,258	5,217,173	97.44%	137,085	2.56%
TOTAL 2014/2015	120,785	5,091,857	5,212,642	5,088,361	97.62%	124,281	2.38%
TOTAL 2013/2014	84,911	4,975,308	5,060,219	4,939,434	97.61%	120,785	2.39%
TOTAL 2012/2013	74,737	4,813,414	4,888,151	4,803,240	98.26%	84,911	1.74%
		30-Jun-13	30-Jun-14	30-Jun-15		30-Jun-16	
COLLECTION FIGURES AS \$		4,803,240	4,939,434	5,088,361		5,217,173	
COLLECTION FIGURE AS %		98.26%	97.61%	97.62%		97.44%	

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

Report of the Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 28th July 2016

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2016

(A1-5.34)

Section 413 – “*Preparation of financial reports*” – of the Local Government Act, 1993 requires Council to prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1)) after the end of that year. Section 413 (2c) requires Council to include a statement in the approved form by the Council as to its opinion on the General Purpose Financial Report and the Special Purpose Financial Report.

Following are the approved statements that are required to be signed by the Mayor, one Councillor, General Manager and Responsible Accounting Officer before the Auditors can undertake an audit of Councils accounts and the signed documents are to be attached to the relevant Annual Financial Reports.

For Councillors information, Councils Auditors Hill Rogers will be conducting the audit of Councils accounts in the week commencing 22nd August 2016.

Section 418 – “*Public notice to be given of presentation of financial reports*”- of the Local Government Act, 1993 states:

(1) *As soon as practicable after a council receives a copy of the auditor’s reports:*

- (a) *it must fix a date for the meeting at which it proposes to present its audited financial reports, together with the auditor’s reports, to the public, and*
- (b) *it must give public notice of the date so fixed.*

(2) *The date fixed for the meeting must be at least 7 days after the date on which the notice is given, but not more than 5 weeks after the auditor’s reports are given to the council.*

With the strict timeframe from the date of receipt of the Auditors Report to when the public meeting must be held it is recommended that Council delegate to the General Manager the authority to “authorise the Year End Accounts for issue” subject to there being no material audit changes or audit issues, in accordance with AASB 110.

RECOMMENDATION:

1. That the necessary elected members and staff be authorised to sign the statements on the General Purpose Financial Reports and the Special Purpose Financial Reports for the year ending 30th June 2016, and
2. Council delegate to the General Manager the authority to “authorise the Year End Accounts for issue” subject to there being no material audit changes or audit issues, in accordance with AASB 110, and
3. Council delegate to the General Manager the authority to “finalise the date” at which the auditor’s report and financial statements are to be presented to the public as required under Section 418 (1) of the Local Government Act, 1993.

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 28th July 2016

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2016
CONTINUED

Warren Shire Council

General Purpose Financial Statements
for the year ended 30 June 2016

Statement by Councillors and Management
made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- i the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- i the Australian Accounting Standards and professional pronouncements, and
- i the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- i present fairly the Council's operating result and financial position for the year, and
- i accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 July 2016.

Clr NRF Wilson
Mayor

Clr P Serdity
Councillor

Mr AP Wielinga
General manager

Mr DJ Arthur
Responsible accounting officer

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 28th July 2016

ITEM 3 FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE 2016
CONTINUED

Warren Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2016

Statement by Councillors and Management
made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- i the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- i the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- i the Local Government Code of Accounting Practice and Financial Reporting,
- i the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- i present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- i accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 July 2016.

Clr NRF Wilson
Mayor

Clr P Serdity
Councillor

Mr AP Wielinga
General manager

Mr DJ Arthur
Responsible accounting officer

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 28th July, 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 30th May 2016 to 3rd July, 2016, by the Engineering Services Department Roads Branch:

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 3 (two-man crew) Vincent Robinson	Old Warren Road	Maintenance Grade	2.1 km
	Hatton Road	Maintenance Grade	6 km
Grader Crew 4 (two-man crew) Wayne Wilson	Rothsay Road	Resheet	2.5 km
	Drungalear Road	Resheet	1 km

