

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 22ND APRIL 2021**

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## WARREN SHIRE COUNCIL

### AGENDA - ORDINARY COUNCIL MEETING

22nd April 2021

**1. OPEN MEETING**

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

**3. CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday, 25th March 2021.

**4. DISCLOSURES OF INTERESTS**

**5. MAYORAL MINUTE(S)**

Nil.

**6. REPORTS OF COMMITTEES**

Meeting of Manex held on Tuesday, 13th and Friday, 16th April 2021 ..... (C14-3.4)

**7. REPORTS TO COUNCIL**

**REPORTS OF DELEGATES**

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Item 1	Orana Joint Organisation .....	(L5-16.3)
Item 2	Country Mayors Association of New South Wales .....	(C14-5.5)
Item 3	Warren Interagency Support Services .....	(C3-9)

**POLICY**

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Item 1	Vacation Care Policies – Audit Review (V1-2) .....	Page 1
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**7. REPORTS TO COUNCIL****CONTINUED****REPORTS OF THE GENERAL MANAGER**

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Item 3	Works Progress Reports – Infrastructure Projects (C14-71, G4-1) .....	Page 6
Item 4	Appointment of Delegate and Alternate Delegate to the Murray Darling Association Inc. (C12-3.3) .....	Page 13

**REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION**

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Item 5	Librarian’s Report on the Warren Shire Library Operations (L2-2) ..	Page 11
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**REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES**

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**REPORTS OF THE MANAGER HEALTH & DEVELOPMENT**

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Item 2	Works Progress Reports – Health and Development Services (C14-7.3) .....	Page 2
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Item 4	Ewenmar Waste Depot – Future Gazetted Public Holidays Closure for Rest of 2021 and 2022 (G2-5.4) .....	Page 8

**8. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**

Nil.

**9. MATTERS OF URGENCY**

Nil.

**10. CONFIDENTIAL MATTERS**

Nil.

**11. CONCLUSION OF MEETING**

**PRESENTATIONS**

Nil.



## MANEX MINUTES

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Attached are the Minutes of the meeting of Manex held on Tuesday, 13th and Friday 16th April 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of Manex held on Tuesday, 13th and Friday 16th April 2021 be received and noted.

**4.3.8 ATTENDANCE AT IPWEA 2021 NSW LOCAL ROADS CONGRESS – 7 JUNE 2021**

That Council approve the attendance at the IPWEA 2021 NSW Local Roads Congress on the 7th June 2021 of the Divisional Manager Engineering Services, General Manager (subject to Covid restrictions) and one (1) Councillor.

**6 OPERATIONAL PROCEDURES (I2-11.1)**

The procedures for Closing of Ewenmar Waste Depot due to wet weather, Emergency Procedure at the Ewenmar Waste Depot, Closing of the Ewenmar Waste Depot due to fire, Receiving asbestos at the Ewenmar Waste Depot, Reporting acquittals for Community Builders & Early Intervention Placement Prevention into the Contracting Portal, 50m Pool Backwash be adopted.

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th April 2021 commencing at 2.33 pm

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**PRESENT:**

Gary Woodman	General Manager (Chair)
Darren Arthur	Divisional Manager Finance & Administration
Jillian Murray	Treasurer
Paul San Miguel	Assets Manager
Raymond Burns	Acting Divisional Manager Engineering Services
Rowan Hutchinson	Roads Infrastructure Manager
Kerry Jones	Infrastructure Projects Manager
Jody Burtenshaw	Executive Assistant

**1 APOLOGIES**

Apologies were received from Maryanne Stephens and Rolly Lawford, who were absent due to external commitments and it was **MOVED** Murray/Burns that a leave of absence be granted for this meeting.

**Carried**

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**2 BUSINESS ARISING FROM MINUTES**

- Councillors are looking forward to seeing status reports back in the Council Business Papers.
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**3 ACTION CHECKLIST**

**MOVED** Woodman/Murray that the information be received and noted and the item marked with an asterisk (\*) be deleted.

**Carried**

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**4.1 EXECUTIVE OFFICE MATTERS**

4.1.1 WOW Agency

The General Manager discussed the WOW Agency and what they can do for Council, he further advised that the WOW Agency has been recontracted until the end of June 2021.

4.1.2 Council Meeting – Livestream Facebook Account

The Divisional Manager Finance & Administration to investigate the cost of livestreaming through Lifesize and report back to Manex.

4.1.3 Secondary Employment

Memos to be issued to staff.

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**4.1 EXECUTIVE OFFICE MATTERS CONTINUED**

4.1.4 Work Healthy Safety (WHS) Committee

The WHS Committee Minutes to be presented to Manex. The WHS Committee to consist of three (3) management representatives – Manager Health and Development Services, Divisional Manager Engineering Services and Divisional Manager Finance & Administration.

Currently the following vacancies exist:

- Two (2) members from the Road Construction and Maintenance Crew;
- One (1) member from the Water & Sewer Crew; and
- The Work Health Safety/Risk Officer position.

The General Manager to try and recruit the vacant positions.

4.1.5 Appropriate Consultation and Communication for Projects and Programs

- Community and user consultation to be initiated for projects.
- In house project teams for internal communication and budget control/understanding.
- Construction and internal user team meetings for the understanding of the projects and user requirements.
- Full and complete handovers e.g. Sewerage Treatment Works and Warren War Memorial Swimming Pool (Pool Manager and MHD, Water & Sewer Crew).

4.1.6 Complaint Reporting

The complaint reporting process was detailed.

4.1.7 Tour De OROC in Warren 9th October 2021

Warren Rotary have been approached to cook breakfast on Saturday 10th October 2021. Council to organise a venue for the auction/dinner on the Friday night.

4.1.8 Staff Reviews – Use of Skills and Competency Lists

Skills and Competency lists are not being used each time with the Staff Performance Reviews. All Managers undertaking reviews, need to use the skills and competency lists with each position and return them with the appraisal document. They are also used to inform of employee training plans. The General Manager is to follow-up to see if we need them for all Manex members.

4.1.9 Free ICAC Online Corruption Prevention Workshops

Information on the workshops have been emailed to all Manex members and most staff who arrange orders. Each Manager is encouraged to have their staff register for the workshops.

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**4.1 EXECUTIVE OFFICE MATTERS CONTINUED**

4.1.10 Emergency Trailer

The Roads Infrastructure Manager to provide a report to the next Manex meeting on the status of the Emergency Trailer, including what is the situation and the cost to set up the trailer etc.

4.1.11 ANZAC Day Arrangements

Flag poles are in place at the Cenotaph. One (1) flag has arrived, with the remaining two (2) still to arrive. The Infrastructure Projects Manager to instruct students in the raising and lowering of the flags. The Infrastructure Projects Manager advised that the Traffic Control Plans have been finalised for the March. The Executive Assistant to confirm arrangements via a memo this week to the Acting Divisional Manager Engineering Services.

4.1.12 Draft April 2021 Newsletter

Final comments to the General Manager by Thursday morning.

4.1.13 Proposed purchase of land at the rear of 8-10 Banks Street

The Infrastructure Projects Manager to check for any claims on the land for Lot 7007 DP 1120699 (Crown Land) and it was noted that Lot 2 cannot be landlocked.

**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

4.2.1 Use of VendorPanel

- The General Manager distributed the latest Local Government Procurement Guidelines to Council officers who issue orders.
- The use of VendorPanel has been viewed favourably by Council.
- The Divisional Manager Finance & Administration gave a brief description of the three (3) levels of VendorPanel - Preference Supplier, Marketplace and Local Government Procurement. The Divisional Manager Finance & Administration to follow-up with a media campaign to inform locals who may not be on Council's preferred supplier list via local paper, Facebook and website.
- Every project and program is to have a detailed budget with a relevant split up of relevant sub-budgets/projects and be reported correctly to Council via the Works Programs reports.

4.2.2 Project and Program Budgets and Budget Control

Maintenance budgets to be included in May 2021 Council reports for roads, water and sewer, parks and gardens.

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**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

**CONTINUED**

4.2.3 Commitment Costing

- Orders need to be properly estimated and costed.
- All orders must be written before the works commence.
- Auditors are extremely unhappy and this will be reported. This must start to happen.
- Manex members to be authorised to complete requisition forms and sign a purchase order up to their delegated amount. The inputting of the requisition forms to be completed by the Storeman or Finance Clerk – Creditors.

4.2.4 Quality of Timesheets

Supervisors need to ensure that the correct information has been put on timesheets before it gets to the Finance Clerk – Payroll Officer. Currently experiencing incorrect job costing numbers, and plant information is missing. Leave forms for all types of leave need to be included with timesheets (if they have not already been submitted).

4.2.5 Contracts Register

Staff who conduct a contract/tender are required to see the Divisional Manager Finance & Administration to be issued a contract number. Any contract/tender over \$250,000 (inc. GST) is required to be reported to Council and a Council resolution. In planning the project timeline, this reporting requirement needs to be factored into the program. This process is required to be followed by all.

4.2.6 Procurement – Request for “Preferred Supplier” Status

- Ends the 30th June 2021;
- Should this procurement process be continued?;
- Discussion particularly on any concerns and in conjunction with the Divisional Manager Finance & Administration, is it truly in accordance with Council’s Procurement and Disposal Policy;
- Considered not sufficient time to report through the Plant Committee; and
- Divisional Manager Engineering Services will be reporting directly to Council, May 2021 Council Meeting.

4.2.7 Tools in Use

The Storeman is to conduct an audit of the tools in use and provide updates when tools are purchased or “written off”. Consider using wet weather days to conduct the audit of tools in use for those not based at the Depot.

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**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

**CONTINUED**

4.2.8 Confirm (MMS)

A project team consisting of the General Manager, Divisional Manager Finance & Administration, Divisional Manager Engineering Services, Assets Manager, Roads Infrastructure Manager to have further discussions on Confirm, including the practical and non-practical use of Confirm and prepare a report to the May 2021 Manex meeting.

4.2.9 Introducing an Electronic Filing System

Paper versus an electronic system:

- Risk of fire;
- Efficiently problem; and
- 2021 - probably need to have a system.

A project team consisting of the General Manager, Asset Manager, Divisional Manager Finance & Administration, Records Clerk, Finance Clerk/ITC to meet and provide a report detailing:

- Determination of benefits (costs, feasibility);
- Determination of the most suitable electronic document management system for Warren Shire Council;
- Cost;
- Resources required to:-
  - Operate;
  - Training;
  - Maintenance;
  - Transfer of paper records;
  - Transfer of electronic records; and
  - Data repository.
- Process required;
- Other IT/electronic systems that are complimentary; and
- Report to the March 2022 Manex meeting for the consideration of Council before the finalisation of the 2022/2023 Draft Estimates.

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**4.3 ENGINEERING DEPARTMENT MATTERS**

4.3.1 Warren Water Supply Shut Downs

- Action required on improving knowledge of left and right turn valves;
- Locate previous plans, audits and large valve replacement program information;
- Consult with old Water and Sewer staff who may be able to provide information on the isolation valves to prevent water shut downs affecting the whole town, especially in regards to river water and the compromising of any fire fighting capabilities;
- Proper processes for the notification of shut downs (other than emergencies); and
- Responsibility of the Town Services Manager.

4.3.2 Signs as Remote Supervision

The Town Services Manager to conduct an audit to ensure all appropriate locations have signs as required, particularly parks and beside the river.

The Manex Committee Meeting was adjourned at 5.06 pm on Tuesday, 14th April 2021 and has been scheduled to recommence on Friday, 16th April 2021 at 8.30 am.

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Friday 16th April 2021 commencing at 8.29 am

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The Manex Meeting resumed on Friday, 16th April 2021 at 8.29 am.

**PRESENT:**

Gary Woodman	General Manager (Chair)
Jillian Murray	Treasurer
Paul San Miguel	Assets Manager
Raymond Burns	Acting Divisional Manager Engineering Services
Rowan Hutchinson	Roads Infrastructure Manager
Kerry Jones	Infrastructure Projects Manager
Jody Burtenshaw	Executive Assistant

**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

4.3.3 Minimum Five (5) Year Rolling Works Programs for all Areas that will feed Asset Management Plans:

- Aerodrome
- Levee
- 15 Year Plant Replacement Program
- Roads
  - Local (Shire);
  - Regional;
  - Town; and
  - Traffic Facilities.
- Roads
  - Rehabilitation;
  - Pavement Recycling;
  - Bitumen Reseals;
  - Construction; and
  - Gravel Resheeting.
- Water
  - Treatment Works;
  - Chlorine System;
  - Reservoirs; and
  - Pipeline Replacement.
- Sewer
  - Treatment Works;
  - Pumping Stations;
  - CCTV Work;
  - Pipeline Relining; and
  - Rehabilitation (pumps, mains and other facilities).
- Stormwater Drainage;



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**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

- IT, Furniture and Fittings;
- Cemetery;
- Council Houses;
- Sports Complex and Equipment;
- Public Toilets;
- Showground/Racecourse;
- Parks, Gardens and Open Space; and
- Playground Equipment.

4.3.4 Internal Plant Hire Rates for all Fleet and Equipment

- Many vehicles/plant have not been set up for costing, i.e. on Asset Form not completed i.e. internal hire rates, this needs to be arranged as soon as possible;
- Divisional Manager Engineering Services responsible for the finalisation of all plant and vehicle asset forms detailing the internal hire rates. This to be completed by the end of May 2021; and
- Reporting and analysis to determine the final appropriate internal hire rates of plant is to be undertaken by the General Manager, Divisional Manager Finance & Administration and Divisional Manager Engineering Services by June 2021.

4.3.5 State of Field No. 1 at Victoria Oval for the Western Institute of Sport Rugby League Camp

- Need to get on top of our parks, gardens, village, town streets, village streets, facilities maintenance and condition;
- A discussion was held on how to manage this;
- Council needs to make sure that special use or hiring of all our facilities is communicated and requirements understood;
- Victoria Park – the Warren and Sporting Complex Manager to be consulted by the Town Services Manager for what is regular use of the area; and
- Showground/Racecourse Complex regular use – calendar of events needs to be updated by the Finance Clerk – Debtors and circulated.

4.3.6 March 2021 Flood and Storm Damage

- Natural Disaster Declaration Application has been arranged;
- Application for Disaster Funding:
  - Transport for NSW by the Roads Infrastructure Manager including inspections, assessed and costings for Council Claims; and
  - Public Works Advisory (Facilities (Park)) if applicable – by the Town Services Manager.

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**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

- The Roads Infrastructure Manager is to arrange finalisation of the application for restoration of Merrigal Causeway/Culvert from the 2020 Claim; and
- The Divisional Manager Finance & Administration to follow-up to determine if any of Council's costs for the December 2020 Nevertire Storm Event emergency response, restoration and clean-up are reimbursable, and if required make the appropriate application.

4.3.7 Who is on / off on Rostered Day's Off – Village Crew, Town Crew, Parks & Gardens Crew and Water & Sewer Crew

- The list of rostered day's off was provided for members, including the Village Crew, Town Crew, Parks and Gardens Crew, Water and Sewer Crew. At the present time it was found that the rostering is appropriate.

4.3.8 Attendance at IPWEA 2021 NSW Local Roads Congress – 7 June 2021

- Has been attended by Council previously;
- Both Councillors (at least Councillor Williamson) and staff (Divisional Manager Engineering Services);
- Should arrangements be put in train for attendees in 2021;
- Perhaps as roads are our most valuable asset;
- Perhaps General Manager, Divisional Manager Engineering Services and one (1) interested Councillor.
- The General Manager's registration costs are being paid for by the IPWEA;
- Are funds available for attendance in 2021; and
- Recommendation for attendance to Council from Manex.

**RECOMMENDATION TO COUNCIL:**

That Council approve the attendance at the IPWEA 2021 NSW Local Roads Congress on the 7th June 2021 of the Divisional Manager Engineering Services, General Manager (subject to Covid restrictions) and one (1) Councillor.

**4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS**

4.4.1 Ewenmar Waste Depot – Improvement Notices

- Staff to be inducted for work at the Ewenmar Waste Depot by the Manager Health and Development Services as a priority; and
- The Town Services Manager is responsible for the attendance of all staff to be trained.

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**4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS**

**CONTINUED**

4.4.2 Waste Attendants

- It has been considered that we should have designated support staff doing the work at the Ewenmar Waste Depot i.e. Waste Depot Operator and a 12 hours per week Waste Attendant. The Parks & Gardens staff then go back to doing Parks and Gardens work. This then will allow:
  - Better training;
  - Will allow the Waste Depot Operator to have consecutive days off;
  - Waste Depot work instead of just supervising the use of the facility by the public; and
  - Person able to cover for the Waste Depot Operator;
- The USU has no concern with this very minor tweek of the structure that does not require reporting as per the Award.
- A Position Description is required, probably slightly based on the Waste Depot Operator's Position Description.
- Idea for the future:
  - Waste Attendant – Monday, Tuesday, Wednesday (4 hours each day);
  - Waste Depot Operator – Thursday, Friday, Saturday and Sunday.
  - The Manager Health & Development Services to finalise the arrangement with the Waste Depot Operator, including Position Descriptions and Competencies and Skills and advertise for the Waste Attendant position.

**4.5 WORK HEALTH & SAFETY AND RISK MATTERS**

4.5.1 Zurich Self Risk Assessment Results

- Investigation and determination of an Action Plan for this assessment and others to be undertaken by the Work Health & Safety, Risk Co-ordinator.

**4.6 HUMAN RESOURCES**

4.6.1 First Aid Allowances

- The First Aid Allowance is to be paid to trained employees who are responsible for the maintenance and refurbishment of the first aid kits at each location or crew;
- Where possible all employees should be trained in first aid, but this does not entitle those employees to a First Aid Allowance;

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**4.6 HUMAN RESOURCES**

**CONTINUED**

- Currently there are two (2) First Aid Officers at the Library
  - The General Manager and Treasurer to finalise the determination in conjunction with the employees who will be the single person receiving the allowance at the Library.
- Currently there are two (2) First Aid Officers at the Administration Centre;
- The General Manager determined that the Executive Assistant would be the single person receiving the allowance at the office.
- The First Aid Officer at the Depot is the Storeman and there will be no First Aid Allowance paid until trained.
- First Aid Officer for the Workshop Mobile Service Vehicle will be the Workshop Co-ordinator.
- Other areas of Council are in accordance with previous practice.

4.6.2 Consultative Committee

- The Consultative Committee membership was discussed;
- The LGEA representative will now be Mr Rolly Lawford;
- The Minutes from the Consultative Committee are to be presented to the Manex Committee for its consideration; and
- The General Manager and Treasurer to undertake an investigation of the vacant positions on the Consultative Committee and to make the necessary arrangements through the USU.

4.6.3 Known Vacant Positions in Accordance with Council's Workforce Plan

- Finance Clerk – Payroll to arrange a report to the General Manager on vacant positions in accordance with the Work Force Plan.
- Further advice to be provided by the General Manager to the May 2021 Manex Committee Meeting.

4.6.4 Structure of Officers Reporting to the General Manager

A hard copy of the structure was tabled at the meeting.

4.6.5 Flu Vaccinations

- The Treasurer to organise a memo to be sent to all staff to remind of Council's Flu Vaccination Program.
- The Town Services Manager to organise Council's Vaccination Program for Hepatitis B, Tetanus and where appropriate Q Fever.

4.6.6 Staff KPI's, Performance Matters

- The Finance Clerk - Payroll to provide a report on status of the 2020/2021 Performance Reviews and provide this report to the May 2021 Manex Meeting.

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**4.6 HUMAN RESOURCES**

**CONTINUED**

- The General Manager to provide a copy of KPI's as it is described to all Manex members.

4.6.7 Local Government (Covid-19) Splinter (Interim) Award 2021

- The Local Government NSW (LGNSW) has provided a copy of the Local Government (Covid-19) Splinter (Interim) Award 2021 (2021 Splinter Award);
- The Divisional Manager Finance & Administration has advised that the only concern or additional cost over the 2020 Award is the cost of employees travelling to Dubbo to have their Covid-19 vaccination;
- It was noted that Covid-19 vaccinations will be offered in Warren negating this concern; and
- To allow Warren Shire Council to access the additional flexibilities under the 2021 Splinter Award the General Manager is to make arrangements for the opting in advice to LG NSW.

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**5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS**

**(L5-3)**

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

**Carried**

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**5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS**

**(L5-3)**

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

**Carried**

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**6 OPERATIONAL PROCEDURES**

**(I2-11.1)**

**MOVED** Murray/Jones that:

1. The information be received and noted; and
2. The procedures for Closing of Ewenmar Waste Depot due to wet weather, Emergency Procedure at the Ewenmar Waste Depot, Closing of the Ewenmar Waste Depot due to fire, Receiving asbestos at the Ewenmar Waste Depot, Reporting acquittals for Community Builders & Early Intervention Placement Prevention into the Contracting Portal, 50m Pool Backwash be adopted.

**Carried**

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**7 MARCH 2021 DRAFT MINUTES AND APRIL 2021 BUSINESS PAPER**

The Committee previewed the April 2021 Business Paper and the March 2021 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

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**8 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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**9 GENERAL BUSINESS WITHOUT NOTICE**

9.1 Emergency Trailer

- The Roads Infrastructure Manager provided a verbal report on the Emergency Trailer.
- The Roads Infrastructure Manager, Divisional Manager Engineering Services, Workshop Foreman to meet in May to finalise and provide a update to the May Manex Meeting on how they are going to progress the construction of the emergency trailer.

**There being no further business the meeting closed 10.29 am.**

# minutes

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Meeting of: Orana Joint Organisation  
 Date: 24 February 2021  
 Time: 9.00am  
 Venue: Narromine Council Chambers

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## ATTENDEES:

Clr Craig Davies (Chair)	Mayor, Narromine Shire Council
Clr Ash Walker	Deputy Mayor, Gilgandra Shire Council
Clr Ambrose Doolan	Mayor, Warrumbungle Shire Council
Clr Des Kennedy	Mayor, Mid-Western Regional Council
Clr Milton Quigley	Mayor, Warren Shire Council
Clr Ray Donald	Mayor, 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, JO Board Interim Executive Office & Minute Taker
Stephen Glen	General Manager, Warren Shire Council
Derek Francis	General Manager, Bogan Shire Council
Peter Evans	Office of Local Government
Ken Harrison	Department of Premier & Cabinet

## GUESTS

Dugald Saunders MP	Local Member
Scott McLachlan & Shannon Nott	Western NSW Health
Lachlan Paull & Mark Hannan	Transport for NSW
Tim Collins & Jessica Holland	NSW Planning Western Region

## 1 WELCOME

The Chair declared the meeting open at 9.00am.

## 2 APOLOGIES

Apologies were received for:

Clr Doug Batten	Mayor, Gilgandra Shire Council
Ashley Albury	Department of Premier & Cabinet

2021/001 RESOLVED Crs Walker/Doolan that the apologies received for Clr Doug Batten and Ashley Albury be accepted.

CARRIED

## 3 DECLARATION OF INTEREST

There were no declarations of interest.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

2021/002 – RESOLVED Clrs Donald/Quigley that the minutes of the meeting held 13 July 2020 and the notes of the meeting held 1 October 2020 be adopted.

CARRIED

5 MATTERS ARISING FROM PREVIOUS MINUTES

Nil

6 PRESENTATIONS

Dubbo Member – Dugald Saunders MP

Talked about the ongoing future of Joint Organisations, noting that only a couple of JOs in the state are actually functioning. They are not supported well enough by the State Government. Dugald will support the Orana JO if we want to withdraw from the JO. General discussion around becoming an informal group with informal meetings of Mayors. Will require each Council to resign from the JO.

2020/003 - RESOLVED Clrs Walker/Donald that each Council consider resigning from the JO with a response by end of April 2021.

CARRIED

2020/004 – RESOLVED Clrs Walker/Donald that the Orana JO write to all former ROC Councils to be part of a volunteer organisation.

CARRIED

Western NSW Dept Health - Scott McLachlan and Shannon Nott

Provided an update into the enquiry into Rural Health noting:

- Have challenges with Rural Health
- We are seen as a global leader
- Rural Health deficit in health workers, significant deficit
- Medical and health numbers are decreasing in rural areas, yet 44% increase in doctors
- Rural decline 30% to 40% getting doctors to be GPs
- Rural award is a fee for service not a wage, so it has discouraged young doctors
- Number of aging doctors – 52% over 5 years, 73% will retire in 10 years
- Doctor Connect – website will show what incentives your community will get for rural doctors. GPs are federally funded
- Health behaviours – problem, fruit and vegetables
- Workforce program – providing flexible employment options
- CSU/WSU joint program in medicine – working on a rural generalist pipeline



- Ochre won tender to recruit doctors (doctor package \$500k plus house, plus car, stay for 3yrs buy car for \$1).

#### Central West & Orana Regional Transport Plan (via Teams) - Lachlan Paull & Mark Hannan

Provided powerpoint presentation (slides to be sent)

- Whole government approach to transport. 19 Council's participated, transport issues for each region.
- Workshops – 50 key officers consultations
- Orana Sub Region – discuss freight routes, improved public transport, road quality improvements.
- Public exhibition of draft Plan later in the year (mid-year)
- Target stakeholder engagements
- Report on progress annually – over the next 5 years, after it is approved.

#### NSW Planning Western Region; Regional Plans - Tim Collins & Jessica Holland

They access gateway applications

Central west/Orana Plan: Economy, environment, transport, communities

Regional themes – driving region plan, reviewed every 5 years.

### **7 CHAIRPERSON'S MINUTE / REPORT**

Clr Davies expresses his concern that there has been no response from the State Government about the sustainability of the JO.

Clr Davies caught up with Councils, talking about Murray Darling Basin Association.

#### Rugby Centre JO discussion

Ash Walker – to write back, support project in Western Region, in principle, as a Rugby Centre.

Mudgee the Rugby Centre, their mission is to bring rugby back to the bush. Milton wants the Rugby Centre in the Central West, but not necessarily in Mudgee. He supports the Centre but not in Dubbo. Wants country rugby back in strength. Country Rugby should have a base.

2020/005 – RESOLVED Clrs Walker/Quigley that the Orana JO provide in principle support for a Rugby Centre to be located in the Central West, however this Centre cannot be at the expense of a rugby presence in the smaller communities throughout the Orana and Western Region.

CARRIED

8 FINANCE REPORT

2021/006 RESOLVED Crs Walker/Doolan that the Finance Reports be accepted.

CARRIED

9 EXECUTIVE OFFICER REPORTS

9.1 Pete Evans – capacity building fund response

Still no response received and Peter will chase up the Office of Local Government.

10 REPORTS

10.1 OWUA Update

2021/007 – RESOLVED Clrs Donald/Doolan that the Orana Water Utilities Alliance (OWUA) update as at 18/02/2021 be noted.

CARRIED

10.2 OWUA Report of Technical Committee Chair

2021/008 –RESOLVED Clrs Doolan/Quigley that the Orana Water Utilities Alliance (OWUA) report of the Technical Committee Chair as at 18/02/2021 be noted.

CARRIED

11 CORRESPONDENCE

2021/009 – RESOLVED Clrs Walker/Kennedy that the correspondence be noted.

CARRIED

12 NEXT MEETING

The Executive Officer will contact the Board to arrange a time in May 2021.

13 CLOSURE OF MEETING

There being no further business the meeting closed 11.30am.



# Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM  
PO Box 337 Parkes NSW 2870  
02 6861 2333  
ABN 92 803 490 533

## MINUTES

### GENERAL MEETING

FRIDAY, 5 MARCH 2021 CLUB YORK, SYDNEY

The meeting opened at 9.04 a.m.

#### 1. ATTENDANCE:

Albury City Council, Cr Kevin Mack, Mayor  
Armidale Regional Council, Mr James Roncon, General Manager  
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor  
Bellingen Shire Council, Cr Dominic King, Mayor  
Bland Shire Council, Cr Brian Monaghan, Mayor  
Bland Shire Council, Mr Ray Smith, General Manager  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Broken Hill City Council, Cr Darriea Turley, Mayor  
Broken Hill City Council, Mr Jay Nankivell, Acting General Manager  
Cabonne Shire Council, Cr Kevin Beatty, Mayor  
Cabonne Shire Council, Mr Brad Burns, General Manager  
Coolamon Shire Council, Cr Bruce Hutcheon, Deputy Mayor  
Coolamon Shire Council, Mr Tony Donoghue, General Manager  
Cootamundra-Gundagai Regional Council, Cr Abb McAlister  
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager  
Dubbo Regional Council, Cr Ben Shields, Mayor  
Dubbo Regional Council, Mr Michael McMahan, CEO  
Dungog Shire Council, Cr John Connors, Mayor  
Dungog Shire Council, Mr Gareth Curtis, General Manager  
Forbes Shire Council, Cr Jenny Webb, Deputy Mayor  
Forbes Shire Council, Mr Steve Loane, General Manager  
Glen Innes Shire Council, Cr Carol Sparkes, Mayor  
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor  
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager  
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
Gunnedah Shire Council, Mr Eric Growth, General Manager  
Gwydir Shire Council, Cr John Coulton, Mayor  
Gwydir Shire Council, Mr Max Eastcott, General Manager  
Hilltops Council, Cr Brian Ingram, Mayor  
Kempsey Shire Council, Cr Liz Campbell, Mayor  
Kempsey Shire Council, Mr Craig Milburn, General Manager

Kiama Municipal Council, Cr Mark Honey, Mayor  
Kiama Municipal Council, Ms Jessica Rippon, Acting General Manager  
Kyogle Council, Cr Danielle Mulholland, Mayor  
Lachlan Shire Council, Cr John Metcalf, Mayor  
Lachlan Shire Council, Mr Greg Tory, General Manager  
Leeton Shire Council, Cr Paul Maytom , Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lithgow City Council, Cr Ray Thompson, Mayor  
Lithgow City Council, Mr Craig Butler, General Manager  
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
Liverpool Plains Shire Council, Ms Joanna Sangster, General Manager  
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Moree Plains Shire Council, Mr Lester Rodgers, General Manager  
Narrabri Shire Council, Cr Ron Campbell, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Narromine Shire Council, Cr Craig Davies, Mayor  
Narromine Shire Council, Ms Jane Redden, General Manager  
Oberon Council, Cr Kathy Sajowitz, Mayor  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Reg Kidd, Mayor  
Parkes Shire Council, Cr Ken Keith, Mayor  
Port Stephens Council, Cr Ryan Palmer, Mayor  
Port Stephens Council, Mr Wayne Wallace, General Manager  
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Snowy Valleys Council, Cr James Hayes, Mayor  
Temora Shire Council, Cr Rick Firman, Mayor  
Temora Shire Council, Mr Gary Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Upper Lachlan Shire Council, Cr John Stafford, Mayor  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Uralla Shire Council, Ms Kate Jessep, General Manager  
Walcha Council, Cr Eric Noakes, Mayor  
Walcha Council, Mr Chris Weber, Acting General Manager  
Warren Shire Council, Cr Milton Quigley, Mayor  
Warren Shire Council, Mr Stephen Glenn, General Manager  
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
Yass Valley Council, Cr Rowena Abbey, Mayor  
LGNSW, Cr Linda Scott, President  
LGNSW, Mr Scott Phillips, CEO

**APOLOGIES:**

As submitted

**SPECIAL GUESTS:**

Hon Brad Hazzard MP, Minister for Health and Medical Research  
Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head  
of Strategic Council Partnerships, Essential Energy

**2. Welcome**

Chairman Cr Ken Keith welcomed Cr John Medcalf OAM, Mayor and Mr Greg Troy, General Manager, Lachlan Shire Council and Mr Don Murray from the former Premiers team to the meeting

**3. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 6 November 2020 be accepted as a true and accurate record (Tenterfield Shire Council / Kyogle Council).

**4. Matters Arising from the Minutes**

The Road Classification Review final report is due in July 2021 and Country Mayors needs to follow up at that time

**5. Membership**

RESOLVED that Lachlan Shire Council be admitted as a member of the Association (Forbes Shire Council / Broken Hill City Council)

**6. CORRESPONDENCE**

Outward

(a) Insurance Council of Australia, requesting its members to extend the 12 month period of rental assistance to those residents who have lost their primary dwelling

(b) The Hon David Littleproud MP, Minister for Agriculture, Drought and Emergency Management, asking that the Commonwealth extend rental relief to bushfire affected individuals and families who lost their primary dwelling

(c) The Hon Dr Annabelle Bennett AC SC, Commissioner of the Royal Commission National Natural Disaster Arrangements, regarding the development of emergency management structures, for the future management of natural disasters

(d) The Secretariat of the Electoral Districts Redistribution Panel, requesting that they distinguish between the needs of metropolitan and country electorates when making decisions regarding electoral boundaries

(e) Cr Robert Mustow, Mayor, Richmond Valley Council, advising that Richmond Valley has been admitted as a member of the Association

(f) The Hon Scott Morrison MP, Prime Minister of Australia, requesting that Local Government be represented on the National Cabinet with membership from ALGA

(g) Mr Peter Duncan AM, Independent Panel for the Road Classification Review and Transfer, thanking for his presentation to the 6 November meeting

(h) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting that in respect to essential water security infrastructure such as dams that consideration be given by the State Government to providing respite from NSW Government costs

(i) The Hon Shelley Hancock MP, requesting that when considering the recommendations of the IPART Review that recommendation 34 regarding mining rates not be adopted

(j) The Hon Mick Veitch MLC, Shadow Minister for Industry and Trade, Rural Roads, Rural Affairs and Western Sydney, thanking him for his presentation to the 6 November meeting

(k) Ms Mary O'Kane, NSW Independent Bushfire Inquiry, thanking her for her presentation to the 6 November meeting

(I)The Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, requesting improved engagement and involvement for projects to be funded under the National Water Infrastructure

NOTED

**7. FINANCIAL REPORT**

RESOLVED That the financial reports for the last quarter were tabled and accepted (Kyogle Council / Coolamon Shire Council)

**8. LGNSW Update Cr Linda Scott, President**

The update outlined Advocacy Wins December 2020 to February 2021, Work Undertaken and Opportunities for Collaboration (Copy Attached)

**9. Issues of Importance to Country Mayors**

The Chairman outlined the process of each items responsibility for implementation he had undertaken with LGNSW which was reviewed by the Executive Committee on Thursday 4 March 2021. A number of implementation alterations had been made which will be conveyed to LGNSW. It is recommended that the areas to receive immediate attention by Country Mayors be Water Security, Access to Health Services and Financial Assistance Grants and Country Mayors will endeavor to invite guest speakers relating to those areas to future meetings

RESOLVED That the Executive Committee continue with the agreed process (Orange City Council / Moree Plains Shire Council)

**10. Financial Assistance Grants**

RESOLVED That the Country Mayors;

1. Call on the Federal Minister for Regional Health, Regional Communications and Local Government the Hon Mark Coulton MP, to repeal Part 1 Sec 6 2b of the Local Government Financial Assistance Act 1995 to avoid the mandatory minimum per capita grant amount, as per the resolution passed at the Australian Local Government Associations National General Assembly in 2019.

2. Call on LGNSW and ALGA to review their policy positions on the Federal Governments Financial Assistance Grants to reflect the resolution passed at the ALGA 2019 National General Assembly and remove the pre-requisite of additional FAGs funding for any changes in the formula at present.

