

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 24TH MAY 2018

Warren Shire Council

AGENDA - ORDINARY COUNCIL MEETING

24th May 2018

APOLOGIES

CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday 26th April 2018

Presentation to staff re: NSW Country Rugby Carnival.

SECTION 1 (WHITE)

DELEGATES REPORTS

- Item 1 Association Mining and Energy Related Councils (NSW) Inc. (C14-5.4)
- Item 2 Warren Interagency Support Services (C3-9)

COMMITTEE MINUTES

- Meeting of Manex held on Tuesday, 15th May 2018 (C14-3.4)

SECTION 2 (LILAC)

POLICY

- Item 1 Warren Shire Council Water Carters Policy (P13-1, W1-1)

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	Councillor Strategic Planning Workshops (C14-5.4)	Page 4
Item 4	Request to Review Council Decision (D3-1.4)	Page 6
Item 5	Joint Organisations Proclamation (L5-16.3)	Page 16

SECTION 4 (GREEN)

REPORT OF THE MANAGER FINANCE AND ADMINISTRATION

Item 1	Réconciliation Certificate – April 2018 (B1-10.15)	Page 1
Item 2	Statement of Rates and Annual Charges as at 11th May 2018 (R1-4)	Page 4
Item 3	2018/2019 Operational Plan and Estimates (E4-38)	Page 6
Item 4	Sale of Industrial Land in Nevertire (S1-1.40/1)	Page 9

SECTION 5 (YELLOW)

REPORT OF THE MANAGER ENGINEERING SERVICES

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

SECTION 6 (PINK)

REPORT OF THE MANAGER HEALTH & DEVELOPMENT

Item 1	Development Application Approvals (B4-9)	Page 1
Item 2	Council Chambers Development Project (C14-3.25)	Page 2
Item 3	Impounding Officer's Report (P4-4)	Page 7

MAYORAL MINUTES

QUESTIONS WITHOUT NOTICE

SECTION 9 (GREY)

CONFIDENTIAL

Nil.

PRESENTATIONS

After Morning Tea Break

Presentation by Belinda Dimarzio-Bryan from B Creative Photography and Architecture.

This presentation refers to Item 2 of the Manager Health & Development Reports (Council Chambers Development Project).

Section

1

Delegates & Committees

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Irving
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 24th May 2018

**ITEM 1 ASSOCIATION MINING AND ENERGY RELATED COUNCILS
(NSW) INC. (C14-5.4)**

RECOMMENDATION

That Council join the Association Mining and Energy Related Councils (NSW) Inc.

On Thursday 10th and Friday 11th May 2018, the General Manager and myself attended the Association of Mining and Energy Related Councils meeting in Cobar.

The meeting on Thursday hosted a workshop with guest speakers talking about the following areas:

- Introduction of Speakers and Purpose of Workshop – Greg Lamont (Executive Officer);
- Strategically Planning for Solar Farming & Energy Developments – Glenn Wilcox (Warren Shire Council and Life Member of Association);
- Impact on Council Infrastructure from Solar and Wind Farming Projects – Michael McMahon/Chris Devitt (Dubbo Regional Council);
- The Nevertire Solar Farm Project at Bogan Shire Council, turning the development into a Tourist attraction- Greg Lamont for Mayor Ray Donald (apology)
- Jason Robertson, See Solar – How Councils can use solar energy for their own facilities/public safety at reduced costs versus traditional street lighting charges;
- Renewable Energy Developments in Western NSW – Ashley Albury (Department of Premier and Cabinet, Regional Director Western NSW);
- A Department of Planning perspective about Solar Energy developments in NSW – Mike Young, (Director Resource & Energy Assessments, DPE);
- NSW Government Energy Initiatives, etc. Hon Rick Colless (MLC, Parliamentary Secretary for Natural Resources and Western NSW and Chair Western Mining Development Taskforce).

The speakers gave overviews of major developments occurring across the State and the considerations and impacts that a Council should plan for and manage through the construction and post construction process.

Friday speakers included:

- Hon. Rick Colless and Ashley Albury Regional Director - who spoke on the Western Mining Taskforce which is identifying the locations of future mines, how the impacts can be mitigated on communities and what can be done on Mining Rates and IPART recommendations. The Taskforce is looking to work with the AM&ERC. Discussion also included training to develop skills for local people across the western area. Rating changes are to be reviewed as to the advantages and disadvantages to Local Government.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Irving
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 24th May 2018

ITEM 1 ASSOCIATION MINING AND ENERGY RELATED COUNCILS (NSW) INC. CONTINUED

- Mike Young - Planning Assessments of development applications.
Discussed the current process of gas and mining release areas for exploration and the tender process that Mineral Resources use. This is done through a resource assessment by Division of Resources and Geoscience to identify if a resource is there and if it is potentially accessible. Further, the assessment is undertaken by the Department of Planning to look at impacts on communities, land use and other factors (PRIA - preliminary regional issues assessment). The PRIA is not an EIS, but an initial general assessment in relation to resource identification. There are no guarantees as to a resource being identified. It is a process to see if an exploration licence should be issued by tender. Advice is sought from Councils, Land Councils, community groups within the areas, environmental groups and property and lease owners. The PRIA also discusses economic and environmental issues, including water availability and contamination, employment, infrastructure, export or domestic gas use, Aboriginal heritage and cultural impacts.

The first application process being looked at is for natural gas (not coal seam) near Wilcannia and White Cliffs (no towns or National Parks in exploration area). It was advised that PRIA approvals must happen before an exploration licence is issued by tender and that there is no guarantee that an exploration licence will be issued, if issued there is no guarantee that a resource is productive and any exploration or production is subject to further approvals under the EP&A Act., and that the exploration licence may not be issued for up to 6 years.

The agenda for the meeting has been attached to this report for advice.

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Irving
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 24th May 2018

ITEM 1 ASSOCIATION MINING AND ENERGY RELATED COUNCILS (NSW) INC. CONTINUED

AGENDA

ORDINARY MEETING Association of Mining Related Councils (AMRC)

To be held on the 11th May 2018, commencing at 9.00am, Cobar RSL,
Barrier Highway, Marshall St, Cobar, NSW

(Note: Delegates are reminded that the provisions of the NSW Local Government Model Code of Conduct and Code of Meeting Practice apply to meetings of the Association of Mining Related Councils.)

1. Welcome to delegates, observers and presenters by Chair and Mayor Cobar Shire Council

(Observers in attendance are Mayor Clr Leigh Byron & General Manager Michael Kitzlemann, Balranald Shire Council; Mayor Clr Ian Woodcock and General Manager Don Ramsland, Walgett Shire Council; Mayor Clr Doug Batten and Economic Development Manager Randall Medd, Gilgandra Shire Council; Clr Karlene Irving or Clr Heather Druce and General Manager Glenn Wilcox, Warren Shire Council.)

2. Reminder for attendees to sign Attendance Register.

3. Apologies.

Any apologies should now be submitted and recorded by the Executive Officer.

(Apologies received as at 29th April 2018 as follows – Clr Scott Ferguson and Rebecca Ryan, Blayney Shire Council; Clr. Jim Nolan, Broken Hill City Council; Heather Nicholls, Cabonne Shire Council; Clr. Ben Shields, Dubbo Regional Council; Clr. Phyllis Miller, Forbes Shire Council; Clr. Dan Thompson and Jason Linnane, Singleton Council; Clr Nuatali Nelmes, Newcastle City Council; Clr. Melisa Hederics and Peter Koszowski, Wentworth Shire Council; Robert Hunt, Lachlan Shire Council; Clr. Dom Figliomeni, Wollongong City Council.)

Recommendation:

That the apologies submitted be received and noted.

4. Disclosures of Interest.

Any disclosures of interest (pecuniary or non pecuniary) should now be made and recorded by the Executive Officer.

Recommendation:

That the disclosures of interest and reasons for them be received and noted.

5. Suspension/Resumption of Standing Orders

To allow addresses and presentations by the following:

- Hon Rick Colless, MLC, Parliamentary Secretary for Natural Resources and Western NSW and Chair Western Mining Development Taskforce on the recent activities and direction of the Taskforce;
- Ashley Albury, Regional Director Western NSW, Department Premier & Cabinet on Western NSW Renewable Energy Developments; and
- Mike Young, Director Resource & Energy Assessments, Department Planning on "Preliminary Regional Issues Assessment Bancannia & Pongile Ranges Troughs, Far Western NSW" (Based on NSW Government's Strategic Release Framework for Coal and Petroleum at Work)

WARREN SHIRE COUNCIL

Delegates Report by Councillor K Irving
to the Ordinary Meeting of Council held in the Council Chambers,
Warren on Thursday 24th May 2018

ITEM 1 ASSOCIATION MINING AND ENERGY RELATED COUNCILS (NSW) INC. CONTINUED

Recommendation:

That the Association resolve to suspend standing orders to allow the addresses and presentations as outlined and to resume the meeting when completed.

- 6. Adoption of Minutes of Special General Meeting held on 23rd February 2018.**
Refer attached Special General Meeting minutes held on 23rd February 2018.

Recommendation:

That the minutes of the Association's Ordinary Meeting held on 23rd February 2018, be received and noted.

- 7. Business arising from the Minutes of Special General Meeting held on 23rd February 2018.**

- 8. Adoption of the Minutes of the Ordinary General Meeting held on 23rd February 2018**

Recommendation:

That the minutes of the Association's Ordinary Meeting held on 23rd February 2018, be received and noted.

- 9. Business arising from the Minutes of Ordinary General Meeting held on 23rd February 2018**

- 10. Adoption of Minutes of Executive Committee Meeting held on 10th May 2018**
Refer Executive Committee Meeting Minutes of 10th May 2018 distributed under separate cover for the background and the precis on the items attached to this Agenda.

- 11. Business arising from the Minutes of the Executive Committee Meeting held on 10th May 2018**

12. Delegates Reports

- (a) **Resources Advisory Forum (RAF)** – Delegate, Cllr Owen Hasler, Gunnedah Shire Council, to provide an update on latest RAF meeting held 15th March 2018.
(b) **Western Mining Development Taskforce** – Delegate, Cllr Lilliane Brady, Cobar Shire Council, to provide an update on latest meeting details.
(c) **Regional Independent Assessment Panel** – Delegate, Executive Officer to provide an update on meeting of the Panel held 3rd March 2018 and recent meeting in Sydney accompanying Singleton and Cessnock Councils with Hon John Barilaro on the current Resources for Regions process.

13. General Business

- (a) **Wind Energy Workshop November 2018, at Upper Lachlan Shire Council, Crookwell.**
(b) **Australian Mining Cities Alliance (AMCA) – (Broken Hill, Kalgoorlie & Mt Isa) Update.**

- 14. Next Meeting – 10th August 2018, NSW Parliament House, Sydney**

- 15. Close .**

Greg Lamont,
Executive Officer, 30th April 2018

WARREN SHIRE COUNCIL
Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council to be held in the Council Chambers,
115 Dubbo Street, Warren on Thursday 24th May 2018

ITEM 2 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

A meeting of the Warren Interagency Support Services was held on Thursday, 12th April in the meeting room of the Warren Sporting and Cultural Centre.

