

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 28TH OCTOBER 2021**

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# WARREN SHIRE COUNCIL

## AGENDA - ORDINARY COUNCIL MEETING

**28th October 2021**

**1. OPEN MEETING**

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

**3. CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday, 23rd September 2021.

**4. DISCLOSURES OF INTERESTS**

**5. MAYORAL MINUTE(S)**

Nil.

**6. REPORTS OF COMMITTEES**

Meeting of the Roads Committee held on Wednesday, 6th October 2021 .... (C14-3.28)

Meeting of the Showground/Racecourse Committee held on  
Thursday, 7th October 2021 ..... (C14-3.2)

Meeting of the Warren Public Arts Committee held on  
Monday, 11th October 2021 ..... (C14-3.29)

Meeting of the Plant Committee held on Tuesday, 12th October 2021 ..... (C14-3.8)

Meeting of the Economic Development Committee held on  
Wednesday, 13th October 2021 ..... (C14-3.22)

Meeting of the Town Improvement Committee held on  
Thursday, 14th October 2021 ..... (C14-3.17)

Meeting of Manex held on Tuesday, 19th October 2021 ..... (C14-3.4)

Meeting of the Sporting Facilities Committee held on  
Wednesday, 20th October 2021 ..... (S21-2.1)

## 7. REPORTS TO COUNCIL

### REPORTS OF DELEGATES

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- Item 1 Meeting of the Mining & Energy Related Councils (NSW) Inc.  
held on Friday, 15th October 2021..... (C14-6.3)
- Item 2 Warren Interagency Support Services ..... (C3-9)

### POLICY

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- Item 1 Covid-19 Policy ..... (P13-1, H2-8.1)

### REPORTS OF THE GENERAL MANAGER

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- Item 1 Outstanding Reports Checklist (C14-7.4) ..... Page 1
- Item 2 Committee/Delegates Meetings (C14-2) ..... Page 11
- Item 3 Works Progress Reports –  
Infrastructure Projects (C14-71, G4-1) ..... Page 13
- Item 4 Proposed Sale of Lot 2 DP1104089 and Licence of  
Lot 7007 DP1120699 (Crown Reserve) (S1-7, S1-17) ..... Page 25
- Item 5 Completion of Infrastructure Projects – Warren Airport,  
Warren CBD Toilet Facility and Lions Park Toilet Facility  
(P1-7.5, A2-1, G4-1.16, C14-3.17) ..... Page 32

### REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

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- Item 1 Réconciliation Certificate – September 2021 (B1-10.16) ..... Page 1
- Item 2 Statement of Rates and Annual Charges  
as at 14th October 2021 (R1-4) ..... Page 4
- Item 3 Works Progress Reports –  
Finance & Administration Projects (S1-1.15, C9-1) ..... Page 6
- Item 4 Review of Council's 2020/2021 Operations (A1-5.39) ..... Page 7
- Item 5 September 2021 Budget Review (A1-4.40) ..... Page 18

### REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

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- Item 1 Works Progress Reports – Roads (C14-7.2) ..... Page 1
- Item 2 Works Progress Reports – Town Services (C14-7.2) ..... Page 18
- Item 3 Works Progress Reports – Fleet/Workshop (C14-7.2) ..... Page 29

**REPORTS OF THE MANAGER HEALTH & DEVELOPMENT**

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Item 1	Development Application Approvals (B4-9) .....	Page 1
Item 2	Works Progress Reports – Health and Development Services (C14-7.3).....	Page 2
Item 3	Proposed Acquisition Notice – Gunningbar Street Nevertire (R4-1.55) .....	Page 5

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

Nil.

**8. MATTERS OF URGENCY**

Nil.

**9. CONFIDENTIAL MATTERS**

Nil.

**10. CONCLUSION OF MEETING**

**PRESENTATIONS**

9.30 am Kelly Sinclair - Executive Officer, Warren Youth Foundation

## ROADS COMMITTEE

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Attached are the Minutes of the meeting of the Roads Committee held on Wednesday, 6th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Roads Committee held on Wednesday, 6th October 2021 be received and noted and the following recommendations be adopted:

**ITEM 5.1 WARREN STREETS IMPROVEMENTS**

**(R4-1.70/8, R4-1.70/6)**

That:

1. The section of Wilson Street between the intersection of Chester Street and Wilson Street and the southern end of Wilson Street on the southern side of the Warren Levee Bank which is a distance of 220m be gravel resheeted using gravel from the "Minedanna" Quarry in the Bogan Shire at a total cost of \$29,500;
2. That the section of Thomas Sullivan Crescent between Railway Parade and Colley Place has a 450mm diameter culvert 12.2m long installed within the low-lying section. The low-lying section is to be lifted using an un-certified material on the street and has also a gravel layer applied on the section affected by the installation of the culvert. The gravel layer is to be material sourced from the "Minedanna" Quarry in the Bogan Shire. The total estimated cost for the overall work is \$45,300; and
3. That the total level of funds required for the works listed in "1" and "2" above be sourced partially from within Council's 2021/2022 Budget (*3420-4320-2001 Road Rehabilitation to be determined \$48,500*) and the remaining \$26,300 from the allocated reserve providing for the construction of Tyrie Road.

**ITEM 5.2 ROADS RE- CLASSIFICATION REPORT**

**(R4-3)**

That:

1. Council re-submit the previous Roads Re-Classification Application for the Inland Flatland Route as outlined in the previous submission; and
2. Council have all Regional Roads submitted to be reclassified to State Ownership Status.

**ITEM 5.5 URGENT KERB AND GUTTER WORK (R4-1.70/4)**

That Council undertakes the following required kerb and gutter replacement works in the amount of \$92,767 to be funded from the kerb and gutter replacement restricted funds:

Priority one (1):

Orchard Street, Warren 20.2 metres.

Priority two (2):

Readford and Zora Street, Warren 62.4 metres;

Readford and Chester Street, Warren 92.8 metres; and

Readford and Bundemar Street, Warren 73 metres.

**ITEM 5.7 FIXING LOCAL ROADS PROGRAM ROUND 3 SUCCESSFUL PROJECT AND FUNDING REQUIREMENTS (G4-1.51)**

That:

1. Council note that Warren Shire Council has been unsuccessful with the following Fixing Local Roads Round 3 Grant Applications:
  - FLR300039 Rehabilitation Nevertire – Bogan Road Segments 04 & 06;
  - FLR300042 Bitumen Reseal Program;
  - FLR300043 Gravel Re-sheet Program;
  - FLR300044 Construction of Tyrie Road Segments 00 & Part of Segment 02;
  - FLR300046 Upgrade Gradery Lane Bridges; and
  - FLR300047 Construction of Gibson Way.
2. Council note that Warren Shire Council have been successful with the following Fixing Local Roads Round 3 Grant Applications:
  - FLR300026 Construction Ellengerah Road Segments 22, 24 & 26, with the total funding amounting \$846,349 made up of \$634,762 Fixing Local Roads Program Round 3 (State) and \$211,587 Local Roads and Community Infrastructure Program Phase 2 (Commonwealth);
  - FLR300045 Construction Old Warren Road Segments 26 & 28, with the total funding amounting \$1,679,946 made up of \$1,259,960 Fixing Local Roads Program Round 3 (State), \$296,147 Local Roads and Community Infrastructure Program Phase 2 (Commonwealth) and \$123,840 Local Roads and Community Infrastructure Program Phase 3 (Commonwealth).
3. Due to the unsuccess of certain Fixing Local Roads Round 3 Grant Applications that the 2021/2022 Roads to Recovery Program (Commonwealth), totalling \$655,258 be returned to:
  - Local Roads Bitumen Reseals (\$600,258);
  - Warren Town Streets Bitumen Reseals (\$55,000).
4. The \$31,616 from internally restricted reserves funds for Rural Road Bitumen Reseals be allocated to rural road bitumen reseals in 2021/2022; and
5. Council allocates \$876,160 remaining of the nominally allocated Local Roads and Community Infrastructure Phase 3 funds (Commonwealth) to the Nevertire – Bogan Road Segments 04, 06 Rehabilitation Project with the works to be undertaken in late 2021/2022 and waiting in abeyance for other funding opportunities if they arise in 2021/2022.

# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

Meeting held in the Conference Room, 115 Dubbo Street, Warren  
on Wednesday, 6th October 2021 commencing at 3.04 pm

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### PRESENT:

Councillor Andrew Brewer (Chair)  
Councillor Heather Druce  
Councillor Ron Higgins  
Councillor Mark Beach  
Gary Woodman (General Manager)  
Rolly Lawford (Divisional Manager Engineering Services)  
Rowan Hutchinson (Roads Infrastructure Manager)  
Angela Tegart (Administration Officer Engineering Services)

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### ITEM 1 APOLOGIES

An apology was received from Mayor Milton Quigley who was absent due to external commitments and it was **MOVED** Beach/Higgins that a leave of absence be granted for this meeting.

**Carried**

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### ITEM 2 CONFIRMATION OF MINUTES

**MOVED** Higgins/Beach that the Minutes of the Meeting held on, Wednesday, 11th August 2021 be accepted as a true and correct record of that meeting.

**Carried**

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### ITEM 3 BUSINESS ARISING

Nil

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### ITEM 4 ACTION CHECKLIST

**MOVED** Brewer/Beach that the information be received and noted, and items marked with an asterisk be deleted.

**Carried**

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### ITEM 5 REPORTS

#### ITEM 5.1 WARREN STREETS IMPROVEMENTS

(R4-1.70/8, R4-1.70/6)

#### RECOMMENDATION TO COUNCIL:

**MOVED** Beach/Druce that:

1. The section of Wilson Street between the intersection of Chester Street and Wilson Street and the southern end of Wilson Street on the southern side of the Warren Levee Bank which is a distance of 220m be gravel resheeted using gravel from the "Minedanna" Quarry in the Bogan Shire at a total cost of \$29,500;
  2. That the section of Thomas Sullivan Crescent between Railway Parade and Colley Place has a 450mm diameter culvert 12.2m long installed within the low-lying section. The low-lying section is to be lifted using an un-certified material on the street and has also a gravel layer applied on the section affected by the installation of the culvert. The gravel
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# WARREN SHIRE COUNCIL

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3. layer is to be material sourced from the "Minedanna" Quarry in the Bogan Shire. The total estimated cost for the overall work is \$45,300; and
4. That the total level of funds required for the works listed in "1" and "2" above be sourced partially from within Council's 2021/2022 Budget (*3420-4320-2001 Road Rehabilitation to be determined \$48,500*) and the remaining \$26,300 from the allocated reserve providing for the construction of Tyrie Road.

Carried

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### ITEM 5.2 ROADS RE- CLASSIFICATION REPORT (R4-3)

#### RECOMMENDATION TO COUNCIL:

**MOVED** Brewer/ Druce that:

1. Council re-submit the previous Roads Re-Classification Application for the Inland Flatland Route as outlined in the previous submission; and
2. Council have all Regional Roads submitted to be reclassified to State Ownership Status.

Carried

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### ITEM 5.3 2021/2022 ROADS CONSTRUCTION PROGRAM (W6-3.1)

**MOVED** Brewer/Higgins that the information be received and noted.

Carried

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### ITEM 5.4 2021/2022 ROADS MAINTENANCE PROGRAM (W6-3.1)

**MOVED** Brewer/Higgins that the information be received and noted.

Carried

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### ITEM 5.5 URGENT KERB AND GUTTER WORK (R4-1.70/4)

#### RECOMMENDATION TO COUNCIL:

**Moved** Druce/Higgins that Council undertakes the following required kerb and gutter replacement works in the amount of \$92,767 to be funded from the kerb and gutter replacement restricted funds:

Priority one (1):

Orchard Street, Warren 20.2 metres.

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Readford and Chester Street, Warren 92.8 metres; and

Readford and Bundemar Street, Warren 73 metres.

Carried

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# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

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**ITEM 5.6 TRAFFIC COUNTER SUMMARY AND TRENDS (R4-1)**

**MOVED** Beach/ Brewer that the information be received and noted.

**Carried**

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**ITEM 5.7 FIXING LOCAL ROADS PROGRAM ROUND 3 SUCCESSFUL PROJECT AND FUNDING REQUIREMENTS (G4-1.51)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Brewer/Druce that:

1. Council note that Warren Shire Council has been unsuccessful with the following Fixing Local Roads Round 3 Grant Applications:
  - FLR300039 Rehabilitation Nevertire – Bogan Road Segments 04 & 06;
  - FLR300042 Bitumen Reseal Program;
  - FLR300043 Gravel Re-sheet Program;
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4. The \$31,616 from internally restricted reserves funds for Rural Road Bitumen Reseals be allocated to rural road bitumen reseals in 2021/2022; and
5. Council allocates \$876,160 remaining of the nominally allocated Local Roads and Community Infrastructure Phase 3 funds (Commonwealth) to the Nevertire – Bogan Road Segments 04, 06 Rehabilitation Project with the works to be undertaken in late 2021/2022 and waiting in abeyance for other funding opportunities if they arise in 2021/2022.

**Carried**

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**ITEM 6 GENERAL BUSINESS**

**COUNCILS ROAD TRAIN ROUTES**

**(R4-7)**

**MOVED** Brewer/Druce that the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

Meeting held in the Conference Room, 115 Dubbo Street, Warren  
on Wednesday, 6th October 2021 commencing at 3.04 pm

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### ITEM 6 GENERAL BUSINESS

CONTINUED

#### **LINEMARKING AROUND SCHOOLS GRANT (T5-3)**

The Divisional Manager of Engineering Services advised the Committee that the Roads Infrastructure Manager had applied for a small grant to complete line marking around schools in the area and was awarded all 9 projects that were submitted.

#### **WARREN ROAD REHABILITATION SEGMENTS 28, 30, 32 (R4-10)**

Discussions regarding the Warren Road Rehabilitation in Segments 28, 30 & 32 in conjunction with the Coonamble Shire that was approved in 2016/2017 is ongoing. The Divisional Manager Engineering Services has been advised that the allocated \$1,679,000 will not allow for the scope of works to be completed on the job which is 6.6km South of Bullagreen to reinstate the road. With the additional necessary works the job is estimated to cost approx. \$3,500,000. With this being said Infrastructure NSW has advised that Council should make two (2) submissions for the project. That being one for the original amount allocated and another for the proposed amount needed. Council will proceed with this advice.

#### **UPGRADE OF THE NEVERTIRE HIGHWAYS INTERSECTION (N2-2)**

The upgrade of the Nevertire intersection is ongoing and requires a considerable amount of preparation work. Liaising with several stakeholders including but not limited to Transport for NSW, Railway Infrastructure, Electrical Authorities. Council will write to Mark Coulton asking for support for this project as it is the intersection of two State Highways. Council is hoping for possible funding next year 2022 for this matter.

#### **BRIDGE REPLACEMENT FUNDING (B3-2)**

Councillor Druce enquired regarding Bridge renewal projects. The Roads Infrastructure Manager advised that there was a recent announcement of a timber bridge replacement grant program that will soon come available. Council currently has 2 shovel ready bridges being Marthaguy Bridge and Merrigal Bridge.

#### **MARCH 2021 FLOOD/STORM DAMAGE CLAIM (F8-9.5)**

Councillor Beach asked how the Flood Damage Claim was progressing. The General Manager advised that the emergency works on Councils Regional Roads and Local Roads (approx. 80km of shoulders) was completed in late September 2021 totalling approx. \$360,000. Built Environment Consulting have completed their first investigation into the claim and are preparing the information for review. In the unlikely event that the claim is not successful Council has on hold \$120,000 for Regional Heavy Road patching and \$133,000 not spent in 2020/2021 that has been carried over.

#### **NEXT MEETING**

To be announced in early 2022 unless otherwise needed.

**There being no further business the meeting closed at 5:20pm.**

## **SHOWGROUND/RACECOURSE COMMITTEE**

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Attached are Minutes of the Meeting of the Warren Showground/Racecourse Committee held on Thursday, 7th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Showground/Racecourse Committee held on Wednesday, 7th October 2021 be received and noted.

# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in the Council's Community Room, 115 Dubbo Street, Warren,  
on Thursday, 7th October 2021 commencing at 5:05pm

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## ATTENDANCE:

Councillor Mark Beach	Chair
Councillor Heather Druce	Warren Shire Council
Councillor Ron Higgins	Warren Shire Council
David Dwyer	Polocrosse
Paul Quigley	Campdraft
Ben Egan	Central West Adult Riding Club
Kevin Noonan	Warren Jockey Club
Bec Mckay	Warren Jokey Club
Phil Waterford	Pony Club
Gary Woodman	General Manager
Maryanne Stephens	Manager Health and Development Services
Rolly Lawford	Divisional Manager Engineering Services
Raymond Burns	Town Services Manager

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## ITEM 1 APOLOGIES

Apologies were tendered on behalf of Milton Quigley (Mayor), Darren Walton (Town Services Overseer), Kerry Jones (Infrastructure Projects Manager), Justin Sanderson (Warren P&A Association)), and Katherine Barclay (Pony Club) and it was **MOVED** Waterford/Druce that the apologies be accepted and a leave of absence for the member concerned be granted.

**Carried**

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## ITEM 2 MINUTES OF THE MEETING HELD ON 12TH MAY 2021

**MOVED** Druce/ Noonan that the Minutes of the Meeting held on Wednesday 12th May 2021 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON 12TH MAY 2021

Nil

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## ITEM 3.1 ACTION CHECKLIST

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

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
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## ITEM 4            REPORTS

### 4.1 SHOWGROUND/ RACECOURSE USER MASTERPLAN - REVIEW OF FUNCTIONALITY OF FACILITY FOR THE CURRENT/FUTURE EVENTS. (VERBAL PRESENTATION)            (S7-2)

- Parking and Disabled Parking Areas need to be determined for all events;
- Drop off locations for the elderly near the Pavilion needs to be determined for future events particularly for the show;
- In the future the audio cabinet will be locked and access to the controls will only be available to Council Staff;
- Other audio issues are being considered for improvement including the aerials;
- Centre Arena (Campdraft and Polo Events) audio are separate and are okay in sound production and quality;
- An audio written procedure/photography will be arranged;
- Gravel resheeting of the back road to the Campdraft/ Polo Events has been programmed;
- The crossing near the Pony Club should only be for horses not vehicles however this needs to be confirmed with Racing NSW – an appropriate request needs to be provided to the Warren Jockey Club;
- The fence between the Pony Club licenced area and the racetrack near approximately 1800m needs consideration to be made closer to the racetrack, approximately 10m, but needs to be approved by Racing NSW.

**MOVED** Druce/ Waterford that the information be received and noted.

**Carried**

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### 4.2 SHOWGROUND/RACECOURSE UPGRADING PROJECT STATUS AND WORKS PROGRAM (VERBAL PRESENTATION)            (S7-6)

#### WESTERN REGION EQUESTRIAN PROJECT WORKS

Budget for 2021/2022 - \$713,020

Expenditure/ Committed as of 24/09/2021 - \$125,000

#### POLOCROSSE FIELD UPGRADE

##### Scope of works

- Upgrade fields;
- Slab and shed;
- Electrical;
- Plumbing.

##### Status

- Complete;
- Will use funds from elsewhere to cover the small over expenditure.

# WARREN SHIRE COUNCIL

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## **CAMPDRAFT**

### Scope of works

- Portable building changed to slab and building with no plumbing and electrical.

### Status

- Complete;
- Club responsible for electrical, grease trap, plumbing and connections.

## **OTHER UPGRADES**

### Scope of works

- Originally announcers stand rebuild, washdown bay, cattle yards, entry signage upgrade; perimeter fence rebuild;
- Survey and design particularly for fencing;
- Landscaping;
- Project staff costs.

### Status

- Most left in abeyance waiting for any over expenditure.

## **PONY CLUB CROSS COUNTRY**

### Scope of works

- Clearing of weeds and undergrowth;
- Jump upgrades, repairs, replacement;
- Heavy maintenance of the facility;
- Purchase of minor equipment;
- Survey and design.

### Status

- Engaged Phil Waterford, delayed because of illness;
- Purchase of minor equipment waiting on final expenditure results.

## **P & A SHED**

### Scope of Works

- Contribution to new shed facility;
- Lights put in from other projects.

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## Status

- Complete;
- Minor level of funds available for elsewhere which are required.

## **EQUESTRIAN ARENA**

### Scope of Works

- Electrical and lights;
- Remove and replace sand;
- Repair base;
- Water and pumping system;
- Kickrail and access gates;
- Concrete path surround (\*);
- Annex pavement and seal (\*);
- Supervision;
- Fencing and bollards.

***\*Not to be done until funding becomes available from Stronger Country Communities Fund Grant Application.***

## Status

- Electrical complete;
- Determining – water system;
  - sands replacement;
  - having a final meeting with the Adult Riding Group in regard to sand replacement;
- Quotes out for watering system;
- finalising base repair program;
- Quotes for sand and haulage;
- Fencing/ Bollards complete;
- Completion hopefully by December 2021.

