

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 28TH MAY 2020**

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## WARREN SHIRE COUNCIL

### AGENDA - ORDINARY COUNCIL MEETING

28th May 2020

**1. OPEN MEETING**

**2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

**3. CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday, 23rd April 2020.

**4. DISCLOSURES OF INTERESTS**

**5. MAYORAL MINUTE(S)**

**6. REPORTS OF COMMITTEES**

Meeting of the Ewenmar Waste Depot Sunset Committee  
held on Thursday, 7th May 2020 ..... (C14-3.23)

Meeting of the Sporting Facilities Committee  
held on Wednesday, 13th May 2020 ..... (S21-2.1)

Meeting of Manex held on Tuesday, 19th May 2020 ..... (C14-3.4)

**7. REPORTS TO COUNCIL**

**REPORTS OF DELEGATES**

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Nil.

**POLICY**

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Nil.

## REPORTS OF THE GENERAL MANAGER

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## 9. MATTERS OF URGENCY

Nil.

**10. CONFIDENTIAL MATTERS**

Nil.

**11. CONCLUSION OF MEETING**

**PRESENTATIONS**

Nil.

## **EWENMAR WASTE DEPOT SUNSET COMMITTEE MEETING**

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Attached are the Minutes of the meeting of the Ewenmar Waste Depot Sunset Committee Meeting held on Thursday, 7th May 2020.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Ewenmar Waste Depot Sunset Committee Meeting held on Wednesday 18th March 2020, be received and noted and the following recommendations be adopted:

**ITEM 5.1      NETWASTE CONTRACT EXTENSION FOR COLLECTION AND RECYCLING OF  
SCRAP METAL.**

**(G2-4.3)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Walker/Druce that:

That the information be received and noted and Warren Shire Council agree to the 12 month extension with Sims Metal Management.

**Carried**

# WARREN SHIRE COUNCIL

## Minutes of the Ewenmar Waste Depot Sunset Committee Meeting held via lifesize on Thursday, 7th May 2020 commencing at 4 pm

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**Present:** Councillor Pauline Serdity (Chairperson)  
Councillor Heather Druce  
Councillor Katrina Walker  
Maryanne Stephens (Manager Health and Development Services - MHD)  
Rolly Lawford (Divisional Manager Engineering Services - DMES)  
Cassy Mitchell (Minute Taker)

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### ITEM 1 APOLOGIES

Nil.

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### ITEM 2 MINUTES OF THE MEETING HELD WEDNESDAY 18<sup>TH</sup> MARCH 2020

**MOVED** Druce/Walker that the Minutes of the Meeting held on 18<sup>th</sup> March 2020 be accepted as a true and correct record of that meeting and acknowledge that a meeting was held on Monday 23<sup>rd</sup> March (with no minutes taken).

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**Carried**

### ITEM 3 BUSINESS ARISING FROM MINUTES

- Confirmation that notification was given regarding the new Ewenmar Waste Depot opening times.
- Flyers have been dispersed within the stores that have remained opened (Due to COVID – 19)
- Displayed on Website, facebook and electronic notice board.
- Queries and/or complaints regarding the access charge for Large lot residential have been minimal.

**Carried**

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### ITEM 5.1 NETWASTE CONTRACT EXTENSION FOR COLLECTION AND RECYCLING OF SCRAP METAL.

**(G2-4.3)**

#### RECOMMENDATION TO COUNCIL:

**MOVED** Walker/Druce that:

That the information be received and noted and Warren Shire Council agree to the 12 month extension with Sims Metal Management.

**Carried**

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### ITEM 5.2 WASTE LESS RECYCLE MORE GRANT

**(2-1.15)**

#### RECOMMENDATION TO COUNCIL:

**MOVED** Druce/Walker that:

That the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Ewenmar Waste Depot Sunset Committee Meeting  
held via lifiesize on Thursday, 7th May 2020  
commencing at 4 pm

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## GENERAL BUSINESS

- The removal of rubble from the tip will be reported to the May Council meeting.
- Rubble to be crushed within the next month. It will be utilised within the Ewenmar Waste Facility and not for sale to the public.
- Drum Muster will be seeking approval for a collection compound to be constructed at the Ewenmar Waste Depot.

## ITEM 7            DATE OF NEXT MEETING

4<sup>th</sup> August 2020

**There being no further business the meeting closed at 4.31 pm.**

DRAFT

## SPORTING FACILITIES COMMITTEE MEETING

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Attached are the Minutes of the Sporting Facilities Committee Meeting held on Wednesday 13th May 2020.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Sports Facilities Committee held on 13th May 2020 be received and noted and the following recommendations be adopted:

**ITEM 6.3 CENTRE MANAGER REPORT – MAINTENANCE AND REPAIRS (S21-2)**

2. The approximate cost to construct a second and third tier retaining wall at the disability ramp is \$20,000.00 ex GST to be completed via grant application.
3. The approximate cost to construct the upstairs disability toilet at the Warren Sporting and Cultural Centre is \$40,000.00 ex GST to be completed via grant application.
4. The approximate cost to construct a pathway from the downstairs paved area to the disability ramp is \$20,000.00 ex GST to be completed via grant application.

**ITEM 6.4 SPLASH PARK**

That the Committee note the funding available from the NSW Government under the Stronger Country Communities Fund Round 3 Program and that preliminary design work has commenced for installation once the Deed Agreement has been signed.

**ITEM 6.5 SKATE PARK SHADE SAILS**

1. The Committee note the provision of shade sails over the entire Skate Park area and that the shade sails shall be provided from grant funding; and
2. Additional shade sails will be provided to the Carter Oval Precinct including the Swimming Pool through grant and other funding.

**ITEM 6.6 LED LIGHTING DESIGNS**

1. The Committee note that Council has undertaken professional LED Lighting designs for the senior cricket ground, the soccer fields at Carter Oval Sports Precinct, the outdoor netball courts and the Rugby League/ Union football ground (replace existing lamps with LED lamps) at Victoria Oval;
2. Council has applied for grant funding through the NSW Government Clubs Grant Category 3 Infrastructure Grants Program for lighting at the Carter Oval Sports Precinct cricket field,
3. Staff will continue to look for and apply for grant funding to upgrade or develop existing lighting at other sporting areas to LED high intensity lighting suitable for the sport undertaken



**ITEM 6.7 CRICKET GROUND UPGRADE**

1. The Committee note the provision of a change room and canteen building on the south western side of the field that will serve all users including Senior and Junior Cricket, Little A's, Soccer and other users and that costs, quotations or tenders are required to build this structure;
2. Two (2) storage buildings will be provided at opposite ends of the senior cricket pitch for the Soccer Clubs and Little A's;
3. The cricket ground has been enlarged to competition size and a turf cricket pitch shall be developed that is on an alignment of 046°/226° as permitted in the field set out design;
4. New cricket practice nets shall be provided to the north western corner of the precinct adjacent to the Council Works Depot;
5. Council has sought a professional design for lighting, suitable for fast ball games;
6. A new fence shall be priced (picket) to define the field boundaries and current or future grant funding shall be used; and
7. Irrigation upgrades will be undertaken based on professional irrigation design and computer management programs.

**ITEM 6.8 WARREN SWIMMING POOL COMPONENT OF THE CARTER OVAL PRECINCT MASTER PLAN**

That the Committee note the process of developing the Warren Swimming Pool component of the Carter Oval Sports Precinct Master Plan and time frames.

**ITEM 6.9 DROUGHT ASSISTANCE GRANT**

That the Committee recommend to Council the allocation of funds to the following projects from the Federal Government Drought Assistance Grant.

No.	Program	Amount (\$)
1	Adverse Event Plan	5,000
2	Warren CBD Toilet	162,292
3	Turf surrounds - Netball Courts	30,000
4	Drought Relief Events	22,292
6	Warren Tennis Courts Upgrade	77,292
7	Carter Oval - LED Lights	274,166
8	Skate Park - Shade Shelter	172,292
9	Racecourse Upgrades	112,292
10	Walkway Structures	37,292
12	CBD Murals - Planning	22,292
13	Warren Cemetery Upgrade	82,292
14	External Audit	2,500
	<b>Total</b>	<b>1,000,000</b>

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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**Present:**

Councillor MJ Quigley (Chairman)  
Councillor KR Irving  
Councillor BD Williamson  
Councillor KW Taylor  
Wesley Hamilton (Centre Manager)  
Rolly Lawford (Divisional Manager of Engineering Services)  
Glenn Wilcox (General Manager)  
Maryanne Stephens (Manager of Health and Development)  
Kerry Jones (Infrastructure Projects Manager)  
Wendy Haywood (Swimming Pool Manager)  
Councillor A Brewer (Skate Park Sub Committee)  
Amanda Thomas (Skate Park Sub Committee)  
Judy Rigley (Skate Park Sub Committee)

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**ITEM 1 APOLOGIES**

Apologies were tendered on behalf of Councillor R Higgins (Skate Park Sub Committee) and Kelly Sinclair (Skate Park Sub Committee) who was absent due to external commitments and it was **MOVED** that a leave of absence be granted for this meeting.

**Carried**

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**ITEM 2 CONFIRMATION OF MINUTES OF THE SPORTING FACILITIES COMMITTEE MEETING 12<sup>TH</sup> FEBRUARY 2020**

**MOVED** that the Minutes of the Meeting held on the 12<sup>th</sup> February 2020 be accepted as a true and correct record of that meeting.

**Carried**

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**ITEM 3 BUSINESS ARISING FROM MINUTES**

A discussion was held in relation to the obtaining quotes for the installation of heating and cooling within the Warren Sporting and Cultural Centre. The Centre Manager advised that an initial quote has come back at \$145,000.00 inc GST to supply four units on the roof. Two of which would use the existing duct work within the building. The other two units would be installed into a new duct work system on the western side of the complex. It was decided that further investigation and quotes be obtained to ensure the feasibility of this project and the installation of ceiling fans to mix the air during winter

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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## ITEM 4 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
12.10.2016	Matting at practice nets	CM	To be included in Carter Oval redevelopment plan. Investigate suitable grant for local sporting club to apply for.	Pending
21.02.2018	Research replacement of pool facilities	MHD	Filtration system to be installed. Future project direction and plan to commence. Management and works program to be established. Grants to be sourced. Assessment of what projects have been completed to date including expenditures be completed.	2020
21.02.2018	Victoria Park Master Plan	CM	Crown Land Management Plan has been received and reviewed. Plan to be reviewed for comment by stake holders of Victoria Park before being implemented.	2020
04.04.2018	Installation of Sealed Netball / Basketball Courts	IPM/DMES	Bollards Installed. Turf to be installed surrounding outdoor courts.	2020
*07.11.2018	Invitation to Minister	GM	Complete.	Feb 2020
*20.03.2019	Irrigation Plan for Victoria Oval during water restriction period	DMES	Complete.	2020
31.07.2019	Carter Oval Upgrade	IPM	Program has commenced. Establishing project management / works program. Skate Park construction complete.	2021
23.10.2019	Installation of shade structure over baby pool area and lane 1 concourse	CM/IPM	Quotes obtained. Seek grant funding. If unsuccessful add to pending 2020-21 budget for consideration. To be reviewed with Master Plan.	2020
*23.10.2019	Scaffolding work within WSCC	CM	Complete.	Feb 2020

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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## ITEM 4 ACTION CHECKLIST

CONTINUED

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
12.02.2020	Quote to install reverse cycle air-conditioning WSCC	CM	Initial quote achieved (145k) further investigation needed and report back to committee	August 2020
*12.02.2020	Indoor Scoreboard WSCC	CM	Complete.	May 2020
12.02.2020	Pedestrian Gate Warren War Memorial Swimming Pool	MHD	Ordered, to be installed.	Oct 2020
12.02.2020	General Maintenance and Repairs Pool Pump Shed	CM	Liaise with MHD and seek quote to colour match existing 50m pool pump shed and new filtration system area to other building and infrastructures within the pool yard.	Oct 2020

**MOVED** that:

1. The Action Checklist progress be received and noted; and
2. Items marked with an asterisk (\*) be deleted.

**Carried**

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## ITEM 5 FINANCIAL REPORT

**MOVED** that the financial statement be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 6.1 CENTRE MANAGER REPORT – GYM MEMBERSHIP AND USAGE (S21-2)

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

**Carried**

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## ITEM 6.2 CENTRE MANAGER REPORT – GYM MAINTENANCE (S21-2)

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

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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## ITEM 6.3 CENTRE MANAGER REPORT – MAINTENANCE AND REPAIRS (S21-2)

**MOVED** that:

1. The information be received and noted;
2. The approximate cost to construct a second and third tier retaining wall at the disability ramp is \$20,000.00 ex GST to be completed via grant application.
3. The approximate cost to construct the upstairs disability toilet at the Warren Sporting and Cultural Centre is \$40,000.00 ex GST to be completed via grant application.
4. The approximate cost to construct a pathway from the downstairs paved area to the disability ramp is \$20,000.00 ex GST to be completed via grant application.

**Carried**

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## ITEM 6.4 SPLASH PARK

**MOVED** that the Committee note the funding available from the NSW Government under the Stronger Country Communities Fund Round 3 Program and that preliminary design work has commenced for installation once the Deed Agreement has been signed.

**Carried**

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## ITEM 6.5 SKATE PARK SHADE SAILS

**MOVED** that:

1. The Committee note the provision of shade sails over the entire Skate Park area and that the shade sails shall be provided from grant funding; and
2. Additional shade sails will be provided to the Carter Oval Precinct including the Swimming Pool through grant and other funding.

**Carried**

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## ITEM 6.6 LED LIGHTING DESIGNS

**MOVED** that:

1. The Committee note that Council has undertaken professional LED Lighting designs for the senior cricket ground, the soccer fields at Carter Oval Sports Precinct, the outdoor netball courts and the Rugby League/ Union football ground (replace existing lamps with LED lamps) at Victoria Oval;
2. Council has applied for grant funding through the NSW Government Clubs Grant Category 3 Infrastructure Grants Program for lighting at the Carter Oval Sports Precinct cricket field,
3. Staff will continue to look for and apply for grant funding to upgrade or develop existing lighting at other sporting areas to LED high intensity lighting suitable for the sport undertaken.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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## ITEM 6.7 CRICKET GROUND UPGRADE

**MOVED** that:

1. The Committee note the provision of a change room and canteen building on the south western side of the field that will serve all users including Senior and Junior Cricket, Little A's, Soccer and other users and that costs, quotations or tenders are required to build this structure;
2. Two (2) storage buildings will be provided at opposite ends of the senior cricket pitch for the Soccer Clubs and Little A's;
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4. New cricket practice nets shall be provided to the north western corner of the precinct adjacent to the Council Works Depot;
5. Council has sought a professional design for lighting, suitable for fast ball games;
6. A new fence shall be priced (picket) to define the field boundaries and current or future grant funding shall be used; and
7. Irrigation upgrades will be undertaken based on professional irrigation design and computer management programs.

**Carried**

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## ITEM 6.8 WARREN SWIMMING POOL COMPONENT OF THE CARTER OVAL PRECINCT MASTER PLAN

**MOVED** that the Committee note the process of developing the Warren Swimming Pool component of the Carter Oval Sports Precinct Master Plan and time frames.

**Carried**

---

## ITEM 6.9 DROUGHT ASSISTANCE GRANT

**MOVED** that the Committee recommend to Council the allocation of funds to the following projects from the Federal Government Drought Assistance Grant.

No.	Program	Amount (\$)
1	Adverse Event Plan	5,000
2	Warren CBD Toilet	162,292
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10	Walkway Structures	37,292
12	CBD Murals - Planning	22,292
13	Warren Cemetery Upgrade	82,292
14	External Audit	2,500
	<b>Total</b>	<b>1,000,000</b>

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee meeting held at the Warren Skate Park, Dubbo St, Warren on Wednesday the 13<sup>th</sup> May 2020 commencing at 2:02pm

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**ITEM 7            GENERAL BUSINESS WITHOUT NOTICE**

Nil.

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**ITEM 8            DATE OF NEXT MEETING**

12th August 2020 at 2:30pm commencing at the Council Chambers

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 3:54 PM.**

DRAFT

## MANEX MINUTES

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Attached are the Minutes of the meeting of Manex held on Tuesday, 19th May 2020.

**RECOMMENDATION:**

That the Minutes of the Meeting of Manex held on Tuesday, 19th May 2020 be received and noted.

**ITEM 7                      OPERATIONAL PROCEDURES                      (I2-11.1)**

That:

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



**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held at the Warren Shire Library, Warren,  
on Tuesday 19th May 2020 commencing at 2.45 pm

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**PRESENT:**

Glenn Wilcox	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Rolly Lawford	Divisional Manager Engineering Services (Chair)
Maryanne Stephens	Manager Health & Development Services
Jillian Murray	Treasurer
Rowan Hutchinson	Roads Infrastructure Manager
Kerry Jones	Infrastructure Projects Manager
Jody Burtenshaw	Executive Assistant

**ITEM 1 APOLOGIES**

Nil apologies.

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**ITEM 2 BUSINESS ARISING FROM MINUTES**

Nil.

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**ITEM 3 ACTION CHECKLIST**

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

**Carried**

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**ITEM 4.1 2019/2020 SPECIFIC WORKS STATUS REPORT - OUTSTANDING**

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

**Carried**

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**ITEM 4.2 PROJECTS AND ASSETS STATUS REPORT**

**MOVED** Wilcox/Arthur that the information be received and noted. The General Manager expressed his appreciation at the work being done.

**Carried**

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**ITEM 4.3 EWENMAR WASTE DEPOT STATUS REPORT**

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

**Carried**

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**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held at the Warren Shire Library, Warren,  
on Tuesday 19th May 2020 commencing at 2.45 pm

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**ITEM 5.1      NSW GOVERNMENT CIRCULARS      (L5-3)**

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

**Carried**

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**ITEM 5.2      OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS      (L5-3)**

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

**Carried**

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**ITEM 6      IMPOUNDING OFFICER'S REPORT      (P4-4)**

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

**Carried**

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**ITEM 7      OPERATIONAL PROCEDURES      (I2-11.1)**

**MOVED** Stephens/Arthur that:

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

**Carried**

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**ITEM 8      APRIL 2020 DRAFT MINUTES AND MAY 2020 BUSINESS PAPER**

The Committee previewed the May 2020 Business Paper and the April 2020 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

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**ITEM 9      CORRESPONDENCE AND COMPLAINTS/ACTION REQUESTS STATUS**

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

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**ITEM 10      GENERAL BUSINESS WITHOUT NOTICE**

- The Treasurer requested if Council orders for this financial year could be submitted to the Finance Clerk - Creditors by the end of the May;
- The Treasurer noted that there were some outstanding staff performance reviews. The General Manager requested that they be completed as soon as possible;
- The Treasurer noted that the interest rates on investments had dropped to 0.95%;

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held at the Warren Shire Library, Warren,  
on Tuesday 19th May 2020 commencing at 2.45 pm

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**ITEM 10**

**GENERAL BUSINESS WITHOUT NOTICE**

**CONTINUED**

- The Treasurer requested an update on the hazard reduction program for roads. The Divisional Manager Engineering Services is to follow this up. The Divisional Manager Engineering Services indicated that some roads had been completed with others still to be done;
- The Divisional Manager Finance & Administration advised that the Finance Clerk – Rates is currently working on policies regarding cyber security, including training and induction training;
- The Manager Health and Development Services referred to the Ewenmar Waste Depot and the removal of rubble. The Divisional Manager Engineering Services is to provide a report to Council;
- The Manager Health and Development Services reiterated her request for photos of Council dwellings from staff;
- The Manager Health and Development Services advised that an audit of keys will be undertaken. It was noted that as people move positions or leave Council, their keys are not being returned to the Administration Officer Health and Development Services for reissuing to the new employee, but rather kept and handed out. It was also noted that keys are being cut without coming through the Administration Officer Health and Development Services and recorded in the key register; and
- The Divisional Manager Finance & Administration advised that the keys issued to staff for the Council Administration building are not working for the back door near the Service NSW office. This matter is to be investigated.

**There being no further business the meeting closed 3.30 pm.**

**WARREN SHIRE COUNCIL**  
 Report of the General Manager  
 to the Ordinary Meeting of Council to be held at the  
 Warren Sporting & Cultural Centre, Warren on Thursday 28th May 2020

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

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>General Manager</b>				
*23.04.20	69.4.20	Sale Agreement Hanger 2 Lot 2 DP 1259706	GM	Contracts signed.
*23.04.20	72.4.20	LED Bulk Streetlight Replacement	GM	Advised EMS that Council will proceed with the LED bulk streetlight replacement project.
<b>Divisional Manager Finance and Administration Services</b>				
*23.04.20	75.4.20	Totally Smiles P/L Rental Adjustment Request	DMFA	Advised Totally Smiles P/L of Council's decision.
*23.04.20	81.4.20	Lager and Brew P/L Request for Rates Waiver	DMFA	Advised Lager and Brew P/L of Council's decision.
<b>Divisional Manager Engineering Services</b>				
6.12.18	284.12.18	Lot 79 & 80 DP 724585 Wambianna Street, Collie.	DMES	Survey completed, a report is to be presented to Council. On hold.
6.12.18	287.12.18	Mount Foster Quarry Usage Proposal	DMES	The EPA require additions to the initial surface stormwater plan and have specified that the additional works are to be completed. So as to enable additional production authority must be sought to "drill and blast" and consequently a Development Application (DA) must be lodged seeking approval to drill and blast. The DA will be subject to a new scope of operations. Once these have been agreed to the Environmental Protection Authority will amend the quarry licence certifying full operations. The approval to "drill and blast" is being pursued. The matter will be issued to the Plant Committee once resolved.

**WARREN SHIRE COUNCIL**  
 Report of the General Manager  
 to the Ordinary Meeting of Council to be held at the  
 Warren Sporting & Cultural Centre, Warren on Thursday 28th May 2020

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
23.5.19	105.5.19	2019-2024 Roads to Recovery Allocation	DMES	<ol style="list-style-type: none"> <li>1. Send letters to listed Ministers,</li> <li>2. Investigate and submit applications under Black Spot Program, the Heavy Vehicle Safety and Productivity Program, Bridges Renewal Program and the Additional Funding under the Heavy Vehicle Safety Initiative Program</li> <li>3. Prepare/update strategic plan for roads.</li> </ol>
27.6.19	129.6.19	Warren Levee Bank Rehabilitation	DMES	<ol style="list-style-type: none"> <li>1. Engage a qualified Geotechnical Consulting Engineering Firm;</li> <li>2. Allocate an appropriate budget to allow completion of the required work as a matter of priority;</li> <li>3. Seek funding immediately;</li> <li>4. Arrange a relevant component project team;</li> <li>5. Arrange an appropriate budget in the annual estimates;</li> <li>6. Implementation of the recommendations contained within the NSW Public Works Report Number DO/13/02 Visual Audit of the Warren Levees (North and South) dated 6 November 2013 is in progress;</li> <li>7. Utilise the specific issues detailed within the 6 November 2013 Visual Audit Report be used to form the basis of the next</li> </ol>

**WARREN SHIRE COUNCIL**  
 Report of the General Manager  
 to the Ordinary Meeting of Council to be held at the  
 Warren Sporting & Cultural Centre, Warren on Thursday 28th May 2020

**ITEM 1                      OUTSTANDING REPORTS CHECKLIST                      CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
				inspection of the Warren Town Levee as required in the Warren Levee Operations and Maintenance Manual.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	<ol style="list-style-type: none"> <li>1. Provide a detailed budget for works.</li> <li>2. Submit plans and documents to Council for consideration and approval.</li> </ol>
5.12.19	270.12.19	Mt Foster Quarry Usage Proposal	DMES	Tender closed, reported to March 2020 Plant Committee Meeting.
<b>Manager Health &amp; Development</b>				
27.6.19	136.6.19	Warren War Memorial Swimming Pool Refurbishment Grant	MHD	Work has been completed on separating the wading pool filtration and chlorination from the main pool.
5.12.19	272.12.19	Shade structures at Warren War Memorial Swimming Pool	MHD	Include shade structures in future grant applications.
27.2.20	36.2.20	Draft Plans of Management	MHD	<ol style="list-style-type: none"> <li>1. Council assign categories of Community Land as detailed in report.</li> <li>2. Notify Minister</li> <li>3. Seek Ministerial consent to classify Crown Reserves as identified as operational land</li> </ol>
26.3.20	58.3.20	Targeted Earlier Intervention	MHD	<ol style="list-style-type: none"> <li>1. Awaiting on Service Agreement and Schedule for contract.</li> <li>2. Initiate trial MOU with the Warren Youth Group.</li> </ol>

**RECOMMENDATION:**

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

**WARREN SHIRE COUNCIL**  
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**ITEM 2 COMMITTEE/DELEGATES MEETINGS**

**(C14-2)**

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

**MEETINGS HELD**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
24.04.2020	Orana Joint Organisation Board	Electronic
28.04.2020	COVID-19 Management Committee	Warren
29.04.2020	Western NSW Local Health District/Mayors and General Managers	Electronic
30.04.2020	Department of Planning Industry & Environment	Teleconference
30.04.2020	LEMC	Warren
04.05.2020	Joint Organisation Leadership Team (JOLT)	Warren
05.05.2020	COVID-19 Management Committee	Warren
07.05.2020	MERC Executive Committee	Electronic
07.05.2020	Ewenmar Waste Depot Committee	Electronic
12.05.2020	COVID-19 Management Committee	Warren
13.05.2020	Sporting Facilities Committee	Onsite
19.05.2020	COVID-19 Management Committee	Warren
19.05.2020	MANEX	Warren
25.05.2020	Outback Arts	Teleconference
25.05.2020	Water NSW Macquarie Drought Relief Strategy	Electronic
26.05.2020	Water NSW Macquarie Drought Relief Strategy (Council Session)	Electronic
26.05.2020	COVID-19 Management Committee	Warren

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
15-17.07.2020	LGNSW Water Management Conference	Narrabri
22-24.11.2020	LGNSW Annual Conference 2020	Lovedale
16-18.11.2020	National Local Roads and Transport Congress 2020	Wrest Point, Tasmania

**RECOMMENDATION:**

That the information be received and noted.