Attendance was slightly improved on previous meetings and a productive meeting was held with valuable input offered from the agencies in attendance.

Updates or reports were provided by the following agencies:

Annette Irving – CWA and VIEW Club

Wendy Beetson – Ability Links

Cheryl Burns – LiveBetter Community Services

Katie White – Red Cross

The next meeting will be held at 2.00 pm on Thursday, 14th June 2018.

Councillor Katrina Walker

Co-Chairperson

Warren Interagency Support Services

RECOMMENDATION:

That the information be received and noted.

MANEX

Minutes

Attached are the Minutes of the Meeting of Manex held on Tuesday 15th May 2018.

RECOMMENDATION:

That the Minutes of the Meeting of Manex held on Tuesday 15th May 2018 be received and noted and the following recommendations be adopted:

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

10. DEVELOPMENT ASSESSMENT INTERNAL AUDIT TOOL

(P15-10)

Council implement changes to its Development Application assessment processes in line with the recommendations of the Internal Audit Tool including:

- Council to prepare policy setting out nature of limitations on the pre-lodgement advice it provides.
- Council implements appropriate summary documentation to be provided to potential applicant or their representatives.
- Develop standard application forms for minor and major amendments to Development Consent.
- Council to place SEPP 1 reference table on company website for general public reference.
- Development of policy outlining when external experts are to submit documentation for assessment purposes.
- Development of checklist outlining any required documentation required for assessment.
- Review of Community Awareness Policy to reflect SEPP 1 provisions.
- Council delegation's policy has provisions relating to requirements for SEPP1 variations over 10% to be determined by the full Council.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

PRESENT:

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

1. APOLOGIES

Nil.

Carried

2. BUSINESS ARISING FROM MINUTES

- The Mayor enquired on the Rates Recovery point as discussed in the General Business section of the minutes. The General Manager gave an overview on Council's rates recovery process and requirements. Council is to have a Procedure and Policy in place.

3. ACTION CHECKLIST

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

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

Project	Budget	Expend	Resp	Comment
Admin Building Fencing (Rear)	6,500	5,766	AMHD	Complete.
Computer software & hardware	8,000	14,021	DMFA	Admin PC replacement quotations to be sent.
Practical Plus Software	35,000	32,388	DMFA	Finalised. Training cost to come.
Asset Management - IP & R	10,000	16,558	DMES/ DMFA	
Training	115,000	103,308	ALL	
Depot Yard Extension	256,000	38,152	DMES	Placed on hold until Depot & Workshop clean up completed and a overall draft concept plan to be developed.
RFS Hazard Reduction	32,820	13,501	DMFA /MHD	
Dwelling Specific M & R				
11 Pittman Parade	12,900	14,464		
2 Roland Street	9,980	9,192	MHD	Kitchen installed.
56 Garden Avenue – Barge boards to be replaced and painted	3,344	3,344	MHD	Complete.
Victoria Park – Fitness Circuit Shade Cover	20,934	21,670	DMES	Complete.
Sports Complex – Pavers	15,000	14,577	MHD	Complete.
Sports Complex – Mezzanine floor	62,476	67,576	MHD	Complete.
Sports Complex – Floor Matting	5,000	4,873	MHD	Complete.
Sports Complex – Coolroom compressor	5,861	Nil	MHD	
Library – Air Conditioning	2,298	2,298	MHD	Installed.
Demolition – 113 Dubbo St & Design	100,000	103,236	MHD	In progress.
Carter Oval - Playground Equipment	20,000	Nil	DMES	On hold, re: grant application.
Carter Oval - Playground soft fall	30,000	Nil	DMES	On hold, re: grant application.
Carter Oval – Shade	10,000	Nil	DMES	On hold, re: grant application.
Information Bay – Nevertire	21,000	Nil	GM	RMS reviewing Village Plans
Other Outdoor Advertising	16,181	16,181	GM	Signs erected – minor change to 1 sign.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
CBD Improvements	806,853	523,120	DMES	See attached report.
Airport fencing	25,000	Nil	DMES	Quotes received.
Trial CCTV Implementation	36,500	36,977	DMFA	Complete.
Fencing – Ewenmar Waste Depot	14,578	14,578	MHD	Complete.
Victoria Oval Rehab	72,000	48,924	DMES	Complete 10/4/18.
Oval 2 Victoria Park	26,075	18,459	DMES	Complete.
Water Supplies				
Water valve and mains replacement	63,000	59,800	DMES	Water to be capped at roundabout. 96%
Nevertire Reservoir Refurb	350,000	Nil	DMES	On hold, re: 2018/19 Budget, survey works planned.
Warren – New Bore 8 – fit out	116,706	116,528	DMES	Complete.
Warren – New Bore 7 – fit out	145,588	148,206	DMES	Complete.
Nevertire – New Bore 2 – fit out	127,099	130,188	DMES	Complete.
Collie – New Bore 2 - fitout	169,267	177,237	DMES	Complete.
Collie – Rising Main	174,640	174,639	DMES	Complete.
Collie – Reservoir Intake Upgrade	26,620	26,620	DMES	Complete.
Sewerage Services				
Warren STP	1,000,000	436,004	DMES	Rear fence to be constructed. 72 hour influent composites sampling to be undertaken.
Mains Relining (600-700 m)	125,197	125,197	DMES	2016/2017 Program complete. 100%
Mains Relining	100,000	91,597	DMES	2017/2018 Program
ROADS BRANCH				
State Highway 11				
Ordered Works Submitted				
▪ Reseals	171,541	121,804	DMES	Complete.
▪ Heavy Patching Seg 225	160,000	160,000	DMES	Complete.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
▪ Pavement Widening	75,000	Nil	DMES	Scheduled to commence 2/4/2018
▪ Rehabilitation at Rail Crossing	147,000	83,720	DMES	Final bitumen seal established 4/5/18. It should be noted that the costings do not include the cost of the bitumen seal.
▪ Shoulder Stabilisation	120,000	Nil	DMES	Incomplete.
▪ Shoulder SH 11	240,000	Nil	DMES	Withdrawn.
▪ Culvert Repairs	23,170	18,161	DMES	Planned for May 2018.
▪ Table Drain Seg 250 "Milawa"	87,500	65,575	DMES	Works complete, additional invoices to come in.
Regional Roads				
Reseals	283,772	283,772	DMES	Complete with the exception of the linemarking.
Recycling – RR 424 – Marra Rd	234,062	234,062	DMES	Complete
Resheeting	Nil	Nil	DMES	Withdrawn
REPAIR Program – Warren Rd	598,492	665,895	DMES	100% complete
REPAIR Program – Warren Rd Stage 2	360,000	Nil	DMES	Partial claim submitted.
Flood Damage Repairs	56,361	53,815	DMES	Complete.
Urban Local Roads				
Urban Reseals	66,700	39,193	DMES	Complete.
XC5 footpaths	27,500	7,516	DMES	On-going.
Kerb & Guttering	167,767	131	DMES	Forward to 2018/19 Program
Urban Roads – Heavy Patching	111,565	Nil	DMES	Cobb Lane – works to be scheduled.
Urban Roads – Bundemar Street	181,000	131	DMES	DMES to complete an analysis of project.
Rural Local Roads				
Rural Reseals	422,247	186,422	DMES	Complete.
Rural Resheeting	619,077	459,792	DMES	Old Warren Road in progress.
Reconstruction – Ellengerah Road	963,353	1,022,895	DMES	Complete.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

4.1 2017/2018 SPECIFIC WORKS STATUS REPORT

CONTINUED

Project	Budget	Expend	Resp	Comment
Reconstruction – Thornton	517,069	80,075	DMES	Works are in progress.
Recycle – Bullagreen Road	184,500	183,812	DMES	Complete.
Recycle – Bourbah Road	266,334	148,092	DMES	Complete.
Culvert replacement	60,000	68,988	DMES	Complete.
Flood Damage Repairs	366,644	353,259	DMES	Complete.
Plant				
Heavy Plant Purchases - Nett	1,825,739	1,297,052	DMES	Complete.
Light Plant Purchases - Nett	204,778	125,217	DMES	Plt 233, 242 & 1234 purchased.

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

Carried

4.2 PROJECTS AND ASSETS STATUS REPORT

STATUS REPORT ON CURRENT PROJECTS

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

PROJECT	STATUS	
Town Centre Beautification	Kerb & Gutter Replacement	2 traffic blisters to be installed.
	Asphalt Overlay	To be completed by end of 2018 financial year. Yet to be scheduled.
	Hale Street Garden Beds	To be completed by end of 2018 financial year. Yet to be completed.
	Footpath Garden Bed	Removed from 2017/18 program.
	Roundabout	Discussions are continuing with the RMS.
	A detailed report will be submitted to the next Town Improvement Committee.	
Depot Yard Extensions	Currently on hold.	
Upgrade works to playgrounds	Quotations reviewed, orders for equipment will be submitted by the end of the month.	

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

4.2 PROJECTS AND ASSETS STATUS REPORT

CONTINUED

PROJECT	STATUS
Footpaths	Ongoing.
Marthaguy Creek Bridge Wonbobbie Road	Site survey works complete, Geotechnical investigations partially complete, REF progressing, preliminary design in progress.
Asset Management Project	Collection of Road Asset Data is progressing.

MOVED Cleasby/Murray that the information be received and noted.

Carried

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

MOVED Jones/Murray that the Work Health and Safety Performance Summary information be reviewed and monitored.

Carried

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

MOVED Murray/Cleasby that the Work Health and Safety Risks and Priority Issues be reviewed and monitored.

Carried

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

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

6.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

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

Circulars

Date	Circular No.	Description	Comment/Action
18.04.18	18-10	Final Code of Accounting Practice and Financial Reporting (update 26)	Noted
23.04.18	18-11	Companion Animals Regulation 2008 Review	Noted
30.04.18	18-12	Management of Unsolicited Proposals Received by Councils	Noted

Ministerial Circulars

Date	Circular No.	Description	Comment/Action
Nil			

Department of Planning Circulars

Date	Circular No.	Description	Comment/Action
Nil			

MOVED Lawford/Cleasby that the information be received and noted.