3. Call on the NSW Local Government Grants Commission to do everything within its power to ensure that no Council receives less than their 2020 FAGs allocation in the future, and that there be transitional arrangements put in place to ensure that the FAGs are distributed in accordance with the principles of horizontal fiscal equalisation as outlined in the Local Government Financial Assistance Act, should the Australian Government make the proposed changes to remove the minimum per capita grant amount. (Kyogle Council / Moree Plains Shire Council)

**11. Solar Farms**

Solar Farms and their affect on agricultural land was discussed

**12. Town Planning Zones**

The State Government proposes to reduce Town Planning zones to three and the criteria will not be released until June

**13. Forced Amalgamations**

The fact that a number of councils want to de-amalgamate was noted but councils need to wait for a review to be able to put their case

**14. Relocating COVID Isolation to Rural Areas**

RESOLVED That Country Mayors oppose the establishment of COVID quarantine accommodation in rural areas (Dubbo Regional Council / Moree Plains Shire Council)

**14. Future Meetings of Country Mayors Association**

RESOLVED That CMA General Meetings commence at 8.30am and conclude at 1.00pm, that guest speakers at General Meetings be limited to two, that additional time be allocated for General Business items, that the President of LGNSW be allocated time at each meeting for updates, and that General Business items be submitted by members in advance with the Chairman having the discretion to accept motions from the floor in an emergency (Tenterfield Shire Council / Kyogle Council)

**15. Hon Brad Hazzard MP, Minister for Health and Medical Research**

The last twelve months have been grueling with severe restrictions. The State is trying to strike a balance between Regions and the City during a 100 year event. Shutdowns or limitation of movement in areas were required and overall the NSW community has respected the concerns and interests. Dealing with the other States in border areas has been stressful to some. The number of General Practitioners has dropped by 15% in regional areas in Australia as doctors do not want to work 24/7 as they want a balance in life and they need to be able to talk medically with others. The State has introduced generalist programs for generalist rural doctors and the additional money allocated to regional hospitals has attracted specialists. An additional \$121million has been allocated for ambulance stations and \$100 million for better ambulance facilities. Another 8,300 staff across the system are being employed. More is being done through virtual health which saves appointments for minor matters.

**16. Increases in RFS Contributions and Emergency Services Levy**

RESOLVED that Country Mayors calls on the State Government to work with Country Mayors and LGNSW to develop and implement an Emergency Services Levy (Blayney Shire Council / Cabonne Shire Council)

**16. Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head of Strategic Council Partnerships, Essential Energy**

Essential Energy covers 86 Local Government areas and is regulated by the Australian Regulator which sets distribution charges. A major challenge is a contestable service. If Essential Energy is unable to provide a service another provider is appointed and that provider has to be supplied with design services etc. Essential Energy is working strategically with Councils regarding energy needs and subdivisions. Renewal Energy Zones have been established to plan for when coal mines close and other energy sources need to be found. During the bushfires Essential Energy lost 3,200 poles and they are trying to transition from timber poles to composite poles but unfortunately at the present time there are few providers

There being no further business the meeting closed at 12.55pm.

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor K Walker  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22nd April 2021

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ITEM 3

WARREN INTERAGENCY SUPPORT SERVICES

(C3-9)

**RECOMMENDATION:**

That the information be received and noted.

**Meeting opened:** 1:08pm

1. **Present:** Clr Sarah Derrett (Chair), Clr Karlene Irving (Secretary), Maryanne Stephens (Manager Health and Development), Annette Irving (Vice President Warren View Club)
2. **Apologies:** Clr Katrina Walker, Lorraine Falkiner-Smith (President, Warren View Club), Patricia Irving (Warren View Club and Warren CWA), Carol Owens (Breakthrough)

Moved: Sarah Derrett

Seconded: Annette Irving

**Carried**

3. **Confirmation of Minutes:**

Moved: Sarah Derrett

Seconded: Karlene Irving

**Carried**

4. **Business Arising:** Nil

5. **Correspondence:** Out – Nil                      In – Reports of delegates

6. **Action Check List** (see attachment): Items are removed when no follow up is required.

i) The following Items were removed:

Warren Police Youth liaison (change of contact and ongoing), Warren Central School Well-being (ongoing), Royal Flying Doctor Service (ongoing), acquire a Community Noticeboard (complete), establish a Warren Community Hub and Youth Centre (complete), letter of support for Young Life for grant application to Transport NSW (complete), Western Area Health input (complete), Peter Mackay's report (ongoing), Ben Williams' report (ongoing).

Note: Please contact Kelly Sinclair at the Warren Youth Foundation on 0428 945 860 to have public notices placed on the community notice board

ii) Two items were added to the Action Checklist.

- Microsoft Teams: online access to Interagency meetings in the future: Maryanne Stephens (Manager Health and Development) to investigate for June 10 meeting.
- Send an invitation to key representatives of the Warren Health Advisory Committee (WHAC) to speak to Interagency delegates at the June 10 meeting about the work of WHAC and what they are identifying as priority community health needs: contact Clr Heather Druce,



**WARREN SHIRE COUNCIL**  
**Delegates Report by Councillor K Walker**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room, Warren on Thursday 22nd April 2021**

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**ITEM 3**

**WARREN INTERAGENCY SUPPORT SERVICES**

**CONTINUED**

**7. Reports from Agencies:** one agency provided a report.

Warren View Club: report delivered by Annette Irving (Vice President) on behalf of Lorraine Falkiner-Smith (President):

View Club has recently recommenced its monthly midday meetings at the Warren United Services Club where we are very well looked after by management and staff. Our meetings are held on the third Wednesday of each month. The Club continues to support the Smith Family and our two Learning for Life sponsored students. Each month we have a raffle and a lucky door prize, and, in addition, there is a competition for which we bring something with a letter of the alphabet or something of a particular colour. The winner of this competition is the one with the largest amount of money put down in the front of it on the display table. The yearly proceeds from the raffle and the competition almost totally pay for our Learning for Life students' fees.

We warmly welcome new members and each month we always have an interesting guest speaker at our meetings.

Annette added that the next meeting of View Club is April 21. Speakers are Ms Montgomery and Gladys Eldridge of the Nyngan Museum.

Annette Irving provided background on the history of the View Club pertinent to ANZAC day: View Club was founded by George Forbes, who served in the army and after the fall of Singapore was interned in Changi and the Sudakan and Kuching. As a POW he did much to help prisoners' morale and after the War he joined and spent thirty-two years with The Smith Family becoming General Secretary and then Honorary Director. During this time he saw the need to provide greater opportunity for women to participate in the political scene and founded Voice, Views and Education of Women – the VIEW Clubs – in 1960, and twenty-six clubs were formed in that first year. Warren View Club was established in 1986 and celebrated its thirtieth anniversary in 2016.

**8. General Business:**

Nil

Sarah thanked everyone for coming.

**9. Date of Next Meeting:** Thursday, 10 June 2021, 1pm in the Community Meeting Room at the Warren Sporting and Cultural Centre.

**There being no further business the meeting closed at 1:50pm**

**WARREN SHIRE COUNCIL**  
Policy Report of the Manager of Health and Development  
to the Ordinary Meeting of Council to be held in the  
Community Room, Warren on Thursday 22nd April 2021

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**ITEM 1                    VACATION CARE POLICIES - AUDIT REVIEW**

**(V1-2)**

**RECOMMENDATION:**

1. That the information be received and noted
2. The following policies be placed on public exhibition for a minimum of 28 days; and
3. Subject to nil submissions being received, the policies be adopted.
  - Additional Needs Policy;
  - Celebrations Policy;
  - Educational Program Policy;
  - Multicultural Policy; and
  - Technology/ media Policy.

**PURPOSE**

To advise Council that as a result from the audit review completed by NSW Department of Education – Early Childhood Education Directorate it was discovered that new policies were required to be developed and adopted.

**BACKGROUND**

The NSW Department of Education - Early Childhood Education Directorate undertook a compliance audit on Warren Shire Council Vacation Care on 8<sup>th</sup> and 9<sup>th</sup> July 2020. From this audit it was identified that Policies as required under the Education and Care Services Regulations, had not been adopted by Council.

**REPORT**

It is a requirement that Council develop and adopt the required Policies as per the audit report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The financial cost involved becoming a member of the Child care Centre Desktop, and the time for the educator to develop the necessary policies.

**LEGAL IMPLICATIONS**

If Council does not develop and adopt the necessary Policies, Council would be in breach of the Education and Care Services Regulations.

**RISK IMPLICATIONS**

Council would have to consider the removal of the service to the residents of Warren.

**STAKEHOLDER CONSULTATION**

The Supervisor worked closely with the NSW Department of Education – Early Childhood Education Directorate, to develop the necessary Policies.

**OPTIONS**

If Council does not adopt the required Policies, Council will be in breach of the Education and Care Services Regulations.

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

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**ITEM 1            VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

### **CONCLUSION**

If Council wish to continue to offer Vacation Care to the residents of Warren Local Government Area, the following Policies should be adopted;

- Additional Needs Policy;
- Celebrations Policy;
- Educations Program Policy;
- Multicultural Policy; and
- Technology Policy.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

### **SUPPORTING INFORMATION /ATTACHMENTS**

- Additional Needs Policy;
- Celebrations Policy;
- Educations Program Policy;
- Multicultural Policy; and
- Technology Policy.


**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
**to the Ordinary Meeting of Council to be held in the**  
**Community Room, Warren on Thursday 22nd April 2021**

ITEM 1

VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY

CONTINUED

Vacation Care



## ADDITIONAL NEEDS POLICY

Supporting children with additional needs requires Educators to extend upon the strategies they already use in providing quality care for children. It is imperative for Educators to develop a comprehensive understanding of each child's interests and abilities and implement a program and environment that is receptive to their needs and inclusion.

Our service is committed to take into account children's social and cultural diversity, including learning styles, abilities and disabilities to achieve positive experiences for children in our setting.

### NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1.1	Approved learning framework	Curriculum decision-making contributes to each child's learning and development outcomes in relation to their identity, connection with community, wellbeing, confidence as learners and effectiveness as communicators.


  

QUALITY AREA 3: PHYSICAL ENVIRONMENT		
3.1	Design	The design of the facilities is appropriate for the operation of a service.
3.1.1	Fit for purpose	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.
3.2.1	Inclusive environment	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments.
3.2.2	Resources support play-based learning	Resources, materials and equipment allow for multiple uses, are sufficient in number, and enable every child to engage in play-based learning.

QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN		
5.1	Relationships between educators and children	Respectful and equitable relationships are maintained with each child.

Childcare Centre Desktop ©2020 – Vacation Care Additional Needs Policy




# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY

CONTINUED

Vacation Care		
5.1.1	Positive educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.
<b>QUALITY AREA 6: COLLABORATIVE PARTNERSHIPS WITH FAMILIES AND COMMUNITIES</b>		
6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
6.1.1	Engagement with the service	Families are supported from enrolment to be involved in the service and contribute to service decisions.
6.1.2	Parent views are respected	The expertise, culture, values and beliefs of families are respected and families share in decision-making about their child's learning and wellbeing.
6.2	Collaborative partnerships	Collaborative partnerships enhance children's inclusion, learning and wellbeing.
6.2.2	Access and participation	Effective partnerships support children's access, inclusion and participation in the program.
<b>EDUCATION AND CARE SERVICES NATIONAL REGULATIONS</b>		
155	Interactions with children	
156	Relationships in groups	
157	Access for parents	
<b>RELATED POLICIES</b>		
Anti-Bias and Inclusion Policy Behaviour Management Policy Code of Conduct Policy Early Childhood Intervention Practitioner Management Policy Enrolment Policy		Educational Program Policy Interaction with Children, Family and Staff Policy Medical Conditions Policy Orientation of New Families Policy Privacy and Confidentiality Policy Respect for Children Policy
<b>PURPOSE</b>		
To be responsive to each child, irrespective of their additional needs and abilities. We aim to provide a supportive and inclusive environment that sanctions each child to fully participate in its education and care at the Vacation Care Service. Educators will remain encouraging, unprejudiced and supportive,		
Childcare Centre Desktop ©2020 – Vacation Care Additional Needs Policy		
		

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY

CONTINUED

### Vacation Care

ensuring that all children are treated equally and fairly and have the opportunity to grow and develop to their individual potential.

#### SCOPE

This policy applies to children, families, staff, management, and visitors of the Vacation Care Service.

According to the Inclusion Support Program Guideline (Australian Department of Education, Skills and Employment) March 2020, there is no national definition of 'additional needs.' This term is used within the policy to describe children who may need or require specific considerations or adaptations to participate fully in our Early Childhood Education and Care service.

Additional needs may include children who:

- have a diagnosed disability or developmental delay- physical, sensory, intellectual, or autism spectrum disorder
- are presenting with challenging behaviours and/or behavioural or psychological disorders
- have a serious medical or health condition
- are presenting with trauma-related behaviours
- are Aboriginal or Torres Strait Islanders
- are recent arrivals in Australia
- have a culturally and linguistically diverse background
- live in isolated geographic locations
- are experiencing difficult family circumstances or stress
- are at risk of abuse or neglect
- are experiencing language and communication difficulties
- have learning difficulties
- are gifted or have special talents
- have other extra support needs.

We understand that additional needs may be temporary or permanent with diverse origins, which require different responses. Supporting children with additional needs enables them to have equitable access to resources and participation. This can lead to stronger skills in literacy and numeracy, social and emotional development and understanding of diversity. Strategies for supporting children with additional needs can differ significantly, because every child is unique.

#### IMPLEMENTATION

**MANAGEMENT/NOMINATED SUPERVISOR WILL ENSURE:**

Childcare Centre Desktop ©2020 – Vacation Care Additional Needs Policy

child care  
CENTRE DESKTOP 

**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
**to the Ordinary Meeting of Council to be held in the**  
**Community Room, Warren on Thursday 22nd April 2021**

---

**ITEM 1**

**VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY**

**CONTINUED**

Vacation Care

- completed enrolment forms are used to gather information about children’s additional needs
- equitable access is provided to support children with additional needs
- communication with families is consistent and supportive
- they have a thorough understanding of any NDIS plan for each child (if applicable) and assist to help achieve goals and build skills and independence
- that any barriers preventing a child’s inclusion are identified and strategies to make improvements implemented
- families are encouraged to meet with the Educators who will be working with the child to ensure an understanding of the child’s needs, appropriate methods for communication, and to ascertain that suitable resources and support is provided to both the family and the child
- the Vacation Care Service works in partnership with allied health professionals and families to verify the educational program and learning environment is inclusive for each child with additional needs, including children and families from culturally diverse backgrounds
- specific plans and programs provided by external resource providers and professionals for children with additional needs are shared with educators and copies filed in the child’s individual record
- children are encouraged to feel safe and secure during their education and care at the Vacation Care Service by developing trusting relationships with educators, other children, and the community.
- they seek assistance, training, and where possible, financial funding from inclusive support agencies to promote the development of skills in children with identified additional needs
- inclusive strategies and practices are embedded in the delivery of quality education and care
- Educators are meeting the needs of each individual child, by providing educators with targeted professional development and opportunities to network with professional agencies
- the privacy and confidentiality for children and families is maintained
- the indoor and outdoor environment and equipment is designed or adapted to ensure access and participation for all children, supporting the inclusion of children with additional needs. This may include the use of:
  - portable ramps
  - use of standing frames and support swings
  - specialised furniture such as chairs, tables and positioning equipment
  - communication charts and Auslan dictionaries
  - resources and books in languages other than English to support Indigenous children and children from linguistically diverse backgrounds
- the program and curriculum are inclusive and meet the individual needs of children with additional needs, disability or developmental delay.



# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

### ITEM 1 VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY

(V1-2)

#### Vacation Care

- children's sensory sensitivities to pressure, texture, smell, noise, or colour is considered within the environment

#### EDUCATORS WILL:

- treat children equally and fairly and with respect
- create an inclusive program, which is adaptable and supportive of all children
- advocate for children's rights
- conduct specific observations on the individual child, outlining their interests, strengths, and developmental needs to support programming including open ended learning opportunities
- meet with families of children with additional needs to familiarise themselves with the specific communication needs of each child. Communication could include verbal and non-verbal communication skills and cues and may necessitate the use of systems such as sign language, the use of images, and/or learning key words in the child's home language
- establish a means for frequent communication with parents of children with additional needs through a communication book, verbal daily information exchanges, and/or formal and informal meetings.
- work with all families to meet children's developmental needs in order to build strengths and capabilities
- develop an Inclusion Support Plan (ISP) in collaboration with health professionals and parents of the child and keep a copy in the child's individual record if required
- work with other professionals who play a role in supporting the child's development
- create a flexible environment, which can be adapted to each child's needs within the Vacation Care Service to support the inclusion of children with additional needs
- implement programming experiences and activities, that are inclusive for all children to access, explore and participate.
- listen carefully to all children's concerns and discuss issues of inclusion and exclusion, and fair and unfair behaviour.
- act as role models by displaying appropriate behaviour and language, being consistently aware of and responsive to children who may require additional support, attention, or assistance.
- discuss a wide range of emotions, thoughts, and views constructively with the children within a supportive environment
- not judge or compare one child's development with another
- talk to children about differences and acceptance.



# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY

CONTINUED

### Vacation Care

- provide opportunities for all children to play and learn together, promoting cooperative, caring, and social behaviours.

#### FAMILYS WILL:

- work collaboratively with our Vacation Care Service
- share information about their child's specific needs- their interests, things they do well, strategies that are used at home to support their child, identify routines or situations that may cause physical or emotional challenges
- provide accurate information about their child's additional needs including relevant reports, documentation, NDIS plans, details about support services and other allied professionals
- help to identify possible barriers for inclusion and reasonable adjustments that may be required
- consent to our Vacation Care Service accessing external professional support if required to assist educators manage the diagnosed, or undiagnosed additional needs of their child
- collaborate with external professional support agencies and educators to implement plans to support inclusion
- adhere to our policies that should the safety of other children and staff be compromised enrolment may be suspended or terminated.

#### SOURCE:

Australian Children's Education & Care Quality Authority. (2014).

Australian Government Department of Education, Skills and Employment. (2009) *Belonging, Being and Becoming: The Early Years Learning Framework for Australia*.

Australian Government Department of Education, Skills and Employment. (2011) *My Time, Our Place- Framework for School Age Care in Australia*.

Australian Government Department of Education, Skills and Employment (2014) *Continuity of Learning: A resource to support effective transition to school and school aged care*.

Australian Government Department of Education, Skills and Employment (2020) *Inclusion Support Program (ISP)*

Catholic Education Office Melbourne (2013) *Gifted and Talented Students A resource Guide for Teachers in Victorian Catholic Schools*

Early Childhood Australia Code of Ethics. (2016).

Early Childhood Australia (ECA), & Early Childhood Intervention Australia (ECIA). (2012). Position statement on the inclusion of children with disability in early childhood education and care.

[http://www.earlychildhoodaustralia.org.au/wp-content/uploads/2014/06/ECA\\_Position\\_statement\\_Disability\\_Inclusion\\_web.pdf](http://www.earlychildhoodaustralia.org.au/wp-content/uploads/2014/06/ECA_Position_statement_Disability_Inclusion_web.pdf)

**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**VACATION CARE POLICIES – ADDITIONAL NEEDS POLICY**

**CONTINUED**

Vacation Care

Early Childhood Intervention Australia *National Guidelines for Best Practice in Early Childhood Intervention* <https://www.ecia.org.au/Resources/National-Guidelines-for-Best-Practice-in-ECI>

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Standard. (~~2017~~)-(2020)

New South Wales Department of Education *High Potential and Gifted Education Policy* (2019)

Raising Children *Supporting gifted and talented learning* <https://raisingchildren.net.au/preschoolers/play-learning/gifted-talented-children/supporting-learning>

Revised National Quality Standard. (2018).

**REVIEW**

POLICY REVIEWED: DECEMBER 2020	NEXT REVIEW DATE: DECEMBER 2021
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# WARREN SHIRE COUNCIL


## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – CELEBRATIONS POLICY

(V1-2)

Vacation Care



## CELEBRATIONS POLICY

Rituals and traditions strengthen our partnership with children, families and community bringing a sense of belonging to our Vacation Care Service. We believe that celebrations and cultural traditions need to be handled sensitively. The value in educating children, families and Educators are fundamental to our inclusive program. Both the planning and preparation, and the events themselves, can be a satisfying and pleasurable experience. In school age care, relationships are crucial to a sense of belonging.

*‘Children belong first to a family, a cultural group, a neighbourhood and a wider community. Belonging acknowledges children’s interdependence with others and the basis of relationships in defining identities. In early childhood and throughout life, relationships are crucial to a sense of belonging. Belonging is central to being and becoming in that it shares who children are and who they can become’ (EYLF, 2009, p.7).*

### NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1.1	Approved learning framework	Curriculum decision-making contributes to each child’s learning and development outcomes in relation to their identity, connection with community, wellbeing and confidence as learners and effectiveness as communicators.

QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY		
2.1	Health	Each child’s health and physical activity is supported and promoted.
2.1.3	Healthy Lifestyles	Healthy eating and physical activity are promoted and appropriate for each child.


  

QUALITY AREA 6: COLLABORATIVE PARTNERSHIPS		
6.1.2	Parent views are respected	The expertise, culture, values and beliefs of families are respected, and families share in decision-making about their child’s learning and wellbeing.

### RELATED POLICIES

Anaphylaxis Management Policy Dental Health Policy Diabetes Management Policy	Family Communication Policy Nutrition Food Safety Policy
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1 Childcare Centre Desktop ©2020 – Vacation Care Celebrations Policy



# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – CELEBRATIONS POLICY

CONTINUED

Vacation Care

### PURPOSE

Incorporating celebrations into children's services appropriately, can be used to strengthen the partnership with children and families, creating a feeling of belonging and developing a sense of community amongst families, educators and children.

Celebrations provide an opportunity for children to develop respect for diverse values and beliefs as they learn about practices, which are different to their own. To ensure we are providing an inclusive program and environment, it is imperative to recognise the array of celebrations, both religious and worldly, that take place throughout the year in our community and to have an understanding of, and respect for, cultural diversity in our Service.

### SCOPE

This policy applies to children, families, staff, management and visitors of the Vacation Care Service.

### IMPLEMENTATION

#### MANAGEMENT/NOMINATED SUPERVISOR/RESPONSIBLE PERSON WILL ENSURE:

- they value the cultural and social contexts of children and their families (MYOP, p.13).
- they respond to children's expertise, cultural traditions (MTO, p.13).
- religious celebrations such as Christmas and Easter are recognised within the Service and reflected in our programs
- educators who are culturally competent respect multiple cultural ways of knowing, seeing and living, celebrate the benefits of diversity and have an ability to understand and honour differences. This is evident in everyday practice when educators demonstrate an ongoing commitment to developing their own cultural competence in a two-way process with children, families and communities (MYOP, p.15).
- cultural celebrations that are significant to our families and relevant to our broader community are implemented within the service.
- families are aware of the *Celebration Policy* during their orientation process and kept updated throughout the year via centre correspondence
- healthy options for birthday celebrations are discussed with families which may include fruit platter, fruit salad, watermelon balls or muffins in preference to a cake
- families discuss cake options with the nominated supervisor prior to celebrations
- if a cake is required for a child's birthday it is recommended that cupcakes be provided as this reduces the major cross-contamination allergy risks associated with most other cakes (nuts, eggs) and are more hygienic for educators to manage

**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**VACATION CARE POLICIES – CELEBRATIONS POLICY**

**CONTINUED**

Vacation Care

- parents provide ingredients of any cakes brought to the service (if store bought, the 'use by' date must be clearly labelled)
- families are reminded that we are 'Allergy Aware' service prior to celebrations and food that cannot be brought into the Vacation Care Service is clearly identified
- educators are aware and make alternate arrangements if families would prefer that their child does NOT participate in such celebrations
- if this is the case, we will respect the rights and feelings of this child and will provide an alternative experience for them to participate in so that they do not feel that they are being left out
- families are encouraged to be involved in the preparation and/or the celebration in the Service
- educators remain current with the professional knowledge and skills that support planning for and engaging in culturally inclusive practice
- they liaise with our local Aboriginal educational consultative group to provide advice on relevant cultural celebrations and correct protocols to be followed (e.g. NADIOC Week, Sorry Day, National Reconciliation Week)
- advance planning is adhered to if food or drink is provided for children at the Service. Additionally, all parents must be advised prior to the celebration. This allows for any feedback / concerns from parents which can then be considered as part of the normal planning involved in such activities.
- safety issues are considered prior to the implementation of celebratory experiences.
- our *Nutritional Food Safety Policy* is reflected when planning for celebrations.

**EDUCATORS WILL:**

- seek written approval from the Nominated Supervisor prior to any celebrations where food is provided to children.
- ensure the use of candles is carried out with the children's safety in mind and fully supervised. A full risk assessment will be submitted to the Nominated Supervisor prior to such celebrations.
- ensure each child is provided with a separate cupcake (with a candle, if they wish) for the child celebrating their birthday
- be aware of cultural tokenism and stereotyping
- encourage and support family members to be involved in sharing their customs and celebrations with our Service
- sensitivity to issues such as family composition is respected (eg: Mother's & Father's Day)
- ensure children have the agency to make choices about the celebrations they would like to participate in, engaging families to give advice on customs
- ensure that children have the resources and time necessary to be able to celebrate effectively



# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – CELEBRATIONS POLICY

CONTINUED

### Vacation Care

- ensure that families who do not wish to be involved in celebrations have an option to not participate
- balance family values about receiving gifts and products from their children and educator's values about avoiding product-based activities by developing creative and meaningful gifts for families
- notify the community about the celebration e.g. taking photos to display on the Service notice board or displaying children's artwork and drawings about the celebration
- provide opportunities for children to participate in 'open-ended' celebration activities
- provide a flexible program that enables children to have agency about the activities in which they participate
- celebrate traditions and customs relevant to children and community
- ensure that the same amount of time and energy is dedicated to ALL celebrations
- invite educators and families to share their own personal experiences of celebrations
- ensure resources such as picture storybooks, images, and music are reflective of contemporary celebrations to which children can relate
- be respectful of all religions and cultural backgrounds.

#### SOURCE

Australian Children's Education & Care Quality Authority. (2014).  
Australia Children's Education & Care Quality Authority. (2018). *Guide to the National Quality Framework*.  
Australian Government Department of Education, Skills and Employment. *My Time Our Place: Framework for School Age Care in Australia*. (2011).  
Early Childhood Australia Code of Ethics. (2016).  
Education and Care Services National Law Act 2010. (Amended 2018).  
[Education and Care Services National Regulations](#). (2011).  
Guide to the National Quality Framework. (2017). (Amended 2020).  
National Health and Medical Research Council. (2013). 5<sup>th</sup> *Staying healthy: Preventing infectious diseases in early childhood education and care services*.  
Revised National Quality Standard. (2018).

#### REVIEW

POLICY REVIEWED: DECEMBER 2020


NEXT REVIEW DATE: DECEMBER 2021

**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
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ITEM 1

VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY

(V1-2)

Vacation Care



## EDUCATIONAL PROGRAM POLICY

Research accentuates that quality programs significantly influences children’s growth and development. We have the opportunity to construct a supportive learning environment and program, with inspirations from the children and families. This contribution can encourage children to feel a sense of control over their actions, interactions, to explore, be curious and test out their understanding of themselves others and the world around them.

In school age education and care services, the educational program supports learning through play and leisure. Based on the nationally approved learning framework, My Time, Our Place: Framework for School Age Care (MTOF), the educational program *‘includes all the spontaneous and planned experiences for children at the Service designed to support wellbeing and facilitate learning. It includes all the interactions, experiences, routines and events’* (MTOF, p.42).

**NATIONAL QUALITY STANDARD (NQS)**

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1	Program	The educational program enhances each child’s learning and development
1.1.1	Approved learning framework	Curriculum decision making contributes to each child’s learning and development outcomes in relation to their identity, connection with community, wellbeing, and confidence as learners and effectiveness as communicators.
1.1.2	Child-centred	Each child’s current knowledge, strengths, ideas, culture, abilities and interests are the foundation of the program.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child’s learning.
1.2	Practice	Educators facilitate and extend each child’s learning and development.
1.2.1	Intentional teaching	Educators are deliberate, purposeful, and thoughtful in their decisions and actions.
1.2.2	Responsive teaching and scaffolding	Educators respond to children’s ideas and play and extend children’s learning through open-ended questions, interactions and feedback

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# WARREN SHIRE COUNCIL

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ITEM 1

VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY

(V1-2)

Vacation Care		
1.2.3	Child directed learning	Each child's agency is promoted, enabling them to make choices and decisions that influence events and their world.
1.3	Assessment and planning	Educators and co-ordinators take a planned and reflective approach to implementing the program for each child.
1.3.1	Assessment and planning cycle	Each child's learning and development is assessed or evaluated as part of an ongoing cycle of observation, analysing learning, documentation, planning, implementation and reflection.
1.3.2	Critical reflection	Critical reflection on children's learning and development, both as individuals and in groups, drives program planning and implementation.
1.3.3	Information for families	Families are informed about the program and their child's progress.
<b>EDUCATION AND CARE SERVICES NATIONAL LAW AND REGULATIONS</b>		
73	Educational programs	
74	Documenting of child assessments or evaluations for delivery of educational program	
75	Information about educational program to be kept available	
76	Information about educational program to be given to parents	
118	Educational leader	
148	Educational leader	
274A	Programs for children over preschool age	
289A	Programs for children over preschool age	
298A	Programs for children over preschool age	
<b>RELATED POLICIES</b>		
Additional Needs Policy Behaviour Guidance Policy Celebrations Policy Code of Conduct Policy Cyber Safety Policy Excursion Policy Family Communication Policy		Interactions with Children, Family and Staff Policy Multi-Cultural Policy Photograph Policy Privacy and Security Policy Respect for Children Policy Supervision Policy Record Keeping and Retention Policy
<b>PURPOSE</b>		
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# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

### ITEM 1 VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY CONTINUED

#### Vacation Care

To enhance children's learning and development through the pedagogical practices of educators and families in a positive learning environment which is promoted across the five learning outcomes from *My Time, Our Place: Framework for school age care in Australia*. The program will nurture the development of life skills and complement children's experiences, opportunities and relationships at school, at home and in the community.

#### SCOPE

This policy applies to children, families, staff and management of the Service.

#### IMPLEMENTATION

The National Quality Framework focuses on outcomes for all children. It requires Out of School Hours Care services to deliver a tailored program catering to the children's age, skill, interests and abilities through a variety of challenging and recreational activities. Developing an educational program involves observing, gathering and interpreting information about children to inform the preparation of environments and experiences that engage them and are meaningful for them. It also involves reflecting on and documenting children's experiences and learning.

Under the National Law and National Regulations, approved services are required to base their educational program on an approved learning framework. The program should focus on addressing the developmental needs, interests and experiences of each child, while taking into account the individual differences of each child.

The national approved learning framework which outlines practices that support and promote children's learning is *My Time, Our Place: Framework for School Age Care in Australia ('Framework for School Age Care')*. The aim of the Framework for School Age Care is to extend and enrich the wellbeing and development of school age children in education and care settings. It acknowledges time and place as children engage in a range of play and leisure experiences that allow them to feel happy, safe and relaxed; interact with friends and practice social skills; solve problems; try new activities; and learn life skills. This Framework for School Age Care is strongly linked to the Early Years Learning Framework and extends the principles, practices and outcomes to accommodate the contexts and age range of the children and young people who attend school age care settings. Further it supports Goal 2 of the Melbourne Declaration on Educational Goals for Young Australians that all young Australians become:

- successful learners
- confident and creative individuals and
- active and informed citizens.
- (Commonwealth of Australia, 2009, p.5).

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

### ITEM 1 VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY CONTINUED

#### Vacation Care

#### THERE ARE ALSO JURISDICTION-SPECIFIC APPROVED LEARNING FRAMEWORKS, WHICH INCLUDE:

- Victoria: Victorian Early Years Learning and Development Framework  
<https://www.vcaa.vic.edu.au/curriculum/earlyyears/veyldf/Pages/Index.aspx>
- Western Australia: Pre-primary to Year 10 Western Australian curriculum  
<https://k10outline.scsa.wa.edu.au/home/teaching/curriculum-browser>

#### OUR SERVICE IS COMMITTED TO MY TIME, OUR PLACE: FRAMEWORK FOR SCHOOL AGE CARE IN AUSTRALIA (MTOPI)

- Each child's learning will be based on their interests, strengths, and capabilities, and guide educators to ensure a range of experiences across all outcomes are provided.
- Educators will work in collaboration with families to provide relevant learning experiences for each child, based on their interests and family experiences.
- Every child will be equally valued. Their efforts, achievements and learning, and those of others will be celebrated.
- Educators will observe and record children's engagement with learning life skills and engagement with learning.
- Educators will document and evaluate children's wellbeing, development, and learning.
- Educators will work closely with children and families to produce ideas for the curriculum and leisure activities.
- Learning Outcomes will be linked to the curriculum during and after each child's learning has occurred.
- The curriculum will be constructed on the children's interests; educators will build upon and extend on children's interests, spontaneous experiences and family contributions.
- Educators will assess, anticipate, and extend children's ideas.
- Where appropriate, the Service will liaise with external agencies and support persons to best educate and care for children with additional needs.
- Educators will use reflection and documentation to inform and evaluate programs and to support children in achieving learning outcomes.

#### THE APPROVED PROVIDER WILL ENSURE:

- the education leader selected is supported to lead the development and implementation of the educational program and assessment and planning cycle within the service

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**ITEM 1                      VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY                      CONTINUED**

Vacation Care

- the educational leader has the skills, knowledge and attributes to mentor and support educator's understanding of educational programming and practice
- the staff record includes the name of the person designated as the educational leader

**MANAGEMENT / NOMINATED SUPERVISOR / RESPONSIBLE PERSON/ EDUCATIONAL LEADER**

**WILL:**

- ensure that a suitable program based on an approved learning framework is delivered to all children
- collaborate with educators and provide curriculum direction and guidance
- ensure all educators work as a team in preparing and/or implementing the curriculum based on the Service's philosophy
- ensure the program is inclusive of all children. Management will make appropriate, professional referrals where necessary with family permission
- communicate with families on a regular basis
- ensure each child is acknowledged for their uniqueness in a positive way
- support children's efforts and ideas, assisting and encouraging as appropriate
- be consistently aware of and responsive to children who may require additional support, assistance or attention, noticing and listening carefully to children's concerns and discussing diverse perspectives on issues of inclusion and exclusion and fair and unfair behaviour
- ensure the educational program is displayed in a place that is accessible to parents and families
- ensure a copy of the program is available at all times

**EDUCATORS WILL:**

- collaborate with children to influence the program in response to their own strengths, ideas, abilities and interests
- provide play and leisure opportunities that are meaningful to children and support their wellbeing, learning and development
- implement a planning cycle that takes into account the unique nature of school age care
- plan, document and evaluate children's learning which will underpin the educational program
- ensure the educational program is evidence based and built on information including evaluations, observations and parent feedback/suggestions
- document children's wellbeing and learning, utilising contemporary theories and research concerning children's play, leisure, and learning, and make this visible to children, educators and families
- promote shared learning and collaboration

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**ITEM 1                      VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY                      CONTINUED**

Vacation Care

- ensure each child's participation and engagement in the program
- ensure materials and equipment reflect the cultural diversity that exists in our society
- respond to children's ideas and play and use intentional teaching to scaffold and extend each child's learning
- provide experiences that actively promote and initiate the investigation of ideas, exploration, prediction, and hypothesizing
- gather information from families upon enrolment regarding the child's needs, interest and family backgrounds. This information is treated as confidential and allows educators to provide experiences that interest and extend children's current development and learning. We feel that it is important to develop a partnership between parents and educators to ensure that consistency between home and the Service occurs and that the best possible care is provided.
- make sure information about the child's participation in the program is available for families
- support the development of dispositions such as confidence, curiosity, persistence, imagination, and creativity
- respond to children's displays of learning dispositions by positively commenting on them and providing encouragement and additional ideas
- use the learning outcomes to guide their planning for children's learning
- intentionally scaffold children's understanding and learning
- make use of spontaneous 'teachable moments' to extend children's learning
- further extend critical thinking skills and problem-solving skills through provocations
- plan realistic curriculum goals for children considering the period of time the child is being educated and cared for by the service
- ensure documentation and evaluations are readily understood by parents

**The program will provide a variety of developmentally appropriate experiences and materials that are selected to achieve the following goals:**

- Foster positive self-concept
- Foster high-level thinking skills
- Develop social skills
- Encourage children to reason, question and experiment
- Support language development
- Enhance physical development and skills
- Foster independence and initiative
- Encourage and demonstrate sound health, safety and nutritional practices



# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

### ITEM 1 VACATION CARE POLICIES – EDUCATIONAL PROGRAM POLICY CONTINUED

#### Vacation Care

- Encourage creative expression
- Respect cultural diversity of staff and children
- Respect gender diversity

#### SOURCE

Arthur, L., Beecher, B., Death, E., Farmer, S., & Dockett, S. (2017). *Programming and planning in early childhood settings (7<sup>th</sup> Ed.)*. North Ryde, Australia: Cengage Learning Australia.