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**ITEM 3                      ELECTION OF MAYOR**

**(C14-13)**

**RECOMMENDATION**

1. That Council note that a Mayoral Election is required in September 2020 and that it is to be held at the Ordinary 24th September Council Meeting, and
2. That the 21st September 2020 Extra Ordinary Meeting be removed from Council's Meeting schedule.

**Purpose:**

This report has been prepared in accordance with the Local Government Act 1993 and the amendments to the Act to extend the term of Council.

**Background:**

The report deals with the extension of the Council term and the election of the Mayor. In accordance with amendments to the NSW Local Government Act, the term of office for a Mayor, elected by Councillors is for a two (2) year period. This report advises that an extension of the Councillor term until at least September 2021 will require an election of a Mayor for a one (1) year term.

**Report:**

The Minister for Local Government amended the Local Government Act 1993 to extend the term of Council until at least September 2021. This has required Council to hold an election for Mayor at its September 2020 Council meeting.

This report is to high light the need for the Councillors to hold an election for Mayor and to establish that the date of this election is to be held in association with the 24th September 2020 Council Meeting.

A date has been placed in Council's calendar for a Special Meeting to elect the Mayor following the proposed 2020 election. As this election has now been delayed, the Special Meeting date should be removed and the Mayoral election for a one (1) year term held as part of the Ordinary Council Meeting in September 2020.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No financial or resource implications identified. This is a requirement under the Local Government Act 1993 as amended.

**LEGAL IMPLICATIONS**

In accordance with the NSW Local Government Act and Regulations, nominations for Mayor must be in writing, signed by two (2) Councillors and the nominee must consent in writing. The nomination and acceptance can be made prior to the meeting and the General Manager shall send a reminder prior to September 2020.

**RISK IMPLICATIONS**

No risks are identified if the process is followed.



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**ITEM 3                    ELECTION OF MAYOR**

**CONTINUED**

**STAKEHOLDER CONSULTATION**

In Warren Shire Council, the Mayor is elected by the Councillors.

**OPTIONS**

There are no options under the Act but to have an election of a Mayor.

**CONCLUSION**

The position of a Mayor is a requirement under the Local Government Act 1993 and the process requires that a Mayoral election is held every two (2) years. Council will hold a special Mayoral election as required by the Act in September 2020 for a one (1) year term.

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

5.2.2    Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS**

Nil.

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**ITEM 4 PURCHASE OF PUBLIC LAND FOR TOILET**

**(P16-15.15)**

**RECOMMENDATION**

1. That Council enter into a contract for the purchase of land from Ten Heads Pty Ltd to develop a public toilet facing Dubbo Street at an estimated cost of \$12,000 (ex. GST); and
2. That the Mayor and or General Manager be permitted to sign a contract for land purchase and apply the Council Seal as required.

**PURPOSE**

Council has been looking to establish a public toilet in the Dubbo Street business area for many years. An opportunity exists for Council to purchase land in a suitable location to build a toilet.

**BACKGROUND**

Council as part of its Main Street upgrade has reviewed the need for a public toilet in the Dubbo Street area.

**REPORT**

Council has undertaken reviews of a need for a public toilet in the Dubbo Street area and an opportunity has developed to purchase land between the Warren Pharmacy and the Warren Meat House in Dubbo Street.

The land will require subdivision and the owner would like easements and drainage created.

Council has estimated that to undertake drainage works, register easements and to subdivide the land, the purchase price of the land will be approximately \$12,000 (ex. GST).

The location of the land is very accessible to water and sewerage services and the area being made available will allow a transportable toilet building in compliance with fire regulations to be placed at this point.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council does not have an allocation for the purchase of this land in its budget, however funding can be provided from infrastructure reserves.

**LEGAL IMPLICATIONS**

Council will be required to prepare the land subdivision, contract for sale and register easements. Works associated with water and drainage will be at Council's cost including changes and upgrades on the present land to ensure all pipes and drainage are in easements.

**RISK IMPLICATIONS**

A formal contract will need to be signed by the owner prior to expenditure on subdivision and associated water and drainage requirements.

**STAKEHOLDER CONSULTATION**

N/A.

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**ITEM 4 PURCHASE OF PUBLIC LAND FOR TOILET**

**CONTINUED**

**OPTIONS**

Council is restricted in options for a suitable land parcel that serves the higher trafficked areas of the commercial area.

**CONCLUSION**

Council has an opportunity to purchase land in the Dubbo Street area for the development of a public toilet.

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

2.2.2 Implementation of Streetscape Masterplan and Town Improvement Committee Activities.

**SUPPORTING INFORMATION /ATTACHMENTS**

Location Map below.



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ITEM 5                      ORANA REGIONAL JOINT ORGANISATION

(L5-16.3)

**RECOMMENDATION**

That Warren Shire Council advise the Orana Joint Organisation that it will remain a member of a Joint Regional Organisation and that its preference is for the Minister to redevelop or replace the Orana Joint Organisation to include Dubbo Regional Council and potentially other non-aligned rural Councils.

**PURPOSE**

To seek advice from Council as to the continuation of its support for Joint Regional Organisations in the Orana area.

**BACKGROUND**

This report has been prepared in accordance with a request of the Orana Joint Organisation to ask Council if it is supportive of remaining a member of a Joint Organisation (JO).

**REPORT**

The Orana JO meet on the 24th April 2020 and as part of a Notice of Motion from Warren Shire Council resolved;

*“2020/022 RESOLVED Crs Quigley/Donald that the Orana JO writes to the NSW Minister for Local Government specifying the name of each member council who has resolved to leave the Orana Joint Organisation to allow the Governor to remove these Councils from the Orana JO boundary (LG Act 400ZC amendment and dissolution of Joint Organisations).”*

The Orana JO has been meeting to consider its future due to finance not currently being available to conduct business into the future under its present model. Other motions were put forward by Warren Shire to investigate the Orana JO and to look at how the organisation can develop productive outcomes into the future. Suggestions range from business as usual until finances run out to the Orana JO going into a period of hibernation and conducting minimal business activities under a streamlined structure.

Although the advice to Council was that a Council can leave a JO, it does require a proclamation of the Government to remove a Council or to dissolve a JO or as in the case of Warren Shire Council to enter into an existing JO. Any Council that wishes to leave the current JO must apply to the Minister and the Government must agree to its removal from legislation.

In consideration of this recommendation, Council needs to be aware, that Dubbo Regional Council has resolved;

1. *“That Council apply to the Minister for Local Government for membership to a newly established Joint Organisation, effective 1 July 2020.*
2. *That if the Minister doesn’t concur with forming a new Joint Organisation, Council withdraw its application until after the proposed review of the Joint Organisation Model which is to be undertaken by the NSW Government in the next six months.*
3. *That Council offer administrative support for the first year of the newly formed Joint Organisation to assist with its establishment.*

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**ITEM 5                      ORANA REGIONAL JOINT ORGANISATION                      (L5-16.3)**

4. *That the Mayor write to all Mayors of the Region to seek their interest in joining the newly formed Joint Organisation."*

Dubbo's resolution allows the Minister to redevelop the Orana JO or to declare a new JO to be gazetted (with or without the existing Orana JO Members).

This report recommends that Warren Shire Council advises the JO Board that it will remain within a JO as the long-term regional representation of a well governed and functional JO would support our regional interests. Any JO that Warren Shire belongs to, should include Dubbo Regional Council and it must have a structure that respects Dubbo Regional Council's level of influence, size and support available to other member Councils.

Warren Shire Council may wish to advise the Minister for Local Government of the requirement that a new or redeveloped JO must have Dubbo Regional Council and preferably other rural councils such as Coonamble and Brewarrina included.

**FINANCIAL AND RESOURCE IMPLICATIONS**

This report has no financial implications above those contained within its present budget.

**LEGAL IMPLICATIONS**

Should Council not wish to remain as part of a JO, then it is required to advise the JO Board and the Minister.

**RISK IMPLICATIONS**

Council is in the Orana JO and will remain in a JO unless Council resolves to leave.

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

Council has an option to stay in a JO or to resolve to leave the JO.

**CONCLUSION**

This report has been prepared to seek Council's advice as to remaining within a JO.

**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.

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ITEM 5                      ORANA REGIONAL JOINT ORGANISATION

(L5-16.3)

## minutes



**EXTRA ORDINARY MEETING OF: Orana Joint Organisation**

**DATE:**                                      24 April 2020

**TIME:**                                        12.00 Midday

**VENUE:**                                    Via ZOOM Video Conference

**ATTENDEES:**

Cr C Davies ( <b>Chair</b> )	Narromine Shire Council
Cr D Batten	Gilgandra Shire Council
Cr D Todd	Warrumbungle Shire Council
Cr D Kennedy	Mid-Western Regional Council
Cr M Quigley	Warren Shire Council
Cr R Donald	Bogan Shire Council
David Neeves	General Manager, Gilgandra Shire Council
Roger Bailey	General Manager, Warrumbungle Shire Council
Jane Redden	General Manager, Narromine Shire Council
Brad Cam	General Manager, Mid-Western Regional Council
Glenn Wilcox	General Manager, Warren Shire Council
Derek Francis	General Manager, Bogan Shire Council
Belinda Barlow	Executive Officer Orana Joint Organisation
Ashley Albury	Director Regions Western NSW (DPIE)
Peter Evans	Office of Local Government
Dugald Saunders	Member for Dubbo
Cr James Craff	Councillor, Narromine Shire Council
Marion Truscott	Executive Manager Corporate Governance Narromine Shire Council
Carolyne Marchant	(Minute Taker) Narromine Shire Council

**1. WELCOME:**

The Chair declared the meeting open at 12.11 pm.

Mr Dugald Saunders, Member for Dubbo spoke to the Board and reiterated his support and commitment for the continued operation of the Orana Joint Organisation.

The Chair thanked Mr Saunders for his time. Mr Saunders left the meeting at 12.24pm.

**2. APOLOGIES:**

Nil

**3. DECLARATION OF INTEREST**

Nil

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**ITEM 5 ORANA REGIONAL JOINT ORGANISATION**

**(L5-16.3)**

## minutes



### **4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**2020/018 RESOLVED** Crs Kennedy/Todd that the Minutes of the Meetings held 27 March 2020 be adopted as a true and correct record of the meeting, with the following clarification to point 1 of resolution 2020/007, being that the Orana JO Board direct the Executive Officer to enter into the Capacity Building Funding Agreement of \$150, 000.

CARRIED

### **4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS (cont'd)**

**2020/019 RESOLVED** Crs Donald/Todd that the Minutes of the Meetings held 7 April 2020 be adopted as a true and correct record of the meeting.

CARRIED

It was noted that Cr Donald wished to withdraw the notice of motion noted in the minutes, on the advice subsequently received from the Office of Local Government.

### **5. ORANA JO CHAIRPERSON'S MINUTE/REPORT**

**2020/020 RESOLVED** Crs Donald/Batten that:

1. That the Orana JO Board note the Chairperson's minutes/report.
2. That the Orana JO formally acknowledge the service of Belinda Barlow.

CARRIED

### **6. ORANA JO OUTSTANDING GOVERNANCE ITEMS**

**2020/021 RESOLVED** Crs Quigley/Donald that the report be noted.

CARRIED

### **7. NOTICES OF MOTION**

Cr Quigley withdrew point four of the Notice of Motion based on the advice received from the Office of Local Government.

**2020/022 RESOLVED** Crs Quigley/Donald that the Orana JO writes to the NSW Minister for Local Government specifying the name of each member council who has resolved to leave the Orana Joint Organisation to allow the Governor to remove these Councils from the Orana JO boundary (LG Act 400ZC amendment and dissolution of Joint Organisations).

CARRIED

**WARREN SHIRE COUNCIL**  
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**ITEM 5                      ORANA REGIONAL JOINT ORGANISATION**

**(L5-16.3)**

**minutes**

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**7.    NOTICES OF MOTION (Cont'd)**

**It was moved** Crs Quigley/Todd that at the next JO Board meeting to be held after 24 April 2020, the Executive Officer report on any outstanding governance items of the Orana JO, including budget, reporting and operational matters.

**An amendment was moved** Crs Batten/Quigley that the next Orana Joint Organisation Board Meeting be held on 29 May 2020 to consider the responses from each member Council regarding their decision to remain as part of the Orana Joint Organisation.

**2020/023    The amendment** became the motion, was put to the vote and **CARRIED**

**It was moved** Crs Quigley/Kennedy that the Board request the Office of Local Government to undertake a Performance Audit (S421B) into the current and future operation of the Orana JO.

**The motion** was put to the vote and **LOST**.

**2020/024    RESOLVED** Crs Quigley/Donald that the Board review other Executive Officer position descriptions and contract arrangements and advertise for an Executive Officer prior to the expiry of the current Executive Officer term to allow the transfer of information.

**CARRIED**

**2020/025    RESOLVED** Crs Batten/Quigley that the Board canvass member Councils with a view to appointing an interim Executive Officer from the local General Managers, whilst recruitment for the position is being undertaken.

**CARRIED**

Mr Ashley Albury left the meeting at 1.16pm.

It was noted that the Chair would advise Mr Dugald Saunders of the decisions from the meeting.

There being no further business the meeting closed at 1.18 pm.



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ITEM 5                      **ORANA REGIONAL JOINT ORGANISATION**

(L5-16.3)

## minutes

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The Minutes (pages 1 to 4) were confirmed at a meeting held on the day of \_\_\_\_\_ 2020, and are a full and accurate record of proceedings of the meeting held on 24 April 2020.

Chair

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**ITEM 6                      WARREN SHIRE COUNCIL WORK FORCE PLAN AND STRATEGY (DROUGHT CONDITIONS) 2020                      (S12-1.1)**

**RECOMMENDATION**

1. That Council Adopt the Work Force Plan and Strategy (Drought Conditions) 2020; and
2. That the changes to the reporting lines for Environmental Services staff be delayed until the building works at the Administration Building are completed or by November 2020 due to relocation and co-ordination of staff factors.

**PURPOSE**

This report and amended Work Force Plan have been prepared in accordance with the Local Government Act 1993 and the Local Government Award.

**BACKGROUND**

The Workforce Plan and Workforce Management Strategy (WMS) makes up one (1) of three (3) components of Council's Resourcing Strategy as required under the NSW Local Government Integrated Planning and Reporting framework.

This WMS is designed to outline the strategies and plans which determine how Warren Shire Council will ensure appropriate human resources are available and are fully skilled to meet the Delivery Program.

Council adopted its original Workforce Plan in 2017 and adjusted this for drought conditions in 2019. The present Workforce Plan has been provided to all staff members, and copies provided to each Union organisation.

**REPORT**

The Amended Work Force Plan and Strategy has been prepared to advise Council and its staff.

The successful implementation of the Workforce Plan and Strategy recognises that our employees are our greatest asset and we will continue to build upon the workforce planning foundation that we are developing. A committed and engaged workforce results in improved organisational outcomes, and ultimately improved service delivery and facilities for our community.

It is the intention of management to ensure that our permanent workforce is retained and that we retain the four (4) grading crews, that we maintain the town services crews and that water and sewer operations are maintained. Council does use casual staff in its weekly operations and these staff will only be employed as and when required to meet project or other event needs.

The present Workforce Plan identifies the staff positions and numbers required to meet legislative outcomes, to plan for a transition to retirement of older staff and for the on-ground service expectations of our community through the four-year Delivery Program. The Workforce Plan is required to be adopted by Council.

It is proposed to delay the change in overall supervision of the Environmental Services section under the Divisional Manager Engineering Services until the Administration Building is complete due to the relocation of staff and co-ordination required to bring these sections together.

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**ITEM 6                      WARREN SHIRE COUNCIL WORK FORCE PLAN AND STRATEGY (DROUGHT CONDITIONS) 2020                      CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council provides funding through its annual, four years and ten year Works Programs. This Plan and strategy shall require funding in future budgets.

**LEGAL IMPLICATIONS**

This advice has been prepared in accordance with the IP&R process and following a review of Council's approved IP&R documents.

**RISK IMPLICATIONS**

A risk has been identified in that for Council to meet legislative and community expectations, Council must have a skilled work force to perform the duties required.

Council needs to ensure that permanent staff have meaningful work outcomes. Council will be required to invest in its work force and to ensure that training is provided to ensure the skill and worker safety levels are maintained.

**STAKEHOLDER CONSULTATION**

This draft Plan was provided to all staff members and to the Unions that represent staff.

Council's staff Consultative Committee has viewed the Plan.

Management has not received any objections to the draft Plan. Enquiries by staff have been made as to their role and function under the Plan and management has addressed these.

**OPTIONS**

Council may decide not to adopt this Plan, or it may wish to amend the Plan.

**CONCLUSION**

The Amended Work Force Plan and Strategy has been prepared to establish ongoing workforce needs, to document that Council is prepared to undertake training and to develop its workforce in accordance with the Local Government Award.

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

The Workforce Plan and Strategy is a key component of the IP&R process under the Local Government Act 1993 and crosses all areas of Council's Delivery Plan.

# WARREN SHIRE COUNCIL

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ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2020

(B1-10.16)

## RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30<sup>th</sup> April 2020 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 30<sup>th</sup> April 2020.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Mar-20	Transactions	Balance 30-Apr-20
General	11,329,897.02	(947,983.23)	10,381,913.79
Water Fund	504,075.10	(63,637.12)	440,437.98
Sewerage Fund	2,618,973.66	(33,562.17)	2,585,411.49
North Western Library	42,257.91	(9,342.63)	32,915.28
Trust Fund	134,428.49	214.65	134,643.14
Investment Bank Account	(12,415,577.43)	(85.39)	(12,415,662.82)
	<b>2,214,054.75</b>	<b>(1,054,395.89)</b>	<b>1,159,658.86</b>

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ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2020

CONTINUED

## BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	1,252,310.79
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	(92,651.93)

Balance as per Ledger Accounts less Investments =	<u>1,159,658.86</u>
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## INVESTMENTS RECONCILIATION

### Investments as at 30th April 2020

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	415,662.82	Variable	On Call A/c
16	National Australia Bank	1,500,000.00	90 days @ 1.58%	18-May-20
17	National Australia Bank	1,500,000.00	90 Days @ 1.58%	20-May-20
18	National Australia Bank	1,500,000.00	90 Days @ 1.55%	25-May-20
19	Macquarie Credit Union	1,500,000.00	91 days @ 1.50%	2-Jun-20
20	National Australia Bank	3,500,000.00	91 days @ 1.41%	9-Jun-20
21	National Australia Bank	1,500,000.00	90 days @ 1.32%	15-Jun-20
15	Macquarie Credit Union	1,000,000.00	91 Days @ 1.40%	30-Jul-20

TOTAL INVESTMENTS =	<u>12,415,662.82</u>
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## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	8,606,128.00
Internally Restricted Funds Invested	4,567,447.00
2019/20 General Fund Operating Income & Grants	<u>401,746.68</u>
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	<u>13,575,321.68</u>

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

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**ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2020**

**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

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## ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

### RECOMMENDATION

That the information be received and noted.

### PURPOSE

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

### BACKGROUND

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

### REPORT

Attached to this report is the statement of rates and annual charges as at 8<sup>th</sup> May 2020 including comparisons over the last four 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 8<sup>th</sup> May 2020.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held at the  
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ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

8TH MAY 2020

Name of Rate	NETT			COLLECTIONS FOR YEAR		NETT ARREARS	
	ARREARS	NETT LEVY	TOTAL	AMOUNT	COLLECT	ARREARS	ARREARS
	1st JULY		RECEIVABLE	COLLECTED	AS % AGE	AMOUNT	AS % AGE
	\$	\$	\$	\$	OF TOTAL	\$	OF TOTAL
					REC'ABLE		REC'ABLE
General Fund Rates	110,346	4,871,623	4,981,969	3,820,659	76.69%	1,161,310	23.31%
Warren Water Fund	30,278	424,424	454,702	351,737	77.36%	102,965	22.64%
Warren Sewerage Fund	38,108	497,301	535,409	407,403	76.09%	128,006	23.91%
<b>TOTAL 2019/2020</b>	<b>178,732</b>	<b>5,793,348</b>	<b>5,972,080</b>	<b>4,579,799</b>	<b>76.69%</b>	<b>1,392,281</b>	<b>23.31%</b>
<b>TOTAL 2018/2019</b>	<b>128,294</b>	<b>5,434,827</b>	<b>5,563,121</b>	<b>4,359,822</b>	<b>78.37%</b>	<b>1,203,299</b>	<b>21.63%</b>
<b>TOTAL 2017/2018</b>	<b>125,675</b>	<b>5,435,400</b>	<b>5,561,075</b>	<b>4,407,782</b>	<b>79.26%</b>	<b>1,153,293</b>	<b>20.74%</b>
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,352,021</b>	<b>5,489,106</b>	<b>4,322,766</b>	<b>78.75%</b>	<b>1,166,340</b>	<b>21.25%</b>
<b>TOTAL 2015/2016</b>	<b>124,281</b>	<b>5,228,380</b>	<b>5,352,661</b>	<b>4,162,002</b>	<b>77.76%</b>	<b>1,190,659</b>	<b>22.24%</b>
		5-May-16	12-May-17	11-May-18	10-May-19	08-May-20	
COLLECTION FIGURES AS \$		4,162,002	4,322,766	4,407,782	4,359,822	4,579,799	
COLLECTION FIGURE AS %		77.76%	78.75%	79.26%	78.37%	76.69%	



# WARREN SHIRE COUNCIL

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**ITEM 3                      RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD                      (S1-1.18)**

**RECOMMENDATION**

Submitted for Council's determination

**PURPOSE**

To advise Council of a response letter received from Totally Smiles Pty Ltd requesting rental relief on 178 Dubbo Street Warren (Dental Surgery).

**BACKGROUND**

Council at the April 2020 Meeting resolved the following:

- 1. That Council deny Totally Smiles Pty Ltd request to grant a 2 month rent free period for April & May 2020 and then a 50% rental reduction thereafter until patient numbers return to normal,*
- 2. Council advise Totally Smiles Pty Ltd it will defer request for payment of rent for April, May & June 2020 until 30<sup>th</sup> June 2020 in line with Council's Financial Hardship Policy offered to ratepayers.*

**REPORT**

Council has received a response letter from Totally Smiles Pty Ltd (copy attached) after being notified of the decision adopted at the Council Meeting held on Thursday 23<sup>rd</sup> April 2020 requesting further discussions for rental relief due to the impact of Covid-19 (Corona virus) at the Dental Surgery, 178 Dubbo Street Warren.

Totally Smiles Pty Ltd are now seeking an 86% reduction in rental until October 2020 as they have suffered an 86% decline in turnover due to Covid-19, they are quoting the National Cabinet Code of Conduct - SME Commercial Leasing Principles during Covid-19 (copy attached to this report) to support their request.

A letter has been forwarded to Totally Smiles Pty Ltd seeking further evidence that supports their request for a rental reduction, the information requested is proof they are entitled to the Commonwealth Governments Job Keeper programme, and copies of income and expenditure statements prior to and during COVID-19 (these documents will not be made publicly as they are commercial in confidence)

**FINANCIAL AND RESOURCE IMPLICATIONS**

The current weekly rent on the Dental Surgery at 178 Dubbo Street, Warren is \$230.00 p/week (Ex GST), should Council resolve to grant a reduction then an adjustment to income will be required to Council's Budget.

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

Nil

# WARREN SHIRE COUNCIL

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**ITEM 3**

**RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD**

**CONTINUED**

## **OPTIONS**

1. Council could deny the request for an 86% rent reduction and inform Totally Smiles Pty Ltd that Council's original resolution to defer rent until 30<sup>th</sup> June 2020 stands,
2. Council could extend the deferral period for rental payments and average the deferred payments over a specified time period,
3. Council could agree to the request of an 86% reduction in rent until October 2020, or
4. Council could offer a mixture of rent reduction and rent deferral for a specified time period.

## **CONCLUSION**

The attached letter requesting rental relief from Totally Smiles Pty Ltd is presented in this report for Council's determination.

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

1.3.2 Advocate for Dentist and Doctors available in Warren to meet community needs.

## **SUPPORTING INFORMATION / ATTACHMENTS**

Letter received from Totally Smiles Pty Ltd, and  
Copy of National Cabinet Mandatory Code of Conduct

# WARREN SHIRE COUNCIL

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ITEM 3 RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED



11 May 2020

Attention: Darren Arthur  
Divisional Manager of Finance & Administration  
Warren Shire Council  
PO Box 6  
Warren NSW 2824

Email: [dja@warren.nsw.gov.au](mailto:dja@warren.nsw.gov.au)

Dear Darren,

Re: 178 Dubbo Street, Warren NSW

Thank you for your recent communications relating to the lease held by Totally Smiles Pty Ltd at the above premises.

I am writing to continue discussions on a renegotiation of rent consistent with the *Retail and Other Commercial Leases (COVID-19) Regulation 2020 [NSW]* ("the Regulation") that came into effect on 24 April 2020.

The Regulation enacts the National Code of Conduct for commercial tenancies ("the Code of Conduct") announced by the Prime Minister on 7 April 2020.

It provides that landlords and tenants affected by COVID-19 must renegotiate rent and other terms of the lease in good faith having regard to:

- the economic impact of the COVID-19 pandemic; and
- the leasing principles in the Code of Conduct.

I enclose the Code of Conduct leasing principles for your reference.

The Regulation applies to commercial tenants that had an annual turnover of less than \$50 million in 2018-19 and have experienced at least a 30 per cent decline in turnover due to COVID-19 compared with a corresponding month or quarter in 2019.