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED m ²	UNIT RATE \$
Tar Patching	Marra Road	Edge Patching	47	131.12
	Carinda Road	Edge Patching	147	43.61
	Oakley Road	Edge Patching	350	7.48
	Buckiinguy Road	Edge Patching	1880	3.47
	Marthaguy Road	Edge Patching	1740	5.84
	Warren Road	Edge Patching	400	13.78
	Industrial Access Road	Edge Patching	320	1.89
	Udora Road	Hand Patching	535	1.66
	Bourbah Road	Hand Patching	41	8.27
	Collie-Trangie Road	Hand Patching	58	84.78
	Bullagreen Lane	Hand Patching	19	65.89
	Industrial Access Road	Hand Patching	200	6.33

WARREN SHIRE COUNCIL
 Report of the Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren on Thursday, 28th July, 2016

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED m ²	UNIT RATE \$
Tar Patching Continued	Carinda Road	Hand Patching	96	48.71
	Wambianna Road	Hand Patching	12	53.33
	Town Streets	Hand Patching	50	14.94
	Marthaguy Road	Hand Patching	773	10.45
	Nevertire-Bogan Road	Hand Patching	550	0.69
	Warren Road	Hand Patching	240	23.69

CONSTRUCTION/RECONSTRUCTION/RECYCLE

Author: Dirk McCloskey – Operations Manager

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (three-man crew)	Buckiinguy Road	Recycle	\$778,631	\$244,751	July/August 2016
	Marra Road RR 424 (REPAIR)	Construction	\$790,650	\$799,775	Complete
Grader Crew 2 (three-man crew)	Bullagreen Road ST 2	Recycle	\$225,406	\$230,621	Complete
	Bullagreen Road ST 1	Recycle	\$38,922	\$33,705	Complete
	Bundemar Street	Recycle	\$163,366	\$113,530	Complete
	Marthaguy Road RR 202 (Blackspot)	Construction	\$125,349	\$193,762	Complete
	Lemongrove Road	Recycle	\$771,313	\$659,287	March/July 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, 28th July, 2016

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

Author: Tim Wark - Water and Sewer Manager

2.1 WATER SUPPLY MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Bore water main repairs	Warren	Bore water main repairs completed as required.
River water main repairs	Warren	River water main repairs completed as required.
Warren river pumps	Oxley Park and Ellengerah	Normal maintenance and repair works completed daily.
Plumbing maintenance	Racecourse and all other Council Buildings	Plumbing maintenance and repair works completed as required.
Bore water flushing	Warren Nevertire Collie	Mains flushed 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, 28th July, 2016

ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE

CONTINUED

2.2 SEWERAGE SYSTEM MAINTENANCE ACTIVITIES

ACTIVITY	LOCATION	WORKS CARRIED OUT IN THE MONTH
Sewerage mains	Warren	Sewer main chokes cleared as required.
Sewerage pumping stations	Warren Nevertire	Routine maintenance and repair works completed daily.
Sewerage treatment plant	Warren	Routine maintenance works completed daily.
Sewerage 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. New Site selected licensing approvals in train, recommence works in 2-4 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

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, 28th July, 2016

ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE CONTINUED

2.4 SEWERAGE SYSTEM PLANNED WORK

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

2.5 WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE 30TH MAY 2016 TO 3RD JULY, 2016

Main breaks repaired: 10
Year to date: 76

Sewer chokes cleared: 13
Year to date: 56

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

Year to date: 15 river meters and 38 bore meters replaced.

Total meters: 803 river meters and 969 bore meters.

Annual replacement percentage: 1.87% year river meters and 3.92% year bore meters.

2.6 RECORD OF WATER USAGE

2.6.1 For the period 01/06/16 to 30/06/16 Council's meters indicated the following water usage:

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	USAGE YEAR TO DATE (ML) From 1/7/15	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Warren bore	700	17.33	279.49	0.58	0.766
Warren river	750	7.40	414.61	0.25	1.136
Nevertire village	40	0.93	35.35	0.03	0.097
Collie village	25	0.55	11.41	0.02	0.031

Rainfall in Warren for period: 73.5 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, 28th July, 2016

ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE CONTINUED

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

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)	DAILY AVERAGE FOR THE PERIOD (ML)
Warren bore	700	16.44	0.55
Warren river	750	7.40	0.25
Nevertire village	40	2.59	0.09
Collie village	25	0.87	0.03

Rainfall in Warren for period: 61.5 mm

2.7 WARREN STP - LICENCE COMPLIANCE

2.7.1 Record of Daily Effluent Flow

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

Annual flow not to exceed 219ML.