## **REPLACEMENT OF SHOWGROUND LADIES' TOILET**

### Scope of Works

- Replace toilet facility to be next to the male facility close to/ beside the Equestrian Arena for access;
- Demolish some to take into account Showground Racecourse main electrical switchboard at the old facility;

# WARREN SHIRE COUNCIL

## Minutes of the Showground/Racecourse Committee Meeting held in the Council's Community Room, 115 Dubbo Street, Warren, on Thursday, 7th October 2021 commencing at 5:05pm

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- Similar sized facility (1 disabled and 9 cubicles) made to 2 disabled and 8 cubicles) plus handbasins, entrance each end;
- Pathways;
- Not to remove the walkway cover from the lower bar to the old toilet (lower priority);
- Perhaps make the old facility a storage facility.

***Need to determine if the proposed showers (2) in the replacement ladies toilet (B Creative Plan 10<sup>th</sup> September 2019) should be included.***

### Status

- Quotes being finalised.

### **RACECOURSE BAR OF VIEWING AREA**

#### Scope of Works

Read in conjunction with the Murray Darling Basin Economic Development Program Round 3 (\$250,000 Project);

Priority 3 – Kitchenette food preparation oven instead of dumb waiter, GB Falkner Lounge;

Priority 1 – Upgrade male and female toilet within the GB Falkner Lounge;

Priority 4 – Stairway upgrade (rear from restaurant to the GB Falkner Lounge);

Priority 2 – Windows, ceiling upgrade and modification of windows to comply with safety requirements;

Priority 1 – Reverse cycle air conditioning installation;

Priority 5 – Cool room upgrade within the GB Falkner Lounge (Lower Priority);

Priority 1 – Disability toilet facility;

Priority 1 – Plumbing replacement.

***Floor low priority, minimal work on the bar.***

### Status

- Ceiling tiles have been purchased and in store.

### **GRANDSTAND (MURRAY DARLING BASIN ECONOMIC DEVELOPMENT PROGRAM ROUND 3) (\$250,000)**

#### Scope of Works

- Repair and replace stairways (left and right) to the grandstand;
- Replace broken slats on concrete seats;
- External paint work including replacing wood (\$60,000);
- Replace asbestos material;
- Gutter replacement above GB Falkner Lounge to stop leaks;



# WARREN SHIRE COUNCIL

## Minutes of the Showground/Racecourse Committee Meeting held in the Council's Community Room, 115 Dubbo Street, Warren, on Thursday, 7th October 2021 commencing at 5:05pm

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- Disability pathways from lower bar area to GB Falkner Lounge entrance;
- Wheelchair compliant GB Falkner Lounge entry door.

### Status

Works programmed after Cotton Cup, say 8<sup>th</sup> November 2021 till at least April 2022, may affect the next Golden Fleece in April 2022.

No bookings at all for the Grandstand, GB Falkner Lounge from 8<sup>th</sup> November 2021 – April 2022.

**Need to work out if the 10<sup>th</sup> December 2021 Twilight Race meeting can be kept on and the bottom area available;**

### **RE – FENCE SHOWGROUND PERIMETER WITH EXCLUSION FENCING (PHASE 2C WORKS) (\$105,000)**

#### Scope of Works

- 4.1km perimeter fencing same as what is at the airport, allows animals out but not in, 1.8m high with 2 barbs on top;
- Remove old fence;
- Several gates included (**all external gates need to remain at the locations that they are at**);
- On the rear area, i.e. LLS lease area as surveyed;
- Pond Fencing;
- Extension of arena fencing to racetrack boundary, at the front with an 8m sliding system using option 1 as detailed to the Committee.

### Status

- Quotes obtained.

### **SHOWIES ELECTRICAL/ WATER (PHASE 2 WORKS) (\$65,726)**

#### Scope of Works

- Showies electrical/water;
- Switchboard upgrades;
- Wiring upgrade;
- Will include GB Falkner Lounge Switchboard upgrade (\$40,000);
- Electrical wiring upgrade extra (\$10,000).

### Status

- Showies electrical/works complete;

# WARREN SHIRE COUNCIL

## Minutes of the Showground/Racecourse Committee Meeting held in the Council's Community Room, 115 Dubbo Street, Warren, on Thursday, 7th October 2021 commencing at 5:05pm

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- Switch board upgrades complete at the Showies and at the Cattleman's Camping Area and Centre Arena (Campdraft Area);
- Main sub board in lower bar upgrade;
- LED lights replaced and efficient fluorescent lighting;
- Stable switchboard upgrade;
- Power/ lights to Pavilion complete;
- Lower bar lights/power complete;
- No solar will be undertaken;
- Electrical wiring upgrade (\$10,000).

### **UPGRADE ELECTRICAL CATTLEMAN'S CAMPING AREA (PHASE 2B WORKS) (\$50,000)**

#### Scope of Works

- Used as part of the Showies Electrical / Water/ Switchboard/ Wiring upgrade.

#### Status

- See previous information;
- Not much left in the budget.

### **RELOCATION OF CATTLE YARDS (PHASE 2B WORKS) (\$60,000)**

#### Scope of Works

- Was supposed to be relocation of the cattle yards;
- May be better to do a complete refurbishment and not move location;
- For cattle yards (Cattle), not really for horses;
- Refurbish by initial removal, general tidy up of steel work, concrete, relocation back;
- **Why are the cattle yards for cattle only, can they be multi-purpose i.e. for cattle and horses;**
- **Are the yards suitable for horses, the facilities need to be made suitable for horses;**
- **See diagrams provided by Phil Waterford previously, pens need to be 4m x 4m to allow for horses.**

#### Status

- Waiting on advice from P&A (Justin Sanderson).

**Showground Racecourse Committee Members would like to see the yards refurbished and made suitable for both cattle and horses by making the relocated pens 4mx4m in size. Need to investigate further and obtain advice.**

# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in the Council's Community Room, 115 Dubbo Street, Warren,  
on Thursday, 7th October 2021 commencing at 5:05pm

---

## **UPGRADING OF JUDGING AND CAMERA TOWERS (WJC) (CROWN RESERVES IMPROVEMENT FUND PROGRAM) (\$40,370)**

### Scope of Works

- Responsibility of Warren Jockey Club with advice to Council;
- 33% of what is required most probably.

### Status

- Currently doing the three (3) camera towers.

## **REPLACE MALE AND FEMALE AMENITIES IN CATTLEMAN'S AND HORSESPORTS CAMPING AREA (PHASE 2C WORKS) (\$220,000)**

### Scope of Works

- Going to refurbish the complete facility not replace;
- Remove the asbestos from the toilets and shower stalls;
- New plumbing;
- New fixtures/fittings;
- Install a new unisex disabled toilet in the laundry with a dividing wall;
- Fully paint internally and externally all three buildings;
- Upgrade hot water services;
- Timber replacement as required;
- Timer showers.

***Why the proposal to upgrade the hot water services, they were upgrade 5 year ago to gas and should be in good and suitable condition, need to check.***

### Status

- Engaged Splatt Plumbing to do all work except painting;
- nothing to date.

## **RENOVATE MALE TOILETS IN MAIN PAVILION (PHASE 2C WORKS) (\$100,000)**

### Scope of Works

- Refurbish, upgrade all plumbing;
- Repair and make access available for disabled toilet;
- New fixtures/ fittings, urinals okay;
- Water efficiency improvements;
- Painting including floors.

### Status

- Nothing to date;
- Quotes being arranged;

# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in the Council's Community Room, 115 Dubbo Street, Warren,  
on Thursday, 7th October 2021 commencing at 5:05pm

---

## **INSTALL NEW SEPTIC RECEIVAL TANK FOR MAIN PAVILION TOILETS (PHASE 2C WORK) (\$45,000)**

### Scope of Works

All septic systems throughout the complex.

### Status

-Not all quotes in yet.

## **RENOVATE TOILET BLOCK IN CENTRE ARENA (PHASE 2C WORKS) (\$160,000)**

### Scope of Works

- Refurbishment complete, plumbing, fixtures, stalls.
- Install disabled toilet;
- Pathways, ramp still to go.

### Status

- 90% complete – plumbing, fixtures, painting, refurbishments, stall replacement;
- Paving surround still to happen;
- Ramp to happen.

## **INSTALL NEW SEPTIC RECEIVAL TANK IN CENTRE ARENA TOILETS WITH GREASE TRAP FOR CANTEEN WASTE DISPOSAL (PHASE 2C WORKS) (\$45,000)**

### Scope of Works

- Install sewerage pump station;
- Under bore and connect all facilities to go to main septic receival at the Showground Racecourse;
- Includes spare line to Pony Club;
- Combine 2 septic systems with a new sewerage treatment system to make compliant;
- Improve storage dam system;
- Using all the funds from Centre Arena Toilet, septic renewal and tank budgets together with this budget;
- Refurbish existing pump transfer station behind existing toilet block.

### Status

- Sewerage Pump Station available from elsewhere;
- Quotes being arranged;
- Will soon not be a blockage problem.

# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in the Council's Community Room, 115 Dubbo Street, Warren,  
on Thursday, 7th October 2021 commencing at 5:05pm

---

## RE-LEVEL ALL CONCRETE AND AC FLOOR IN THE PAVILION (PHASE 2C WORKS) (\$90,000)

### Scope of Works

- Replace lower bar floor in asphalt concrete;
- New footings for bar area;
- Replace plumbing;
- Include CWA Bar Area (Food);
- Releveling all paving from turnstiles.

### Status

- Engaged Brett Brouff after moving bar (supervising/organising AC contractor);
- Paving in progress;
- Are there any improvements required in the bar design, need to advise Council;
- traffic flow entrance/ exit points set up, Warren Jockey Club to advise;
- need to watch height to be slightly above the grass surrounds without creating a trip hazard;
- Old table area inside the bar to have signage area, frame to allow pricing, display board setup.

**MOVED** Druce/ Waterford that the information be received and noted.

**Carried**

---

## ITEM 5            GENERAL BUSINESS

Nil

---

## ITEM 6            NEXT MEETING DATE AND TIME

Early in 2022 with the new Council unless an urgent matter arises.

**There being no further business the meeting closed at 7:30pm**

## **WARREN PUBLIC ARTS COMMITTEE MINUTES**

---

Attached are the Minutes of the Meeting of the Warren Public Arts Committee held on Monday, 11th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Warren Public Arts Committee held on Monday, 11th October 2021 be received and noted.

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Community Room, 115 Dubbo Street Warren  
on Monday 11th October 2021 commencing at 3:34 pm

---

## PRESENT:

Councillor Pauline Serdity	Chair
Jenny Quigley	Community Member
Judy Ridley	Community Member
Gary Woodman	General Manager
Raymond Burns	Town Services Manager
Kerry Jones	Infrastructure Projects Manager
Jody Burtenshaw	Executive Assistant
Rebecca Christian	Projects Administration Officer

## ITEM 1 APOLOGIES

Apologies were tendered on behalf of Councillor Karlene Irving and Councillor Brett Williamson who were absent due to external commitments, and it was **MOVED** Quigley/Ridley that the apologies be accepted and a leave of absence for the members concerned be granted.

**Carried**

---

## ITEM 2 CONFIRMATION OF MINUTES (C14-3.29)

**MOVED** Quigley/Ridley that the Minutes of the Meeting held on Monday, 9th August 2021 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 9TH AUGUST 2021

Nil.

---

## ITEM 4 ACTION CHECKLIST

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

**Carried**

---

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Community Room, 115 Dubbo Street Warren  
on Monday 11th October 2021 commencing at 3:34 pm

---

**ITEM 5.1      WARREN STAFFORD STREET WATER RESERVOIR MURAL WORKS PROGRAM**  
**(C14-3.29)**

Cleaning of tower is complete, no major areas of concern on the surface, one small spot of loose concrete surface, fines only. No need to repaint.

Artist will be onsite Monday 18<sup>th</sup> October 2021. Paint the Town Murals – Artist will be Bastian Allfrey.

The skateboarder faces Dubbo/Stafford street as you drive northwest.

**MOVED** Quigley/Serdity that the information be received and noted.

**Carried**

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**ITEM 5.2      NEVERTIRE WATER RESERVOIR MURAL COMMUNITY CONSULTATION PLAN**  
**AND WORKS PROGRAM**  
**(C14-3.29)**

Councillor Pauline Serdity will chair the Community Meeting at Nevertire Community Park at 5:30pm Wednesday 27<sup>th</sup> October 2021.

**MOVED** Woodman/Serdity that the information be received and noted.

**Carried**

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**ITEM 5.3      SYDNEY CITY COUNCIL PUBLIC ART PROGRAM**  
**(C14-3.29)**

**MOVED** Woodman/Serdity that the information be received and noted.

**Carried**

---

**ITEM 5.4      PUBLIC ART ON PRIVATE PROPERTY COMMUNITY CONSULTATION AND**  
**WORKS PROGRAM**  
**(C14-3.29)**

Need to have some discussions with the owners of proposed locations before the Community Meeting on Wednesday, 20<sup>th</sup> October at 5:30pm in the Community Room. Other locations proposed by Committee members need to have a conversation with the owners.

**MOVED** Woodman/Quigley that the information be received and noted.

**Carried**

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**ITEM 5.5      REGIONAL ARTS FUND GRANT APPLICATION FOR PUBLIC ART ON SHOP**  
**FRONTS**  
**(C14-3.29)**

The Committee did a town walk around of the CBD area.

Locations could be:

- Old Royal Hotel;
  - Old Francisco Electrical/Coffee Lounge;
  - Cusack Dry Cleaners;
  - Commonwealth Bank – perhaps a mosaic;
-



# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Community Room, 115 Dubbo Street Warren  
on Monday 11th October 2021 commencing at 3:34 pm

---

**ITEM 5.5 REGIONAL ARTS FUND GRANT APPLICATION FOR PUBLIC ART ON SHOP FRONTS** **CONTINUED**

- Electrical box in front of 141 Dubbo Street – Essential Energy;
- Electrical box in front of the Warren Macquarie Aboriginal Lands Council;
- Warren Macquarie Aboriginal Lands Council – perhaps a mural;
- Mechanics Institute/Eberts – Frank Leach;
- Brad’s Wear – above the windows – Sue Scott;
- Old OP shop – Diane Wilson;
- Old pharmacy – Hanna Russ;
- Old Department of Agriculture/Warren Advocate – Les Grindrod;
- Joblink Plus – Les Grindrod;
- Old Information Centre – Warren Shire Council;
- Shops – R & S , CottonInfo, Adele’s Cutting Cottage – Presbyterian Church;
- Warren Pharmacy – Carolina de Siufi;
- CBD Toilet – Warren Shire Council and
- Grindrod’s fence between Lovett & Brown & Findex (paint straight on fence).
- Rolling scenes such as wool, cotton and grains could be considered particularly on top of the buildings – Sue Scott, Presbyterian Church building and The Royal Hotel building.

**MOVED** Woodman/Quigley that the information be received and noted.

**Carried**

---

**ITEM 5.6 COMMUNITY IDEAS FOR FUTURE PUBLIC ART** **(C14-3.29)**

Discussion by the Committee determined the following:

- Four (4) sides only if the rubbish bin is not close to the street;
- Stand off the bolted panels off the bin leaving airflow;
- Use 12mm heavy compressed fibro materials;
- Anti- graffiti cover painting;
- Three (3) sides elsewhere;
- 16 bins at present 15 x 3 + 1 x 4 = up to 49 panels;
- Considering a further 5 bins = up to 15 panels;
- Themes could be:
  - Aboriginal Art;
  - Not people;
  - Animals;
  - Children’s Art; and
  - Historical pictures.

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Community Room, 115 Dubbo Street Warren  
on Monday 11th October 2021 commencing at 3:34 pm

---

**ITEM 5.6 COMMUNITY IDEAS FOR FUTURE PUBLIC ART**

**CONTINUED**

- Have a lottery for the successful art for the panels up to what we can afford.

**MOVED** Woodman/Quigley that the information be received and noted.

**Carried**

---

**ITEM 6 GENERAL BUSINESS**

Nil.

---

**ITEM 7 DATE OF NEXT MEETING:**

To be arranged for the 15<sup>th</sup> November 2021 at 3:30pm.

**There being no further business the meeting closed 5.40 pm.**

## PLANT COMMITTEE MEETING

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Attached are the Minutes of the meeting of the Plant Committee held on Tuesday 12th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Plant Committee held on Tuesday 12th October 2021 be received and noted and the following recommendations be adopted:

**ITEM 6.1 SUPPLY AND DELIVERY OF ONE (1) MOTOR GRADER TENDER (P2-5.38, C13-69)**

That Council accept the tender from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for the supply and delivery of a Caterpillar 140 Motor Grader in accordance with Tender No. C13-69 - Motor Grader for \$419,310 plus GST.

**ITEM 6.2 COMPARISON PLANT REPLACEMENT FOR COUNCIL GRAVEL HAULAGE FLEET (P2-1)**

That:

1. A specification defining the requirements of a road train side tipper combination be arranged as follows:
  - Single Steer Bogie Drive Prime Mover to road train specification with an engine capacity suitable to tow and operate two (2) triaxle side tipping trailers and triaxle road train dolly;
  - Triaxle road train dolly; and
  - Two (2) heavy duty bisalloy triaxle side tipping trailers.
2. Council issue approval to advertise for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and two (2) heavy duty bisalloy triaxle side tipping trailers;
3. Council provide \$624,000 ex GST in the 2021/2022 Heavy Plant Replacement Program for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and (2) heavy duty bisalloy triaxle side tipping trailers; and
4. Council following delivery of the road train side tipping combination sell Plant 107, Plant 31 and Plant 165 for the expected amount of \$85,000 ex GST.

**ITEM 6.3 FINALISATION OF 2021/2022 HEAVY PLANT REPLACEMENT PROGRAM**

**(P2-5.39)**

That:

1. The following heavy plant replacement/purchases be included in the 2021/2022 Heavy Plant Replacement Program:
  - \$30,000 new front mounted mower;
  - \$7,000 for new smaller mowing deck for Plant 70 Iseki Mower and the Village Crew Trailer be upgraded in weight capacity; and
  - \$190,000 for a new rubber tyred roller gross weight 22.5 tonne; and
2. An investigation be undertaken on the capability and practicality of the purchase in the future of a minimum 3.6m slasher for roadside, airport and outside areas of the racecourse use.

**WARREN SHIRE COUNCIL**  
Minutes of the Plant Committee meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Tuesday 12th October 2021 commencing at 2.05 pm

---

**Present:** Councillor Andrew Brewer (Chairperson)  
Councillor Mark Beach  
Councillor Ron Higgins  
Mr Raymond Burns (Acting Divisional Manager Engineering Services)  
Mr Gary Woodman (General Manager)  
Mr Darren Arthur (Divisional Manager Finance & Administration)  
Mr Jason Boyd (Workshop Co-Ordinator)  
Mrs Jillian Murray (Treasurer)

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**ITEM 1 APOLOGIES**

Nil.

**Carried**

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**ITEM 2 CONFIRMATION OF MINUTES**

**MOVED** Brewer/Beach that the Minutes of the Meeting held on Tuesday 10th August 2021 be accepted as a true and correct record of that meeting.

**Carried**

---

**ITEM 3 BUSINESS ARISING**

- Plant 241 in the minutes (Rangers) is a 4x4 Utility and a slightly higher changeover prices will need to be considered for probably 2022/2023.
  - Kluger not Kulger.
- 

**ITEM 4 ACTION CHECKLIST**

**MOVED** Higgins/Beach that the information be received and noted and those marked with an asterisk (\*) be removed.

**Carried**

---

**ITEM 5 FINANCIAL REPORT AND STATEMENT**

**MOVED** Beach/Higgins that the information be received and noted.

**Carried**

---

**ITEM 6.1 SUPPLY AND DELIVERY OF ONE (1) MOTOR GRADER TENDER (P2-5.38, C13-69)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Brewer/ Beach that Council accept the tender from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for the supply and delivery of a Caterpillar 140 Motor Grader in accordance with Tender No. C13-69 - Motor Grader for \$419,310 plus GST.

**Carried**

---

**WARREN SHIRE COUNCIL**  
Minutes of the Plant Committee meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Tuesday 12th October 2021 commencing at 2.05 pm

---

**ITEM 6.2 COMPARISON PLANT REPLACEMENT FOR COUNCIL GRAVEL HAULAGE FLEET**

**(P2-1)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Brewer/ Higgins that:

1. A specification defining the requirements of a road train side tipper combination be arranged as follows:
  - Single Steer Bogie Drive Prime Mover to road train specification with an engine capacity suitable to tow and operate two (2) triaxle side tipping trailers and triaxle road train dolly;
  - Triaxle road train dolly; and
  - Two (2) heavy duty bisalloy triaxle side tipping trailers.
2. Council issue approval to advertise for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and two (2) heavy duty bisalloy triaxle side tipping trailers;
3. Council provide \$624,000 ex GST in the 2021/2022 Heavy Plant Replacement Program for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and (2) heavy duty bisalloy triaxle side tipping trailers; and
4. Council following delivery of the road train side tipping combination sell Plant 107, Plant 31 and Plant 165 for the expected amount of \$85,000 ex GST.