Totally Smiles has suffered a 86 per cent decline in turnover, and I am requesting an 86 per cent reduction in rent until October 2020 consistent with the Code of Conduct leasing principles.

I enclose documentation to demonstrate my business meets the eligibility criteria outlined in the Regulation.

I look forward to working with you in good faith to negotiate a mutually beneficial outcome.

I would be grateful if negotiations could conclude as quickly as possible, and within 14 days from the date of this letter.

Kind regards

A handwritten signature in black ink, appearing to read "Mark O'Brien".

Mark O'Brien  
General Manager Operations

# WARREN SHIRE COUNCIL

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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

## NATIONAL CABINET MANDATORY CODE OF CONDUCT

### SME COMMERCIAL LEASING PRINCIPLES DURING COVID-19

#### PURPOSE

The purpose of this Code of Conduct (“the Code”) is to impose a set of good faith leasing principles for application to commercial tenancies (including retail, office and industrial) between owners/operators/other landlords and tenants, where the tenant is an eligible business for the purpose of the Commonwealth Government’s JobKeeper programme.

These principles will apply to negotiating amendments in good faith to existing leasing arrangements – to aid the management of cashflow for SME tenants and landlords on a proportionate basis – as a result of the impact and commercial disruption caused by the economic impacts of industry and government responses to the declared Coronavirus (“COVID-19”) pandemic.

This Code applies to all tenancies that are suffering financial stress or hardship as a result of the COVID-19 pandemic as defined by their eligibility for the Commonwealth Government’s JobKeeper programme, with an annual turnover of up to \$50 million (herein referred to as “SME tenants”).

The \$50 million annual turnover threshold will be applied in respect of franchises at the franchisee level, and in respect of retail corporate groups at the group level (rather than at the individual retail outlet level).

The Parties to this Code concur that during the COVID-19 pandemic period, as defined by the period during which the JobKeeper programme is operational, the principles of this Code should nevertheless apply in spirit to all leasing arrangements for affected businesses, having fair regard to the size and financial structure of those businesses.

Appendix I gives examples of proportionate solutions that may be agreed under this Code, and forms part of the overall Code.

The Code has been developed to enable both a consistent national approach and timely, efficient application given the rapid and severe commercial impact of official responses to the COVID-19 pandemic.

#### PARTIES TO THE CODE

The Code will be given effect through relevant state and territory legislation or regulation as appropriate. The Code is not intended to supersede such legislation, but aims to complement it during the COVID-19 crisis period.

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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

## OVERARCHING PRINCIPLES

The objective of the Code is to share, in a proportionate, measured manner, the financial risk and cashflow impact during the COVID-19 period, whilst seeking to appropriately balance the interests of tenants and landlords.

It is intended that landlords will agree tailored, bespoke and appropriate temporary arrangements for each SME tenant, taking into account their particular circumstances on a case-by-case basis.

The following overarching principles of this Code will apply in guiding such arrangements:

- Landlords and tenants share a common interest in working together, to ensure business continuity, and to facilitate the resumption of normal trading activities at the end of the COVID-19 pandemic during a reasonable recovery period.
- Landlords and tenants will be required to discuss relevant issues, to negotiate appropriate temporary leasing arrangements, and to work towards achieving mutually satisfactory outcomes.
- Landlords and tenants will negotiate in good faith.
- Landlords and tenants will act in an open, honest and transparent manner, and will each provide sufficient and accurate information within the context of negotiations to achieve outcomes consistent with this Code.
- Any agreed arrangements will take into account the impact of the COVID-19 pandemic on the tenant, with specific regard to its revenue, expenses, and profitability. Such arrangements will be proportionate and appropriate based on the impact of the COVID-19 pandemic plus a reasonable recovery period.
- The Parties will assist each other in their respective dealings with other stakeholders including governments, utility companies, and banks/other financial institutions in order to achieve outcomes consistent with the objectives of this Code.
- All premises are different, as are their commercial arrangements; it is therefore not possible to form a collective industry position. All parties recognise the intended application, legal constraints and spirit of the Competition and Consumer Act 2010.
- The Parties will take into account the fact that the risk of default on commercial leases is ultimately (and already) borne by the landlord. The landlord must not seek to permanently mitigate this risk in negotiating temporary arrangements envisaged under this Code.

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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

- All leases must be dealt with on a case-by-case basis, considering factors such as whether the SME tenant has suffered financial hardship due to the COVID-19 pandemic; whether the tenant's lease has expired or is soon to expire; and whether the tenant is in administration or receivership.
- Leases have different structures, different periods of tenure, and different mechanisms for determining rent. Leases may already be in arrears. Leases may already have expired and be in "hold-over." These factors should also be taken into account in formulating any temporary arrangements in line with this Code.
- As the objective of this Code is to mitigate the impact of the COVID-19 pandemic on the tenant, due regard should be given to whether the tenant is in administration or receivership, and the application of the Code modified accordingly.

## LEASING PRINCIPLES

In negotiating and enacting appropriate temporary arrangements under this Code, the following leasing principles should be applied as soon as practicable on a case-by-case basis:

1. Landlords must not terminate leases due to non-payment of rent during the COVID-19 pandemic period (or reasonable subsequent recovery period).
2. Tenants must remain committed to the terms of their lease, subject to any amendments to their rental agreement negotiated under this Code. Material failure to abide by substantive terms of their lease will forfeit any protections provided to the tenant under this Code.
3. Landlords must offer tenants proportionate reductions in rent payable in the form of waivers and deferrals (as outlined under "definitions," below) of up to 100% of the amount ordinarily payable, on a case-by-case basis, based on the reduction in the tenant's trade during the COVID-19 pandemic period and a subsequent reasonable recovery period.
4. Rental waivers must constitute no less than 50% of the total reduction in rent payable under principle #3 above over the COVID-19 pandemic period and should constitute a greater proportion of the total reduction in rent payable in cases where failure to do so would compromise the tenant's capacity to fulfil their ongoing obligations under the lease agreement. Regard must also be had to the Landlord's financial ability to provide such additional waivers. Tenants may waive the requirement for a 50% minimum waiver by agreement.
5. Payment of rental deferrals by the tenant must be amortised over the balance of the lease term and for a period of no less than 24 months, whichever is the greater, unless otherwise agreed by the parties.

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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

6. Any reduction in statutory charges (e.g. land tax, council rates) or insurance will be passed on to the tenant in the appropriate proportion applicable under the terms of the lease.

7. A landlord should seek to share any benefit it receives due to deferral of loan payments, provided by a financial institution as part of the Australian Bankers Association's COVID-19 response, or any other case-by-case deferral of loan repayments offered to other Landlords, with the tenant in a proportionate manner.

8. Landlords should where appropriate seek to waive recovery of any other expense (or outgoing payable) by a tenant, under lease terms, during the period the tenant is not able to trade. Landlords reserve the right to reduce services as required in such circumstances.

9. If negotiated arrangements under this Code necessitate repayment, this should occur over an extended period in order to avoid placing an undue financial burden on the tenant. No repayment should commence until the earlier of the COVID-19 pandemic ending (as defined by the Australian Government) or the existing lease expiring, and taking into account a reasonable subsequent recovery period.

10. No fees, interest or other charges should be applied with respect to rent waived in principles #3 and #4 above and no fees, charges nor punitive interest may be charged on deferrals in principles #3, #4 and #5 above.

11. Landlords must not draw on a tenant's security for the non-payment of rent (be this a cash bond, bank guarantee or personal guarantee) during the period of the COVID-19 pandemic and/or a reasonable subsequent recovery period.

12. The tenant should be provided with an opportunity to extend its lease for an equivalent period of the rent waiver and/or deferral period outlined in item #2 above. This is intended to provide the tenant additional time to trade, on existing lease terms, during the recovery period after the COVID-19 pandemic concludes.

13. Landlords agree to a freeze on rent increases (except for retail leases based on turnover rent) for the duration of the COVID-19 pandemic and a reasonable subsequent recovery period, notwithstanding any arrangements between the landlord and the tenant.

14. Landlords may not apply any prohibition on levy any penalties if tenants reduce opening hours or cease to trade due to the COVID-19 pandemic.

## **BINDING MEDIATION**

Where landlords and tenants cannot reach agreement on leasing arrangements (as a direct result of the COVID-19 pandemic), the matter should be referred and subjected (by either party) to applicable state or

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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

territory retail/commercial leasing dispute resolution processes for binding mediation, including Small Business Commissioners/Champions/Ombudsmen where applicable.

Landlords and tenants must not use mediation processes to prolong or frustrate the facilitation of amicable resolution outcomes.

## DEFINITIONS

The following definitions are provided for reference in the application of this Code.

1. Financial Stress or Hardship: an individual, business or company's inability to generate sufficient revenue as a direct result of the COVID-19 pandemic (including government-mandated trading restrictions) that causes the tenant to be unable to meet its financial and/or contractual (including retail leasing) commitments. SME tenants which are eligible for the federal government's JobKeeper payment are automatically considered to be in financial distress under this Code.
2. Sufficient and accurate information: this includes information generated from an accounting system, and information provided to and/or received from a financial institution, that impacts the timeliness of the Parties making decisions with regard to the financial stress caused as a direct result of the COVID-19 event.
3. Waiver and deferral: any reference to waiver and deferral may also be interpreted to include other forms of agreed variations to existing leases (such as deferral, pausing and/or hibernating the lease), or any other such commercial outcome of agreements reached between the parties. Any amount of reduction provided by a waiver may not be recouped by the Landlord over the term of the lease.
4. Proportionate: the amount of rent relief proportionate to the reduction in trade as a result of the COVID-19 pandemic plus a subsequent reasonable recovery period, consistent with assessments undertaken for eligibility for the Commonwealth's JobKeeper programme.

## CODE ADMINISTRATION COMMITTEE

This Code will be supported by state based Industry Code Administration Committees, comprising representatives from relevant industry bodies representing landlord, tenant and SME interests, with an Independent Chair appointed by the relevant State/Territory Government.

Committee members' roles will be to (1) promote awareness of the Code; (2) encourage application of the Code; (3) encourage its application by the broader retail industry; and (4) monitor the operation of the Code.



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ITEM 3

RENTAL REDUCTION REQUEST – TOTALLY SMILES PTY LTD

CONTINUED

The Committee should meet at least fortnightly, and may communicate and meet via email, telephone calls, or video conferencing.

No formal minutes will be taken; however, the Committee will document key action items and outcomes of each meeting.

The Committee may invite advisers, upon agreement by all Committee members, to assist on specific issues in the course of discharging their obligations under this section.

## COMMENCEMENT/EXPIRY

This Code comes into effect in all states and territories from a date following 3 April 2020 (being the date that National Cabinet agreed to a set of principles to guide the Code to govern commercial tenancies as affected by the COVID-19 pandemic) to be defined by each jurisdiction, for the period during which the Commonwealth JobKeeper program remains operational.

## APPENDIX I

### EXAMPLES OF THE APPLICATION OF THE PRINCIPLE OF PROPORTIONALITY

The following scenarios are examples only, noting the circumstance of each landlord, SME tenant and lease are different, and are subject to negotiation and agreement in good faith.

Examples of practical variations reflecting the application of the principle of proportionality may include, but are not limited to:

- Qualifying tenants would be provided with cash flow relief in proportion to the loss of turnover they have experienced from the COVID-19 crisis
  - ie. a 60% loss in turnover would result in a guaranteed 60% cash flow relief.
  - At a minimum, half is provided as rent free/rent waiver for the proportion of which the qualifying tenant's revenue has fallen.
  - Up to half could be through a deferral of rent, with this to be recouped over at least 24 months in a manner that is negotiated by the parties
    - So if the tenant's revenue has fallen by 100%, then at least 50% of total cash flow relief is rent free/rent waiver and the remainder is a rent deferral. If the qualifying tenant's revenue has fallen by 30%, then at least 15% of total cash flow relief is rent free/rent waiver and the remainder is rent deferral.
    - Care should be taken to ensure that any repayment of the deferred rent does not compromise the ability of the affected SME tenant to recover from the crisis.
  - The parties would be free to make an alternative commercial arrangement to this formula if that is their wish.

# WARREN SHIRE COUNCIL

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## ITEM 4 RENTAL REDUCTION REQUEST – RURAL & REMOTE MEDICAL SERVICES LTD

(S1-1.39)

### RECOMMENDATION

Submitted for Council's determination.

### PURPOSE

To advise Council of a letter received from Rural & Remote Medical Services Ltd (RaRMS) requesting rental relief on the Warren Family Health Centre, 21 Lawson Street Warren.

### BACKGROUND

RaRMS Ltd leases the Warren Family Health Centre at 21 Lawson Street Warren, the monthly rental fee is proportioned to the number of medical practitioners operating from the facility each month.

### REPORT

Council received a letter from RaRMS Ltd (copy attached) requesting a 30% reduction in rent for an initial six (6) month period from 1<sup>st</sup> May to 31<sup>st</sup> October 2020 due to the financial burden of the COVID-19 pandemic.

The letter states they are experiencing a reduced number of patients, increased costs for the purchase of personal protective clothing and increased costs for travel for the visiting Locum GP's.

A letter has been forwarded to RaRMS Pty Ltd seeking further evidence that supports their request for a rental reduction, the information requested is proof they are entitled to the Commonwealth Governments Job Keeper programme, and copies of income and expenditure statements prior to and during COVID-19 (these documents will not be made publicly as they are commercial in confidence)

### FINANCIAL AND RESOURCE IMPLICATIONS

The current monthly rent on the Warren Family Health Centre 21 Lawson Street, Warren is \$1,466.21 p/month (Ex GST) which is based on 1.5 doctors at the centre, should Council resolve to grant a reduction then an adjustment to income will be required to Council's Budget.

### LEGAL IMPLICATIONS

Nil

### RISK IMPLICATIONS

N/A

### STAKEHOLDER CONSULTATION

Nil

### OPTIONS

1. Council could deny the request for a 30% rent reduction,
2. Council could offer a rent deferral period for a specified time,
3. Council could agree to the request of a 30% reduction in rent from 1<sup>st</sup> May to 31<sup>st</sup> October 2020, or
4. Council could offer a mixture of rent reduction and rent deferral for a specified time period.

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**ITEM 4            RENTAL REDUCTION REQUEST – RURAL & REMOTE MEDICAL SERVICES LTD**

**CONTINUED**

## **CONCLUSION**

The attached letter requesting rental relief from Rural and Remote Medical Services Ltd is presented in this report for Council's determination

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

1.3.2 Advocate for Dentist and Doctors available in Warren to meet community needs.

## **SUPPORTING INFORMATION / ATTACHMENTS**

Letter received from Rural & Remote Medical Services Ltd

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## ITEM 4 RENTAL REDUCTION REQUEST – RURAL & REMOTE MEDICAL SERVICES LTD

CONTINUED



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E info@rarms.org.au  
W www.ruralandremotehealth.org.au  
ABN 29 097 201 020

4<sup>th</sup> May 2020

Mr Glenn Wilcox

General manager

Warren Shire Council

Dubbo Street Warren NSW 2824

### Request to negotiate rent relief, in light of COVID-19

Rural and Remote Medical Services Warren, a not for profit charitable organisation, continues to provide quality primary healthcare services to the local community. Now more than ever, we need your help.

Like many within our community, RARMS has experienced the financial burden of the COVID-19 global pandemic. We have experienced a significant downturn in revenue in recent months with patient numbers reducing, and we have been required to pass on rent reductions to pathology services in our clinics, to ensure these vital services remain in town. Additionally, our costs have increased, attributed to the increased cost of travel for our visiting Locum GPs, and purchasing additional personal protective equipment (PPE) for our health workers.

In light of the ongoing pandemic, RARMS is seeking a rent reduction on **21 Lawson street** by 30% for an initial six (6) month period from 1 May 2020 to 31 October 2020, with the end date to be reviewed based on the status of the pandemic and economic climate.

We understand that all our stakeholders are facing challenging times. We believe that the rent relief proposed is the most viable option for us to keep operating our Medical Practices in the communities in which we serve.

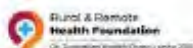
Notwithstanding the above, we commit to continue complying with all our obligations under our lease, which remains in full force and effect.

We appreciate you may also be experiencing financial hardship at this time, and we welcome a discussion on our proposed rent relief.

Kind Regards

Christine Letton

Practice Manager RaRMS Health Warren



HEALTHY RURAL & REMOTE COMMUNITIES

# WARREN SHIRE COUNCIL

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ITEM 5                      DRAFT 2020/2021 OPERATIONAL PLAN & ESTIMATES SUBMISSIONS                      (E4.40)

## RECOMMENDATION

Submitted for Council's determination.

## PURPOSE

To advise Council of the two (2) submissions received on the Draft 2020/2021 Operational Plan & Estimates.

## BACKGROUND

Council resolved to advertise the Draft 2020/2021 Operational Plan & Estimates from the 1<sup>st</sup> April 2020 until 3:00pm Wednesday 13<sup>th</sup> May 2020 seeking public comments and submissions.

## REPORT

During the advertising period two (2) submissions were received from the following (copies are included in this report);

1. Councillor Karlene Irving – suggesting the following;
  - a. making changes and additions to various sections of the Operational Plan Actions,
  - b. reducing the daily pool entry fee to \$1.00, and
  - c. removing the Warren CWA from the Council Donations (Page 40) and offering the same to Warren Youth Foundation who purchased the Warren CWA building at 15 Burton Street Warren.
2. GN & RM Stephens – objecting to the Waste Depot Access Charge, based on cost, rarity of use, and being pensioners.

## FINANCIAL AND RESOURCE IMPLICATIONS

Any adjustments to income estimates would require corresponding adjustments to either income or expenditure should Council wish to adopt a balanced budget.

## LEGAL IMPLICATIONS

Nil

## RISK IMPLICATIONS

N/A

## STAKEHOLDER CONSULTATION

Nil

## OPTIONS

N/A

# WARREN SHIRE COUNCIL

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ITEM 5

**DRAFT 2020/2021 OPERATIONAL PLAN & ESTIMATES SUBMISSIONS**

**CONTINUED**

**CONCLUSION**

The two (2) submissions received are submitted for Council's deliberation and determination.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

Letter received from Councillor Karlene Irving

Letter received from GN & RM Stephens

# WARREN SHIRE COUNCIL

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ITEM 5

DRAFT 2020/2021 OPERATIONAL PLAN & ESTIMATES SUBMISSIONS

CONTINUED

Draft Operational Plan 2020/2021 submission

13th May 2020

Clr Karlene Irving

Bundilla,

1475 Pigeonbah Rd,

Warren, 2824.

M: 0439479194 or Landline: 68479194

Dear Glenn and Darren,

Thank you for your work on the 2020/2021 Operational Plan. It was able to chat to Glenn about most of my suggestions but we ran out of time so I thought I would pop the rest into the submission below. I have been able to clarify with Darren about other suggestions.

Thank you both very much for your time.

**Operational Plan Actions 2020/2021 suggested changes and additions within categories:**

#### Social Strategies

1.1.4 Invite to address Council once per year (remove or we should implement)

1.2.1 Consider adding MOU with WYF, Community Liaison Committee (remove from document or we should form a committee)

#### Economic Strategies

2.1.2 Refer to where the Economic Development Strategy can be perused (for example on website?)

2.1.4 Consider adding a strategy relating to Renewable Energy Policy

#### Infrastructure Strategies

3.2.4 Add after 'Maintain', 'and upgrade'

#### Governance

5.1.1 Develop and adopt a Community Engagement Policy and Community Engagement Strategy or remove 'Community Engagement Strategy' from document if not developed.

5.1.2 Community Liaison Committee- we need to form the committee or remove from document

5.1.3 Include here 'Council News' (Council newsletter) as a "regular community update"

5.2.2 Change weekly column in paper to regular columns in paper, or add/change to weekly publicity in paper

#### Budget Estimates/Income

Consideration of lowering the pool entry fee to \$1 and keeping season tickets the same will benefit Council by:

- extending goodwill to the community
- align with objectives 1.1.2, 1.1.6, 1.1.7, 1.2.2 and 3.2.2 in the Community Strategic Plan and
- potentially increase swimming pool patronage in the 2020/2021 summer season. Canteen takings will potentially increase. Organisations, groups and families who would like to host events at the pool will more likely do so if the pool entry fee is lowered.

Page 40 Consider removing Warren CWA and offering WYF the same donation.

Thank you for your consideration.

Kind regards,

Karlene

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 5

DRAFT 2020/2021 OPERATIONAL PLAN & ESTIMATES SUBMISSIONS

CONTINUED

GN & RM Stephens

"Rosewood Bend"

PO Box 36

Warren NSW 2824

10 May 2020

Warren Shire Council

PO Box 6

Warren NSW 2824

Dear Sir/Madam,

We refer to your Draft Warren Waste Depot Access Charge currently on display.

We understand that you are proposing to increase the current charges imposed for using the Waste Collection Area to an annual levy.

We confirm we are the current registered owners of "Rosewood Bend" Warren NSW 2824 which is currently affected by this proposal.

We wish to advise that we object to your proposal based on the following: -

- As we are retirees (on an aged pension), we feel the additional cost would not justify a service to which we rarely use (once or twice a year).
- We are satisfied with our current rubbish removal options and note that the current charges (pay per use) are much less than what you are proposing.
- Due to our age and income level, we feel this fee is extremely expensive for a service we would not benefit from.

We hope you reconsider your proposal and consult all residents in our area on a case-by-case basis, before making a final decision on this service, as we feel that we would be at a disadvantage should this be introduced.

I look forward to hearing the outcome of your proposal and my submission.

Kind regards

*Gregory and Robin Stephens*

Ph: 0428 236 250



**WARREN SHIRE COUNCIL**  
Report of the Manager Health & Development Services  
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**ITEM 1            LAND ACQUISITION FOR RURAL FIRE SERVICES BULLAGREEN LANE    (S1-1.13/4)**

**RECOMMENDATION**

1. That Council accept the gifted land, Lot 9 DP132869 Bullagreen Lane, for the purpose of the construction of a Rural Fire Services shed.
2. That the Mayor and or General Manager be permitted to sign a contract for land purchase and apply the Council Seal as required.

**PURPOSE**

The purpose of this report is to provide Council with information in relation to the offer to gift land for the purpose of the construction of a Rural Fire Services shed.

**REPORT**

Council has received an application for the gifting of land, Lot 9 DP132869 Bullagreen Lane, for the purpose of the construction of a Rural Fire Services shed.

The construction of Rural Fire Services buildings must be on land owned or managed by Council. Both a landowner and the Rural Fire Services have identified suitable land. The landowner has offered to gift the land to Council.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The estimated costs will be in the vicinity of \$1200-\$1300 for the legal costs of the transfer of the land. Council has been advised that this cost will be at the Rural Fire Services expense.

**LEGAL IMPLICATIONS**

A contract of sale and associated documents will be required as part of this transfer of ownership.

**RISK IMPLICATIONS**

Majority of existing Rural Fire Services buildings are built on land owned or managed by Council. By acquiring this land for this purpose does not increase Council's risk.

**STAKEHOLDER CONSULTATION**

Warren Shire Council has offered advice to the Rural Fire Services with this proposed project.

**OPTIONS**

If Council were not to accept the gifted land, the construction of the Rural Fire Services shed will not proceed. This would result in an emergency service asset not being constructed within the Bullagreen Road area. Warren Shire Council should accept the offer to acquire the land Lot 9 DP132869 Bullagreen Lane.

**CONCLUSION**

By accepting the gifted land Lot 9 DP132869 Bullagreen Lane, the Rural Fire Services will be able to construct a shed which will provide fire services within this area of the Warren Shire.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN** 1.4.3 Provide adequate protection from fires, other natural disasters and other risks to public health and safety.

**WARREN SHIRE COUNCIL**  
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ITEM 1      LAND ACQUISITION FOR RURAL FIRE SERVICES BULLAGREEN LANE CONTINUED

ATTACHMENT

Tuesday, 21 April 2020

Mr Glen Wilcox  
General Manager  
WARREN SHIRE COUNCIL  
PO Box 6  
WARREN NSW 2824  
[council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au)

**From:** Mr and Mrs Sam Hunt "Troon" Warren

To General Manger Warren Council,

We are writing to Council in relation to a request from the NSW Rural Fire Service and advice they have received from Warren Shire Council advice. The purpose of this letter is to confirm our intent as the property/land owners is to gift/donate a parcel of land to Council for Emergency Service use as identified below. The gifted land will be used to construct a NSW Rural Fire Brigade Station for the Marthaguy Rural Fire Brigade that will be funded by the NSW Rural Fire Service. This new Station will be an important community asset. Currently the Brigade doesn't have a Station and the truck is currently stored on a member property.

This letter requests that Warren Shire Council rezoning a small Lot of our land to allow use for emergency purposes only, Council would become the land owner and the NSW Rural Fire Service would become the tenant of this land once a new station is built.

The identified parcel is identified as Lot 9, DP 132869 (map attached).

This letter confirms our commitment and previous discussions to gift/donate Lot 9, DP 132869 on Bullagreen Lane Marthaguy to Warren Shire Council for the purpose outlined above as long as there are no cost occur to me as the land owner and that should the land in the future be no longer required for use for Emergency Service use therefore a Rural Fire Brigade Station, that the land be offered back to Mr Hunt and/or his family again at no cost.

For further information regarding the land, you may contact me on (02) 6833 2064.