MONTH	PEAK DAILY FLOW (kL)	AVERAGE DAILY FLOW (kL)	MONTHLY FLOW (ML)	CUMULATIVE FLOW (ML)
September 2015	456	351.57	10.55	10.55
October 2015	525	386.13	11.97	22.52
November 2015	588	449.43	13.48	36.00
December 2015	561	420.77	13.04	49.04
January 2016	1112	463.97	14.38	63.42
February 2016	678	446.00	12.93	76.35
March 2016	512	433.55	13.44	89.79
April 2016	419	366.66	11.00	100.79
May 2016	629	412.27	12.80	113.59
June 2016	799	594.80	17.84	131.43

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, 28th July, 2016

ITEM 2 WORKS PROGRESS REPORT – WATER & SEWERAGE
CONTINUED

2.7.2 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 contained within this report 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, 28th July, 2016

ITEM 3 WORKS PROGRESS REPORT – TOWN SERVICES (C14-7.2)

Author: Bryce Hammond - Trainee Assistant Engineer

3.1 TOWN CREW, 30TH MAY 2016 TO 3RD JULY, 2016

- Footpath M & R
- Town approaches

3.2 PARKS AND RESERVES, 30TH MAY 2016 TO 3RD JULY, 2016

- Macquarie Park
- Victoria Oval – Inner
- Lawn Cemetery gardens
- Victoria Oval - Outer

Plant 70 Iseki Outfront Mower SF370	27 hours usage
Plant 79 Iseki Mower	14.5 hours usage
Plant 15 Koite Tractor	6 hours usage
Plant 76 Muthing Frail Slasher	50.5 hours usage
Plant 14 Caterpillar 432F Backhoe Loader	44.5 hours usage
Plant 8 Caterpillar 432F Backhoe Loader	67 hours usage
Plant 89 Toro Mower	21 hours usage
Plant 21 John Deere 5083E	50.5 hours usage
Plant 82 Denvenson Jahn Roller (Cricket Pitch)	Not in use
Plant 168 Victory Mini Excavator	47.5 hours usage

3.3 SHOWGROUND/RACECOURSE – GENERAL M & R 25TH APRIL, 2016 TO 29TH MAY, 2016

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

Functions: None

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, 28th July, 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 30th May 2016 to 3rd July, 2016.

Plant Repairs

NO.	PLANT	REPAIRS	PLANT DOWN TIME (days)	REPAIR TIME (Man Hours)
1	1993 Excavator - Samsung SE2801C	Replace "O" Ring Hydraulic Line & Hook up Krupp Hammer	1	4
12	2000 Loader - Hitachi John Deere LX230-3	Service	0	6
25	2001 Grader - John Deere 770G	Press out ripper pins	0	2
31	2010 Truck - UD - GW470	Replace / add blue lines	3	7
33	2013 Truck - Western Star Prime Mover	Replace sump gasket and service	2	8
57	2015 Truck - Mitsubishi - FK600	Service	1/2	4
72	2006 Truck - Isuzu FVY 1400 - Paveline	Repair rear bumper bar	1	4
76	Mower - Muthing Frail MU-L250 (Mulcher) (2015)	Replace broken linkage bolts & repair side shift ram	3	8
79	2014 Mower - Iseki SF3707A	Replace 4WD pins, bearings & seals	0	12
80	1992 Lime Spreader- Second Hand-Agora	Replace door winder bearing	1	6
104	1970 Fork Lift - Toyota 6 Tonne	Remove Steer axle wheels replace wheel bearings	0	7.6
151	2010 Trailer - 12m Express Welding - 3 Axle Dog	Rego Defects	1	7.6

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, 28th July, 2016

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Plant Repairs – Outside Works

NO.	PLANT	REPAIRS	PLANT DOWN TIME (days)
Westrac			
8	2015 Backhoe - Caterpillar Backhoe Loader 432F	Check over	1/2
14	2015 Backhoe – Caterpillar 432F Backhoe Loader	First service 250 hours	1/2
Tracserv			
47	2008 Street Sweeper - Schwarze A4000	Brake repair & replace cabin heater	4