**Carried**

---

**ITEM 6.3 FINALISATION OF 2021/2022 HEAVY PLANT REPLACEMENT PROGRAM**

**(P2-5.39)**

The Committee discussed the status of both light vehicles and heavy plant that should be included in the 2021/2022 Plant Replacement Program.

**RECOMMENDATION TO COUNCIL:**

**MOVED** Brewer/ Higgins that:

1. The following heavy plant replacement/purchases be included in the 2021/2022 Heavy Plant Replacement Program:
  - \$30,000 new front mounted mower;
  - \$7,000 for new smaller mowing deck for Plant 70 Iseki Mower and the Village Crew Trailer be upgraded in weight capacity; and
  - \$190,000 for a new rubber tyred roller gross weight 22.5 tonne; and
2. An investigation be undertaken on the capability and practicality of the purchase in the future of a minimum 3.6m slasher for roadside, airport and outside areas of the racecourse use.

**Carried**

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**ITEM 7 GENERAL BUSINESS**

Nil.

**WARREN SHIRE COUNCIL**  
Minutes of the Plant Committee meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Tuesday 12th October 2021 commencing at 2.05 pm

---

**ITEM 8      DATE OF NEXT MEETING**

Most probably early in the new year with the new Council.

**There being no further business the meeting closed at 4.20pm.**

## **ECONOMIC DEVELOPMENT COMMITTEE MINUTES**

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Attached are the Minutes of the meeting of the Economic Development Committee held on Wednesday, 13th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Economic Development Committee held on Wednesday, 13th October 2021 be received and noted and the following recommendation be adopted:

**ITEM 5.4      PROJECTS/ACTIONS AND NEW BUSINESS AND INDUSTRIAL INITIATIVES    (D3-1)**

That the items listed in the report be included in the Draft Economic Development Plan as actions with appropriate prioritisation for the future.



**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 13th October 2021, commencing at 2.09pm**

---

**PRESENT:**

Milton Quigley	Councillor (Chairperson)
Katrina Walker	Councillor
Sarah Derrett	Councillor
Andrew Brewer	Councillor
Gary Woodman	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Raymond Burns	Acting Divisional Manager Engineering Services
Eoin Clohesy	Business Development Facilitator
Rebecca Christian	Project Administration Officer

---

**ITEM 1            APOLOGIES**

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

**Carried**

---

**ITEM 2            MINUTES**

**MOVED** Walker/Brewer that the Minutes of the Economic Development Committee meeting held on Wednesday, 7th July 2021 be adopted as a true and correct record of that meeting.

**Carried**

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**ITEM 3            BUSINESS ARISING**

Nil.

---

**ITEM 4            ACTION CHECKLIST**

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

**Carried**

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**ITEM 5.1         CONDITION AND CAPACITY OF POWER TRANSMISSION LINES TO WARREN**

**(E3-1)**

**MOVED** Brewer/Derrett that the information be received and noted.

**Carried**

---

**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 13th October 2021, commencing at 2.09pm**

---

**ITEM 5.2      WARREN SHIRE COUNCIL DELIVERY PROGRAM RESPONSIBILITIES FOR BUSINESS DEVELOPMENT FACILITATOR      (D3-1)**

**MOVED** Brewer/Derrett that the information be received and noted.

**Carried**

---

**ITEM 5.3      NSW GOVERNMENT WARREN SHIRE LOCAL GOVERNMENT AREA INFORMATION PACK      (S15-1)**

The Business Development Facilitator has made an application through the Department of Regional NSW for the purchase of REMPlan for Warren Shire Council that will be able to be installed on Council's website.

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

---

**ITEM 5.4      PROJECTS/ACTIONS AND NEW BUSINESS AND INDUSTRIAL INITIATIVES      (D3-1)**

Matters discussed and considered were:

- Inland Rail – how Warren Shire and private and public assets can take advantage with better access to markets and high usage;
- Political pressure to ensure railway spur line to Warren is fully functional (finishing the railway bridge);
- Review of grain silos by Grain Handling Authority;
- Use of any unused facilities such as disused or underutilised sheds, Warren Airport (e.g. mushroom farms, hydroponics etc.);
- Warren Airport subdivision and facilities, including ability to refuel;
- Further recycling processes;
- \*New Museum in Warren;
- Value adding industries – cotton seed etc.;
- \*Eco-Tourism and Macquarie Marshes;
- Inland Flat Land Road Route, in conjunction with Coonamble Shire Council;
- \*Warren Showground/Racecourse Complex 'The Randwick of the West' Equestrian Centre;
- \*Warren Sporting Facilities (Carter Oval Sports Precinct and Warren Swimming Pool, Victoria Oval and Warren Sporting and Cultural Centre);
- \*Burrima Walkway and tourist circuit;
- Development of an Infrastructure Report identifying opportunities and required actions;
- \*Window on the Wetlands Facility;
- \*Natural advantage of Warren, the green 'oasis' of the west; and
- Truckstop Facilities.

(\* ) Matters listed is a similar program area.

**RECOMMENDATION TO COUNCIL:**

**MOVED** Walker/Derrett that the items listed in the report be included in the Draft Economic Development Plan as actions with appropriate prioritisation for the future.

**Carried**

---

**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 13th October 2021, commencing at 2.09pm**

---

Councillor Derrett left at 3:58pm

**ITEM 5.5      WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT STRATEGY      (D3-1)**

The Business Development Facilitator will provide a further draft of the Economic Development Strategy by email to Committee Members and to take into account the requested amendments including engagement strategy and local and regional focus.

**MOVED** Walker/Brewer that the information be received and noted.

**Carried**

---

**ITEM 5.6      WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT PLAN      (D3-1)**

Similar amendments from the Draft Economic Development Strategy will be arranged for the Draft Economic Development Plan and further inclusions will be made.

**MOVED** Walker/Brewer that the information be received and noted.

**Carried**

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**ITEM 5.7      TOURISM PLAN      (D3-1)**

**MOVED** Brewer/Walker that the information be received and noted.

**Carried**

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**ITEM 6      GENERAL BUSINESS**

Nil.

**Carried**

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**ITEM 7      NEXT MEETING**

Proposed for early in the new year 2022, following the election of the new Council.

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.34 PM.**

## TOWN IMPROVEMENT COMMITTEE

Attached are the Minutes of the meeting of the Town Improvement Committee held on Thursday, 14th October 2021.

### RECOMMENDATION:

That the Minutes of the Meeting of the Town Improvement Committee held on Thursday, 14th October 2021 be received and noted, and the following recommendation be adopted:

#### 5.4 VILLAGE ENHANCEMENT PLANS WORKS – EXTRA PROJECTS FOR COLLIE, NEVERTIRE, WARREN FINALISATION (MURRAY- DARLING BASIN ECONOMIC DEVELOPMENT – IMPROVEMENT OF REGIONAL STRUCTURES GRANT) VERBAL REPORT AND PRESENTATION (G4-1.11)

That the \$424,288 budget available for further project works be allocated to the following works:

Location	Type of Work	Details	Amount
Collie	Drainage Improvements	Bundemar St. at the Highway. Pit and Grate.	\$ 10,000.00
Nevertire	Kerb & Gutter	Mitchell Highway (Oxley to Clyde St)	\$ 7,000.00
Nevertire	Kerb & Gutter	Narromine St, Southern side near Catholic Church.	\$ 17,500.00
Nevertire	Kerb & Gutter	Narromine St, Southern side	\$ 20,000.00
Nevertire	Drainage Improvements	Clyde Street.	\$ 4,288.00
Nevertire	Heavy Road Patching	Narromine St, Eastern Side of Oxley Highway.	\$ 25,000.00
Nevertire	Cemetery	Create levee around both burial areas. 500 - 700mm high	\$ 15,000.00
Nevertire	Cemetery	Install 2 solar pump stations to remove water from inside the levee and pump to nearby channel. Pumps and solar panel to be secured to prevent theft.	\$ 15,000.00
Warren	Footpath Replacement. 1.2m wide.	Dubbo St. Readford to Stafford. 220m2. Including Driveway Crossings	\$ 35,000.00
Warren	Footpath Replacement. 1.2m wide.	River Ave.	\$ 4,500.00
Warren	Footpath Replacement. 1.2m wide.	Stafford St	\$ 15,000.00
Warren	Footpath Replacement. 1.2m wide.	Dubbo Street near the Community Centre	\$ 9,000.00
Warren	Footpath Replacement. 1.2m wide.	Glen St	\$ 2,000.00
Warren	New Footpath Ramp.	Readford and Lawson St to Levee. (Disable Access).	\$ 50,000.00
Warren	Improve Storm Water Drainage	Replace Pit Lintels and Pit.	\$ 20,000.00
Warren	Kerb and Gutter Replacement	21 Pittman Pde	\$ 5,000.00
Warren	Kerb and Gutter Replacement	Azar Pl Pit & Stormwater	\$ 10,000.00
Warren	Kerb and Gutter Replacement	Stafford St, Stormwater Drainage including pit.	\$ 12,500.00
Warren	Kerb and Gutter Replacement	Boston St Gunningbah Estate End. Including Road Restoration.	\$ 30,000.00
Warren	Kerb and Gutter Replacement	Deacon Dr. Gunningbah Estate. Including Road Restoration.	\$ 60,000.00
Warren	Kerb and Gutter Replacement	Dubbo St. Near Fire Station.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	John St near Stubbs Ave.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Stafford St near the flats, Bundemar	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Stafford St near Zora St.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Wilson St Western End.	\$ 7,500.00
Warren	Park Amenities. Macquarie & Oxley Parks	Electronic Door Locking of Public Toilets.	\$ 20,000.00
			\$ 424,288.00

**WARREN SHIRE COUNCIL**  
Minutes of the Town Improvement Committee  
Meeting held in Council's Community Room  
on Thursday, 14th October 2021 commencing at 4.05 pm

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**PRESENT:**

Councillor Kevin Taylor (Chair)  
Councillor Brett Williamson  
Councillor Pauline Serdity  
Councillor Sarah Derrett  
Gary Woodman (General Manager)  
Raymond Burns (Acting Divisional Manager Engineering Services)  
Rowan Hutchinson (Roads Infrastructure Manager)  
Kerry Jones (Infrastructure Projects Manager)

---

**ITEM 1 APOLOGIES**

Apologies were received from Councillor Heather Druce and Councillor Karlene Irving who were absent due to external commitments and it was **MOVED** Derrett/Williamson that a leave of absence be granted for this meeting.

**Carried**

---

**ITEM 2 CONFIRMATION OF MINUTES (C14-3.17)**

**MOVED** Taylor/ Serdity that the Minutes of the Meeting held on Tuesday, 29th June 2021 be accepted as a true and correct record of that meeting.

**Carried**

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**ITEM 3 BUSINESS ARISING FROM THE PREVIOUS MEETINGS MINUTES HELD ON THE 29TH JUNE 2021**

Nil

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**ITEM 4 ACTION CHECKLIST**

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

**Carried**

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**ITEM 5 REPORTS**

**5.1 VILLAGE ENHANCEMENT PLANS WORK – COLLIE (MURRAY- DARLING BASIN ECONOMIC DEVELOPMENT – IMPROVEMENT OF REGIONAL STRUCTURES GRANT) VERBAL REPORT AND PRESENTATION (G4-1.11)**

**MOVED** Williamson/ Serdity that the information be received and noted.

**Carried**

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**5.2 VILLAGE ENHANCEMENT PLANS WORK – NEVERTIRE (MURRAY- DARLING BASIN ECONOMIC DEVELOPMENT – IMPROVEMENT OF REGIONAL STRUCTURES GRANT) VERBAL REPORT AND PRESENTATION (G4-1.11)**

**MOVED** Serdity/ Derrett that the information be received and noted.

**Carried**

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**WARREN SHIRE COUNCIL**  
 Minutes of the Town Improvement Committee  
 Meeting held in Council's Community Room  
 on Thursday, 14th October 2021 commencing at 4.05 pm

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**5.3 VILLAGE ENHANCEMENT PLANS WORK – WARREN (MURRAY- DARLING BASIN ECONOMIC DEVELOPMENT – IMPROVEMENT OF REGIONAL STRUCTURES GRANT) VERBAL REPORT AND PRESENTATION (G4-1.11)**

**MOVED** Williamson/ Derrett that the information be received and noted.

**Carried**

**5.4 VILLAGE ENHANCEMENT PLANS WORKS – EXTRA PROJECTS FOR COLLIE, NEVERTIRE, WARREN FINALISATION (MURRAY- DARLING BASIN ECONOMIC DEVELOPMENT – IMPROVEMENT OF REGIONAL STRUCTURES GRANT) VERBAL REPORT AND PRESENTATION (G4-1.11)**

**MOVED** Derrett/ Serdity that the \$424,288 budget available for further project works be allocated to the following works:

Location	Type of Work	Details	Amount
Collie	Drainage Improvements	Bundemar St. at the Highway. Pit and Grate.	\$ 10,000.00
Nevertire	Kerb & Gutter	Mitchell Highway (Oxley to Clyde St)	\$ 7,000.00
Nevertire	Kerb & Gutter	Narromine St, Southern side near Catholic Church.	\$ 17,500.00
Nevertire	Kerb & Gutter	Narromine St, Southern side	\$ 20,000.00
Nevertire	Drainage Improvements	Clyde Street.	\$ 4,288.00
Nevertire	Heavy Road Patching	Narromine St, Eastern Side of Oxley Highway.	\$ 25,000.00
Nevertire	Cemetery	Create levee around both burial areas. 500 - 700mm high	\$ 15,000.00
Nevertire	Cemetery	Install 2 solar pump stations to remove water from inside the levee and pump to nearby channel. Pumps and solar panel to be secured to prevent theft.	\$ 15,000.00
Warren	Footpath Replacement. 1.2m wide.	Dubbo St. Readford to Stafford. 220m2. Including Driveway Crossings	\$ 35,000.00
Warren	Footpath Replacement. 1.2m wide.	River Ave.	\$ 4,500.00
Warren	Footpath Replacement. 1.2m wide.	Stafford St	\$ 15,000.00
Warren	Footpath Replacement. 1.2m wide.	Dubbo Street near the Community Centre	\$ 9,000.00
Warren	Footpath Replacement. 1.2m wide.	Glen St	\$ 2,000.00
Warren	New Footpath Ramp.	Readford and Lawson St to Levee. (Disable Access).	\$ 50,000.00
Warren	Improve Storm Water Drainage	Replace Pit Lintels and Pit.	\$ 20,000.00
Warren	Kerb and Gutter Replacement	21 Pittman Pde	\$ 5,000.00
Warren	Kerb and Gutter Replacement	Azar Pl Pit & Stormwater	\$ 10,000.00
Warren	Kerb and Gutter Replacement	Stafford St, Stormwater Drainage including pit.	\$ 12,500.00
Warren	Kerb and Gutter Replacement	Boston St Gunningbah Estate End. Including Road Restoration.	\$ 30,000.00
Warren	Kerb and Gutter Replacement	Deacon Dr. Gunningbah Estate. Including Road Restoration.	\$ 60,000.00
Warren	Kerb and Gutter Replacement	Dubbo St. Near Fire Station.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	John St near Stubbs Ave.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Stafford St near the flats, Bundemar	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Stafford St near Zora St.	\$ 7,500.00
Warren	Kerb and Gutter Replacement	Wilson St Western End.	\$ 7,500.00
Warren	Park Amenities. Macquarie & Oxley Parks	Electronic Door Locking of Public Toilets.	\$ 20,000.00
			<b>\$ 424,288.00</b>

**Carried**

**ITEM 6 GENERAL BUSINESS**

Nil

**WARREN SHIRE COUNCIL**  
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on Thursday, 14th October 2021 commencing at 4.05 pm

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**NEXT MEETING**

Next meeting probably early 2022 with the new Council.

**There being no further business the meeting closed at 5:20pm.**

## **MANEX MINUTES**

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Attached are the Minutes of the meeting of Manex Meeting held on Tuesday, 19th October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of Manex Meeting held on Tuesday, 19th October 2021 be received and noted.



**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in Council's Community Room on  
Tuesday 19th October 2021 commencing at 2.30 pm

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**PRESENT:**

Gary Woodman	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Jillian Murray	Treasurer
Raymond Burns	Acting Divisional Manager Engineering Services (Town Services Manager)
Rowan Hutchinson	Roads Infrastructure Manager
Maryanne Stephens	Manager Health and Development Services (Chair)
Paul San Miguel	Asset Manager
Jody Burtenshaw	Executive Assistant

**1 APOLOGIES**

Apologies were received from Rolly Lawford and Kerry Jones, 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**

- That the Infrastructure Projects Manager provide a report to the November 2021 Manex Meeting on the process envisaged for the handing over, commissioning and licencing for the new Warren STP; and
  - That the Infrastructure Projects Manager provide a report to the November 2021 Manex Meeting on the handing over and commissioning of the water supply facilities of Bore Flat.
  - The Town Services Manager and the Divisional Manager Finance & Administration to update the to be determined estimates for the Local Roads and Community Infrastructure Grants Round 3 – (Commonwealth) Community Grants.
- 

**3 ACTION CHECKLIST**

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

**Carried**

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**4.1 EXECUTIVE OFFICE MATTERS**

4.1.1 WOW Agency – Communications and Content (GM)

- The General Manager is trying to keep the level of work for the WOW Agency to 8 hours per week.
-

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday 19th October 2021 commencing at 2.30 pm

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**4.1 EXECUTIVE OFFICE MATTERS**

4.1.1 WOW Agency – Communications and Content (GM) Continued

- The Administration Officers, Executive Assistant and Finance Clerk – Rates/ITC Officer will need to start posting normal updates to Facebook and Council's website.

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

**Carried**

---

4.1.2 Preparation of the September 2021 Council Newsletter (GM)

<b>Item</b>	<b>Responsible Officer</b>
Nevertire Water Tower Mural Consultation	TSM
New Plant Replacement Deliveries – Roller and Front Mounted Mower	DMES, WC
Public Art on Private Property Murals Consultation	TSM
Road Maintenance and Construction Program for November / December 2021	RIM
Vacation Care Program for January 2022	MHD
Santa Street Competition 2021	GM
2021 Christmas Tree and Lights Program	GM
Registration of Local Contractors on VendorPanel	DMFA, CC
Successful Grants for Fixing Local Roads Program Round 3: <ul style="list-style-type: none"> <li>- Ellengerah Road Construction; and</li> <li>- Old Warren Road Construction.</li> </ul>	DMES
Women of Warren Shire	GM
Murray Darling Basin Health Rivers Grant Applications <ul style="list-style-type: none"> <li>- Warren Sewerage Treatment Plant UV and Reed Bed Construction for Tiger Bay Wildlife Reserve</li> <li>- Lower Weir Reconstruction and Fish Passage Investigation and Design to Shovel Ready Status</li> <li>- Warren Gross Pollutant Trap Installation (SQUID)</li> </ul>	TSM  IPM  TSM
Regional Sporting Facilities Grant Applications <ul style="list-style-type: none"> <li>- Warren War Memorial Swimming Pool Amenities, Kiosk and Facilities; and</li> <li>- Warren War Memorial Swimming Pool Clubhouse.</li> </ul>	IPM  IPM
Australia Day Award Applications	DMFA

**WARREN SHIRE COUNCIL**  
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**4.1 EXECUTIVE OFFICE MATTERS** **CONTINUED**

4.1.2 Preparation of the September 2021 Council Newsletter (GM) Continued

**MOVED** Burns/Murray that:

1. The information be received and noted; and
2. Information to be forwarded to the WOW Agency by Wednesday, 27th October 2021.

**Carried**

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4.1.3 Suggestions in the Council Suggestion Box (GM)

- Enhanced communication between all shire departments by means of improved email correspondence and memos; and
- Monthly meeting for staff with the General Manager would be good for staff morale as it would allow for two-way interaction and engagement.

**MOVED** Woodman/San Miguel that:

1. The General Manager to ascertain further information for enhancing communication between all shire departments from the writers; and
2. The General Manager to commence staff meetings at the Depot and at the Office.

**Carried**

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4.1.4 Rural Boundary Clearing Code Scheme (GM)

**MOVED** Woodman/Burns that the Divisional Manager Finance & Administration arrange for the Rural Fire Service Hazard Reduction 2021/22 for local roads, regional roads, village facilities and the Ewenmar Waste Depot to be shown as a budget item in the Roads Progress Report.