Australian Children's Education & Care Authority (2017) National Quality Framework- Information sheet *Documenting Programs for School Age Services*

Australian Government Department of Education, Skills and Employment. (2011). *My Time, Our Place: Framework for School Age Care in Australia*.

Early Childhood Australia Code of Ethics. (2016)

Education and Care Services National Law Act 2010. (Amended 2018).

[Education and Care Services National Regulations](#). (2011).

Frith, D., Kambouris, N., & O'Grady, O., & University of New South Wales. School of Public Health and Community Medicine (2003). *Health & safety in children's centres: model policies & practices (2nd ed)*. School of Public Health and Community Medicine, University of New South Wales on behalf of the Australian Early Childhood Association (NSW Branch), and the NSW Children's Services Health and Safety Committee, [Sydney].

Guide to the National Quality Standard. (2018).

Guide to the National Quality Framework. (2017). (Amended 2020).

Victoria State Government Education and Training *Guide to Outside School Hours Care (OSHC) Provision* (2017) <https://www.education.vic.gov.au/Documents/school/teachers/management/oshcprovisionguide.pdf>

#### REVIEW


POLICY REVIEWED: 2020	NEXT REVIEW DATE: DECEMBER 2021
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**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
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ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY

(V1-2)

Vacation Care


## MULTI-CULTURAL POLICY

Australia is an increasingly multi-cultural society and as we recognise more cultural and ethnic diversity, it is imperative we lead children in recognising and respecting similarities and differences in cultures. The cultural beliefs, linguistic and religious diversity represented within our Vacation Care Service and wider community helps to form the foundation of the program being implemented to ensure we are promoting an inclusive environment for all children.

*There were never in the world two opinions alike, any more than two hairs or two grains. Their most universal quality is diversity.*

Michel De Montaigne, 1533–1592


**NATIONAL QUALITY STANDARD (NQS)**

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1.1	Approved learning framework	Curriculum decision-making contributes to each child's learning and development outcomes in relation to their identity, connection with community, wellbeing, confidence as learners and effectiveness as communicators.
1.1.2	Child-centred	Each child's current knowledge, strengths, ideas, culture, abilities and interests are the foundation of the program.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child's learning.
1.2.2	Responsive teaching and scaffolding	Educators respond to children's ideas and play and extend children's learning through open-ended questions, interactions and feedback.
1.2.3	Child directed learning	Each child's agency is promoted, enabling them to make choices and decisions that influence events and their world.

QUALITY AREA 3: PHYSICAL ENVIRONMENT		
3.2	Use	The service environment is inclusive, promotes competence and supports exploration and play based learning.
3.2.1	Inclusive environment	Outdoor and indoor spaces are organised and adapted to support every child's participation and to engage every child in quality experiences in both built and natural environments.

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# WARREN SHIRE COUNCIL

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ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY

(V1-2)

Vacation Care		
<b>QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN</b>		
5.1	Relationships between educators and children	Respectful and equitable relationships are maintained with each child.
5.1.1	Positive educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.
<b>QUALITY AREA 6: COLLABORATIVE PARTNERSHIP WITH FAMILIES</b>		
6.1	Supportive relationships with families	Respectful relationships with families are developed and maintained and families are supported in their parenting role.
6.1.1	Engagement with the service	Families are supported from enrolment to be involved in the service and contribute to service decisions.
6.1.3	Families are supported	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
6.2	Collaborative partnerships	Collaborative partnerships enhance children's inclusion, learning and wellbeing.
6.2.2	Access and participation	Effective partnerships support children's access, inclusion and participation in the program.
6.2.3	Community engagement	The service builds relationships and engages with its community
<b>EDUCATION AND CARE SERVICES NATIONAL REGULATIONS</b>		
155	Interactions with children	
156	Relationships in groups	
2	Childcare Centre Desktop ©2020– Vacation Care Multicultural Policy	
		

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY

(V1-2)

Vacation Care

**RELATED POLICIES**

Additional Needs Policy Anti-Bias and Inclusion Policy Celebrations Policy Educational Programming Policy Family Communication Policy	Interaction with Children, Family and Staff Policy Non - English-Speaking Background Policy Orientation of New Families Policy Parental Interaction and Involvement Policy Respect for Children Policy
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**PURPOSE**

To develop affirmative attitudes, concepts, and beliefs towards the acceptance of diversity and different cultures. Respect for diversity is a key element of quality care. Recognising, understanding and respecting cultural practices and beliefs are essential for the development of identity and self-esteem. Our cultural diversity in Australia is one of our greatest strengths and part of our national identity. Facilitating a sense of identity is a key outcome from *My Time, Our Place* Framework for School Age Care in Australia.

**SCOPE**

This policy applies to children, families, staff, management and visitors of the Vacation Care Service.

**IMPLEMENTATION**

Our Service values and celebrates multicultural diversity by building respectful partnerships with families and local communities. We promote and embrace cultural and linguistic differences and provide an inclusive and equitable environment for children to develop their sense of belonging and enhance their learning and well-being.


  

**MANAGEMENT/NOMINATED SUPERVISOR/RESPONSIBLE PERSON WILL ENSURE:**

- equitable access to the Service is provided to children and families from all cultural and linguistic backgrounds
- all children and families are respected and treated equally and fairly at all times
- the Service communicates, engages and consults with our culturally diverse communities
- a sense of inclusion for all families is embraced within the Service
- specific programming and cultural awareness activities and experiences, identifying similarities and differences and learning about a variety of cultural celebrations
- inclusive teaching practices recognise and respect the cultural, linguistic and religious backgrounds of all children

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# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY

(V1-2)

### Vacation Care

- all staff follow protocols for teaching Aboriginal and Torres Strait Islander culture and language
- the service builds and maintains cultural resources to appropriately reflect cultures within the service and community
- children, families, and staff respect and value others, including those who are different from themselves
- children, staff, and families' cultural backgrounds are reflected in developing routines and programs consistent with best practice and that foster positive outcomes for all stakeholders.
- positive community relations are promoted and methods of communication with families are translated into home languages as required
- the capacity of staff to meet the specific learning and wellbeing needs of children from culturally diverse backgrounds is met through professional learning opportunities for educators
- the unique cultural and social perspectives of each family is acknowledge and celebrated
- all children and families are welcomed and respected regardless of race, culture, colour of skin, socio-economic status, ability, family composition, belief systems or lifestyles
- positive attitudes are role-modelled towards differences in appearance, culture, and lifestyle.
- all staff follow the principles of the Early Childhood Australia Code of Ethics.

#### EDUCATORS WILL:

- create and maintain an inclusive environment that enhances children's development, self-worth and dignity
- act in the best interests of all children at all times
- engage parents and families in planning cultural days, events or celebrations
- seek to protect the integrity of Aboriginal and Torres Strait Islander cultural expressions and language
- encourage children to respect and value others, including those who are different from themselves.
- ensure children do not exclude others on the basis of differences such as race, sex, or ability.
- work to ensure that the self-identity of each child is valued and respected
- encourage children to explore and accept diversity
- challenge bias and stereotypes
- address bias or comments about difference and treat as an opportunity to increase children's understandings
- model inclusive practices
- use unbiased language: Avoid racist, sexist, discriminatory, and/or stereotyped remarks or comments
- ensure own interactions are caring and responsive to all children in the OSHC service
- demonstrate respect for all children and families.

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY

CONTINUED

### Vacation Care

- ensure displays, posters, children's books, and other materials are monitored to ensure they are culturally inclusive
- be sensitive and respectful to specific cultural behaviour or dress, which may be different to their own.
- ensure each child's current knowledge, ideas, culture, abilities, and interests are consistently, actively and appropriately incorporated into all aspects of the program
- develop deep understanding in the culture and language of the Vacation Care Service families and in that of the broader community, without compromising their cultural identities.

### RESOURCES

Reconciliation Australia- [Reconciliation Action Plans](#) (RAP)

Victorian Aboriginal Education Association Inc. Early Years Unit

[Aboriginal Early Childhood Cultural Protocols](#)

[Walking Together](#)

### SOURCE

Australian Children's Education & Care Quality Authority. (2014).

Australian Government Department of Education, Skills and Employment. (2009) *Belonging, Being and Becoming: The Early Years Learning Framework for Australia*.

Australian Government Department of Education, Skills and Employment. (2010) *My Time, Our Place- Framework for School Age Care in Australia*

Australian Government. Department of Home Affairs. (2019) Harmony Day <https://www.harmony.gov.au/about>

Early Childhood Australia Code of Ethics. (2016).

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations. (2017).

Guide to the National Quality Standard. (2020)

Kearns, K. (2017). *The Business of Childcare* (4<sup>th</sup> Ed.).

Lady Gowrie NSW: <https://www.gowriensw.com.au/>

Reconciliation Australia, Narragunnawali: Reconciliation in Education, (2019).

<https://www.narragunnawali.org.au/about>

Revised National Quality Standard. (2018).

Scarlet, R. R. (Ed.). (2016). *The anti-bias approach in early childhood* (3<sup>rd</sup> ed.). Australia: Multiverse.

# WARREN SHIRE COUNCIL

Policy Report of the Manager of Health and Development  
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ITEM 1

VACATION CARE POLICIES – MULTI - CULTURAL POLICY


CONTINUED

Vacation Care

REVIEW

POLICY REVIEWED: DECEMBER 2020	NEXT REVIEW DATE: DECEMBER 2021
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**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
**to the Ordinary Meeting of Council to be held in the**  
**Community Room, Warren on Thursday 22nd April 2021**

ITEM 1

VACATION CARE POLICIES – TECHNOLOGY / MEDIA POLICY

(V1-2)

Vacation Care



## TECHNOLOGY/MEDIA POLICY

Digital technologies and computers have become an integral part of many children’s daily lives. For this reason, it is important that our educators are not only familiar with the use of digital technologies, but are able to guide children’s understanding of, and ability interact, engage access and use a range of digital technology. Technology and media items will only be used as an extension to the daily program assisting in the development of social, physical, emotional, cognitive, language and creative potential of each child. Digital technology can be helpful in the retelling of stories about our culture, help to celebrate diversity and assist in providing an inclusive and equitable educational program.

**NATIONAL QUALITY STANDARD (NQS)**

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1.1	Approved learning framework	Curriculum decision-making contributes to each child’s learning and development outcomes in relation to their identity, connection with community, wellbeing, and confidence as learners and effectiveness as communicators.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child’s learning.


**EDUCATION AND CARE SERVICES NATIONAL REGULATIONS**

73	Educational Program
76	Information about educational program to be given to parents
155	Interactions with children
156	Relationships in groups
181-184	Confidentiality of records and storage of records

**RELATED POLICIES**

Child Safe Environment Policy Code of Conduct Policy Cyber-safety policy Educational Program Policy	Mobile Device Usage Policy Privacy and Confidentiality Policy Social Media Policy
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# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Community Room, Warren on Thursday 22nd April 2021

### ITEM 1 VACATION CARE POLICIES – TECHNOLOGY / MEDIA POLICY

(V1-2)

#### Vacation Care

##### PURPOSE

Our Service will implement responsible behaviour when using technology, respecting the Service, children and the privacy of families and educators. Educators will exercise appropriate judgment and behave in a professional and ethical manner when using technology.

##### SCOPE

This policy applies to children, families, staff, management and visitors of the Vacation Care Service.

##### IMPLEMENTATION

Digital technology, when used appropriately, can be a tool for learning, especially when educators play an active role. The Internet is a magnificent resource for research, communication and extending programming ideas and interests. Technology use within our Service aims to encourage children to solve problems and use logical reasoning, leading children to make decisions and choices and assisting them to use computer software competently and safely.

In the Vacation Care environment it is also important to have a school/leisure balance which means allowing time for play and leisure activities (*My Time, Our Place*). To achieve this, our Vacation Care Service may offer children opportunities to use age-appropriate and non-violent video games and/or gaming apps under the supervision of educators. Mobile devices are not permitted to be utilised in our Vacation Care Service (*see Mobile Device Usage Policy*).

##### DEFINITIONS OF TERMS

- App: An abbreviation of the term 'Application'- refers to small programs that can be downloaded or installed on mobile phones
- Coding: Process of creating and inputting messages that can be understood by others or a digital device such as a computer robotic toy or app
- Digital data: Information that is transmitted digitally, including (but not limited to) text, audio, images and video
- Digital technology: enables large amounts of data to be stored and shared so it can be accessed, created and used by people anywhere and at any time
- Digital documentation: recording and analysing children's engagement and learning using digital tools. (includes photos, text and video and may be communicated via an online program).



# WARREN SHIRE COUNCIL

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ITEM 1

VACATION CARE POLICIES – TECHNOLOGY / MEDIA POLICY

(V1-2)

### Vacation Care

Interactive whiteboard: a digital screen that projects content for groups of children to view or co-view or co-engage. Incorporates touch sensitive or responsive controls so the user may engage via the screen rather than a mouse or keyboard

(source: ECA Statement on young children and digital technologies, 2018.)

#### Examples of technology used within our service may include:

- touchscreen devices- tablets (iPads)
- programs that develop literacy or numeracy skills with ICT such as word processing, desktop publishing
- internet and information literacy skills
- Robotic toys- such as bee bots
- scanners
- Interactive whiteboards/data projectors

#### MANAGEMENT/NOMINATED SUPERVISOR WILL:

- maintain a positive culture that includes and promotes safe, responsible and respectful use of digital devices and online services
- identify technology training needs of educators and provide professional development
- provide information and resources to educators from the eSafety Commissioner re: online safety
- ensure the Service *Privacy and Confidentiality Policy* is adhered to at all times by staff and educators
- ensure there is no unauthorised access to the Service's technology facilities (programs, software program etc.)
- ensure all educators have appropriate login details to provide secure usage
- ensure all technological devices have current virus protection software installed
- develop guidelines about how technology will be used within our Service
- provide information to parents about technology use within the Service
- seek permission from families to use digital documentation including photographs of children via social media and/or other forms of documentation platforms (see: *Social Media Policy*)
- provide a range of technology devices for educators to utilise- Smartboards, iPads, printers
- must ensure that no breaches of copyright eventuate if screening/viewing DVDs

#### EDUCATORS WILL:

- comply with current legislation and Service policies
- keep passwords confidential

**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**VACATION CARE POLICIES – TECHNOLOGY / MEDIA POLICY**

**(V1-2)**

Vacation Care

- model appropriate use of digital devices and online services for learning purposes
- respond to and report any breaches and incidents of inappropriate use of digital devices and online services to management
- log out of computers and software programs after each use
- only access and modify files and data for which they have authorisation
- not harass, slander, intimidate, embarrass, defame, or seek to offend another person, group of people, or organisation via technological devices
- not make copies of, transmit, steal, or loan copies to other persons of Service documents
- not use personal mobile devices to take photos or breach children and families' privacy.

**IN RELATION TO CHILDREN, EDUCATORS WILL:**

- consider the developmental levels of children when using technology for learning
- support children's natural curiosity for technology within the Service.
- provide children with access to appropriate technologies to help develop their computer literacy skills
- only provide programs or apps that they have viewed and assessed prior to introducing to children
- only provide games that are age-appropriate and non-violent
- strictly supervise all children engaged in using technology
- build on children's learning and inspire the ongoing and enthusiastic acquisition of knowledge through technology
- use technology to build on current projects and document children's learning
- limit the amount of time spent on screens as per recommended screen times
- support children in turn-taking and learning to share when using digital technologies in collaboration with others
- discuss with children the role of screen time in their lives and support them in making appropriate choices about their use of screen time for both education and recreation
- model appropriate screen behaviours and self-regulation to the children
- encourage alternative leisure experiences for rest and relaxation that are not always technology-reliant
- ensure that under no circumstances the screen is used as a reward or to manage challenging behaviours
- educate and support children to begin to develop skills to critically evaluate sources of information on the internet.

**GUIDELINES FOR USE OF TECHNOLOGY WITHIN OUR SERVICE:**

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**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**VACATION CARE POLICIES – TECHNOLOGY / MEDIA POLICY**

**(V1-2)**

Vacation Care

- use of digital technologies are used to promote social interactions between children, peers and adults
- programs must be carefully selected and be suitable to the needs and development levels of each child using or watching various types of technology or media.
- programs and apps will be chosen to support and promote children’s cognitive investment
- technology is used to assist in expanding the content of the daily program and appropriate current affairs (e.g. the Olympic Games, environmental awareness).
- technology is predominantly used where play-based and ‘hands-on’ experiences cannot provide the same information (e.g. investigating planets or dinosaurs). It will not replace appropriate experiences nor professional pedagogy
- programs are chosen that are engaging and age appropriate to children: Only ‘G’ rated television programs and movies will be viewed at the service.
- the use of TV and watching DVD’s will be kept to a minimum. When used:
  - programs depicting violence and/or inappropriate content (including graphic news reports) will not be shown.
  - TV programs or videos will only be shown that have positive messages about relationships, family and life
  - information about programs to be viewed will be shared with families beforehand to ensure that they approve of the content. Information may include:
    - title
    - synopsis
    - rating
    - length of program
  - all content will be socially and culturally considerate and appropriate.
- timeframes for ‘screen time’ according to Australia’s Physical Activity and Sedentary Behaviour Guidelines are:
  - Children 2 to 5 years of age should be limited to less than one hour per day
  - Children 5-12 years of age should limit screen time for entertainment to no more than 2 hours a day
- children will be taught responsible concepts of digital use and citizenship as children are ‘growing up digital’
- only quality developmentally appropriate interactive media will be used.



# WARREN SHIRE COUNCIL

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(V1-2)

Vacation Care

### IN RELATION TO FAMILIES, OUR SERVICE WILL:

- create shared understandings between families, educators and the Service about digital technology use, by adults, in front of children
- provide families with information about the digital technology used within the OSHC Service
- provide information and advice to families about the selection of digital media content, apps and games that are appropriate for use by school aged children
- provide information about the apps and programs used within the Service
- support families to understand that negative effects of exposure to disturbing or arousing content and screens before sleep time

### SOURCE

Australian Government Department of Education, Skills and Employment. (2011). *My Time, Our Place: Framework for School Age Care in Australia*.

Australian Government eSafety Commissioner

Australian Government Department of Health. (2014). Australia's Physical Activity and Sedentary Behaviour Guidelines:

<https://www1.health.gov.au/internet/main/publishing.nsf/Content/health-pubhlth-strateg-phys-act-guidelines>

Early Childhood Australia *Statement on young children and digital technologies*. (2018).

Education and Care Services National Regulations. (2011).

*Fair Work Act 2009* (Cth).

Guide to the National Quality Framework. (2017). (Amended 2020).

Guide to the National Quality Standard. (2017).

Revised National Quality Standard. (2018).

The Australian Council on Children and the Media for the Australian Research Alliance for Children and Youth. (2011). *Television and young children: Quality, choice and the role of parents: What the experts and parents say*.

### REVIEW

POLICY REVIEWED: DECEMBER 2020

NEXT REVIEW DATE: DECEMBER 2021

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
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**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>				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	Lobby the Federal and the NSW Governments to include the Nevertire region in the "Black Spot" funding program as a top priority.
25.3.21	44.3.21	Development of a new Draft Master Plan of the Carter Oval Sporting & Recreational Precinct including the Warren War Memorial Swimming Pool and the General Manager consult with the Community & User Groups of the Carter Oval Sporting & Recreation Precinct including the Warren War Memorial Swimming Pool to develop the Draft Master Plan.	GM	Acknowledgement letters and advice provided to persons who contributed feedback to the Draft Master Plan of the Warren War Memorial Swimming Pool. Investigations commenced in relation to Draft Master Plan of the Carter Oval Sporting & Recreational Precinct including the Warren War Memorial Swimming Pool.
*25.3.21	52.3.21	Orana Joint Organisation	GM	Advice provided to Acting Executive Officer, Orana Joint Organisation which will be considered at the next Board Meeting.
25.3.21	61.3.21	Workshop to Develop a Framework for a Suitable Community Engagement and Participation Policy	GM	Investigations commenced.
*25.3.21	64.3.21	Tender No. T07/2020 – Upgrade/ Refurbishment of Airside Infrastructure including Runways, Taxiways, Aprons, Drainage and Line Marking at Warren Aerodrome	GM	Tender documentation signed and works nearing completion.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Finance and Administration Services</b>				
24.9.20	213.9.20	Sale of Land Nevertire Part Lot 165 DP704130	DMFA	Field Solutions Group contacted. Awaiting acceptance.
*25.3.21	55.3.21	Council Bank Account Signatories	DMFA	Forms have been sent to NAB, waiting on confirmation.
*25.3.21	56.3.21	Alcohol Free Zones	DMFA	Signs updated.
<b>Divisional Manager Engineering Services</b>				
6.12.18	284.12.18	Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units	DMES	Survey completed and a report is to be presented to Council. This project is currently on hold.
27.6.19	129.6.19	Warren Levee Bank Rehabilitation	DMES	Seek funding as soon as practical. This project will remain on hold until funding is acquired. Emergency works plan formulated.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	1. Provide a detailed budget for works. 2. Submit plans and documents to Council for consideration and approval. This project currently on hold.
24.9.20	214.9.20	REF – New Sewage Treatment Works	DMES	Tender accepted. Loan application in progress. Request to be sent to Infrastructure NSW for contribution towards increased costs. Works in progress.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services Continued</b>				
3.12.20	256.12.20	Warren Levee Bank Rehabilitation	DMES	1. Funding currently being pursued for repairs to the reported section of the Warren levee bank. 2. Consulted with State Government representatives seeking financial assistance to rectify deteriorated section. 3. Works to be undertaken in-house using Council staff and local contractors. 4. Local contractors have been liaised with in regards to the methods of repair. 5. Fresh applications have been submitted to the Federal Government Department of Infrastructure.
*28.1.21	21.1.21	2020/21 Fixing Country Roads Grant Round 2 (NSW Government) Submission and the Australian Government Covid-19 Fixing Local Roads and Community Infrastructure Program – Phase 2 Allocation.	DMES	Submissions have been forwarded to Transport for New South Wales (TfNSW) seeking the allocation of funds as part of Round 2 of the Fixing Local Roads Grant for the proposal to upgrade: <ol style="list-style-type: none"> <li>1. Segment 22 of the Ellengerah Road;</li> <li>2. Segment 26 of the Old Warren Road; and</li> <li>3. Segment 04 of the Nevertire Bogan Road.</li> </ol> Funding announced for Ellengerah Road - \$698,771 plus Council's 25% contribution under the Commonwealth Government Fixing Local Roads Round 2 (now included in 2021/22 Draft Estimates.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Manager Health &amp; Development</b>				
27.2.20	36.2.20	Draft Plans of Management	MHD	1. Categories assigned as detailed in report. 2. Crown Reserves classified as identified as operational land. 3. Draft Plans of Management nearing completion.
3.12.20	262.12.20	Council houses - 8 and 21 Deacon Drive	MHD	Complaint lodged with the Department of Fair Trading.
*25.3.21	44.3.21	Warren Gym Asset Replacement Five Year Plan 2.0	MHD	Funding Program has been included in the Draft 2021/22 Estimates.
*25.3.21	58.3.21	Warren Museum and Gallery Association	MHD	Tables, chairs and portaloos arranged.

**RECOMMENDATION:**

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

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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>
22.3.21	United Services Union Council Delegate, Larry Wilson	Warren
22.3.21	Senior Electorate Officer for Roy Butler MP, John Clements	Phone meeting
22.3.21	WOW Agency, Alison McLeod	Online
29.3.21	Adult Riding Club Representatives	Warren
30.3.21	Councillor Walker	Warren
31.3.21	Mayor and Deputy Mayor Meeting	Warren
31.3.21	Manager Window on the Wetlands Centre, Acting CEO RiverSmart Australia Ltd, Shona Whitfield	Warren
6.3.21	Special Manex Meeting	Warren
7.3.21	Mayor and Deputy Mayor Meeting	Warren
1.4.21	Member of the Legislative Assembly, Member for Canterbury, Shadow Minister for Better Public Services, and Member of the Australian Labor Party, Sophie Cotsis MP	Online
13.4.21	Manex Meeting	Warren
14.4.21	Council Workshop	Warren
15.4.21	NSW Rural Fire Service District Manager, Paul Metcalfe	Warren
19-21.4.21	Western Division of Councils of NSW Annual Conference	Broken Hill

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
20.4.21	The Hon. Bronnie Taylor MLC	Broken Hill
20.4.21	The Hon. Mark Coulton MP	Broken Hill
21.4.21	The Hon. Melinda Pavey MP	Broken Hill

**RECOMMENDATION:**

That the information be received and noted.

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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      (C14-7.1, G4-1)**

**RECOMMENDATION:**

That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager:

<b>Project</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
<b>General</b>				
Swimming Pool Refurbishment – Carry Over	764,415	866,750	MHD/ IPM	Back wash waste/rinse pipe works have been installed 10th February 2021. Full project inspection undertaken 29th March 2021 to determine Action Plan to finalise project and to formalise a handover and induction to the Pool Manager.

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ITEM 3

WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Warren Airport Upgrade	2,284,210	1,624,233	IPM	<p>Works for the upgrade of Runway 03/ 21 (Clay, unsurfaced runway), all Aprons and Taxiways, including the sealing of the Taxiway between the sealed runway 09/ 27 and the unsealed runway 03/ 21, rework and sealing of both Taxiways on the sealed runway, Drainage works on Taxiways, Aprons and Runway 03/ 21 and line marking as required by the Civil Aviation Safety Authority, (CASA). Works commenced in November 2020. 90% complete, drainage works are incomplete and have been severely affected by the March 2021 rain. Aircraft refuelling system complete.</p> <p>Terminal building frame designed and purchased, old Terminal building demolished and removed. Quotations currently out for the completion of the construction of the Terminal building.</p>
Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction) (Improvement of Regional Structures Grant MDBA)	1,066,000	55,674	GM / IPM / DMES / TSM	<p>Rescoping has commenced in relation to planting of the final street and park trees in Nevertire and Collie.</p> <p>Works in Warren subject to funding by others of the Warren roundabout reconstruction.</p>
Carter Oval and the Development of the Surrounds Carry Over (Improvement of Regional Structures Grant)	1,256,499	479,127	IPM	<p>Concept Plan - <b>Draft Concept Plan complete</b> – Grant has been approved.</p> <p>Public Liaison – ongoing with user groups.</p> <p>Design Plan – complete.</p> <p>Construction of cricket field / turf wicket commenced. Irrigation installed on Carter Oval. Pathways constructed between sports areas.</p>



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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
				Skate Park – complete.  Splash Park complete. Has been commissioned by contractor but not yet handed over to Pool Manager.  Little A's, Cricket and Soccer storage facilities have been ordered and will be constructed by April/May 2021.  Development of soccer fields started.
Walkway Structures	29,792	5,750	GM / IPM	First structure completed and located in Victoria Park (Table Tennis Sculpture.)
Warren Showground/Racecourse Upgrade Project including:	1,445,468	664,764		Polocrosse Ground Arena Upgrade - Polocrosse office/canteen building complete. Campdraft office/canteen building completed.
<ul style="list-style-type: none"> <li>• Polocrosse Fields Upgrade,</li> <li>• Campdraft Facilities,</li> <li>• Pony Club Cross Country Facilities,</li> <li>• P &amp; A Shed,</li> <li>• Equestrian Arena,</li> <li>• Racecourse Bar and Viewing Area,</li> <li>• Replacement of the Showground Ladies Toilets,</li> <li>• Upgrade of the Electrical Facilities Showies Camping Area,</li> <li>• Upgrade Electrical Facilities Cattlemans Camping Area,</li> <li>• Relocation of Cattle Yards.</li> </ul>	120,000	169	IPM	Equestrian Arena - the covered arena construction is complete. Quotations have been received for electrical and lighting. Quotations being obtained for supply and installation of kick rails. The sand floor complete in February 2021. Roof drainage commenced, but not completed before the March 2021 storms. This allowed water ingress to sand area which is now being investigated to determine if the sand thickness is appropriate and whether the base has been affected by water ingress. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover.
	50,000	Nil	IPM	
	60,000	Nil	IPM	
Upgrade judging and camera towers at the Warren Showground and Racecourse (Crown Reserves Improvement Fund Program)	\$40,370	Nil.	IPM	Works as required and to be determined.

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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
<b>Water Supplies</b>				
Groundwater Augmentation	1,000,000	644,177	IPM	All 3 cross connections are complete. Tanks have been constructed. Tank connections installed Level 2 Electrical Contractor has installed power supply to pumps. Approx. 2400m, of pipe has been laid. Manifolds for Bore Flat & Ellengerah have been installed. Flow meters and level sensors purchased. Flow meters and level sensors to be installed 19-23 April 2021. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat & Ellengerah.
Drought Relief Events	21,227	11,416	GM	Events as required and to be determined.
Warren Tennis Court Upgrade	77,290	48,254	GM / IPM	Currently \$48,254 committed to the project.
Stafford Street Water Tower Mural funded by: Country Arts Support Program (CASP) – \$2,466, Drought Communities Extension Program – \$22,292, Drought Communities Extension Program – Adverse Events Plan - \$5,000, Drought Communities Extension Program – Walkway Sculptures - \$7,500	37,258	Nil.	GM	Artist Sam Brooks has been engaged to undertake concept planning work. The mural work has been put on hold until the project can be completely re-scoped and properly costed, particularly as the Stafford Street Water Tower surface needs to be cleaned and it needs to be ascertained if the Saunders Park surface is suitable for Cherry Picker work or another process if required.

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ITEM 3

WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>Sewerage Services</b>				
Restart NSW Warren STP Upgrade	6,150,000	3,305,835	IPM	The successful tenderer was approved at the Council Meeting on 24/9/2020. The successful tenderer is Gongues Constructions Pty Ltd of Newcastle. Site cleared and first ponds constructed. Started on inlet works and rising main from new SPS 2. Easement required over some private property to avoid Tiger Bay (PWA Design). Easement surveyed and draft agreement between Council and property owner with Lovett and Green Solicitors. Contractor started work early November 2020. Ponds constructed, rising main 30% installed. Inlet works constructed. Gravity main 30% complete. March 2021 wet weather has delayed the project for between 2-3 weeks. Overall project at 65% completion.
Warren Central Business District Toilet Installation	161,942	14,511	IPM /TSM	The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Project planning commenced to determine how to progress the installation of the toilet block.

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WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget Requested	Expend	Resp	Comment
<b>Grant Applications</b>				
Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program	1,000,000	N/A	IPM	Applications closed 12 April 2021. Project involves: Installation of racetrack automatic watering system and pumping facilities and general re-development/refurbishment of other Showground/Racecourse facilities.
Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program	1,000,000	N/A	GM / IPM	Applications closed 12 April 2021. Projects involves: Warren Shire Tourism, Business Development and Macquarie Marshes Signage \$500,000 Warren Town Murals - \$100,000 Rubbish Bins, Electrical Box Murals - \$30,000 Stafford Water Reservoir Stage 2 Mural - \$110,000  Industrial Access Road Grain Silos Mural(s) - \$130,000 Nevetire Water Reservoir Mural - \$130,000
Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project	400,000	N/A	IPM	Applications closed 12 April 2021. Project involves:  Stage 2 of the lighting at Carter Oval includes the installation of lighting towers and lights.
Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project	500,000	N/A	IPM	Applications closed 12 April 2021. Project involves:  The construction of the Bird Viewing Platform and sealed construction of the parking area suitable for buses and recreational vehicles (RV's)

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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget Requested	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Bob Christensen Reserve Walkway and Improvement Project	900,000	N/A	IPM	Applications closed 12 April 2021. The project involves:  Construction of a walkway from Bob Christensen Reserve to Dubbo Street and general improvements of the Bob Christensen Reserve.
ATP Cup Legacy Fund Grant – NSW Office of Sport/ Tennis NSW	90,000	N/A	IPM	Council has been advised of being successful with only \$12,000 of this grant and accordingly the project cannot be commenced due to the impractical amount provided.

**ACRONYMS**

- GM - General Manager
- DMFA - Divisional Manager Finance & Administration
- DMES - Divisional Manager Engineering Services
- MHD - Manager Health and Development Services
- TSM - Town Services Manager
- RIM – Roads Infrastructure Manager
- IPM - Infrastructure Projects Manager

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**ITEM 4                    APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY DARLING ASSOCIATION INC.                    (C12-3.3)**

**RECOMMENDATION**

That Council nominate a Delegate and Alternate Delegate to the Murray Darling Association Inc.

**PURPOSE**

To nominate a Council Delegate and Alternate Delegate to the Murray Darling Association Inc.

**BACKGROUND**

In February 2021 Councillor Mark Beach and the Interim General Manager, Stephen Glen met with both the Chair (Mayor Craig Davies) and Chief Executive Officer (Emma Bradbury) of the Murray Darling Association Inc.

Warren Shire Council has been a member of the Murray Darling Association Inc. for many years however, in recent times has not been represented at relevant meetings of the Association.

**REPORT**

There is a need to appoint a Delegate and Alternate Delegate to the Murray Darling Association Inc.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Membership of the Murray Darling Association Inc. costs Council \$920 per annum.

It would be expected that there would be occasional Delegate attendance of meetings of the Association particularly those meetings that would concern Warren Shire Council, Macquarie Marshes and other relevant matters. Costs of Delegate attendance would be through the Council Delegates expenses within the Estimates. Where possible, these costs would try to be minimalised, however \$1,000 has been added to the Delegates Expenses budget in the Draft 2021/22 Estimates to cover Delegates costs.

**LEGAL IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

N/A

**CONCLUSION**

Over the years, it has been determined that it is important for Warren Shire Council to be a member of the Murray Darling Association Inc. Council should have a Delegate and Alternate Delegate.