Carried

6.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

Strategic Tasks Guide

DATE	TASK	STATUS
MAY		
9	Federal Budget	No Action Required
16	LIRS claim period for all projects approved for funding.	No Action Required
	Fourth instalment of 2017-2018 Financial Assistance Grants.	Noted

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

6.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

CONTINUED

Strategic Tasks Guide

DATE	TASK	STATUS
MAY		
31	Last day for RAO to submit QBRS review to Council (LGGR cl.203(1)).	Noted
	Fourth quarterly rates instalment due (s.562).	Noted
	Requests to Valuer General for estimates of changes in value of land for supplementary valuations (s.513).	Noted
JUNE		
30	Objections to the inclusion of land to be vested in public bodies lodged (s.600(6)).	
	Valuer General to provide increase/decrease in values of rateable land (s.513(2)).	
	Integrated Planning and Reporting document is to be endorsed for councils that held elections in September 2017.	
	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	
	Operational Plan (2018-19) adopted and Long Term Financial Plan updated (s.405(1)).	

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

Carried

7. WORK FORCE VACANCIES

(S12-1)

MOVED Arthur/Lawford that Manex note the report and commence recruitment of vacant positions.

Carried

8. WARREN SHIRE COUNCIL INITIAL PROCESS AND CONTROL AUDIT JANUARY 2018

(A1-3)

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

9. GOVERNANCE REVIEW (P13-1)

MOVED Wilcox/Cleasby that:

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

Carried

10. DEVELOPMENT ASSESSMENT INTERNAL AUDIT TOOL (P15-10)

MOVED Cleasby/Jones that:

Council implement changes to its Development Application assessment processes in line with the recommendations of the Internal Audit Tool including:

- Council to prepare policy setting out nature of limitations on the pre-lodgement advice it provides.
- Council implements appropriate summary documentation to be provided to potential applicant or their representatives.
- Develop standard application forms for minor and major amendments to Development Consent.
- Council to place SEPP 1 reference table on company website for general public reference.
- Development of policy outlining when external experts are to submit documentation for assessment purposes.
- Development of checklist outlining any required documentation required for assessment.
- Review of Community Awareness Policy to reflect SEPP 1 provisions.
- Council delegation's policy has provisions relating to requirements for SEPP1 variations over 10% to be determined by the full Council.

Carried

11. APRIL 2018 MINUTES AND MAY 2018 BUSINESS PAPER

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

12. COMPLAINTS/ACTION REQUESTS STATUS

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

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in the Council Chambers, Administration Building, Warren,
on Tuesday 15th May 2018 commencing at 2.30 pm

13. GENERAL BUSINESS WITHOUT NOTICE

- Council's Technical Services Manager advised of a footpath trip incident that was reported to Council today. Temporary repairs have been undertaken until more permanent repairs can be made.
- The General Manager advised of a loose plank on the Sturt Bridge in town and requested if this could be investigated.
- The Mayor acknowledged the work of Council employees who did a great job in getting the Victoria Oval precinct area ready for the NSW Country Rugby Championships. He further proposed that the staff members involved be invited to Council's 24th May 2018 meeting at 8.30 am to be acknowledged for their work and effort over this period.

There being no further business the meeting closed 4.20 pm.

Section

2

X

O

I

I

O

U

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 **WARREN SHIRE COUNCIL WATER CARTERS POLICY** **(P13-1, W1-1)**

RECOMMENDATION

1. That the Water Carters Policy be placed on public display as required by the Local Government Act 1993; and
2. Subject to no significant public responses requiring a change to the policy that the policy be adopted.

PURPOSE

The purpose of the Water Carters Policy is to formalise the responsibilities of Council and the Water Carter in relation to supplying drinking water to residents of Warren Shire.

BACKGROUND

Under the Local Government Act 1993, a Section 68 Approval is required to draw water from Council's reticulated water supply system.

REPORT

Water carters provide a drinking water supply in areas where other water supplies are insufficient or temporarily unsuitable.

This policy is required to regulate water carter businesses operating in the Warren Shire Council LGA to ensure they comply with all relevant environmental, public health and financial requirements associated with drawing town bore water and selling this water to customers.

This Policy has been developed so that:

- Regardless of method of potable water delivery, all residents in the Warren Shire LGA can rely on a safe water supply;
- Council and its' food business customers comply with the NSW Health/NSW Food Authority NSW Guidelines for Water Carters 2012;
- Council can implement best practice by working to the Water Services of Australia Standpipe and Hydrant Metering Code of Practice 2014; and
- Council can be assured of full revenue recovery for production of water, provision of infrastructure to legally access Council's water reticulation system and administration of the subsequent licencing system.

Under the Local Government Act 1993, a Section 68 Approval is required to draw water from Council's reticulated water supply system. This approval is also subject to terms and conditions, Council will grant Section 68 Approval (Local Government Act 1993) to draw water from Councils' reticulated water supply system for three different categories of water carter businesses:

- a) Town Bore water deliveries for human consumption
- b) Town Bore water deliveries not for human consumption
- c) Town River water deliveries not for human consumption

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 **WARREN SHIRE COUNCIL WATER CARTERS POLICY** **CONTINUED**

Any water drawn for Human consumption must be transported in a vessel (tank) with appropriate apparatus that has been inspected and approved for operation by Council's Health and Development Services Manager. If the Approval from Council's Health and Development Services Manager is revoked for any reason, the Licence Agreement will automatically become invalid. Water carters can only draw water from approved fixed water fill points (stand pipes) provided by Warren Shire Council. Fixed water fill points are available at Warren and Nevertire.

FINANCIAL AND RESOURCE IMPLICATIONS

Currently there are no Water Carters registered with Council although several residents within the Warren Shire draw water from council standpipes. Not all water being drawn from the standpipes is being paid for and this cost is being reflected in the cost of water to the ratepayers of Warren and Nevertire. Council's Fees and Charges includes the cost of water drawn from Council's fixed standpipes, both for bore water and for river water.

Council is required to manage its' water allocations and report to the relevant State authorities on an annual basis for all water used within Warren Shire. Council also has a duty to control this allocation by having robust systems of management in place such as Water Demand Management and Maintenance processes.

LEGAL IMPLICATIONS

Currently Council is not compliant with the requirements of the following legislation and guidelines;

- Local Government Act 1993 NSW
- Local Government Regulation
- Public Health Act 2010 NSW
- Public Health Regulation
- Food Act 2003 NSW
- Australia New Zealand Food Standards Code
- NSW Guidelines for Water Carters 2012

RISK IMPLICATIONS

There is a high risk to the health of community members who receive water deliveries to their premises/ properties within the Warren Shire by either Council or Contracted Water Carters.

This risk is from contamination from other non-potable water being carried by either Council or a Contractor, where the Water Carter's water tanks are not cleaned, inspected and meet the requirements of NSW Health.

STAKEHOLDER CONSULTATION

This policy shall be advertised in accordance with the Local Government Act 1993 for a period of 28 days.

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY
CONTINUED

OPTIONS

Nil

CONCLUSION

Council adopts and authorises the Water Carters Policy for implementation within Warren Shire. This policy is an integral part of Water Demand Management, the Drought Management Plan and the requirements of NSW Health and other legislation governing the management and use of water.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Warren Shire Council Operational Plan 4.3.2

Provide Warren and the villages of Collie and Nevertire with an adequate and safe water supply that is appropriately priced for all consumers.

SUPPORTING INFORMATION AND ATTACHMENTS

NSW Health Guidelines for Water Carters

NSW Health Drinking Water Carter – Quality Assurance Program Template

WARREN SHIRE COUNCIL
Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY
CONTINUED



POLICY REGISTER

Water Carters Policy

Policy adopted: (Minute No.)

Reviewed:

File Ref: P13-1, W1-1

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY
CONTINUED

DOCUMENT CONTROL

Issue.	Prepared/Revised by and Date	Action/Amendment Description	Approved By and Date
1.0	Kerry Jones Town Services Manager	First Edition	Council Minute No. (2018)

WARREN SHIRE COUNCIL
Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY
CONTINUED

Warren Shire Council Policy – Water Carters Policy

1. PURPOSE

For a wide variety of reasons, some residents, rural properties or businesses in the Warren Shire Council LGA need town bore water delivered to their properties by an independent water carter.

This policy exists to regulate water carter businesses operating in the Warren Shire Council LGA to ensure they comply with all relevant environmental, public health and financial requirements associated with drawing town bore water and selling this water to customers.

This Policy has been developed so that:

- Regardless of method of potable water delivery, all residents in the Warren LGA can rely on a safe water supply;
- Council and its food business customers comply with the NSW Health/NSW Food Authority NSW Guidelines for Water Carters 2012;
- Council can implement best practice by working to the Water Services of Australia Standpipe and Hydrant Metering Code of Practice 2014; and
- Council can be assured of full revenue recovery for production of water, provision of infrastructure to legally access Council's water reticulation system and administration of the subsequent licencing system.

2. POLICY

2.1 Draw Water from Council's Reticulated Water Supply System

2.1.1 Subject to terms and conditions, Council will grant Section 68 Approval (Local Government Act 1993) to draw water from Council's reticulated water supply system for two different categories of water carter businesses:

- a) Town Bore water deliveries for human consumption
- b) Town Bore water deliveries not for human consumption

2.1.2 All water carters who require access to legally draw water from the Warren Shire Council water supply system are required to enter into a Licence Agreement with Council prior to operation. This Licence Agreement may be annual or temporary. Any breach of the terms and conditions of the Licence Agreement by the water carter will result in the invalidation of the Licence Agreement and loss of access for the water carter to legally draw water from Councils' water supply system.

2.1.3 All water carters will operate on a pre-paid account for consumption charges. In certain circumstances, Council may approve a water carter for a monthly credit account which will require full payment of the account within 30 days from the date of Invoice issue.

2.1.4 The Licence Agreement requires full payment of all establishment, annual, consumption and other applicable fees and charges as set out in Councils' annual Fees and Charges.

I:\Policies and Procedures - File P13\Policies\Draft\Water Carters Policy.docx

Page 1

WARREN SHIRE COUNCIL
Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY
CONTINUED

Warren Shire Council Policy – Water Carters Policy

- 2.1.5 Council will not enter into a Licence Agreement with a water carter business aiming to deliver town bore water for human consumption until the vehicle and associated apparatus has been inspected and approved for operation by Council's Health and Development Services Manager. If the Approval from Council's Health and Development Services Manager is revoked for any reason, the Licence Agreement will automatically become invalid. Water carters can only draw water from approved metered stand pipes provided by Warren Shire Council. Fixed water fill points are available at Warren and Nevertire.
- 2.1.6 Where an Automated Water Fill Station (AWFS) is provided, the water carter must ensure they draw water in full compliance with all terms and conditions of their Licence Agreement.
- 2.1.7 Where a manual water fill point is provided, the water carter must ensure they draw water in full compliance with the terms and conditions of their Approval. This includes completing the Monthly Water Carter Returns for every water fill, in addition to the Log Book records required by NSW Health. These Returns are to be fully paid to Council by the 15th of the following month.