**Carried**

---

4.1.5 Procurement and Tendering Compliance Training for Managers and Staff (GM)

**MOVED** Burns/Arthur that:

1. All staff who order goods and services to undertake the Regional Procurement training, Procurement Awareness – Fundamentals;
2. The Storekeeper, Supervisors and Manex are to undertake the Regional Procurement training, Procurement Awareness – Tender Process and Compliance;
3. Training be organised on the full use of VendorPanel; and
4. Procurement Policy in-house training to be undertaken after the finalisation of Council's Procurement Policy.

**Carried**

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**WARREN SHIRE COUNCIL**  
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**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.6 Internally Restricted Funds as at 30th June 2021 and 1st July 2021 (GM)

**\* = Contained within the September Quarterly Review 2021 Budget Review**

**\* Financial Assistance Grant - \$1,620,116** – Council received an advance payment of the 2021/2022 grant from the NSW Grants Commission 9<sup>th</sup> June 2021. (DMFA)

**Employees Leave Entitlements - \$400,000** - These funds have been restricted to cover a proportion of Council's discounted leave liability, which equates to 25.96% coverage. (DMFA)

**\* Election Expenses - \$32,000** – These funds have been set aside each year to help cover the cost of the 2021 Local Government Elections scheduled for 4<sup>th</sup> December 2021. (GM, DMFA)

**Integrated Planning & Reporting – Asset Management Planning - \$69,532** - These funds have been restricted for costs associated in the development of plans and asset management system implementation required under the Integrated Planning & Reporting framework. (GM, AM)

**Public Liability & Professional Indemnity Insurance Claims Excess - \$25,000** - These funds have been restricted in the event of any major claims being lodged against Council, each insurance claim carries an excess of \$12,500. (DMFA, WHS/RC)

**Risk & WHS Management - \$75,825** – These funds are rebates received from our insurers for meeting their set targets over the years, they have been restricted to undertake various compulsory audits, reviews and implementation of Council's Risk Management & WHS responsibilities. (DMFA, WHS/RC)

**\* Mobile Phone Replacement - \$7,500** – These funds have been restricted for the ongoing replacement of the Telstra Tough mobiles; Telstra have advised these phones will not work when 3G is eventually switched off. (DMFA)

**Emergency Management Planning - \$14,363** - These funds have been carried forward for the preparation/revision of the Warren Shire Emergency Plans. (DMES)

**Levee M&R – \$45,000** – Carryover funds for major levee maintenance works. (GM, DMES)

**Natural Resource Management (NRM) - \$30,218** – Funds restricted for ongoing works on NRM projects. (GM, MHD)

**Rural Addressing - \$5,516** – Funds carried forward to review rural addressing system. (MHD)

**CBD – Supply of Paint - \$3,237** – Funds carried forward for the supply of paint to CBD businesses. (GM)

**Street Lighting – \$11,662** – Funds carried forward for a full review of street lighting with the possibility to converting to LED's. (RIM)

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**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.6 Internally Restricted Funds as at 30th June 2021 and 1st July 2021 (GM) Continued

**Advertising & Booklet Printing - \$22,430** – Funds carried forward for the continued promotion of the shire through advertising and printing of booklets etc. (GM)

**Economic Development Officer & Programs - \$20,000** – Funds carried forward for the Economic Development Officers & Programs. (GM)

**Computer Hardware/Software Upgrades - \$61,840** – Funds carried forward for the replacement of computer and printer and hardware. (DMFA)

\* **Council Chambers Improvements - \$84,270** – Balance of funds for the completion of the Council office renovations. (DMFA)

\* **Depot CCTV - \$21,190** – Unspent funds from 2020/2021 for the initial installation of CCTV at the depot. (DMES)

\* **Ewenmar Waste Depot – Transfer Station Upgrade - \$148,089** - These funds have been carried forward along with grant funds to construct a transfer station and associated works at the Ewenmar Waste Depot. (MHD, DMES, TSM)

**Dwellings – Specific M & R - \$31,741** - These funds have been restricted to undertake renewal works required on Council's dwellings. (MHD)

\* **Warren Lawn Cemetery – Stage 3 - \$76,894** – Funds carried forward from 2020/2021 to finalise Stage 3 of the lawn cemetery upgrade. (TSM)

**Parks Improvement Program - \$66,480** – Funds for improvements to the playground areas in Councils' parks. (TSM)

\* **Showground/Racecourse Upgrades - \$10,182** – Proceeds from the sale of the old McCalman Pavilion to be included with the Enhancing Western Plains Horse Centre grant. (GM, IPM)

\* **CBD Improvements - \$74,320** – Funds carried forward for the CBD improvements in accordance with the Town Improvement/Promotions Committees recommendation to Council. (DMES)

**Urban Street Heavy Patching - \$192,383** – Funds carried forward for heavy patching of Cobb Lane as adopted in the 2018/19 Operational Plan. (GM, DMES, RIM)

**Footpaths – XC Rated - \$15,756** – Funds carried forward for the renewal of XC Rated footpaths in the town and villages. (RIM)

\* **Kerb & Guttering – XC Rated - \$92,767** – Funds carried forward for the renewal of kerb & guttering in the town and villages. (RIM)

\* **Rural Road Reseals - \$31,616** – Unspent funds carried forward from 2020/2021. (RIM)

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**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.6 Internally Restricted Funds as at 30th June 2021 and 1st July 2021 (GM) Continued

**\* Rural Road Construction - \$39,150** – Unspent funds from the Tyrie Road construction carried forward from 2020/2021. (DMES, RIM \* Part \$26,300)

**Overflow Bridge – Major Repairs - \$85,000** – Funds carried forward from the 2019/20 Operational Plan to undertake major repairs on the bridge. (DMES)

**Operational Land Reserve - \$201,073** – Reserves set aside for the future development of Council operational land. (GM, DMFA, DMES)

**Infrastructure Improvement/Replacement - \$1,808,623** – These funds have been restricted for future improvements or replacement of Council's infrastructure assets, to be determined by Council. The transfer of \$1M to this reserve was made up of government grant debtors owing from 2019/2020 paid in 2020/2021 of \$505K and savings from various budget areas in 2020/2021. (GM, DMFA, DMES, MHD)

**Grant Application Co-contribution - \$14,250** – These funds have been included to offset any co-contributions required in grant applications submitted by Council, this will alleviate the need to juggle operational budgets to fund any successful application. (GM)

**\* Plant Replacement – Light Plant - \$53,690** – Funds carried forward for Council's light plant replacement program. (DMES)

**\* Plant Replacement – Heavy Plant - \$1,073,738** – Funds carried forward for Council's heavy plant replacement program. (DMES)

**MOVED** Woodman/Burns that the information be received and noted.

**Carried**

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4.1.7 Regional Procurement Tenders (HROC, OROC, RP, etc) for Warren Shire Council RegPro Warren Current Contracts (GM)

Ensure that the relevant Council staff are aware of the Contracts as listed in the report and ensure that they are used.

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

**Carried**

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4.1.8 2021/22 Continuous Improvement Pathway (CIP) Self Assessment for Risk Management (GM)

Topics this year are:

- Claims Management – DMFA responsibility
- Stormwater – TSM responsibility
- Trees and Tree Roots – TSM responsibility

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**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

- 4.1.8 2021/22 Continuous Improvement Pathway (CIP) Self Assessment for Risk Management (GM) Continued

Assistance has been offered from the WHS/RC and from Paul Hennock from StateWide Mutual.

**MOVED** Woodman/Burns that the information be received and noted.

**Carried**

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- 4.1.9 Uniform Closure Date for Tenders, Expressions of Interest, Quotations, Public Exhibitions etc (GM)

Quotations excluded, closures for Tenders, Expressions of Interest, Public Exhibitions and Vacant Positions are to have a closure time and date of 4.00 pm on a Thursday.

This will allow:

- For the opening of the tender box while Council is open;
- Allows action on re-advertising if warranted; and
- Is within business hours.

**MOVED** Murray/Hutchinson that closures for Tenders, Expressions of Interest, Public Exhibitions and Vacant Positions are to have a closure time and date of 4.00 pm on a Thursday, excluding quotations.

**Carried**

---

**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

- 4.2.1 Water and Sewer Valuation (AM)

**MOVED** San Miguel/Burns that the APV water and sewer information provision project must be finished by 30th October 2021.

**Carried**

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- 4.2.2 Confirm Asset Management System (AM)

**MOVED** San Miguel/Hutchinson that as soon as possible the new implementation plan be instigated to ensure that the training of users with the Confirm Asset Management System be complete by the 30th November 2021.

**Carried**

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**4.3 ENGINEERING DEPARTMENT MATTERS**

4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (RIM)

- Roads Infrastructure Manager to contact BEC and request that they expediate the reimbursement claim (now \$390,000);
- The Divisional Manager Finance & Administration advised that he has provided BEC a transaction list;
- The Divisional Manager Finance & Administration advised that he has just been notified by BEC that Transport for NSW have requested for a transaction report in the form of an excel spreadsheet;
- The Divisional Manager Finance & Administration will be preparing a modified version of the Practical information to hopefully answer their request; and
- The Roads Infrastructure Manager to contact BEC and request that they expediate the main reimbursement claim and to advise of what order the full claim is expected to amount to.

**MOVED** Woodman/Hutchinson that the information be received and noted.

**Carried**

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**4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS**

Nil.

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

4.5.1 Corrective Action Report Log (GM)

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

**Carried**

---

4.5.2 StateCover 2021 WHS Self-Audit Action Plan

4.5.3 StateCover 2021 WHS Self-Audit Report

**MOVED** Woodman/Burns that the WHS Committee be requested to review and finalise the action plan.

**Carried**

---

4.5.4 Work Health & Safety Committee Minutes – 17th September 2021

**MOVED** Woodman/Murray that the Minutes of the WHS Committee be received and noted and the following recommendations be adopted by the Manex Committee:

**Item 6 WHS/RC Report - SWMS**

That SWMS0054 and SWMS0055 be adopted by Management and discussed as Toolbox meetings with relevant Workgroups.

---



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

4.5.4 Work Health & Safety Committee Minutes – 17th September 2021 Continued

**Item 6 WHS/RC Report - Hazards**

Workplace inspection of the Skate Park. Look into what other Councils do when cleaning and maintaining skate parks. Investigate the use of an appropriate climbing device to enter and exit the skate park bowl.

**Item 6 WHS/RC Report – Emergency Evacuation Plans**

Arrange fire drill once Emergency Evacuation Plans are in place.

**Item 7 Workplace Inspections and Remote Signs**

Inspection accepted.

Nomination for the next inspection – Skate Park nominated in Item 6.

The Projects Administration Officer, Roadside Maintenance Team Leader and the WHS/Risk Co-Ordinator to conduct inspection.

**Item 8 Work Health and Safety Committee Constitution Review (From Previous Minutes)**

Final Constitution be approved.

**Carried**

4.5.5 Warren Shire Council Work Health Safety Committee Constitution

This item has been Addressed in Item 4.5.4.

**4.6 HUMAN RESOURCES**

4.6.1 Determination of Vacant Positions in accordance with the Workforce Plan (GM)

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget.
Waste Attendant (12 hours/week)	MHD	Waste Depot Operator arrangement to be finalised. Position Description and Skills and Competencies has been completed to draft stage. Manager Health and Development Services reviewing.
Heavy Diesel Mechanic (B2 L2)	DMES	Medical has been completed. Divisional Manager Engineering Services reviewing.
Casual Cleaner	MHD	To be readvertised.
Apprentice Plant Mechanic	DMES	Paperwork was completed on the 14th October 2021. Apprenticeship may commence 1st November 2021. Duration to be determined.

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

**Carried**

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**4.6 HUMAN RESOURCES**

**CONTINUED**

4.6.2 Warren Shire Council Workforce Development Initiatives Ideas and Considerations (GM)

All Manex members to continue to provide information on proposed Warren Shire Council Workforce Development Initiatives Ideas and Considerations.

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

**Carried**

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**5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS**

**(L5-3)**

<b>Date</b>	<b>Circular No.</b>	<b>Description</b>	<b>Comment/Action</b>
13.09.21	21-29	Release of the Guideline on the Use and Management of Credit Cards	Noted
05.10.21	21-30	Pre-Election Guide for Councils	Noted
05.10.21	21-31	Post-Election Guide on Key Decisions and Activities for Councils, County Councils and Joint Organisations following the Local Government Election	Noted
05.10.21	21-32	Government Endorses New Rate Peg Methodology to Support Growing Councils	Noted

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

**Carried**

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**5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS**

**(L5-3)**

<b>DATE</b>	<b>TASK</b>	<b>STATUS</b>
<b>OCTOBER</b>		
<b>2</b>	Closing date for Pensioner Concession subsidies claims	Action by TREAS
<b>17</b>	Request for extension to lodge Financial Statements to be submitted in writing to OLG [LGA s416(2); Code]	Noted
<b>30</b>	Annual report of obligations under PIDA to the Minister and the Ombudsman [PIDA s 31]	Action by DMFA
	Annual report of obligations under GIPA to the Minister and the Information Commissioner [GIPA s 125].	Action by DMFA
<b>31</b>	Second quarter rates instalment notices to be sent [LGA s 562(5)]	Noted
	Financial Statements to be audited [LGA s416(1); LGReg cl 413G] and lodged with OLG together with Financial Data Returns [LGA s417(5); Code]	Action by DMFA

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**5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS**

**CONTINUED**

DATE	TASK	STATUS
<b>OCTOBER</b>		
<b>31</b>	Electronic lodgement of Grants Commission General Data Return due	Action by DMFA/TREAS
<b>NOVEMBER</b>		
<b>1</b>	Low cost Loan Initiative Interim Progress Report due.	Action by DMFA
	Local Infrastructure Renewal Scheme (LIRS) – Progress/Final Report Due.	Action by DMFA
<b>4</b>	Local Infrastructure Renewals Scheme (LIRS) portal opens for claims for the month.	Action by DMFA
<b>16</b>	Expected second instalment of 2021 – 2022 Financial Assistance Grants.	Noted
<b>30</b>	Second quarterly rates instalment due (LGA s.562(3)(b)).	Noted
	Lodgement of Australian Local Government Association's National Local Road Data System Return (Grants Commission).	Action by DMFA
	Last day for Responsible Accounting Officer to submit Quarterly Budget Review Statement to Council (LGGR cl.203(1)).	Presented to the October 2021 Council Meeting
	Annual Report is to be prepared and placed on Council's website and notify the Minister (electronically to OLG with an emailed link). [LGA s 428] (see Annual Report Checklist on OLG website for inclusions).	Action by GM

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

**Carried**

**6 OPERATIONAL PROCEDURES**

**(I2-11.1)**

**MOVED** Woodman/Stephens the information be received and noted and the operational procedures; 50m Pool Backwash, Backwash Procedure – Splash Park and Emergency Trailer be adopted.

**Carried**

**7 SEPTEMBER 2021 DRAFT MINUTES AND OCTOBER 2021 BUSINESS PAPER**

The Committee previewed the October 2021 Business Paper and the September 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**

- The Asset Manager enquired on the COVID-19 roadmap update for industry and businesses. The \$5,000 grants for helping individual businesses to get alfresco dining off the ground is on a first in first served basis.  
The General Manager advised that he has arranged through the Projects Administration Officer for the information to be circulated to the relevant Warren Shire businesses.

**There being no further business the meeting closed 5.30 pm.**

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## SPORTING FACILITIES COMMITTEE MEETING

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Attached are the Minutes of the meeting of the Sporting Facilities Committee held on Wednesday 20<sup>th</sup> October 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Sports Facilities Committee held on the 20<sup>th</sup> October 2021 be received and noted and the following recommendations be adopted:

**ITEM 4 ACTION CHECKLIST (S21-2)**

That Council allocate \$40,000 from the restricted funds for infrastructure improvement/replacement for the improvement of roof and guttering at the Warren Sporting and Cultural Centre, to prevent the egress of water into the building.

**ITEM 7 DESIGN, SUPPLY, INSTALLATION AND COMMISSIONING OF LED SPORTS LIGHTS AT CARTER OVAL WARREN NSW 2824 – RFT C13-70 TENDER ANALYSIS (C13-70, G4-1.43, P1-7.3, G4-1.20)**

1. Subject to a positive financial analysis of the Firm, Council accepts the tender from REES Electrical, Sydney in the amount of \$462,400 (ex. GST) for provision of Option 3.0 (Australian Manufactured Poles and Sylvania Schreder Raptor LED Lights to 500 lux) for RFT – C13-70 – Design, Supply, Installation and Commissioning of LED Sports Lights at Carter Oval, Warren NSW 2824;
2. Council allocate subject to contingencies, the approximate \$307,000 available from the Carter Oval Sports Lighting Budget to the sports lighting of the Carter Oval Soccer Fields in accordance with the Carter Oval Youth Sports Precinct including Warren War Memorial Swimming Pool Draft Masterplan; and
3. An appropriate technical specification and Request for Tender be developed for the provision of the Carter Oval Soccer Fields Sports Lighting and approval be granted to advertise the finalised Request for Tender for the required project.

**WARREN SHIRE COUNCIL**  
**Minutes of the Sporting Facilities Committee Meeting**  
**held in Council's Community Room, 115 Dubbo Street, Warren**  
**on Wednesday, 20th October 2021 commencing at 2:05 pm**

---

**Present:**

Councillor MJ Quigley (Chairman)  
Councillor KW Taylor  
Councillor BD Williamson  
Gary Woodman (General Manager)  
Raymond Burns (Acting Divisional Manager Engineering Services (Town Services Manager))  
Maryanne Stephens (Manager Health and Development Services)  
Cassy Mitchell (Administration Officer Health and Development)

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**ITEM 1            APOLOGIES**

Apologies were tendered on behalf of Councillor KR Irving, Rolly Lawford (Divisional Manager Engineering Services), Kerry Jones (Infrastructure and Projects Manager), Wesley Hamilton (Centre Manager) who were absent due to external commitments and it was **MOVED** Williamson/Taylor that apologies be accepted and a leave of absence for the members concerned be granted for this meeting.

**Carried**

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**ITEM 2            CONFIRMATION OF MINUTES OF THE SPORTING FACILITIES COMMITTEE MEETING 4th August 2021**

**MOVED** Taylor/Williamson that the Minutes of the Meeting held on the 4<sup>th</sup> August 2021 be accepted as a true and correct record of that meeting.

**Carried**

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**ITEM 3            BUSINESS ARISING FROM MINUTES**

1. A discussion was held on the safety of the portable grandstand and if there would be a possibility of adding handrails.
2. A discussion was held in relation to the access road to the amenities at Carter Oval to be considered.

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting  
held in Council's Community Room, 115 Dubbo Street, Warren  
on Wednesday, 20th October 2021 commencing at 2:05 pm

## ITEM 4 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
12.10.2016	Matting at practice nets	CM	To be included in Carter Oval redevelopment plan. Investigate suitable grant for local sporting club to apply for.	Pending
*21.02.2018	Research replacement of pool facilities	MHD	All current works item has been commissioned. Hand-over of these items are pending completion – Complete.	2021
21.02.2018	Victoria Park Master Plan	MHD	Plan is currently open for community feedback until 28 <sup>th</sup> October 2021.	2021
12.08.2020	Electronic Score board	CM	Community Building Partnership grant applied for, pending outcome.	June 2021
05.05.2021	Internal pool works program	MHD	Remedial works to internal pool surface has been approved under warranty. To be completed during pool offseason.	July 2022
*05.05.2021	Council considers allocating \$25,000 in the draft 2022/2023 financial year budget to enable Council to apply for grant funding	Council	The expectation of Councils Co-contribution for roof downpipes and guttering improvement at the Warren Sporting and Cultural Centre. Complete, see the recommendation to the October 2021 Council Meeting.	July 2022
*05.05.2021	Maintenance and repair budgets to remedy water ingress through the mezzanine floor windows at the Warren Sporting and Cultural Centre	CM	All downpipes along the front face of the building have been replaced with 100mm glued PVC Downpipes. Ongoing issues to be monitored, additional works to be completed within 2021-2022 allocated budget. Complete, see the recommendation to the October 2021 Council Meeting.	July 2022
*05.05.2021	Discussion held in relation to a variety of grant applications being currently open for submission	CM	Complete. Future projects grant list added to agenda Item 6 – Report from the Centre Manager. To be updated on an ongoing basis.	Complete

# WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting  
held in Council's Community Room, 115 Dubbo Street, Warren  
on Wednesday, 20th October 2021 commencing at 2:05 pm

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## ITEM 4 ACTION CHECKLIST

CONTINUED

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
*05.08.2021	Add additional future grants projects	CM	Complete. Added heating and cooling of the indoor court and construction of an additional change room / toilet amenities block to the future projects grant list.	Complete
05.08.2021	Carter Oval Concept Plan Final Consultation	IPM	Plan is currently open for community feedback until 28 <sup>th</sup> October 2021.	Oct 2021
*05.08.2021	Grandstand Victoria Park	TSM	Review safety aspects of portable grandstand at Victoria Park and report back to Committee - investigation undertaken and no further action required.	Oct 2021

**MOVED** Taylor/Williamson that:

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

**Carried**

### RECOMMENDATION TO COUNCIL

**MOVED** Taylor/Williamson that Council allocate \$40,000 from the restricted funds for infrastructure improvement/replacement for the improvement of roof and guttering at the Warren Sporting and Cultural Centre, to prevent the egress of water into the building.