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**ITEM 4                    APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY DARLING ASSOCIATION INC.                    CONTINUED**

**Gary Woodman**

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**From:** Emma Bradbury <e.bradbury@mda.asn.au>  
**Sent:** Friday, 19 February 2021 9:29 AM  
**To:** Clr Milton Quigley; Clr Mark Beach; Stephen Glen  
**Cc:** Cr Craig Davies - R10; Sharolyn Taylor; Jess Maher; James Marshall  
**Subject:** Invitation to join the MDA, and information on the Western Weirs Program  
**Attachments:** Letter to Warren Shire Council.pdf; Western-Weirs-FAQs.pdf; Western-Weirs-Project-Update-Nov-2020.pdf

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Cr Beach and Stephen

Thank you for taking the time to meet with Mayor Craig Davies and myself in Warren earlier this week. It was lovely to meet you both.

As discussed, please find attached an invitation for your council to join the Murray Darling Association. Cr Davies and I will be meeting with Jim Bentley later this morning and will raise a number of the issues we discussed then.

I have also provided here some information about the Western Weirs Program following our discussion on that issue.

Information on their website shows that [Water NSW](#) is developing a Strategic Business Case (SBC) to examine the following overarching objectives of the Western Weirs Program:

- Improve water security for towns in the far west region, including Aboriginal communities supplied by those towns.
- Investigate infrastructure options that may improve the adaptive management of flows along the system.
- Investigate weir ownership and future funding arrangements, including consideration of local and state government concerns on the cost of ongoing operations and maintenance of critical river infrastructure.

Please don't hesitate to contact myself or Mayor Davies if you require any further information. We will be in touch shortly with details of the next MDA meeting of councils in your region, and we look forward to working with your council on the important issues of water security in your area.

Kindest regards,



**Emma Bradbury** B.Soc Sci, Grad.Dip Ed, GAICD  
*Chief Executive Officer*  
Murray Darling Association Inc.  
A: 250 Anstruther Street, Echuca VIC 3564 | P: (03) 5480 3805  
M: 0429 905 017 E: [e.bradbury@mda.asn.au](mailto:e.bradbury@mda.asn.au) | W: [www.mda.asn.au](http://www.mda.asn.au)



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admin@mda.asn.au  
www.mda.asn.au  
T (03) 5480 3805  
ABN: 64 636 490 493  
1/250 Anstruther Street  
P.O. Box 1268  
Echuca, Vic 3564

19 February 2021

Cr Mark Beach  
A/GM Stephen Glenn  
Warren Shire Council  
115 Dubbo Street  
Warren, NSW 2824

Dear Cr Beach and Stephen

Thank you for taking the time to meet with Mayor Davies and myself in Warren earlier this week.

As discussed, I would like to take the opportunity to provide detailed information about the benefit to member councils and their communities of membership to the MDA, and invite your council to join the association. This information may be particularly useful as your council prepares its annual budget.

As you are aware, the MDA is the peak body representing councils across the Murray-Darling Basin. As we grapple with changes in climate, inflows, technologies, production and infrastructure, the issue of water security into the future is of acute concern to all councils.

With over 167 councils in the MDB, the ongoing partnership between your Council and the Murray Darling Association elevates local and regional issues and priorities to the state and federal level providing national recognition of local priorities.

Your membership to the MDA delivers social, economic, and environmental benefits to your community by creating partnerships, participating in events, and accessing networks and services that align with and support your Communities plan, in the areas of Community, Environment, Economy and Council.

We know that councils and the local government sector are increasingly resource challenged and are looking for services, relationships and partnerships that assist in achieving your council's and your region's strategic priorities.

Water, land management, energy and community wellbeing are front and centre of almost every council's priorities. A strong relationship between council and the MDA provides opportunities to

- partner with councils and regional groups in providing local case studies and experience to support regional and national positions and advocacy strategies.
- raise the profile of your council and the local government sector through MDA's partnerships with the Commonwealth.
- present strategically aligned priorities, objectives, and advocacy to state and federal governments.
- leverage regional efficiencies and Basin-scale capability and positions.

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[www.mda.asn.au](http://www.mda.asn.au)

*It's in the Balance.*

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**APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY  
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**Benefits to your community**

The MDA fosters a culture of community collaboration and leadership development to improve social, cultural, environmental, and economic well-being across the Murray-Darling Basin.

Working together with member councils and our regions, we achieve policy change and ensure local knowledge informs the national dialogue on water reform, land management, environmental sustainability, leadership development and education, and regional economic diversification.

Your council's participation at MDA region and national meetings builds your council's regional relationships and elevates your community's priorities to the state and federal level, informing decisions and outcomes that impact your local area.

**Benefits to your environment.**

There is no future on a dry riverbed. At the core of our vision is a strong emphasis on science and education to inform policies for the sustainable management of Basin resources to ensure a healthy and prosperous future.

The MDA's vision, which drives our strategic and operational direction, is for *local government and communities to work together to achieve a healthy, vibrant and thriving Murray-Darling Basin*. As a result, the MDA has:

- Partnered with CSIRO with a focus on science and education to address some of the Basin's toughest challenges.
- Advocated for and represented local government in environmental issues, including floodplain harvesting etc.
- Partnered with Murray-Darling Basin Authority, better supporting local government through information sharing and representation.
- Supported regions to develop Climate Ready Communities statements

**Benefits to your economy**

For many, if not all, Basin communities, water security plays an important role in economic growth and sustainability. Through the MDA's regional alignments and partnerships, member councils leverage the value of knowledge sharing across the local government and regional development sectors to peruse water quality, water security and other priorities.

Every year the MDA hosts a range of regionally and nationally significant events delivering economic benefits, both directly and indirectly to Basin communities and regions. The MDA's 77<sup>th</sup> National Conference and AGM is scheduled to be held this year in May at Wentworth.

The MDA provides member councils with partnerships that support regional economic development and diversification initiatives.

**Benefits to your council**

Our mission is to provide high value services to our members, and their communities by delivering quality projects, events and products create enduring value for Basin communities and governments.

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[www.mda.asn.au](http://www.mda.asn.au)

*It's in the Balance.*

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## Western Weirs

### Frequently Asked Questions



#### ***What is the Western Weirs program?***

WaterNSW, together with the Department of Planning Industry and Environment (DPIE)-Water is delivering the Western Weirs program strategic business case. The strategic business case will assess and evaluate the capacity of existing town weirs as part of a whole-of-river system approach to provide water security for respective local towns. Alternative infrastructure options will also be evaluated to improve water security for towns and improve river flows along the Barwon-Darling and Lower Darling rivers.

This strategic business case will be considered by the NSW Government later in 2021. Implementation of the program may include all or some of the following:

- Construction of either new or upgraded weirs at towns incorporating gates and fishways
- Possible removal or lowering of some weirs that do not supply water for towns
- Alternative options to weirs to improve town water security.

#### ***What river systems is the Western Weirs program covering?***

The program covers the Barwon-Darling River and the Lower Darling River.

#### ***Which weirs are being investigated in the study?***


There are currently 28 weirs that have been included in the study area under the following principles:

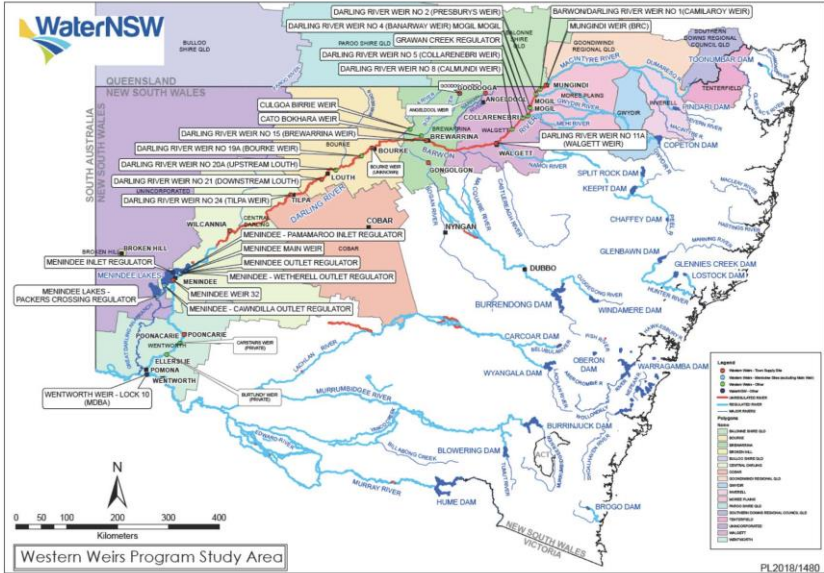
- Weirs are located on the main stem river of the Barwon-Darling or Lower Darling rivers in NSW between Mungindi and Wentworth.
- A weir that is on a tributary to the Barwon-Darling River and its primary purpose is potable drinking water supply for local towns, or its proximity to Barwon-Darling River provides an opportunity to investigate improved system functionality and environmental flows.



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Western Weirs Program Study Area PL2018/1480

**Why are you investigating weirs?**

While a number of weirs along these river systems still serve a useful purpose, many of the weirs are in poor condition. The current infrastructure is also known to have a number of other deficiencies including no system level functionality, flow regulation limitations, town water supply and security concerns and unclear responsibility of structures. Extreme low flows due to drought have also impacted these river systems and in turn affected the health and wellbeing of the region's communities and the environment.

**Which weirs are being considered for possible replacement with gated structures or for other major changes?**

As the strategic business case is still in the options identification phase, it is still to be determined which of these 28 weirs, if any, will be considered for further changes.

**What is the timeline for Western Weirs?**

WaterNSW has received funding to develop a strategic business case that is assessing the options, risks and benefits of taking a holistic operation and management approach. WaterNSW is in the process of identifying options for the program. These options will be evaluated and assessed before the business case is submitted to Infrastructure NSW later in 2021 for assessment.

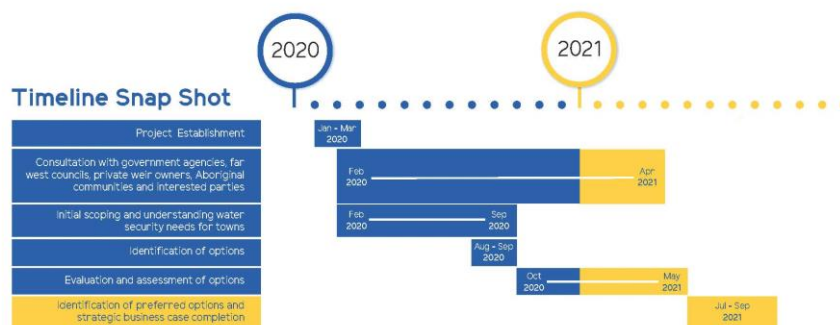
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Consultation with key stakeholders, weir owners and community groups is being undertaken as part of the strategic business case process. COVID-19 has meant some delays to delivering face-to-face consultation; with targeted online sessions being delivered where possible until the project team can safely resume travel.

**Western Weirs project timeline**



**What are the objectives of the Western Weirs Strategic Business Case?**

The aim of conducting this strategic business case is to:

- Improve water security for local towns and Aboriginal communities in the far west region
- Investigate infrastructure options that may improve the adaptive management of flows along the system
- Investigate weir ownership and future funding arrangements to address local and state government concerns on the cost of ongoing operations and maintenance of critical river infrastructure.

**How is the Western Weirs Strategic Business Case funded?**

The Western Weirs strategic business case is funded under the state government's Restart NSW Water Security for Regions program, which aims to help regional communities improve water security.

At this stage, the Western Weirs program has only been funded to undertake a strategic business case.

**When will the strategic business case be completed?**

The strategic business case is due for completion and to be submitted to Infrastructure NSW for review in late 2021.

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***What is a strategic business case?***

A strategic business case is an initial assessment carried out at the beginning of a program to determine whether there is justification to progress to a more detailed stage, known as a final business case.

A strategic business case is the first phase of the Infrastructure NSW gateway review process and includes independent reviews.

Once completed, a strategic business case will provide an understanding of the options that may be developed and analysed further, via the final business case process if this is funded to progress.

WaterNSW will submit the Western Weirs Strategic Business Case through the Infrastructure NSW gateway in late 2021. Infrastructure NSW will determine if the program receives further funding to proceed to the next phase for a more detailed study.

***I want to learn more about the strategic business case and gateway review process.***

More information can be found on the Infrastructure NSW website – <https://www.infrastructure.nsw.gov.au/project-assurance/resources/nsw-gateway-reviews/>

***What is the purpose of conducting a strategic business case for Western Weirs?***

A strategic business case will provide an understanding of the potential options that may be developed and analysed in greater depth, and if the project is funded to progress to a more detailed study, known as a final business case.

The Western Weirs strategic business case is assessing the feasibility of changing the operation of the existing river infrastructure by replacing existing fixed crest weirs with regulated weirs, altering the height of some weirs and possible removal of other weirs. The strategic business case will also assess alternative non-weir options that could have similar benefits for improving town water security.

***Are fishways being considered as part of this program?***

Fishways are proposed for all new weirs or existing weirs that are changed as part of the project.



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***I want to know more about fishways and fish habitats.***

For more information about fishways:

<https://www.dpi.nsw.gov.au/fishing/habitat/rehabilitating/fishways>

To learn more about fish habitats in your region use the clickable map:

<https://www.dpi.nsw.gov.au/fishing/habitat/your-catchment>

***What are the expected program outcomes for the Western Weirs project as a whole?***

If fully implemented, the Western Weirs project aims to:

- Protect cultural values and Aboriginal people's rights, interests and access to water
- Construct new infrastructure to meet town water security needs, which may include an integrated system of gated weirs to replace the current fixed crest weirs along all or parts of the river, or other cost-effective alternative.
- Provide fish passage on all new and existing weirs along the river
- Remove weirs and river structures that provide no effective water supply security outcomes and impede fish passage
- Implement new ownership, maintenance, operations and cost recovery arrangements for infrastructure and operations along the river
- Amend the Water Sharing Plans, if new infrastructure improves the opportunity for adaptive management of flows.

***Why are there weirs in NSW?***

There are estimated to be over 3,000 weirs on rivers in New South Wales and they have a long history in supporting the amenity of the towns and properties they serve.

Most weirs were originally built to provide a reserve of water for towns or properties to carry them through dry periods. Others were built to facilitate diversion of water into effluent streams or onto floodplains to spread the productive benefits of water over a wider area. In more recent years, weirs have been built to help river operators manage releases from dams or to increase water depth for pumps and diversion channels in major irrigation developments. And, in a few cases, weirs have been built for purely recreational or aesthetic purposes. In some rivers, significant lengths of stream are held behind weirs. For example, 40 percent of the Barwon-Darling River is captured in weir pools.



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***Why is WaterNSW working with NSW Department of Planning Industry and Environment (DPIE) on this project?***

The Western Weirs program is closely aligned with the Western Regional Water Strategy that is being developed by the Department of Planning, Industry and Environment. The strategic business case will be reflected in the Western Regional Water Strategy, recognising that the Western Weirs program is a key future consideration for the western region. The project will also be required to consider interactions with the Menindee Lakes SDLAM Project and projects to protect and enhance native fish outcomes, including fish passage.

***I want to know more about DPIE's Regional Water Strategies.***

You can find more information on regional water strategies on DPIE's website: <https://www.industry.nsw.gov.au/water/plans-programs/regional-water-strategies>

***I want to know more about the Menindee Lakes SDLAM Project.***

You can find more information about this project by following this link:

<https://www.industry.nsw.gov.au/water/plans-programs/water-recovery-programs/sustainable-diversion-limits/menindee-lakes>

***Are you consulting the community on this program and, if so, when and how?***

Meeting with stakeholders face-to-face and providing equal opportunities for all stakeholders to be consulted is an important part of our engagement approach. Due to COVID-19 restrictions, consultation for the strategic business case has been delivered online where possible, and face-to-face consultation delayed. To date, WaterNSW has been consulting with far west councils including Brewarrina Shire, Moree Plains Shire, Walgett Shire, Bourke Shire, Central Darling Shire, Wentworth Shire and other weir owners to collate important information on the weirs and receive feedback to input into the strategic business case.

Due to COVID-19, the timing around broader engagement with community groups, including with Aboriginal communities, has been planned from February to April 2021 when face-to-face consultation can resume more safely. Where possible, the project team is continuing engineering, modelling, surveying and assessment work. These activities are currently limited by the COVID-19 restrictions and the team's abilities to be on site and travel regionally with safe arrangements in place.

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***How are you engaging with Aboriginal stakeholders?***

WaterNSW recognises Aboriginal peoples' rights, interest and access to water, and engagement with Aboriginal communities is a key priority for the Western Weirs program.

Due to COVID-19 restrictions, we have deferred all face-to-face engagement until it is safe to resume. An approach for the delivery of Aboriginal engagement is currently being planned. WaterNSW and DPIE-Water are planning to deliver joint consultation sessions with Aboriginal communities, starting in early 2021.

***I am part of a relevant community group. Why haven't we been consulted yet?***

Due to COVID constraints, broader face-to-face consultation has been postponed until it is safe to visit far west communities. We are currently planning to deliver consultation with community groups and Aboriginal stakeholders in early 2021.

***How has the COVID-19 pandemic impacted this project?***

Following the COVID-19 pandemic, which started in March 2020, the NSW Government placed restrictions on travel, public gatherings and social distancing. This has meant we've had to make some changes to some of the activities for the project, so communities are safer.

The WaterNSW project team will ensure any activities on site and face to face will be undertaken with a COVID-19 safety plan in place. Where possible the project team are continuing engineering, modelling, surveying and assessment work. These activities may still be limited by the COVID-19 restrictions and the team's abilities to be on site and travel regionally.

***How do I stay up to date with this project or get in touch with your project team?***

Information and updates are being provided online, over phone and email, and on our website.

Stakeholders can also receive more information on the project via:

**WaterNSW's helpdesk:** 1300 662 077

**WaterNSW's email:** [projects@waternsw.com.au](mailto:projects@waternsw.com.au)

**Western Weirs program webpage:** [www.waternsw.com.au/projects/new-dams-for-nsw/western-weirs-program](http://www.waternsw.com.au/projects/new-dams-for-nsw/western-weirs-program)

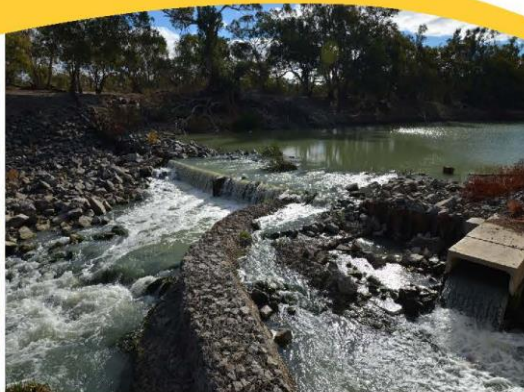


**WARREN SHIRE COUNCIL**  
Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22nd April 2021

**ITEM 4                      APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY DARLING ASSOCIATION INC.                      CONTINUED**

Project Update - November 2020

## Western Weirs



### Gathering local input, feedback and knowledge

Since our last project update, we've continued meeting with far west councils, weir owners and other relevant government agencies and groups. These meetings have been valuable for helping develop the Western Weirs Strategic Business Case (SBC), along with the modelling, surveying and engineering work required to assess the benefits, options and risks of the project.

Local knowledge and feedback is important, even in this early stage of the program, and we appreciate the feedback we have received to date on water security and quality, weir infrastructure and ownership, and the important social and cultural concerns of the communities in this region.

### Engaging with Aboriginal stakeholders and community groups

Engagement and input from Aboriginal stakeholders and communities is a key priority for the Western Weirs Strategic Business Case and we are working to develop the best approach for engagement with the region's communities.

Due to COVID-19 restrictions, engagement with Aboriginal communities and general community groups is now scheduled for early 2021. This also aligns with the Department of Planning, Industry and Environment (DPIE)-Water's consultation schedule so we plan to deliver it jointly and reduce the consultation fatigue for communities.

WaterNSW is looking forward to consulting with community groups and Aboriginal stakeholders in early 2021 where we will ensure a COVID-19 safety plan will be in place to meet all NSW Health requirements.

### Project snapshot

The Western Weirs program is taking a holistic approach to the management of weirs in the Barwon-Darling and Lower Darling river systems to improve water security and sustain communities and economies in the far west region.

There are many weirs along this river system and the current infrastructure is known to have a number of deficiencies. These include poor condition of weirs, no system level functionality, flow regulation limitations, town water supply and water security concerns, and unclear responsibility or maintenance of structures.

**The program is currently in its initial stages: WaterNSW is developing a strategic business case (SBC) to assess the options, risks and benefits of taking such an approach.**

The Western Weirs SBC is funded under the state government's Restart NSW Water Security for Regions program, which aims to help regional communities improve water security.

WaterNSW is working closely with the Department of Planning, Industry and Environment (DPIE) to develop the SBC. The Western Weirs program aligns with the development of DPIE's Western Regional Water Strategy and working together will ensure the SBC will also be reflected in the regional water strategy as one of the key projects for the western region. As part of this approach, we've been collaborating on all stakeholder engagement, including attending and participating in all interviews held to date.

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room, Warren on Thursday 22nd April 2021**

**ITEM 4                      APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY DARLING ASSOCIATION INC.                      CONTINUED**



**COVID-19 and what it means for the Western Weirs project**

Meeting with stakeholders face-to-face and providing equal opportunities for all to be consulted is an important part of our engagement approach. Due to COVID-19 restrictions, and to ensure communities and the project team remain safe, WNSW has been following COVID-19 government directives relating to travel, public gatherings and social distancing.

This has meant that all face-to-face engagement activities, starting from March 2020, have been re-designed and adapted where possible, to an online environment. This includes using digital platforms and phone interviews – all of the meetings with councils and weir owners have been held in this way.

In the meantime, the project team has been continuing, where possible, to progress the necessary engineering, modelling, surveying and assessment work for the SBC. These activities are also currently limited by the COVID-19 restrictions and the team's abilities to be on site and travel regionally with safe arrangements in place.

**What is a strategic business case?**

A strategic business case (SBC) is an initial assessment carried out at the beginning of a program to determine whether there is justification to progress to a more detailed stage, known as a final business case (FBC).

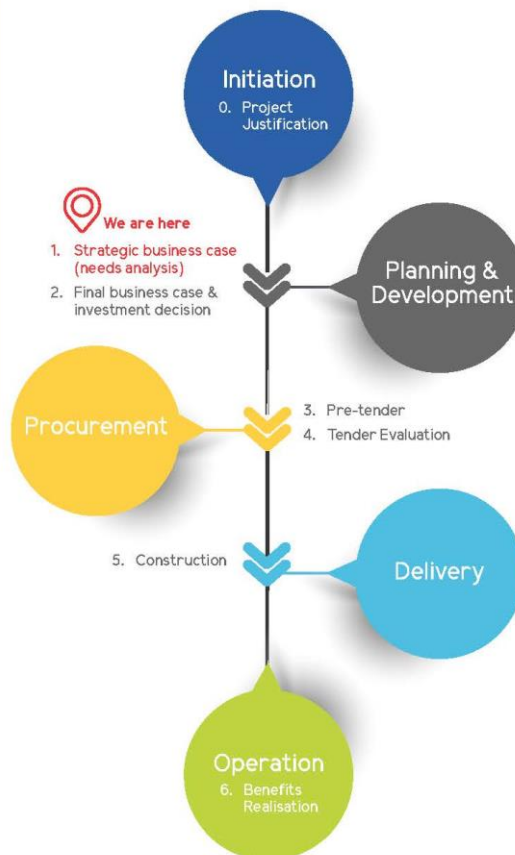
An SBC is the first phase of the Infrastructure NSW gateway review process and includes independent expert reviews.

The Western Weirs SBC will investigate both build and non-build options. For example, it may investigate new weirs or changes to existing policies.

Once completed, an SBC will provide an understanding of the options that may be developed and analysed further, via the FBC process if this is funded to progress.

The Western Weirs program is currently funded to complete the strategic business case. Funding for the final business case and beyond will be subject to government review and recommendation.

**INSW Project Gateway Stages**





**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room, Warren on Thursday 22nd April 2021**

**ITEM 4                      APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE TO THE MURRAY DARLING ASSOCIATION INC.                      CONTINUED**



**Frequently asked questions**

**Which weirs are being investigated in the study?**

There are currently 28 weirs that have been included in the study area under the following principles:

- Weirs are located on the main stem river of the Barwon-Darling or Lower Darling rivers in NSW between Mungindi and Wentworth.
- A weir that is on a tributary to the Barwon-Darling River and its primary purpose is potable drinking water supply for local towns, or its proximity to the Barwon-Darling River provides an opportunity to investigate improved system functionality and environmental flows.

**Which weirs are being considered for possible replacement with gated structures or for other major changes?**

As the strategic business case is still in the options assessment phase, it is still to be determined which of these 28 weirs, if any, will be considered for further changes.

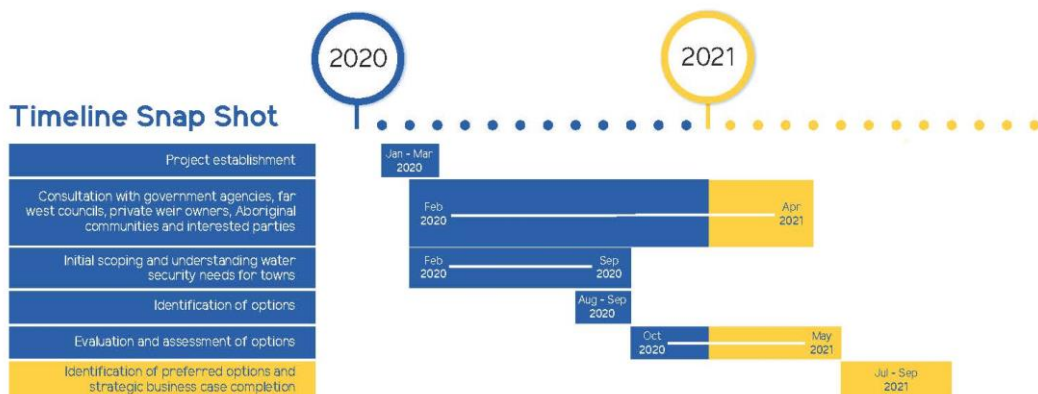
**Are fishways being considered as part of this program?**

Fishways are proposed for all new weirs or existing weirs that are changed as part of the project.

If you have further questions about the Western Weirs program you might find the answer in our **Frequently Asked Questions** now up on the Western Weirs webpage. Alternatively, you can contact the project team via the details at the bottom of this page.

**Next steps at a glance**

- Continue preparing the SBC for submission to the NSW Government.
- The timeline, as illustrated below, is subject to change due to the impacts of restrictions from the COVID-19 pandemic.
- Aboriginal and community groups engagement planned for early 2021 when it is hoped that COVID-19 restrictions lift and face-to-face consultation is safe for communities and the project team.
- Continue engineering, modelling, surveying and assessment work after the lifting of restrictions.



**Keep in touch**

- ☎ Call us on **1300 662 077**
- @ Email Us at **Customer.Helpdesk@waterNSW.com.au**
- 🌐 Visit us at **waterNSW.com.au**
- 🐦 Follow us on Twitter **@WaterNSW**

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2021

(B1-10.16)

## RECOMMENDATION

That the Statements of Bank and Investments Balances as at 31<sup>st</sup> March 2021 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 31<sup>st</sup> March 2021.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 28-Feb-21	Transactions	Balance 31-Mar-21
General	7,681,948.43	(240,162.98)	7,441,785.45
Water Fund	421,755.94	(15,774.14)	405,981.80
Sewerage Fund	1,444,712.37	(249,844.33)	1,194,868.04
North Western Library	57,289.99	(3,181.02)	54,108.97
Trust Fund	133,316.52	0.00	133,316.52
Investment Bank Account	(9,226,270.23)	4,499,980.45	(4,726,289.78)
	<b>512,753.02</b>	<b>3,991,017.98</b>	<b>4,503,771.00</b>

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

ITEM 1

RECONCILIATION CERTIFICATE – MARCH 2021

CONTINUED

## BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	4,516,431.81
Add: Outstanding Deposits for the Month	65.32
Less: Outstanding Cheques & Autopays	(12,726.13)
<b>Balance as per Ledger Accounts less Investments =</b>	<b>4,503,771.00</b>

## INVESTMENTS RECONCILIATION

### Investments as at 31st March 2021

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	216,289.78	Variable	On Call A/c
10	Macquarie Credit Union	1,000,000.00	90 Days @ 0.45%	30-Apr-21
11	National Australia Bank	1,500,000.00	91 days @ 0.30%	17-May-21
12	National Australia Bank	2,000,000.00	91 days @ 0.30%	24-May-21
40	National Australia Bank	10,000.00	180 days @ 0.31%	24-Aug-21
<b>TOTAL INVESTMENTS =</b>		<b>4,726,289.78</b>		

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	5,375,600.00
Internally Restricted Funds Invested	3,122,320.00
2020/21 General Fund Operating Income & Grants	732,140.78
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<b>9,230,060.78</b>

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

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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**ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2021**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A

**LEGAL IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

N/A

**CONCLUSION**

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

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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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 9<sup>th</sup> April 2021 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 the balance of rates and annual charges for the current financial year.

## 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 9<sup>th</sup> April 2021.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

ITEM 2            STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

9TH APRIL 2021

Name of Rate	NETT			COLLECTIONS FOR YEAR		NETT ARREARS	
	ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	208,310	4,977,285	5,185,595	3,970,393	76.57%	1,215,202	23.43%
Warren Water Fund	49,372	467,097	516,469	386,909	74.91%	129,560	25.09%
Warren Sewerage Fund	61,270	493,352	554,622	407,041	73.39%	147,581	26.61%
<b>TOTAL 2020/2021</b>	<b>318,952</b>	<b>5,937,734</b>	<b>6,256,686</b>	<b>4,764,343</b>	<b>76.15%</b>	<b>1,492,343</b>	<b>23.85%</b>
<b>TOTAL 2019/2020</b>	<b>178,732</b>	<b>5,791,531</b>	<b>5,970,263</b>	<b>4,493,323</b>	<b>75.26%</b>	<b>1,476,940</b>	<b>24.74%</b>
<b>TOTAL 2018/2019</b>	<b>128,294</b>	<b>5,542,710</b>	<b>5,671,004</b>	<b>4,359,822</b>	<b>76.88%</b>	<b>1,311,182</b>	<b>23.12%</b>
<b>TOTAL 2017/2018</b>	<b>125,675</b>	<b>5,435,424</b>	<b>5,561,099</b>	<b>4,225,908</b>	<b>75.99%</b>	<b>1,335,191</b>	<b>24.01%</b>
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,350,379</b>	<b>5,487,464</b>	<b>4,139,261</b>	<b>75.43%</b>	<b>1,348,203</b>	<b>24.57%</b>
		9-Apr-17	6-Apr-18	3-Apr-19	08-Apr-20	09-Apr-21	
COLLECTION FIGURES AS \$		4,139,261	4,225,908	4,359,822	4,493,323	4,764,343	
COLLECTION FIGURE AS %		75.43%	75.99%	76.88%	75.26%	76.15%	

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

## ITEM 3 WORKS PROGRESS REPORTS – FINANCE & ADMINISTRATION PROJECTS (S1-1.15, C9-1)

### RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department:

Project	Budget	Expend	Resp	Comment
Council Chambers – Administration Building Improvements Carry Over	1,524,356	1,276,252	GM / DMFA	<p>An additional \$220,000 was allocated by Council at the December 2020 Meeting.</p> <p>New office addition and Community Room now fully operational.</p> <p>Engineering Services Department staff have relocated from the Depot.</p> <p>General Manager, Mayor and Executive Assistant relocated.</p> <p>Front Service Area -</p> <p>Demolition of front counters scheduled 9th April 2021.</p> <p>Plastering, new staff entry &amp; doorway scheduled 10<sup>th</sup> &amp; 11th April 2021.</p> <p>Installation of new counter 12th April 2021.</p> <p>Painting and flooring to be undertaken after the above is completed.</p> <p>Items outstanding:</p> <ol style="list-style-type: none"><li>1. Construction of an interview room,</li><li>2. Installation of a disabled toilet,</li><li>3. Relocation of the tearoom, and finalisation of painting and touch ups, and</li><li>4. Furniture purchases.</li></ol> <p>Subject to available funds.</p>

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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ITEM 3

WORKS PROGRESS REPORTS – FINANCE & ADMINISTRATION PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
ICT Purchases	37,011	35,421	DMFA/ICT	Purchased 2 X Toshiba e-Studio 5516AC MDF's (Photocopier/Scanner)  Purchased 7 X HP PC's & Monitors  Purchased 2 X Sophos Firewalls with Switch  Purchased 2 X HP Laptops  This project is now completed

## ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

ICT – Finance Clerk – Rates & Water / Information Communication Technology

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren, on Thursday 26<sup>th</sup> March 2020

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## ITEM 4 2021/2022 DRAFT OPERATIONAL PLAN & ESTIMATES

(E4.41)

### RECOMMENDATION

That Council advertise the Draft 2021/2022 Operational Plan & Estimates inviting written public submissions and comment up until 3.00 pm on Wednesday 26<sup>th</sup> May 2021.

### PURPOSE

To seek Council endorsement to advertise the Draft 2021/2022 Operational Plan & Estimates inviting written public submissions and comment up until 3.00 pm on Wednesday 26<sup>th</sup> May 2021.

### BACKGROUND

Section 405 of the Local Government Act 1993 (as amended) requires Council to prepare an Operational Plan each year, prior to adoption of the plan Council must give a period of not less than 28 days inviting written public submissions and comment on the plan.

### REPORT

Included with the April 2021 Business Paper is a copy of the Draft 2021/2022 Operational Plan & Estimates that was presented to the Councillor workshop on Wednesday 14<sup>th</sup> April 2021 for information and comment.

The Draft 2021/2022 Operational Plan & Estimates is submitted to Council with a balanced budget (excluding depreciation) in General Fund, a \$48,060 surplus in Water Fund and a \$289,097 deficit in Sewerage Fund (funded from the Sewerage Fund Restricted Funds).

The Draft 2021/2022 Estimates have been prepared based on the below rates and charges: -

1. General rate increase of 2.0% being the maximum permissible increase set by IPART and the catch-up of income lost through valuation objections in 2020/2021 equates to an increase of \$125,290.00 on the actual 2020/2021 rates levied.
2. a \$23.00 or 5% increase in the Warren water availability charge to \$476.00,
3. a \$30.00 or 5% increase in the Nevertire water availability charge to \$630.00,
4. a \$23.00 or 5% increase in the Collie water availability charge to \$482.00,
5. a \$28.00 or 5% increase in the Warren residential sewerage charge to \$595.00,
6. a \$30.00 or 5% increase in the Nevertire residential sewerage charge to \$623.00,
7. a \$26.00 or 5% increase in the of Non-residential sewerage charge to \$546.00,
8. a \$15.00 or 5% increase in the garbage charge (Warren, Nevertire & Collie) to \$307.00,
9. a \$2.00 or 5% increase in vacant land garbage charge on all residential and business assessments to \$51.00,
10. the Waste Depot Access Charge for all occupied land categorised as Rural Residential, Business – Other and Business - Airport outside the current waste collection area be set at \$90.00.
11. all vacant land categorised as Rural Residential, Business – Other and Business - Airport outside the current waste collection area charged the Warren Domestic Waste Vacant charge of \$51.00.



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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**ITEM 4      2021/2022 DRAFT OPERATIONAL PLAN & ESTIMATES**

**CONTINUED**

To comply with the Local Government Act & Regulations the Draft 2021/2022 Operational Plan & Estimates will be advertised in Wednesday 28<sup>th</sup> April 2021 edition of the local paper and on Council's website seeking written public submissions of comment up until 3.00 pm on Wednesday 26<sup>th</sup> May 2021.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

Advertise in the local newspaper and on Councils website seeking written public comment or submissions up until 3.00pm on Wednesday 26<sup>th</sup> May 2021.