2.2 Food Business and Water Quality Management to Sell Water

- 2.2.1 Subject to terms and conditions, Council will grant a water carter business Section 68 Approval (Local Government Act 1993) to sell drinking water drawn from Council's water supply system only for town bore water deliveries for human consumption.
- 2.2.2 All water carters who require legal approval to sell town bore water for human consumption within the Warren Shire Council LGA are required to obtain an inspection-based Approval prior to operation. Such approval of the water carter vehicle and associated apparatus will lapse on 30 June each year.
- 2.2.3 In addition to the annual inspection for approval renewal, inspections of the water carter vehicle and associated apparatus may be conducted as considered necessary by Council. This includes bacteriological testing.
- 2.2.4 In regard to cleaning, maintenance, disinfection of equipment; provision, accuracy and efficacy of records and the supply of safe drinking water, the water carter must be able to demonstrate compliance with the relevant provisions of:
- Local Government General Regulation 2005;
 - Food Act 2003 (NSW);
 - Australia New Zealand Food Standards Code;
 - The Public Health Act 2010;
 - Public Health Regulation 2012; and
 - NSW Guidelines for Water Carters 2012.

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WARREN SHIRE COUNCIL WATER CARTERS POLICY CONTINUED

Warren Shire Council Policy – Water Carters Policy

3. DEFINITIONS

ADWG: Australian Drinking Water Guidelines

AWFS: Automated Water Fill Station

Potable Water: Drinking water complying with ADWG standards

4. KEY RESPONSIBILITIES

Position	Area	Responsibility
Mayor	Council	To lead Councillors in their understanding of, and compliance with, this policy and guidelines.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this policy and guidelines.
Managers	Executive	To communicate, implement and comply with this policy and related guidelines.
Overseers and Foremen	All Sections	To plan, action, communicate, implement and comply with this policy and related guidelines as it impacts your areas of responsibility.
Council Staff/ Workers	Council	To comply with this policy and related guidelines.

5. REFERENCES

- Local Government Act 1993 No. 30;
- Local Government (General) Regulation 2005;
- Water Services Australia Standpipe and Hydrant Metering Code of Practice 2014;
- NSW Public Health Act 2010;
- NSW Public Health Regulations 2012; and
- NSW Health/NSW Food Authority NSW Guidelines for Water Carters 2012.

WARREN SHIRE COUNCIL

Policy Report of the Acting Manager Health and Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1

WARREN SHIRE COUNCIL WATER CARTERS POLICY

CONTINUED

DRINKING WATER CARTER QUALITY ASSURANCE PROGRAM

OF (business name)

The following activities are undertaken by this business to ensure
safe drinking water and to protect public health.

Complete this template to create your Quality Assurance Program, add extra pages if needed. The NSW Guidelines for Water Carters are available at <http://www.health.nsw.gov.au/environment/water/Pages/nsw-guidelines-for-water-carters.aspx>

Tanker Vehicle Registration Number..... Tanker Volume.....
Tanker Vehicle Registration Number..... Tanker Volume.....
Tanker Vehicle Registration Number..... Tanker Volume.....

Tank is made of (describe tank material or any lining)

Tank, hoses and fittings are made of material that will not contaminate drinking water (for example food grade materials or marked with AS/NZS4020, AS2070, AS/NZS4766, ATSS200.026 or WaterMark stamp) Yes / No

The tanker/s is filled from (describe where).....
(describe how you access this filling point).....
(describe anything that has to be done to keep the water safe).....

The tanker/s is flushed, cleaned and disinfected (when, how and what you use to do this)

Chlorine is added to carted water (circle the answer) Yes / No /Sometimes
If used, chlorine is stored safely (where and how is it stored)

Chlorine levels in drinking water are tested and boosted (when, how, what you use to do this)

The hoses and fittings are capped, stored and cleaned (when and how)

Contacts for water quality problems and in case of issues or emergencies (what might happen, contact details you might need).....

Records are kept for at least 6 months of (circle the answer):

- The name of each supplier I get drinking water from Yes / No
- The place, date and time I get drinking water from each supplier Yes / No
- The name and address of each customer Yes / No
- The place, date, time and volume of water for each customer delivery Yes / No
- Details of any liquids / substances other than drinking water put in the water tanker/s Yes / No / NA
- The dates water tanker/s are cleaned Yes / No

Records are kept (where)

Water carters are a food business and must notify their local council with their business details.
Guidance can be found at [Notify Food Business](#). Has local council been notified? Yes / No

Business contact person name Signature

Mobile ph number

Business postal address

Business contact email address

Submit this Quality Assurance Program and any attachments to your local Public Health Unit
In NSW calling 1300 066 055 will direct you to your local Public Health Unit

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 24th May 2018

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

General Manager				
*22.2.18	40.2.18	Draft Enhancement Plans for Warren, Nevertire and Collie	GM	Report to be presented to May Council Meeting.
*26.4.18	92.4.18	Regional Joint Organisation	GM	Minister advised of Council's decision
Divisional Manager Finance and Administration Services				
*26.4.18	97.4.18	CWA of NSW Far Western Group Public Speaking Committee	DMFA	Arrange advertisement of proposed donation.
*26.4.18	99.4.18	Council bank account signatories	DMFA	New signatories arranged with National Australia Bank
*26.4.18	101.4.18	March 2018 Budget Review	DMFA	Financial votes amended.
Divisional Manager Engineering Services				
25.1.17	16.1.17	Proposed new general industrial area	DMES	Rezoning proposal lodged, costings to be produced for subdivision.
*24.8.17	QWN 2 – Druce	Mitchell Hwy heavy vehicle parking area	DMES	Council emptying bins weekly.
22.2.18	34.2.18	Review type of plant with GM	DMES	Under investigation and a Council Workshop is scheduled for July. A report will be forthcoming.
22.3.18	73.3.18	Oxley Park Wharf	DMES	Council met with the consultant on 7 May 2018 to discuss proposals and a report will be submitted once design components completed.
26.4.18	103.4.18	Curban Street, Collie	DMES	Arrange advertisement of proposed part of street closure and report back to Council for final determination.
Manager Health & Development				
27.4.17	99.4.17	Warren Swimming Pool Shade Cover	MHD	Warren Swimming Club have engaged a contractor. Cover to be erected by end of June.
26.10.17	266.10.17 (b)	Compile a joint grant application under Regional Sports Infrastructure fund	MHD	Victoria Park users to be consulted and report back to Sporting Facilities Committee.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 1 OUTSTANDING REPORTS CHECKLIST CONTINUED

Manager Health & Development				Continued
Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
7.12.17	302.12.17 (a)	Ewenmar Waste Depot earthmoving works	MHD	Awaiting results of funding.
7.12.17	302.12.17 (c)	Ewenmar Waste Depot additional fencing	MHD	Awaiting results of funding.
7.12.17	302.12.17 (j)	Waste / Recycling Collection Services within Warren Shire	MHD	Prepare report.
7.12.17	302.12.17 (k)	Waste Depot Operations Tendering	MHD	Prepare report.
*7.12.17	326.12.17	Housing project	MHD	Reported to March Council Meeting.
*22.3.18	80.3.18	Environmental Planning and Assessment Act	MHD	DEH to make a presentation at July Council Meeting
26.4.18	109.4.18	Housing Project	MHD	Engage Hotondo Homes to undertaken project at accepted price.

RECOMMENDATION:

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

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 2 COMMITTEE/DELEGATES MEETINGS (C14-2)

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

MEETINGS HELD

DATE	COMMITTEE / MEETING	LOCATION
1.5.18	RiverSmart CEO	Warren
8.5.18	Work Health & Safety Committee	Warren
8.5.18	Local Emergency Management Committee	Warren
9.5.18	Statewide Mutual	Warren
11.5.18	Association of Mining Related Councils	Cobar
15.5.18	Manex	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 3 COUNCILLOR STRATEGIC PLANNING WORKSHOPS (C14-5.4)

RECOMMENDATION

That Council adopt the Workshop Dates to allow Strategic planning for Council activities;

- 13th June - Policies and governance
- 11th July - Plant and budget changes
- 8th August - Planning
- 12th September - Governance
- 10th October - Quarterly Budget review and works program
- 9th January - Quarterly Budget review and works program

PURPOSE

To establish workshop dates to discuss strategic directions for Council and its activities.

BACKGROUND

As part of Council's future directions, workshops are held to allow Councillors and Senior staff to discuss activities and actions required to ensure that the long-term outcomes for the community are meeting legal and community requests.

REPORT

Councils establish workshops to discuss the strategic direction that a community have requested through the IP&R process and to look at the budget and governance required to meet social and legal outcomes.

As Council settles into its third year, several areas will require discussion to ensure that Council is meeting its social responsibility, but to also discuss areas such as roads, plant, policies and budget direction.

Workshops are not a formal meeting and as such decisions being made are to guide staff to look at the agreed directions and to produce reports for Councillors and the public to consider.

To ensure that Council is available for meetings the following dates have been identified up to December for workshops:

- 13th June - Policies and governance
- 11th July - Plant and budget changes
- 8th August - Planning
- 12th September - Governance
- 10th October - Quarterly Budget review and works program
- 9th January - Quarterly Budget review and works program

A time of these meetings needs to be agreed to. Again, it is suggested that 4.00 pm may be a suitable starting time with a maximum of two (2) hours for each workshop.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 3 COUNCILLOR STRATEGIC PLANNING WORKSHOPS
CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

No costs are attributed to workshops

LEGAL IMPLICATIONS

There are no legal implications. Workshops cannot make decisions of Council.

RISK IMPLICATIONS

Workshops allow Councillors and staff to work together to develop strategic directions and review present and future governance changes to reduce long term risks.

STAKEHOLDER CONSULTATION

No external stakeholders. Council may invite persons or groups to discuss future directions as required.

OPTIONS

Council has no legal requirement to hold a workshop or for any Councillor to attend. Council utilises workshops to discuss strategic outcomes and assist staff to prepare long term directions for Councillors to consider at a Council meeting.

CONCLUSION

Workshops are a very useful tool for Councillors to meet with senior staff, to discuss strategic direction and to increase learning about the organisation they direct. Workshops are not open to the public and Council cannot make decisions that are required to be made in an open and transparent public forum.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION

(D3-1.4)

RECOMMENDATION

That Council consider the additional information submitted and consider its determination.

PURPOSE

Council has been requested to reconsider a decision that it made at the February 2018 Meeting in relation to the development of a museum and art gallery in Dubbo Street Warren.

BACKGROUND

A copy of the report to Council's February meeting is attached.

REPORT

As per the attached request and letters of support submitted by Dr. Bourke, Council has been asked to review its decision.

FINANCIAL AND RESOURCE IMPLICATIONS

As per the attached report to the February meeting the costs associated with this development will impact of future budgets of Council either directly or indirectly.

With any asset under Council's control, it will need to fund valuations, improvements and associated costs. These occur regardless of lease options.

LEGAL IMPLICATIONS

Council may be required to be the land owner at some stage.