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, 28th July, 2016

ITEM 4 WORKS PROGRESS REPORT - FLEET BRANCH CONTINUED

Miscellaneous Works

Minor Plant Repairs	276.5	hours
Plant Refurbishment	0	hours
Plant Servicing.....	30	hours
Electrical/Two Way Radio Works, Phones	4	hours
Welding/Fabrication Works on Plant, etc.....	14	hours
Depot Yard – Plant parking, clean, lock and unlock.....	14	hours
Parts ordering hours.....	14	hours
Job set up, e.g. Apprentice.....	5	hours
Fuel up trailers	0	hours
Phone calls in and out / book work	24	hours
Plant inspection for repair.....	11	hours
Tyre pick up including delivery to and from work site	7	hours
Plant cleaning	13	hours
Tar – check emulsion.....	4	hours
Operator queries, e.g. noise	5	hours
Quotations	0	hours
Steel pick up	4	hours
SES	0	hours
Rural Fire Service.....	11	hours
Work meetings.....	0	hours
Fill gas bottles.....	2	hours
Air conditioning.....	0	hours
Transport for RTA Inspection	4	hours
Registrations and defects	8	hours
Annual Leave.....	17	hours
Sick Leave	59.5	hours
Workers Compensation	36	hours
TAFE	0	hours
Public Holiday	34	hours
Training	5.5	hours
Private work.....	0	hours
Hep B and Tetanus shots	0	hours
Field Days.....	0	hours
Picnic	0	hours
Store.....	5.5	hours
Interviews	0	hours
Workshop set up (Site Meetings/Inspections).....	0	Hours

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL

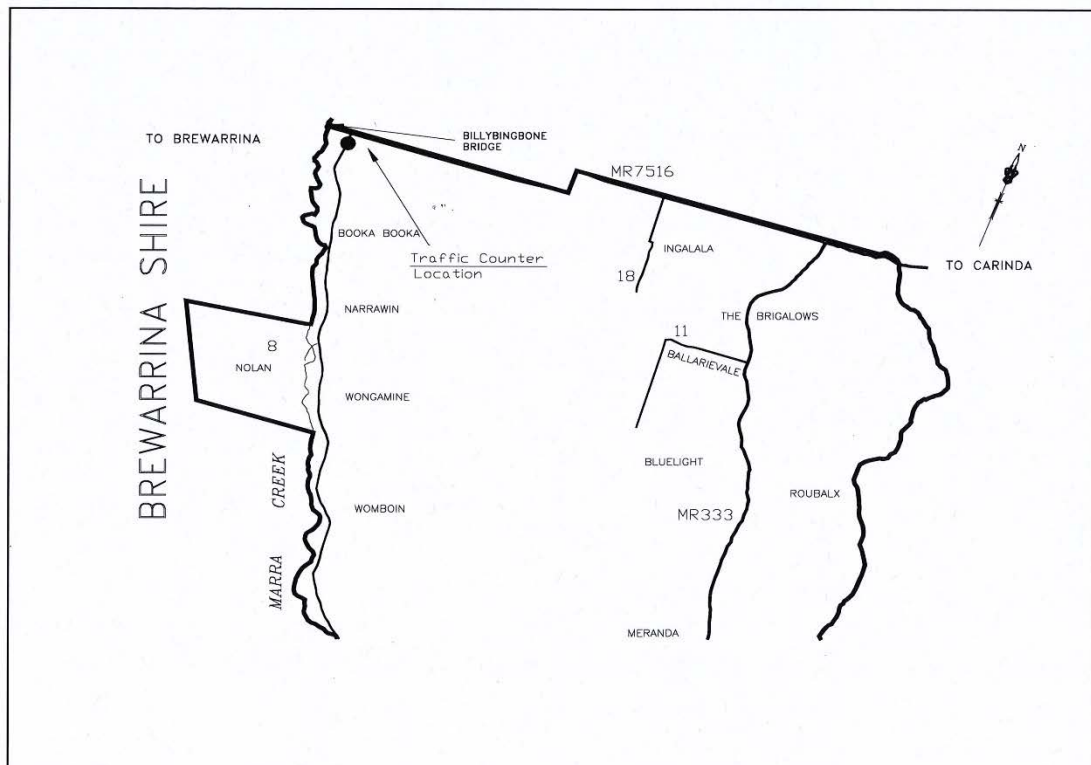
Report of the Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday, 28th July, 2016