**OPTIONS**

N/A

**CONCLUSION**

This report is provided to recommend to Council the advertising of the Draft 2021/2022 Operational Plan & Estimates prior to adoption at the June 2021 Council Meeting.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

Draft 2021/2022 Operational Plan & Estimates documents.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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ITEM 5 LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

(L2-2)

## RECOMMENDATION

That the information be received and noted.

## PURPOSE

To inform Council of the services the Warren Shire Library has been undertaking.

## BACKGROUND

The Warren Library continues to supply a customer focused service which constantly meets the needs of the Warren community. We are currently showing new direction and working on several new projects to enhance our local history collections.

We are continuing to bring events back to the library while following all health guidelines and State Library directions.

## REPORT

### Local History Projects

The library is currently working on two new projects to enhance our local history collections.

### Warren Streetscape Flashback

This project will provide information on the buildings in Warren from the 1800's to the current date. This will develop into a working publication for library staff to provide relevant information with the possibility of being published in the future.

### Newspaper Clippings

The library will retain all newspaper clippings that pertain to the Warren Shire Council and library. Digital copies will be held on the Spydus Library Management System and will be searchable via our catalogue direct from the North Western library app or website.

### Outreach

We are continuing to move forward with our Outreach program to address community needs. The outreach program includes library staff visiting the following centres to provide story time, craft and in some cases loans of resources.

- Warren Preschool;
- Pop up Library for pre-schoolers;
- Little Possums;
- St Mary's;
- Warren Central School; and
- Vacation Care.

These services are provided during our Monday down time along with other online services.



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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ITEM 5      LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS      CONTINUED

## **E-Resources**

The library has been focusing on acquiring additional e-resources. We will be going live with Hoopla Digital during April which will supply a great range of videos, music books, audiobooks and graphic novels available for download via the North Western App and website. All you need is a library card!

North Western Library member councils are continuing to support e-resources with all councils allocating an additional \$3,000 per annum from State Library Priority Grant funding.

The library will be hosting a visit from noted author and narrator Stig Wemyss during 2021 provided it meets COVID 19 restrictions at the time. We will be visiting both schools and hosting workshops for all students in years 2-6. One of the main goals of this visit is to promote the Borrow box e-book and e-audio solution along with membership of public libraries to all students.

## **National Simultaneous Storytime....from space!**

National Simultaneous Storytime (NSS) will be held on Wednesday 19th May at 11.00am.

The NSS 2021 book, Give me some Space! Written by Phillip Bunting will be read by NASA astronaut Shannon Walker direct from the international space station and be streamed live to our screen at the library.

NSS receives positive media coverage, generates community interest and is held annually as part of Library and Information week and supports the following aims:

- Promotes the value of reading and literacy;
- Promotes the value and fun of books; and
- Promotes storytime activities in libraries and communities.

## **Upcoming Events**

- 24th April Local History workshop; and
- 27th April Author visit and memoir workshop.

## **Staff Training**

All permanent staff are being provided with ALIA Copyright 101 training.

North Western staff will be provided with training on how to catalog and store oral histories on the Library Management System during 2021.

Librarian and Library Technician will complete further training on Spydus BI and Boolean searching.

## **Meetings**

- North Western Librarians Meeting was held 31st March; and
- Central West Zone meeting to be held 19th / 20th April in Dubbo.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

## ITEM 5 LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

CONTINUED

### Statistics for January 2021 – March 2021

Month	Issues	Clients	Wi-Fi	Internet	NW EBooks	NW EAudio
January	1309	643	41	24	417	638
February	1043	777	41	44	352	707
March	1292	696	64	45	378	742

### Events

Event	Junior	Adults	Total Participants
Stem	14	4	18
Vacation care	41	4	45
Library Outreach Program	74	4	78
Pop Up Library	30	4	34
Summer Reading Club	30	0	30
Easter Story time	37	6	43
Senior Movies	0	60	60

### LEGAL IMPLICATIONS

N/A

### RISK IMPLICATIONS

N/A

### STAKEHOLDER CONSULTATION

N/A

### OPTIONS

N/A

### CONCLUSION

This report is to provide Council with an update of Council Library Services.

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

3.2.3 Provide a high-quality library service that meets the needs of the community.

### SUPPORTING INFORMATION / ATTACHMENTS

N/A

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> April 2021

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ITEM 6 MARCH 2021 BUDGET REVIEW

(A1-5.39)

## RECOMMENDATION

That amendments to the itemised budgets as listed in the March 2021 Budget Review be authorised.

## PURPOSE

To advise Council and make any necessary amendments to the adopted 2020/2021 Operational Plan that may be required throughout the financial year.

## BACKGROUND

Clause 203 "*Budget review statements and revision of estimates*" of the Local Government (General) Regulation, 2005 requires Council to:

- 1) *Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- 2) *A budget review statement must include or be accompanied by:*
  - a. *a report as to whether the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
  - b. *if that position is unsatisfactory, recommendations for remedial action.*
- 3) *A budget review statement must also include any information required by the Code to be included in such a statement.*

## REPORT

As Council's responsible accounting officer, I have included in the attachments a balanced March 2021 Budget Review document (after deducting depreciation) covering the period 1<sup>st</sup> July 2020 to 31<sup>st</sup> March 2021.

The major revenue variations, being a decrease of \$1,757 included in the March 2021 Budget Review document are:

1. A decrease in rates & annual charges of \$887, attributable to land valuation objections.
2. An increase in user charges and other revenue of \$9,520
3. An increase in Grants and Contributions of \$162,939 made up of:
  - a. Youth grants of \$10,103,
  - b. Upgrade of Judges Tower at the racecourse of \$40,370,
  - c. Relocate cattle yards and electrical upgrade in the camp area of \$110,000, and
  - d. Water Tower Mural of \$2,466,
4. A decrease in the transfer of internal restricted funds of \$173,329 in sewerage fund as the sewer mains renewal will not be undertaken in 2020/21.

There are a number of expenditure variations that are listed in the attached March 2021 Budget Review document with a brief explanation for the required adjustment.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 25<sup>th</sup> March 2021

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**ITEM 6      MARCH 2021 BUDGET REVIEW**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

N/A

**CONCLUSION**

The March 2021 Budget Review is to provide Council and the Community with an update on the progress of the adopted 2020/2021 Operational Plan incorporating any variances to the original document as required.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

1. Responsible Accounting Officers Statement,
2. Summary of Income & Expenditure by Activity,
3. Summary of the Capital Budget, and
4. March 2021 Budget Review Document.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 6 MARCH 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/01/2021 to 31/03/2021

## Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**31 March 2021**

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 31/03/2021 indicates that Council's projected financial position at 30/6/2021 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: \_\_\_\_\_



Date: 9/04/2021

Mr Darren Arthur  
Responsible Accounting Officer

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 25<sup>th</sup> March 2021

## ITEM 6 MARCH 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/01/2021 to 31/03/2021

### Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2021

#### Income & Expenses - Council Consolidated

(\$000's)	Original	Carry	Sep	Dec	Revised	Variations		Projected	Actual
	Budget				Budget	for this	Year End		
2020/2021	2020/2021	Forwards	QBR5	QBR5	2020/2021	Mar	Qtr	Result	figures
<b>Income</b>									
General Purpose Revenues	(8,246)	0	152	18	(8,076)	1		(8,075)	(7,689)
Administration	(247)	0	0	(135)	(382)	0		(382)	(297)
Public Order & Safety	(43)	0	(57)	(75)	(175)	0		(175)	(60)
Health	0	0	0	0	0	0		0	0
Environment	(341)	(71)	(95)	0	(507)	(5)		(512)	(426)
Community Services & Education	(92)	(42)	0	0	(134)	(10)		(144)	(122)
Housing & Community Amenities	(166)	0	(1)	0	(167)	(8)		(175)	(133)
Recreation & Culture	(301)	(1,295)	(1,001)	(76)	(2,673)	(143)		(2,816)	(2,368)
Manufacturing & Construction	(105)	0	(1)	99	(7)	(2)		(9)	(4)
Transport & Communication	(2,802)	(152)	(5,194)	11	(8,137)	0		(8,137)	(4,400)
Economic Affairs	(129)	(1,557)	(1,699)	0	(3,385)	(5)		(3,390)	(2,421)
Water Supplies	(849)	0	(767)	0	(1,616)	0		(1,616)	(832)
Sewer Supplies	(3,182)	0	(30)	0	(3,212)	0		(3,212)	(1,300)
<b>Total Income from Continuing Operations</b>	<b>(16,503)</b>	<b>(3,117)</b>	<b>(8,693)</b>	<b>(158)</b>	<b>(28,471)</b>	<b>(172)</b>		<b>(28,643)</b>	<b>(20,052)</b>
<b>Expenses</b>									
Governance	686	0	2	40	728	(13)		715	483
Administration	3,101	0	(80)	(28)	2,993	(6)		2,987	2,033
Public Order & Safety	334	0	55	75	464	0		464	269
Health	226	0	0	40	266	5		271	188
Environment	943	0	1	(15)	929	1		930	694
Community Services & Education	107	0	41	0	148	21		169	98
Housing & Community Amenities	295	0	0	0	295	(7)		288	190
Recreation & Culture	1,915	0	92	0	2,007	6		2,013	1,373
Manufacturing & Construction	111	0	0	(90)	21	(10)		11	5
Transport & Communication	4,550	0	(153)	407	4,804	160		4,964	3,674
Economic Affairs	519	0	1,195	7	1,721	0		1,721	501
Water Supplies	1,065	0	0	23	1,088	0		1,088	684
Sewer Supplies	929	0	0	(20)	909	0		909	399
<b>Total Expenses from Continuing Operations</b>	<b>14,781</b>	<b>0</b>	<b>1,153</b>	<b>439</b>	<b>16,373</b>	<b>157</b>		<b>16,530</b>	<b>10,591</b>
<b>Net Operating Result from All Operations</b>	<b>(1,722)</b>	<b>(3,117)</b>	<b>(7,540)</b>	<b>281</b>	<b>(12,098)</b>	<b>(15)</b>		<b>(12,113)</b>	<b>(9,461)</b>

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 25<sup>th</sup> March 2021

## ITEM 6 MARCH 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/01/2021 to 31/03/2021

### Capital Budget Review Statement

Budget review for the quarter ended 31 March 2021

#### Capital Budget - Council Consolidated

(\$000's)	Original Budget 2020/2021	Carry Forwards	Sep QBRS	Dec QBRS	Revised Budget 2020/2021	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
<b>Capital Expenditure</b>								
New Assets								
- Plant & Equipment	0	0	0	0	0	0	0	0
- Land & Buildings	0	0	0	0	0	0	0	0
- Other	0	0	0	0	0	0	0	0
Renewal Assets (Replacement)								
- Plant & Equipment	1,069	547	0	(17)	1,599	4	1,603	359
- Office Equipment	34	0	0	0	34	0	34	42
- Land & Buildings	0	1,438	0	237	1,675	15	1,690	1,470
- Roads, Bridges, Footpaths	2,073	587	5,349	(207)	7,802	(154)	7,648	4,811
- Other Structures	840	3,125	1,394	122	5,481	150	5,631	3,205
Loan Repayments (Principal)	97	0	0	0	97	0	97	62
Water Supply Capital Works	797	0	768	3	1,568	0	1,568	509
Sewerage Fund Capital Works	5,300	0	1,052	0	6,352	(173)	6,179	2,414
<b>Total Capital Expenditure</b>	<b>10,210</b>	<b>5,697</b>	<b>8,563</b>	<b>138</b>	<b>24,608</b>	<b>(158)</b>	<b>24,450</b>	<b>12,872</b>
<b>Capital Funding</b>								
Rates & Other Untied Funding	(2,990)	0	0	202	(2,788)	(20)	(2,808)	(1,564)
Grants & Contributions	(2,550)	0	(7,585)	(120)	(10,255)	0	(10,255)	(7,293)
Reserves:								
- External Restrictions/Reserves	0	(3,117)	0	0	(3,117)	178	(2,939)	(2,029)
- Internal Restrictions/Reserves	(307)	(2,390)	(978)	(220)	(3,895)	0	(3,895)	(1,765)
New Loans	(4,000)	0	0	0	(4,000)	0	(4,000)	0
Receipts from Sale of Assets								
- Plant & Equipment	(363)	0	0	0	(363)	0	(363)	(221)
- Land & Buildings	0	(190)	0	0	(190)	0	(190)	0
<b>Total Capital Funding</b>	<b>(10,210)</b>	<b>(5,697)</b>	<b>(8,563)</b>	<b>(138)</b>	<b>(24,608)</b>	<b>158</b>	<b>(24,450)</b>	<b>(12,872)</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**WARREN SHIRE COUNCIL**  
**MARCH 2021 - BUDGET REVIEW**

**Council Functions**

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Amended Budget	Adjustment Required	% Expended Proposed	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Amended Budget	Adjustment Required	% Expended Proposed	
<b>INCOME</b>										<b>EXPENDITURE</b>									
<b>General Fund</b>																			
General Purpose Income	(8,246,143)	169,652	(8,076,491)	(7,688,500)	(387,991)	95%	(8,075,604)	887	95%	0	0	0	0	0	0%	0	0	0%	
Governance	0	0	0	0	0	0%	0	0	0%	686,009	42,372	728,381	483,167	245,214	66%	715,206	(13,175)	68%	
Administration	(246,522)	(135,563)	(382,085)	(297,083)	(85,002)	78%	(382,085)	0	78%	3,101,165	(108,260)	2,992,905	2,033,096	959,810	68%	2,986,945	(5,960)	68%	
Public Order & Safety	(42,410)	(132,171)	(174,581)	(59,954)	(114,627)	34%	(174,898)	(317)	34%	333,891	129,101	462,992	269,105	193,887	58%	462,992	0	58%	
Health	0	0	0	(168)	168	0%	0	0	0%	225,937	40,000	265,937	188,096	77,841	71%	270,937	5,000	69%	
Environment	(341,291)	(166,098)	(507,389)	(426,302)	(81,087)	84%	(512,079)	(4,690)	83%	943,418	(14,355)	929,063	693,882	235,181	75%	929,663	600	75%	
Community Services & Education	(92,108)	(41,827)	(133,935)	(122,493)	(11,442)	91%	(144,038)	(10,103)	85%	106,491	41,827	148,318	97,444	50,874	66%	169,421	21,103	58%	
Housing & Comm. Amenities	(166,223)	(854)	(167,077)	(133,075)	(34,002)	80%	(174,806)	(7,729)	76%	295,256	277	295,533	190,154	105,379	64%	288,086	(7,447)	66%	
Recreation & Culture	(301,185)	(2,371,272)	(2,672,457)	(2,368,411)	(304,046)	89%	(2,815,716)	(143,259)	84%	1,914,746	91,938	2,006,684	1,373,142	633,542	68%	2,013,684	7,000	68%	
Mining, Manufacturing & Const.	(105,228)	98,551	(6,677)	(3,544)	(3,133)	53%	(8,458)	(1,781)	42%	111,066	(90,020)	21,046	5,268	15,778	25%	10,796	(10,250)	49%	
Transport & Communication	(2,802,103)	(5,335,509)	(8,137,612)	(4,399,489)	(3,738,123)	54%	(8,137,612)	0	54%	4,550,437	253,607	4,804,044	3,674,068	1,129,976	76%	4,963,541	159,497	74%	
Economic Services	(129,208)	(3,255,690)	(3,384,898)	(2,420,496)	(964,402)	72%	(3,389,478)	(4,580)	71%	519,226	1,202,091	1,721,317	500,560	1,220,757	29%	1,721,101	(216)	29%	
New Loan Funds	(750,000)	0	(750,000)	0	(750,000)	0%	(750,000)	0	0%	0	0	0	0	0	0%	0	0	0%	
From Restricted Funds - Capital Items	0	(2,629,036)	(2,629,036)	(1,764,476)	(864,560)	67%	(2,629,036)	0	67%	0	0	0	0	0	0%	0	0	0%	
<b>General Fund Operating Totals</b>	<b>(13,222,421)</b>	<b>(13,799,817)</b>	<b>(27,022,238)</b>	<b>(19,683,991)</b>	<b>(7,338,247)</b>	<b>73%</b>	<b>(27,193,810)</b>	<b>(171,572)</b>	<b>72%</b>	<b>12,787,642</b>	<b>1,588,578</b>	<b>14,376,220</b>	<b>9,507,982</b>	<b>4,868,239</b>	<b>66%</b>	<b>14,532,372</b>	<b>156,152</b>	<b>65%</b>	
<b>Water Fund</b>																			
Water Supplies	(848,317)	(767,883)	(1,616,200)	(832,277)	(783,923)	51%	(1,616,200)	0	51%	1,064,521	23,200	1,087,721	684,468	403,253	63%	1,087,721	0	63%	
New Loan Funds	(750,000)	0	(750,000)	0	(750,000)	0%	(750,000)	0	0%										
From Restricted Funds - Capital Items	0	(3,414)	(3,414)	0	(3,414)	0%	(3,414)	0	0%										
<b>Water Fund Operating Totals</b>	<b>(1,598,317)</b>	<b>(771,297)</b>	<b>(2,369,614)</b>	<b>(832,277)</b>	<b>(1,537,337)</b>	<b>35%</b>	<b>(2,369,614)</b>	<b>0</b>	<b>35%</b>	<b>1,064,521</b>	<b>23,200</b>	<b>1,087,721</b>	<b>684,468</b>	<b>403,253</b>	<b>63%</b>	<b>1,087,721</b>	<b>0</b>	<b>63%</b>	
<b>Sewerage Fund</b>																			
Sewerage Services	(3,182,353)	(30,265)	(3,212,618)	(1,300,108)	(1,912,510)	40%	(3,212,618)	0	40%	929,281	(19,646)	909,635	398,973	510,662	44%	909,635	0	44%	
New Loan Funds	(2,500,000)	0	(2,500,000)	0	(2,500,000)	0%	(2,500,000)	0	0%										
From Restricted Funds - Capital Items	(306,787)	(1,021,787)	(1,328,574)	0	(1,328,574)	0%	(1,155,245)	173,329	0%										
<b>Sewerage Fund Operating Totals</b>	<b>(5,989,140)</b>	<b>(1,052,052)</b>	<b>(7,041,192)</b>	<b>(1,300,108)</b>	<b>(5,741,084)</b>	<b>18%</b>	<b>(6,867,863)</b>	<b>173,329</b>	<b>19%</b>	<b>929,281</b>	<b>(19,646)</b>	<b>909,635</b>	<b>398,973</b>	<b>510,662</b>	<b>44%</b>	<b>909,635</b>	<b>0</b>	<b>44%</b>	
<b>All Funds Operating Totals</b>	<b>(20,809,878)</b>	<b>(15,623,166)</b>	<b>(36,433,044)</b>	<b>(21,816,376)</b>	<b>(14,616,668)</b>	<b>60%</b>	<b>(36,431,287)</b>	<b>1,757</b>	<b>60%</b>	<b>14,781,444</b>	<b>1,592,132</b>	<b>16,373,576</b>	<b>10,591,423</b>	<b>5,782,154</b>	<b>65%</b>	<b>16,529,728</b>	<b>156,152</b>	<b>64%</b>	
<b>Capital</b>																			
	(363,000)	(190,000)	(553,000)	(220,807)	(332,193)	40%	(553,000)	0	40%	4,112,846	12,576,780	16,689,626	9,949,659	6,739,967	60%	16,705,046	15,420	60%	
	0	0	0	0	0	0%	0	0	0%	796,830	771,297	1,568,127	508,708	771,297	32%	1,568,127	0	32%	
	0	0	0	0	0	0%	0	0	0%	5,300,000	1,051,816	6,351,816	2,413,823	3,937,993	38%	6,178,487	(173,329)	39%	
<b>Total Capital</b>	<b>(363,000)</b>	<b>(190,000)</b>	<b>(553,000)</b>	<b>(220,807)</b>	<b>(332,193)</b>	<b>40%</b>	<b>(553,000)</b>	<b>0</b>	<b>40%</b>	<b>10,209,676</b>	<b>14,399,893</b>	<b>24,609,569</b>	<b>12,872,190</b>	<b>11,449,257</b>	<b>52%</b>	<b>24,451,660</b>	<b>(157,909)</b>	<b>53%</b>	
<b>Total Operating &amp; Capital</b>	<b>(21,172,878)</b>	<b>(15,813,166)</b>	<b>(36,986,044)</b>	<b>(22,037,183)</b>	<b>(14,948,861)</b>	<b>60%</b>	<b>(36,984,287)</b>	<b>1,757</b>	<b>60%</b>	<b>24,991,120</b>	<b>15,992,025</b>	<b>40,983,145</b>	<b>23,463,613</b>	<b>17,231,411</b>	<b>57%</b>	<b>40,981,388</b>	<b>(1,757)</b>	<b>57%</b>	

**Estimated Budget Results**

(Surplus)/Deficit	3,818,242	178,859	3,997,101	1,426,430	2,282,550	36%	3,997,101	0	36%
Less Depreciation Included in Above	3,818,242	178,859	3,997,101	2,910,522	1,086,579	73%	3,997,101	0	73%
<b>Estimated (Surplus)/Deficit before Dep'n</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,484,093)</b>	<b>1,195,971</b>		<b>0</b>	<b>0</b>	

**Sources of Revenue for Adjustments Required**

Rates & Annual Charges	887
User Charges & Other Revenues	(9,520)
Interest on Investments	0
Additional Grants & Contributions in 2020/21	(162,939)
Transfer From / To Restricted Funds	173,329
Unexpended Grants from 2019/20	0
Sale of Assets	0
<b>Total Revenue Adjustments</b>	<b>1,757</b>