RISK IMPLICATIONS

Once this development is undertaken, then Council will have a long term social responsibility to manage and maintain the building and its long-term use. As suggested in the attached letter, Council may need to staff the facility or expend money to relocate other services eg tourism information centre.

A business plan is not available to assess the risk associated with this proposal.

STAKEHOLDER CONSULTATION

Although a community survey would be an appropriate method of determining the community interest in this proposal, it is considered that a favourable position will result as the community will not be able to determine long term costs associated with the proposal.

It is further considered that this type of development will have overall community benefits and may assist tourism development.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

OPTIONS

This request is to review a past decision of Council.

CONCLUSION

Council should reference its past decision and report on this item.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

1. Letter from Dr. Bourke
2. Letters of Support from Community
3. Report to Council's February Meeting and resolution

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

Mr G. Wilcox
General Manager
Warren Shire Council
Warren NSW 2824

26th April, 2018

Dear Sir,

We are writing to Council to request that it reconsider the decision made at the meeting in Collie with regard to the possible creation of a museum/ art gallery/ multi-purpose building in Warren.

It is believed that there is an urgent need for a museum in Warren. Some of our citizens are concerned as to their disposal of historic, and other, memorabilia and artefacts.

A lot of these objects are illustrative of the story of Warren. It is feared that if these valuable items are left to their children to dispose of they will be dispersed by sale or , even worse , just taken to "the tip."

A museum, a place for the display and study of objects of scientific, artistic and historical interest and value would we believe, add greatly to our town's cultural base.

The Aboriginal community have expressed interest in, and support for, having a some of their collection available to be displayed for the larger community to admire and study and gain insight into the Heritage and Culture of the local people.

It may, by chance, cause more people to stop and spend time in our town.

With regard to an Art Gallery;

For some years our local artists have felt the need for a space in which they might hang works, as part of an exhibition or on permanent, semi-permanent display.

The question may be asked " what about the WOW Centre? "

The WOW is indeed used to display art works which by the nature of the available space are necessarily small to medium sized works and which are only on display for a short period. It is envisaged that a new gallery would enable artists to display more and larger work for a longer time.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

The question of "permanent" may also be enquired about. The permanent works would be those which are donated to, permanently loaned or acquired by, the gallery, as in other galleries.

The artists also see the need for workshop space.

These statements are true for our Aboriginal artists.

Despite the very commendable work of Outback Arts, there is surely room for a gallery for our local artists which would include painting, photographs, sculptures, ceramics, glassware and pottery. In addition it is envisaged that the gallery could invite other Regional , and from further afield, artists to display works.

Similarly for those in the community involved in Arts and Crafts.

There is currently a building in the main street of our town that, if renovated , would be ideal for the above named purposes

This building is for sale at a very reasonable price [for commercial reasons disclosed separately], but, if purchased, would cost a considerable amount of money to restore .

What is the cost of leaving this grand building?

The building will continue to deteriorate and , no doubt, would gradually fall into such a state of disrepair it would require demolition. This in itself would not be cheap and would leave a huge scar in our main street.

1]The proposal is that an informed estimate is made of the cost of restoring/renovating the building. A grant application being made to cover the professional costs.

2]That the Council agree to purchase the building at a negotiated price and that the Council agree to lease the building to the museum /arts group.

3] An application is made for a grant by the group for the cost of renovation/restoring the building, thus obviating the Council of having to supply 50% of the cost.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

4] If the grant application in 4 above is successful then the purchase, lease and restoration/renovation could proceed . If not, then there is no 'deal'.

The cost to the Community, almost nothing .

We, the community, would lose the income from rates but gain a great building which would enhance the streetscape of the town and , quite possibly, contribute to economic stimulus to the CBD.

There would be one less empty building depressing the street.

If at some future date the Council feels fit to construct a space for a museum/ art gallery incorporated into a new building then it would have an as-new building which it could offer for sale and , quite possibly, make a profit.

It may be asked why Council rather than some other organisation should buy the building;

I think it is possible to rule out an entrepreneur who would see the space and then the cost of renovation and most likely " run a mile".

As for other not for profit organisations;

The on-going expenses to organisations, especially insurance, could be crippling. Whereas Council could absorb this cost into its' " blanket" insurance cover.

It is proposed that performing arts and other visual arts , eg. film, may also find a place in this space.

Addressing the concern that we understand Council has about having yet another building;

We have covered the main points above which argue our case but Council may see a way to move other community services into the building. Perhaps eg., the Tourist Information centre. This could solve the continuing dilemma of staffing by widening the available base of volunteers.

No doubt a business plan has to be carefully drawn and a grant may have to be sort for fitting out the building.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4

REQUEST TO REVIEW COUNCIL DECISION

CONTINUED

We believe that Warren town is in need of economic stimulus and a many pronged approach to this is necessary. A museum/art gallery/ multi-purpose building could be part of this?

We are prepared to address Council and respond to questions.

Please reconsider your original decision it would cost very little.

Attached copies of letters of support.

Yours faithfully,

J.M.Burke

.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
CWA Hall, Collie on Thursday 22nd February 2018

ITEM 4 NSW GOVERNMENT INFRASTRUCTURE GRANTS (D3-1.4)

RECOMMENDATION

1. That Council prepare an application under the Arts and Cultural Fund to allow the development of a suitable community arts, historic and cultural centre within Warren and identify a suitable building; and
2. That Council consider within its 2018/19 budget an amount required to purchase the building on behalf of the community.

BACKGROUND

Grant funding is available through the NSW Government to develop art and cultural centres. Warren Community could establish such a centre and bring community groups in to manage and operate the centre.

REPORT

Discussion has been occurring in the Warren community to look at the establishment of a building in the main street area that could be used by the community as an art, education, historical display area and general community meeting area.

An opportunity is available for the community to work together and seek a grant under the Infrastructure Grant Program to establish this centre.

A number of existing buildings are available that could be redeveloped to support the concept of an art gallery with artist in residence, a display area for the historical society, and area for the display of Aboriginal art, artefacts and other cultural items and as a meeting place for community groups that have an interest.

The ownership of such a facility could be with Council and operated by a Community Committee as a Section 355 committee under Council's auspice. This would ensure that equal access is available, that the Management Committee reports activities and actions to Council and that the funding of repairs and upgrading is undertaken to ensure the longevity of the building and community use.

The community has identified suitable premises for this to be undertaken. To allow Council to apply for a grant on behalf of the community, council may wish to enter into a non-binding agreement with one or more land owners for the future purchase of a premises.

If a grant was successful, it would need to cover the full cost of building development less a purchase price. Council would need to include the purchase of the building within its 2018/19 budget for consideration.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4

REQUEST TO REVIEW COUNCIL DECISION

CONTINUED

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
CWA Hall, Collie on Thursday 22nd February 2018

ITEM 4 NSW GOVERNMENT INFRASTRUCTURE GRANTS

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

This report proposes that Council will purchase a building to be used for community arts and cultural activities and as such a responsibility exists that Council will continue to fund the upgrading and maintenance of the building. These costs will need recurring funding.

The benefits of an arts and cultural centre and it is suggested that the building be manned by the community groups will allow locals and visitors to attend the building and potentially benefit the economic development of the community.

This project will require grant funding to allow the repair, development and operation of the centre. Without grant funding the project is not financially viable.

LEGAL IMPLICATIONS

To ensure that the arts and cultural centre is maximised for community use, Council should establish a Section 355 Committee under the Local Government Act 1993, that delegates roles and functions to a Community Committee who report back to Council. Council also has the controlling hand if the committee does become dysfunctional, is not meeting the centres community objectives or has restricted use by others. Council formally appoints the Management Committee under S355 of the Act.

By allowing a Community Committee to operate the centre, Council can establish the rules of use and observe the committee outcomes. The committee also has flexibility in their decisions to rotate displays, allow short term use by an Artist in residence and to attract art or other displays.

RISK IMPLICATIONS

This project should only occur if full funding of the building repairs, alterations and upgrading is available. Council's budget cannot sustain the purchase and repair of the building. Council's ownership of a building brings with it a general risk that can be offset by regular inspection and maintenance.

The risk of a Community Committee operating under S355 of the Local Government Act 1993, allows Council to over view the use of the centre, the activities proposed and the outcomes generally.

STAKEHOLDER CONSULTATION:

Prior to the preparation of a grant application, Council should write to the local arts groups, the Aboriginal Lands Council, the Historical Society and other groups that may have current or future benefit from the development of this centre.

General stories in the local press should also alert others in the community about this project and they can contact Councils Economic Development Team to provide advice and assistance.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
CWA Hall, Collie on Thursday 22nd February 2018

ITEM 4 NSW GOVERNMENT INFRASTRUCTURE GRANTS CONTINUED

OPTIONS

Council has an option to consider this development, defer consideration or to reject this proposal based on its budget consideration, the necessity of the community.

CONCLUSION

This report has been prepared based on community discussion for a general need to develop an arts and cultural centre that could be used by groups across the community to hold displays, provide education or to allow the development of cultural outcomes.

Council would need to consider the cost of purchasing a building in the main street area in its budget and Council would act as the auspicing group for any grant funds on behalf of the community. Grant funding is now open for arts and cultural projects.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLANS

1.1.2 Maintain high levels of community cohesion and community spirit

SUPPORTING INFORMATION

Nil

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 4 REQUEST TO REVIEW COUNCIL DECISION CONTINUED

Extract from February 2018 Council Minute's.

WARREN SHIRE COUNCIL
Minutes of the Ordinary Meeting of Council
held in the CWA Hall, Collie
on Thursday 22nd February 2018 commencing at 8:30 am

ITEM 4 NSW GOVERNMENT INFRASTRUCTURE GRANTS (D3-1.4)

MOVED Brewer/Derrett that Council not submit an application under this grant for the development of a community arts, historic and cultural centre within Warren.

**Carried
39.2.18**

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 5 JOINT ORGANISATIONS PROCLAMATION

(L5-16.3)

RECOMMENDATION

That Council note the Local Government (Regional Joint Organisations) Proclamation 2018

PURPOSE

To inform Council and the Community of the Proclamation of the Orana and other Joint Organisations (JO) in New South Wales

BACKGROUND

Over the last few years Local Government has been discussing the formation of Regional Joint Organisations with the NSW Government as part of the State Government's reform process.

REPORT

This report is to provide advice on the proclamation of Joint Organisations across NSW including the Orana region.

It must be noted that Warren Shire has resolved to join the Orana JO, however due to timing of the proclamation has not been identified at this time. Discussion with State agency staff have confirmed that the Minister shall include Warren prior to the commencement of the Orana JO.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

This report is for advice only.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 5 JOINT ORGANISATIONS PROCLAMATION CONTINUED

SUPPORTING INFORMATION /ATTACHMENTS

Local Government (Regional Joint Organisations) Proclamation 2018



Local Government (Regional Joint Organisations) Proclamation 2018

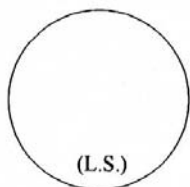
under the
Local Government Act 1993

DAVID HURLEY, Governor

I, General The Honourable David Hurley AC DSC (Ret'd), Governor of New South Wales, with the advice of the Executive Council, and in pursuance of section 400O of the *Local Government Act 1993*, make the following Proclamation.