**Carried**

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## ITEM 5 FINANCIAL REPORT

**MOVED** Williamson/Taylor that the information be received and noted.

**Carried**

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## ITEM 6 REPORT FROM THE CENTRE MANAGER

(S21-2)

**MOVED** Williamson/Taylor that the information be received and noted.

**Carried**

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**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD AT GUNNEDAH CIVIC CENTRE, CHANDOS ST, GUNNEDAH, NSW, BY TELECONFERENCE ON 15<sup>th</sup> OCTOBER 2021**

**Present in person**

Cr Peter Shinton  
Cr Owen Hasler  
Cr Rob Hooke  
Greg Lamont

Warrumbungle Shire Council (Chair)  
Gunnedah Shire Council (Deputy Chair)  
Gunnedah Shire Council  
Executive Officer (Minute Taker)

**Present by Zoom**

Cr Mark Hall  
Cr Chris Roylance  
Steve Loane  
Cr Dom Figliomeni  
Cr Scott Ferguson  
Rebecca Ryan  
Heather Nicholls  
Cr Michael Banasik  
Cr Jim Nolan  
Cr Peter Abbott  
Peter Vlatko  
David Henry  
Adrian Panuccio  
Cr Liz McGlynn  
Gary Woodman

Lachlan Shire Council  
Forbes Shire Council  
Forbes Shire Council  
Wollongong City Council  
Blayney Shire Council  
Blayney Shire Council  
Cabonne Shire Council  
Wollondilly Shire Council (Deputy Chair)  
Broken Hill City Council (Ex Comm)  
Cobar Shire Council  
Cobar Shire Council  
Wollondilly Shire Council  
Mid Coast Council  
Bland Shire Council  
Warren Shire Council

**Apologies**

Cr Phyllis Miller OAM  
Cr Ian Davison  
Cr Alan Ward  
Cr Kevin Duffy  
Cr Robert Khan  
Cr Karlene Irving  
Cr Katheryn Smith  
Andrew Johns  
Cr Cath Blakey  
Ron Zwicker  
Murray Wood  
Cr Noel Lowry  
Greg Tory  
Cr Des Kennedy  
Cr Ian Woodcock OAM  
Mike Urquhart  
Cr Heather Druce  
Cr John Stafford  
Colleen Worthy  
Cr Reg Kidd

Forbes Shire Council (Ex Comm)  
Cabonne Shire Council  
Parkes Shire Council  
Orange City Council  
Wollondilly Shire Council  
Warren Shire Council  
Mid Coast Council (Ex Comm)  
Gunnedah Shire Council  
Wollongong City Council  
Wollongong City Council  
Dubbo Regional Council  
Wollondilly Shire Council  
Lachlan Shire Council  
Mid Western Regional Council  
Walgett Shire Council  
Walgett Shire Council  
Warren Shire Council  
Upper Lachlan Shire Council  
Upper Lachlan Shire Council  
Orange City Council

Speakers via zoom – Megan Dixon, CEO/Director Regional Development, RDA Orana & Jonathon Schipp, Executive Director, Planning & Assessment, Infrastructure Contributions Reform, DPIE.

**1. Welcome by Chair.**

The Chair, Councillor Peter Shinton welcomed members to the meeting and declared the meeting open at 9.07am.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD AT GUNNEDAH CIVIC CENTRE, CHANDOS ST, GUNNEDAH, NSW, BY TELECONFERENCE ON 15<sup>th</sup> OCTOBER 2021**

**2. Acknowledgement of Country by Chair**

"I acknowledge the traditional custodians of the land that we meet on today and pay our respects to the Elders past, present & emerging".

**3. Apologies.**

**OM 32/2021** Resolved (Cr Nolan/Cr Banasik) that the apologies as per the above list be received and noted

**4. Disclosures of Interest.**

Nil

**5. Adoption of the Minutes of the Ordinary Meeting held on 30<sup>th</sup> July 2021**

**OM 33/2021** Resolved (Cr Nolan/Cr Banasik) that the minutes of the Ordinary meeting held on 30<sup>th</sup> July be received and noted.

**6. Business Arising from Minutes of the Ordinary meeting held on 30<sup>th</sup> July 2021**

Nil

**7. Adoption of the Minutes of the Executive Committee Meeting held on 13<sup>th</sup> October 2021**

**OM 34/2021** Resolved (Cr Nolan/Cr Banasik) that consideration of the minutes of the Executive Committee meeting held on 13<sup>th</sup> October 2021 be deferred until after the Executive Officer provides a background report on the items & recommendations.

The Executive Officer went through the items in his report that related to matters on the Agenda for this meeting prior to adoption of the minutes.

**OM 35/2021** Resolved (Cr Nolan/Cr Figliomeni) that the minutes of the Executive Committee meeting held on 13<sup>th</sup> October 2021 be received and noted.

**8. Business Arising from Minutes of Executive Committee Meeting held on 13<sup>th</sup> October 2021**

**Renewable Energy Zones, Coal Mining & Reliable Energy Supply**

Discussion was held on the inadequacies with the existing energy supply networks in Central West Orana LGA's (examples were provided by Cobar Shire, Warren Shire and Lachlan Shire Council delegates) where the need exists to upgrade the network to larger capacities such as 133 - 330kV for mining industry/community to prevent blackouts/brownouts in regional communities; actions needed to prevent renewable energy developments being approved for construction on prime agricultural land near transmission lines; to reduce the cost of energy and to provide more reliability of supply from the grid, etc.

Delegates noted that there is a lot of misinformation being circulated in the media on the benefits or otherwise of renewable energy options and coal mining which needs attention. Accordingly, it was agreed that there is a need for MERC to develop a discussion paper for consideration and distribution to member councils to clarify the

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD AT GUNNEDAH CIVIC CENTRE, CHANDOS ST, GUNNEDAH, NSW, BY TELECONFERENCE ON 15<sup>th</sup> OCTOBER 2021**

issues and provide details to overcome the misinformation to assist members to formulate respective strategies, where required.

**OM 36/2021** Resolved (Cr Hooke/Cr McGlynn) that a working party be formed consisting of Cr Figliomeni (Wollongong City Council), Cr Mark Hall (Lachlan Shire Council) and Cr Chris Roylance (Forbes Shire Council or nominee) to develop a discussion paper for MERC to consider and thereafter for distribution to members on the issues relating to the advantages/disadvantages of renewable energy and coal mining energy supply options to assist members to manage any local concerns.

**SUSPEND STANDING ORDERS AT 10.02AM**

**OM 37/2021** Resolved (Cr Hasler/Cr Banasik) that the meeting be suspended at 10.02am to receive the presentations from the two speakers via zoom.

**9. Delegates Reports – Nil.**

**10. Speakers:**

**(a) Megan Dixon, CEO/Director Regional Development, RDA Orana:-**

Chair, RDA Orana, Brad Cam, provided a background to delegates on his role and introduced Megan who addressed delegates on what RDA Orana had been undertaking in recent years and the merits of MERC being a member of the Orana Opportunity Network (O2N), outlining the following benefits:

- To assist MERC with the delivery of some of strategies in its' Strategic Plan 2020-23;
- By connecting MERC to industry and industry networks (including New H2, Hunternet, METS Ignited, Austmine, International Copper Assoc of Australia);
- Research opportunities with University of Newcastle, University of Sydney, Charles Sturt University, University of NSW, the NSW Water Sensing Network and the Hydrogen Hub eg UNSW 'The Economic Impacts of Mine Automation at NSW Orana Region" and University of Newcastle on Carbon Neutral research, etc;
- Ensuring that all member Councils benefit from the partnership (to be explored) through MERC sharing information, research, being part of the Orana Hi Tech Minerals/Metals Zone, industry development, etc;
- Be part of NSW as the Mining State, Innovation Forums, Industry Tours, etc;
- Cost of membership relevant to MERC for Associate is \$150pa + GST or as a not for profit organisation, Bronze \$1200pa + GST, with higher Gold Supporter membership of \$10,000 pa etc with varying benefits - access to newsletters, access to publications by O2N, listing on O2N web page, etc – refer to Membership Prospectus;
- Would like MERC to become a member of O2N and have an agreement in place by end of the year.

(Note: Slides to be distributed to delegates)

**Cr Scott Ferguson & Rebecca Ryan left the meeting at 10.25am**

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) ORDINARY MEETING HELD AT GUNNEDAH CIVIC CENTRE, CHANDOS ST, GUNNEDAH, NSW, BY TELECONFERENCE ON 15<sup>th</sup> OCTOBER 2021**

**(b) Jonathon Schipp – Executive Director, Planning System Policy, Planning & Assessment, Infrastructure Contributions Reform Unit, DPIE.**

Jonathon outlined the DPIE progress with the Infrastructure Contributions Reform legislation {Environmental Planning & Assessment Amendment (Infrastructure Contributions) Bill 2021} pointing where is it up to and what next to expect. Other points made were:

- The legislation to implement IPART & Minister’s recommendations on the contributions reforms was referred to a Committee to review and they recommended that no further action be taken until such time as more detailed work is done on it;
- Expressions of Interest for technical submissions on the Regional Contributions paper is what the SEPP will say and the Framework on how the contributions will be collected and spent in LGA’s as close as possible to regions will be sought before the end of October 2021 on the proposed Infrastructure Contributions reform;
- The reforms are more about the Hunter, Illawarra & Sydney regional contributions being pooled, not for western region;
- Because of the Council elections on 4<sup>th</sup> December 2021 and caretaker period a month beforehand, the Bill won’t be reconsidered until February 2022 when newly elected Councils are back functioning.

(Note: Slides to be distributed to delegates when received)

**RESUMPTION OF STANDING ORDERS AT 11.10AM**

**OM 38/2021** Resolved (Cr McGlynn/Cr Hall) that standing orders be resumed at 11.10am to continue the meeting.

**11. Executive Officer’s Report – Dealt with in Item 7**

**12. General Business**

**(a) Next Meetings** - It was confirmed that the next Ordinary & AGM is to be held in Orange on Friday 11<sup>th</sup> March 2022.

**(b) Recognition of Departing Delegates** - delegates acknowledged the contribution made by all departing delegates and wished them well for the future. Councillors Hasler and Nolan thanked delegates for their support and good wishes.

**(c) RDA Orana – Membership of Orana Opportunity Network (ON2)**

**OM 39/2021** Resolved (Cr Hooke/Cr Hall) that the proposal and prospectus papers submitted to MERC from RDA Orana be referred to delegates seeking their feedback on whether MERC should join the Orana Opportunity Network for the MERC Executive Committee to determine.

**Close – the meeting closed at 11.30am**

**The minutes (pages 1-4) were confirmed at a meeting of the Ordinary Meeting held on the 11th March 2022 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 15<sup>th</sup> October 2021.**

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS  
(NSW) ORDINARY MEETING HELD AT GUNNEDAH CIVIC CENTRE, CHANDOS ST,  
GUNNEDAH, NSW, BY TELECONFERENCE ON 15<sup>th</sup> OCTOBER 2021**

..... Cr Peter Shinton, Chairperson

DRAFT

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor S Derrett  
to the Ordinary Meeting of Council held in the  
Council Community Room, Warren on Thursday 28th October 2021

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**ITEM 2                      WARREN INTERAGENCY SUPPORT SERVICES                      (C3-9)**

**RECOMMENDATION:**

That the information be received and noted.

**WARREN INTERAGENCY SUPPORT SERVICES MEETING HELD VIA LIFESIZE IN THE COUNCIL COMMUNITY ROOM ON THURSDAY 21<sup>ST</sup> OCTOBER 2021.**

**MEETING OPENED:** 1:10pm

1. **PRESENT:** Clr Sarah Derrett (Chair), Maryanne Stephens (Manager Health & Development Services), Cassy Mitchell (Administrative Officer Health & Development Services).

**ATTENDING VIA LIFESIZE:** Bill Murray (Marathon Health) Ursula Ryan (Royal Flying Doctor Service), Karen Manning (Royal Flying Doctor Service), Amy Hall (TAFE NSW), Cheryl Burns (LiveBetter).

2. **APOLOGIES:** Clr Katrina Walker, Clr Karlene Irving

**MOVED:** Sarah Derrett                      Seconded: Maryanne Stephens

**Carried**

3. **CONFIRMATION OF MINUTES:**

**MOVED:** Sarah Derrett                      Seconded: Maryanne Stephens

**Carried**

4. **BUSINESS ARISING:** Nil

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

6. **ACTION CHECK LIST:** No items were removed or added, updates were made as applicable.

7. **REPORTS FROM AGENCIES:**

- i)            Marathon Health – verbal report from Bill Murray, NewAccess Coach:
- Strong Minds program – serious concern that this program may be removed from Warren due to a drop in client numbers and people not being referred by doctors. Sophie Heathcote has been running this program from the Warren Medical Centre for a number of years, providing high level mental health support to clients and doctor referral is required to start. This concern will also be raised with the Warren Health Advisory Committee (WHAC).
  - NewAccess program – client numbers have remained consistent and the current waiting to commence the program is less than a fortnight. The program provides mental health coaching support to clients from the age of 12 years and clients are able to self-refer. Information is available on the Beyond Blue website - <https://www.beyondblue.org.au/get-support/newaccess>

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor S Derrett  
to the Ordinary Meeting of Council held in the  
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**ITEM 2                      WARREN INTERAGENCY SUPPORT SERVICES                      CONTINUED**

**7.    REPORTS FROM AGENCIES:                      CONTINUED**

- ii)    Royal Flying Doctor Service – verbal report from Ursula Ryan, AOD Community Engagement Officer and Karen Manning, AOD Clinician:
- RFDS Alcohol and other Drugs (AOD) services are currently being delivered over the phone but hope to return to face-to-face meetings soon, possibly once a week in Warren. Services are available to clients who self-refer or who are referred by other agencies.
  - Also currently working with other local services on the development of a Strengthening Communities Peer Mentoring Program.
- iii)    TAFE NSW - written report from Amy Hall, TAFE Services Coordinator:
- Things have been very busy at the TAFE and we have been trying to get courses happening to upskill our community and give people opportunities. Was contacted by Emma Wass around what TAFE offers in the health space / aged care space for school students (TVET). Very keen to work with our local industries to get local people able to be trained for employment opportunities. Please remember that TAFE is here and willing and able to help our community and provide training opportunities preferably in a face-to-face setting.
  - Also noted that the Certificate I in Fundamental Aboriginal Languages for Personal Use (focused on the Wailwan language) has been very successful and recently recognised with a Youth and Community Engagement Award at the 2021 TAFE NSW Gili Awards.
- iv)    LiveBetter - written report from Cheryl Burns, Sector Support & Development Officer Orana Far West:  
The Royal Commission outcomes have triggered a number of recommendations ([Aged Care Royal Commission Final Report: Recommendations](#)) for aged care - Some of these are:
- Support at Home Program – a single aged care program which merges CHSP and HCPs - [Reform to in-home aged care to create a single system | Australian Government Department of Health](#). This will lead to:
    - A single assessment process – currently there a number of organisations across the State contracted to provide assessment. Regional Assessment Services (RAS) for the Commonwealth Home Support Program (CHSP) & ACATs undertake assessments for the Home Care Package Program (HCP) [options-for-an-assessment-classification-and-funding-model-for-a-single-in-home-care-program.pdf \(health.gov.au\)](#)
    - Service Provider grants/funding – Moving to Payment in arrears which means that providers will be paid one month in arrears instead of the current three months in advance. Changes are also around if they will be paid only for services delivered to clients or if there will still be a component of ‘block’ funding. Current contracts end June 2023.
    - A bigger emphasis on client co-contributions for services provided, but there will still be safety nets for those who can’t afford to pay.
  - Human Rights – services must be delivered within a human rights framework.





# WARREN SHIRE COUNCIL

## Policy Report of the Divisional Manager Finance & Administration to the Ordinary Meeting of Council to be held in the Council Community Room, Warren on Thursday, 28th October 2021

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ITEM 1 COVID-19 POLICY

(P13-1, H2-8.1)

### RECOMMENDATION

That the information be received and noted.

### PURPOSE

To advise Council that a review of the Covid-19 Policy was required due to changes to the Second Local Government (Covid-19) Splinter (Interim) Award and NSW Public Health Orders. The Policy has been amended to update information as the Public Health Orders are continually changing as the Covid-19 Pandemic evolves. Manex recommended that this Policy be updated and reported to Council for re-adoption.

### BACKGROUND

The Covid-19 Policy was first adopted by Council on the 24th September 2020 and was written by the WHS/RO. The Policy now requires amendments due to the introduction of the Second Local Government (Covid-19) Splinter (Interim) Award and changes to the NSW Public Health Orders.

### REPORT

The reviewed draft Policy was presented to Manex on the 19th October 2021 where there were no concerns and the matter needs to be reported to Council for adoption of the amended Policy.

Changes to Policy include the following:

The addition of face masks as being readily available throughout our workplace.

### IX WORKERS TO BE TESTED FOR COVID-19

If an employee is required by a Public Health Order to isolate, get tested and/or stay at home and Council cannot provide them with alternative duties ("useful work") to work from home; in these circumstances if the employee is actually sick (proof required) then they are entitled to use their accrued sick leave entitlements. If such employees are not sick, they must apply for other forms of paid leave eg. Annual or Long Service Leave or choose Leave Without Pay.

If an employee is instructed by Warren Shire Council to get tested for COVID-19 and stay home until a negative test is received, the employee can access Special Paid Leave.

### XVIII Leave for COVID-19 Vaccinations

As per Clause 12 of the Splinter (Interim) Award:

1. Employees shall be entitled to leave, without loss of pay, for the time reasonably required to receive a Therapeutic Goods Administration approved vaccination for COVID-19. (Council has deemed that a three (3) hour period to obtain a vaccination is reasonable however, if the time period extends beyond three (3) hours Council will require evidence in accordance with subclause 12.2 of the Splinter Award); and
2. The employer may require proof to justify payments under this clause.

The Payroll/HR Officer must sight and record all vaccination certificates.

# WARREN SHIRE COUNCIL

Policy Report of the Divisional Manager Finance & Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 28th October 2021

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ITEM 1

COVID-19 POLICY

CONTINUED

## **FINANCIAL AND RESOURCE IMPLICATIONS**

A separate allocation number has been created to capture the cost of any leave taken for Covid-19 vaccinations.

## **LEGAL IMPLICATIONS**

Nil.

## **RISK IMPLICATIONS**

If Council does not provide leave without loss of pay for vaccinations, Council would be in breach of the Second Local Government (Covid-19) Splinter (Interim) Award and employees may not be inclined to be vaccinated.

## **STAKEHOLDER CONSULTATION**

Nil.

## **OPTIONS**

No options available as Council is obligated to abide by the Second Local Government (Covid-19) Splinter (Interim) Award and NSW Public Health Orders

## **CONCLUSION**

After a review, the Covid-19 Policy has been amended to update information.

It is appropriate for the Council to adopt the amended Policy.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

## **SUPPORTING INFORMATION /ATTACHMENTS**

Covid-19 Policy.

# WARREN SHIRE COUNCIL

Policy Report of the Divisional Manager Finance & Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 28th October 2021

ITEM 1

COVID-19 POLICY

CONTINUED



## POLICY REGISTER

### COVID – 19 POLICY

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Policy adopted: 24th September 2020 Minute No. 202.9.20

Reviewed:

File Ref: P13-1, H2-8.1

# WARREN SHIRE COUNCIL

Policy Report of the Divisional Manager Finance & Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 28th October 2021

ITEM 1

COVID-19 POLICY

CONTINUED

Warren Shire Council – COVID – 19

## DOCUMENT CONTROL

Issue	Prepared/Revised By and Date	Action/Amendment Description	Approved By and Date
1.0	Sarah Godwin – WHS/RISK OFFICER	First Edition	Council Minute No. 202.9.20 (24th September 2020)
2.0	Darren Arthur - DIVISIONAL MANAGER FINANCE & ADMINISTRATION	Second Edition	Council Minute No. ( 20XX)

I:\Policies and Procedures - File P13\Policies\Draft\Draft Covid-19 Policy.docx

**WARREN SHIRE COUNCIL**  
Policy Report of the Divisional Manager Finance & Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 28th October 2021

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ITEM 1

COVID-19 POLICY

CONTINUED

Warren Shire Council – COVID – 19

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**I PURPOSE**

Warren Shire Council takes the welfare and wellbeing of our workers and the community seriously. This policy outlines Councils COVID-19 response procedures for workers who remain in the workplace, or who are required to return to the workplace due to operational requirements during the COVID-19 pandemic.