	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>1 - General Fund</b>										
<b>0100-0001 - GENERAL PURPOSE INCOME</b>										
<b>0100-0002 - GENERAL RATE INCOME - NETT</b>										
0100-0004 - FARMLAND - RATES LEVIED	(4,130,022)	20,654	(4,109,368)	(4,108,142)	(1,226)	100%	(4,108,142)	1,226	100%	Adjusted to actual rates levied.
0101-0004 - RESIDENTIAL - RATES LEVIED	(672,372)	2,614	(669,758)	(670,097)	339	100%	(670,097)	(339)	100%	Adjusted to actual rates levied.
0102-0004 - BUSINESS - RATES LEVIED	(235,364)	3,675	(231,689)	(231,689)	0	100%	(231,689)	0	100%	
0120-0003 - GENERAL RATES ABANDONED	37,334	0	37,334	34,427	2,907	92%	37,334	0	92%	
<b>0100-0002 - GENERAL RATE INCOME - NETT Total</b>	<b>(5,000,424)</b>	<b>26,943</b>	<b>(4,973,481)</b>	<b>(4,975,501)</b>	<b>2,020</b>	<b>100%</b>	<b>(4,972,594)</b>	<b>887</b>	<b>100%</b>	
<b>0140-0002 - INTEREST ON OVERDUE GENERAL RATES</b>										
0140-0002 - INTEREST ON OVERDUE GENERAL RATES	(6,730)	0	(6,730)	(2,295)	(4,435)	34%	(6,730)	0	34%	
<b>0140-0002 - INTEREST ON OVERDUE GENERAL RATES Total</b>	<b>(6,730)</b>	<b>0</b>	<b>(6,730)</b>	<b>(2,295)</b>	<b>(4,435)</b>	<b>34%</b>	<b>(6,730)</b>	<b>0</b>	<b>34%</b>	
<b>0150-0002 - INTEREST ON INVESTMENTS</b>										
0150-0002 - INTEREST ON INVESTMENTS	(227,200)	190,000	(37,200)	(31,450)	(5,750)	85%	(37,200)	0	85%	
<b>0150-0002 - INTEREST ON INVESTMENTS Total</b>	<b>(227,200)</b>	<b>190,000</b>	<b>(37,200)</b>	<b>(31,450)</b>	<b>(5,750)</b>	<b>85%</b>	<b>(37,200)</b>	<b>0</b>	<b>85%</b>	
<b>0170-0002 - GRANTS &amp; SUBSIDIES</b>										
0170-0002 - GRANTS & SUBSIDIES	(3,011,789)	(47,291)	(3,059,080)	(2,679,254)	(379,826)	88%	(3,059,080)	0	88%	
<b>0170-0002 - GRANTS &amp; SUBSIDIES Total</b>	<b>(3,011,789)</b>	<b>(47,291)</b>	<b>(3,059,080)</b>	<b>(2,679,254)</b>	<b>(379,826)</b>	<b>88%</b>	<b>(3,059,080)</b>	<b>0</b>	<b>88%</b>	
<b>0100-0001 - GENERAL PURPOSE INCOME Total</b>	<b>(8,246,143)</b>	<b>169,652</b>	<b>(8,076,491)</b>	<b>(7,688,500)</b>	<b>(387,991)</b>	<b>95%</b>	<b>(8,075,604)</b>	<b>887</b>	<b>95%</b>	
<b>0250-0001 - GOVERNANCE</b>										
<b>0250-0002 - GOVERNANCE OPERATIONS</b>										
0250-0003 - GOVERNANCE - EMPLOYEE EXPENSES	415,447	52,600	468,047	317,854	150,193	68%	464,310	(3,737)	68%	Adjust GM reruitment expenses to actual.
0251-0003 - GOVERNANCE - OTHER EXPENSES	8,365	0	8,365	301	8,064	4%	8,365	0	4%	
0270-0003 - MAYOR & COUNCILLORS EXPENSES	182,782	(12,612)	170,170	109,432	60,738	64%	170,170	0	64%	
0271-0003 - DELEGATES & MEMBERSHIP EXPENSES	79,415	2,384	81,799	55,580	26,219	68%	72,361	(9,438)	77%	Adjust Delegates Expenses to anticipated.
<b>0250-0002 - GOVERNANCE OPERATIONS Total</b>	<b>686,009</b>	<b>42,372</b>	<b>728,381</b>	<b>483,167</b>	<b>245,214</b>	<b>66%</b>	<b>715,206</b>	<b>(13,175)</b>	<b>68%</b>	
<b>0250-0001 - GOVERNANCE Total</b>	<b>686,009</b>	<b>42,372</b>	<b>728,381</b>	<b>483,167</b>	<b>245,214</b>	<b>66%</b>	<b>715,206</b>	<b>(13,175)</b>	<b>68%</b>	
<b>0300-0001 - ADMINISTRATION</b>										
<b>0300-0002 - CORPORATE SUPPORT OPERATIONS</b>										
0300-0003 - CORPORATE SUPPORT - INCOME	(110,448)	(51,363)	(161,811)	(122,718)	(39,093)	76%	(161,811)	0	76%	
0301-0003 - COUNCIL BUILDING EXPENSES	85,260	0	85,260	57,107	28,153	67%	85,260	0	67%	
0305-0003 - ADMINISTRATION - EMPLOYEE EXPENSES	938,536	0	938,536	632,470	306,066	67%	938,536	0	67%	
0310-0003 - OFFICE, COMPUTER & COMMUNICATION EXP	171,460	0	171,460	123,801	47,659	72%	171,460	0	72%	
0315-0003 - ADMINISTRATION EXPENSES	55,822	(3,646)	52,176	44,066	8,110	84%	52,176	0	84%	
0317-0003 - INTERNAL & EXTERNAL AUDIT EXPENSES	209,749	(119,403)	90,346	16,970	73,377	19%	90,346	0	19%	
0319-0003 - INTEREST EXPENSES	3,952	0	3,952	2,623	1,329	66%	3,952	0	66%	
0320-0003 - OTHER SUNDRY EXPENSES	4,392	0	4,392	3,759	633	86%	4,392	0	86%	
0325-0003 - COUNCIL INSURANCES	220,961	22,999	243,960	243,960	0	100%	243,960	0	100%	
0330-0003 - ASSET MANAGEMENT EXPENSES	78,413	0	78,413	41,675	36,738	53%	78,413	0	53%	
0345-0003 - DEPRECIATION - CORPORATE SUPPORT	72,794	0	72,794	51,704	21,090	71%	72,794	0	71%	
<b>0300-0002 - CORPORATE SUPPORT OPERATIONS Total</b>	<b>1,730,891</b>	<b>(151,413)</b>	<b>1,579,478</b>	<b>1,095,417</b>	<b>484,062</b>	<b>69%</b>	<b>1,579,478</b>	<b>0</b>	<b>69%</b>	
<b>0350-0002 - ENGINEERING &amp; WORKS OPERATIONS</b>										
0350-0003 - ENGINEERING & WORKS - INCOME	(1,020)	(2,920)	(3,940)	(3,940)	0	100%	(3,940)	0	100%	
0351-0003 - ENGINEERING - EMPLOYEE EXPENSES	1,117,332	1,746	1,119,078	785,850	333,228	70%	1,119,078	0	70%	
0355-0003 - ENGINEERING - OFFICE EXPENSES	30,600	0	30,600	14,987	15,613	49%	24,640	(5,960)	61%	Adjust Office Expenses to anticipated.
0360-0003 - ENGINEERING - OTHER SUNDRY EXPENSES	10,200	0	10,200	2,378	7,822	23%	10,200	0	23%	
0370-0003 - DEPOT EXPENSES	99,959	46,960	146,919	111,032	35,887	76%	146,919	0	76%	
0395-0003 - DEPRECIATION - ENGINEERING & WORKS	59,208	0	59,208	42,887	16,321	72%	59,208	0	72%	
<b>0350-0002 - ENGINEERING &amp; WORKS OPERATIONS Total</b>	<b>1,316,279</b>	<b>45,786</b>	<b>1,362,065</b>	<b>953,194</b>	<b>408,871</b>	<b>70%</b>	<b>1,356,105</b>	<b>(5,960)</b>	<b>70%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>0400-0002 - COUNCIL ELE</b>										
0400-0002 - COUNCIL ELE	0	0	0	16,819	(16,819)	0%	0	0	0%	
<b>0400-0002 - COUNCIL ELE Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,819</b>	<b>(16,819)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>0405-0002 - OTHER EMPLOYMENT OVERHEADS</b>										
0405-0002 - OTHER EMPLOYMENT OVERHEADS	(23,400)	(151,338)	(174,738)	(176,353)	1,615	101%	(174,738)	0	101%	
<b>0405-0002 - OTHER EMPLOYMENT OVERHEADS Total</b>	<b>(23,400)</b>	<b>(151,338)</b>	<b>(174,738)</b>	<b>(176,353)</b>	<b>1,615</b>	<b>101%</b>	<b>(174,738)</b>	<b>0</b>	<b>101%</b>	
<b>0430-0002 - CONTRIBUTIONS FROM OTHER WORKS</b>										
0430-0003 - CONT FROM WATER & SEWERAGE FUNDS	(255,002)	0	(255,002)	(191,252)	(63,750)	75%	(255,002)	0	75%	
0431-0003 - ADMINISTRATION CHARGES EIPP & CBP	(15,610)	0	(15,610)	0	(15,610)	0%	(15,610)	0	0%	
0432-0003 - STATE HIGHWAY 11 - MANAGEMENT COSTS	(13,142)	13,142	0	0	0	0%	0	0	0%	
<b>0430-0002 - CONTRIBUTIONS FROM OTHER WORKS Total</b>	<b>(283,754)</b>	<b>13,142</b>	<b>(270,612)</b>	<b>(191,252)</b>	<b>(79,360)</b>	<b>71%</b>	<b>(270,612)</b>	<b>0</b>	<b>71%</b>	
<b>0470-0002 - COUNCIL PLANT OPERATIONS</b>										
0470-0003 - PLANT & WORKSHOP INCOME	(111,654)	0	(111,654)	(54,791)	(56,863)	49%	(111,654)	0	49%	
0471-0003 - PLANT RUNNING EXPENSES - NETT COST	(579,232)	0	(579,232)	(453,149)	(126,083)	78%	(579,232)	0	78%	
0472-0003 - WORKSHOP EXPENSES	62,141	0	62,141	34,168	27,973	55%	62,141	0	55%	
0473-0003 - OTHER PLANT & WORKSHOP EXPENSES	6,375	0	6,375	6,140	235	96%	6,375	0	96%	
0485-0003 - DEPRECIATION - COUNCIL PLANT	736,997	0	736,997	505,820	231,177	69%	736,997	0	69%	
<b>0470-0002 - COUNCIL PLANT OPERATIONS Total</b>	<b>114,627</b>	<b>0</b>	<b>114,627</b>	<b>38,188</b>	<b>76,439</b>	<b>33%</b>	<b>114,627</b>	<b>0</b>	<b>33%</b>	
<b>0300-0001 - ADMINISTRATION Total</b>	<b>2,854,643</b>	<b>(243,823)</b>	<b>2,610,820</b>	<b>1,736,013</b>	<b>874,808</b>	<b>66%</b>	<b>2,604,860</b>	<b>(5,960)</b>	<b>67%</b>	
<b>0500-0001 - PUBLIC ORDER &amp; SAFETY</b>										
<b>0500-0002 - FIRE PROTECTION OPERATIONS</b>										
0500-0003 - FIRE PROTECTION - INCOME	(40,593)	(132,171)	(172,764)	(58,036)	(114,728)	34%	(172,764)	0	34%	
0501-0003 - FIRE PROTECTION CONTRIBUTIONS	152,252	53,776	206,028	154,521	51,507	75%	206,028	0	75%	
0502-0003 - FIRE PROTECTION EXPENSES	44,395	74,402	118,797	8,930	109,867	8%	118,797	0	8%	
0509-0003 - DEPRECIATION - FIRE PROTECTION	3,075	0	3,075	2,273	802	74%	3,075	0	74%	
<b>0500-0002 - FIRE PROTECTION OPERATIONS Total</b>	<b>159,129</b>	<b>(3,993)</b>	<b>155,136</b>	<b>107,688</b>	<b>47,448</b>	<b>69%</b>	<b>155,136</b>	<b>0</b>	<b>69%</b>	
<b>0510-0002 - EMERGENCY SERVICES OPERATIONS</b>										
0511-0003 - CONTRIBUTION TO SES	4,384	923	5,307	3,980	1,327	75%	5,307	0	75%	
0512-0003 - EMERGENCY SERVICE BUILDING EXPENSES	12,076	0	12,076	5,880	6,196	49%	12,076	0	49%	
0514-0003 - DEPRECIATION - EMERGENCY SERVICES	3,975	0	3,975	3,081	894	78%	3,975	0	78%	
<b>0510-0002 - EMERGENCY SERVICES OPERATIONS Total</b>	<b>20,435</b>	<b>923</b>	<b>21,358</b>	<b>12,941</b>	<b>8,417</b>	<b>61%</b>	<b>21,358</b>	<b>0</b>	<b>61%</b>	
<b>0515-0002 - ANIMAL CONTROL OPERATIONS</b>										
0515-0003 - ANIMAL CONTROL INCOME	(1,817)	0	(1,817)	(1,918)	101	106%	(2,134)	(317)	90%	Adjust to anticipated income.
0516-0003 - ANIMAL CONTROL EXPENSES	113,466	0	113,466	90,026	23,440	79%	113,466	0	79%	
0530-0003 - DEPRECIATION - ANIMAL CONTROL	268	0	268	414	(146)	154%	268	0	154%	
<b>0515-0002 - ANIMAL CONTROL OPERATIONS Total</b>	<b>111,917</b>	<b>0</b>	<b>111,917</b>	<b>88,522</b>	<b>23,395</b>	<b>79%</b>	<b>111,600</b>	<b>(317)</b>	<b>79%</b>	
<b>0500-0001 - PUBLIC ORDER &amp; SAFETY Total</b>	<b>291,481</b>	<b>(3,070)</b>	<b>288,411</b>	<b>209,151</b>	<b>79,260</b>	<b>73%</b>	<b>288,094</b>	<b>(317)</b>	<b>73%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>0600-0001 - HEALTH SERVICES</b>										
<b>0600-0002 - HEALTH SERVICES OPERATIONS</b>										
0601-0003 - HEALTH SERVICES EMPLOYEE EXPENSES	208,710	0	208,710	148,089	60,621	71%	208,710	0	71%	
0603-0003 - HEALTH SERVICES OFFICE EXPENSES	10,721	0	10,721	1,250	9,471	12%	10,721	0	12%	
0607-0003 - HEALTH SERVICES OTHER SUNDRY EXPENSE	6,506	0	6,506	0	6,506	0%	6,506	0	0%	
0609-0003 - COVID-19 - COMPLIANCE EXPENSES	0	40,000	40,000	38,757	1,243	97%	45,000	5,000	86%	Adjust to anticipated expenses.
<b>0600-0002 - HEALTH SERVICES OPERATIONS Total</b>	<b>225,937</b>	<b>40,000</b>	<b>265,937</b>	<b>187,928</b>	<b>78,009</b>	<b>71%</b>	<b>270,937</b>	<b>5,000</b>	<b>69%</b>	
<b>0600-0001 - HEALTH SERVICES Total</b>	<b>225,937</b>	<b>40,000</b>	<b>265,937</b>	<b>187,928</b>	<b>78,009</b>	<b>71%</b>	<b>270,937</b>	<b>5,000</b>	<b>69%</b>	
<b>0650-0001 - ENVIRONMENT</b>										
<b>0655-0002 - NOXIOUS PLANTS OPERATIONS</b>										
0655-0003 - CONTRIBUTION TO CMCC	110,195	432	110,627	110,627	0	100%	110,627	0	100%	
<b>0655-0002 - NOXIOUS PLANTS OPERATIONS Total</b>	<b>110,195</b>	<b>432</b>	<b>110,627</b>	<b>110,627</b>	<b>0</b>	<b>100%</b>	<b>110,627</b>	<b>0</b>	<b>100%</b>	
<b>0700-0002 - ENVIRONMENT &amp; LEVEE PROTECTION</b>										
0701-0003 - ENVIRONMENT & LEVEE EXPENSES	57,120	0	57,120	53,056	4,064	93%	57,120	0	93%	
0715-0003 - DEPRECIATION - ENVIRONMENT & LEVEE	108,673	0	108,673	80,332	28,341	74%	108,673	0	74%	
<b>0700-0002 - ENVIRONMENT &amp; LEVEE PROTECTION Total</b>	<b>165,793</b>	<b>0</b>	<b>165,793</b>	<b>133,388</b>	<b>32,405</b>	<b>80%</b>	<b>165,793</b>	<b>0</b>	<b>80%</b>	
<b>0750-0002 - DWM COLLECTION OPERATIONS</b>										
0750-0003 - ANNUAL GARBAGE CHARGES LEVIED - NETT	(316,423)	(6,076)	(322,499)	(323,055)	556	100%	(322,499)	0	100%	
0752-0003 - OTHER GARBAGE CHARGES INCOME	(17,549)	0	(17,549)	(10,691)	(6,858)	61%	(18,149)	(600)	59%	Adjust sale of gabage bins to actual income.
0755-0003 - DWM COLLECTION EXPENSES	152,621	0	152,621	87,863	64,758	58%	153,221	600	57%	Adjust issue of garbage bins to actual.
<b>0750-0002 - DWM COLLECTION OPERATIONS Total</b>	<b>(181,351)</b>	<b>(6,076)</b>	<b>(187,427)</b>	<b>(245,883)</b>	<b>58,456</b>	<b>131%</b>	<b>(187,427)</b>	<b>0</b>	<b>131%</b>	
<b>0800-0002 - WASTE DISPOSAL OPERATIONS</b>										
0800-0003 - WASTE DISPOSAL INCOME	(7,319)	(160,022)	(167,341)	(92,556)	(74,785)	55%	(171,431)	(4,090)	54%	Adjust sale of metal to actual income.
0801-0003 - WASTE DISPOSAL EXPENSES	285,357	0	285,357	190,601	94,756	67%	285,357	0	67%	
0820-0003 - DEPRECIATION - GARBAGE DISPOSAL	6,445	0	6,445	4,764	1,681	74%	6,445	0	74%	
<b>0800-0002 - WASTE DISPOSAL OPERATIONS Total</b>	<b>284,483</b>	<b>(160,022)</b>	<b>124,461</b>	<b>102,809</b>	<b>21,652</b>	<b>83%</b>	<b>120,371</b>	<b>(4,090)</b>	<b>85%</b>	
<b>0850-0002 - OTHER SANITATION &amp; GARBAGE</b>										
0850-0002 - OTHER SANITATION & GARBAGE	1,026	0	1,026	556	470	54%	1,026	0	54%	
<b>0850-0002 - OTHER SANITATION &amp; GARBAGE Total</b>	<b>1,026</b>	<b>0</b>	<b>1,026</b>	<b>556</b>	<b>470</b>	<b>54%</b>	<b>1,026</b>	<b>0</b>	<b>54%</b>	
<b>0900-0002 - STREET CLEANING OPERATIONS</b>										
0900-0002 - STREET CLEANING OPERATIONS	155,934	582	156,516	131,234	25,282	84%	156,516	0	84%	
<b>0900-0002 - STREET CLEANING OPERATIONS Total</b>	<b>155,934</b>	<b>582</b>	<b>156,516</b>	<b>131,234</b>	<b>25,282</b>	<b>84%</b>	<b>156,516</b>	<b>0</b>	<b>84%</b>	
<b>0950-0002 - STORMWATER DRAINAGE OPERATIONS</b>										
0950-0003 - STORMWATER DRAINAGE EXPENSES	25,500	0	25,500	16,102	9,398	63%	25,500	0	63%	
0960-0003 - DEPRECIATION - STORMWATER DRAINAGE	40,547	(15,369)	25,178	18,747	6,431	74%	25,178	0	74%	
<b>0950-0002 - STORMWATER DRAINAGE OPERATIONS Total</b>	<b>66,047</b>	<b>(15,369)</b>	<b>50,678</b>	<b>34,849</b>	<b>15,829</b>	<b>69%</b>	<b>50,678</b>	<b>0</b>	<b>69%</b>	
<b>0650-0001 - ENVIRONMENT Total</b>	<b>602,127</b>	<b>(180,453)</b>	<b>421,674</b>	<b>267,580</b>	<b>154,094</b>	<b>63%</b>	<b>417,584</b>	<b>(4,090)</b>	<b>64%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>1000-0001 - COMMUNITY SERVICES &amp; EDUCATION</b>										
<b>1050-0002 - YOUTH SERVICES OPERATIONS</b>										
1050-0003 - YOUTH SERVICES INCOME	(27,592)	(17,193)	(44,785)	(47,275)	2,490	106%	(54,888)	(10,103)	86%	Adjust Grant income to actual received.
1051-0003 - YOUTH SERVICES EXPENSES	30,765	17,193	47,958	23,999	23,959	50%	58,061	10,103	41%	Contra expense adjustment from above.
<b>1050-0002 - YOUTH SERVICES OPERATIONS Total</b>	<b>3,173</b>	<b>0</b>	<b>3,173</b>	<b>(23,276)</b>	<b>26,449</b>	<b>(734%)</b>	<b>3,173</b>	<b>0</b>	<b>(734%)</b>	
<b>1060-0002 - VACATION CARE SERVICES OPERATIONS</b>										
1060-0003 - VACATION CARE INCOME	(12,607)	0	(12,607)	(11,003)	(1,604)	87%	(12,607)	0	87%	
1061-0003 - VACATION CARE EXPENSES	23,817	0	23,817	28,898	(5,081)	121%	34,817	11,000	83%	Increased expenditure due to additional weeks of Vacation Care being run.
<b>1060-0002 - VACATION CARE SERVICES OPERATIONS Total</b>	<b>11,210</b>	<b>0</b>	<b>11,210</b>	<b>17,895</b>	<b>(6,685)</b>	<b>160%</b>	<b>22,210</b>	<b>11,000</b>	<b>81%</b>	
<b>1100-0002 - OTHER COMMUNITY SERVICES OPERATIONS</b>										
1100-0003 - OTHER COMMUNITY SERVICES INCOME	(51,909)	(24,634)	(76,543)	(64,215)	(12,328)	84%	(76,543)	0	84%	
1101-0003 - OTHER COMMUNITY SERVICES EXPENSES	51,909	24,634	76,543	44,547	31,996	58%	76,543	0	58%	
<b>1100-0002 - OTHER COMMUNITY SERVICES OPERATIONS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(19,668)</b>	<b>19,668</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>1000-0001 - COMMUNITY SERVICES &amp; EDUCATION Total</b>	<b>14,383</b>	<b>0</b>	<b>14,383</b>	<b>(25,049)</b>	<b>39,432</b>	<b>(174%)</b>	<b>25,383</b>	<b>11,000</b>	<b>(99%)</b>	
<b>1150-0001 - HOUSING &amp; COMMUNITY SERVICES</b>										
<b>1150-0002 - PUBLIC CEMETERIES OPERATIONS</b>										
1150-0003 - PUBLIC CEMETERIES INCOME	(36,389)	(549)	(36,938)	(23,337)	(13,601)	63%	(36,938)	0	63%	
1151-0003 - PUBLIC CEMETERIES EXPENSES	87,514	277	87,791	74,589	13,202	85%	87,791	0	85%	
1165-0003 - DEPRECIATION - PUBLIC CEMETERIES	1,528	0	1,528	1,116	412	73%	1,528	0	73%	
<b>1150-0002 - PUBLIC CEMETERIES OPERATIONS Total</b>	<b>52,653</b>	<b>(272)</b>	<b>52,381</b>	<b>52,368</b>	<b>13</b>	<b>100%</b>	<b>52,381</b>	<b>0</b>	<b>100%</b>	
<b>1200-0002 - COUNCIL HOUSING OPERATIONS</b>										
1200-0003 - COUNCIL HOUSING INCOME	(84,534)	(305)	(84,839)	(57,461)	(27,378)	68%	(84,839)	0	68%	
1201-0003 - COUNCIL HOUSING EXPENSES	58,753	0	58,753	41,387	17,366	70%	51,306	(7,447)	81%	Transferred to Dwelling Renewals for new carpet.
1210-0003 - DEPRECIATION - COUNCIL HOUSING	19,121	0	19,121	13,471	5,650	70%	19,121	0	70%	
<b>1200-0002 - COUNCIL HOUSING OPERATIONS Total</b>	<b>(6,660)</b>	<b>(305)</b>	<b>(6,965)</b>	<b>(2,603)</b>	<b>(4,362)</b>	<b>37%</b>	<b>(14,412)</b>	<b>(7,447)</b>	<b>18%</b>	
<b>1250-0002 - STREET LIGHTING OPERATIONS</b>										
1250-0003 - STREET LIGHTING INCOME	(30,000)	0	(30,000)	(30,000)	0	100%	(30,000)	0	100%	
1251-0003 - STREET LIGHTING EXPENSES	127,320	0	127,320	58,969	68,351	46%	127,320	0	46%	
<b>1250-0002 - STREET LIGHTING OPERATIONS Total</b>	<b>97,320</b>	<b>0</b>	<b>97,320</b>	<b>28,969</b>	<b>68,351</b>	<b>30%</b>	<b>97,320</b>	<b>0</b>	<b>30%</b>	
<b>1300-0002 - TOWN PLANNING OPERATIONS</b>										
1300-0003 - TOWN PLANNING INCOME	(15,300)	0	(15,300)	(22,277)	6,977	146%	(23,029)	(7,729)	97%	Adjusted to actual income received.
1301-0003 - TOWN PLANNING EXPENSES	1,020	0	1,020	0	1,020	0%	1,020	0	0%	
<b>1300-0002 - TOWN PLANNING OPERATIONS Total</b>	<b>(14,280)</b>	<b>0</b>	<b>(14,280)</b>	<b>(22,277)</b>	<b>7,997</b>	<b>156%</b>	<b>(22,009)</b>	<b>(7,729)</b>	<b>101%</b>	
<b>1350-0002 - OTHER COMMUNITY AMENITIES</b>										
1350-0002 - OTHER COMMUNITY AMENITIES	0	0	0	622	(622)	0%	0	0	0%	
<b>1350-0002 - OTHER COMMUNITY AMENITIES Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>622</b>	<b>(622)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>1150-0001 - HOUSING &amp; COMMUNITY SERVICES Total</b>	<b>129,033</b>	<b>(577)</b>	<b>128,456</b>	<b>57,079</b>	<b>71,377</b>	<b>44%</b>	<b>113,280</b>	<b>(15,176)</b>	<b>50%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>1400-0001 - RECREATION &amp; CULTURE</b>										
<b>1400-0002 - PUBLIC LIBRARIES OPERATIONS</b>										
1400-0003 - PUBLIC LIBRARIES INCOME	(153,193)	(35,338)	(188,531)	(72,134)	(116,397)	38%	(188,531)	0	38%	
1401-0003 - PUBLIC LIBRARIES EMPLOYEE EXPENSES	268,108	0	268,108	197,117	70,991	74%	268,850	742	73%	
1405-0003 - PUBLIC LIBRARIES ADMIN EXPENSES	101,465	0	101,465	17,895	83,570	18%	100,723	(742)	18%	
1410-0003 - PUBLIC LIBRARIES OTHER EXPENSES	70,060	35,338	105,398	47,200	58,198	45%	105,398	0	45%	
1415-0003 - PUBLIC LIBRARIES BUILDING EXPENSES	24,491	0	24,491	28,773	(4,282)	117%	31,491	7,000	91%	Increased expense due to air-conditioner repairs.
1445-0003 - DEPRECIATION - PUBLIC LIBRARIES	46,654	0	46,654	30,048	16,606	64%	46,654	0	64%	
<b>1400-0002 - PUBLIC LIBRARIES OPERATIONS Total</b>	<b>357,585</b>	<b>0</b>	<b>357,585</b>	<b>248,899</b>	<b>108,686</b>	<b>70%</b>	<b>364,585</b>	<b>7,000</b>	<b>68%</b>	
<b>1450-0002 - OTHER CULTURAL SERVICES</b>										
1450-0002 - OTHER CULTURAL SERVICES	9,813	(192)	9,621	9,621	0	100%	9,621	0	100%	
<b>1450-0002 - OTHER CULTURAL SERVICES Total</b>	<b>9,813</b>	<b>(192)</b>	<b>9,621</b>	<b>9,621</b>	<b>0</b>	<b>100%</b>	<b>9,621</b>	<b>0</b>	<b>100%</b>	
<b>1500-0002 - SWIMMING POOLS OPERATIONS</b>										
1500-0003 - SWIMMING POOL INCOME	(65,868)	18,793	(47,075)	(36,200)	(10,875)	77%	(36,200)	10,875	100%	Adjusted to actual income received.
1501-0003 - SWIMMING POOL EXPENSES	238,258	219	238,477	226,494	11,983	95%	238,477	0	95%	
1525-0003 - DEPRECIATION - SWIMMING POOLS	41,582	0	41,582	6,462	35,120	16%	41,582	0	16%	
<b>1500-0002 - SWIMMING POOLS OPERATIONS Total</b>	<b>213,972</b>	<b>19,012</b>	<b>232,984</b>	<b>196,756</b>	<b>36,228</b>	<b>84%</b>	<b>243,859</b>	<b>10,875</b>	<b>81%</b>	
<b>1550-0002 - SPORTING COMPLEX OPERATIONS</b>										
1550-0003 - SPORTING COMPLEX INCOME	(35,598)	15,598	(20,000)	(19,873)	(127)	99%	(23,764)	(3,764)	84%	Increased Gym Membership income.
1551-0003 - SPORTING COMPLEX EXPENSES	152,326	(39)	152,287	102,371	49,916	67%	152,287	0	67%	
1585-0003 - DEPRECIATION - SPORTING COMPLEX	111,514	0	111,514	86,254	25,260	77%	111,514	0	77%	
<b>1550-0002 - SPORTING COMPLEX OPERATIONS Total</b>	<b>228,242</b>	<b>15,559</b>	<b>243,801</b>	<b>168,752</b>	<b>75,049</b>	<b>69%</b>	<b>240,037</b>	<b>(3,764)</b>	<b>70%</b>	
<b>1600-0002 - SPORTING GROUNDS &amp; OVALS OPERATIONS</b>										
1600-0003 - SPORTING GROUNDS INCOME	(7,842)	(748,469)	(756,311)	(567,598)	(188,713)	75%	(756,311)	0	75%	
1601-0003 - SPORTING GROUNDS EXPENSES	191,810	0	191,810	79,844	111,966	42%	161,810	(30,000)	49%	Transferred to Showground/Racecourse expenses.
1645-0003 - DEPRECIATION - SPORTING GROUNDS	42,571	0	42,571	30,013	12,558	71%	42,571	0	71%	
<b>1600-0002 - SPORTING GROUNDS &amp; OVALS OPERATIONS Total</b>	<b>226,539</b>	<b>(748,469)</b>	<b>(521,930)</b>	<b>(457,741)</b>	<b>(64,189)</b>	<b>88%</b>	<b>(551,930)</b>	<b>(30,000)</b>	<b>83%</b>	
<b>1650-0002 - PARKS &amp; GARDENS OPERATIONS</b>										
1650-0003 - PARKS & GARDENS INCOME	0	(56,388)	(56,388)	(32,915)	(23,473)	58%	(56,388)	0	58%	
1651-0003 - PARKS & GARDENS EXPENSES	296,717	56,388	353,105	245,966	107,139	70%	353,105	0	70%	
1675-0003 - DEPRECIATION - PARKS & GARDENS	32,037	0	32,037	36,350	(4,313)	113%	32,037	0	113%	
<b>1650-0002 - PARKS &amp; GARDENS OPERATIONS Total</b>	<b>328,754</b>	<b>0</b>	<b>328,754</b>	<b>249,401</b>	<b>79,353</b>	<b>76%</b>	<b>328,754</b>	<b>0</b>	<b>76%</b>	
<b>1700-0002 - SHOWGROUND - RACECOURSE OPERATIONS</b>										
1700-0003 - SHOWGROUND - RACECOURSE INCOME	(38,684)	(1,565,468)	(1,604,152)	(1,639,691)	35,539	102%	(1,754,522)	(150,370)	93%	Grant income for Judges Box Upgrade & Cattleyards and Camp Area Upgrade.
1701-0003 - SHOWGROUND - RACECOURSE EXPENSES	237,156	224	237,380	192,021	45,359	81%	267,380	30,000	72%	Transferred from Sporting Ovals maintenance expenses.
1725-0003 - DEPRECIATION - SHOWGROUND-RACECOURSE	50,184	0	50,184	36,713	13,471	73%	50,184	0	73%	
<b>1700-0002 - SHOWGROUND - RACECOURSE OPERATIONS Total</b>	<b>248,656</b>	<b>(1,565,244)</b>	<b>(1,316,588)</b>	<b>(1,410,957)</b>	<b>94,369</b>	<b>107%</b>	<b>(1,436,958)</b>	<b>(120,370)</b>	<b>98%</b>	
<b>1400-0001 - RECREATION &amp; CULTURE Total</b>	<b>1,613,561</b>	<b>(2,279,334)</b>	<b>(665,773)</b>	<b>(995,269)</b>	<b>329,496</b>	<b>149%</b>	<b>(802,032)</b>	<b>(136,259)</b>	<b>124%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>1750-0001 - MINING MANUFACTURING &amp; CONSTRUCTION</b>										
<b>1750-0002 - BUILDING CONTROL OPERATIONS</b>										
1750-0003 - BUILDING CONTROL INCOME	0	(494)	(494)	(2,275)	1,781	461%	(2,275)	(1,781)	100%	Adjusted to actual income received.
1751-0003 - BUILDING CONTROL EXPENSES	523	0	523	253	270	48%	523	0	48%	
<b>1750-0002 - BUILDING CONTROL OPERATIONS Total</b>	<b>523</b>	<b>(494)</b>	<b>29</b>	<b>(2,022)</b>	<b>2,051</b>	<b>(6972%)</b>	<b>(1,752)</b>	<b>(1,781)</b>	<b>115%</b>	
<b>1800-0002 - MT FOSTER QUARRY OPERATIONS</b>										
1800-0003 - MT FOSTER QUARRY INCOME	(5,228)	(955)	(6,183)	(1,269)	(4,914)	21%	(6,183)	0	21%	Removed electricity expense budget.
1801-0003 - MT FOSTER QUARRY EXPENSES	20,543	(20)	20,523	5,015	15,508	24%	10,273	(10,250)	49%	
1820-0003 - DEPRECIATION - MT FOSTER QUARRY	0	0	0	0	0	0%	0	0	0%	
<b>1800-0002 - MT FOSTER QUARRY OPERATIONS Total</b>	<b>15,315</b>	<b>(975)</b>	<b>14,340</b>	<b>3,746</b>	<b>10,594</b>	<b>26%</b>	<b>4,090</b>	<b>(10,250)</b>	<b>92%</b>	
<b>1900-0002 - GRAVEL PITS OPERATIONS</b>										
1900-0003 - GRAVEL PITS INCOME	(100,000)	100,000	0	0	0	0%	0	0	0%	
1901-0003 - GRAVEL PITS EXPENDITURE	90,000	(90,000)	0	0	0	0%	0	0	0%	
<b>1900-0002 - GRAVEL PITS OPERATIONS Total</b>	<b>(10,000)</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>1750-0001 - MINING MANUFACTURING &amp; CONSTRUCTION Total</b>	<b>5,838</b>	<b>8,531</b>	<b>14,369</b>	<b>1,724</b>	<b>12,645</b>	<b>12%</b>	<b>2,338</b>	<b>(12,031)</b>	<b>74%</b>	
<b>2000-0001 - TRANSPORT &amp; COMMUNICATION</b>										
<b>2000-0002 - LOCAL ROADS &amp; BRIDGES M&amp;R</b>										
2000-0003 - LOCAL SHIRE ROADS - INCOME	(982,887)	(1,959,008)	(2,941,895)	(2,223,141)	(718,754)	76%	(2,941,895)	0	76%	
2005-0003 - LOCAL SHIRE BRIDGES - INCOME	0	(858,220)	(858,220)	0	(858,220)	0%	(858,220)	0	0%	
2010-0003 - URBAN SEALED ROADS - M & R	55,319	40,000	95,319	90,999	4,320	95%	95,319	0	95%	
2050-0003 - URBAN UNSEALED ROADS - M & R	26,461	10,000	36,461	26,045	10,416	71%	36,461	0	71%	
2100-0003 - RURAL SEALED ROADS - M & R	367,200	140,000	507,200	439,895	67,305	87%	507,200	0	87%	
2150-0003 - RURAL UNSEALED ROADS - M & R	1,020,000	36,717	1,056,717	656,943	399,774	62%	1,056,717	0	62%	
2200-0003 - RURAL SHIRE BRIDGES - M & R	15,300	0	15,300	2,753	12,547	18%	15,300	0	18%	
2045-0003 - DEPRECIATION - URBAN SEALED ROADS	142,227	18,661	160,888	119,953	40,935	75%	160,888	0	75%	
2095-0003 - DEPRECIATION - URBAN UNSEALED ROADS	5,866	(2,090)	3,776	2,813	963	74%	3,776	0	74%	
2145-0003 - DEPRECIATION - RURAL SEALED ROADS	621,095	91,785	712,880	531,496	181,384	75%	712,880	0	75%	
2195-0003 - DEPRECIATION - RURAL UNSEALED ROADS	213,670	(74,498)	139,172	103,798	35,374	75%	139,172	0	75%	
2245-0003 - DEPRECIATION - RURAL BRIDGES	123,482	17,832	141,314	105,330	35,984	75%	141,314	0	75%	
<b>2000-0002 - LOCAL ROADS &amp; BRIDGES M&amp;R Total</b>	<b>1,607,733</b>	<b>(2,538,821)</b>	<b>(931,088)</b>	<b>(143,116)</b>	<b>(787,972)</b>	<b>15%</b>	<b>(931,088)</b>	<b>0</b>	<b>15%</b>	
<b>2250-0002 - REGIONAL ROADS &amp; BRIDGES M &amp; R</b>										
2250-0003 - REGIONAL ROADS - INCOME	(1,654,000)	(370,187)	(2,024,187)	(1,721,926)	(302,261)	85%	(2,024,187)	0	85%	
2260-0003 - REGIONAL SEALED ROADS - M & R	667,029	(29,813)	637,216	678,763	(41,547)	107%	837,216	200,000	81%	Transferred from Regional Roads Reseals.
2280-0003 - REGIONAL UNSEALED ROADS - M & R	99,243	0	99,243	22,751	76,492	23%	53,740	(45,503)	42%	Transferred Regional Roads capital expenditure.
2300-0003 - REGIONAL BRIDGES - M & R	16,728	0	16,728	5,990	10,738	36%	16,728	0	36%	
2275-0003 - DEPRECIATION - REGIONAL SEALED ROADS	612,164	159,542	771,706	575,723	195,983	75%	771,706	0	75%	
2295-0003 - DEPRECIATION - REGIONAL UNSEALED RDS	24,303	(8,853)	15,450	11,524	3,926	75%	15,450	0	75%	
2345-0003 - DEPRECIATION - REGIONAL BRIDGES	56,567	4,613	61,180	45,599	15,581	75%	61,180	0	75%	
<b>2250-0002 - REGIONAL ROADS &amp; BRIDGES M &amp; R Total</b>	<b>(177,966)</b>	<b>(244,698)</b>	<b>(422,664)</b>	<b>(381,576)</b>	<b>(41,088)</b>	<b>90%</b>	<b>(268,167)</b>	<b>154,497</b>	<b>142%</b>	
<b>2350-0002 - STATE HIGHWAY 11 - RMS WORKS</b>										
2350-0003 - SH 11 - RMCC - INCOME	(156,616)	156,616	0	27,646	(27,646)	0%	0	0	0%	
2351-0003 - SH 11 - RMCC - EXPENSES	156,616	(156,616)	0	0	0	0%	0	0	0%	
<b>2350-0002 - STATE HIGHWAY 11 - RMS WORKS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,646</b>	<b>(27,646)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>2400-0002 - PARKING AREAS</b>										
2400-0002 - PARKING AREAS	5,100	0	5,100	0	5,100	0%	5,100	0	0%	
<b>2400-0002 - PARKING AREAS Total</b>	<b>5,100</b>	<b>0</b>	<b>5,100</b>	<b>0</b>	<b>5,100</b>	<b>0%</b>	<b>5,100</b>	<b>0</b>	<b>0%</b>	
<b>2450-0002 - FOOTPATHS &amp; CYCLEWAYS</b>										
2455-0003 - FOOTPATHS & CYCLEWAYS - EXPENSES	35,700	0	35,700	44,990	(9,290)	126%	55,700	20,000	81%	Transferred from K&G Expenditure.
2495-0003 - DEPRECIATION - FOOTPATHS & CYCLEWAYS	52,086	(16,082)	36,004	26,851	9,153	75%	36,004	0	75%	
<b>2450-0002 - FOOTPATHS &amp; CYCLEWAYS Total</b>	<b>87,786</b>	<b>(16,082)</b>	<b>71,704</b>	<b>71,841</b>	<b>(137)</b>	<b>100%</b>	<b>91,704</b>	<b>20,000</b>	<b>78%</b>	
<b>2500-0002 - KERB &amp; GUTTERING</b>										
2505-0003 - KERB & GUTTERING - EXPENSES	26,138	0	26,138	1,707	24,431	7%	6,138	(20,000)	28%	Transferred to Footpaths expenditure.
<b>2500-0002 - KERB &amp; GUTTERING Total</b>	<b>26,138</b>	<b>0</b>	<b>26,138</b>	<b>1,707</b>	<b>24,431</b>	<b>7%</b>	<b>6,138</b>	<b>(20,000)</b>	<b>28%</b>	
<b>2550-0002 - AERODROMES</b>										
2550-0003 - AERODROMES - INCOME	(8,600)	(2,304,710)	(2,313,310)	(482,068)	(1,831,242)	21%	(2,313,310)	0	21%	
2555-0003 - AERODROMES - EXPENSES	80,047	22,409	102,456	83,483	18,973	81%	102,456	0	81%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
2570-0003 - DEPRECIATION - AERODROMES	19,049	0	19,049	10,166	8,883	53%	19,049	0	53%	
<b>2550-0002 - AERODROMES Total</b>	<b>90,496</b>	<b>(2,282,301)</b>	<b>(2,191,805)</b>	<b>(388,419)</b>	<b>(1,803,386)</b>	<b>18%</b>	<b>(2,191,805)</b>	<b>0</b>	<b>18%</b>	
<b>2600-0002 - BUS SHELTERS</b>										
2605-0003 - BUS SHELTERS - EXPENSES	2,101	0	2,101	0	2,101	0%	2,101	0	0%	
2620-0003 - DEPRECIATION - BUS SHELTERS	362	0	362	264	98	73%	362	0	73%	
<b>2600-0002 - BUS SHELTERS Total</b>	<b>2,463</b>	<b>0</b>	<b>2,463</b>	<b>264</b>	<b>2,199</b>	<b>11%</b>	<b>2,463</b>	<b>0</b>	<b>11%</b>	
<b>2650-0002 - ANCILLARY SERVICES</b>										
2655-0003 - WARREN TOWN ANCILLARY - EXPENSES	57,467	(20,000)	37,467	22,922	14,545	61%	37,467	0	61%	
2660-0003 - NEVERTIRE VILLAGE ANCILLARY EXPENSES	20,000	20,000	40,000	42,285	(2,285)	106%	45,000	5,000	94%	Additional expenditure required.
2670-0003 - COLLIE VILLAGE ANCILLARY EXPENSES	17,970	0	17,970	14,264	3,706	79%	17,970	0	79%	
2680-0003 - RURAL ADDRESSING EXPENSES	2,000	0	2,000	0	2,000	0%	2,000	0	0%	
2690-0003 - DEPRECIATION - ANCILLARY SERVICES	9,147	0	9,147	6,761	2,386	74%	9,147	0	74%	
<b>2650-0002 - ANCILLARY SERVICES Total</b>	<b>106,584</b>	<b>0</b>	<b>106,584</b>	<b>86,232</b>	<b>20,352</b>	<b>81%</b>	<b>111,584</b>	<b>5,000</b>	<b>77%</b>	
<b>2000-0001 - TRANSPORT &amp; COMMUNICATION Total</b>	<b>1,748,334</b>	<b>(5,081,902)</b>	<b>(3,333,568)</b>	<b>(725,421)</b>	<b>(2,608,147)</b>	<b>22%</b>	<b>(3,174,071)</b>	<b>159,497</b>	<b>23%</b>	
<b>2700-0001 - ECONOMIC AFFAIRS</b>										
<b>2750-0002 - TOURISM &amp; AREA PROMOTION</b>										
2750-0003 - TOURISM & AREA PROMOTION - INCOME	(1,500)	1,500	0	(18)	18	0%	(18)	(18)	100%	Adjusted to actual income received.
2755-0003 - INFORMATION CENTRE - EXPENSES	32,827	(1,500)	31,327	5,123	26,204	16%	28,645	(2,682)	18%	Removed furniture & fittings expense budget.
2790-0003 - DEPRECIATION - TOURIM & AREA PROMOTE	10,262	0	10,262	7,612	2,650	74%	10,262	0	74%	
<b>2750-0002 - TOURISM &amp; AREA PROMOTION Total</b>	<b>41,589</b>	<b>0</b>	<b>41,589</b>	<b>12,717</b>	<b>28,872</b>	<b>31%</b>	<b>38,889</b>	<b>(2,700)</b>	<b>33%</b>	
<b>2800-0002 - SALEYARDS &amp; MARKETS</b>										
2800-0003 - SALEYARDS - EXPENSES	806	75	881	358	523	41%	881	0	41%	
<b>2800-0002 - SALEYARDS &amp; MARKETS Total</b>	<b>806</b>	<b>75</b>	<b>881</b>	<b>358</b>	<b>523</b>	<b>41%</b>	<b>881</b>	<b>0</b>	<b>41%</b>	
<b>2855-0003 - PROJECT MANAGEMENT</b>										
2855-0003 - PROJECT MANAGEMENT EMPLOYEE EXPENSES	232,875	7,254	240,129	174,527	65,602	73%	240,129	0	73%	
<b>2855-0003 - PROJECT MANAGEMENT Total</b>	<b>232,875</b>	<b>7,254</b>	<b>240,129</b>	<b>174,527</b>	<b>65,602</b>	<b>73%</b>	<b>240,129</b>	<b>0</b>	<b>73%</b>	
<b>2850-0002 - ECONOMIC DEVELOPMENT</b>										
2850-0003 - ECONOMIC DEVELOPMENT - INCOME	0	(3,257,183)	(3,257,183)	(2,361,683)	(895,500)	73%	(3,259,649)	(2,466)	72%	Grant income received for Water Tower Mural.
2860-2495-0000 - Economic Development Program Expense	30,000	0	30,000	19,106	10,894	64%	30,000	0	64%	
<b>PART OF DROUGHT RELIEF FUNDING - ROUND 2</b>										
2860-2510-0010 - Drought Relief Events - Round 2	0	21,227	21,227	12,225	9,002	58%	21,227	0	58%	
2860-2510-0020 - Water Tower Mural - Round 2	0	34,792	34,792	39,850	(5,058)	115%	37,258	2,466	107%	Contra expense from grant received.
2860-2510-0025 - External Audit - Round 2	0	2,500	2,500	0	2,500	0%	2,500	0	0%	
2860-2510-0035 - Warren Tennis Courts Upgrade - Rnd 2	0	77,290	77,290	48,254	29,036	62%	77,290	0	62%	
2860-2510-0040 - Drought Relief 2 - Contingency	0	0	0	0	0	0%	0	0	0%	
<b>PART OF MDBA GRANT FUNDING</b>										
2880-2500-0010 - Warren Expenses - Village Program	0	331,900	331,900	15,135	316,765	5%	331,900	0	5%	
2880-2500-0020 - Nevertire Expenses - Village Program	0	403,900	403,900	23,628	380,272	6%	403,900	0	6%	
2880-2500-0030 - Collie Expenses - Village Program	0	161,500	161,500	17,725	143,775	11%	161,500	0	11%	
2880-2500-0050 - Project Costs - MDBA Program	0	168,700	168,700	0	168,700	0%	168,700	0	0%	
<b>2850-0002 - ECONOMIC DEVELOPMENT Total</b>	<b>30,000</b>	<b>(2,055,374)</b>	<b>(2,025,374)</b>	<b>(2,185,760)</b>	<b>160,386</b>	<b>108%</b>	<b>(2,025,374)</b>	<b>0</b>	<b>108%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>2900-0002 - PRIVATE WORKS</b>										
2900-0003 - PRIVATE WORKS - INCOME	(75,276)	0	(75,276)	(24,368)	(50,908)	32%	(75,276)	0	32%	
2905-0003 - PRIVATE WORKS - EXPENSES	62,730	0	62,730	21,159	41,571	34%	62,730	0	34%	
<b>2900-0002 - PRIVATE WORKS Total</b>	<b>(12,546)</b>	<b>0</b>	<b>(12,546)</b>	<b>(3,209)</b>	<b>(9,337)</b>	<b>26%</b>	<b>(12,546)</b>	<b>0</b>	<b>26%</b>	
<b>2910-0002 - EMPLOYEE DEBTORS</b>										
2910-0004 - EMPLOYEE DEBTORS TO BE RAISED	0	0	0	2,136	(2,136)	0%	0	0	0%	
<b>2910-0002 - EMPLOYEE DEBTORS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,136</b>	<b>(2,136)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>2920-0002 - OTHER BUSINESS UNDERTAKINGS</b>										
2920-0003 - OTHER BUSINESS NEI - INCOME	(52,432)	(7)	(52,439)	(34,427)	(18,012)	66%	(54,535)	(2,096)	63%	Adjusted for portion of 2020/21 rates on sale of land.
2922-0003 - OTHER BUSINESS NEI - EXPENSES	102,112	(5,547)	96,565	78,162	18,403	81%	96,565	0	81%	
2995-0003 - DEPRECIATION - OTHER BUSINESS NEI	47,614	0	47,614	35,197	12,417	74%	47,614	0	74%	
<b>2920-0002 - OTHER BUSINESS UNDERTAKINGS Total</b>	<b>97,294</b>	<b>(5,554)</b>	<b>91,740</b>	<b>78,932</b>	<b>12,808</b>	<b>86%</b>	<b>89,644</b>	<b>(2,096)</b>	<b>88%</b>	
<b>2700-0001 - ECONOMIC AFFAIRS Total</b>	<b>390,018</b>	<b>(2,053,599)</b>	<b>(1,663,581)</b>	<b>(1,919,936)</b>	<b>256,355</b>	<b>115%</b>	<b>(1,668,377)</b>	<b>(4,796)</b>	<b>115%</b>	
<b>2997-0001 - GENERAL FUND - NEW LOANS</b>										
2997-0003 - SWIMMING POOL REFURBISHMENT LOAN	(750,000)	0	(750,000)	0	(750,000)	0%	(750,000)	0	0%	
<b>2997-0001 - GENERAL FUND - NEW LOANS Total</b>	<b>(750,000)</b>	<b>0</b>	<b>(750,000)</b>	<b>0</b>	<b>(750,000)</b>	<b>0%</b>	<b>(750,000)</b>	<b>0</b>	<b>0%</b>	
<b>2998-0001 - INTERNAL RESTRICTED FUNDS - CAPITAL</b>										
2998-1997-0305 - Restricted Funds - Council Chambers	0	(1,304,356)	(1,304,356)	(1,175,104)	(129,252)	90%	(1,304,356)	0	90%	
2998-1997-0470 - Restricted Funds - Heavy Plant	0	(547,428)	(547,428)	0	(547,428)	0%	(547,428)	0	0%	
2998-1997-0800 - Restricted Funds - DWM - Ewenmar Dep	0	(102,880)	(102,880)	0	(102,880)	0%	(102,880)	0	0%	
2998-1997-2015 - Restricted Funds - CBD Upgrade	0	(19,372)	(19,372)	(19,372)	0	100%	(19,372)	0	100%	
2998-1997-2050 - Restricted Funds - Nevertire Sts Upg	0	(50,000)	(50,000)	(50,000)	0	100%	(50,000)	0	100%	
2998-1997-2200 - Restricted Funds - Bridge Renewal	0	(300,000)	(300,000)	(300,000)	0	100%	(300,000)	0	100%	
2998-1997-2210 - Restricted Funds - Overflow Bridge	0	(85,000)	(85,000)	0	(85,000)	0%	(85,000)	0	0%	
2998-1997-9000 - Restricted Funds - Infrastructure	0	(220,000)	(220,000)	(220,000)	0	100%	(220,000)	0	100%	
<b>2998-0001 - INTERNAL RESTRICTED FUNDS - CAPITAL Total</b>	<b>0</b>	<b>(2,629,036)</b>	<b>(2,629,036)</b>	<b>(1,764,476)</b>	<b>(864,560)</b>	<b>67%</b>	<b>(2,629,036)</b>	<b>0</b>	<b>67%</b>	
<b>2999-0001 - DEPRECIATION ESTIMATE BALANCE ITEM</b>										
2999-0002 - DEPRECIATION ESTIMATE BALANCE ITEM	(3,315,067)	(175,541)	(3,490,608)	(2,533,536)	(957,072)	73%	(3,490,608)	0	73%	
<b>2999-0001 - DEPRECIATION ESTIMATE BALANCE ITEM Total</b>	<b>(3,315,067)</b>	<b>(175,541)</b>	<b>(3,490,608)</b>	<b>(2,533,536)</b>	<b>(957,072)</b>	<b>73%</b>	<b>(3,490,608)</b>	<b>0</b>	<b>73%</b>	
<b>3040-0002 - INVENTORIES &amp; OTHER ASSET - CURRENT</b>										
3060-0004 - EMPLOYEE TOOLS PURCHASES	3,869	5,000	8,869	11,586	(2,717)	131%	12,869	4,000	90%	Adjusted to anticipated expenditure.
<b>3040-0002 - INVENTORIES &amp; OTHER ASSET - CURRENT Total</b>	<b>3,869</b>	<b>5,000</b>	<b>8,869</b>	<b>11,586</b>	<b>(2,717)</b>	<b>131%</b>	<b>12,869</b>	<b>4,000</b>	<b>90%</b>	
<b>3000-0001 - CURRENT ASSETS Total</b>	<b>3,869</b>	<b>5,000</b>	<b>8,869</b>	<b>11,586</b>	<b>(2,717)</b>	<b>131%</b>	<b>12,869</b>	<b>4,000</b>	<b>90%</b>	
<b>3200-0002 - PROPERTY PLANT &amp; EQUIPMENT ASSETS</b>										
3210-4000-0100 - Engineering - P&E - Traffic Counters	5,000	0	5,000	0	5,000	0%	0	(5,000)	0%	Transferred to Office Equipment purchases.
3210-4000-0200 - Depot - P&E - CCTV Installation	38,150	(16,967)	21,183	0	21,183	0%	21,183	0	0%	
3210-4020-0005 - Administration - OE - Purchases	33,773	(1,762)	32,011	35,421	(3,410)	111%	37,011	5,000	96%	Purchase of 2 laptops for engineering section.
3210-4040-0005 - Admin - F&F - Purchases	0	1,572	1,572	1,572	0	100%	1,572	0	100%	
3210-4100-0005 - Council Building Renovations/Fitout	0	1,524,356	1,524,356	1,395,104	129,252	92%	1,524,356	0	92%	
3210-4120-0005 - Depot Improvements	0	16,967	16,967	22,547	(5,580)	133%	25,067	8,100	90%	Additional expenses for 2 X air-conditioners in Depot
<b>3210-0004 - ADMINISTRATION - CAPITAL EXPENSES</b>	<b>76,923</b>	<b>1,524,166</b>	<b>1,601,089</b>	<b>1,454,644</b>	<b>146,445</b>	<b>91%</b>	<b>1,609,189</b>	<b>8,100</b>	<b>90%</b>	
3310-4120-0005 - Ewenmar Waste Depot - Upgrade	0	258,538	258,538	54,791	203,747	21%	258,538	0	21%	
<b>3310-0004 - ENVIRONMENT - CAPITAL EXPENSES</b>	<b>0</b>	<b>258,538</b>	<b>258,538</b>	<b>54,791</b>	<b>203,747</b>	<b>21%</b>	<b>258,538</b>	<b>0</b>	<b>21%</b>	