ITEM 5 TRAFFIC INFORMATION

(T5-4)

TRAFFIC CLASSIFIER REPORT		SR9 Booka Rd		
Location		100m South of RR 7516		
Period of Operation (Days)	12	01/07/2016 to 13/07/2016		
Total count both directions		127		
AADT (vehicles per day)		10.58		
Percent of commercial vehicles		41.7%		
Maximum vehicle movements registered per day=		22		
Minimum vehicle movements registered per day=		0		
Vehicle type	Class	Number	%	Max.speed (kph)
Light	1-2	74	58.3	98.17
Non Articulated	3-5	47	37.0	98.48
Articulated	6-10	4	3.1	55.39
B-Double/Road Train	11-12	2	1.6	27.34
Class 13 (ungrouped)	13	0	0.0	0.00
Total	1-13	127	100	98.48

The 85th percentile speed of drivers was 77.8 km/h



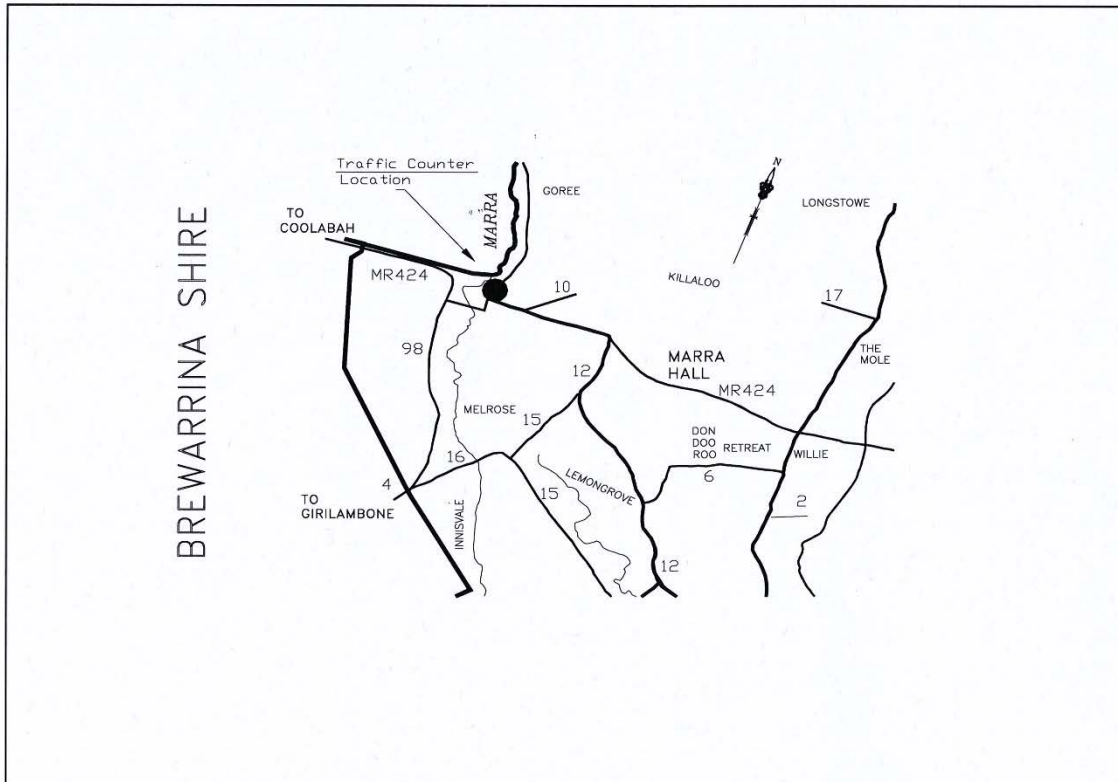
WARREN SHIRE COUNCIL
 Report of the Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Chambers, Warren on Thursday, 28th July, 2016