**II GOVERNMENT DIRECTIVES AND THE LAW**

This policy represents Councils approach to ensuring the safety of workers and stakeholders in response to the COVID-19 pandemic. However, this policy is in all respects subject to any overriding Government directive or law. For example, if the Government mandates that you must remain at home, or that our workplace, or portions of our workplace, must close, then such directive overrides this policy. Council refers you to the various Government websites (both Federal and State) which contain up-to-the-minute information on Government policy on COVID-19 (see clause XXVIII References).

**III COUNCILS OBJECTIVE**

To promote the health and safety of those staff who are required to attend the workplace, Council will:

- Endeavour to provide and maintain a safe working environment for all stakeholders;
- Provide information, instruction and supervision to you so far as we can to promote your health and safety;
- Provide adequate facilities for you to practice good hygiene. This includes hand sanitiser, soap, disinfectant spray, tissues, and where relevant, face masks and disposable gloves;
- Consult with you about work health and safety issues relevant to this outbreak;
- Integrate work health and safety issues into all of our decision making;
- Put in place mechanisms for monitoring work health and safety issues; and
- Take any health concerns raised by you seriously.

**IV WORKER RESPONSIBILITY**

While performing your duties at our workplace, and travelling to and from work, workers must:

- Follow all aspects of this policy;
- Take reasonable care to ensure your own health and safety, and that of your colleagues and our customers;
- Not place others at risk or jeopardise the safety of our work environment by any act or omission. For example, coming to work while unwell;
- Follow any safe work procedures or protocols that we implement from time to time;
- Cooperate with us to meet our statutory work health and safety obligations;
- Adhere to social distancing at all times;
- Avoid unnecessary time in public places;
- Not attend work if you feel unwell or if you believe you may have come into contact with someone who is unwell;
- Regularly take steps to clean up or wipe down any surfaces that you have used;
- Practice cough etiquette (keep away from other people, cover coughs and sneezes with disposable tissues or clothing); and
- Wash your hands thoroughly and regularly.

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**WARREN SHIRE COUNCIL**  
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COVID-19 POLICY

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Warren Shire Council – COVID – 19

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**V REQUIREMENT TO ATTEND WORK**

Council is actively reviewing and taking steps to ensure that our workplace remains safe and COVID-19 free. Taking into consideration the operational requirements of Council, and the nature of your role, and individual worker circumstances, we may form the view that you are either:

- Required to attend the workplace to be able to fulfil your duties and to meet the requirements of our business; or
- You must work remotely.

At times, Council may require a combination of both workplace and remote work to be undertaken. Council may, due to COVID-19, direct an employee to carry out suitable alternative duties, provided that such a direction shall not be unreasonable having regard to the employee's personal circumstances including any family and carer responsibilities.

**VI HOW TO TRAVEL TO AND FROM WORK**

If you are required to attend the workplace, we urge you to travel to and from the workplace by means of private transport to limit the potential of contracting COVID-19. If you are unable to travel to and from the workplace by means of private transport, please always use appropriate social distancing and hygiene practices.

**VII PRACTICING 'SOCIAL DISTANCING' AT WORK**

Whilst at work, all workers are required to follow social distancing rules. Such steps include:

- Distancing yourself from other employees who may be required to attend the workplace;
- If you are working near other employees, ensuring that you are at least 1.5 metres away (preferably at opposite ends of the workplace or in different rooms);
- Not shaking hands to greet others;
- Cancelling non-essential meetings. If needed, holding meetings via video conferencing or phone call;
- Putting off large meetings to a later date;
- Holding any essential meetings outside in the open air;
- Promoting good hand, sneeze and cough hygiene;
- Using hand sanitiser frequently;
- Eating lunch at your desk or outside rather than in the lunch room;
- Regularly cleaning and disinfecting surfaces that many people touch;
- Opening windows and avoiding the use of air conditioning;
- Limiting food handling and sharing of food in the workplace; and
- Avoiding non-essential travel.

Hand sanitiser, hand-washing liquid and face masks are readily available for your use throughout our workplace.

**VIII HAND WASHING AND HYGIENE**

**When must you wash your hands while at work?**

We urge you to wash your hands as frequently as possible. Some key times to wash your hands throughout the day at the workplace include:

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- After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, and monitors;
- Before touching your eyes, nose, or mouth, because that is how the germs enter our bodies;
- Before, during, and after preparing food;
- Before eating food;
- Before and after treating a cut or wound;
- After using the toilet;
- After blowing your nose, coughing, or sneezing; and
- After touching garbage.

### **How should you wash your hands while at work?**

Washing your hands is one of the most effective ways to prevent the spread of germs. Clean hands can stop germs spreading from one person to another. You must ensure that you wash your hands properly. This can be done by following the following protocol:

- Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap;
- Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails;
- Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice;
- Rinse your hands well under clean, running water; and
- Dry your hands using a clean paper towel or air dry them.

### **IX WORKERS TO BE TESTED FOR COVID-19**

If an employee is required by a Public Health Order to isolate, get tested and/or stay at home and Council cannot provide them with alternative duties (“useful work”) to work from home; in these circumstances if the employee is actually sick (proof required) then they are entitled to use their accrued sick leave entitlements. If such employees are not sick, they must apply for other forms of paid leave eg. Annual or Long Service Leave or choose Leave Without Pay.

If an employee is instructed by Warren Shire Council to get tested for COVID-19 and stay home until a negative test is received, the employee can access Special Paid Leave.

### **X WORKERS DIAGNOSED WITH COVID-19**

If you are diagnosed with COVID-19, you must

- Immediately inform us via email or a telephone call;
- **NOT ATTEND THE WORKPLACE UNDER ANY CIRCUMSTANCES;** and
- Follow the advice of your medical practitioner.



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### **Should I attend work if I think that I may be diagnosed with covid-19?**

If you think that you may have symptoms of Covid-19, you should immediately do the following:

- Inform us via email or a telephone call;
- **NOT ATTEND THE WORKPLACE UNDER ANY CIRCUMSTANCES;** and
- Immediately seek medical advice.

If you have been away for more than 2 days, you must provide us with a medical certificate. You should not return to work until you have received medical advice that you are not ill, and that it is safe and appropriate for you to return to work.

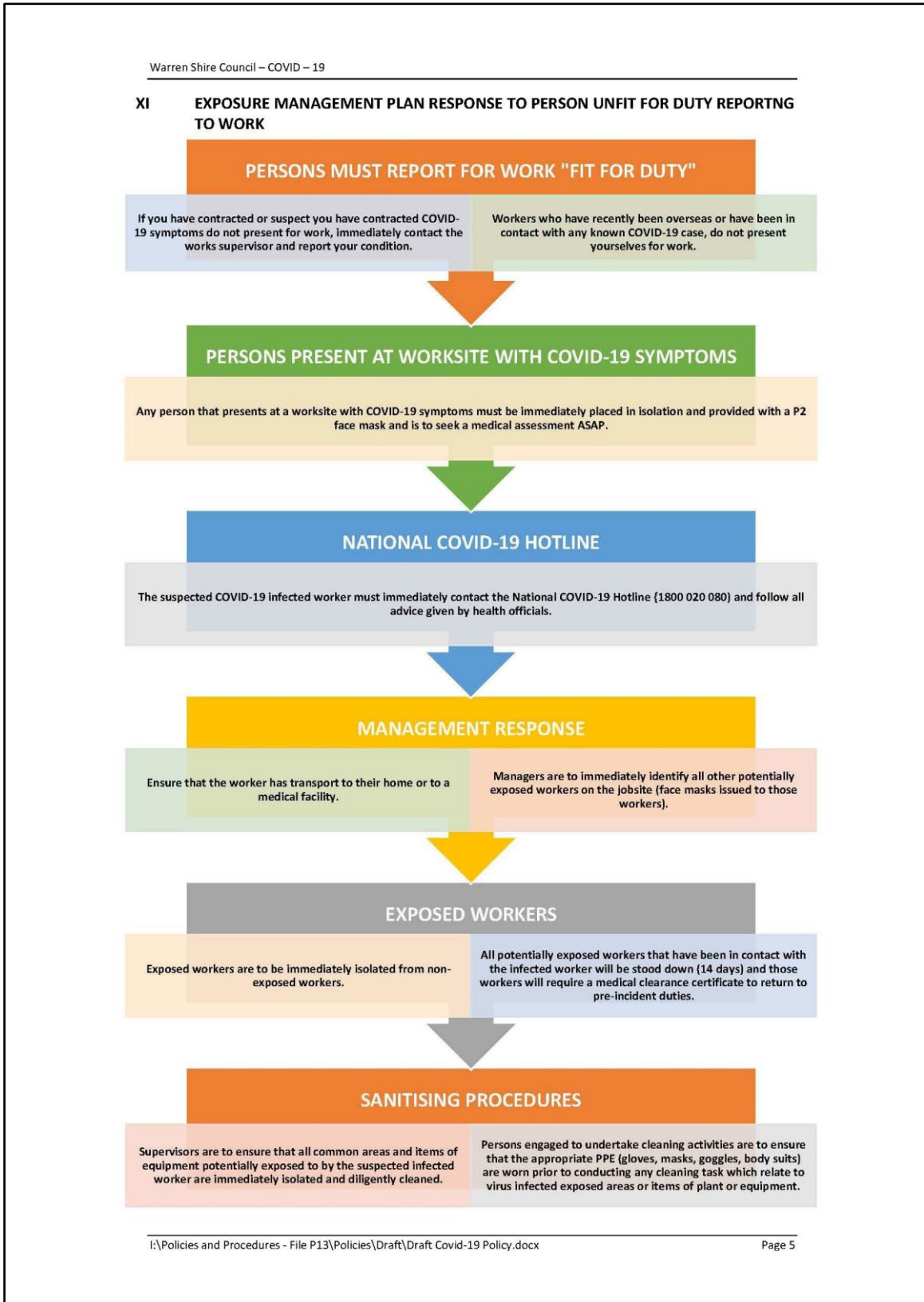
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COVID-19 POLICY

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**XII FEELING ILL WHILE AT WORK**

If you are feeling unwell while at work, you must immediately notify your direct supervisor or manager. If we form a reasonable view that you are unwell, you will be directed to go home.

**XIII SPECIAL LEAVE PROVISIONS**

Where an employee has exhausted all accrued leave entitlements, special leave provision are available under the Local Government (State) Award and can be used to assist staff in times of illness, to support their family or due to changes that prevent an employee from being able to attend work, as a direct result of Covid-19.

Council will consider requests for special leave up to (two) 2 weeks. Special leave may be granted with or without pay. Special leave provisions can only be approved by the General Manager.

**XIV WORKING FROM HOME**

If you are suffering from the symptoms of Covid-19, you may work from home if your job role allows you to carry out your duties remotely and your condition is such that working will not compromise your health.

It should be noted that work from home approval must be approved by the General Manager (or Acting General Manager) only and the staff member and their Manager must detail how this can occur, the IT resources required and how staff may interact to ensure work can continue.

Council recognises that working from home may result in less productive work or reduced hours especially where a person is ill. In supporting work from home, we will ask these staff to support a change to remove flexi leave arrangements whilst working from home. All other leave (annual and long service) will continue as per the Award without penalty.

If an employee is directed to self-isolate, Council will attempt to provide work from home arrangements if possible that reflect the health and ability of the employee. The employee shall be paid as normal during the isolation up to a period of two (2) weeks.

Where working from home, an employee shall not be entitled to shift or weekend penalties, unless directed to work outside their ordinary spread or span of hours. Ordinary hours of work shall not exceed twelve (12) hours in any one day exclusive of unpaid meal breaks.

If you are working from home due to COVID-19 symptoms, you must not have direct contact with us, your colleagues, customers or clients, or suppliers.

If it is not practicable for you to work from home, then you must not undertake any active duties and you will be on leave.

**XV RETURNING TO WORK AFTER ILLNESS**

If you wish to return to work, you must provide us with a medical certificate confirming that you are fit to return to work, which may (at our discretion, acting reasonably) include confirmation that you tested negative for Covid-19.

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**XVI USEFUL WORK**

Where, due to COVID-19, Council has no useful work for employees, Council may temporarily stand down (or partially stand down) the employees, subject to provisions provided for within the Local Government (Covid-19) Splinter (Interim) Award (Splinter Awards shall remain in force until otherwise notified).

**XVII Employee Assistance Program (EAP)**

Council employees are encouraged to access Councils EAP for confidential counselling if they require assistance. EAP counselling services are available 24 hours a day, 365 days a year.

Council's EAP provider is the Interact Group and can be contacted on 1300 851 300.

**XVIII Leave for COVID-19 Vaccinations**

As per Clause 12 of the Splinter (Interim ) Award:

1. Employees shall be entitled to leave, without loss of pay, for the time reasonably required to receive a Therapeutic Goods Administration approved vaccination for COVID-19. (Council has deemed that a three (3) hour period to obtain a vaccination is reasonable however, if the time period extends beyond three (3) hours Council will require evidence in accordance with subclause 12.2 of the Splinter Award)
2. The employer may require proof to justify payments under this clause

The Payroll/HR Officer must sight and record all vaccination certificates.

**RELATED POLICY**

- WHS Policy
- Working from Home Procedure
- Employee Assistance Program Policy

**XIX REFERENCES**

- Local Government (State) Award
- Local Government (Covid-19) Splinter (Interim) Award (Splinter Awards shall remain in force until otherwise notified)
- Australian Government Department of Health
- NSW Health
- Work Health and Safety Act
- SafeWork NSW
- SafeWork Australia

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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. Briefing Note provided to the Local Member the Hon. Mark Coulton MP at the meeting held by the Mayor and General Manager in Broken Hill 20 April 2021. Now attempting to work with Telstra to improve mobile and internet service at Nevertire. Council has submitted a submission on the Regional Telecommunications Review 2021.
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/IPM	Draft Master Plan of the Carter Oval Sporting & Recreational Precinct including the Warren War Memorial Swimming Pool reported to the August 2021 Sporting Facilities Committee.  Finalised Draft Master Plan advertised for public comment and community consultation in September 2021 with the closure of submissions 4.00 pm 28th October, 2021.
22.7.21	150.7.21	Murray-Darling Basin Economic Development Program Round 3 – Water Reservoirs and Grain Silos Murals	GM/TSM	Arrange for appropriate community consultation to be undertaken for the Nevertire Water Reservoir and public art on private property murals – in progress, initial community feedback closing 4.00 pm 11th November, 2021.

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**ITEM 1                      OUTSTANDING REPORTS CHECKLIST                      CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>General Manager</b>				<b>Continued</b>
22.7.21	150.7.21	Warren Stafford Street Water Reservoir Mural	GM/TSM	Painting of mural utilising budget funds – in progress.
22.7.21	150.7.21	Warren Public Arts Committee Membership	GM	Arrange appropriate advertising for EOI of new community members to fill the three vacant positions – advertising arranged.
22.7.21	153.7.21	Customer Service Policy	GM	Over the next 12 months detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation.
26.8.21	183.8.21	LGNSW Special Conference	GM/EA	Arrange for the Mayor, Deputy Mayor, General Manager and up to 1 Councillor to be registered for the LGNSW Special Conference 28 February – 2 March 2022 – registrations in train.
26.8.21	184.8.21	LGNSW Special Conference Motions	MAYOR/ GM	Formulate motions to the LGNSW Special Conference.
23.9.21	205.9.21	Procurement and Disposal Policy	GM	Place amended Policy on public exhibition for 28 days and if no adverse comments received by Council, arrange for the adoption of the Policy – public exhibition arranged closing 4.00 pm, 28th October 2021.
23.9.21	206.9.21	Communications and Engagement Policy and the Community Engagement Strategy	GM	Place Policy and Strategy on public exhibition for 28 days and if no adverse comments received by Council, arrange for the adoption of the Policy and Strategy – public exhibition arranged closing 4.00 pm, 28th October 2021.

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**ITEM 1                      OUTSTANDING REPORTS CHECKLIST                      CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>General Manager</b>				<b>Continued</b>
*23.9.21	211.9.21	Council Meeting schedule until Council end of term.	GM	Council's website updated with new meeting dates and advertising arranged in the Warren Weekly Newspaper.
*23.9.21	212.9.21	Delegation of Authority to the General Manager	GM	New Delegation has been issued to the General Manager who has provided appropriate delegations to staff.
*23.9.21	213.9.21	Christmas Closure	GM	Manex advised by email on the 28th September 2021 of the Christmas closure dates and action to take for the management of services.
<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 – looking at other possible locations due to required conditions on the DA regarding access.
*23.9.21	217.9.21	Internally Restricted Funds as at 30th June 2021 and 1st July 2021	DMFA	Information noted by Manex and works programming being considered for the future.
<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. Waiting on land boundary adjustments between RFS and Local Hotel.
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Rehabilitation	DMES	Matter is in the hands of Minister Elliot's and Minister Littleproud's offices. It should be recognised that the first submission may not be successful. Second submission provided. There may be a second round or pursue through other flood asset grants if needed.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
				Emergency Plan in place if required.
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. Further investigations are to be undertaken.
24.9.20	214.9.20	REF – New Sewage Treatment Works	IPM	Tender accepted. \$2.5M loan drawn on 28 June 2021 through TCorp. Request sent to Infrastructure NSW for contribution towards increased costs due to unsuitable material. Works in progress.
27.5.21	95.5.21	Upgrade of Chlorination system improvements	DMES/ TSM	Council apply for grant funding for Nevertire and Collie chlorination system improvement to best practices level and to include appropriate building facilities at Collie; and If the use of the Warren Groundwater Augmentation Grant for the provision of Warren chlorination system improvement to best practice level is not possible then a further grant application be made to the relevant authorities for provision of this important infrastructure in Warren.
27.5.21	95.5.21	River Water Pumps at Ellengerah and Oxley Park Reservoirs	DMES/ TSM	Ellengerah pumps delivered. Oxley Park pumps ordered. Project awarded to Ryan Mason Engineering. Works to be completed October 2021.



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**OUTSTANDING REPORTS CHECKLIST**

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<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
				New casings have been fabricated. New pumps have arrived.
27.5.21	95.5.21	Spare pumps – water and sewage	DMES/ TSM	Gunningba and Nevertire to be upgraded. Spare pump for Wilson Street and Garden Avenue to be purchased. Investigating water pumps.
27.5.21	95.5.21	Water and Sewerage Telemetry System	DMES/ TSM	Sewer telemetry to be improved as part of the Sewer Pump Station Upgrade. Other areas subject to obtaining grants.
24.6.21	143.6.21	Ewenmar Waste Management Facility	DMES/ MHD/ TSM	Budget amended by a further \$100,000 using the Domestic Waste Restricted funds. Civil works utilising Council day labour and engage local contractors to carry out the other components of the project as required - in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Include the list of works as noted in the Warren Town Improvement Committee Meeting 29th June 2021, Item 3 point 1 a-q to the current CBD Upgrade Project in principle – in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Develop a Community Consultation Program and commence obtaining feedback from business houses and the community – in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Determine an estimated cost for the complete project in conjunction with feedback and negotiated positions for land purchases and report back to a Closed Council Meeting – in progress.