Signed and sealed at Sydney, this 9th day of May 2018.

By His Excellency's Command,



GABRIELLE UPTON, MP
Minister for Local Government

GOD SAVE THE QUEEN!

Explanatory note

The object of this Proclamation is to constitute various joint organisations of councils.

Published LW 11 May 2018 (2018 No 192)

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 5 JOINT ORGANISATIONS PROCLAMATION CONTINUED

Local Government (Regional Joint Organisations) Proclamation 2018 [NSW]

Local Government (Regional Joint Organisations) Proclamation 2018

under the

Local Government Act 1993

1 Name of Proclamation

This Proclamation is the *Local Government (Regional Joint Organisations) Proclamation 2018*.

2 Commencement

This Proclamation commences on the day on which it is published on the NSW legislation website.

3 Constitution of joint organisations

The joint organisations specified in the Table to this clause are constituted with:

- (a) the names specified in the Table, and
- (b) joint organisation areas consisting of the council areas specified opposite the name of each joint organisation:

Column 1	Column 2
Joint organisation	Council areas forming joint organisation area
Canberra Region Joint Organisation	Bega Valley, Eurobodalla, Goulburn Mulwaree, Hilltops, Queanbeyan-Palerang Regional, Snowy Monaro Regional, Upper Lachlan Shire, Wingecarribee, Yass Valley
Central NSW Joint Organisation	Bathurst Regional, Blayney, Cabonne, Cowra, Forbes, Lachlan, Oberon, City of Orange, Parkes, Weddin
Hunter Joint Organisation	City of Cessnock, Dungog, City of Lake Macquarie, City of Maitland, Mid-Coast, Muswellbrook, City of Newcastle, Port Stephens, Singleton, Upper Hunter Shire
Illawarra Shoalhaven Joint Organisation	Kiama, City of Shellharbour, City of Shoalhaven, City of Wollongong
Mid North Coast Joint Organisation	Bellingen, Kempsey, Port Macquarie-Hastings
Namoi Joint Organisation	Gunnedah, Gwydir, Liverpool Plains, Tamworth Regional, Walcha
New England Joint Organisation	Armidale Regional, Glen Innes Severn Shire, Inverell, Moree Plains, Tenterfield, Uralla
Northern Rivers Joint Organisation	Ballina, Byron, Kyogle, City of Lismore, Richmond Valley, Tweed

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Chambers, Warren, on Thursday 24th May 2018

ITEM 5

JOINT ORGANISATIONS PROCLAMATION

CONTINUED

Local Government (Regional Joint Organisations) Proclamation 2018 [NSW]

Column 1	Column 2
Joint organisation	Council areas forming joint organisation area
Orana Joint Organisation	Cobar, Gilgandra, Mid-Western Regional, Narromine, Warrumbungle Shire
Riverina and Murray Joint Organisation	City of Albury, Berrigan, Edward River, Federation, City of Griffith, Hay, Leeton, Murray River, Murrumbidgee
Riverina Joint Organisation	Bland, Coolamon, Cootamundra-Gundagai Regional, Greater Hume Shire, Junee, Lockhart, Temora

Section

4

Manager Finance & Administration

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2018

(B1-10.15)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30th April 2018 be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 30th April 2018.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance		Balance
	31-Mar-18	Transactions	30-Apr-18
General	8,780,155.36	104,836.07	8,884,991.43
Water Fund	(267,565.00)	(12,462.77)	(280,027.77)
Sewerage Fund	2,302,810.93	(65,039.20)	2,237,771.73
North Western Library	46,960.72	3,133.93	50,094.65
Trust Fund	75,280.80	(330.00)	74,950.80
Investment Bank Account	(10,702,637.56)	499,343.11	(10,203,294.45)
	235,005.25	529,481.14	764,486.39

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2018

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	778,273.19
Add: Outstanding Deposits for the Month	214.50
Less: Outstanding Cheques & Autopays	(14,001.30)
Balance as per Ledger Accounts less Investments =	764,486.39

INVESTMENTS RECONCILIATION

Investments as at 30th April 2018

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	1,203,294.45	Variable	On Call A/c
14	National Australia Bank	1,500,000.00	90 Days @ 2.45%	28-May-18
15	National Australia Bank	1,000,000.00	90 days @ 2.52%	05-Jun-18
16	National Australia Bank	1,500,000.00	90 days @ 2.54%	11-Jun-18
17	National Australia Bank	1,500,000.00	90 days @ 2.55%	19-Jun-18
18	National Australia Bank	1,500,000.00	90 days @ 2.55%	20-Jun-18
19	National Australia Bank	1,000,000.00	91 Days @ 2.58%	16-Jul-18
20	National Australia Bank	1,000,000.00	91 Days @ 2.60%	30-Jul-18
TOTAL INVESTMENTS =		10,203,294.45		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	2,864,977.00
Internally Restricted Funds Invested	6,575,150.00
2017/18 General Fund Operating Income & Grants	1,527,653.84
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	10,967,780.84

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

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2018

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Attached to this report is the statement of rates and annual charges as at 11th May 2018 including comparisons over the last three years.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 11th May 2018.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

11TH MAY 2018

Name of Rate	COLLECTIONS FOR YEAR				NETT ARREARS		
	NETT ARREARS	NETT LEVY	TOTAL RECEIVABLE	AMOUNT COLLECTED	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT	ARREARS AS % AGE OF TOTAL REC'ABLE
	1st JULY \$	\$	\$	\$	%	\$	%
General Fund Rates	74,768	4,602,432	4,677,200	3,696,348	79.03%	980,852	20.97%
Warren Water Fund	22,931	363,384	386,315	312,789	80.97%	73,526	19.03%
Warren Sewerage Fund	27,976	469,584	497,560	398,645	80.12%	98,915	19.88%
TOTAL 2017/2018	125,675	5,435,400	5,561,075	4,407,782	79.26%	1,153,293	20.74%
TOTAL 2016/2017	137,085	5,352,021	5,489,106	4,322,766	78.75%	1,166,340	21.25%
TOTAL 2015/2016	124,281	5,228,380	5,352,661	4,162,002	77.76%	1,190,659	22.24%
TOTAL 2014/2015	120,785	5,090,121	5,210,906	4,053,978	77.80%	1,156,928	22.20%
		08-May-15	05-May-16	12-May-17		11-May-18	
COLLECTION FIGURES AS \$		4,053,978	4,162,002	4,322,766		4,407,782	
COLLECTION FIGURE AS %		77.80%	77.76%	78.75%		79.26%	

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 3 2018/2019 OPERATIONAL PLAN & ESTIMATES

(E4-38)

RECOMMENDATION

1. Council note the submissions received during the advertising period of the Draft 2018/2019 Operational Plan & Estimates and advise the respondents that no alterations to the rates and charges will be made, and
2. Council adopt the 2018/2019 Operational Plan and Estimates with the inclusion of the proposed General Fund Loan of \$750,000 for the swimming pool upgrade.

PURPOSE

To adopt the 2018/2019 Operational Plan & Estimates after giving due consideration to submissions received through the advertising period.

BACKGROUND

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

REPORT

The Draft 2018/2019 Operational Plan & Estimates were advertised in the Warren Weekly and on Council's website from 28th March 2018 until closing at 3.00pm on Monday 7th May 2018.

Council received the same submission from 10 residents in Collie on 26th April 2018 concerning the amount of 2018/2019 rates & charges proposed for Collie (a copy of the letter is attached to this report).

Upon reading the submissions received it appears that the Collie residents may not fully understand the proposed 2018/2019 rates and charges in Collie which are as follows,

Collie Residential Rates will increase by	\$4.00	to	\$206.00
Collie Water Availability Charge will increase by	\$35.00	to	\$397.00
Collie Garbage Charge will increase by	\$15.00	to	\$265.00

Total 2018/2019 Rates and Charges will increase by \$54.00 to \$868.00

The above rates and charges increases are consistent with the increases in both Warren and Nevertire and are required to generate enough income to operate the domestic waste service and town water supply that cannot be subsidised by general fund.

There has been one change made to the Draft 2018/2019 Operational Plan – Estimates document being the inclusion of a new general fund loan in the amount of \$750,000 being Council's co-contribution to the grant application under the Stronger Country Community Fund for the swimming pool upgrade, the application was submitted on Friday 4th May 2018. The inclusion of this loan does not bind Council into taking out the loan, but it must be included in the Operational Plan to gain approval from NSW TCorp and the Office of Local Government.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 3 2018/2019 OPERATIONAL PLAN & ESTIMATES

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

Any alterations to the proposed rates & charges will result in Council producing a deficit budget.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil

OPTIONS

Nil

CONCLUSION

Council will notify the Collie Residents that the rates and charges will not be amended as the proposed increases are consistent with increases in both Warren & Nevertire are required to generate enough income to operate the domestic waste service and town water supply that cannot be subsidised by general fund.

It is recommended that the 2018/2019 Operational Plan & Estimates with the inclusion of the proposed General Fund Loan of \$750,000 for the swimming pool upgrade be adopted by Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and Accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Submission letter received.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 3 2018/2019 OPERATIONAL PLAN & ESTIMATES

CONTINUED

20th April, 2018

1 Wonbobbie St
Collie 2827

Mr Glenn Wilcox
General Manager
Warren Shire Council
PO Box 6
Warren, NSW 2824



*Rates +
charges.*

Dear Mr Wilcox

Re: Draft Operational Plan and Estimates 2018/2019

Warren Shire Councils recent efforts to clean up Collie and provide Collie with a reliable water supply are much appreciated.

It is with concern, however, that we write in response to a proposed increase in the following charges for the period 2018/2019:

Garbage collection: \$15.00 increase to \$265.00 This is the same increase as Warren and Nevertire even though Collie has not had excess garbage collected since the tip closed in approximately 2010 (excepting the clean up on April 4, 2018)

Water usage charge: Increased by \$0.04 to \$1.42/kl

Water Availability Charge: Increase of \$35.00 to \$397.00

Residential Rates and charges: increase of \$54.00 in 2017/2018 up to \$868.00

Our concern with the increase in charges is based on the fact that services and maintenance for Collie village have generally deteriorated or been non-existent over a period of eight to twenty years, despite our letters and phone calls expressing concern.

The excess waste clean ups that were to have occurred after the rubbish tip closed in approximately 2010 have not once occurred until April, 2018. This has resulted in unsightly rubbish piles within the village residential area.

The drainage system and access lanes have had nil maintenance in the previous twenty years.