For further information regarding the NSW RFS commitment to cover the legal costs to transfer this land for the building of a new Rural Fire Brigade Station, please contact District Manager Inspector Paul Metcalfe North West Zone on (02) 6822 4422 or 0437 678 116

Yours Sincerely

# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services  
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## ITEM 1 LAND ACQUISITION FOR RURAL FIRE SERVICES BULLAGREEN LANE CONTINUED

### PROPOSED SITE TO BE SUBDIVIDED FOR CONSTRUCTION OF MARTHAGUY RFS STATION

#### Location:

Bullagreen Lane, Marthaguy. Next to Mellerstain State Forest, on a parcel of land privately owned by Mr and Mrs Sam Hunt of "Troon"

Lat: **-31.328644**  
Long: **148.035184**

Within Lot 9, DP 132869



Standing on the proposed site looking East. Approx 50m from Bullagreen Lane:



**WARREN SHIRE COUNCIL**  
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**ITEM 2 LOCAL STRATEGIC PLANNING STATEMENTS**

**(P15-33)**

**RECOMMENDATION**

1. That the information is received and noted, and
2. The revised Local Strategic Planning Statement be adopted, subject to approval from the Department of Planning, Industry and Environment.

**PURPOSE**

The purpose of this report is to provide Council with a summary of the feedback received during the public exhibition period for the Local Strategic Planning Statement (LSPS).

**REPORT**

Local Strategic Planning Statement (LSPS) was placed on public exhibition from 4<sup>th</sup> March to 4<sup>th</sup> April 2020. The LSPS is a 20-year vision for planning that also co-incides with the Central West and Orana Regional Plan.

Feedback has been received and is summarised as follows;

**Submission 1**

The Local Aboriginal Lands Council was contacted to ensure that they were aware of the LSPS and the opportunity to provide feedback, as suggested in the submission.

Preparation of an Aboriginal Cultural Heritage Study – included in revised LSPS as Action Item 1.4. This would result in all of the other areas for consideration, being implemented as a component of this action. This may result in heritage items being listed on the State Heritage Register. An Aboriginal Cultural Heritage Study has merit and is lacking within Warren’s Local Environmental Plan and Development Control Plan.

**Submission 2**

Item 1.1 refers to the Village Plans of Warren, Collie and Nevertire. The Draft Village Plans were placed on public exhibition for community consultation from 7<sup>th</sup> March to 18<sup>th</sup> April 2018, prior to adoption. Adequate community consultation was achieved in relation to these documents.

Detailed plans of Warren CBD beautification are developed and considered by the Town Improvement Committee. The original Streetscape master plan was placed on public exhibition from 14<sup>th</sup> December 2011 to 3<sup>rd</sup> February 2012. Warren CBD beautification is at Stage 2 concept. Once finalised, it will go to public exhibition. It should be noted that this specific item is to be considered by the Town Improvement Committee and outside the scope of a 20-year plan.

Restoring the facades of buildings is encouraged with the CBD paint policy and Council has a working relationship with the Chamber of Commerce to try to achieve outcomes with business houses. However, it is not Council’s responsibility to restore facades of privately owned buildings, which comes with a financial commitment.

Action Item 3.6 this action is to “investigate the feasibility”, specific details will not be known until it is determined that it is feasible.

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**ITEM 2 LOCAL STRATEGIC PLANNING STATEMENTS**

**CONTINUED**

**Submission 3**

Terminology of *Indigenous* has been replaced by *Aboriginal* throughout the document, as suggested.

The Community Based Heritage Study was placed on public exhibition, as required. Additionally, the Local Aboriginal Lands Council were notified in writing during development of the study in February 2010 (letter number 7225) requesting input. Additionally, it is minuted in the Action Checklist of the Community Based Heritage Study Working Group meeting, (5<sup>th</sup> May 2010) that the Project Consultant specifically tried to make contact with the Aboriginal Lands Council with no response received.

It is recognised that an Aboriginal Cultural Heritage Study is lacking and that this has been included in the revised LSPS as an action. This will be developed with extensive consultation with the Aboriginal community.

Reference to the CBD and public spaces are considered by the Town Improvement Committee. Specific items of interest are not within the scope of a 20year plan.

Reference to *mission* has been replaced with *reserve*, as suggested. Crownlands have been removed from being listed as a stakeholder.

Training local people in the aged care sector is an item to be addressed by the educational providers and not a Council responsibility. Western NSW Local Health District is the more appropriate employment agency for the aged care section. Council is committed to training and engages with NSW Tafe on a regular basis to support training of Council staff.

All employment opportunities are advertised locally.

**Submission 4**

The generic nature of the document is so that it coincides with the Central West and Orana Regional Plan.

Reference to the Macquarie River is valid and the LSPS has been revised to include the Macquarie River.

Heritage will be incorporated with the development of an Aboriginal Cultural Heritage Study. Specific items of interest are not within the scope of a 20year plan e.g. murals.

The Macquarie Marshes are not RAMSAR listed in part, however this reference may be in relation to the portion that is National Park Reserve. Although a large area of the Macquarie Marshes is privately owned, the land is still zoned Macquarie Marshes or a buffer area, under the Warren Local Environmental Plan and as such, the relevant development controls apply. The approximate area defined as Macquarie Marshes starts at the Marebone Weir and extends a further 100kms to the north near Carinda.

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**ITEM 2**

**LOCAL STRATEGIC PLANNING STATEMENTS**

**CONTINUED**

*“and the marsh area absorbs the water with very little water leaving the marshes to drain further towards the Barwon River system except in high flood events.”* True and accurate.

Reworded as suggested in relation to the Destination Macquarie Marshes Project. Macquarie River has been added as suggested.

Reference to *mission* has been replaced with *reserve*, as suggested.

Tourism potential has been suitably addressed in the LSPS by Actions 4.4 *Support the development of the Aboriginal reserve site for tourism and publications*, and 4.5 *Work with private landowners of the Macquarie Marshes to improve public access and tourism opportunities*.

Specific items are not within the scope of a 20-year plan.

*Action 1.5 Plan for investment prospectus and the improvement and integration of commercial and community facilities* not for profit and community organisations are not stakeholders within this Action however any plans will be subject to community consultation.

Specific items (painting the water tower) are not within the scope of a 20-year plan. Nonspecific language is to ensure the LSPS co-incides with the Central West and Orana Regional Plan.

A network of walking trails is a specific item of interest for the Town Improvement Committee and not within the scope of a 20-year plan. However, walking trails are within the scope of the village enhancement plans, which is referenced in Action 1.1 *Address the community’s social infrastructure needs, such as open space, community facilities, key sites and the like, by implementing Council’s village enhancement plans for Warren, Nevertire and Collie*.

Better wording suggested has been amended within the LSPS.

The final sentence of paragraph 4 is about the Macquarie River.

Expert advice on watering is not within the scope of a 20year plan.

However, Action 5.1 states *Work together with neighbouring Councils to develop a Regional Water Strategy for western councils*.

Action 7.1 is self-explanatory.

*“Work with the Orana Joint Organisation to establish regional industry and business monitoring program to understand trends and future business and industry needs across the region to ensure this statement and future land use plans respond and remain relevant over time.”*

Recycling is a specific item of interest for the Waste Committee and is not within the scope of a 20-year plan. However, Action 5.6 states *Collect baseline data of the waste generated across the LGA and infrastructure capacity*. This data would provide the information needed when investigating the feasibility of recycling.

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**ITEM 2 LOCAL STRATEGIC PLANNING STATEMENTS**

**CONTINUED**

**Submission 5**

Action 6.1 states *Incorporate controls into the Warren Shire Development Control Plan for enhanced environmental outcomes such as energy efficiency, rainwater tanks and 'green star communities*. These controls are considered at the planning stage of development and would be considered being proactive towards climate change.

Renewable energy hubs are currently being explored on a regional basis by the Department of Planning, Industry and Environment. Council staff are networking with the Department of Planning.

Action 7.1 also supports the development of renewable energy hubs.

*“Work with the Orana Joint Organisation to establish regional industry and business monitoring program to understand trends and future business and industry needs across the region to ensure this statement and future land use plans respond and remain relevant over time.*

Expert advice on tree selection and the like is not within the scope of a 20-year plan.

However, Action 2.3 *Develop an urban tree strategy that will identify areas and species and encourage new developments to provide shade trees in carparks and areas of public open space and ensure appropriate controls in the DCP.*

This is also an outcome in the three (3) Village Plans.

The most water efficient infrastructure is not within the scope of a 20-year plan. However, Action 5.1 states *“Work together with neighbouring Councils to develop a Regional Water Strategy for western councils.”*

Recreational site facilities are addressed in *Action 2.2 Improve opportunities for passive recreation around our natural and heritage assets.*

The condition of roads is a specific concern and not within the scope of a 20-year plan.

For Council to pressure business owners to maintain empty buildings is not within the scope of a 20-year plan. Council does encourage buildings owners to maintain empty buildings and offer Pre lodgement meetings to guide and assist interested developers, and networks with the Chamber of Commerce to plan for investment prospectus and the improvement and integration of commercial and community facilities (Actions 8.3 & 1.5).

The state of service from existing business is not within the scope of a 20-year plan. However.

Action 1.6 *“Identify new opportunities to work with local business to promote the town”.*

Council is also very active with promoting training, information sessions and webinars via social media in relation to business industry. There is currently *“Business Connect Webinars”* being promoted on Council’s facebook page as an example of Council supporting local businesses.

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**ITEM 2 LOCAL STRATEGIC PLANNING STATEMENTS**

**CONTINUED**

Council is committed to supporting education and engages with NSW Tafe on a regular basis. Council also promotes any education event to be held within the shire.

Telecommunication infrastructure is not a Council responsibility and not within the scope of a 20-year plan.

**Submission 6**

Feedback has been incorporated into the LSPS as considered suitable. Educational networks are an item to be addressed by the educational providers and not a Council responsibility. Council promotes educational events as suitable.

Warren Interagency Support Services is not a committee of Council. Council promotes events and shares information as suitable.

All grant funding must meet application criteria. Community based education and promoting and facilitating health and aged care services, does not meet the criteria for that particular grant funding. Events are promoted as suitable.

The provision of public transport is not a Council responsibility. Although Direction 20: *Enhance access to air travel and public transport* is included in the LSPS. Council does provide bus shelters at Warren and Nevertire to assist with accessing public transport. Council supports air services such as Care Flight and other aero medical air services.

Providing skill development is not a Council responsibility but rather with the educational institutions or other service providers. Council is not the event manager for community based education.

Council already does access State and Federal funding to enhance and maintain major road links to retain connectivity. This does not need to be included in the LSPS. Council will continue to work with the Orana JO to develop road links, upgrades and transport improvements.

Council did complete the Gunningar Estate subdivision for future expansion. The Regional Land Use Strategy clearly indicates that there is sufficient vacant land within the residential and rural residential zones for future expansion.

A review of the Memorandum of Agreement with Riversmart is not within the scope of the LSPS.

**Submission 7 and 8**

Action 2.3 *“Develop an urban tree strategy that will identify areas and species and encourage new developments to provide shade trees in carparks and areas of public open space and ensure appropriate controls in the DCP.”*

The incorporation of shade within the CBD will be considered by the Town Improvement Committee once the concept is finalised and subsequently will be placed on public exhibition.



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**ITEM 2 LOCAL STRATEGIC PLANNING STATEMENTS**

**CONTINUED**

The Carter Oval Master Plan and Warren War Memorial Swimming Pool Master Plan also will consider shade structures within those facilities as part of those plans. The three (3) Village Plans incorporate shade trees and structures.

The LSPS has now been on public exhibition which and has taken into consideration feedback and summarise planning priorities for an area and explain how these are to be delivered and implemented. It will detail the basis for the strategic planning in the area having regard to economic, social and environmental matters, the planning priorities, actions and implementation.

**Late Submissions**

The Department of Planning received comments from other public agencies, these were received substantially after the public exhibition period had closed.

However, after reviewing the comments received, two of the submissions had already been received and are included in the report above. Two submissions are addressed within the LSPS e.g. land use conflict. One of the submissions is valid and the LSPS has been amended to include their concerns. These late submissions are not included as attachments within this report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Minimal cost associated with advertising the CPP.

**LEGAL IMPLICATIONS**

Council must comply with the legislative requirements of the development and implementation of the LSPS.

**RISK IMPLICATIONS**

Nil.

**STAKEHOLDER CONSULTATION**

The Department of Planning, Industry and Environment have been supporting Warren Shire Council to development the LSPS. Local Strategic Planning Statement (LSPS) was placed on public exhibition from 4<sup>th</sup> March to 4<sup>th</sup> April 2020. 8 Submissions were received.

**OPTIONS**

Council should adopt the revised LSPS, subject to gaining approval from the Department of Planning, Industry and Environment.

**CONCLUSION**

A LSPS is required as per the legislative requirements. Council has thoroughly reviewed all feedback and has revised the LSPS where suitable to include relevant concerns. Council should adopt the LSPS.

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

- 5.1.1 Implementation of Council's Community Engagement Strategy
- 5.1.3 Promote timely and quality dissemination of information to the community.

**ATTACHM**


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ITEM 2

LOCAL STRATEGIC PLANNING STATEMENTS

CONTINUED



Our ref: DOC20/189027

CC: Mr Glenn Wilcox  
General Manager  
Warren Shire Council  
[council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au)

**Draft Warren Local Strategic Planning Statement**

Dear Mr Pfeiffer

We write to provide comment on Warren Shire Council's draft Local Strategic Planning Statement.

Heritage, culture, history and tradition are fundamental aspects of the identity of a place, and can include Aboriginal, non-Aboriginal, natural, archaeological, movable, maritime and intangible cultural heritage. These aspects define the local character of a place and help create and maintain a sense of meaning for communities.

Local Strategic Planning Statements (LSPS) provide an important opportunity for communities to describe the local character of their places, and what makes them distinctive and different from other places. Through the LSPS, Heritage NSW encourages both Council and the Department of Planning, Industry and Environment (the Department) to consider how known and potential heritage places and values contribute to the local character and sense of place for their community.

We have prepared some general guidance for councils to consider in the preparation of their LSPS, this is provided as **Attachment 1**.

Heritage NSW supports the following initiatives in Warren Shire Council's LSPS:

- preparation of a Community Based Built Heritage Study, to be made publicly available to inform visitors of Council's history, heritage and significant events, and ensure adequate community consultation regarding identification of heritage items
- implementing the recommendations of the Community Based Built Heritage Study in consultation with local Aboriginal communities, and
- introducing statutory measures in Council's new Local Environmental Plan (LEP) to protect Aboriginal sacred sites, Aboriginal and non-Aboriginal objects, values and landscapes, including the retention of natural processes that are part of the significance of a place.

While these initiatives are positive, there is very little detail in relation to heritage in Council's LSPS. We consider that there are opportunities to provide a greater level of information on Council's heritage and how it is considered during planning. The greatest opportunity here is the inclusion and consideration of both Aboriginal and non-Aboriginal heritage in the LSPS and Council's LEP and Development Control Plan (DCP).

Level 6, 10 Valentine Ave Parramatta NSW 2150 ■ Locked Bag 5020 Parramatta NSW 2124  
P: 02 9873 8500 ■ E: [heritagemailbox@environment.nsw.gov.au](mailto:heritagemailbox@environment.nsw.gov.au)

**WARREN SHIRE COUNCIL**  
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ITEM 2

LOCAL STRATEGIC PLANNING STATEMENTS

CONTINUED

**Attachment 1**

**Heritage in Local Strategic Planning Statements**

Heritage NSW encourages councils to take a strategic approach to developing and implementing the priorities, policy positions and actions in its Local Strategic Planning Statement (LSPS). To ensure that the LSPS provides strong strategic guidance with regards to both Aboriginal and Historic heritage, we recommend that it should consider the following:

**Character Statements**

Character Statements which recognise heritage and culture as a fundamental aspect of the identity of the place.

**Planning Priorities**

Planning Priorities which:

- identify Aboriginal cultural heritage and Historic heritage values and opportunities to protect and celebrate those values
- recognise the contribution which Aboriginal cultural heritage and Historic heritage make to the sense of place and belonging of a local area
- support the protection and celebration of heritage sites and values
- identify and celebrate the diversity and heritage of the many cultural groups in the community, and
- recognise that Aboriginal and Historic heritage and diversity are a cultural asset and potential driver of tourism and economic growth and the opportunities that this can provide.

**Actions**

Actions which:

- capture the identification, appropriate protection, interpretation and promotion of Aboriginal cultural heritage and Historic heritage
- require meaningful and ongoing consultation with the Aboriginal community to identify important values and potential issues regarding cultural heritage and connection to land
- require meaningful, ongoing and representative community engagement which captures the diversity of the local community
- require consultation with State Government agencies in relation to both Aboriginal cultural heritage and Historic heritage
- support the ongoing identification and documentation of heritage places and context early, to assist more detailed planning actions to avoid or mitigate impact on heritage items and places
- where possible, strategically identify key heritage places and clusters
- support heritage asset revitalisation and adaptive reuse
- provide guidance for sensitive heritage areas subject to major infrastructure or development
- identify funding and resourcing for Aboriginal and Historic heritage priorities
- allow for the development of plans and strategies which interpret, celebrate and promote Aboriginal and non-Aboriginal identity, culture and heritage, and
- develop strategies and programs to tell the story of a local area, and the diversity of its history and culture.

**Naming of Public Authorities**

Following the 2019 Machinery of Government changes, the names of many public authorities have changed. The Office of Environment and Heritage (Heritage Division) is now Heritage NSW. Council's should update their LSPS to reflect these new public authority names.

# WARREN SHIRE COUNCIL

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ITEM 2

LOCAL STRATEGIC PLANNING STATEMENTS

CONTINUED

4 May 2020

## **RE: Draft Local Strategic Planning Statement Review**

To whom it may concern,

Thank you for preparing and providing the draft LSPS. Please see my comments below relating to some items which I believed could be improved.

### **Community and Place**

#### **Priority 1**

- *Action Item 1.1 - Address the community's social infrastructure needs, such as open space, community facilities, key sites, by implementing Council's village enhancement plans for Warren, Nevertire and Collie.*

As per Item 1.2 under this category, I feel item 1.1 should also be supported by "ensuring that adequate community consultation is undertaken".

- Third paragraph stating "*To ensure public spaces are attractive and usable, areas such as the Warren CBD will need to combat urban heat with tree canopy and vegetation, creating cool areas for its residents to take respite*". In reviewing the Council's Village Enhancement plan, I feel that the Warren main street design and tabled description only provides zones for planting, seating and footpath without really defining shape and size or identifying finishes or street furniture. If the plan is to achieve an *attractive and usable* public setting, I feel a more detailed plan needs to be established to show how this will be achieved. A tree planting schedule and plan would also benefit. Since the street buildings form part of this public domain, what is the plan for restoring the facades of the historic Warren buildings to fit the Village Enhancement Strategy for the Warren Town Centre? I feel engaging a qualified designer would benefit in providing the *attractive and usable* public setting.

#### **Priority 3**

*Action Item 3.6 - Investigate the feasibility of developing a multipurpose space in the CBD for entrepreneurial start-up opportunities within Warren*

- What does this space look like? How will this space assist entrepreneurial start-up opportunities? What facilities will it have to benefit start-up opportunities?

I would please like to request that my submission of comments be considered for inclusion in the LSPS.

Kind regards,



Warren Resident

0416 158 819

# WARREN SHIRE COUNCIL

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ITEM 2

LOCAL STRATEGIC PLANNING STATEMENTS

CONTINUED



Warren Local  
Aboriginal  
Land Council

Page 1 of 4

164 Dubbo Street  
(PO Box 321)  
WARREN NSW 2824

Phone: (02) 6847 4599  
Mobile: 0458 679 546  
Email: warrenlalc@gmail.com

04/05/2020

## WARREN LOCAL ABORIGINAL LAND COUNCIL COMMENTS FOR THE DRAFT LOCAL STRATEGIC PLANNING STATEMENT - WARREN SHIRE COUNCIL

### TERMINOLOGY

**Indigenous:** is used when speaking collectively about Aboriginal and Torres Strait Islander peoples. Indigenous does not apply when speaking about people from NSW.

**Wayilwan** or **Aboriginal** people - preferred terms to use when speaking about local Aboriginal people.

### PRIORITY 1 - PROMOTE AND ENHANCE THE IDENTITY AND UNIQUE CHARACTER OF THE TOWN

*Direction 16: Respect and protect Aboriginal heritage assets*

*Direction 24: Collaborate and partner with Aboriginal communities*

### COMMENTS:

The LSPS states that 'Warren holds strong Aboriginal culture, history, art and links to country'.

The Warren Local Environmental Plan 2012 (LEP) and the 2011 Community Based Heritage Study (CBHS) of the Warren Shire are cited and inferred as information sources to define Aboriginal heritage assets.

Schedule 5 of the LEP does not contain any listed environmental heritage items and the CBHS has not been made public. Was this document developed by Ray Christison of High Ground Consulting? If so, based on the thematic histories he completed for

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Coonamble and Gilgandra it is doubtful that any meaningful collaboration was sought from the Aboriginal community members of the Warren Shire.

Aboriginal heritage has been potentially defined without significant and or meaningful contribution from the Aboriginal community of Warren.

**Action**

***1.2 Prepare the Community Based Built Heritage Study and make publicly available to inform visitors of its past and items/events of significance. Ensure that adequate community consultation is undertaken with respect to identification of heritage items. This is to include discussions with affected landowners.***

COMMENTS:

The information about the CBHS is unclear. What further preparation needs to be undertaken if the document was completed in 2011?

If there is further scope for development of this document, the action item needs to specifically seek consultation from the Aboriginal community.

***1.3 Implement the recommendations of the Community Based Built Heritage Study through mapping and schedules and in consultation with local Aboriginal communities apply statutory protection measures in the new LEP to indigenous sacred sites, indigenous and non-indigenous objects, values and landscapes, including the retention of natural processes that are part of the significance of a place.***

COMMENTS:

The only reference to seeking feedback from the local Aboriginal community comes after the heritage items have already been identified and defined. Consultation and collaboration with the Aboriginal community needs to focus on identifying and defining those cultural heritage items.

**PRIORITY 2 - ENCOURAGE A CONNECTED, ACTIVE AND HEALTHY COMMUNITY**

***Direction 29: Deliver healthy built environments and better urban design***

COMMENTS:

Better urban design and revitalisation of the town centre are referenced as ways to connect the community to their environment. A focus on ensuring public spaces are attractive and usable is also spoken about.

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A petition to paint a water tower in Warren was submitted to the Warren Shire Council over 12 months ago. The petition speaks of a community desire to make the environment more attractive and engaging. It stands to reason that a community led project such as this would be a powerful way to connect the community to their environment. A sense of ownership is a powerful way to achieve connectedness. Looking up at a water tower and seeing something that reflects what the community wants is a powerful statement.

More of a focus should be placed on ensuring the community has a voice and is able to participate in decision making for our community.

**PRIORITY 4 - PROTECT AND PROMOTE THE IMPORTANCE OF THE MACQUARIE MARSHES**

***4.4 Support the development of the Aboriginal mission site for tourism and publications.***

COMMENTS:

Is the 'Aboriginal mission site' a reference to the Beemunnel Aboriginal Reserve now an Aboriginal Named Place?

The Beemunnel was a reserve, not a mission. The Aboriginal people of Warren refused to be herded onto a mission, because that would have meant they would have come under the authority and control of a 'mission manager'. Such a person was employed under the NSW Aborigines Protection legislation to punitively control and report on the lives of all Aboriginal people they 'managed'.

The Beemunnel has been developed in partnership with Riversmart with some support from the Warren Shire via two grant applications. The first grant was provided by the NSW Aboriginal Land Council (NSWALC) and the second by the former Office of Environment and Heritage (OEH). The Beemunnel is owned (freehold title) by the Warren Local Aboriginal Land Council. Crownlands have no stake in the Beemunnel and should not be included as a responsible stakeholder.

The Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) which has mapped all missions in NSW has not mapped any missions in the Macquarie Marshes area.

**PRIORITY 8 - PROMOTE THE SHIRE AS 'OPEN FOR BUSINESS' BY SUPPORTING THE GROWTH OF BOTH NEW AND EXISTING BUSINESSES AND INDUSTRY**

***Direction 6: Expand education and training opportunities***

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COMMENTS:

The focus of the LSPS is to attract and retain people in the area of health. An equal focus should be to invest in sourcing and training local people. People who live here and have ties to the community are more likely to remain. TAFENSW has an Aboriginal Engagement Coordinator who can tailor courses to meet demand. There would be opportunities for people to be trained in the aged care sector.



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**Comments of the draft Local Strategic Planning Statement for Warren Shire Council**

Dear Maryanne,

I am pleased to have had the opportunity to comment on this draft document. I do so as a ratepayer, not in my capacity as a Director of RiverSmart Australia Ltd.

Overall, the document seems comprehensive in terms of the themes it covers, although I wonder about its usefulness given the very generic nature of the wording, especially in relation to the actions proposed and how these will be monitored. In my professional life I was once a strategic planner by trade and this document left me feeling let down by the lack of specific, time-bound targets. Application of the SMART approach (see below) would go a long way to addressing this shortfall.

The SMART approach in strategic planning:

To make sure your goals are clear and reachable, each one should be:

- Specific (simple, sensible, significant).
- Measurable (meaningful, motivating).
- Achievable (agreed, attainable).
- Relevant (reasonable, realistic and resourced, results-based).
- Time bound (time-based, time limited, time/cost limited, timely, time-sensitive).

In terms of more specific comments see below:

1. I am pleased to see the repeated references to the importance of the Macquarie marshes and tourism to Warren's future. However, I think it is equally important to include reference to the river as well. It too has enormous potential as a drawcard to the Shire.

2. Our Vision, Our Future (page 5). I believe this section needs to also include references to heritage (Aboriginal and early Europeans) and the artistic treasure trove that Warren offers. The Beemunnel Heritage Trail, the proposed Museum and the opportunities for street murals and artworks by locals (witness Grindrods window gallery) are all worthy of mention here.

3. Our people (page 9). I think it is significant oversight that this time line only starts with John Oxley. Recognition should be added to show Aboriginal presence here long before then.