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<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – in progress.
22.7.21	153.7.21	2021-2022 Engineering Services Department Works Program – Town Services Works	TSM/ DMES	Prepare a report for the Water and Sewerage Committee.
26.8.21	173.8.21	Warren Stafford Street Water Reservoir Mural Finalisation	TSM	Arrange approved concept design mural – in progress, programmed for completion late November 2021.
26.8.21	174.8.21	2021/2022 Plant Replacement Program	DMES/ WC	<p>Arrange for the replacement of light vehicles as per recommendation – Plant 56 – Toyota Hilux Single Cab 2x4 (estimated change-over cost – \$18,000) replace now;</p> <p>Plant 62 – Toyota Hilux Single Cab 2x4 Tipper (estimated change-over cost – \$18,000) April 2022 for 2022/2023;</p> <p>Plant 236 – Toyota Hilux Extra Cab 2x4 (estimated change-over cost – \$18,000) April 2022 for 2022/2023;</p> <p>Plant 240 – Toyota Aurion (estimated change-over cost – \$22,000) Probably 2022/2023;</p> <p>Plant 241 – Toyota Hilux Single Cab 2x4 (estimated change-over cost – \$13,000) Probably 2022/2023;</p> <p>Plant 242 – Toyota Kluger Wagon (estimated change-over cost – \$10,000) Probably 2022/2023; and</p> <p>Plant 3503 – Toyota Kluger Wagon (estimated change-</p>

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
26.8.21	174.8.21	2021/2022 Plant Replacement Program	DMES/ WC	<p>over cost – \$20,000) replace now.</p> <p>Arrange for the replacement of heavy plant as per recommendation –</p> <p>Plant 15 – Kioti Daedong Tractor (estimated change-over cost - \$30,000);</p> <p>Plant 21 – Tractor John Deere (estimated change-over cost - \$35,000);</p> <p>Plant 1168 – Excavator JCB 8018 (estimated change-over cost - \$15,000);</p> <p>Plant 107 – Isuzu FVZ193A (Dump Truck) (estimated change-over cost - \$225,000) (subject to a further report, see October 2021 Plant Committee Meeting);</p> <p>New Tipping Trailer (estimated cost - \$90,000) (subject to a further report, see October 2021 Plant Committee Meeting);</p> <p>Plant 751 – Pressure cleaner Monsoon 100TR (estimated change-over cost - \$1,000);</p> <p>Plant 774 – Fountain Proline V4 Liquid Marker (estimated change-over cost - \$500);</p> <p>and</p> <p>Plant 112 – Trailer with Kubota ASKA 180B generator (estimated change-over cost - \$5,000).</p>
*26.8.21	174.8.21	2021/2022 Heavy Plant Replacement Program	DMES/ WC	<p>Provide a further report to the Plant Committee to finalise the 2021/2022 Heavy Plant Replacement Program – report provided to the October 2021 Plant Committee Meeting.</p>

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services</b>				<b>Continued</b>
*26.8.21	174.8.21	Truck and Trailer Combinations	DMES/ WC	Reported to the Plant Committee Meeting on the 12th October 2021.
26.8.21	175.8.21	Warren Road Rehabilitation Segment 28, 30 & 32	DMES	Details of Council's two options being: 1. The rehabilitation of the 6.20 km section of RR 7515 fully at a cost of \$3.684M; and 2. Providing for the expenditure of the initial allocation of \$1.679M have been issued to the Coonamble Shire Council. It has been agreed that a meeting will be held between Coonamble Shire Council representatives and perhaps the State and/or Federal Infrastructure Section to resolve the matter – estimate and project(s) details provided to Coonamble Shire Council.
<b>Manager Health &amp; Development</b>				<b>Continued</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.
27.5.21	92.5.21	Water ingress through mezzanine floor windows at Warren Sporting & Cultural Centre	MHD/ CM	New downpipes installed. Investigations continuing.

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<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Manager Health &amp; Development</b>			<b>Continued</b>	
*22.7.21	156.7.21	Vacation Care Policies – Audit Review	MHD	Place policies on public exhibition for a minimum of 28 days. Subject to no adverse submissions, arrange for policies to be adopted – public exhibition arranged with no adverse comment and Policies now adopted and on website.
26.8.21	172.8.21	Future Grant Projects at the Warren Sporting & Cultural Centre	CM	Pursue funding for: 1. Heating & cooling of the indoor court and gym area; and 2. Construction of additional change room / toilet amenities block at Victoria Park.
*26.8.21	172.8.21	Victoria Oval and Oxley Park – Plan of Management	MHD	Collate feedback and/or comments from review of the Plans of Management provided by Committee members and amend Plan as required – complete.
26.8.21	172.8.21	Victoria Oval and Oxley Park – Plan of Management	MHD	Final schematic of Victoria Park including transfer of sporting assets to Carter Oval be completed with the plan to be advertised and community consultation undertaken – public exhibition arranged, closing 4.00 pm 28th October, 2021..
*26.8.21	194.8.21	Partnership Agreement Service for NSW for Business	MHD	Partnership Agreement signed.
26.8.21	199.8.21	Construction of Council Houses Lot 58 DP872884 8 Deacon Drive and Lot 52 DP872884 21 Deacon Drive, Warren	MHD	Provide a further report to determine a final direction on the matter.

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<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Manager Health &amp; Development</b>				<b>Continued</b>
23.9.21	207.9.21	Community Awareness – Activity Development Policy 2018	MHD	Place Policy on public exhibition for 28 days and if no adverse comments received by Council, arrange for the adoption of the Policy – public exhibition arranged closing 4.00 pm 28th October 2021.

**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>
23.9.21	NSW & Act IPWEA Road Safety Panel Meeting	Online
23.9.21	IPWEA NSW & Act Board Meeting	Online
23.9.21	Warren Chambers of Commerce Meeting	Warren
24.9.21	LGNSW Pubic Health Orders & Managing Staff Forum	Online
29.9.21	Showground/Racecourse Project Discussions and Action Planning Meeting	GBS Falkiner Lounge
30.9.21	Regional Roads Transfer and Road Classification Review Online Session	Online
5.10.21	Plant Committee Meeting	Warren
6.10.21	Bushfire Management Committee & SLA NW Zone	Online
6.10.21	Bushfire Management Committee Meeting	Online
06.10.21	Service Level Agreement Rural Fire Service Meeting	Online
06.10.21	Roads Committee Meeting	Warren
07.10.21	Showground/Racecourse Committee Meeting	Warren
11.10.21	Warren Public Arts Committee Meeting	Warren
12.10.21	Plant Committee Meeting	Warren
13.10.21	Economic Development Committee Meeting	Warren
14.10.21	WOW Agency Meeting	Online
14.10.21	Roads and Transport Directorate - Management Committee Meeting	Online
14.10.21	Central-West Orana REZ Regional Reference Group Meeting	Online
14.10.21	Town Improvement Committee Meeting	Warren
15.10.21	Mining and Energy Related Councils Meeting	Online
19.10.21	Manex Meeting	Warren
20.10.21	Warren Historical & Warren Family History Society	Warren
20.10.21	Sporting Facilities Committee Meeting	Warren
20.10.21	Warren Community Consultation – Public Art on Private Property Murals	Warren

**WARREN SHIRE COUNCIL**  
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**ITEM 2**

**COMMITTEE/DELEGATES MEETINGS**

**CONTINUED**

<b>Date</b>	<b>Committee / Meeting</b>	<b>Location</b>
22.10.21	Stakeholder Focus Group Session for LGP Participation	Online
22.10.21	IPWEA NSW and ACT Virtual Boardroom Lunch	Online
27.10.21	Community Consultation Meeting – Proposed Mural for the Nevertire Water Reservoir	Nevertire Park

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
28.11.21	Luke Duncan Field Officer Inspector General of Water Compliance	Online
29.11.21	2021 LGNSW Annual Conference	Online
02.12.21	Council Meeting	Warren
02.12.21	Opening of New Council Community Room and Administration Centre (Subject to finalisation of works with Covid restrictions)	Warren
02.12.21	Proposed Unveiling of the Stafford Street Water Tower Mural	Warren
02.12.21	End of Term Council Function	Warren
17.12.21	Councillor and Staff Christmas Party	Warren
05.01.22	New Councillor Induction Day	Warren
11.01.22	Council Meeting	Warren
28.02.22 – 02.03.22	LGNSW Special Conference	Sydney

**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:

Project	Budget	Expend	Resp	Comment
<b>General</b>				
Swimming Pool Refurbishment – Carry Over	764,415	867,412	MHD/ IPM	New filtration and disinfection system completed 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, now working through Plan.
Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE)	125,741	Nil	IPM	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, 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. Runway 03/21 Drainage works are 90% complete and unseasonal rain in March and weekly rain since had delayed access for heavy machinery to complete these works. Contractor has been programmed to complete works since April 2021, but the area is still holding water and works are now programmed for October 2021. Aircraft refuelling system complete.  Terminal building frame delivered to site, old Terminal building demolished and removed. Quotations received for the construction of the new Terminal building, all above the

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

Project	Budget	Expend	Resp	Comment
				budget available. Redesign of the concrete slab required and re-quoting of construction is being sourced. Final costings being prepared for work to be completed, see report to the October 2021 Council Meeting for further funding.
Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction)  (MDB Economic Development Program - Improvement of Regional Structures Grant)	1,254,451	13,068	GM/ IPM/ DMES/ TSM/ RIM	Rescoping has commenced in relation to planting of the final street and park trees in Nevertire and Collie.  Works in Warren subject to funding by others of the Warren roundabout reconstruction.  Works Program for Project to be rescoped and programmed by GM, DMES, IPM, TSM and RIM.  Reports provided to the Town Improvement Committee 14th October 2021 to finalise Works Program.
Carter Oval and the Development of the Surrounds Carry Over  (MDB Economic Development Program - Improvement of Regional Structures Grant)	752,274	190,266	IPM          IPM	Concept Plan - Draft Concept Plan complete – Grant has been approved.  Public Liaison – ongoing with user groups and the Sporting Facilities Committee.  Design Plan – complete. Ready for 28-day Public exhibition. Skate Park – complete.  Splash Park complete. Has been commissioned by contractor, Pool Manager has been given an operations handover.  Irrigation installed on Carter Oval. Pathways constructed between sports areas. More pathways will be constructed as works continue on the construction of the soccer fields and Junior cricket field. Car parking area to be constructed following completion of cut and fill earthworks. All of these tasks are weather dependent.

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

Project	Budget	Expend	Resp	Comment
				Little A's, Cricket and Soccer storage facilities have been re-quoted and will be ordered in late October 2021. Development of soccer fields started.
Carter Oval Lighting Project (Drought Communities Extension Program)	274,166	Nil	IPM	Work to be programmed in conjunction with MDBEDP Round 3 funding.
Carter Oval Cricket Pitch	6,000	Nil	IPM	Construction of cricket field / turf wicket commenced, to be completed by end of October 2021.
Cricket Practice Nets (Cricket Legacy Fund)	15,000	Nil	IPM	Works to be programmed. Quotes received and assessed; all quotes are more than budget. To be discussed in regard to availability of funds elsewhere in the project.
Pathway Sculptures/Art (Drought Communities Extension Program)	24,042	Nil	GM/ IPM	First structure completed and located in Victoria Park (Table Tennis Sculpture.) Waiting on further information from Warren and District Arts Council in regard to final structures, and timing.
Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion)	713,877	124,962	IPM	
<ul style="list-style-type: none"> <li>• Polocrosse Fields Upgrade</li> <li>• Equestrian Arena</li> </ul>				<p>Polocrosse Ground Upgrade - Polocrosse office/canteen building complete.</p> <p>Equestrian Arena - the covered arena construction is complete. Lighting installed. Watering system being quoted. Quotations obtained for supply and installation of kick rails. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover. Sand floor to be re-laid.</p>

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

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> <li>• Camp draft Facilities,</li> <li>• Pony Club Cross Country Facilities,</li> <li>• P &amp; A Shed,</li> <li>• Faulkiner Lounge and Viewing Area,</li> <li>• Replacement of the Showground Ladies Toilets,</li> <li>• Upgrade of the Electrical Facilities including Showies Camping Area, (NSW Showgrounds Stimulus Program Phase 2)</li> <li>• Upgrade Electrical Facilities Cattleman’s Camping Area (NSW Showgrounds Stimulus Program Phase 2B)</li> <li>• Relocation of Cattle Yards. (NSW Showgrounds Stimulus Program Phase 2B)</li> </ul>	65,726	42,328	IPM	Camp draft office/canteen building completed.  Contractor engaged to complete improvement works for the Pony Club Cross Country facilities which have been delayed due to Covid and illness of the Contractor.  Complete.  Faulkiner Lounge and Viewing Area works scoping and program commenced.  Quotes received, options to be discussed with user groups.
Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including:				Works program to be finalised following consultation with User Groups at the Showground/ Racecourse Committee held on the 7th October, 2021.
<ul style="list-style-type: none"> <li>• Update/Renovate Male &amp; Female Amenities in</li> </ul>	220,000	3,636	IPM	Scope of Works Complete.

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

Project	Budget	Expend	Resp	Comment
Cattleman's & Horse Sports Camping Area				Quotations obtained for plumbing, fixtures and painting. To commence October 2021.
<ul style="list-style-type: none"> <li>• Renovate Male Toilet @ Main Pavilion</li> </ul>	100,000	Nil	IPM	Scope of Works Complete. Quotations obtained for plumbing, fixtures and painting. Works to commence November 2021.
<ul style="list-style-type: none"> <li>• Install New Septic Receival Tank for Main Pavilion Toilets</li> </ul>	45,000	Nil	IPM	Scope of Works Complete. Quotations requested from local and regional businesses. Works to commence October 2021.
<ul style="list-style-type: none"> <li>• Update/Renovate Toilet Block in Centre Arena</li> </ul>	160,000	15,001	IPM	Scope of Works Complete. Works commenced Tuesday 3rd August 2021. Majority of Works complete including painting, access pathway constructed during October 2021.
<ul style="list-style-type: none"> <li>• Install New Septic Receival Tank @ Centre Arena Toilets with Grease trap for Canteen Waste Disposal</li> </ul>	45,000	40,000	IPM	Scope of Works Completed. Major works expected to be completed end of November 2021.
<ul style="list-style-type: none"> <li>• Renew all concrete &amp; AC Floors in all Pavilions</li> </ul>	90,000	43,817	IPM	Scope of Works Complete. Works commenced 18th September 2021. Quotes received from B & D Brouff/ MLB/Damo's Bobcat & Tipper Hire. Order raised 6th September 2021. Work to commence when Contractor available/Covid restrictions. Expected October 2021.
<ul style="list-style-type: none"> <li>• Refence Showground Perimeter with Exclusion Fencing</li> </ul>	105,000	Nil	IPM	Quotes requested from local suppliers and rural fencing contractors; scope/ area determined by Showground/ Racecourse Committee on 7th October 2021. Length 4,100m and 4 gates.
Upgrade judging and camera towers at the Warren Showground and Racecourse (Crown Reserves Improvement Fund Program)	40,370	21,307	IPM/ WJC	Works in progress managed by Warren Jockey Club (WJC). 45% complete. IPM to inspect footings & reinforcing prior to concrete pad pour.

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

Project	Budget	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program	250,000	Nil	IPM	Project involves: Showground/Racecourse facilities. i.e.  1. Disabled toilets GBS Faulkner Lounge; Quotes received. 2. Replace windows and doors GBS Faulkner Lounge; 3. Paint and refurbish grandstand; Quotes received.  Rescoping and program for revised budget nearly finalised.
Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program	<b>For Mural Program Only</b>			Rescoping for revised budget arranged. See Warren Public Arts Committee Minutes reported to July 2021 Council Meeting.
Stafford Street Water Tower Mural	\$100,000	\$45,079	GM/ IPM/ TSM	Stafford Street Water Tower Mural Design Concept reported to August 2021 Warren Public Arts Committee. Advertised to the Community on Council media resources and the Warren Weekly September 2021.
Nevertire Water Tower Mural	\$130,000	Nil	GM/ IPM/ TSM	Community Engagement Plan being finalised. Community consultation commenced.
Warren Town Murals on Private Property	\$20,000	Nil	GM/ IPM/ TSM	Community Engagement Plan finalised. Community consultation commenced.
Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project	500,000	Nil	IPM	Project involves Stage 2 of the Sports Lighting at Carter Oval including the installation of 4 lighting towers and LED lights.  RFT advertised on Tenderlink, works will commence following Tender process. Tender closed 13th October 2021, Tender assessment following this date with report to Sports Facilities Committee provided on the 20th October 2021.

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

Project	Budget	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project	500,000	Nil	IPM/ DMES	Project involves the construction of the Bird Viewing Platform and construction of the parking area suitable for buses and recreational vehicles (RV's).  DMES scoping and programming works. Concept Design for Bird Viewing Platform submitted to structural engineer for construction design. Roadworks and Earthworks being scoped by DMES. Need for EIS / REF determined and being scoped.
<b>Water Supplies</b>				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program)	277,545	128,628	IPM	All 3 cross connections are complete. Tanks have been constructed. Tank connections installed. Installed power supply to pumps. Pumps tested ok. Approximately 2,400m, of pipe has been laid. Manifolds for Bore Flat & Ellengerah have been installed. Flow meters and level sensors installed. System has been tested with gravity flow to Bore Flat from Ellengerah complete and System pumping from Bore Flat to Ellengerah tested complete. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat and Ellengerah.
Drought Relief Events (Drought Communities Extension Program)	8,980	Nil	GM	Events as required and to be determined. Contribution for the Warren Community Christmas Tree arranged from this allocation.
Warren Tennis Court Upgrade (Drought Communities Extension Program)	29,036	Nil	GM/ IPM	Classic Sports Facilities have upgraded the two concrete courts to artificial turf cost \$48,254. Tennis Club costing new lights for these courts to complete the project.
Stafford Street Water Tower Mural funded by: Country Arts Support Program (CASP) – \$2,466,	37,258	37,258	GM/ IPM/ TSM	Artist Sam Brooks has been engaged to undertake concept planning work. The mural work put on hold for a while until the project could be completely re-scoped and properly

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

Project	Budget	Expend	Resp	Comment
Drought Communities Extension Program – \$22,292				costed, particularly as the Stafford Street Water Tower surface needs to be cleaned and it needed to be ascertained if the Saunders Park surface was suitable for Cherry Picker work or another process if required. Refer further funding applications from Murray-Darling Basin Economic Development Program – Round 3. Refer to Warren Public Arts Committee Meeting Minutes reported to July 2021 Council Meeting for proposed extra funding, new mural painting quotations obtained and finalised. Paint the Town Murals engaged. Expect mural to be painted in November 2021.
Drought Communities Extension Program – Adverse Events Plan - \$5,000,				
Drought Communities Extension Program – Walkway Sculptures - \$7,500				
<b>Sewerage Services</b>				
Restart NSW Warren (STP) Upgrade	1,165,282	981,907	IPM	Contractor started work early November 2020. Ponds constructed, rising main 100% installed. Inlet works 100% constructed. Gravity main 80% complete. March 2021 wet weather has delayed the project for between 2-3 weeks. Overall project at 88% completion. Electrical supply to STP connected.  Electrical Supply to STP to be installed with the installation of poles and a 63KVA Transformer. Commissioning of STP and Inlet works commenced 15th October 2021 using Diesel Generators at each site and is ongoing.
Warren Central Business District Toilet Installation (Drought Communities Extension Program)	129,789	Nil	IPM/ TSM	The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Although Council has funding to install a basic toilet block, the Scope was changed to a 'self cleansing' or better-quality facility toilet costing more than the budget available. Funding has been applied for this new toilet and Council is waiting on the funding outcome. See



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

Project	Budget	Expend	Resp	Comment
				NSW Responsible Gambling Infrastructure Fund Application below. Report provided to the October 2021 Council Meeting for consideration of further Council funding to the project if grant funds are not forthcoming.

Project	Budget Requested	Expend	Resp	Comment
<b>Grant Applications</b>				
Stronger Country Communities Round 4 Change rooms and amenities block at Carter Oval	671,000	N/A	IPM	Application submitted 25 June 2021. Change rooms, toilets (male & Female), canteen and viewing area (Amenities Building) for Carter Oval Sports Precinct with a focus on female competitors.  <b>Notification expected mid-October 2021.</b>
Stronger Country Communities Round 4 Equestrian Arena	95,944	N/A	IPM	Application submitted 25 June 2021 Warren Showground/Racecourse Complex Equestrian Arena with a focus on female participants.  <b>Notification expected mid-October 2021.</b>
Crown Reserves Improvement Fund Program Disabled (all access) toilet block Warren Pony Club	100,000	N/A	IPM	Application submitted 25 June 2021 Construction of a toilet facility in the Warren Pony Club Facility. Scope of works and design complete.  <b>Waiting on Successful Notification.</b>

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

Project	Budget Requested	Expend	Resp	Comment
Crown Reserves Improvement Fund Program Racecourse Bar and Viewing Improvement/ Refurbishment Stage 2	250,000	N/A	IPM	Application submitted 25 June 2021 Refurbishment of toilets, windows, doors, lounge grandstand and jockey rooms. Scope of works and design complete. <b>Waiting Successful Notification.</b>
Crown Reserves Improvement Fund Program Replacement of Showground Ladies Toilet Part 2	60,000	N/A	IPM	Application submitted 25 June 2021 Final stage of the female toilet replacement to an appropriate standard. <b>Waiting Successful Notification.</b>
Regional Tourism Activation Fund Window on the Wetlands Centre Improvements	500,000	N/A	GM/ TSM/ RIM/ DMES	Application closed 11 August 2021. Partnering with RiverSmart for grant to improve the Window on the Wetlands – entrance, access road, ingress, egress, garden, carpark areas, drainage, signage, walkway sealing, kerb and gutter and disabled ramp to Tiger Bay. <b>Waiting successful notification, expected to be announced in November 2021.</b>
Regional Tourism Activation Fund Burrima Walkway Access Road and Carpark Construction, Information Signage and creation of an Interactive Augmented Reality Education Program	500,000	N/A	GM/ RIM/ DMES	Application submitted 9 August 2021. Partnering with Macquarie Wetlands Association to improve the Burrima Walkway with a sealed constructed access road and carpark, information signage on the walkway and the creation of an interactive augmented reality education program onsite and offsite. <b>Waiting successful notification, expected to be announced in November 2021.</b>

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

Project	Budget Requested	Expend	Resp	Comment
NSW Responsible Gambling – Infrastructure	200,000	N/A	IPM	Application submitted 6 July 2021. Construct new accessible toilet facility in CBD. <b>Waiting successful notification, expected to be announced in November 2021.</b>
NSW Regional Arts Fund Project Grant	20,000	N/A	IPM/ PAO	Application submitted 12 August 2021. Public Art on Warren Shire Shop fronts as discussed at the Warren Public Arts Committee. <b>Waiting Successful Notification.</b>
Murray-Darling Basin Economic Development Program – Round 3 – Bob Christensen Reserve Walkway and Improvement Project	850,000	N/A	IPM	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021. The project involves: Construction of a walkway from Bob Christensen Reserve to Dubbo Street and general improvements of the Bob Christensen Reserve. <b>Not Successful.</b>
Greater Cities and Regional Sport Facility Fund 2021/22 Round 2 – Amenities, Kiosk, Office, Entry Replacement at the Warren War Memorial Swimming Pool (Priority 1 of 2)	990,000	N/A	MHD / IPM	Application submitted 8th October 2021. The project involves replacing the existing male and female toilets, showers and changerooms at the Warren War Memorial Swimming Pool including disabled and ambulant toilets/amenities, replacing existing entry, office and kiosk.
Greater Cities and Regional Sport Facility Fund 2021/22 – Club House Facilities at the Warren War Memorial Swimming Pool (Priority 2 of 2)	350,000	N/A	MHD / IPM	Application submitted 8th October 2021. The project involves the construction and fit out of a prefabricated Swimming Club Building at the Warren War Memorial Swimming Pool.