	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3330-4100-0001 - Dwellings Renewals	0	0	0	0	0	0%	7,447	7,447	0%	Transferred from Dwellings M&R for new carpet in 1 Pittman Parade.
3330-4100-0005 - Dwellings Construction X 2	0	134,000	134,000	51,901	82,099	39%	134,000	0	39%	
3330-4100-0010 - Sale of 39 Garden Avenue Dwelling	0	(190,000)	(190,000)	0	(190,000)	0%	(190,000)	0	0%	
3330-4120-0100 - Warren Lawn Cemetery - Stage 3	90,000	0	90,000	10,226	79,774	11%	90,000	0	11%	
<b>3330-0004 - HOUSING &amp; COMMUNITY - CAPITAL EXPENSES</b>	<b>90,000</b>	<b>(56,000)</b>	<b>34,000</b>	<b>62,127</b>	<b>(28,127)</b>	<b>183%</b>	<b>41,447</b>	<b>7,447</b>	<b>150%</b>	
3360-4005-0010 - Swimming Pool - Plant & Equipment	0	2,104	2,104	2,104	0	100%	2,104	0	100%	
3360-4005-0015 - Swimming Pool Refurbishment	750,000	0	750,000	901,897	(151,897)	120%	750,000	0	120%	
3360-4005-0020 - Disabled Lift - Swimming Pool	0	12,311	12,311	12,311	0	100%	12,311	0	100%	
3360-4010-0001 - Sporting Complex - P&E Purchases	0	0	0	0	0	0%	0	0	0%	
3360-4010-0005 - External Storage - Sports Complex	0	0	0	0	0	0%	0	0	0%	
3360-4010-0010 - Carpet Upstairs - Sports Complex	0	0	0	0	0	0%	0	0	0%	
3360-4010-0015 - Gym Equipment - Sports Complex	9,625	0	9,625	8,373	1,252	87%	9,625	0	87%	
3360-4010-0020 - Evaporative Aircon - Sports Complex	13,800	(3,458)	10,342	10,342	0	100%	10,342	0	100%	
3360-4010-0025 - Emergency Generator - Sports Complex	0	0	0	0	0	0%	0	0	0%	
3360-4010-0030 - Bain Marie - Sports Complex	2,400	(1,158)	1,242	1,242	0	100%	1,242	0	100%	
3360-4010-0035 - Projector & Screen - Sports Complex	3,600	118	3,718	3,718	0	100%	3,718	0	100%	
3360-4010-0040 - TV Antenna & Ports - Sports Complex	1,800	(673)	1,127	1,127	0	100%	1,127	0	100%	
3360-4010-0045 - Wireless Scoreboard - Sports Complex	8,000	0	8,000	0	8,000	0%	8,000	0	0%	
3360-4015-0010 - Carter Oval Redevelopment	0	1,256,499	1,256,499	578,509	677,990	46%	1,256,499	0	46%	
3360-4015-0016 - Shade Sails - Skate Park Tables/BBQ	0	15,469	15,469	30,998	(15,529)	200%	15,469	0	200%	
3360-4015-0017 - Carter Oval Cricket Facilities	0	125,000	125,000	104,155	20,845	83%	125,000	0	83%	
3360-4015-0020 - Splash Park - Carter Oval	0	608,000	608,000	595,435	12,565	98%	608,000	0	98%	
3360-4030-0010 - Enhancing Equestrian Horse Events	0	1,445,468	1,445,468	731,484	713,984	51%	1,445,468	0	51%	
3360-4030-0015 - Switchboard Upgrade Showground	0	120,000	120,000	169	119,831	0%	120,000	0	0%	
3360-4030-0020 - Judges Box Upgrade - Showground	0	0	0	0	0	0%	40,370	40,370	0%	Contra Grant income expense.
3360-4030-0025 - Camp Area & Cattle Yards Upgrade	0	0	0	0	0	0%	110,000	110,000	0%	Contra Grant income expense.
<b>PART OF DROUGHT RELIEF FUNDING - ROUND 2</b>										
3360-4050-0005 - Warren CBD - Toilet Installation	0	161,942	161,942	55,480	106,462	34%	161,942	0	34%	
3360-4050-0010 - Netball Courts - Irrigation & Turf	0	30,000	30,000	19,497	10,503	65%	30,000	0	65%	
3360-4050-0015 - Carter Oval Lighting	0	274,166	274,166	0	274,166	0%	274,166	0	0%	
3360-4050-0020 - Skate Park - Shade Shelter	0	108,391	108,391	19,367	89,024	18%	108,391	0	18%	
3360-4050-0025 - Swimming Pool Shade Shelters	0	112,292	112,292	113,485	(1,193)	101%	112,292	0	101%	
3360-4050-0030 - Pathway Structures	0	29,792	29,792	5,750	24,042	19%	29,792	0	19%	
3360-4050-0035 - Warren Cemetery Upgrade - Toilet	0	82,292	82,292	48,879	33,413	59%	82,292	0	59%	
<b>3360-0004 - RECREATION - CAPITAL EXPENSES</b>	<b>789,225</b>	<b>4,378,555</b>	<b>5,167,780</b>	<b>3,244,322</b>	<b>1,923,458</b>	<b>63%</b>	<b>5,318,150</b>	<b>150,370</b>	<b>61%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3420-4320-0001 - Urban Sealed Roads - Reseals	52,530	0	52,530	60,005	(7,475)	114%	60,005	7,475	100%	Additional works undertaken, transferred from Rural Reseal savings.
3420-4320-0004 - Footpath Replacement	7,956	0	7,956	0	7,956	0%	7,956	0	0%	
3420-4320-0005 - CBD Improvement	0	19,372	19,372	19,372	0	100%	19,372	0	100%	
3420-4320-0010 - Warren Town Streets Upgrade	254,030	(254,030)	0	0	0	0%	0	0	0%	
3420-4320-0050 - Airport Lighting Renewal - Insurance	0	0	0	2,545	(2,545)	0%	0	0	0%	
3420-4320-0100 - Airport Fencing - Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-0105 - Warren Airport Subdivision	0	0	0	0	0	0%	0	0	0%	
3420-4320-0110 - Airport Redevelopment	0	2,284,210	2,284,210	791,066	1,493,144	35%	2,284,210	0	35%	
3420-4320-0150 - Shared Pathway's Upgrade - Warren	0	0	0	0	0	0%	0	0	0%	
3420-4320-0200 - Nevertire Village Streets Upgrade	0	104,681	104,681	105,014	(333)	100%	104,681	0	100%	
3420-4320-0300 - Collie Village Streets Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-1000 - Urban Unsealed Roads - Resheeting	0	0	0	0	0	0%	0	0	0%	
3420-4320-2000 - Rural Sealed Roads - Reseals	550,800	0	550,800	509,635	41,165	93%	543,010	(7,790)	94%	Transferred to Urban Reseals.
3420-4320-2002 - Nevertire-Bogan Rd - Railway Crossing	0	11,894	11,894	12,209	(315)	103%	12,209	315	100%	Additional expenses, transferred from above.
3420-4320-2004 - Nevertire-Bogan Rd - Seg 02	0	610,400	610,400	509,064	101,336	83%	610,400	0	83%	
3420-4320-2008 - Old Warren Road - Seg 22 & 24	0	712,400	712,400	622,574	89,826	87%	712,400	0	87%	
3420-4320-2010 - Ellengerah Road - Seg 20	0	432,200	432,200	372,517	59,683	86%	432,200	0	86%	
3420-4320-2012 - Dandaloo Rd (Tyrie Rd) - Seg 00 & 02	0	244,008	244,008	180,249	63,759	74%	244,008	0	74%	
3420-4320-3000 - Rural Unsealed Roads - Resheeting	408,000	(79,262)	328,738	273,245	55,493	83%	328,738	0	83%	
3420-4320-4000 - Regional Sealed Roads - Reseals	200,000	0	200,000	0	200,000	0%	0	(200,000)	0%	Transferred to Regional Sealed Roads Maintenance
3420-4320-4004 - RR 333 - Carinda Road - Intersection	0	100,000	100,000	143,614	(43,614)	144%	143,614	43,614	100%	Transferred from Regional Unsealed Roads Maintenance.
3420-4320-4010 - RR 347 - Collie-Trangie Rd - Rehab	600,000	200,000	800,000	235,748	564,252	29%	800,000	0	29%	
3420-4320-4015 - RR 202 - Marthaguy Rd - Rehab	0	0	0	1,215	(1,215)	0%	1,215	1,215	100%	Transferred from Regional Unsealed Roads Maintenance.
3420-4320-4020 - RR 7515 - Warren Road - Rehab	0	0	0	4,374	(4,374)	0%	4,374	4,374	100%	Adjusted to actual expenses.
3420-4320-5502 - Tenandra Bridge Renewal - RR7515	0	50,000	50,000	54,502	(4,502)	109%	54,502	4,502	100%	Adjusted to actual expenses.
3420-4320-5517 - Newe Park Bridge Renewal - RR7515	0	50,000	50,000	41,798	8,202	84%	41,798	(8,202)	100%	Adjusted to actual expenses.
3420-4320-6000 - Wonbobbie Bridge Renewal - SR30	0	1,158,220	1,158,220	872,620	285,600	75%	1,158,220	0	75%	
3420-4320-6010 - Overflow Bridge - Major Repair -SR65	0	85,000	85,000	0	85,000	0%	85,000	0	0%	
<b>3420-0004 - TRANSPORT - CAPITAL EXPENSES</b>	<b>2,073,316</b>	<b>5,729,093</b>	<b>7,802,409</b>	<b>4,811,366</b>	<b>2,991,043</b>	<b>62%</b>	<b>7,647,912</b>	<b>(154,497)</b>	<b>63%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3440-4000-0001 - Heavy Plant Purchases	750,000	547,428	1,297,428	81,572	1,215,856	6%	1,297,428	0	6%	
3440-4000-0010 - Plant Purchases - Misc Items	0	0	0	16,236	(16,236)	0%	0	0	0%	
3440-4001-0001 - Heavy Plant Trade Ins	(250,000)	135,726	(114,274)	0	(114,274)	0%	(114,274)	0	0%	
3440-4001-0012 - Plant 12 - Sale	0	(61,477)	(61,477)	(61,477)	0	100%	(61,477)	0	100%	
3440-4001-0013 - Plant 13 - Sale	0	(42,531)	(42,531)	(42,531)	0	100%	(42,531)	0	100%	
3440-4001-0030 - Plant 30 - Sale	0	(12,536)	(12,536)	(12,536)	0	100%	(12,536)	0	100%	
3440-4001-0034 - Plant 34 - Sale	0	(5,623)	(5,623)	(5,623)	0	100%	(5,623)	0	100%	
3440-4001-0071 - Plant 71 - Sale	0	(898)	(898)	(898)	0	100%	(898)	0	100%	
3440-4001-0080 - Plant 80 - Sale	0	(1,667)	(1,667)	(1,667)	0	100%	(1,667)	0	100%	
3440-4001-0087 - Plant 87 - Sale	0	(230)	(230)	(230)	0	100%	(230)	0	100%	
3440-4001-0088 - Plant 88 - Sale	0	(2,805)	(2,805)	(2,805)	0	100%	(2,805)	0	100%	
3440-4001-0095 - Plant 95 - Sale	0	(6,441)	(6,441)	(6,441)	0	100%	(6,441)	0	100%	
3440-4001-0155 - Plant 155 - Sale	0	(1,518)	(1,518)	(1,518)	0	100%	(1,518)	0	100%	
<b>Sub Total Heavy &amp; Miscellaneous Plant Purchases</b>	<b>500,000</b>	<b>547,428</b>	<b>1,047,428</b>	<b>(37,918)</b>	<b>1,085,346</b>	<b>(4%)</b>	<b>1,047,428</b>	<b>0</b>	<b>(4%)</b>	
3440-4010-0001 - Light Plant Purchases	233,000	0	233,000	151,390	81,610	65%	233,000	0	65%	
3440-4011-0001 - Light Plant Trade Ins	(113,000)	85,081	(27,919)	0	(27,919)	0%	(27,919)	0	0%	
3440-4011-0230 - Plant 230 - Sale	0	(23,256)	(23,256)	(23,256)	0	100%	(23,256)	0	100%	
3440-4011-0239 - Plant 239 - Sale	0	(29,147)	(29,147)	(29,147)	0	100%	(29,147)	0	100%	
3440-4011-3600 - Plant 3600 - Sale	0	(32,678)	(32,678)	(32,678)	0	100%	(32,678)	0	100%	
<b>Sub Total Light Plant Purchases</b>	<b>120,000</b>	<b>0</b>	<b>120,000</b>	<b>66,309</b>	<b>53,691</b>	<b>55%</b>	<b>120,000</b>	<b>0</b>	<b>55%</b>	
<b>3440-0004 - COUNCIL PLANT - CAPITAL EXPENSES</b>	<b>620,000</b>	<b>547,428</b>	<b>1,167,428</b>	<b>28,391</b>	<b>1,139,037</b>	<b>2%</b>	<b>1,167,428</b>	<b>0</b>	<b>2%</b>	
3460-4040-0010 - Information Centre - Furniture Purch	0	0	0	0	0	0%	0	0	0%	
3460-4120-0010 - Advertising Signs - Nevertire	0	0	0	0	0	0%	0	0	0%	
<b>3460-0004 - ECONOMIC AFFAIRS - CAPITAL EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>3200-0002 - PROPERTY PLANT &amp; EQUIPMENT ASSETS Total</b>	<b>3,649,464</b>	<b>12,381,780</b>	<b>16,031,244</b>	<b>9,655,641</b>	<b>6,375,603</b>	<b>60%</b>	<b>16,042,664</b>	<b>11,420</b>	<b>60%</b>	
<b>3500-0001 - CURRENT LIABILITIES</b>										
<b>3550-0002 - BORROWINGS - CURRENT</b>										
3550-0002 - BORROWINGS - CURRENT	96,513	0	96,513	61,625	34,888	64%	96,513	0	64%	
<b>3550-0002 - BORROWINGS - CURRENT Total</b>	<b>96,513</b>	<b>0</b>	<b>96,513</b>	<b>61,625</b>	<b>34,888</b>	<b>64%</b>	<b>96,513</b>	<b>0</b>	<b>64%</b>	
<b>1 - General Fund Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,980,694)</b>	<b>2,980,694</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>2 - Water Supply Fund</b>										
<b>4000-0001 - WATER SUPPLIES</b>										
<b>4000-0002 - WATER FUND - INCOME</b>										
4000-0003 - WATER FUND - GRANTS & SUBSIDIES	(10,418)	(768,346)	(778,764)	(177,345)	(601,419)	23%	(778,764)	0	23%	
4010-0003 - WATER FUND - ANNUAL CHARGES	(513,328)	848	(512,480)	(515,059)	2,579	101%	(512,480)	0	101%	
4030-0003 - WATER FUND - USER CHARGES	(316,361)	(476)	(316,837)	(133,196)	(183,641)	42%	(316,837)	0	42%	
4050-0003 - WATER FUND - OTHER INCOME	(2,615)	(2,040)	(4,655)	(4,557)	(98)	98%	(4,655)	0	98%	
4060-0003 - WATER FUND - INTEREST INCOME	(5,595)	2,131	(3,464)	(2,120)	(1,344)	61%	(3,464)	0	61%	
<b>4000-0002 - WATER FUND - INCOME Total</b>	<b>(848,317)</b>	<b>(767,883)</b>	<b>(1,616,200)</b>	<b>(832,277)</b>	<b>(783,923)</b>	<b>51%</b>	<b>(1,616,200)</b>	<b>0</b>	<b>51%</b>	
<b>4080-0002 - WATER FUND - LOAN FUNDS</b>										
4080-0002 - WATER FUND - LOAN FUNDS	(750,000)	0	(750,000)	0	(750,000)	0%	(750,000)	0	0%	
<b>4080-0002 - WATER FUND - LOAN FUNDS Total</b>	<b>(750,000)</b>	<b>0</b>	<b>(750,000)</b>	<b>0</b>	<b>(750,000)</b>	<b>0%</b>	<b>(750,000)</b>	<b>0</b>	<b>0%</b>	
<b>4099-0002 - WATER FUND - RESTRICTED FUNDS</b>										
4099-0002 - WATER FUND - RESTRICTED FUNDS	0	(3,414)	(3,414)	0	(3,414)	0%	(3,414)	0	0%	
<b>4099-0002 - WATER FUND - RESTRICTED FUNDS Total</b>	<b>0</b>	<b>(3,414)</b>	<b>(3,414)</b>	<b>0</b>	<b>(3,414)</b>	<b>0%</b>	<b>(3,414)</b>	<b>0</b>	<b>0%</b>	
<b>4100-0002 - WATER FUND - EXPENSES</b>										
4100-0003 - WATER FUND - MANAGEMENT EXPENSES	125,850	0	125,850	94,388	31,462	75%	125,850	0	75%	
4200-0003 - WATER FUND - MAINS	189,720	0	189,720	164,464	25,256	87%	229,720	40,000	72%	Adjusted to anticipated expenses.
4220-0003 - WATER FUND - RESERVOIRS	71,400	0	71,400	6,584	64,816	9%	31,400	(40,000)	21%	Transferred to water mains maintenance.
4230-0003 - WATER FUND - PUMP STATIONS	218,670	0	218,670	81,058	137,612	37%	218,670	0	37%	
4240-0003 - WATER FUND - WATER TREATMENT	91,800	0	91,800	51,121	40,679	56%	91,800	0	56%	
4250-0003 - WATER FUND - OTHER EXPENSES	66,300	0	66,300	44,130	22,170	67%	66,300	0	67%	
4300-0003 - WATER FUND - MISCELLANEOUS EXPENSES	37,747	0	37,747	29,731	8,016	79%	37,747	0	79%	
4350-0003 - WATER FUND - DEPRECIATION	263,034	23,200	286,234	212,992	73,242	74%	286,234	0	74%	
<b>4100-0002 - WATER FUND - EXPENSES Total</b>	<b>1,064,521</b>	<b>23,200</b>	<b>1,087,721</b>	<b>684,468</b>	<b>403,253</b>	<b>63%</b>	<b>1,087,721</b>	<b>0</b>	<b>63%</b>	
<b>4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM</b>										
4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM	(263,034)	(23,200)	(286,234)	(212,992)	(73,242)	74%	(286,234)	0	74%	
<b>4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM Total</b>	<b>(263,034)</b>	<b>(23,200)</b>	<b>(286,234)</b>	<b>(212,992)</b>	<b>(73,242)</b>	<b>74%</b>	<b>(286,234)</b>	<b>0</b>	<b>74%</b>	
<b>4499-0002 - WATER FUND - NON-CURRENT ASSETS</b>										
4580-4320-0001 - Water Supply Equipment Purchases	0	2,951	2,951	2,951	0	100%	2,951	0	100%	
4580-4320-0003 - Water Supply Pump Purchases	0	0	0	19,904	(19,904)	0%	19,904	19,904	100%	Purchase of new river pump.
4580-4320-0005 - Nevertire Reservoir Refurbishment	750,000	0	750,000	14,259	735,741	2%	750,000	0	2%	
4580-4320-0010 - Water Mains Renewals	46,830	0	46,830	0	46,830	0%	26,926	(19,904)	0%	Transferred to new pump purchase above.
4580-4320-0050 - Groundwater Augmentation Expenses	0	768,346	768,346	471,594	296,752	61%	768,346	0	61%	
<b>4499-0002 - WATER FUND - NON-CURRENT ASSETS Total</b>	<b>796,830</b>	<b>771,297</b>	<b>1,568,127</b>	<b>508,708</b>	<b>1,059,419</b>	<b>32%</b>	<b>1,568,127</b>	<b>0</b>	<b>32%</b>	
<b>3500-0001 - CURRENT LIABILITIES</b>										
<b>4650-0003 - BORROWINGS - CURRENT</b>										
4650-0003 - BORROWINGS - CURRENT	0	0	0	0	0	0%	0	0	0%	
<b>4650-0003 - BORROWINGS - CURRENT Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>4000-0001 - WATER SUPPLIES Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>147,907</b>	<b>(147,907)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>2 - Water Supply Fund Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>147,907</b>	<b>(147,907)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
<b>3 - Sewerage Fund</b>										
<b>5000-0001 - SEWERAGE SERVICES</b>										
<b>5000-0002 - SEWERAGE FUND - INCOME</b>										
5000-0003 - SEWERAGE FUND - GRANTS & SUBSIDIES	(2,558,513)	(79,252)	(2,637,765)	(766,162)	(1,871,603)	29%	(2,637,765)	0	29%	
5010-0003 - SEWERAGE FUND - ANNUAL CHARGES	(509,274)	5,859	(503,415)	(504,018)	603	100%	(503,415)	0	100%	
5030-0003 - SEWERAGE FUND - USER CHARGES	(42,025)	0	(42,025)	(17,508)	(24,517)	42%	(42,025)	0	42%	
5050-0003 - SEWERAGE FUND - OTHER INCOME	(2,824)	0	(2,824)	(728)	(2,096)	26%	(2,824)	0	26%	
5060-0003 - SEWERAGE FUND - INTEREST INCOME	(69,717)	43,128	(26,589)	(11,692)	(14,897)	44%	(26,589)	0	44%	
<b>5000-0002 - SEWERAGE FUND - INCOME Total</b>	<b>(3,182,353)</b>	<b>(30,265)</b>	<b>(3,212,618)</b>	<b>(1,300,108)</b>	<b>(1,912,510)</b>	<b>40%</b>	<b>(3,212,618)</b>	<b>0</b>	<b>40%</b>	
<b>5080-0002 - SEWERAGE FUND - NEW LOANS</b>										
5080-0002 - SEWERAGE FUND - NEW LOANS	(2,500,000)	0	(2,500,000)	0	(2,500,000)	0%	(2,500,000)	0	0%	
<b>5080-0002 - SEWERAGE FUND - NEW LOANS Total</b>	<b>(2,500,000)</b>	<b>0</b>	<b>(2,500,000)</b>	<b>0</b>	<b>(2,500,000)</b>	<b>0%</b>	<b>(2,500,000)</b>	<b>0</b>	<b>0%</b>	
<b>5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS</b>										
5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS	(306,787)	(1,021,787)	(1,328,574)	0	(1,328,574)	0%	(1,155,245)	173,329	0%	Reduction in the transfer from sewerage fund reserve.
<b>5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS Total</b>	<b>(306,787)</b>	<b>(1,021,787)</b>	<b>(1,328,574)</b>	<b>0</b>	<b>(1,328,574)</b>	<b>0%</b>	<b>(1,155,245)</b>	<b>173,329</b>	<b>0%</b>	
<b>5100-0002 - SEWERAGE FUND - EXPENSES</b>										
5100-0003 - SEWERAGE FUND - MANAGEMENT EXPENSES	129,152	0	129,152	96,864	32,288	75%	129,152	0	75%	
5200-0003 - SEWERAGE FUND - MAINS EXPENSES	112,200	0	112,200	23,075	89,125	21%	112,200	0	21%	
5250-0003 - SEWERAGE FUND - PUMP STATIONS	164,938	0	164,938	47,630	117,308	29%	164,938	0	29%	
5280-0003 - SEWERAGE FUND - TREATMENT WORKS	123,450	0	123,450	58,479	64,971	47%	123,450	0	47%	
5300-0003 - SEWERAGE FUND - MISCELLANEOUS	159,400	236	159,636	8,931	150,705	6%	159,636	0	6%	
5350-0003 - SEWERAGE FUND - DEPRECIATION	240,141	(19,882)	220,259	163,994	56,265	74%	220,259	0	74%	
<b>5100-0002 - SEWERAGE FUND - EXPENSES Total</b>	<b>929,281</b>	<b>(19,646)</b>	<b>909,635</b>	<b>398,973</b>	<b>510,662</b>	<b>44%</b>	<b>909,635</b>	<b>0</b>	<b>44%</b>	
<b>5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM</b>										
5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM	(240,141)	19,882	(220,259)	(163,994)	(56,265)	74%	(220,259)	0	74%	
<b>5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM Total</b>	<b>(240,141)</b>	<b>19,882</b>	<b>(220,259)</b>	<b>(163,994)</b>	<b>(56,265)</b>	<b>74%</b>	<b>(220,259)</b>	<b>0</b>	<b>74%</b>	
<b>5499-0002 - SEWERAGE FUND - NON-CURRENT ASSETS</b>										
5580-4320-0001 - Restart NSW - Treat Works Upgrade	5,100,000	1,050,000	6,150,000	2,385,336	3,764,664	39%	6,150,000	0	39%	
5580-4320-0002 - Sewerage Mains Renewals	200,000	0	200,000	21,520	178,480	11%	21,520	(178,480)	100%	Adjusted to actual expense, no further mains renewal works scheduled for 2020/21.
5580-4320-4000 - Sewerage Pumps - New Purchases	0	1,816	1,816	6,967	(5,151)	384%	6,967	5,151	100%	Purchase of 2 additional pumps.
<b>5499-0002 - SEWERAGE FUND - NON-CURRENT ASSETS Total</b>	<b>5,300,000</b>	<b>1,051,816</b>	<b>6,351,816</b>	<b>2,413,823</b>	<b>3,937,993</b>	<b>38%</b>	<b>6,178,487</b>	<b>(173,329)</b>	<b>39%</b>	
<b>3 - Sewerage Fund Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,348,694</b>	<b>(1,348,694)</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,484,093)</b>	<b>1,484,093</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	

**WARREN SHIRE COUNCIL**  
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**ITEM 1**

**WORKS PROGRESS REPORTS – ROADS**

**(C14-7.2)**

**RECOMMENDATION**

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Divisional Manager Engineering Services and the Roads Infrastructure Manager.

**ACRONYMS**

DMES Divisional Manager Engineering Services  
 RIM Roads Infrastructure Manager  
 ORI Overseer Roads Infrastructure  
 GR Gravel Resheet  
 BRL Bitumen Reseal Local Road  
 BRR Bitumen Reseal Regional Road

**MAINTENANCE**

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	Belah View Road	Reshape and Install Signs	6km
Grader Crew 2 (Three-man crew)	Tyrie Road	Reshape and Put Gravel on Road	2km
Grader Crew 3 (Three-man crew)	Carinda Road Johnsons Road	Shoulders and Reshape	10km - 16km
Grader Crew 4 (Three-man crew)	Oxley Road Cathundral Bogan Road	Maintenance and Shouldering	6.5km - 12km

WORK CREW	LOCATION	ACTIVITY	STONE USED
Paveline	Town Streets	Patching	
	Carinda Road	Patching	
	Marthaguy Road	Patching	
	Warren Road	Patching	
	Bullagreen Road	Patching	
	Collie-Trangie Road	Patching	

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**CURRENT WORKS**

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (three-man crew)	Belah View Road	Reshape
Grader Crew 2 (three-man crew)	Booka Road	Reshape
Grader Crew 3 (two-man crew)	Retreat Road	Reshape
Grader Crew 4 (two-man crew)	Merrigal Road	Reshape
Slasher	Warren Township	Laneways, Town Approaches

**UPCOMING WORKS**

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (three-man crew)	Old Warren Road	Reshape
Grader Crew 1 (three-man crew)	Gunningba Road	Reshape
Grader Crew 2 (three-man crew)	Billybingbone Road	Maintenance
Grader Crew 2 (three-man crew)	Nevertire/Bogan Road	Shoulders
Grader Crew 3 (two-man crew)	Notts Lane	Reshape
Grader Crew 3 (two-man crew)	Colane Road	Reshape
Grader Crew 4 (two-man crew)	Pineclump Soldiers Road	Reshape
Grader Crew 4 (two-man crew)	Gradgery Lane Segments 00, 02 & 04	Reshape

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WORKS PROGRESS REPORTS – ROADS

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Project	Budget	Expend	Resp	Comment
<b>Capital Works Gravel Resheets</b>				
Gravel Resheet Old Warren Road Segment 28	178,738	181,133	RIM	Segment 28 (2km) of the Old Warren Road has been Gravel Resheeted in preparation to the planned construction of this Segment in future years. It is currently planned for the 2022/23 budget year.
Gravel Resheet Canonba Road Segment 12 and Segment 14 up to the Shire Boundary with the Bogan Shire and total length of 2.553km	150,000	147,605	RIM	Segment 12 (2km) and 553m of Segment 14 leading up to the Shire Boundary has been Gravel Resheeted.
<b>Capital Works Bitumen Reseals</b>				
Ellengerah Road Segment 04	90,000	86,312	RIM	The 10mm bitumen reseal of Segment 04 (2km) of SR64 was scheduled to maintain and extend the life of the asset.
Old Warren Road Segment 02	87,600	77,673	RIM	The 10mm bitumen reseal of Segment 02 (2km) of SR65 was scheduled to maintain and extend the life of the asset.
Thornton Road Segment 02	105,600	96,448	RIM	The 20/10mm bitumen reseal of Segment 02 (2km) of SR53 completed.
Tottenham Road Segment 30	90,000	79,548	RIM	The 10mm bitumen reseal of Segment 02 (2km) of SR59 was scheduled to maintain and extend the life of the asset.
Tottenham Road Segment 02	87,600	84,972	RIM	The 10mm bitumen reseal of Segment 30 (2km) of SR59 was scheduled to maintain and extend the life of the asset.
Wambianna Road Segment 18	90,000	84,862	RIM	The 10mm bitumen reseal of Segment 18 (2km) of SR66 was scheduled to maintain and extend the life of the asset.