4. Our environment (page 11). A slight amendment is needed here. The Macquarie Marshes are only Ramsar-listed in part. That is, the nature reserves plus a some private lands. These represent about 10% of the Marshes. Also, under this same section, the third paragraph is incorrect and gives the

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impression that the Marshes soak up all the water. I would suggest that a better form of words could be found here to describe the real situation. Tim Hosking at NSW OEH could assist.

5. Opportunities – Tourism (page 14). I suspect most of paragraphs one and two are cut and pasted from the Ramsar Information Sheet. The source should be acknowledged. I also think such scientific wording is out of place in this document. In paragraph three, for accuracy it should say that the NSW Government has funded Stage 1 of the Destination Macquarie Marshes project submitted by RiverSmart on behalf of the following: Warren, Coonamble, Walgett, Brewarrina, Bourke and Bogan Shires, the Warren Local Aboriginal Land Council, NSW National Parks and Wildlife Service, NSW OEH and the Macquarie Wetlands Association. In paragraph four the wording “is likely” should be replaced with “will” and it should also say construction of a “second” wildlife viewing platform.

6. Our themes and planning processes (page 17) Under the Environment Section and Economy, I’d suggest adding “and river” after Macquarie Marshes (see my earlier comment under 1. Above). Re the latter, see my earlier comment about the tourism potential of the Beemunnel Heritage Trail, the proposed Museum and the opportunities for street murals and artworks by locals as drawcards. Equally, an appropriate mural on the green water tower would place Warren on the now well established ‘mural trail’ across the inland.

7. Community and Place (page 19) Action 1.5. I would suggest it is also appropriate to recognise not-for-profit and community organisations here.

8. Same section as above, but now under Priority 2 on page 20. Action 2.1. see my comment above under 6. Re a mural painting on the green water tower. And under Action 2.4, this is an example of the very vague, and non-specific language the plan suffers from. How will this happen, who will lead it etc.. In relation to this same Action, I believe Warren has an opportunity which is staring us in the face to promote greater participation in sport and recreation. That is, to find a way to create a network of trails that would connect the three existing walking/cycling trails so that the joggers, bird watchers etc could explore the town using (where appropriate) levee pathways and other quieter roads. I would be happy to be involved in such an initiative.

9. Environment (page 23). See my earlier comments re (para 2) how much of the Marshes are Ramsar-listed. In para 3 a better wording than “group has secured” would be “organisation took the lead with securing” with reference to RiverSmart. And, Also para 3, I would prefer the third sentence to read, “RiverSmart Australia, with assistance from Warren Shire Council....etc” It is also important I think to say something like RiverSmart and Warren Shire Council now have in place a Memorandum of Agreement outlining the many ways they will work together.”

10. Under the same section as 9. above, the final sentence of para 4 should be about the river as well. And, then finally in this section, the final paragraph in relation to the river corridor, yes, this has my full support. A survey done in 2011 found that of all the 10 km river reaches between Burrendong Dam and Marebone weir (all 390 of them), the stretch through Warren had more weed species than any other. Not such a great claim to fame.

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11. Page 24. Aboriginal mission? I assume this is referring to the Beemunnel Reserve? I will assume the Local Land Council will have commented on the inappropriateness of this language.

12. Page 26. Action 5.4. Agree fully. More specifically and immediately I would urge that there be a review of the watering regime being used for keeping the towns lawns, parks, gardens and ovals green. Not that this is a bad thing as it makes the place more welcoming; but at times I believe that some of these areas are being over-watered. Some expert advice should be sought on watering needs for these respective areas so that water savings can be achieved and documented. Related to this is the very confusing advice the community received in relation to water savings during the recent drought. Aspects of this advice made no sense and there was wide-spread misunderstandings and head scratching.

13. Page 30. Action 7.1 I have no idea what this means?

14. I've put this here because I don't know where else it should go. I would urge that kerbside recycling be again put on the table for consideration. How can Narromine have both kerbside recycling and green waste collection when Warren doesn't? I have provided an extract from the website of Narromine Shire Council below. Throughout this draft Strategy there are repeated references to Warren being a modern, switched on and savvy community. The lack of kerbside collection of at least recyclables flies in the face of this assertion.

"Council operates a three-bin kerbside waste collection service for the urban areas of Narromine, Tomingley and Trangie.

A one-bin kerbside waste service (Landfill waste only) is provided to the following zones in Tomingley: R1, R5, RU5, IN1, and B2.

The three-bin service provides a weekly collection for Landfill waste and Food & Garden Organics, and a fortnightly collection for Recycling."

Thank you for the opportunity to have input to this process.

Yours sincerely



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Dear Glen

A few quick comments on the strategic plan

Priority 6 - in my opinion instead of being responsive & adaptive to climate change the council should be Proactive. Responsive & adaptive suggests reaction rather than preparation.

So being proactive may consider renewable energy hubs including using biowaste, using urban waste to generate income for council by value adding ( ie composting the green waste, cardboard, etc presently put into tip perhaps in conjunction with cotton gins with trash problems etc ). Or possible new industry.

Proactive would also require more emphasis on reducing heat loads in urban areas ( as identified further in the plan)- however it is not just new development approvals requiring trees. Council needs to get much more expert advice on tree species selection, planting & watering strategies than is currently exhibited. Establishment will become increasingly difficult as climate change continues.

Proactive would consider the most water efficient infrastructure requirements for council owned amenities in the future, would consider perhaps recycling water use, timing of water use ..... would develop a long term plan for promoting the upgrading of water infrastructure both privately & council owned.

Re the opportunities for passive recreation - sites around the town ( such as the weir) have potential for increased recreational/tourism use but lack adequate waste disposal options or toilet facilities. Negotiations with other state bodies / crown, who may own such sites, about these facilities etc needs to be part of the plan. ( when I was a child the weir area was well grassed, had a long drop, a few tables etc & was a place where families had picnic's ).

3.1 Impacts on local roads of transport - already a major issue as currently the road from the Oxley highway turn off to the Coonamble turnoff is very dangerous due to the uneven surface for the quantity of interstate trucks travelling on it.

Re 8.3 Reuse & alternative uses of business premises. Without pressure from council for existing owners to maintain empty buildings to meet minimum standards these buildings are effectively becoming unusable & consequently the Main Street looks sad & neglected.

The emphasis on increasing options for tourism is agreed upon however the state of service from existing businesses needs to lift considerably for this to be effective. Perhaps encouraging more education opportunities in this area would help.

There is almost no mention of education in the plan - are there any opportunities currently missing with TAFE perhaps.....

The other important service not mentioned is communication. The present Covid 19 situation is high lighting the limitations in our shire with the internet & mobile service not able to cope with the current pressure. For more employment opportunities to eventuate this lack of adequate communication has to be addressed. This issue is also critical in times of disasters such as floods or fire etc which unfortunately are predicted to rise with climate change.

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Dear Glenn and Maryanne,

Thank you for your work with the LSPS, it is greatly appreciated. I really support all the Priorities and Actions identified. They are a good reflection of the community's desires for the future. I have contributed a few more Priorities and Actions, along with some minor changes, below for Council's consideration. The suggestions have been provided by various community groups.

Kind regards,

Karlene

**Typos/grammar/punctuation:** p.5, 18, 20, 21, 23, 27, 30, 31, 35

**Implementation, Monitoring and Reporting:** There was a suggestion from community members to change entries to the 'Timing' column to include actual months and years, for example December 2021, so that timeframes are made precise and therefore more achievable, reflecting good planning practice.

**Page 1. Title page**

- February 2019 to February 2020

**Page 5.**

- Warren Shire, instead of "Warren"
- Add to first paragraph suggestion (maybe replace the first sentence) "The local community is proud of the wonderful natural and cultural assets the Shire has on offer. The traditional Wayilwan people were astute astronomers, successful at aquaculture and trade and masterful designers evidenced in the hundreds of tree carvings which originally covered the Shire. The Shire is rich also in European and Asian heritage, founded on strong agricultural and horticultural industries. The local people acknowledge the land and diverse people groups which have informed the unique character of the Shire and they desire to share their story."

**Page 9.**

- Include maybe here the education available: 3 schools: 2 Primary schools (Marra Creek Public and St Mary's Catholic) and a Central School (Warren Central School) with face to face classes to HSC level, a TAFE and online graduate and post graduate degrees through Charles Sturt University.
- Change the heading "Where have we come from?" to "Shire Development Timeline" or something similar as the perception could be that Aboriginal people are excluded from this.

**Page 11**

- After '18-hole golf course' include 'bowling green' and 'skatepark'

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**Page 23**

- Change 'indigenous' to 'Aboriginal'.

**Priority 1 Suggestions**

- Align *2011 Community Based Heritage Study of Warren Shire* on p.18 with point 1.2 on page 19.
- Action 1.1 add: Inclusive of an overall mural and sculpture plan for the Shire.  
'Responsibility': Community groups: Warren Arts Society, Warren Mural Committee
- Action 1.2 under 'Responsibility' include Warren Macquarie Local Aboriginal Land Council (WMLALC)
- Action 1.3 change indigenous to Aboriginal
- Action 1.5 under 'Responsibility' include Warren Chamber of Commerce, tourist based businesses- RiverSmart.
- Move Action 4.4: to become an Action 1.6 under Priority 1, 'Community and Place' as it informs 'Community and Place' more than environment, and remove the words Aboriginal mission and change to 'Beemunnel'
- Add Action 1.6 (moving Action 4.4) to page 36. Measure: Feedback from WMLALC
- Under *Measure* on p. 35 in for Action 1.2: add "feedback from WMLALC (Warren Macquarie Local Aboriginal Land Council)".
- Add under *Measure* for Action 1.3: feedback from WMLALC on p.36

**Priority 4 Suggestions**

- On p. 38 Under *Measures* for Action 4.2 add: Network with RiverSmart and local landholders
- Move Action 4.4 under Priority 1, change Aboriginal mission to Beemunnel, and under *Measures* add "feedback from WMLALC"

**Priority 7 Suggestions**

- Add at the bottom of page 29 add another dot point: "Building capacity for sustained and effective leadership in local business and industry through a broad range of education and training opportunities"
- On page 30 add two directions from the *Central West Orana Regional Plan* to support Priority 7:  
*Direction 6: Expand education and training opportunities*  
*Direction 20: Enhance access to air travel and public transport*
- On p. 30 add a 7.4 *Action*: Facilitate renewable energy projects through strategic planning, budget projections, potential VPAs (Voluntary Planning Agreements) and grant applications  
*Responsibility 7.4: Council and community organisations and groups*  
*7.4 Timeframe: medium term*
- On p. 30 add an *Action 7.5*: Build capacity for leadership by developing educational networks between industry/business and educational institutions including schools, TAFE, JobLink Plus, online education and community-based workshops and programs.  
*7.5 Responsibility: Council facilitates through Warren Interagency Support Services (WISS) group , building stronger communities grant funding for community based education, HSNet online networking platform, Warren Shire Library, forwarding circulars, attending and hosting public forums on education and training. Others responsible include: schools, TAFE,*

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industry groups, community groups and organisations such as RiverSmart, WMLALC and the NSW Country Women's Association (public speaking workshops), Aboriginal engagement coordinator, Warren Youth Foundation (WYF)

*7.5 Timeframe:* short to medium term

- On p.30 add an *Action 7.6:* Promoting and facilitating health and aged care services through grant funded initiatives, Warren Interagency Support Services (WISS) group, HSNet online networking platform, support of community fundraising events. Retain and attract GPs, allied health services and medical dialysis and other essential health and aged care services.

*7.6 Responsibility:* Council, WISS, community groups, Calara House, WMPHS, RAHMS medical centre, WLALC, preschool, early childhood centres, schools

*7.6 Timeframe:* medium term

- Add an *Action 7.7:* Provide access to public transport (for the community from Nevertire to Warren)

*Responsibility:* WISS, Transport NSW

*Time frame:* short

- Add the following Actions from my suggested additional Actions for inclusion on p. 41:

*Action 7.4, Action 7.5, Action 7.6 and Action 7.7*

- On page 41 Under *Measures* for Action 7.1 add feedback from RiverSmart and local landholders
- Added *Measure* for 7.4: refer to 'Renewable Energy Policy and Procedures', compare budget projections, grant applications with targets achieved
- Added *Measure* for 7.5: feedback from businesses and industry
- Added *Measure* for 7.6 feedback from community groups and organisations, WISS
- Added *Measure* for 7.7 Community feedback, public transport access between Nevertire and Warren

#### **Priority 8 Suggestions**

- Add two more directions on page 31:

*Direction 19: Enhance road and rail freight links*

*Direction 28: Manage rural residential development*

- Add under *Responsibility* for 8.4: Riversmart on p.32

- Add an *Action: 8.5* Provide 21<sup>st</sup> century skills development opportunities for community members of all ages and backgrounds

*8.5 Responsibility:* Council facilitates through Warren Interagency Support Services (WISS) group, building stronger communities grant funding for community based education, Warren Shire Library, HSNet online networking platform, MOU with the WYF, forwarding circulars, attending and hosting public forums on education and training. Warren Youth Foundation (WYF), Aboriginal engagement coordinator, schools, TAFE, industry groups, community groups and organisations such as RiverSmart, WMLALC and the NSW Country Women's Association (public speaking workshops)

*8.5 Timeframe:* short to medium term

- Add an *Action 8.6* Access State and Federal funding to enhance and maintain major road links to retain connectivity

*Responsibility:* Council

*Time frame:* short term

- Add an *Action 8.7:* Undertake a housing strategy to locate new rural residential areas close to existing urban settlements to maximise the efficient use of existing physical, social and

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5<sup>th</sup> May 2020

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

Dear Glenn,

**Re: Feedback on the Draft Local Strategic Planning Statement**

Cancer Council NSW is committed to reducing the impact of cancer on individuals and the community, and to lessening the burden for people affected by cancer. We are community funded and community focused. We believe health is central to urban planning in order to create environments that promote cancer-smart behaviours and reduce exposure to known cancer risks such as solar ultraviolet (UV) radiation.

As a Community Programs Coordinator at Cancer Council NSW, I am committed to driving positive and lasting change towards a cancer free future for our local communities. One of the priority cancer prevention areas our organisation is committed to is skin cancer prevention.

**Skin cancer in Australia**

Australia has the highest levels of UV radiation and the highest incidence rates of skin cancer worldwide, where two out of every three people are likely to be diagnosed with skin cancer by the age of 70. UV radiation causes 95% of melanomas and 99% of non-melanoma skin cancers in Australia. This means skin cancer is highly preventable.

In comparison to another important preventable social issue, nearly twice as many people die from melanoma than they do on our roads in NSW. 354 people died on our roads in 2018; while 624 people died of skin cancer in 2016<sup>1</sup>. We wear a seatbelt every time we get in the car, and we should think about UV radiation in the same way.

Council can play an important role in reducing the risk of skin cancer of its residents through planning and designing shade. Good quality shade can reduce UV exposure by up to 75 per cent. Further information including the co-benefits, the *Cancer Council NSW Guidelines to Shade* and example case studies of well-designed shade can be accessed via Cancer Council NSW's website [cancerCouncil.com.au/shade](https://cancerCouncil.com.au/shade)

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<sup>1</sup> Cancer incidence and mortality projections 2011 to 2021. Cancer Institute NSW, Sydney, May 2011.  
Centre for Road Safety, Transport for NSW <https://roadsafety.transport.nsw.gov.au/downloads/road-toll-progress-2018.pdf>



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**Response to the Draft LSPS**  
We strongly encourage council to ensure the value of shade for UV radiation protection and other co-benefits are fully recognised in the vision for the LGA.

You can access example text developed by Cancer Council NSW to include in the LSPS which supports shade as a planning priority on their website [cancercouncil.com.au/shade](http://cancercouncil.com.au/shade)

Thank you again for the opportunity to provide comment on your Draft LSPS.

Yours sincerely,




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28 April 2020

The General Manager  
Warren Shire Council  
PO Box 6  
Warren NSW 2824

Dear Warren Shire Council,

**Re: Feedback on the Draft Local Strategic Planning Statement (LSPS)**

Thank you for the opportunity to provide feedback on the Draft LSPS.

Cancer Council NSW is committed to reducing the impact of cancer on individuals and the community, and to lessening the burden for people affected by cancer. We are community funded and community focused. We believe health is central to urban planning in order to create environments that promote cancer-smart behaviours and reduce exposure to known cancer risks such as solar ultraviolet (UV) radiation.

Cancer Council NSW is a key partner in the implementation of the *NSW Skin Cancer Prevention Strategy (2017)* which defines a comprehensive approach to reducing overexposure to (UV) and ultimately the incidence of skin cancer in NSW. The Strategy is a multidisciplinary initiative lead by Cancer Institute NSW which is an agency of NSW Health.

As part of the delivery of the Strategy, the Shade Working Group is committed to increasing shade across NSW for skin cancer prevention by influencing the planning system and advocating for shade in the local community. Member organisations of the Shade Working Group include: Cancer Institute NSW, Cancer Council NSW, University of New South Wales City Future Research Centre, and a strategic and social impact planner consultant. This submission is being provided by Cancer Council NSW, which also is Chair of the *NSW Skin Cancer Prevention Strategy Shade Working Group*.

**Skin cancer in Australia**  
Australia has the highest levels of UV radiation and the highest incidence rates of skin cancer worldwide, where two out of every three people are likely to be diagnosed with skin cancer by the age of 70. UV radiation causes 95% of melanomas and 99% of non-melanoma skin cancers in Australia. This means skin cancer is highly preventable.

In comparison to another important preventable social issue, nearly twice as many people die from melanoma than they do on our roads in NSW. 354 people died on our roads in 2018; while 624 people died of skin cancer in 2016<sup>1</sup>. We wear a seatbelt every time we get in the car, and we should think about UV radiation in the same way.

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<small>Cancer Council NSW ABN 51 119 483 846</small>	<small>153 Dawling Street Woolloomooloo NSW 2011 PO Box 572 Kings Cross NSW 1340</small>	<small>T: 02 9334 1900 F: 02 8302 3570 E: <a href="mailto:feedback@nswcc.org.au">feedback@nswcc.org.au</a></small>	<small>Cancer Council Information and Support 13 11 20 • <a href="http://cancerCouncil.com.au">cancerCouncil.com.au</a></small>
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Council can play an important role in reducing the risk of skin cancer of its residents through planning and designing shade. Good quality shade can reduce UV exposure by up to 75 per cent. Further information including the co-benefits of shade, are attached. They are also accessible via Cancer Council NSW's [website](#), along with the *Cancer Council NSW Guidelines to Shade* and example case studies of well-designed shade.

#### Response to the Draft LSPS

Cancer Council NSW strongly encourages Council to ensure the value of shade for UV radiation protection and other co-benefits are fully recognised in the vision for the LGA.

We have suggestions to support you with this, and attached to this letter is example text developed to include in your LSPS which supports shade as a planning priority for the LGA. We recommend that council look to include all or part of this text in relevant Themes or Planning Priorities from the Draft LSPS. This text can also be accessed via Cancer Council NSW's [website](#).

Thank you again for the opportunity to provide comment on your Draft LSPS. If you would like any further support, please feel free to contact me via [Elizabeth.king@nswcc.org.au](mailto:Elizabeth.king@nswcc.org.au) or ph: (02) 9334 1760.

Yours sincerely,



<sup>1</sup> Cancer incidence and mortality projections 2011 to 2021. Cancer Institute NSW, Sydney, May 2011.  
Centre for Road Safety, Transport for NSW <https://roadsafety.transport.nsw.gov.au/downloads/road-toll-progress-2018.pdf>

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**Shade provision:  
Suggested text for inclusion in Local Strategic Planning Statements\***

**INTRODUCTION**

The text below is example text that could be used by NSW councils in the preparation of their Local Strategic Planning Statements (LSPSs), required to be produced by each council under the Environmental Planning & Assessment Act.<sup>1</sup>

The text specifically relates to the provision of well-designed shade, from the perspective of the NSW Skin Cancer Prevention Shade Working Group, under the [NSW Skin Cancer Prevention Strategy](#).<sup>2</sup>

The text will need to be considered in context with the remainder of the LSPS, particularly its structure, and its inclusion of other items relating to healthy built environments.

The text is designed to be placed under the following headings within the LSPS – headings as provided by the NSW Department of Planning's [Example LSPS, February 2019](#).<sup>3</sup>

- Theme
- Planning Priority
- Rationale
- Council will
- Actions

Example text is provided in *italics* below

**EXAMPLE TEXT**

**Theme**

Note that the NSW Department of Planning's [Example LSPS, February 2019](#) does not contain an explicit theme relating directly to the design of healthy built environments. The themes provided in the Example LSPS are only suggestions for councils, and the themes most relevant to healthy built environments in that document are 'Thriving Places to Live and Grow' and 'A Sustainable Environment'.

It is suggested that an alternate theme could be:  
*'Providing Healthy Places to Live, Work and Visit'*

**Planning priority**

A suggested planning priority that could be placed under one of the above themes is:  
*'Design and provide places and spaces that are healthy to live in, to work in and to visit'*.

This generic planning priority should then incorporate other aspects of the healthy built environment, as explained in the following 'rationale' section.

**Rationale**

There may be many items included in this section that relate generally to healthy built environments. The following 'rationale' text relates specifically to the provision of shade, written from the perspective of providing well-designed shade for protection from ultraviolet radiation (UV).

\* Shade provision: suggested text for inclusion in Local Strategic Planning Statements  
Prepared by Jan Fallding, Registered Planner, June 2019, on behalf of the NSW Skin Cancer Prevention Strategy Shade Working Group, operating within the auspices of the NSW Skin Cancer Prevention Strategy,<sup>2</sup> led by Cancer Institute NSW

# WARREN SHIRE COUNCIL

## Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held at the Warren Sporting & Cultural Centre, Warren on Thursday 28th May 2020

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### *Why is shade important?*

Australia has the highest rate of melanoma in the world.<sup>4</sup> Skin cancer is the most common cancer in Australia, with 2 in 3 people diagnosed in their lifetime.<sup>5</sup> UV causes 95% of melanomas and 99% of non-melanoma skin cancers,<sup>6</sup> making it a highly preventable cancer.

The incidence rate of melanoma in the [insert name] LGA is [insert age-standardised incidence rate] per 100,000. The NSW average melanoma incidence rate is 51.0 per 100,000.<sup>7</sup> Go to [Cancer Institute NSW Statistics Portal](#) to find melanoma age-standardised incidence rates by LGA.

Well-designed and correctly positioned shade, both natural and built, can reduce UV exposure by up to 75%.<sup>8</sup>

Shade offers a number of benefits for people and the environment and has an increasingly important role to play in mitigating the effects of climate change and reducing heat in urban areas.

### *The co-benefits of well-designed shade and green spaces include:*

#### *Health benefits:<sup>9, 10</sup>*

- Reduced UV exposure and the prevention of skin cancer.
- Improved thermal comfort in times of heat. Evidence shows that trees can reduce temperatures by 8°C.
- Enhanced childhood development.
- Increased recreation and physical activity, and a reduction in obesity and risk of chronic disease.
- Faster healing times and pain tolerance for hospital patients in a room with a view of trees.
- Improvements in mental health and wellbeing, including stress reduction and relaxation, greater happiness, lower rates of anger and depression and improved mental function and concentration.
- Noise reduction.

#### *Environmental benefits:<sup>9, 10</sup>*

- Reduced build-up of heat in urban areas and consequent 'heat island' effects.
- Reduced air pollution.
- Reduced water evaporation, soil erosion, and storm water run-off.
- Reduced atmospheric carbon.
- Increased animal habitat and maintenance of biodiversity.

#### *Social and economic benefits:<sup>9, 10</sup>*

- Increased social connectivity and sense of community by providing pleasant and aesthetically pleasing places for people to meet, socialise, exercise and rest.
- Reduced neighbourhood aggression, violence and crime.
- Street trees can help define or preserve the culture and history of a place.
- Improved thermal efficiency of buildings through shading and energy savings of up to 12-15%.
- Increased land and property values. Just one tree can increase the value of a property by approximately \$5,000.
- Opportunity to reduce socioeconomic and health inequities, which have been shown to be smaller in green areas.

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*It is likely that [insert name] LGA will experience more frequent, longer and more extreme periods of uncomfortable summertime heat and heat wave events in the future. The provision of quality shade throughout the LGA will be one of the most cost-effective ways to address this situation in the long term, and has the co-benefit of protecting us from UV exposure.*

*Natural and built shade can be easily included in planning processes for developments, particularly in urban areas. Well-designed shade, effectively planned and correctly positioned, can also alleviate concerns about needing to remove or modify trees to address engineering, wiring or maintenance issues.*

### **What is well-designed shade?**

*Well-designed shade uses a combination of natural and built shade to provide protection from UV radiation where it is needed, at the right time of day and at the right time of year.*

*The latest [Guidelines to Shade](#) from Cancer Council NSW<sup>1</sup> is a practical tool to aid LGA's in the design of quality shade.*

*In a playground setting, the [Everyone Can Play Guideline](#) from the NSW Department of Planning and Environment<sup>2</sup> provides a set of design principals and best practice recommendations to develop inclusive playspaces which provide well-designed shade for the comfort and protection of children and carers.*

*Good design is NSW Government policy, as described in [Better Placed](#) from the Government Architect NSW<sup>3</sup>, which outlines an integrated design policy for the built environment in NSW*

### **Council will**

Suggested text for this section is:

1. Consider the provision of well-designed shade, both natural and built, in the provision of all public infrastructure, from large developments such as major recreation facilities, public buildings and town centre upgrades, to the smallest public domain improvements such as bus shelters.
2. Encourage the provision of well-designed shade in all private developments, particularly recreation facilities and those that adjoin public places, such as commercial developments.
3. Consider the co-benefits of shade in all decisions about infrastructure provision and maintenance.