ITEM 5 TRAFFIC INFORMATION

CONTINUED

TRAFFIC CLASSIFIER REPORT		SR9 Booka Rd		
Location		100m North of RR424		
Period of Operation (Days)		12	01/07/2016 to 13/07/2016	
Total count both directions		189		
AADT (vehicles per day)		15.75		
Percent of commercial vehicles		25.4%		
Maximum vehicle movements registered per day=		20		
Minimum vehicle movements registered per day=		9		
Vehicle type	Class	Number	%	Max.speed (kph)
Light	1-2	141	74.6	125.13
Non Articulated	3-5	34	18.0	110.85
Articulated	6-10	12	6.3	89.87
B-Double/Road Train	11-12	2	1.1	79.25
Class 13 (ungrouped)	13	0	0.0	
Total	1-13	189	100	125.13

The 85th percentile speed of drivers was 94.7 km/h



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, 28th July, 2016

ITEM 5 TRAFFIC INFORMATION

CONTINUED

Road No.	Road Name	Location of Counter	Date	AADT	% Commercial Vehicles
<i>Traffic Count taken during: * Wheat Harvest</i>				<i># Cotton Harvest</i>	
SR9	Booka	100m North of RR 424	04-08-97	14	11.9
		200m North of RR 424	24-09-03	14	21
		400m North of RR 424	12-02-02	14.8	13.0
		200m South of RR 7516	24-09-03	10.9	17.8
		200m South of RR 7516	01-03-05	4.23	56.36
		200m South of RR 7516	16-07-08	6.0	20.0
		200m North of RR 424	16-07-08	10.5	13.3
		200m North of RR 424	25-03-11	12.82	42.7
		200m South of RR 7516	25-03-11	6.89	48.4
		200m North of RR 424	18-07-12	9.31	22.3
		200m South of RR 7516	19-07-12	4.85	20.6

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, 28th July, 2016













ITEM 5 TRAFFIC INFORMATION

CONTINUED

Explanation of Classes

ARX is a modification of AustRoads94. It removes class 12, moves all other classes up by one, and inserts a cycle class as class 1.

- **Units:** Metric (m)
- **Car class:** 2
- **Unclassifiable vehicle class:** 13

Axles	Groups	Description	Class		Parameters	Dominant Vehicle	Aggregate
2	1 or 2	Very Short - Bicycle or Motorcycle	MC	1	d(1)<1.7m & axles=2		1 (Light)
2	1 or 2	Short - Sedan, Wagon, 4WD, Utility, Light Van	SV	2	d(1)>=1.7m, d(1)<=3.2m & axles=2		
3, 4 or 5	3	Short Towing - Trailer, Caravan, Boat, etc.	SVT	3	groups=3, d(1)>=2.1m, d(1)<=3.2m, d(2)>=2.1m & axles=3,4,5		
2	2	Two axle truck or Bus	TB2	4	d(1)>3.2m & axles=2		2 (Medium)
3	2	Three axle truck or Bus	TB3	5	axles=3 & groups=2		
>3	2	Four axle truck	T4	6	axles>3 & groups=2		
3	3	Three axle articulated vehicle or Rigid vehicle and trailer	ART3	7	d(1)>3.2m, axles=3 & groups=3		3 (Heavy)
4	>2	Four axle articulated vehicle or Rigid vehicle and trailer	ART4	8	d(2)<2.1m or d(1)<2.1m or d(1)>3.2m axles = 4 & groups>2		
5	>2	Five axle articulated vehicle or Rigid vehicle and trailer	ART5	9	d(2)<2.1m or d(1)<2.1m or d(1)>3.2m axles=5 & groups>2		
>=6	>2	Six (or more) axle articulated vehicle or Rigid vehicle and trailer	ART6	10	axles=6 & groups>2 or axles>6 & groups=3		
>6	4	B-Double or Heavy truck and trailer	BD	11	groups=4 & axles>6		
>6	>=5	Double or triple road train or Heavy truck and two (or more) trailers	DRT	12	groups>=5 & axles>6		

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, 28th July, 2016

ITEM 6 LGNSW WATER MANAGEMENT CONFERENCE

(W1-1, S12-33.2016)

The annual Local Government New South Wales Water Management Conference will be held at the Broken Hill Musician's Club from the 28th August 2016 to 30th August, 2016. This presents the ideal opportunity to network with other local Councils and representatives of the water industry and to learn of the latest method in the management of water.