The water quality has deteriorated so much in the past twenty years that it has gone from being drinkable, even though it wasn't considered potable, to now giving off an unpleasant odour and being literally unpotable. The water pressure, especially in the northern parts of the village, is unacceptable.

Funding was spent on a water filter for Collie water approximately four years ago but this was unsuccessful.

We know that you are new to your position but we ask for your sincere consideration in retracting all or some of these charges due to the lack of expenditure and/or successful provision of Collie's essential services over the previous twenty years.

Collie residents need to see, in the very short term, substantial and consistent improvement in services provided by Warren Shire Council to justify the increase in charges outlined in the draft Operation Plan and Estimates 2018/2019.

Thank you very much for taking the time to consider our concerns.

Regards

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 4 SALE OF INDUSTRIAL LAND IN NEVERTIRE

(S1-1.40/1)

RECOMMENDATION

1. That Council accept the offer from GloBird Energy P/L to purchase Lots 3, 4 and 9 DP 861185 Nevertire in the total amount of \$42,000.00 (Ex GST),
2. All costs associated with the sale and transfer of land to be paid by GloBird Energy, and
3. Authority be given to affix Council's Seal to all associated documents in relation to the sale.

PURPOSE

To advise Council of the letter of offer received to purchase Lots 4 and 9 DP 861185 Nevertire Industrial area in the amount of \$32,000.00 (Ex GST) and another offer to purchase Lot 3 DP 861185 for an additional \$10,000.00 (Ex GST) by GloBird Energy P/L.

BACKGROUND

Council at the October 2011 Meeting resolved the following:

“ITEM 6 NEVERTIRE INDUSTRIAL LAND

(S1-1.40)

MOVED Serdity/Kinsey that:

- 1) *The sale price for industrial lots at Nevertire be set at \$13,250 each.*
- 2) *Council proceed with road works and install water as per Option B with a cost of \$78,000.*
- 3) *these works to be funded from Operational Land Reserve and all proceeds of sale be placed in this reserve.*

Carried 337.10.11”

REPORT

Council was contacted by Mr Luke Scott representing GloBird Energy P/L enquiring on any industrial land Council may have for sale in Nevertire and the selling price, after discussions with the General Manager and myself we agreed that a price of \$16,000.00 (Ex GST) for each lot would be fair taking into consideration the Council resolution back in October 2011 and the proposed sealing of Gunningbar, Narromine and Cremorne Streets listed in the 2018/2019 Operational Plan & Estimates.

Council received a letter on 4th May 2018 from GloBird Energy P/L (copy attached) to accept Council's offer of \$32,000.00 (Ex GST) to purchase Lots 4 & 9 DP 861185 with an additional offer to purchase Lot 3 DP 861185 also for an additional \$10,000.00 (Ex GST), this equates to \$14,000.00 (Ex GST) for each lot. To expedite the transfer GloBird Energy P/L wish to use the same solicitors or conveyancers as Council, I contacted them via email on 10th May 2018 enquiring on payment of costs associated with the sale and transfer and was advised they would pay all costs if their offer of \$42,000.00 (Ex GST) was accepted and the same solicitors or conveyancers were used.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 4 SALE OF INDUSTRIAL LAND IN NEVERTIRE

CONTINUED

The price of \$14,000.00 (Ex GST) for each lot is above the resolution price Council made in October 2011 and it would also have the added benefit of the rates and charges being paid by an external ratepayer and not Council.

FINANCIAL AND RESOURCE IMPLICATIONS

If the sale is approved the funds will be transferred into the Operational Land Reserve for future development as per the October 2011 resolution.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

Nil

OPTIONS

Nil

CONCLUSION

It is recommended that Council accept the offer from GloBird Energy P/L to purchase Lots 3, 4 and 9 DP 861185 in the amount of \$42,000.00 (Ex GST) and that all costs associated with the sale be paid by GloBird Energy P/L.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

2.1 Expand existing economic base and diversification into sustainable industries.

SUPPORTING INFORMATION / ATTACHMENTS

Letter of offer from GloBird Energy P/L.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers Warren on Thursday 24th May 2018

ITEM 4 SALE OF INDUSTRIAL LAND IN NEVERTIRE

CONTINUED



GloBird Energy P/L
2A Monomeeth Drive
Mitcham, VICTORIA, 3132
4/5/18

Darren Arthur
Warren Shire Council
115 Dubbo St, Warren NSW 2824

Re: Industrial land at Nevertire, NSW

Dear Mr. Arthur and Warren Shire Council staff,

I write concerning the industrial land that Warren Shire Council has for sale in the Nevertire industrial estate. A map is shown in Figure 1. Lots 4 and 9 are shown in red, while Lot 3 is green.

GloBird Energy offer Warren Shire Council its full asking price of \$32,000 + GST for Lots 4 and 9. We would like to start drafting sales contracts and obtaining section 149 certificates for due diligence.

We'd also like Warren Shire Council to consider our offer of \$42,000 + GST for all three lots. I understand Councillors would need to consider this at the next Council meeting.



Figure 1: Land for sale in Nevertire Industrial Estate.

Please use the details below if you have any questions about this offer, and to start drafting contracts.

For ease of transaction, please introduce us to the local lawyers that Council intends to use.

Regards

Luke Scott
luke.scott@globirdenergy.com.au / 0466 552 384



GloBird Energy
1300 Globird (1300 456 247)
2A Monomeeth Drive, Mitcham
VIC 3132
www.globirdenergy.com.au

Section

5

Manager Engineering Services

WARREN SHIRE COUNCIL

Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

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

RECOMMENDATION:

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

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

REPORT

Road Construction Works

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

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

1. Grader Crews Activities

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1	Oxley Highway	Shoulder Grading	4 kms
	Oxley Highway Seg 250 ("Milawa")	Drainage Works RMS Work Order	3.2 kms shaped to the RMS satisfaction
	Nevertire to Bogan Road	Shoulder Grading	Majority of Segments
Grader Crew 2	Thornton Road Seg 06 & 08	Rehabilitation works	15% completed

WARREN SHIRE COUNCIL

Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 3	Buddabadah Road	Maintenance Grading	12 kms
	Elsinore Road	Maintenance Grading	2.2 kms
	Old Warren Road Seg 28 to Bogan Shire Boundary	Maintenance Grading	Nil
	Old Warren Road Seg 24 & 26	Gravel Resheet	2 kms
Grader Crew 4	Marthaguy Road	Shoulders Grading	Full length of road beyond Bullagreen Road intersection
	Gradgery Lane	Maintenance Grade	4 kms

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Tar Patching	Buckiinguy road	Edge Patching	227 m ²
	Marthaguy Road	Edge Patching	4,980 m ²
	Carinda Road	Edge Patching	43 m ²
	Warren Streets	Hand Patching	15 m ²

2. Construction/Reconstruction/Recycle

WORK CREW	LOCATION	ACTIVITY	ESTIMATED EXPENDITURE	EXPEND TO DATE	STATUS
Grader Crew 1 (3-man crew)	Warren Rd RR 7515 (REPAIR)	Construction	\$598,492	\$665,895	Complete
	Thornton Road	Construction	\$517,069	80,075	May/June 2018
Grader Crew 2 (3-man crew)	Ellengerah Rd	Construction	\$963,353	\$1,022,895	Complete
Grader Crew 3 (3-man crew)	Bullagreen Rd	Recycle	\$184,500	\$183,812	Complete
	Collie/Bourbah Rd	Recycle	\$266,334	\$148,092	Complete

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 WORKS PROGRESS REPORT - ROADS BRANCH CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

Road works are funded annually in Councils financial plan.

RISK IMPLICATIONS

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

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

OPTIONS

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

CONCLUSION

Report as above.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

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

SUPPORTING INFORMATION / ATTACHMENTS

N/A

Section

6

Manager Health & Development Services

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 1 DEVELOPMENT APPLICATION APPROVALS

(B4-9)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

The following Development Applications were approved for April 2018

FILE	LOCATION	WORKS
P16-18.06	Lot 11 DP810430 Old Warren Road, Warren	Extension to existing dwelling
P16-18.07	Lot 316, DP721269 Zora Street, Warren	Erect Carport

LEGAL IMPLICATIONS

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

RISK IMPLICATIONS

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

STAKEHOLDER CONSULTATION OPTIONS

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

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.2.1 Quality customer service focus by Council staff.

1.4.4 Help ensure safe and sustainable development.

SUPPORTING INFORMATION/ ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT

(C14-3.25)

RECOMMENDATION

1. That Council adopt the concept designs for the new Council Chambers and Administration Building as provided by B-Creative Architecture and Photography; and
2. That Council prepare the construction certificated and tender documents.

PURPOSE

This report is to inform Council of the progression in the time line for the Council Chambers Development Program.

BACKGROUND

The Council Chamber Development Sunset Committee was formed to plan for the redesign and refurbishment of the current Warren Shire Council Chambers and Administrative Building.

REPORT

Council has employed the services of B-Creative Architecture and Photography to design a new Council Administration building and refurbish the current Warren Shire Council Chambers and Administrative building.

This project has been identified due to the Council owned building 113 Dubbo Street, Warren being in a dilapidated state. With Council needing to upgrade and refurbish the existing Council Chambers the demolition of 113 Dubbo Street allowed Council to remove a building in poor condition and a risk to public safety as well as created vacant land adjacent the existing Council Chambers to redevelop.

To ensure that the project progresses in a deliverable direction the following steps will be followed:

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT
CONTINUED

Deliverable Outcomes	Time Frames	Notes
Council endorses demolition of 113 Dubbo Street, Warren	January 2018	
Matt Bender Construction begin Demolition works	February/March 2018	As per Quotation
Final Draft of Redevelopment design submitted to Council	May/June 2018	
Geotechnical sampling undertaken, Engineering designs created	May/July /August2018	Development Application and Construction Certificate prepared by Health and Development Staff
Tender for construction of Council Chamber Redevelopment advertised	September/October 2018	6-8-week advertising,
Tender Awarded	November/December 2018	
Construction begins	January/February 2019	
Occupation Certificate issued	2019/2020	Project completed

WARREN SHIRE COUNCIL
Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT
CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

Demolition and Drafting of design documents were addressed in the quarterly budget review tabled at the January 2018 Council meeting. Council has allocated construction costs within the 2018/19 future budget estimates.

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Council will need to manage the project within budget constraints and issue tender documents as per its procurement policy.

STAKEHOLDER CONSULTATION

During the design process of the Council Chambers Redevelopment Project Council's final draft design will be placed on Public Exhibition.