### **Actions**

Suggested text for this section is:

1. Council's [insert relevant name] Development Control Plan will be reviewed to:
  - a) incorporate design considerations regarding the provision of well-designed shade, with reference to the latest shade guidelines<sup>3</sup>;
  - b) require well-designed shade in any private buildings or developments that adjoin public places that are likely to have significant visitation (e.g. high pedestrian traffic or people visiting or pausing in public spaces);
  - c) require the provision of well-designed shade in recreation facilities;
  - d) require the provision of well-designed shade in the design of any public infrastructure;
  - e) require the consideration of the benefits of shade in any application to remove trees or vegetation currently providing significant shade and communicate to residents the benefits of shade; and

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- f) *encourage the provision of well-chosen and well-placed street trees in residential or public domain developments.*
2. *Council's Engineering Design specifications [insert relevant document name] will be updated to include specifications for the provision of well-designed shade.*
  3. *Council will prioritise well-designed shade in its provision of new and upgraded public infrastructure and spaces.*
  4. *Council will consider retrofitting current public infrastructure and spaces to include well-designed shade.*

## REFERENCES

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<https://www.legislation.nsw.gov.au/#/view/act/1979/203>
2. *NSW Skin Cancer Prevention Strategy*, Cancer Institute NSW. Sydney, 2017.  
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12. *Everyone can play guideline*, Office of Open Space and Parklands, Department of Planning, NSW Government, Sydney, 2019. Available from: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/everyone-can-play-guideline-2019-02-20.pdf>
13. *Better Placed: an integrated design policy for the built environment of New South Wales*. Government Architects NSW, Sydney 2017. Available from: <https://www.governmentarchitect.nsw.gov.au/resources/ga/media/files/ga/strategy-documents/better-placed-a-strategic-design-policy-for-the-built-environment-of-new-south-wales-2017.pdf>

## OTHER RESOURCES

- <https://www.sunsmart.com.au/communities/local-government> - a range of resources to assist councils in providing well-designed shade. Based on Victorian examples, but can be easily adapted to NSW.
- <https://www.cancer.nsw.gov.au/shade-and-uv> - Shade case study examples by Cancer Institute NSW
- [http://www.lowcarbonlivingcrc.com.au/sites/all/files/publications\\_file\\_attachments/rp2024\\_guide\\_to\\_urban\\_cooling\\_strategies\\_2017\\_web.pdf](http://www.lowcarbonlivingcrc.com.au/sites/all/files/publications_file_attachments/rp2024_guide_to_urban_cooling_strategies_2017_web.pdf) Osmond, P., and Sharifi, E., 2017: *Guide to Urban Cooling Strategies*. Low Carbon Living CRC.

## CONTACT DETAILS / MORE INFORMATION

- NSW Shade Working Group email: [CINSW-SkinCancerPrevention@health.nsw.gov.au](mailto:CINSW-SkinCancerPrevention@health.nsw.gov.au)
- Cancer Council NSW website: [www.cancercouncil.com.au/cancer-prevention/sun-protection/](http://www.cancercouncil.com.au/cancer-prevention/sun-protection/)
- Cancer Institute NSW website: [www.cancer.nsw.gov.au/shade-and-uv](http://www.cancer.nsw.gov.au/shade-and-uv)

This information is based on available evidence at the time of review.  
It can be copied for distribution.  
Latest update: July 2019

For further information contact the NSW Shade Working Group via email [CINSW-SkinCancerPrevention@health.nsw.gov.au](mailto:CINSW-SkinCancerPrevention@health.nsw.gov.au) or go to <https://www.cancercouncil.com.au/cancer-prevention/sun-protection/shade-and-sun-protection/>

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## Shade. A planning and design priority that helps prevent skin cancer.

**Shade protects us from harmful ultraviolet radiation (UV)**

- UV from the sun causes at least 95% of all skin cancers in Australia.
- Skin cancer is the most common cancer in Australia - 2 in 3 people will be diagnosed.
- Skin cancer is highly preventable and the planning and design of quality shade plays a key role.

**Quality shade can reduce UV exposure by up to 75%**

What is quality shade?

**Natural shade:** trees with a canopy that is dense and close to the ground.

**Built shade:** stand-alone, portable or add-on structures positioned to provide shade during the middle of the day when UV is highest, or positioned to provide shade when the area is in highest use.

**A combination of natural and built shade provides the best UV protection.**

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## Benefits of quality shade and green spaces.

### Health benefits

- Reduces UV exposure and helps prevent skin cancer
- Improves thermal comfort in times of heat
- Increases recreation and physical activity
- Reduces obesity and risk of chronic disease
- Improves mental health and wellbeing

### Environmental benefits

- Reduces build-up of heat in urban areas
- Reduces air pollution
- Reduces water evaporation, soil erosion and storm water run-off
- Reduces atmospheric carbon
- Maintains animal habitat and biodiversity

### Social and economic benefits

- Improves social and community connection
- Reduces neighbourhood crime
- Better placemaking
- Reduces socioeconomic and health inequities
- Increases land and property value
- Reduces energy usage and costs



### How to plan and design quality shade.

Professional resources are available to support you in planning good shade.

- Cancer Council NSW Guidelines to Shade, including a shade audit tool.
- Cancer Institute NSW Shade Case Studies, and
- Support for local governments to prioritise shade in their planning policies.

For more information and access to the online resources:

- Contact the NSW Shade Working Group via email: [CINSW-SkinCancerPrevention@health.nsw.gov.au](mailto:CINSW-SkinCancerPrevention@health.nsw.gov.au)
- Visit [cancerCouncil.com.au/shade](http://cancerCouncil.com.au/shade) and [cancer.nsw.gov.au/shade-and-uv](http://cancer.nsw.gov.au/shade-and-uv)



This document was prepared by the NSW Shade Working Group within the auspices of the NSW Skin Cancer Prevention Strategy led by Cancer Institute NSW. Date: 12/2019.

Cancer Institute NSW



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## Local Strategic Planning Statement

Warren Shire Council

May 2020



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## About the Statement

This Local Strategic Planning Statement (LSPS) sets the framework for Warren Shire's economic, social and environmental land use needs over the next 20 years. It outlines clear planning priorities describing what will be needed, where these are located and when they will be delivered. The LSPS sets short, medium and long-term actions to deliver the priorities for the community's vision.

This LSPS has been prepared in accordance with clause 3.9 of the Environmental Planning and Assessment Act 1979 (EP&A Act). The LSPS brings together and builds on the planning work found in Council's other plans, studies and strategies, such as the Local Environmental Plan (LEP), Development Control Plan (DCP) and Community Strategic Plan (CSP). The LSPS will be used to update key components of these plans to present a consistent strategic direction for Warren.

The LSPS gives effect to the *Central West and Orana Regional Plan 2036*, implementing the directions and actions at a local level. As an integrative local plan, it is also informed by a number of the NSW Premiers Priorities, the Regional Development Framework and the *Destination Country and Outback NSW Management Plan 2018-2020*, amongst others.

The LSPS has also taken account of land use planning in adjacent Orana Councils, including Bogan, Coonamble, Gilgandra, Narromine and Warrumbungle. It also works with council's Community Strategic Plan (CSP), which has a similar but broader purpose as to how Council will work to meet the community's needs. The LSPS planning priorities, directions and actions provide the rationale for decisions about how we will use our land to achieve the community's broader goals.



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### Consultation

The Warren LSPS has been based primarily on the consultation that was carried out for the Integrated and Reporting framework in 2016-2017 as part of the Community Strategic Plan. The LSPS is required to be consistent with the Community Strategic Plan and any other strategic plans. Council is now seeking community feedback on this revised strategic land use document.

Council's approach to consultation will build upon and test the results of the extensive engagement undertaken in developing Warren Shire's Community Strategic Plan 2017.

The draft LSPS was made available for community consultation for 60 days.

DRAFT

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## Our Vision, Our Future

***Warren Shire is a location of choice for outback living with a welcoming, inclusive and resilient community, that embraces the future and respects the past.***



The local community are happy and healthy, sharing success and knowledge from living in harmony with the land and with each other. Warren Shire is vibrant and strong, providing diverse housing and employment in a friendly, rural atmosphere. The Shire retains its productive agricultural landscape; protects and embraces irrigated agriculture; seizes the tourism opportunities of the Macquarie Marshes and maintains its liveable and close community with a focus on commercial and industrial development in and around the town of Warren.

The township is anchored by the resilient agricultural industry and thrives in the areas of renewable energy and nature-based tourism. Waterways, bushland and biodiversity all contribute to the identity of Warren and are protected to support healthy ecosystems and way of life within the Shire. The community lead healthy lifestyles, enjoy the natural assets and utilise the town's accessible and high-quality recreational facilities provide.

Tourism is booming, drawing bird-watchers and nature lovers from across the country and internationally, boosting the regional economy and generating jobs.

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## Context

### Our Shire – A Snapshot

Warren Shire, situated in Western New South Wales, has an area of 10,860 square kilometres, equivalent to about 1.3% of the State's land surface. The total estimated population for the Shire as at 2018 was 2,745, this is greater than the total population identified on 2016 census night, at 2,732. Warren is located 120km from the regional centre of Dubbo and 540km from Sydney.

Warren Shire includes the towns of Warren and the villages of Nevertire and Collie. Nevertire was created partly in response to the construction of the railway from Dubbo to Nevertire (Main Western Line - opened in 1882) and, subsequently, rail was extended from Nevertire to Warren (Warren Branch) in 1898. This has resulted in the construction of large grain handling facilities that supported the village's growth. The passenger station is now closed but grain/cotton/freight still occurs along the line. Collie is located on the northern side of the Oxley Highway between Nevertire/Warren and Gilgandra. Collie therefore has a reasonable amount of passing traffic and heavy vehicles.



The Shire is economically dependent on agriculture, particularly sheep and cattle, grain and irrigation. Aside from those directly employed by the agricultural industry, there are also significant flow-on economic benefits from this industry to other related enterprises.

The first European settlers moved into the area in the early 1830s taking up land, or "squatting" in the surrounding district, and Warren was gazetted as a town in June 1861. Prior to this settlement the sole owners and occupants had been the traditional custodians of the country, the Wayilwan/ Weilwan people.

The area covered by the Warren Shire sits at the convergence of the territories of two Aboriginal language groups, the Wiradjuri to the southeast and the Wayilwan to the north and northwest. Prominent features within the landscape usually defined tribal boundaries and an area from within the Barwon River to the north, the Bogan River to the west and the Castlereagh River to the east is regarded as the Wayilwan territory. Smaller local groups of the Wayilwan lived within the region, including the Waiabara, who lived near the Barwon River and the Kamwabari/ Kawambarai who lived in the area south of Quambone extending towards the Castlereagh River. The name Warren is said to have been used by the Wayilwan people of the Warren region, meaning 'river'.



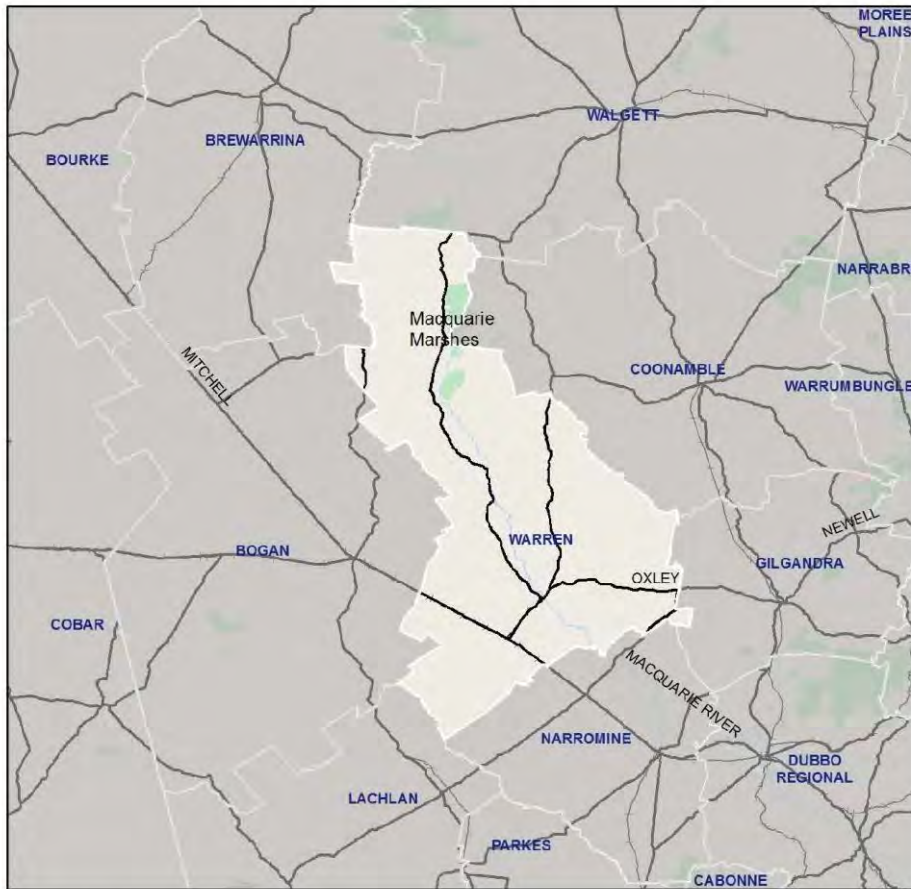
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Warren Local Government Area

1:2,000,000 

### Legend

-  Watercourse
-  National Park
-  Railway Rail
-  Highways

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

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Town of Warren

2 Kilometers 

### Legend

-  Urban Footprint
-  Rural Footprint
-  Railway Rail
-  Highways

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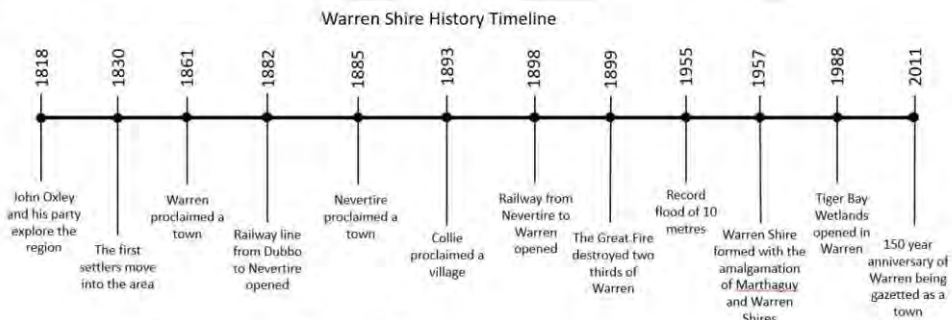
## Our People, Environment and Economy

Located in the Orana Region, Warren lies on the banks of the Macquarie River, and situated along the Oxley highway, 120 kilometres west of Dubbo. The township of Warren is the major urban area for people living and working within the Shire. Educational facilities include 3 schools and a TAFE campus.

### Our People

Warren Shire reported a population of 2,732 across the two towns Warren and Nevertire and the village Collie on 2016 census night. Despite the trends on declining populations in nearby towns and villages, Warren Shire has experienced an increase in population from 2016 (Census night) and 2018, now estimated at 2,745 people. Similarly, the indigenous population in Warren has increased, with 14.5 percent identifying as Aboriginal or Torres Strait Islander (2016 Census). This is significantly larger than the state average of 2.9 percent.

### Where have we come from?



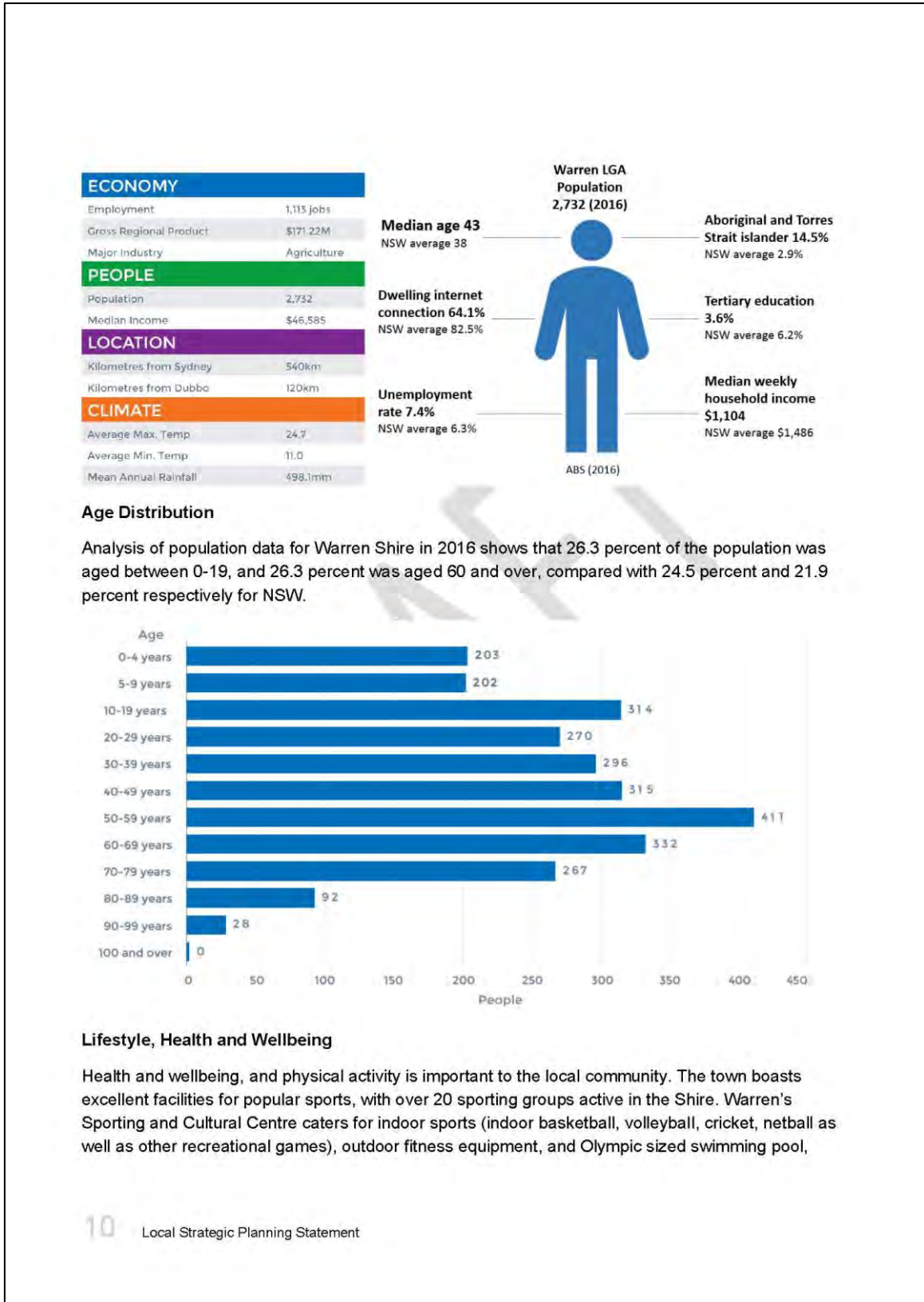
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three town ovals, ball courts, a racecourse complex, an 18-hole golf course, bowling green, skate park and three walking tracks. Both Nevertire and Collie have an oval and tennis courts.



Image: Carter Oval Plan Site plan

### Our Environment

The Shire is largely flat, except for occasional granite outcrops, the largest being Mt Foster (250m) and Mt Harris (240m). Both of these are in a close proximity and are offshoots of the Warrumbungle Ranges. The elevation of the town of Warren sits at 197m above sea level.

The Macquarie Marshes, which is one of Australia's most significant inland wetlands, is located 100 kilometres north of Warren. The wetlands are listed on the Ramsar Convention as a wetland area of international importance. The Ramsar Convention is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of the wetlands and their resources.

The Macquarie Marshes are one of the largest freshwater wetlands in the Murray-Darling Basin. The ecological system contains a variety of wetland types, ranging from semi-permanent and frequently inundated marshes to ephemeral wetlands inundated by only the largest floods. The Macquarie River feeds into the Macquarie Marshes and the marsh area absorbs the water with very little water leaving the marshes to drain further towards the Barwon River system except in high flood events.

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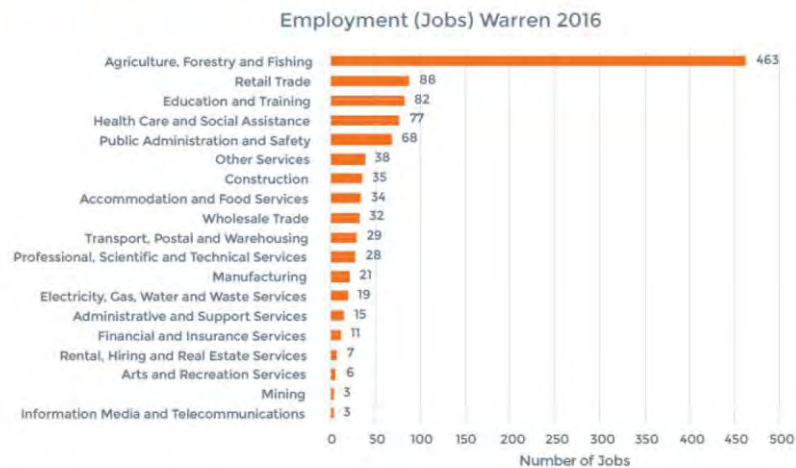
Image: Macquarie Marshes Lookout

### Our Economy

Warren Shire sits in the heart of the fertile Macquarie Valley in Central Western NSW. Warren is a prosperous service centre for the surrounding area, with Gross Regional Product estimated at \$171.22 Million.

The Warren region has a highly productive and diverse agricultural industry - excelling in the production of sheep, wool, cattle, grain and cotton. Irrigation for farming is sourced from the Macquarie River. Agriculture is the largest employment sector followed by retail trade, education and training, health care and social assistance and public administration and safety.

### EMPLOYMENT BY INDUSTRY



Source: Employment by Industry from Department of Premier Cabinet (DPC) Data

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## UNEMPLOYMENT RATE - WARREN SHIRE

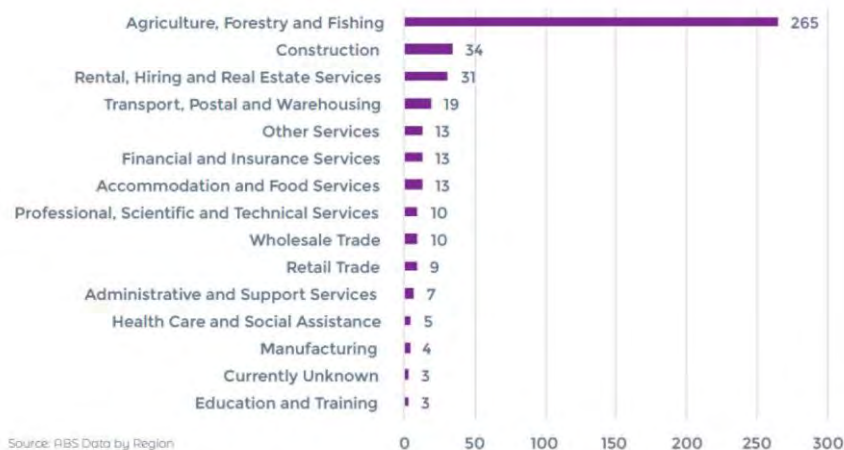
December 2017 unemployment of 2.7% was below the national level of 5.2%.



## BUSINESS ACTIVITY

There are 428 businesses operating in Warren Shire. The largest number of businesses are in the 'Agriculture, Forestry and Fishing' sector (265) followed by Construction (34) and Rental, Hiring and Real Estate Services (31).

Business Counts - June 2017



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### Transport and Logistics

Warren Shire is intersected by the Oxley and Mitchell highways – both major freight routes. The Oxley Highway connects the country to the coast (Nevertire to Port Macquarie) and the Mitchell Highway connects NSW to rural Queensland (from Nevertire to Central Western Queensland). The Mitchell Highway links Warren Shire to Sydney.

Rail lines service the Warren Shire – providing a transportation network for the agricultural sector. The proposed Inland Rail corridor will provide a timely boost to the region for freight movements by rail.

For those wanting to travel by air within NSW and to the ACT Warren Shire is well serviced by Dubbo Regional Airport. Three major airlines (QantasLink, Regional Express (Rex) and FlyPelican) provide more than 150 direct return flights per week from Dubbo to Sydney and Broken Hill, as well as Dubbo to Newcastle direct and Dubbo to Canberra direct.

## Opportunities

### Business Opportunities

There are a range of business opportunities in Warren Shire, in particular:

- Agriculture Support Service – Industries that support Agriculture should be a focus of future activities particularly in the Agricultural and Construction Machinery, Wholesaling and Equipment Repair and Maintenance sectors.
- Professional, Scientific and Technical Services – This sector is projected to be the fastest growing industry in the Orana region to 2020. This industry includes agricultural biotechnical research services, survey and mapping services, and management advice and related consulting services.
- Rental, Hiring and Real Estate Services – This sector is expected to grow faster than the population and employment, is a large producer of output and value add and is a potentially emerging industry due to recent employment growth in the Shire. Examples of businesses in this category include fencing contractors, agricultural machinery rental services and real estate agents.

### Tourism opportunities

The Macquarie Marshes are a major drawcard for visitors to the Shire. It is one of the largest remaining inland semi-permanent wetlands in south-eastern Australia. It encompasses extensive areas of weed, swamp, water couch grasslands, river red gum woodlands and floodplains that cover an area of 200,000 hectares. Of this the Macquarie Marshes Nature Reserve makes up 21,927 hectares.

The Marshes is particularly outstanding for its value as one of the important breeding sites for nesting waterbirds in Australia. A total of 77 species of waterbird can be found in the Marshes, including threatened species such as the Magpie goose, Brolga, Australian bittern, Freckled duck and Blue-billed duck. It also provides important habitat for migrating birds such as Sand pipers, Godwits and

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Snipe. With the reasonable intact woodlands, the Marshes' is inhabited by 156 species of bird other than the waterbirds, including the square-tailed kite, barking owl, hooded robin, varied sittella and glossy black cockatoo.