This year the Water and Sewer Manager and Manager Engineering Services have registered early to attend.

The focus areas of this year's conference will be:

- Broken Hill's Water Supply Emergency and Future Security.
 - About Broken Hill's recent water supply emergency,
 - How the crisis unfolded,
 - What responses were considered, and
 - What the future holds.
- Water Reuse in Inland Towns.
 - How water reuse can help overcome water shortages in inland towns, and
 - Potable and non-potable reuse projects from around the country.
- Innovation in Water Utilities.
 - Leading ideas in the water utilities sector,
 - Efficiency benchmarking,
 - Sydney Water's Lifestream Strategy, and
 - Transforming the customer experience using human-centred design.
- What does the Future Hold for Local Water Utilities in Regional New South Wales?
 - Institutional and regulatory reform of local water utilities in regional NSW,
 - Key policy developments at State Government level, and
 - Case studies from a variety of Council's and Council alliances.

It is considered that this Conference is extremely relevant to the water operations at Warren as it gives an opportunity to be brought up to speed with the latest happenings in the industry.

RECOMMENDATION:

1. That the information be received and noted.
2. That Council note that the Water and Sewer Manager and Manager Engineering Services have registered for the 2016 Local Government New South Wales Water Management Conference held in Broken Hill in August 2016.

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 28th July 2016

ITEM 1 DEVELOPMENT APPLICATION APPROVALS (B4-9)

The following Development Applications were approved from 6th June 2016 to 8th July 2016.

FILE	LOCATION	WORKS
P16-16.07	Lot 232, DP776272, 5760 Carinda Road, Warren	Single Storey Extension to Existing Homestead
P16-16.08	Lot 1, DP1015812, Arthur Butler Drive, Warren	Animal Boarding Establishment

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 28th July 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 6th June 2016. Council can view these on the Department's website at www.planning.nsw.gov.au.

CIRCULARS – PLANNING SYSTEM

Date	Circular No.	Title	Description
17-06-16	PS 16-001	Loose-fill asbestos insulation notations on section 149 planning certificates	The purpose of this circular is to provide councils with guidance on section 149 planning certificate notations relating to loose-fill asbestos ceiling insulation in residential dwellings.
20-06-16	PS16-002	Simplifying and improving the planning system - SEPP review stage	This circular is to advise councils and practitioners of changes introduced by <i>State Environmental Planning Policy (Integration and Repeals) 2016</i> and accompanying amendments to the <i>Standard Instrument (Local Environmental Plans) Order 2006</i> (Standard Instrument Order) and the <i>Environmental Planning & Assessment Regulation 2000</i> (Regulation).

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 28th July 2016

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

Throughout the month of June, 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 Coonamble, Warren Senior League Hall Memorial Day and Warren Saint Marys Cluster Carnival.

Upcoming events at the Centre in the month of June include Vacation Care, Warren Senior Rugby Union and League home games

SPORTS/GYM

Gym/Fitness Classes

Usage of the gym for the month of June was 634, down from 730 sign-ins in May. There are 202 current gym members as of the 14th July 2016, up from 191 gym members in June 2016.

FWAS

There was 1 Far West Academy of Sport event held in June and currently 0 to be held in July.