CONCLUSION

B-Creative Architecture and Photography have provided concept drawings of the new Council Chambers and Administration Building for the consideration of Council in line with the projects time frame.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

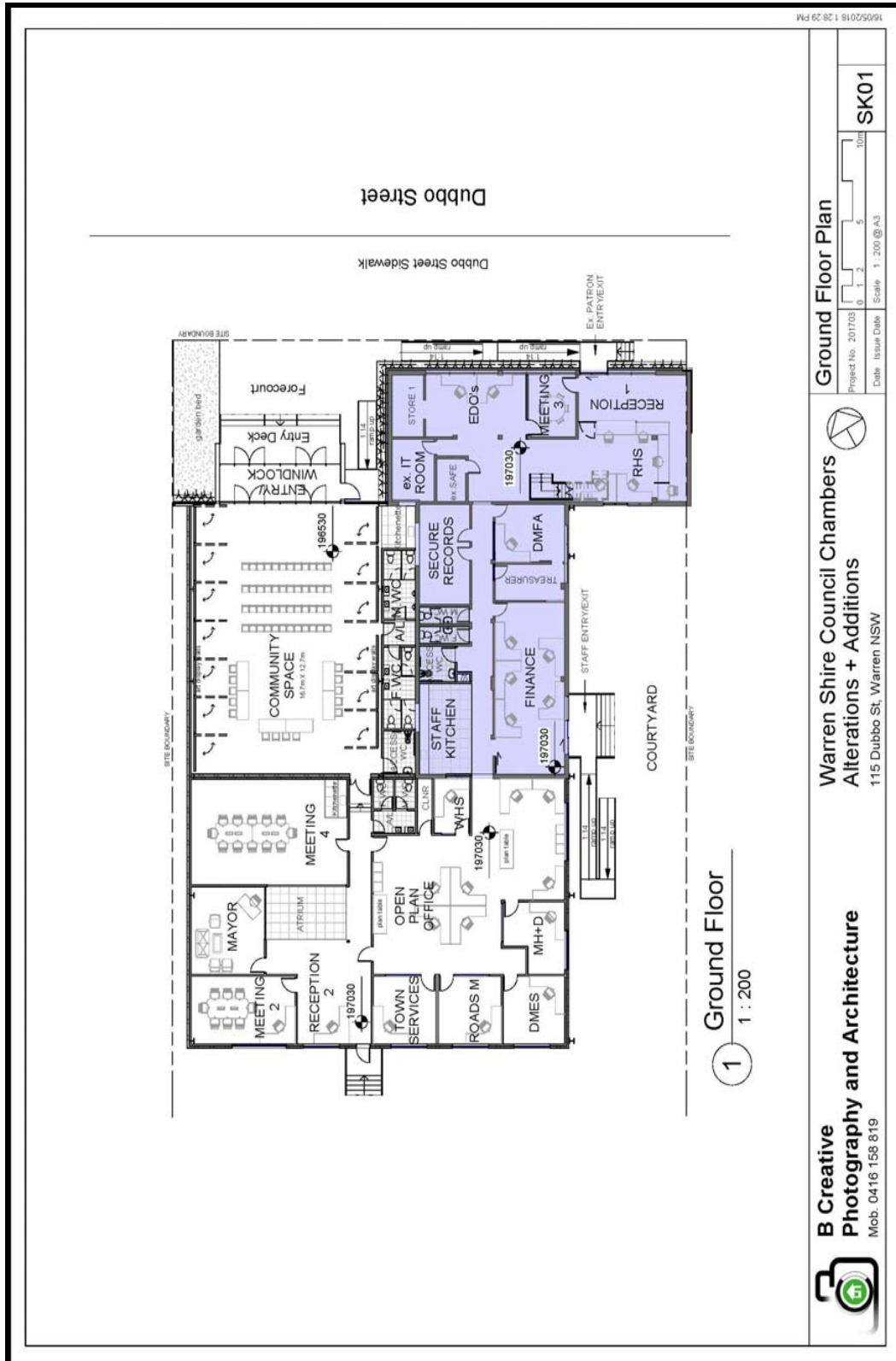
3.2.7 Upgrade and refurbishment of Warren Shire Chambers to comply with legislation.

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT

CONTINUED



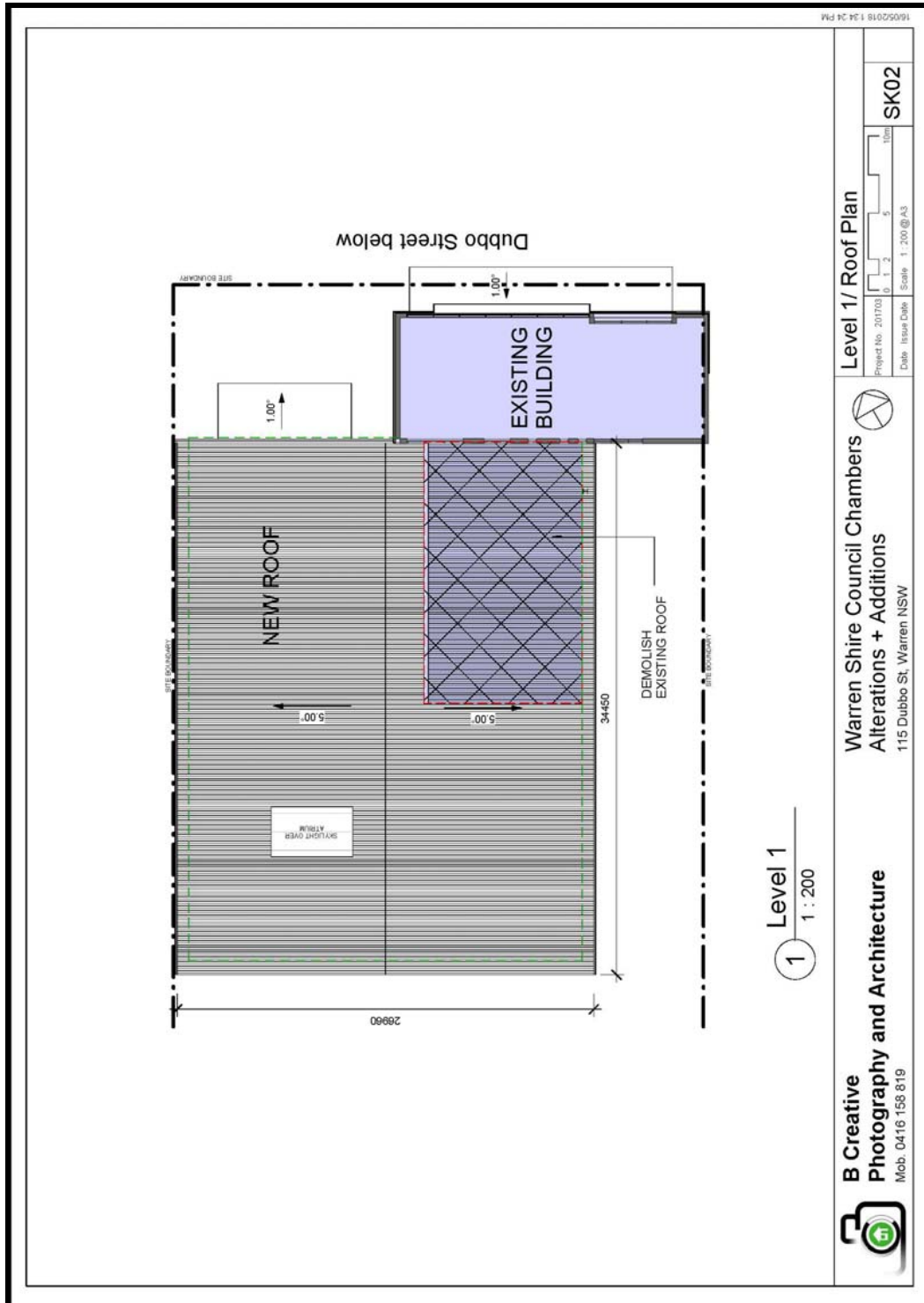
Ground Floor Plan

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 2 COUNCIL CHAMBERS DEVELOPMENT PROJECT

CONTINUED



Roof Plan

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th May 2018

ITEM 3 IMPOUNDING OFFICER'S REPORT

(P4-4)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

To record the duties and hours the Ranger has undertaken in the previous Month.

BACKGROUND

The Ranger has various duties including animal control, wandering stock and patrolling overgrown allotments along with many other duties performed throughout the month. These are recorded in the report as attached.

FINANCIAL AND RESOURCE IMPLICATIONS

The number of surrendered dogs at the pound affects the number of dogs being euthanised in any given week. This comes at a cost to Council from the Warren Veterinary Services.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION OPTIONS

Nil.

CONCLUSION

The report provides information to Council and community on animal and other controls.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.4.7 Provide animal control services to meet the demands of the community.

SUPPORTING INFORMATION/ ATTACHMENTS

Impounding officers report April 2018.

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24th May 2018

ITEM 3

IMPOUNDING OFFICER'S REPORT

CONTINUED

		Week Ending: 13th April 2018							Week Ending: 20th April 2018							Week Ending: 27th April 2018							
Hours	Day	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	
Patrol				3	4	4.5	3	3.25			3	3	A/L	A/L	Flexi			3	4	P/H		4	A/L
Feed/Water & Clean Pound Hours		1	1	2.5	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1	1	1	2
Office/ training				3	3.5	3	4.5	4			4.5	3.5			0			4.5	3.5	0	3.5	0	
Impounding/ Releasing/ Euthanasia					1.25						0	1	0	0	0								0
Total Daily		1	1	8.5	9.75	8.5	8.5	8.25	1	1	8.5	8.5	1	8.25	2	1	1	8.5	8.5	1	8.5	2	
Number of Dogs impounded						1							2						1				
Number of Dogs released							1																
Number of Dogs Euthanasia																			4				
Total Dogs in Pound		2	2	2	2	3	2	2	2	2	2	2	4	4	4	4	4	4	1	1	1	1	
Number of Cats Surrendered																							
Number of Cats Rehoused																							
Number of Cats Euthanasia																							
Total Cats in Pound																							
Kilometers per day																							
Total weekly kilometers		330							280							510							
Speed odometer reading @ end of week		16874							17204							17484							
Other General Notes																							
Total weekly hours		45.5							30.25							30.5							

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

WARREN SHIRE COUNCIL

Report of the Acting Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24th May 2018

ITEM 3

IMPOUNDING OFFICER'S REPORT

CONTINUED

Hours Day	Week Ending: 4th May 2018							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			3	4	4.5	3	Flexi															
Feed/Water & Clean Pound Hours	1	1	2.5	1	1	1	1															
Office/ training			3	3.5	3	4.25	0															
Impounding/ Releasing/ Euthanasia																						
Total Daily	1	1	8.5	8.5	8.5	8.25	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Dogs impounded	1																					
Number of Dogs released																						
Number of Dogs Euthanasia																						
Total Dogs in Pound	2	2	2	2	2	2	2															
Number of Cats Surrendered																						
Number of Cats Rehoused																						
Number of Cats Euthanasia																						
Total Cats in Pound																						
Kilometers per day																						
Total weekly kilometers								430														
Speed odometer reading @ end of week															17994							
Other General Notes																						
Total weekly hours								36.75							0							0

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