Opportunities exist to promote and expand on nature-based tourism offered at the Macquarie Marshes. The NSW Government has funded Stage 1 of the Destination Macquarie Marshes project submitted by RiverSmart on behalf of the Warren Shire Council, Coonamble Shire Council, Walgett Shire Council, Brewarrina Shire Council, Bourke Shire Council and Bogan Shire Council, the Warren Local Aboriginal Land Council, NSW National Parks and Wildlife Service, NSW OEH and the Macquarie Wetlands Association. The NSW Government has recently announced \$3,091,874 in funding for RiverSmart Australia Ltd and Warren Shire Council, to develop and expand the region's impressive Macquarie Marshes. River Smart Australia is a not-for-profit organisation supporting stakeholder-based management and restoration of Australia's river systems.



New development will include the construction of a second wildlife viewing platform, installation of a 1.8 kilometre long boardwalk, improved directional and interpretive signage, interpretative signage detailing the significance of the marshes to the Wayilwan people, plus a range of infrastructure additions to the Window on the Wetlands Centre in Warren for it to operate as the Visitor Information Centre for Macquarie Marshes.

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Image: Macquarie Marshes.

## Green Distillation Technologies (GDT) Tyre Recycling Plant Warren

Green Distillation Technologies is bringing its first tyre recycling plant at Warren, NSW up to full production following the recent award of an Environmental Protection Licence by the NSW Environment Protection Authority. The plant occupies approximately 4 hectares of the 21-hectare site leaving space for expansion and other projects, synergistic industries and tyre storage.

The new recycling plant will turn these old tyres into high-grade oil, steel and carbon via a process called "destructive distillation", which involves using a chemical reaction to process tyres back into raw materials. Once the pilot plant is running at full capacity, it is expected to process around 19,000 tonnes of material each year, around 685,000 tyres.

As the first of its kind in the world the GDT Warren plant has already attracted a large number of visitors, both national and international and this flow is set to grow.

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## Our themes and planning priorities

To deliver the vision for 2040, Warren will prioritise to take advantage of the regions opportunities and meet the challenges of the future to ensure that the local government area becomes the welcoming, sustainable and diversified community and region it envisages to become.

Warren's vision for 2040, including the opportunities and challenges it will meet along the way, have been condensed into three strong themes:

- a welcoming and resilient community;
- a sustainable, healthy and well-managed community and environment; and
- a strong and diverse economy.

These three themes capture the way Warren will succeed and remain dynamic into the future. The themes will be implemented through each respective planning priorities and their supporting policy positions and actions.

### Community and Place

**A welcoming and resilient community supported by quality services and infrastructure**

**Priority 1** Promote and enhance the identity and unique character of the town

**Priority 2** Encourage a connected, active and healthy community

**Priority 3** Provide contemporary services and local infrastructure for the community and businesses to prosper

### Environment

**A sustainable, healthy and well-managed community for today and future needs**

**Priority 4** Protect and promote the importance of the Macquarie Marshes and Macquarie River

**Priority 5** Protect and manage natural areas and natural resources, particularly water security and waste management

**Priority 6** Be responsive and adaptive to climate change

### Economy

**A strong and diverse economy with industry development and employment opportunities.**

**Priority 7** Leverage opportunities for increased tourism off the back of investment toward the Macquarie Marshes and Macquarie River.

**Priority 8** Promote the Shire as 'open for business' by supporting the growth of both new and existing businesses and industry

**Priority 9** Capitalise on the existing facilities at Warren Airport and promote further expansion

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## Community and Place

*A welcoming and resilient community supported by quality services and infrastructure*

### Priority 1 - Promote and enhance the identity and unique character of the town

The welcoming nature and the coming together of the community is what makes Warren the place it is today. The people have a common passion for the area they live in and the desire to retain its local identity. Residents cherish their rich community life and warmly welcome new people drawn to the area. Strengthening local identity and social cohesion will build sustainable and empowering local employment opportunities and add to the Region's tourism offerings.

Warren holds strong Aboriginal culture, history, art and links to country. There are currently no listed heritage items in Warren Shire or immediately around Warren under the Local Environmental Plan (LEP). However, there are a number of items in and around Warren recommended for protection in the *2011 Community Based Heritage Study of the Warren Shire*.

Whilst the town isn't dominated by too many old buildings, walking down Dubbo and Lawson Streets sets the scene of the 19<sup>th</sup> century, most notably the Club House Hotel, the Royal Hotel, and the terrace houses in Lawson Street.

Council has invested in developing and implementing three village enhancement plans for Warren, Nevertire and Collie, which seeks to improve the identity and character of its unique towns and villages.



Warren is a relatively quiet yet welcoming town and is located on the flat lands of the central western plains. Warren is referred to as the State's wool and cotton capital

Nevertire is home to a large grain handling facility on the railway line, local businesses include a local pub, cafe, mechanic and a rural supplies outlet, and more recently the Nevertire Solar Farm

Proclaimed as a village in 1893, Collie is now the service centre for the surrounding rural area. Collie is known for the Collie Hotel & Pub, Anzac Memorial, Country Women's Association NSW hall, RFS Shed, Playground and the Catholic Church.

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*Priority 1 gives effect to the following central West and Orana Regional Plan Directions:*

**Direction 16:** Respect and protect Aboriginal heritage assets

**Direction 17:** Conserve and adaptively re-use heritage assets

**Direction 22:** Manage growth and change in regional cities and strategic and local centres

**Direction 23:** Build the resilience of towns and villages

**Direction 24:** Collaborate and partner with Aboriginal communities

Action	Responsibility	Timeframe
1.1 Address the community's social infrastructure needs, such as open space, community facilities, key sites, by implementing Council's village enhancement plans for Warren, Nevertire and Collie.	Council	Short-Medium term
1.2 Prepare the Community Based Built Heritage Study <u>and make</u> publicly available to inform visitors of its past and items/events of significance. Ensure that adequate community consultation is undertaken with respect to identification of heritage items. This is to include discussions with affected landowners	Council, Community	Short term
1.3 Implement the recommendations of the Community Based Built Heritage Study through mapping and schedules and in consultation with local Aboriginal communities apply statutory protection measures in the new LEP to aboriginal sacred sites, aboriginal and non-aboriginal objects, values and landscapes, including the retention of natural processes that are part of the significance of a place	Council, WMLALC	Short-Medium term
1.4 Prepare an Aboriginal Cultural Heritage Study to inform amendments to Council's LEP to protect Aboriginal cultural heritage and cultural landscapes	Council, WMLALC	Short term
1.5 Plan for investment prospectus and the improvement and integration of commercial and community facilities	Council, Chamber of Commerce	Medium-long term
1.6 Identify new opportunities to work with local business to promote the town	Council, Industry	Short term

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### Priority 2 - Encourage a connected, active and healthy community

Caring for health and wellbeing are fundamental elements of strong, engaged and active communities. Community facilities across the local government area include its health and medical facilities, open space, sporting facilities, schools and childcare centres and essential community facilities. These services have been built up over generations and are integral to its future. Currently, there are opportunities to investigate the locating of health facilities in Warren and the appropriateness of options to collocate complimentary services.

By delivering healthy built environments through better urban design and revitalisation of the town centre, the community will be encouraged to be more active and involved in their built environment and natural surrounds. New approaches to planning are required to create environments that support community and economic development.

Proactive community health initiatives are important social investments for the future of the LGA that will see improvements to well-being, as well as flow on economic benefits. To ensure public spaces are attractive and usable, areas such as the Warren CBD will need to combat urban heat with tree canopy and vegetation, creating cool areas for its residents to take respite.

*Priority 2 gives effect to the following Central West and Orana Regional Plan Directions:*

**Direction 5:** Improve access to health and aged care services

**Direction 29:** Deliver healthy built environments and better urban design

Action	Responsibility	Timeframe
2.1 Deliver physical and social infrastructure of vital importance for community well-being.	Council	Medium term
2.2 Improve opportunities for passive recreation around our natural and heritage assets.	Council	Medium term
2.3 Develop an urban tree strategy that will identify areas and species and encourage new developments to provide shade trees in carparks and areas of public open space and ensure appropriate controls in the DCP.	Council	Short-term
2.4 Establish partnerships with stakeholders to increase opportunity for participation in sport, recreation and community activity.	Council, Community	Short-term
2.5 Plan and provide an integrated and accessible network of open space.	Council	Medium-term

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## Priority 3 - Provide contemporary services and local infrastructure for the community and businesses to prosper

Unlike many rural towns and villages, Warren Shire has been, and is expected to continue growing in population. Planning for a growing Shire is a great responsibility and it's important to plan for an integrated built and natural environment that protects and enhances liveability and allows the community to thrive. It is also important that Council collaborates with the community to realise the shared vision for the Shire within the region.

Such initiatives may include active transport connections from affordable housing or aged care to key facilities in town. Warren, like many other communities, is undergoing significant demographic change. As such, increasing housing diversity and choice, particularly for its senior residents, is important moving forward.

The attraction of new industry, workers, residents and visitors through collaborative marketing campaigns, promotions and incentives is the key to prosperity. This will foster generational change, with younger people bringing new ideas, skills and business practices. Ensuring that the infrastructure and services needed to support economic development are available is essential in attracting start-up businesses. There is opportunity to introduce multipurpose spaces within Dubbo Street to allow for upcoming business to have a presence in the main street.

The stronger the connections across the region, with centres in adjoining regions and with Sydney, Canberra and Newcastle, the greater the region's ability to capitalise on tourism opportunities. Council will plan, design and operate the road network to deliver movement and place outcomes in line with *Future Transport 2056*, the *NSW Freight and Ports Plan 2018-2022* and the future outcomes of the Connecting Central West and Orana Transport Plan Program.

It is vital that the options to connect people through different transport modes (including walking and cycling) jobs, services and amenities are provided. Council will take up the opportunities identified in the three village plans to improve on both movement and place outcomes.

*Priority 3 gives effect to the following central West and Orana Regional Plan Directions:*

**Direction 18:** Improve freight connections to markets and global gateways

**Direction 19:** Enhance road and rail freight links

Action	Responsibility	Timeframe
3.1 Identify and map the 'Flat Land Freight Route' and investigate the impact of regional freight on local road networks	Council	Short-medium term
3.2 Warren Heavy vehicle bypass – investigate and formalise the impacts on the town and local community	Council	Short-medium term



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3.3 Investigate damaged rail bridge repair works required to allow (east-west) connectivity to town centre	Council, TfNSW	Medium-long term
3.4 Implement Orana Transport Strategy	Council, TfNSW, RMS	Medium-long term
3.5 Implement Warren footpath Strategy	Council	Medium term
3.6 Investigate the feasibility of developing a multipurpose space in the CBD for entrepreneurial start-up opportunities within Warren	Council	Medium term

## Environment

*A sustainable, healthy and well-managed community for today and future needs*

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### Priority 4 - Protect and promote the importance of the Macquarie Marshes

Our community is proud of its history and achievements and takes stewardship of the unique natural and built environments. Protecting and enhancing the natural, built and aboriginal heritage will not only support existing populations but attract new residents, visitors and investment. Encouraging initiatives that increase the promotion, protection and community appreciation of Aboriginal, immigration, agricultural and river heritage is important moving forward.

Tourism has traditionally taken a back seat to agriculture in Orana Region. That being said, a potentially large tourism opportunity awaits in the Macquarie Marshes, an internationally recognised wetland that is listed for protection under the Ramsar Convention.

Increasing visitation to the Macquarie Marshes is a key priority for not only Council, but for RiverSmart Australia, the NSW National Parks and Wildlife Service (NPSW) and WaterNSW. The RiverSmart organisation took the lead with securing \$3.4 million in state funding to build a boardwalk and other tourist facilities to lure visitors to the Marshes. RiverSmart Australia, with assistance from Warren Shire Council developed the Window on the Wetlands (WoW) centre – an education, recreation and cultural centre in Warren. The centre sits beside the Tiger Bay Wetlands complete with walking trails, bird hides and interpretive signage. The WoW centre welcomed over 5,000 visitors in its first year of operation (2015). RiverSmart and Warren Shire Council now have in place a Memorandum of Agreement outlining the many ways they will work together.

These projects represent the future tourism possibilities that the Shire can leverage into the future, which will in turn benefit the community by way of job creation and economic stimulus. The Macquarie River, together with the Marshes have great ecological value and are a potential magnet for bird enthusiasts. Nevertire is also near major regional bird watching trails from Lake Cargelligo (Lachlan Shire) through to the Macquarie Marshes and up to the Warrumbungles. Promoting the wetlands and encouraging people to visit them is important, but this must be balanced with protecting the significant biodiversity value of the area.

Council must work collaboratively with relevant organisations and state agencies to not only protect the treasured Macquarie Marshes but provide the right regulatory framework that supports surrounding landowners to manage their land to ensure farming methods and systems are not only productive but respond to environmental risks that may impact the Macquarie Marshes Corridor.

Council has identified the need to investigate how to better connect the Macquarie River Corridor through to Warren Town Centre to encourage higher quality open spaces and capitalise on tourism opportunities.

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Riversmart's Window on the Wetlands Centre, Warren (Bill Phillips)



Map of Warren showing location of the WoW Centre ([www.rivertrails.com.au](http://www.rivertrails.com.au))

Priority 4 gives effect to the following central West and Orana Regional Plan Directions:

Direction 4: Promote and diversify regional tourism markets

Direction 13: Protect and manage environmental assets

Action	Responsibility	Timeframe
4.1 Partner with key stakeholders to collaboratively manage the environmental assets of the Shire	Council, agencies, Industry	On-going (medium term)
4.2 Investigate current land use zoning of lands surrounding the Macquarie Marshes to manage environmental risks and to support adjoining and nearby landowners to manage their lands	Council	Short-term
4.3 Investigate ways to better connect the Macquarie River corridor through to the Warren town centre to encourage higher quality open spaces	Council	Short-medium term
4.4 Support the development of the Aboriginal reserve site for tourism and publications.	Council, WMLALC	Medium-term
4.5 Work with private landowners of the Macquarie Marshes to improve public access and tourism opportunities.	Council, Private landowners	Medium-term

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**Priority 5 - Protect and manage natural areas and natural resources, particularly water security and waste management**

Warren sits on the Macquarie River along with the Gunningbar and Ewenmar Creeks either side, that drains towards the Darling River. A clean, sustainable water supply is vital for the health of our community and one of the most important issues facing the region. Along with Council, the community is also responsible for a dependable water supply by ensuring water is used wisely and effectively.

Given the current water security issues across the region, Council wishes to become more involved with other local governments who rely on local river catchments to encourage a more strategic approach to land use and reach a consistent recognition of water ways and water infrastructure in the planning system. These may include the sustainable management of water resources, investment in infrastructure, water sharing, environmental projects as well as land use initiatives that provide the highest returns from water usage. These investments are also vital in maintaining healthy aquatic riverine ecosystems and supports endangered species such as the trout cod and silver perch found in the Macquarie River.

Water security in the region is a major enabler for the establishment of new industry opportunities, as it is a critical input that creates surety for investment not only for agriculture but also for people and the businesses that compliment agriculture.

Moving forward, water security is paramount for Warren Shire for urban water supply, the maintenance of healthy water ways and the environment, and for the growing agriculture sector. Fluctuating river water levels, equitable distribution of water allocations, increasing costs for infrastructure such as dams, pipelines and irrigation across significant geographic areas are just some of the issues facing the region that need to be strategically planned for.

All water west of Warren relies on the open channel (Albert Priest Channel) to divert water from the Macquarie River through to Bogan and Cobar LGA's. Currently, there is approximately 50 percent water loss resulting from the use of the open channel. This makes Warren a key player in the water security for western councils. The NSW Regional Water committee, including Dubbo, Narromine, Bogan, Cobar and Warren Councils, is looking at developing a Regional Water Strategy, to look at the infrastructure requirements, land reservations and suitable routes for pipelines. Early stages of discussion on piping water from Burrendong Dam (on the Macquarie River) through to Cobar via Warren are taking place amongst the Committee.

Moving from a disposable to a resource recovery mindset and way of life is a key objective for Council. The provision of quality waste management services is moving towards a circular economy where waste is treated as an asset. The community is embracing the recently approved, and first in Australia, tyre recycling plant located in Warren Shire. The recycling plant gives used tyres new life as oil, steel, and carbon. Moving towards viewing waste as a valued resource poses significant opportunities for the Shire and the region.

Warren Shire Council is committed to improving recycling and waste services for residents. In doing so, Council should investigate existing zonings to reflect both current and future land uses at the Warren Waste Depot.

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*Priority 5 gives effect to the following central West and Orana Regional Plan Directions:*

**Direction 11:** Sustainably manage water resources for economic opportunities

**Direction 21:** Coordinate utility infrastructure investment

Action	Responsibility	Timeframe
5.1 Work together with neighbouring Councils to develop a Regional Water Strategy for western councils.	Council	Short-medium term
5.2 Implement the recommendations from the Regional Water Strategy and amend Warren LEP as required.	Council	Medium term
5.3 Investigate the need to amend the Warren Shire LEP to provide buffers for existing and proposed water infrastructure and water reserves to protect urban water supply and industry access.	Council	Short term
5.4 Undertake review of the Warren Shire DCP to include guidance and controls on water sensitive urban design.	Council	Medium term
5.5 Develop an infrastructure strategy for sewage, wastewater and stormwater for Warren, Nevertire and Collie.	Council	Medium term
5.6 Collect baseline data of the waste generated across the LGA and infrastructure capacity.	Council	Short-medium term

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## Priority 6 - Be responsive and adaptive to climate change

Looking to the future, the environment will be subjected to a changing climate which will result in warmer and drier conditions causing reduced stream flows, more severe droughts, extreme weather events and increased bushfire risk.

Due to the impacts of climate change, regional temperatures are expected to increase greatly throughout the Orana Region, resulting in heightened risk of the frequency and severity of natural hazards and climate risks. Drought, water security and flood plain management are essential natural hazard management priorities for Warren. The impact on agricultural production, requires informed land use decision-making and an increase in sustainable agricultural practices by landowners.

Council and the community must be well informed, resilient and able to adapt and plan for future climate risks and land use planning plays an important role in this. Warren Shire Council should seek to show leadership by committing to transitioning its energy needs to renewable sources and creating healthy public spaces and resilient infrastructure. Diversifying the local economy assists in providing an alternative to a climate dependent economy.



Image: Nevertire Solar Farm

The 132MW Nevertire Solar Farm development is located approximately 1km west of Nevertire. The farm generates renewable energy which will feed into the national electricity grid.

*Priority 6 gives effect to the following central West and Orana Regional Plan Directions:*

**Direction 8:** Sustainably manage mineral resources

**Direction 9:** Increase renewable energy generation

**Direction 15:** Increase resilience to natural hazards and climate change

**Direction 23:** Build the resilience of towns and villages

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Action	Responsibility	Timeframe
6.1 Incorporate controls into the Warren Shire Development Control Plan for enhanced environmental outcomes such as energy efficiency, rainwater tanks and 'green star communities'.	Council	Short-medium term
6.2 Plan for the uptake of renewal energy production by identifying the right locations to minimise land use conflict	Council, State agencies (DPIE)	Short-medium term
6.3 Update Councils Operational Plan to include further enhancements to public space that better protect the community from heat, storms, drought and flooding.	Council	Medium term

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## Economy

*A strong and diverse economy with industry development and employment opportunities.*

### Priority 7 – Increase industry diversification

High productivity is generally concentrated in areas of higher populations and diversified economies. Warren Shire, like so many other rural communities are faced with significant challenges in the agricultural sector. The decline of employment numbers in agriculture has made the need to diversify the economy even more of an essential action for the economy.

Shifting global demands for food, driven by the growing Asian market, provides a market opportunity, particularly niche international markets. To succeed in these markets, reliability of supply and a reputation as a supplier of quality and sustainably produced food is required.

Regional tourism is seen as an opportunity to showcase Warren's rural lifestyle and rich river history, not just for visitors but tree/sea changers wanting to embrace a rural lifestyle. Valuable input to the local economy from visitors provides employment opportunities, innovation and ideas and assists with the region's resilience to change. Increasing connections into the international rural tourism experience market is a key tourism economic opportunity for Warren.

The community and Council have invested heavily in medical infrastructure to ensure the community has access to essential medical and allied health services. The proposed dementia facility has essentially been funded by the community but requires commitment from NSW Health to hand back the asset for continued operation. Further, emergency air service facilities are required at Warren Hospital, to support community health in times of emergencies.

The recently approved tyre recycling plant at Warren, operated by Green Distillation Technologies (GDT) is an example of industry diversification.

The construction and commissioning phase of the Solar farm at Nevertire is a 12 months project. Approximately 20 workers were employed for the first month of construction, rising to approximately 300 workers during the peak construction period.

Warren will strive to attract new investment and a diverse range of jobs in the areas of agriculture, health, industry and tourism. Opportunities exist for future growth associated with:

- Investment in regional tourism, attracting local and international visitors
- Facilitating renewable energy projects
- Investment in health and aged care, which will support and stimulate the Shire's health services as well as provide jobs
- Strengthen access to Asian markets to support and grow the agricultural industry.

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Local Strategic Planning Statement



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*Priority 7 gives effect to the following central West and Orana Regional Plan Directions to:*

**Direction 1:** Protect the region's diverse and productive agricultural land

**Direction 2:** Grow the region's agribusiness sector and supply chains

**Direction 3:** Develop advanced manufacturing and food processing sectors

**Direction 4:** Promote and diversify regional tourism markets

**Direction 5:** Improve access to health and aged care services

**Direction 6:** Expand education and training opportunities

**Direction 20:** Enhance access to air travel and public transport

Action	Responsibility	Timeframe
7.1 Work with the Orana Joint Organisation to establish regional industry and business monitoring program to understand trends and future business and industry needs across the region to ensure this statement and future land use plans respond and remain relevant over time.	Council, JO	Medium term
7.2 Maintain a secure and productive resource base, including minimising the loss of productive land	Council, Industry	Medium term
7.3 Ensure LEP and DCP facilitate irrigated agriculture in sustainable locations	Council	Short-medium term
7.4 Facilitate renewable energy projects through strategic planning, potential Voluntary Planning Agreements and grant applications	Council, Community	Medium term

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### Priority 8 - Promote the Shire as 'open for business' by supporting the growth of both new and existing businesses and industry

Restructuring of the economy has occurred across Australia and regional areas are particularly impacted by this phenomenon. Warren has a strong agricultural base and this scenario is expected to continue. However, recent declines in employment numbers in agriculture are of concern to the community.

Agriculture remains the largest employer of local residents in Warren Shire (463 jobs in 2016). The community acknowledges agriculture as a primary industry of employment and the need to support this sector into the future to grow the local economy.

Hospital service for Warren is limited to a [multipurpose](#) service centre which lacks public access to emergency service. Furthermore, the rise in the demand for aged care and health services along with changing economic and social patterns provides new opportunities for careers in the field of health. Health care and social assistance is the fourth largest industry, employing 77 people in 2016. New approaches towards attracting funding for new infrastructure, increasing economic activity, and delivering services are required to attract and retain people and businesses. This can be established through investigating the collocation of health services which will encourage non-traditional business and investment to the region resulting in increased economic activity similar to projects such as the tyre recycling plant.

Sustaining population levels is a challenge and the geographic distances between communities and to larger service centres places pressures on the ability for communities to grow and sustain minimum population levels that ensure certain levels of services relating to business and industry.

Tourism is a valuable contributor to the economy of the region and could assist with bringing more people to live, work and enjoy the region. The tourism industry is a growth sector in the community, with development of assets and attractions to capitalise on the Shire's position near the Macquarie Marshes.

Ensuring that education and ongoing training is current and future ready to match emerging industries and business opportunities is an essential building block for a strong economy and growth. Ensuring that the infrastructure and services needed to support economic development are available is essential in attracting start-up businesses. The attraction of new industry, workers, residents and visitors through collaborative marketing campaigns, promotions and incentives is to be emphasised. This will foster generational change, with younger people bringing new ideas, skills and business practices.

*Priority 8 gives effect to the following central West and Orana Regional Plan Directions to:*

**Direction 4:** Promote and diversify regional tourism markets

**Direction 6:** Expand education and training opportunities

**Direction 10:** Promote business and industrial activities in employment lands

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Direction 19: Enhance road and rail freight links

Direction 28: Manage rural residential development



Action	Responsibility	Timeframe
8.1 Orana Transport Strategy to be implemented in Warren. Strategy to be updated if required to reflect changes from key drivers such as Inland Rail and Parkes SAP.	Council, TfNSW	Long Term
8.2 Manage business and industrial interface through development assessment framework to provide suitable setbacks, buffer zones and design requirements to separate, avoid and manage potential land use conflict from urban development on the local industry	Council	Medium Term
8.3 Facilitate the reuse and alternative uses of existing business or industry premises by providing incentives for new or existing businesses to relocate to Warren and promote land use opportunities offered by Warren	Council	Medium Term
8.4 Encourage suitable employment opportunities in the growing tourism industry.	Council, Riversmart	Short Term

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## Priority 9 - Capitalise on the existing facilities at Warren Airport and promote further expansion

Warren Airport is located approximately five kilometres from the township of Warren and was once used as a Regular Passenger Transport (RPT) facility. The airport is currently used by private aircrafts in either VH or RAA categories and by private charter companies or freight companies. The airport has an agricultural air operator based at it who generates employment. The gravel runways are used frequently by Royal Australian Air Force aircraft in the heavy capacity (above 40 tonnes) for flight training. The airport also has facilities that support the NSW Rural Fire Service and aerial firefighting.

The airport has the potential to expand its functions by the development of aerial agricultural facilities, recreational pilot usage and a future RPT service that is suited to small rural community needs, possibly through a regional spoke and hub centre such as Dubbo or Orange Airports.