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 28th July 2016

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

Number of Visitors to the Information Centre:		71	
Number of Locals to the Information Centre:		8	
Number of Website hits on Warren Shire Council:		3,744	
Number of Website hits drilling down – “Visiting Warren”:		59	
Reason for Visiting Warren (Totals):			
Friends/Family:	9	Business/Employment/Training:	
Passing Through:	42	Special Events:	
Visitors in Buses:		Holiday:	15
Other/Unknown:	5	Camping/Fishing:	
Age Groups of Visitors:			
Under 25:		25-34:	2
34-44:	8	45-54:	8
55-64:	33	65+:	20
Sale Items & Publications, (including both free and sold ones, if possible):			
Macquarie Marshes Book (\$15):		Stickers: (Warren)	1
Bird Book (\$30)		Spoons:	
Red River Gum Walk:		Badges:	2
Warren Profile:		Magnets:	7
Across the Black Soil Plains:		Stubby Holders:	2
Midwives of the Black Soil Plains:		Pens:	1
Bushmen of the Black Soil Plains:		Tea Towels:	12
Keep the Billy Boiling:		Wool:	
Animals of Dubbo Region :		Place Mats:	
Macquarie Marshes Information :	6	Mugs:	1
Willie Retreat:		Key Rings:	
Our Abounding Wildlife:		Rulers:	7
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:	1
Postcards \$1.60:		Handkerchiefs:	
Postcards \$1.00:		Shirts: (tennis club):	
Postcards \$0.60:		150 yrs Caps: (tennis club):	2
Coloured postcards	9	150 yrs Stubby Holders: (tennis club):	
Macquarie Marshes DVD/CD		Hot Flats CD:	
Ballad of a Bush Bride:		Cook Book:	
Warren Woolcot Cards:	14	Road Information:	20
Surrounding Towns:	8	Public Toilets:	18
Accommodation:	9	Maps:	15
Public Dump Point/Potable Water:		Boat Ramp / Bob Christensen Reserve:	
Places to Eat:	5	Camping or Fishing Spots:	2

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 28th July 2016

ITEM 5 IMPOUNDING OFFICER'S REPORT

(P4-4)

Activity	Week Ending: 10th June 2016							Week Ending: 17th June 2016							Week Ending: 24th June 2016							
	Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Patrol Hours			A/L	2	3	4	4		1.15	P/H	3	3	5	Flexi			1.5	3	3	5	4	
Feed/Water & Clean Pound Hours	1	1	0	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1	1	2	1
Office Hours	0	0	0	4	4.5	2	3.25	0	0	0	3.5	4.5	1.5	0	0	0	4	3.5	3.5	1.5	3.25	
Impounding/Releasing/Euthanasia Hours	0	0	0	1.5	0	1.5	0	0	0	0	1	0	0	1.5	0	0	2	1	1	0	0	
Total Daily Hours	1	1	8.5	8.5	8.5	8.5	8.25	1	2.15	1	8.5	8.5	8.5	2.5	1	1	8.5	8.5	8.5	8.5	8.25	
Number of Dogs Impounded	0	0	0	0	1	0	0	0	0	0	1	2	1	0	0	0	0	3	1	0	0	
Number of Dogs released	0	0	0	0	0	1	0	0	0	0	0	2	0	0	0	0	0	1	2	0	0	
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	
Total Dogs in Pound	1	1	1	1	2	1	1	1	1	1	2	2	3	3	3	3	3	3	2	2	2	
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Kilometers per day																						
Total weekly kilometers	410							380							510							
Speedometer reading @ end of week	66210							66620							67000							
Other General Notes																						
Total weekly hours	44.25							32.15							44.25							

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 28th July 2016

ITEM 5 IMPOUNDING OFFICER'S REPORT

CONTINUED

Activity	Week Ending: 1st July 2016							Week Ending: 8th July 2016							Week Ending								
	Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	
Patrol Hours			2	2	4.5	4	Flexi		0	0	1.5	3 S/L	S/L	S/L									
Feed/Water & Clean Pound Hours			1.5	1.5	1	1	1		1	1	1	1.5	0	0	0								
Office Hours			5	5	3	3.5	0		0	0	4	4	0	0	0								
Impounding/ Releasing/ Euthanasia Hours			0	0	0	0	0		0	0	2	0	0	0	0								
Total daily hours	1	1	8.5	8.5	8.5	8.5	1	1	1	8.5	8.5	8.5	8.5	8.25									
Number of Dogs Impounded	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0								
Number of Dogs released	0	0	0	2	0	0	0	0	0	0	0	1	0	0									
Number of Dogs Euthanasia	0	0	0	0	0	0	0	0	0	0	0	1	0	0									
Total Dogs in Pound	2	2	3	3	3	3	3	3	3	3	3	2	1	1	1								
Number of Cats Surrendered	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									
Number of Cats Euthanasia	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
Total Cats in Pound	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
Total weekly kilometers	420							210															
odometer reading @ end of week	67510							67930															
Other General Notes																							
Total weekly hours	37																						

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.