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Project	Budget	Expend	Resp	Comment
<b>Capital Works Bitumen Reseals Subject to Funding</b>				
Buckiinguy Road Segment 00.			RIM	The bitumen reseal to be completed when funding is available.
Buckiinguy Road Segment 02. Part 1 Narrow Section.			RIM	The bitumen reseal to be completed when funding is available.
Buckiinguy Road Segment 02. Part 2 5.4m Wide.			RIM	The bitumen reseal to be completed when funding is available.
Nevertire Bogan Road Segment 34.			RIM	The bitumen reseal to be completed when funding is available.
Old Warren Road Segment 18.			RIM	The bitumen reseal to be completed when funding is available.
<b>Capital Works In Progress</b>				
Wonbobbie Road Marthaguy Creek "Wonbobbie Bridge". Existing Asset Replacement.	1,158,220	831,711	DMES	Bridge and Road works completed. Bridge opened early December. Linemarking will be completed before the end of June 2021. A report regarding the Audit undertaken by NSW Public Works will be available at the May Roads Committee meeting.
Re prioritising the flow of traffic and upgrade of the intersection of the Carinda Road, Industrial Access Road. Existing Asset Upgrade.	100,000	143,614	DMES	Traffic flow was reconfigured to provide through traffic to the Industrial Road. Giveway signs & Linemarking as well as audible road warning lines installed on to Carinda Road. It is planned to have the Industrial Access Road designated as a Heavy Vehicle Bypass as soon as possible.

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WORKS PROGRESS REPORTS – ROADS

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Project	Budget	Expend	Resp	Comment
<b>Capital Works In Progress (Continued)</b>				
Warren Town Centre Upgrade Stage 2 Inclusive of Street Upgrade, Roundabout Upgrade, Street Furniture, Car/Caravan Parking Facility. Existing Asset Upgrade.	19,372	19,372	DMES	This project is to overall upgrade the traffic movement and presentability within the town centre.  Extensive survey works around the Burton and Dubbo Streets intersection have been undertaken.  It is proposed that a report and concept plan will be submitted to the May meeting of the Council.
Rural Road Construction – Ellengerah Road. Establishment of a New Asset.	432,200	281,608	DMES	This project has been completed up to the stage of having a bitumen final seal surface applied.  Linemarking is scheduled for May 2021.
Rural Road Construction – Old Warren Road – Segment 22 to 24. Establishment of a New Asset.	712,400	404,352	DMES	This project has been completed up to the stage of having a bitumen final seal surface applied.  Linemarking is scheduled for May 2021.
Rural Road Rehabilitation – Nevertire Bogan Road – Segment 02. Existing Asset Upgrade.	610,400	509,064	DMES	This project has been completed up to the stage of having a bitumen prime seal surface applied.  It is planned that the bitumen final seal surface will be applied during April 2021 and the linemarkings will be established May/June 2021.

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>Capital Works In Progress (Continued)</b>				
Rural Road Construction Tyrie Road.  (Formerly Dandaloo Road).  Segment 00 and 02.  Establishment of a New Asset.	244,008	180,220	DMES	<p>This project commenced in February 2021.</p> <p>The monies allocated to this project within the 2020/21 budget year is not enough to complete the upgrade works up to a bitumen surfaced road.</p> <p>Because of the insufficient finances the overall job will be completed in stages and additional grant monies will be hopefully sourced from future grant submissions.</p>
Rehabilitation Collie- Trangie Road Regional Road No.347.  Segment 12.  Existing Asset Upgrade.	800,000	128,005	DMES	<p>This project is in progress. The preliminary analysis works, survey, geotechnical, hydraulic analysis, REF and preliminary design, are all in progress.</p> <p>There will be no bitumen works undertaken in the 2020/21 budget year. The reason for this is that there will be insufficient monies left available after the preliminary costs, (shovel ready), drainage works, the vegetation works, and the shoulder works have been completed.</p>

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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>Planned Future Capital Works</b>				
Rehabilitation Warren Road Regional Road No.7515 Segment 7515.06 Inclusive of the Tenandra Bridge over the Marthaguy Creek – Fixing Country Road Grant Application. Existing Asset Upgrade.	Funded from Regional Roads Block Grant	54,502	DMES	All preliminary works have been completed.  Therefore, this project is on hold until the required funding can be sourced.  The project has been developed sufficiently to be classified as being <b><i>“shovel ready”</i></b> .
Rehabilitation Warren Road Regional Road Segment 08 Inclusive of the Newe Park Bridge over the Merrigal Creek. Existing Asset Upgrade.	Funded from Regional Roads Block Grant	41,798	DMES	All preliminary works have been completed.  Therefore, this project is on hold until the required funding can be sourced.  The project has been developed sufficiently to be classified as being <b><i>“shovel ready”</i></b> .

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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Estimated Required Budget	Expend	Resp	Comment
<b>Planned Future Capital Works (Continued)</b>				
Rehabilitation Warren Road Regional Road Segments 12 and 14.  This Project is Relevant to the 2016/17 Fixing Country Roads Grant Application and the 2020/21 ROSI Grant.	1,679,000	4,265	DMES	Several meetings have been held with Engineering Department representatives of the Coonamble Shire Council (CSC). Negotiations with the various Federal and State Departments is required to ensure that the proposed new scopes of works are agreed. Consultation has been ongoing with the Federal Government, Infrastructure NSW, NSW Transport and Coonamble Shire Representatives in an endeavour to have the deeds released. At this point in time, it is considered that a resolution has not been determined. Project has been included in the 2021/22 Draft Estimates.
Nevertire Bogan Road Railway Crossing Upgrade.  Existing Asset Upgrade.	11,894	12,209	DMES	This project is in the very early stages of planning. A site survey has been completed. Road counter devices have been established. Geotechnical analysis has been completed. Discussions regarding the preliminary plan have been held. Further consultation needs to be carried out with John Holland Pty Ltd (Railway) TfNSW, Electricity and Telecommunication providers and all other stakeholders. Once sufficient data has been compiled a meeting involving all stakeholders will be arranged.

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## ITEM 1 WORKS PROGRESS REPORTS – ROADS

CONTINUED

### Counter Summary

<u>No.</u>	<u>Date that Data was Collected</u>	<u>Road Name</u>	<u>Segment Number</u>	<u>Light Vehicle's Total</u>	<u>Medium Vehicle's Total</u>	<u>Heavy Vehicle's Total</u>	<u>Overall Total of Road Users</u>	<u>Count Duration (Days)</u>	<u>Daily Flow Rate</u>
1	3/11/2020 To 10/02/2021	Mitchell highway	Trangie side of Nevertire	73333	31532	16425	121290	99	1225
2	3/11/2020 To 10/02/2021	Mitchell highway	Nyngan side of Nevertire	76579	34565	14338	125482	99	1267
3	3/11/2020 To 10/02/2021	Oxley Highway	Warren side of Nevertire	82797	9321	13801	105919	99	1070
4	3/11/2020 To 10/02/2021	Nevertire-Bogan road	00	16851	7693	27963	52507	99	530
5	30/06/2020 To 10/02/2021	Oxley Highway	Truck Rest Area	9568	1447	1605	12620	225	56
6	5/11/2020 To 6/02/2021	Ellengerah Road	20	4028	552	345	4925	93	53
7	6/11/2020 To 23/12/2020	Ellengerah Road	Narromine Shire	1041	1177	387	2605	47	55
8	4/11/2020 To 10/02/2021	Carinda Road	Top of levy bank	19975	10865	3920	34760	98	355
9	6/11/2020 To 10/02/2021	Collie-Trangie Road	10	4139	1393	1313	6845	96	71
10	6/11/2020 To 10/02/2021	Collie-Trangie Road	12	5611	5250	2616	13477	96	140
11	6/11/2020 To 10/02/2021	Collie-Trangie Road	20	9911	1865	2237	14013	96	146
12	5/11/2020 To 10/02/2021	Warren Road	04	6573	4801	5168	16542	97	171
13	5/11/2020 To 10/02/2021	Warren Road	34	6204	3755	6232	16191	97	167
14	5/11/2020 To 10/02/2021	Marthaguy Road	14	5265	5893	929	12087	97	125
15	6/11/2020 To 10/02/2021	Collie-Dubbo Road	00	3019	3755	14490	21264	96	222
16	5/11/2020 To 10/02/2021	Lemongrove Road	06	2668	190	316	3174	97	33
17	4/11/2020 To 10/02/2021	Dubbo Street	Town Side of Intersection	26716	21899	2233	50848	98	519
<b>Total Amount of Road Users</b>				<b>354278</b>	<b>145953</b>	<b>114318</b>	<b>614549</b>		













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**ITEM 1      WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

**Counter Summary**

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

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**ITEM 2**

**WORKS PROGRESS REPORTS – TOWN SERVICES**

**(C14-7.2)**

**RECOMMENDATION**

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager.

Project	Budget	Expend	Resp	Comment
<b>General</b>				
Warren Netball Courts - Turf Grass	30,000	Nil.	IPM / TSM	The project is complete, except for turf and irrigation around the external sides of the courts. Turfing will occur in April 2021. Funds from the Drought Funds Stage 2 have been allocated for this task. Irrigation system installed.
Warren Lawn Cemetery Stage 3.	90,000	10,226	MHD / TSM	Upgrade drainage along western side and installation of drainage along eastern side. Extension of river water main for future lawn cemetery expansion. Listed on VendorPanel, closes 14/4/2021. Developing Cemetery Master Plan for future lawn cemetery expansion.



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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Warren Lawn Cemetery Installation of Toilet	82,292	5,073	MHD / TSM	Supply of "Access toilet" was listed on VendorPanel 8/1/2021 and closed 18/1/2021. Awarded to Modus Australia.  Expected installation mid May 2021.  Installation of on-site sewer management system to be completed late
<b>Water Supplies</b>				
Nevertire Reservoir Refurbishment	750,000	11,625	IPM / TSM	Options analysis and Project Management Plan has been developed. Listed on TenderLink, closes 16/4/2021
<b>Sewerage Services</b>				
Nil.				
<b>Grant Applications</b>				
Warren Levee Bank Rehabilitation	6,000,000	N/A	DMES / TSM	<ol style="list-style-type: none"> <li>1. Funding currently being pursued for repairs to the reported section of the Warren levee bank.</li> <li>2. Consulted with State Government. representatives seeking financial assistance to rectify deteriorated section.</li> <li>3. Works to be undertaken in-house using Council staff and local contractors.</li> <li>4. Local contractors have been liaised with regarding the methods of repair.</li> </ol> <p>Fresh applications have been submitted to the Federal Government Department of Infrastructure.</p>

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Activity	Required Interval	Details	
<b>Water System Planned Maintenance</b>			
River mains flushing	As required	Sections are done where and when found necessary.	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
Hydrant covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed		Done as required.	
Bore Inspections		Conducted by Natural Resource Access Regulator (NRAR).	
Warren, Nevertire and Collie water chlorine and pH testing	Weekly at specific locations.	Testing carried out daily.	
Warren river pumps		Oxley Park Ellengerah Rd Racecourse	Breakdown maintenance only.
Reservoir cleaning	5 years	Ellengerah Bore	Next Diver inspection and clean 2024
		Nevertire Bore	
		Oxley Park River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2022/2023
		Ellengerah River	

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Activity	Required Interval	Details
<b>Sewerage System Planned Maintenance</b>		
Warren Sewerage Treatment Works	Quarterly	Samples of treated effluent collected monthly for laboratory analysis against EPA licence requirements for PH, Total Suspended Solids (TSS), Total Nitrogen (N), Total Phosphorus (P), Oil & Grease (O&G) and Biochemical Oxygen Demand (BOD). Results are published on Council website quarterly
Sewer gravity main CCTV Inspection and Smoke Testing program		<p>Develop a program to carry out CCTV inspections and smoke testing of all gravity sewer mains in Warren and Nevertire.</p> <p>Develop a sewer main replacement/relining program.</p> <p>Identify stormwater infiltration locations.</p> <p>Develop a program to educate property owners and residents about stormwater infiltration prevention.</p> <p>Develop a stormwater infiltration rectification program for council assets and private property.</p>
<b>Water and Sewerage Works Subject to Funding</b>		
Location	Work Under Development	
Collie Water Supply (Reliability)	Commission the two, 125,000 litre Pioneer water tanks located west of the tennis court. Install pressure pumps into shed at the base of the elevated tanks located behind the hotel. Decommission and remove the elevated tanks.	
Collie chlorine dosing	Install new gaseous chlorination system at the new Collie Bore, (approximately 7km west of Collie).	
Nevertire chlorine dosing	Install new gaseous chlorination system in the new building at Nevertire. Install new dosing point to ensure chlorination is possible from either bore.	
Warren chlorine dosing	Install new gaseous chlorination system in the new buildings at Bore Flat and Ellengerah.	

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CONTINUED

Warren Sewerage Treatment Works in Flow				
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
March 2021	1924	648	19.85	127.62

Water Source	Annual Allocation (ML)	Total Usage For The Period (ML) 1/1/2021 to 31/3/2021	Daily Average For The Period (ML) 1/1/2021 to 31/3/2021	Total Usage For The Year (ML) From 1/7/2020	Daily Average For The Year (ML) From 1/07/2020
<b>Bulk Water Usage</b>					
Warren Bore 1a (Bore Flat)	<b>700</b>	0.28	0.003	0.28	0.001
Warren Bore 6a (Ellengerah)		66.28	0.74	169.87	0.62
Oxley Park River	<b>750</b>	27.46	0.31	68.22	0.25
Ellengerah River		19.93	0.22	64.63	0.24
Macquarie Park River	<b>14.2</b>	0.00	0.00	0.00	0.00
Racecourse River	<b>124.5</b>	19.71	0.22	43.18	0.16
Nevertire Bore	<b>40</b>	7.93	0.09	22.07	0.08
Collie Bore	<b>25</b>	1.51	0.02	3.48	0.01

**ACRONYMS**

DMES	Divisional Manager Engineering Services
TSM	Town Services Manager
MHD	Manager Health & Development
IPM	Infrastructure Project Manager
OTS	Overseer Town Services

**Rainfall in Warren for the period 1/1/2021 to 31/3/2021: 402mm**

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ITEM 3

WORKS PROGRESS REPORTS – FLEET/WORKSHOP

(C14-7.2)

**RECOMMENDATION**

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Workshop Coordinator.

Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs</b>						
P2141	2020	LCT72	Superior slasher	Rebuilt gearbox	1 day	6
P2141	2020	LCT72	Superior slasher	Rebuilt clutch	1 day	2
P2141	2020	LCT72	Superior slasher	Installed heavy duty clutch	1 Hr	1
370-40-300			Temporary depot irrigation system	Install new fittings to water tank	1 Hr	1
P70	2015	SF370	Iseki ride on mower	Changed wheel hubs and fitted new tie rod ends	2 days	8
P79	2013	SF370	Iseki ride on mower	Changed anti scalping wheels, installed new blades and fitted solid deck wheels	4 Hrs	4
P70	2015	SF370	Iseki ride on mower	Changed anti scalping wheels	4 Hrs	4
P2160	2019		Tow along road broom	Warranty issue on drive motor. Waiting for information from supplier	2 Weeks	16

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WORKS PROGRESS REPORTS – FLEET/WORKSHOP

CONTINUED

Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs Continued</b>						
P906			Racecourse dam pump	Tightened belts	0	0.3
			Multipak roller	Develop tender specification for new roller	0	3
P500	2000	CMCC	Ute mounted spray tank	Install new chemical tank to spray unit	0	3
P2380	2018	FX41500	Paveline truck.	Ordered new augers and bearings	0	1
P58 & P61	2012 2012	3007A 3007A	Tender trucks	Develop tender documents	0	3
P76	2015	MU-L250	Flail mower	Sourcing pricing and availability for replacement	0	2
P79	2013	SF370	Iseki ride-on mower	Repaired battery box lid and deck ram lift stop	1.5 Hrs	1.5
P2800	2018	MX4250	Toro ride-on mower	Install new battery and replace power lead	0	1.5
P1719		TS800	Stihl Concrete Saw	Service	0	1.5
P8	2015	432F	Caterpillar Backhoe	Fitted 2 new batteries	1 Hr	1
P14	2015	432F	Caterpillar Backhoe	Charge and check batteries. Replace 1 battery. Minor electrical repairs	2 Hrs	2
P3609	2020	SR	Hilux ute	New tyres	1 Hr	1

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Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs Continued</b>						
P2790	2020		Small street sweeper	Routine service and inspection		3
			Workshop and office	Cleaning up mice. Over 600 mice removed in 1 week.	70 Hrs	70
P2120	2020	6140M	John Deere tractor	Collect plant. Carry out service and replace mirror	0	4
P14	2015	432F	Caterpillar backhoe	Replace hydraulic hose		3.5
P92	2005	SPR260	Pneumatic tyred roller	Repaired water leak in compressor	3 Hrs	3
P130	2006	K25PR	Air compressor	Repaired starter	0	1
P14	2015	432F	Caterpillar backhoe	Top up hydraulic oil. Used to confirm if operators are doing fluid checks before using machines	0.5 Hr	0.5
P500	2000	CMCC	Ute mounted spray tank	Manifold leaking. Ordered replacement parts. Cleaned and serviced carburettor. Did not resolve issue. New carburettor ordered. New spray hose ordered	0	8
P5	2008	BW2190A	Smooth drum vibrating roller	Surging issue. Changed fuel filters and relocated fuel pick up. Cleaned air filters	2hrs	2hrs

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CONTINUED

Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs Continued</b>						
P2121	2020	6140m	John Deere tractor	Replaced tyre	2hrs	3hrs
P70	2015	SF370	Iseki ride on mower	Convert deck tires to solids	0	0.5 Hrs
P3502	2018	GX	Toyota Fortuner (finance)	Repaired driving lights. Replaced front tyres as they were down to wire. Wheel alignment. Concerns regarding front bushes wear	2 Weeks	8
P79	2015	SF370	Iseki ride on mower	Repaired front left-hand tyre	0.5 Hr	0.5
P79	2015	SF370	Iseki ride on mower	Repaired front right-hand tyre	0.5 Hr	0.5
P2380	2018	FX41500	Paveline truck	Carry out service	0	5
P2846	2020	GX35	Honda brush cutter	First oil change and general check	0	1.5
P2847	2020	GX35	Honda brush cutter	First oil change and general check	0	1.5
P2848	2020	GX35	Honda brush cutter	First oil change and general check	0	1.5
P112	1994	ASKR180B	Generator	Service	0	2
P3611	2020	SR	Hilux ute	New tyres fitted	1hr	0
P21	2012	5083	John Deere tractor	Service done 7000hr	0	5
			Workshop	Lift chain inspections	0	1
P3606	2019	SR	Hilux ute	Made vice, hose reel, and jack holder		
P92	2005	SPR260	Pneumatic tyred roller	Trying to remove mouse/smell	2hrs	2



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CONTINUED

Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs Continued</b>						
Tools			Plumbers, roadside maintenance, workshop.	Purchase and register details of new tools	0	2
P79	2015	SF370	Iseki ride-on mower	Diagnose & repair starting issue	2hrs	2
90-1-1			Warren swimming pool	Repaired safety sign	1hr	1
P10	2008	3520P	Hamm pad foot roller	Installation and Welding of 150 new pads onto the Roller.	0	50
P36	2005	FPR04A	Isuzu tipper	Diagnose clutch problem. Parts to be ordered	0	2
P78	2005	HD180	John Berrends, Three-point hitch mounted slasher.	Repaired rear guard and chains	0	8
P3603	2018	SR	Toyota Hilux	Service 40,000klm	4hrs	4
P1047	2017	NH85/190	Street sweeper	Service	0	5
P169	2015	VCT - Dean	Excavator trailer	Registration inspection	0	2
P706	2008	MS170	Stihl Chainsaw	Serviced and fitted new chain and bar	0	1.5
P7001	2004	GX270	Honda motor with pump	Serviced and test run	0	1
P7002	2004	GX270	Honda motor with mega jet pump.	Serviced and test run	0	1
P2380	2018	FX41500	Paveline tar truck	Diagnosed and repaired patching head tar adjust issue	0	6

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WORKS PROGRESS REPORTS – FLEET/WORKSHOP

CONTINUED

Plant Number	Build Year	Model	Item	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs Continued</b>						
P14	2015	432F	Caterpillar backhoe	Diagnosed, and repaired alternator	0	4
P14	2015	432F	Caterpillar backhoe	Replaced rear tyres	0	1
P772	GX160	2007	Honda flex tool pump	Repair pump	0.5 Hrs	0.5
P32	1988	00RIGID	Mack truck	Manufacture shop air fitting to assist starting	0.5 Hrs	0.5
P706	2007	MS170	Stihl Chainsaw	Cleaned carburettor	0	1
P79	2015	SF370	Iseki ride on mower.	Repaired air seat connections	0	2
P1049	2017	NPR75	Isuzu tender truck	Service and new air box fitted	0	3
P90	2015	FRR600	Isuzu Work Shop Truck	Service and repairs to cabin lift mechanism	0	4

No.	Build Year	Model	Plant	Repairs	Repair Time
<b>Outside Work</b>					
P1238	2018	GXL	Toyota Kluger	Spoke with Executive Assistant about a recall in effect on vehicle apparently this has been organised with Macquarie Toyota and we are awaiting the parts to arrive.	5 Hrs

**ACRONYMS**

WC Workshop Coordinator

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**ITEM 4                      STATE HIGHWAY ROAD MAINTENANCE COUNCIL CONTRACT                      (W6-11)**

**RECOMMENDATION**

That the information be received and noted.

**PURPOSE**

The purpose of this report is to update the Council on the outcome of the telephone and written communications that have taken place since the Council Meeting held on the 3rd December 2020 concerning the State Highway Road Maintenance Council Contract (RMCC).

**BACKGROUND**

This matter was firstly reported to and dealt with at the Roads Committee Meeting conducted on the 30th November 2020. At the Ordinary Monthly Meeting of Council that followed the Roads Committee Meeting the following was resolved:

**Item 5.2                      State Highway Road Maintenance Council Contract                      (W6-11)**

*That:*

1. *The interim General Manager and Divisional Manager Engineering Services be approved to make an initial approach to the Transport for New South Wales (TfNSW) representatives to determine whether TfNSW would consider Warren Shire Council's request to being engaged by TfNSW works in accordance with the conditions of the TfNSW's Roads Maintenance Council Contract.*
2. *A report on the discussion be presented to the Roads Committee for their information and further direction.*

**REPORT**

It is the opinion that to date the discussions have been positive from all TfNSW Officers dealt with.

The final advice issued by TFNSW was as follow:

In order for councils to achieve conditional R2 pre-qualification as stated in paragraph 3.6 of National Prequalification System Guidelines (<https://www.rms.nsw.gov.au/documents/business-industry/partners-and-suppliers/tenders-contracts/national-prequalification-system-for-civil-construction-contracts.pdf>), the following process should be followed:

1. Develop the council management systems ensuring compliance to the TfNSW checklists (WHS, Quality and Environment);
2. Engage a third-party accredited auditor to assess the system using the attached WHS, Q4MS and CEMS checklists. Councils need to notify the auditor to assess their management systems using the attached checklists. Note: Councils with G registration are to use 'WHS checklist V2 Nov 2012(2) – with category G registration.

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**ITEM 4                      STATE HIGHWAY ROAD MAINTENANCE COUNCIL CONTRACT                      CONTINUED**

- a. The independent auditor engaged to certify the Management Systems must be:
  - i. a conformity assessment body accredited by the Joint Accreditation System for Australia and New Zealand (JAS-ANZ) to the relevant standard (<https://www.jas-anz.org/accredited-bodies/all>),
  - ii. registered by Exempla Global or equivalent, with experience in the civil construction industry ([www.exemplarglobal.org](http://www.exemplarglobal.org))
  
3. Complete the Application Form - National Prequalification System for Civil (Road and Bridge) Construction Contracts – <https://www.rms.nsw.gov.au/documents/business-industry/partners-and-suppliers/tenders-contracts/national-prequalification-system-application-form.docx>
  - a. Note: Section 3 Financial Capacity does not need to be completed. Councils will automatically be granted the financial level F5 without the need for a financial assessment. If a Council is seeking prequalification at a higher than F5 financial level, then a financial assessment will be required.
  
4. Once the system has been assessed as compliant with the TfNSW checklists by the independent auditor submit the council application form, council management system documents, completed checklists and certificate of compliance from the auditor to Transport for NSW by one of the following methods:
  - I. Email to [Prequalification.Enquiries@transport.nsw.gov.au](mailto:Prequalification.Enquiries@transport.nsw.gov.au) or [Tuan.Tran@transport.nsw.gov.au](mailto:Tuan.Tran@transport.nsw.gov.au) (Note: 20MB limit per email)
  - II. Store the documents in a USB and post to the address shown on page 40 of the application form.

If the council intends to apply for a full prequalification at R2 level or higher please refer to the Pre-qualification guidelines for details.

Should you have any query related to prequalification application, please contact Tuan Tran on telephone 02 9462 6587 or email [Tuan.Tran@transport.nsw.gov.au](mailto:Tuan.Tran@transport.nsw.gov.au)

Bogan Shire Council has had a similar burden placed on them and have sourced an accredited auditor as their third-party auditor. An effort is being made to utilise the same auditor.

**FINANCIAL AND RESOURCE IMPLICATIONS**

It is expected that there will be a financial implication. But, at this time an estimate cost cannot be indicated.

**LEGAL IMPLICATIONS**

It is considered that there will be no legal implications regarding this matter.

**RISK IMPLICATIONS**

It is considered that there will be minimal risk implications regarding this matter.

**STAKEHOLDER CONSULTATION**

All involved stakeholders will be consulted.

**WARREN SHIRE COUNCIL**  
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**ITEM 4                    STATE HIGHWAY ROAD MAINTENANCE COUNCIL CONTRACT                    CONTINUED**

**OPTIONS**

At this point in time there are no options.

**CONCLUSION**

It is the conclusion that Council should prepare the required documentation and negotiate with TfNSW endeavouring to re-establish the previous working relationship and to indicate Council's willingness to sign with TfNSW the RMCC relevant to the 70km of Oxley Highway located within the Shire Bounds.

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

It is considered that the existing operational plan does not have any links satisfying this proposal. The Draft 2021/2022 operation plan has been amended accordingly.

**SUPPORTING INFORMATION**

There is no supporting information.

**ATTACHMENTS**

There are no attachments.

**WARREN SHIRE COUNCIL**  
Report of the Manager Health & Development Services  
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**ITEM 1                      DEVELOPMENT APPLICATION APPROVALS**

**(B4-9)**

**RECOMMENDATION:**

That the information be received and noted.

**PURPOSE**

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

**BACKGROUND**

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

**REPORT**

There was nil Development Applications for March 2021.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>	<b>RECEIVED</b>	<b>APPROVED</b>
-	-	-	-	-

**LEGAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION OPTIONS**

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

**CONCLUSION**

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

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

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

**SUPPORTING INFORMATION/ ATTACHMENT**

Nil.

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**ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES (C14-7.3)**

**RECOMMENDATION:**

That the information be received and noted.

The following are details of the projects and grant applications that are being managed by the Manager Health and Development Services.

Project	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings 21 Deacon Drive and 8 Deacon Drive	134,000	46,229	MHD	Completed July 2020.  Formal complaint lodged with Department of Fair Trading 4 <sup>th</sup> March 2021. Additional information provided 11 <sup>th</sup> March 2021.
Warren Support Services (Previously Community Builders Grant (CB) and Early Intervention Placement Prevention (EIPP) Service Programs				
Zheng Fu Tai Che and Wellness August 2020	1,644.60	1,644.60	MHD	Complete
Warren Youth Group – Youth Activities September 2020	3,642.45	3,768.88	MHD	Complete
Warren Shire Council Vacation Care, Family engagement September 2020	5,000	2,874.91	MHD	Complete
Warren Shire Council, Youth Engagement Horticultural Program September 2020	5,000	988.27	MHD	Complete
Warren Shire Council, Aqua park September 2020	1,731.55	1,731.55	MHD	Complete
Warren Shire Council Vacation Care, Around the world cooking September 2020	5,000	2,145.95	MHD	Complete

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**ITEM 2                      WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES**  
**CONTINUED**

Project	Budget	Expend	Resp	Comment
Warren Shire Council Vacation Care, Cultural Activities September 2020	5,000	2,457.99	MHD	Complete
Collie CWA, COVID Recovery September 2020	5,000	4,999.14	MHD	Complete
Outback Arts, Aboriginal Cultural Art, Ceramics and Mentoring March 2021	4,000	0	MHD	Complete
Warren Youth Support Group, Halloween October 2020	1,600	1,606.05	MHD	Complete
Warren Youth Support Group, NAIDOC week March 2021	1,000	1,015.04	MHD	In progress
Warren Youth Support Group, Basketball & Netball March 2021	750	822.53	MHD	Complete
Warren Youth Support Group, Open Day Celebrations January 2021	5,000	0	MHD	Complete
Warren Central School, Wellbeing Music January 2021	4,280	3,480	MHD	Complete
Riversmart, Canoes March 2021	4,090.91	0	MHD	Event complete. Awaiting proof of expenditure.



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**ITEM 2                      WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES**  
**CONTINUED**

Project	Budget	Expend	Resp	Comment
EIPP		10,000	MHD	MOU with Warren Youth Support Group – IN PROGRESS
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	258,538	34,483	MHD / TSM	Listed on VendorPanel 9/3/2021, closes 9/4/2021.  Design complete.  Preliminary earth works completed.
Gym Equipment	9,625	8373	MHD	Lease agreement
Evaporative Air Conditioning	10,342	10,342	MHD	Complete
Bain Marie	1,242	1,242	MHD	Complete
Projector & Screen	3,718	3,718	MHD	Complete
TV Antenna & Ports	1,127	1,127	MHD	Complete
Wireless Scoreboard	8,000	Nil	MHD	On hold due to the level of funding and contribution required from other sporting committees.

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ITEM 3                      **SECONDARY DWELLINGS IN RURAL ZONES**

**(P15-35)**

**RECOMMENDATION:** that

Council adopt Clause 5.5 as follows;

**5.5 Controls relating to secondary dwellings on land in a rural zone [optional]**

*If development for the purposes of a secondary dwelling is permitted under this Plan on land in a rural zone—*

*(a) the total floor area of the dwelling, excluding any area used for parking, must not exceed whichever of the following is the greater—*

*(i) 60 square metres,*

*(ii) 75 % of the total floor area of the principal dwelling, and*

*(b) the distance between the secondary dwelling and the principal dwelling must not exceed 500metres.*

**Direction—**

*This clause may also be adopted without paragraph (a) or without paragraph (b).*

**PURPOSE**

The purpose of this report is for Council to nominate it's preferred size for secondary dwellings on rural land.

**BACKGROUND**

Concerns raised by NSW councils that the existing wording of clause 5.4(9) of the Standard LEP did not work well when applying the same controls across rural zones and urban zones. Councils advised they would like to be able to set a separate maximum size for a secondary dwelling in a rural zone.

**REPORT**

The Department of Planning Industry and Environment are proposing to update the provisions when the new Housing State Environmental Planning Policy (SEPP) is finalised in the middle of this year. Therefore, it has been requested that Councils nominate its preferred size for secondary dwellings on rural land, based on clause 5.5 of the Standard Instrument LEP as set out below. A proposed maximum distance a secondary dwelling can be located from the principal dwelling may also be proposed as part of your Council's resolution.

***“5.5 Controls relating to secondary dwellings on land in a rural zone [optional]***

*If development for the purposes of a secondary dwelling is permitted under this Plan on land in a rural zone—*

*(a) the total floor area of the dwelling, excluding any area used for parking, must not exceed whichever of the following is the greater—*

*(i) [insert number] square metres,*

*(ii) [insert number]% of the total floor area of the principal dwelling, and*

*(b) the distance between the secondary dwelling and the principal dwelling must not exceed [insert number] metres.*

**Direction—**

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ITEM 3

SECONDARY DWELLINGS IN RURAL ZONES

CONTINUED

*This clause may also be adopted without paragraph (a) or without paragraph (b)."*

Currently Clause 5.4(9) of the Warren Local Environment Plan 2012 states:

*"(9) Secondary dwellings*

*If development for the purposes of a secondary dwelling is permitted under this Plan the total floor area of the dwelling (excluding any area used for parking must not exceed whichever of the following is the greater:*

*(a) 60 square metre,*

*(b) 75% of the total floor area of the principal dwelling."*

The minimum distance between the secondary dwelling and the principal dwelling is not stipulated.

Warren Shire Council Local Environmental Plan (LEP) 2021 defines secondary dwellings and rural workers dwellings as follows;

*"secondary dwelling means a self-contained dwelling that:*

*(a) is established in conjunction with another dwelling (the **principal dwelling**), and*

*(b) is on the same lot of land as the principal dwelling, and*

*(c) is located within, or is attached to, or is separate from, the principal dwelling.*

***Note.** See clause 5.4 for controls relating to the total floor area of secondary dwellings. Secondary dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary."*

*"rural worker's dwelling means a building or place that is additional to a dwelling house on the same lot and that is used predominantly as a place of residence by persons employed, whether on a long-term or short-term basis, for the purpose of agriculture or a rural industry on that land.*

***Note.** Rural workers' dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary."*

#### **LEGAL IMPLICATIONS**

If Council does not nominate its preferred size for secondary dwellings on rural land, issues may arise when applying the lot size controls.

#### **RISK IMPLICATIONS**

The risk that the planning controls for secondary dwellings not being stipulated, may result in planning control that is not conducive of the rural zone objective and/or is not consistent with the Warren Shire Council Local Environmental Plan and Development Control Plan.

#### **STAKEHOLDER CONSULTATION OPTIONS**

No consultation was completed.

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**ITEM 3**

**SECONDARY DWELLINGS IN RURAL ZONES**

**CONTINUED**

**CONCLUSION**

To ensure that planning controls stipulating the size for secondary dwellings on rural land are appropriate and achieve the rural zone objectives, the recommendation should be adopted.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

1.4.4 Help ensure safe and sustainable development.

**SUPPORTING INFORMATION/ ATTACHMENT**

Nil.