Warren Shire Council has developed the 'Warren Airport Masterplan 2018' to create opportunities in the community for greater airport utilisation, development or residential usage suited to private pilots and to look at commercial opportunities that attract and enhance aviation in the rural sector. The Master plan also aims to secure land for future development of the airport and prevent further land use conflict with surrounding area.



Image: Structures at Warren Airport.

*Priority 9 gives effect to the following central West and Orana Regional Plan Directions to:*

**Direction 12:** Plan for greater land use compatibility

**Direction 18:** Improve freight connections to markets and global gateways

**Direction 20:** Enhance access to air travel and public transport

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Action	Responsibility	Timeframe
9.1 Implement the Warren Airport Masterplan	Council	Long-term
9.2 Secure funding from state and federal governments to implement masterplan.	Council, NSW Government, Commonwealth	Long term
9.3 Investigate Warren Airport to be rezoned to reinforce the intention to increase aeronautical related land uses and industries.	Council	Medium term
9.4 Investigate a future rezoning to permit helicopters to land at the site	Council	Medium term
9.5 Warren airport is currently used heavily by RFDS, RAFF and the US Airforce. Investigate how to develop and capitalise on this further.	Council	Medium term

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## Implementation, Monitoring and Reporting

Council will ensure the planning priorities are achieved through regular review and monitoring of the actions progress. Monitoring of the actions will where possible, aligned to existing review and reporting schedules including the LEP (5 years) and CSP (4 years). The entire LSPS will also be reviewed every 7 years. This approach is consistent with the Integrated Planning and Reporting framework under the *Local Government Act 1993*.

### Monitoring and action plan

#### Theme **Community and Place**

A welcoming and resilient community supported by quality services and infrastructure

Priority	Action	Timing	Measure
1. Promote and enhance the identity and unique character of the town	1.1 Address the community's social infrastructure needs, such as open space, community facilities, key sites and the like, by implementing Council's village enhancement plans for Warren, Nevertire and Collie.	Medium Term: 6-10 years	Community Feedback
	1.2 Prepare the Community Based Built Heritage Study and make publicly available to inform visitors of its past and items/events of significance. Ensure that adequate community consultation is undertaken with respect to identification of heritage items. This is to include discussions with affected landowners	Short Term: 0-5 years	Adopt the Community Based Built Heritage Study Include appropriate local planning controls.

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<b>2. Encourage a connected, active and healthy community</b>	1.3 Implement the recommendations of the Community Based Built Heritage Study through mapping and schedules and in consultation with local Aboriginal communities apply statutory protection measures in the new LEP to aboriginal sacred sites, aboriginal and non-aboriginal objects, values and landscapes, including the retention of natural processes that are part of the significance of a place	Medium Term: 6-10 years	Review and amend LEP and DCP to include heritage
	1.4 Prepare an Aboriginal Cultural Heritage Study to inform amendments to Council's LEP to protect Aboriginal cultural heritage and cultural landscapes	Short Term: 0-5 years	Adopt the Aboriginal Cultural Heritage Study Include appropriate local planning controls.
	1.5 Plan for investment prospectus and the improvement and integration of commercial and community facilities	Medium Term: 6-10 years	Network with the Chamber of Commerce
	1.6 Identify new opportunities to work with local business to promote the town	Short Term: 0-5 years	Network with the Chamber of Commerce
	2.1 Deliver physical and social infrastructure of vital importance for community well-being.	Medium Term: 6-10 years	Services provisions and works undertaken, subject to budgetary constraints
	2.2 Improve opportunities for passive recreation around our natural and heritage assets.	Medium Term: 6-10 years	Network with various local community groups

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			and promote events
	2.3 Develop an urban tree strategy that will identify areas and species and encourage new developments to provide shade trees in carparks and areas of public open space and ensure appropriate controls in the DCP.	Short Term: 0-5 years	Community feedback. Number of complaints. Amend DCP
	2.4 Establish partnerships with stakeholders to increase opportunity for participation in sport, recreation and community activity.	Short Term: 0-5 years	Involve Council in community events. Promote events
	2.5 Plan and provide an integrated and accessible network of open space.	Medium Term: 6-10 years	Community feedback
<b>3. Provide contemporary services and local infrastructure for the community and businesses to prosper</b>	3.1 Identify and map the 'Flat Land Freight Route' and investigate the impact of regional freight task on local road networks	Short Term: 0-5 years	Traffic counters to obtain traffic numbers and types
	3.2 Warren Heavy vehicle bypass – investigate and formalise the impacts on the town and local community	Short Term: 0-5 years	Community feedback
	3.3 Investigate bridge repair works required to allow (east-west) connectivity to town centre	Medium Term: 6-10 years	Community feedback
	3.4 Implement Orana Transport Strategy	Long Term: 11-20 years	Works undertaken, subject to budgetary constraints
	3.5 Implement Warren footpath Strategy	Medium Term: 6-10 years	Works undertaken, subject to



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			budgetary constraints
	3.6 Investigate the feasibility of developing a multipurpose space in the CBD for entrepreneurial start-up opportunities within Warren	Medium Term: 6-10 years	Network with the Chamber of Commerce

## Theme Environment

A sustainable, healthy and well-managed community for today and future needs

Priority	Action	Timing	Measure
4. Protect and promote the importance of the Macquarie Marshes.	4.1 Partner with key stakeholders to collaboratively manage the environmental assets of the Shire	Short Term: 0-5 years	Feedback from stakeholders
	4.2 Investigate current land use zoning of lands surrounding the Macquarie Marshes to manage environmental risks and to support adjoining and nearby landowners to manage their lands	Short Term: 0-5 years	Review LEP and DCP
	4.3 Investigate ways to better connect the Macquarie River through to Warren to encourage higher quality open spaces	Medium Term: 6-10 years	Community feedback

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	4.4 Aboriginal reserve site – significant council funding to open this WMLALC land for public access and tourism opportunities.	Medium Term: 6-10 years	Scope projects to be shovel ready to support funding applications when available
	4.5 Work with private landowners of significant RAMSAR wetlands to develop environmental components for public access and tourism opportunities	Medium Term: 6-10 years	Accessibility of tourism attractions
5. Protect and manage natural areas and natural resources, particularly water security and waste management	5.1 Work together with neighbouring Councils to develop a Regional Water Strategy for western councils.	Short Term: 0-5 years	Regional Water Strategy for western councils.
	5.2 Implement the recommendations from the Regional Water Strategy with regards to infrastructure requirements, land reservation and pipeline routes.	Medium Term: 6-10 years	Works undertaken, subject to budgetary constraints
	5.3 Investigate the need to amend the Warren Shire LEP to provide buffers for existing water infrastructure and water reserves to protect urban water supply and industry access.	Short Term: 0-5 years	Review LEP

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6. Be responsive and adaptive to climate change	5.4 Undertake review of the Warren Shire DCP to include guidance and controls on water sensitive urban design.	Medium Term: 6-10 years	Review DCP
	5.5 Develop an infrastructure strategy for sewage, wastewater and stormwater for Warren, Nevertire and Collie.	Medium Term: 6-10 years	Infrastructure Strategy
	5.6 Collect baseline data of the waste generated across the LGA and infrastructure capacity.	Short Term: 0-5 years	Data capture Statutory reporting
	6.1 Incorporate controls into the Warren Shire Development Control Plan for enhanced environmental outcomes such as energy efficiency, rainwater tanks and 'green star communities'.	Short Term: 0-5 years	Review DCP
	6.2 Plan for the uptake of renewal energy production by identifying the right locations to minimise land use conflict	Short Term: 0-5 years	Review LEP and DCP
	6.3 Update Councils Operational Plan to include further	Medium Term: 6-10 years	Review Operational Plan
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	enhancements to public space that better protect the community from heat, storms, drought and flooding.		
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## Theme **Economy**

A strong and diverse economy with industry development and employment opportunities.

Priority	Action	Timing	Measures
7. Leverage opportunities for increased tourism off the back of investment toward the Macquarie Marshes.	7.1 Work with the Orana Joint Organisation to establish regional industry and business monitoring program to understand trends and future business and industry needs across the region to ensure this statement and future land use plans respond and remain relevant over time.	Medium Term: 6-10 years	Attendance at meetings Numbers of projects Council involved in
	7.2 Maintain a secure and productive resource base, including minimising the loss of productive land	Medium Term: 6-10 years	Update LEP Update DCP Ensure development is inline with legislation/sustainable
	7.3 Ensure LEP and DEC facilitate irrigated agriculture in sustainable locations	Short Term: 0-5 years	Update LEP Update DCP

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			Ensure development is inline with legislation/sustainable
	7.4 Building capacity for sustained and effective leadership in local business and industry through a broad range of education and training opportunities	Medium Term: 6-10 years	In accordance with the Business support policy
8. Promote the Shire as 'open for business' by supporting the growth of both new and existing businesses and industry	8.1 Orana Transport Strategy to be implemented in Warren. Strategy to be updated if required to reflect changes from key drivers such as Inland Rail and Parkes SAP.	Long Term: 11-20 years	In accordance with the Business support policy
	8.2 Manage business and industrial interface through development assessment framework to provide suitable setbacks, buffer zones and design requirements to separate, avoid and manage potential land use conflict from urban development on the local industry	Medium Term: 6-10 years	Update LEP Update DCP Ensure development is inline with legislation/sustainable
	8.3 Facilitate the reuse and alternative uses of existing business or industry premises by providing	Medium Term: 6-10 years	Pre lodgement meetings to guide and assist interested developers

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	incentives for new or existing businesses to relocate to Warren and promote land use opportunities offered by Warren		
	8.4 Encourage suitable employment opportunities in the growing tourism industry.	Short Term: 0-5 years	Circulate information
<b>9. Capitalise on the existing facilities at Warren Airport and promote further expansion</b>	9.1 Implement the Warren Airport Masterplan	Long Term: 11-20 years	Works undertaken subject to budgetary restraints
	9.2 Secure funding from state and federal governments to implement masterplan.	Long Term: 11-20 years	Scope projects to be shovel ready to support funding applications when available
	9.3 Investigate Warren Airport to be rezoned to reinforce the intention to increase aeronautical related land uses and industries.	Medium Term: 6-10 years	Review LEP
	9.4 Investigate a future rezoning to permit helicopters to land at the site	Medium Term: 6-10 years	Review LEP
	9.5 Warren airport is currently used heavily by RFDS, RAFF and the US Airforce. Investigate how to develop and	Medium Term: 6-10 years	Consult with users to obtain feedback and suggestions to be included as part of the expansion
	capitalise on this further.		

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**ITEM 3**

**COMMUNITY PARTICIPATION PLAN**

**(P15-10)**

**RECOMMENDATION** That the information is received and noted; and  
The Community Participation Plan be adopted, subject to approval from the Department of  
Planning, Industry and Environment.

**PURPOSE**

The purpose of this report is to provide Council with an update on the feedback received during the public exhibition period of the Community Participation Plan (CPP).

**REPORT**

Council placed the Community Participation Plan (CPP) on public exhibition from 4<sup>th</sup> March to 4<sup>th</sup> May 2020.

Feedback has been received and is summarised as follows;

Those government projects that do not require Council approval are legislated as such to streamline the process, with approval provided by the Minister. The most applicable legislation in this scenario is the Infrastructure SEPP. Council is consulted with when these types of projects are proposed. E.g. New science laboratory at Warren Central School and the Nevertire Solar Farm. Community consultation was completed for the Solar Farm, however not all projects require community consultation.

All of public consultation is legislation under Schedule 1 the Environmental Planning and Assessment Act 1979, in relation to development control. In addition to this, the Warren Shire Council's Community Awareness Development/Activity Policy applies.

Council can call for a public meeting and/or public consultation at any stage of any projects, if the need arises.

Council proactively informs the community of events and projects, and distributes surveys, newsletters and public notices on a weekly basis.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Minimal cost associated with advertising the CPP.

**LEGAL IMPLICATIONS**

Council placed the CPP on extended public exhibition from 4<sup>th</sup> March to 4<sup>th</sup> May 2020. The required minimum mandatory exhibition timeframe was 28 days.

**RISK IMPLICATIONS**

Nil.

**STAKEHOLDER CONSULTATION**

The Department of Planning, Industry and Environment have been supporting Warren Shire Council to development the CPP.

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**OPTIONS**

Council should adopt the CPP, subject to gaining approval from the Department of Planning, Industry and Environment.

**CONCLUSION**

A CPP is required as per the legislative requirements. Council should adopt the CPP.

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

5.1.1 Implementation of Council's Community Engagement Strategy

5.1.3 Promote timely and quality dissemination of information to the community.

**ATTACHMENT**



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4 May 2020

**RE: Draft Community Participation Plan Review**

To whom it may concern,

Thank you for preparing and providing the draft CPP. Please see my comments below relating to some items in the draft report.

1. Whilst it is great that Local Plans and development applications are part of this policy, there are a number of developments, particularly government projects, that do not go through the DA process. How will these developments be included? Will they form part of this plan also?
2. What or who determines if a development or policy goes to public exhibition? Are there set guidelines that the Council follows to determine the development's significance and need for community input?
3. Are there guidelines which determine if a development should be exhibited in the form of a public meeting/consultation?
4. Could the following suggestions for community participation be considered as appropriate for developments/projects which have a significant impact on the community? Surveys, public information evenings, flyers, social media releases.

I would like to request that the above suggestions please be considered for inclusion in the CPP to ensure the community consultation process is thorough and achieves the purpose of the CPP as stated in the 3 dots points outlined on page 3.

Kind regards,



0416 158 819

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COMMUNITY PARTICIPATION PLAN

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## Community Participation Plan



### Warren Shire Council

Email: [council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au)

Tel: (02) 6847 6600

Website: [www.warren.nsw.gov.au](http://www.warren.nsw.gov.au)

115 Dubbo Street, Warren

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COMMUNITY PARTICIPATION PLAN

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## COMMUNITY PARTICIPATION IN COUNCILS PLANNING DECISIONS

Warren Shire Council (Council) recognises that community participation throughout the planning system delivers better planning results for residents, businesses and visitors of Warren.

Ultimately, our responsibility is to deliver the objectives of various Acts, including the *Environmental Planning and Assessment Act 1979* (EP&A Act). These objectives include the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

Community Participation is an overarching term covering how we engage the community in our work under the EP&A Act, including rezonings and making decisions on proposed developments. The level and extent of community participation will vary depending on the scope of the proposal under consideration and the potential impacts of the decision. "The Community" includes anyone who is affected by the planning system and includes residents, visitors, community groups, NGOs, Aboriginal communities, peak bodies representing a range of interests, businesses and State and Commonwealth government agencies.

### Why is community participation important?

- Community participation builds community confidence in the planning system
- Community participation creates a shared sense of purpose, direction and understanding of the need to support growth and change, while preserving local character.
- It provides access to community knowledge, ideas and expertise.

### Objectives

The community participation plan objectives are to:

- build community confidence in the planning system
- create a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character
- provide access to community knowledge, ideas and expertise

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COMMUNITY PARTICIPATION PLAN

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**What is our Community Participation Plan?**

Our Community Participation Plan (CPP) is designed to make participation in planning clearer for the community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

<b>Table 1: What functions does the Community Participation Plan apply to?</b>	
<b>Policies</b>	Council develops policies that shape how we interact with the planning system. These may include policies on developments that do not require a development application, developer contributions or repayment schemes.
<b>Plan Making</b>	Strategic planning is an essential aspect in Council's work as it supports development and economic investment in the Shire. It involves planning for communities which integrates social, environmental and economic factors with the Shire's special attributes. Examples of this work includes Planning Proposals such as rezonings, development control plans and economic growth plans.
<b>Assessment</b>	Councillors in a Council Meeting, the General Manager, the Manager Health & Development Services and various officers in Council's Health & Development Department make decisions on a range of developments. When making decisions on these developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of Council, the Region and the State. Further, Council considers whether the proposed development is in the public interest and complies with applicable legislation, policies and guidelines.

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**Who does this community participation plan apply to?**

Our CPP is a requirement of the EP&A Act (see division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by Council. Planning functions are vast and may include determining Development Applications, preparing Local Environmental Plans or Development Control Plans or preparing strategic documents such as the Local Strategic Planning Statement. These functions are generally administered either by the General Manager or their delegates. In general, planning controls and their delegations are outlined in Table 2.

Planning Function	Responsibility	Delegation
Strategic documents such as the Local Strategic Planning Statement and Community Participation Plan.	Endorsed by Council following a public exhibition period.	Manager Health & Development Services, assisted by Council's Town Planners.
Preparation of Local Environmental Plans and Development Control Plans	Endorsed by Council following a public exhibition period.	Manager Health & Development Services, assisted by Council's Town Planners.
Determination or modification of development applications.	Manager Health & Development Services on behalf of the General Manager	Councils Assessment Officers.

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**Our approach to community participation**

In line with our community participation objectives, we encourage open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals. To achieve this, we design our engagement approach so that even where they may not be community wide consensus on the decision or outcomes, there can be acknowledgement that the process was fair with proper and genuine consideration given to community views and concerns. To achieve the benefits of community participation in the planning system, we will tailor the following community participation approaches for all our planning functions:

*Table 3: Community participation approach*

<i>What</i>	<i>When</i>	<i>How</i>
		<b><i>Level 1: Inform</i></b>
<b><i>We will review all Development Applications to determine whether they should be placed on public exhibition in a timely manner.</i></b>	We make this decision as soon as practical after the application is lodged with Council and commence public exhibition and neighbor notification as appropriate.	Advertisements in the local paper, letter mailouts, our website, social media announcements, emails, information sessions etc as deemed appropriate.
		<b><i>Level 2: Consult</i></b>
<b><i>We consult with the community and invite them to provide their views and concerns on a development application or other planning function.</i></b>	During the public exhibition period, we seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at other times if appropriate.	Public exhibition, drop in sessions, walking tours, one on one engagement, emails and phone calls as deemed appropriate.

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<i>What</i>	<i>When</i>	<i>How</i>
<i>We respond to the community's views by addressing concerns raised.</i>	In reaching a decision we consider your views and concerns, and outline how we have addressed them in the assessment.	<b>Level 3: Consider</b> Phone calls, emails, opportunities to speak at Council Meetings and targeted consultation as appropriate.
		<b>Level 4: Determination</b> Updates to websites, publication of submission reports, letters to submitters. Council provides a "Reason for the Decision" on the consent for each Development Application.
<i>We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.</i>	In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered.	



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## THE ROLE OF EXHIBITIONS IN THE PLANNING SYSTEM

### Exhibitions

A key technique we use to encourage community participation is formal exhibition. During an exhibition we make available relevant documents that may include a draft of the policy, plan or proposed development that we are seeking community input on. In conducting an exhibition we receive submissions and we maintain privacy of the submitter.

In reaching decisions on proposals that have been exhibited, the Council, the General Manager, the Manager Health & Development Services or an assessment officer balances a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

### How can you get involved in a public exhibition?

- Make a formal submission on an exhibition by email or post.
- Connect directly with Council staff working on a proposal, policy, plan or project.

### Exhibition timeframes

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the CPP and Schedule 1 of the Act sets a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for this minimum timeframe and will consider an extended timeframe for exhibition based on the scale and nature of the proposal. The only requirements in this plan that are mandatory are those set out in the table below and these are the same as the mandatory minimum timeframes in Schedule 1 of the EP&A Act.

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*Table 4: Mandatory exhibition timeframes*

<i>Draft Community Participation Plan</i>	28 days
<i>Draft local strategic planning statements</i>	28 days
<i>Planning proposals for local environmental plans subject to a gateway determination</i>	28 days or as specified by the gateway determination which may find, due to the minor nature of the proposal, that no public exhibition is required.
<i>Draft development control plan</i>	28 days
<i>Draft contribution plans</i>	28 days
<i>Application for development consent for designated development</i>	28 days
<i>Environmental impact statement obtained under Division 5.1</i>	28 days

Several of our functions and proposals do not have minimum exhibition timeframes. As a matter of course in line with our community participation objectives. We typically exhibit documents related to the exercise of these functions and proposals for the timeframes described in the tables below:

*Table 6: Exhibition timeframes for Development Applications*

<i>Notification to all landowners considered by the Manager Health &amp; Development Services to be impacted by the Development Application</i>	14 days
<i>Advertisement if deemed to be of significant public interest by the Manager Health &amp; Development Services</i>	14 days
<i>Integrated and Advertised Development Amendments to Development Applications</i>	28 days
	In the same manner as the original development

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application unless varied at the discretion of the Manager Health & Development Services.

Key points to note about public exhibitions include the following:

- A public authority is not required to make available for public inspection any part of an environmental impact statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

#### **Making a submission**

It is important that submissions only contain information relevant to the development or planning proposal. Council officers are required to assess proposals on planning grounds identified in relevant legislation. Issues such as a moral objection, commercial competition or personal circumstance of an applicant or objector cannot be given weight in Council's assessment. At a minimum, each submission must:

- Clearly identify the matter to which the submission relates
- State the grounds for any support or objection expressed in the submission
- Include appropriate contact details

#### **Feedback**

There are many ways for the community to provide feedback or raise questions outside of formal exhibition and we will always consider and respond to your views and concerns.

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Copies of the Community Participation Plan have been:

- Placed on Council's notice board
- Presented to the Village communities
- Present the document to service clubs and sporting groups
- Publicised in weekly media and social media outlets and
- Placed on public exhibition for a minimum of 60 days.

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*Contact us:*

*Email us at [council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au)*

*Write to the General Manager: PO Box 6 Warren NSW 2824*

*Phone us on (02) 6847 6600*

*Visit Council at 115 Dubbo Street, Warren.*

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DRAFT

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## GLOSSARY

<b>Planning term</b>	<b>Definition</b>
<b>Contribution plans</b>	A plan developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development
<b>Designated development</b>	Designated Development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland)
<b>Development application</b>	Development application refers to developments require consent pursuant to the Environmental Planning and Assessment Act.
<b>Development control plans</b>	A plan that provides detailed planning and design guidelines to support the planning controls in a LEP
<b>Gateway determination</b>	A gateway determination is issued following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition
<b>Local environmental plan (LEP)</b>	An environmental planning instrument developed by a local planning authority, generally a council. An LEP sets the planning framework for a Local Government Area
<b>State Environmental Planning Policy (SEPP)</b>	An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state

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**ITEM 1 SWIMMING POOL ENTRY**

**(S19-2)**

**RECOMMENDATION:**

Council reduces the Warren War Memorial Swimming Pool single entry fee to \$1 for the 2020/2021 season and keep the single season ticket and family season ticket fees the same as per the 2019/2020 season.

**PURPOSE**

Council's role is to provide quality sporting facilities to the community and thereby enhance the social well-being of the community. By reducing the single entry fee to \$1 and keeping single season and family season ticket fees the same it will encourage greater use and appreciation of the facility.

**BACKGROUND**

The drought has had negative impacts on ratepayers' financially and on their social well-being over the previous three (3) years. The closure of the toddler pool over the 2019/2020 season saw a drop in the number of pool users. The early closure of the pool season due to COVID-19 has had further negative financial impacts on Council and social well-being impacts on the community. Warren Shire has relative high summer temperatures for an extended period of time compared to most other Shires in NSW. The Warren War Memorial Olympic size swimming pool and the toddlers pool are regarded as a valuable asset to Warren Shire residents. Two (2) local schools regularly host district swimming carnivals at the Warren War Memorial Swimming Pool. Council has, in the past, waived pool fees in times of extreme heat which has contributed positively to the community's social well-being. The Warren War Memorial Swimming Pool Master Plan will be incorporated into the Carter Oval Sports precinct. These factors inform the recommendation.

**REPORT**

Warren War Memorial Swimming Pool provides the community with a quality facility. The swimming pool enhances community cohesion and provides opportunity for regional networking as an Olympic size pool. A number of Council and community facilitated events during the drought have focused on the pool as the perfect venue and these events have proven to be very successful. It is envisaged that by reducing the entry fee to \$1 and keeping season tickets the same it will attract future community initiated events with successful financial and social well-being outcomes. Organisations will be more likely to host events such as regional swimming carnivals and 'inflatable obstacle course fun days' because they can be assured that the cost of entry to the pool will not prohibit people travelling from outside the Shire to participate in an event at the swimming pool. The proximity of the pool to proposed adjacent sporting facilities also gives Council the flexibility to lower the entry fee and retain current season ticket fees. An increase in use of Carter Oval sporting facilities in summer will likely see an increase in patronage of the swimming pool.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council has the opportunity to annually reconsider fees and charges levied to ratepayers. Swimming pool entry fees provide minimal recouping of costs associated with the pool's maintenance and upgrade. There is potential for increase in pool patronage with the reduction of the single entry fee to \$1 and keeping season tickets fees at the same fee. An increase in patronage may increase canteen takings. The financial risks are minimal.

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**ITEM 1 SWIMMING POOL ENTRY**

**(S19-2)**

**LEGAL IMPLICATIONS**

There are no identified legal implications.

**RISK IMPLICATIONS**

There are no identified risks.

**STAKEHOLDER CONSULTATION**

Pool users were consulted on factors affecting pool patronage in the 2019/2020 season. It is envisaged that if the recommendation is successful Council will promote widely the initiative to pool patrons, including youth organisations, schools and sporting groups using adjacent sporting facilities.

**OPTIONS**

Council has an option to not adopt this recommendation.

**CONCLUSION**

This recommendation has the potential to improve community patronage of the swimming pool, canteen takings and Council goodwill.

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

The recommendation aligns with Council's social well-being strategies in the Community Strategic Plan.

Community Strategic Plan Objective 1.1 Improve social well-being to offer attractive lifestyle.

- 1.1.2 Maintain high levels of community cohesion and community spirit.
- 3.2.2 Monitor pool management.

**Proposed:** Councillor K Irving

**Date:** 11th May 2020