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

Project	Budget Requested	Expend	Resp	Comment
Murray Darling Healthy Rivers Program: Large Grants (Priority 2 of 3)  (Other priorities are detailed in the Works Progress Reports – Town Services)	1,800,000	N/A	IPM	Application submitted 6th October 2021.  The project involves the full investigation and design of the upgrading/renewal of the Bryan Egan Weir (Lower Warren Weir) to include appropriate fish passage to be “shovel ready” status.

**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
- PAO - Projects Administration Officer











# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the  
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ITEM 4 PROPOSED SALE OF LOT 2 DP1104089 AND LICENCE OF LOT 7007 DP1120699 (CROWN RESERVE)

CONTINUED

Attachment 1 - Plan detailing the properties owned by Mr James Donnelly and Ms Maree Sharp and the proposed land for sale and licence.



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**ITEM 4      PROPOSED SALE OF LOT 2 DP1104089 AND LICENCE OF LOT 7007 DP1120699  
(CROWN RESERVE)      CONTINUED**

**Attachment 2 - Copy of Mr Donnelly's offer through his Solicitor for the purchase of Lot 2 DP1104089 for \$20,000 (plus GST) and licence of Lot 7007 DP1120699 (Crown Reserve).**

**Jody Burtenshaw**

**From:** Evan Jones [REDACTED]  
**Sent:** Tuesday, 21 September 2021 11:46 AM  
**To:** Gary Woodman  
**Subject:** Donnelly & Sharp proposed purchase from Warren Shire Council - Lot 2 DP1104089  
**Attachments:** 0001\_001.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.

Hi Gary

James Donnelly has consulted me in relation to a proposed purchase of some vacant land behind his shed in Banks Street, Warren.

James runs his haulage and freight business out of 10 Banks Street, Warren which comprises Lots 4-5 DP261323 and he would like to purchase Lot 2 in DP1104089 from the Council to expand his trucking business. This would also require a lease of the crown reserve Lot 7007 DP1120699 to provide access to Lot 2 from Bruce Street.

James told me he has had some initial discussions with the Council and has been requested to lodge a formal offer. He has therefore instructed me to make the following offer to the Council:

- That James and his wife Maree purchase Lot 2 from the Council for \$20,000 plus GST;
- That James enter into a lease with the Council (as manager of the crown reserve Lot 7007) for an annual rent of \$350 indexed to CPI for a term of 5 years with options to renew the lease for two further terms of 5 years each.

He has told me that if Council were to accept his offer it would be subject to the following conditions:

1. That James move the levee bank on Lot 2 and Lot 7007 DP1120699 from its existing position so that it runs along the southern boundary of those two Lots;
2. That James consolidate Lot 2 with Lots 4 DP261323 (and presumably at the same time create any relevant easements required by the council);
3. That James construct a driveway access off Bruce Street in accordance with Council's specifications; and
4. That James pay the costs of the above.

Please let me know if any further detail is required at this stage.

When Council has made a decision on the matter please let James know [REDACTED]  
[REDACTED] Please also cc me in on the response.

Kind Regards,



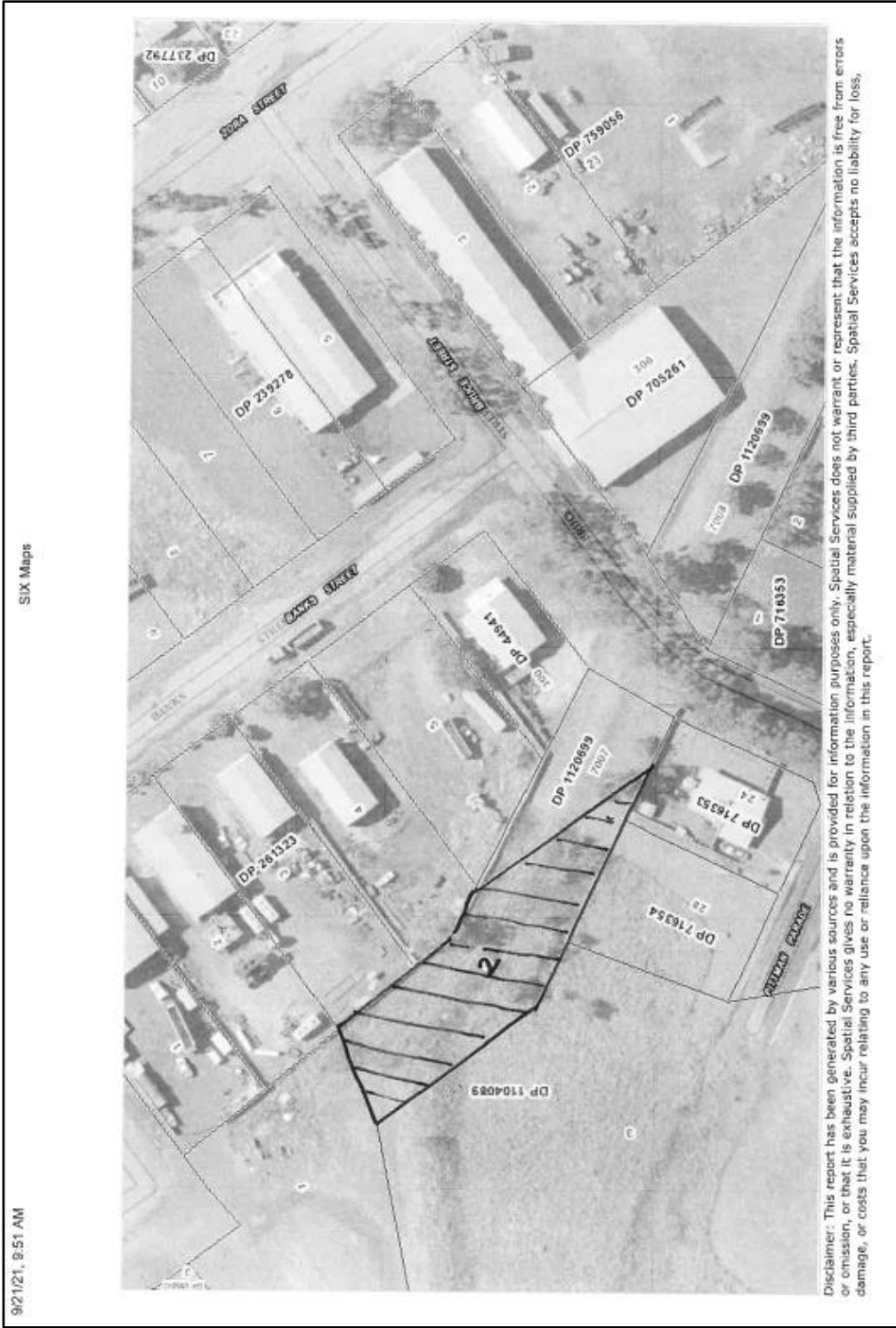
**Evan Jones**  
Solicitor  
LOVETT & GREEN  
91 Dubbo Street | PO Box 3 | Warren NSW 2824 | DX 6550 Warren  
Phone: (02) 8847 4701  
Website: [www.lovettandgreen.com.au](http://www.lovettandgreen.com.au)  
[REDACTED] LGV2 PTY. LTD. trading as Lovett & Green

Limited liability by a scheme approved under Professional Standards Legislation. Legal Practitioners employed by Lovett & Green are members of the Scheme.

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**ITEM 4      PROPOSED SALE OF LOT 2 DP1104089 AND LICENCE OF LOT 7007 DP1120699  
(CROWN RESERVE)      CONTINUED**

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**ITEM 5                    COMPLETION OF INFRASTRUCTURE PROJECTS – WARREN AIRPORT, WARREN  
CBD TOILET FACILITY AND LIONS PARK TOILET FACILITY**  
**(P1-7.5, A2-1, G4-1.16, G4-1, C14-3.17)**

**RECOMMENDATION** that:

1. The information in the report “Completion of Infrastructure Projects – Warren Airport, Warren CBD Toilet Facility and Lions Park Toilet Facility” be noted:
2. Council allocate \$60,000 from the restricted funds for infrastructure improvement/replacement to the Warren Airport Upgrading Project to allow completion of all necessary works;
3. Council allocate \$140,000 from the restricted funds for infrastructure improvement/replacement for the Warren CBD Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant;
4. That Council note and approve the following funding to go towards the Lions Park Toilet Facility Project:
  - Aubrey Dinsdale’s bequeath to Council; \$52,230.45
  - Murray Darling Basin Economic Development – Improvement of \$24,500.00  
Regional Structures Grant; and
  - Contribution from the Warren Lions Club. \$16,000.00
5. Subject to the Warren Lions Club committing at least \$16,000 to the Lions Park Toilet Facility Council allocate \$52,000 from the restricted funds for infrastructure improvement/replacement for the Lions Park Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant.

**PURPOSE**

To obtain direction from Council in relation to the use of available internally restricted infrastructure improvement/replacement funds to allow the efficient works programming and completion of the Warren Airport Upgrade Project, Warren CBD Toilet Facility and the proposed Lions Park Toilet Facility.

**BACKGROUND**

At the present time, in accordance with the Divisional Manager Finance & Administration’s report to the 23rd September 2021 Council Meeting, \$1,808,623 has been restricted for infrastructure improvement/replacement. These funds are for future improvements or replacement of Council’s infrastructure assets to be determined by Council.

In a separate report to this meeting, the Divisional Manager Finance & Administration is advising that following the September 2021 Quarterly Review, approximately \$218,000 is available to be added to this restricted fund and has been recommended so.

**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 28th October 2021

---

**ITEM 5                    COMPLETION OF INFRASTRUCTURE PROJECTS – WARREN AIRPORT, WARREN  
CBD TOILET FACILITY AND LIONS PARK TOILET FACILITY                    (CONTINUED)**

There is a need to find additional funding for the completion or undertaking of the following priority projects:

- Warren Airport Upgrade;
- Warren CBD Toilet Facility; and
- Lions Park Toilet Facility.

**REPORT**

**Warren Airport Upgrade**

This project has been funded through the Grant RNIG2-004 - Warren Airport Upgrade under the Drought Stimulus Package funding. In 2021/2022 the available budget to finalise the project amounts \$125,741. It has been estimated that a further \$60,000 is required to complete all necessary work, which includes finalisation of drainage structures on the opposite side of the Oxley Highway and into Egelabra to allow stormwater runoff away from the area and completion and fit-out of the terminal building.

The funding gap has come about due to higher levels of quotations received than were expected for the construction of the new terminal building, and the need to redesign the proposed concrete slab/footings to be more appropriate. The proposed drainage works will help to ensure that after large rainfall events that ponded water on the Oxley Highway side of unsealed runway 03/21 eventually will be drained away from the area. On the Egelabra side of runway 03/21 a drain will be cut to the sand area in Egelabra to facilitate similar drainage.

If a further \$60,000 is not provided, the terminal building will not be able to be completed to an appropriate standard.

It is recommended that \$60,000 be allocated from the restricted funds for infrastructure improvement/replacement.

**Warren CBD Toilet Facility**

This project has been funded through the Drought Communities Extension Program Grant. In 2021/2022 the available budget to finalise the project amounts \$129,789.

To date the land has been subdivided and purchased, and necessary services have been connected including the required grease trap facilities. The existing funding is sufficient to install a basic toilet block, however over time it has been determined that the scope should be changed to “self-cleansing” or a better quality facility, particularly as this facility will be the most heavily used public amenity in Warren Shire when constructed.

It has been estimated that a further \$140,000 is required to complete all necessary work, which includes the “self-cleansing” or a better quality facility.

Council on the 6th July 2021 applied for a further \$200,000 through the NSW Responsible Gambling – Infrastructure Program to make up this shortfall together with also contributing to the proposed toilet facility at Lions Park, both being “Warren CBD toilets”. It is hoped that success notification will be announcement by the NSW Government in November 2021.

Without sufficient funds, Council staff are not in the position to program the construction of an appropriate toilet facility.

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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**ITEM 5                    COMPLETION OF INFRASTRUCTURE PROJECTS – WARREN AIRPORT, WARREN  
CBD TOILET FACILITY AND LIONS PARK TOILET FACILITY                    (CONTINUED)**

It is recommended that \$140,000 be allocated from the restricted funds for infrastructure improvement/replacement for the Warren CBD Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant.

**Lions Park Toilet Facility**

This project has currently has not been funded with any Council funds.

It is expected that the following funding is available to go towards the project:

- |                                                                                             |             |
|---------------------------------------------------------------------------------------------|-------------|
| • Aubrey Dinsdale’s bequeath to Council;                                                    | \$52,230.45 |
| • Murray Darling Basin Economic Development – Improvement of Regional Structures Grant; and | \$24,500.00 |
| • Contribution from the Warren Lions Club.                                                  | \$16,000.00 |

At a meeting on the 10th June 2021, Warren Lions Club members advised that they were applying for RFFF Grants and Lions Club District Grants to improve the park. It should be noted that these funds are not guaranteed.

The construction of an auto twin accessible cubical toilet facility and all necessary work including a photo film overlay is expected to cost \$260,000.

The construction of a manual single accessible cubical toilet facility and all necessary work including a photo film overlay is expected to cost \$145,000.

Council on the 6th July 2021 applied for a further \$200,000 through the NSW Responsible Gambling – Infrastructure Program to make up the expected shortfall at the Warren CBD Toilet Facility together with also contributing to the proposed toilet facility at Lions Park, both being “Warren CBD toilets”. It is hoped that success notification will be announced by the NSW Government in November 2021.

Before the obtaining of any grant, the estimated shortfall for an auto twin accessible cubical toilet facility and all necessary work including a photo film overlay or an appropriate quality facility is approximately \$167,000.

Before the obtaining of any grant, the estimated shortfall for a manual single accessible cubical toilet facility and all necessary work including a photo film overlay is approximately \$52,000.

It is recommended that \$52,000 be allocated from the restricted funds for infrastructure improvement/replacement for the Lions Park Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council could source the required funding from the Infrastructure Improvement/Replacement Reserve which currently has a balance of \$1,808,623. As noted within the report if Council is successful with the NSW Responsible Gambling – Infrastructure Program Grant an amount

**WARREN SHIRE COUNCIL**  
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**ITEM 5                    COMPLETION OF INFRASTRUCTURE PROJECTS – WARREN AIRPORT, WARREN  
CBD TOILET FACILITY AND LIONS PARK TOILET FACILITY                    (CONTINUED)**

equivalent to the grant received would be returned to the Infrastructure Improvement/Replacement Reserve.

Council staff knowing that the projects listed in this report are appropriately funded will be able to efficiently progress the projects instead of having to wait for notification of any grant success and will allow Council to get on with the work.

**LEGAL IMPLICATIONS**

It is expected that the success of any grants for the “Warren CBD Toilet Facilities” will not be endangered by the arrangements of the necessary work over the next month or so, as minimum funds will be expended in the rest of 2021.

**RISK IMPLICATIONS**

Inaccurate estimates can lead to budget overruns. A reasonable contingency has been factored in the estimates detailed in this report.

**STAKEHOLDER CONSULTATION**

The Warren Lions Club have been appropriately consulted in regard to what is proposed at the Lions Park.

The Warren Airport Committee are also aware of what is necessary to complete the Warren Airport Upgrading Project.

The Town Improvement Committee are also aware of what is necessary to complete a good quality Warren CBD Toilet Facility.

**OPTIONS**

The Council may approve or reject this request for additional funding for the projects listed.

**CONCLUSION**

This request is to allow the finalisation of the projects to an appropriate standard.

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

- 2.2.2 Implementation of Streetscape Masterplan and Town Improvement Committee activities.
- 3.1.3 Maintain and enhance the local aerodrome and promote its use.
- 3.2.1 Maintain parks, gardens and reserves in a safe and attractive condition.
- 3.2.4 Maintain community facilities to an appropriate standard.

**SUPPORTING INFORMATION /ATTACHMENTS**

Nil.

# 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 on Thursday, 28<sup>th</sup> October 2021

ITEM 1

RECONCILIATION CERTIFICATE – SEPTEMBER 2021

(B1-10.16)

## RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30<sup>th</sup> September 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 30<sup>th</sup> September 2021.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Aug-21	Transactions	Balance 30-Sep-21
General	10,651,394.76	33,448.87	10,684,843.63
Water Fund	1,182,218.76	(170,467.85)	1,011,750.91
Sewerage Fund	2,062,403.91	(159,425.19)	1,902,978.72
North Western Library	(44,469.38)	186,189.85	141,720.47
Trust Fund	134,336.26	1,120.00	135,456.26
Investment Bank Account	(2,226,380.44)	(2,000,017.78)	(4,226,398.22)
	<b>11,759,503.87</b>	<b>(2,109,152.10)</b>	<b>9,650,351.77</b>



# 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 1

RECONCILIATION CERTIFICATE – SEPTEMBER 2021

CONTINUED

## BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	9,773,662.98
Add: Outstanding Deposits for the Month	50.00
Less: Outstanding Cheques & Autopays	(123,361.21)
	<hr/>
Balance as per Ledger Accounts less Investments =	<u><u>9,650,351.77</u></u>

## INVESTMENTS RECONCILIATION

Investments as at 30th September 2021

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	216,398.22	Variable	On Call A/c
1	National Australia Bank	2,000,000.00	91 days @ 0.25%	29-Nov-21
2	National Australia Bank	2,000,000.00	90 days @ 0.25%	21-Dec-21
40	National Australia Bank	10,000.00	180 days @ 0.10%	23-Feb-22
		<hr/>		
<b>TOTAL INVESTMENTS =</b>		<u><u>4,226,398.22</u></u>		

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	7,358,222.00
Internally Restricted Funds Invested	4,968,750.00
2021/22 General Fund Operating Income & Grants	1,549,777.99
	<hr/>
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<u><u>13,876,749.99</u></u>

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

# WARREN SHIRE COUNCIL

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ITEM 1

RECONCILIATION CERTIFICATE – SEPTEMBER 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  
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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 14<sup>th</sup> October 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 14<sup>th</sup> October 2021.

# 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 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

14TH OCTOBER 2021

Name of Rate				COLLECTIONS FOR YEAR		NETT ARREARS	
	NETT 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	173,627	5,104,849	5,278,476	1,907,099	36.13%	3,371,377	63.87%
Warren Water Fund	59,928	490,346	550,274	241,804	43.94%	308,470	56.06%
Warren Sewerage Fund	70,316	517,579	587,895	244,331	41.56%	343,564	58.44%
<b>TOTAL 2021/2022</b>	<b>303,871</b>	<b>6,112,774</b>	<b>6,416,645</b>	<b>2,393,234</b>	<b>37.30%</b>	<b>4,023,411</b>	<b>62.70%</b>
<b>TOTAL 2020/2021</b>	<b>318,952</b>	<b>5,955,526</b>	<b>6,274,478</b>	<b>2,098,269</b>	<b>33.44%</b>	<b>4,176,209</b>	<b>66.56%</b>
<b>TOTAL 2019/2020</b>	<b>178,732</b>	<b>5,782,994</b>	<b>5,961,726</b>	<b>2,029,203</b>	<b>34.04%</b>	<b>3,932,523</b>	<b>65.96%</b>
<b>TOTAL 2018/2019</b>	<b>128,294</b>	<b>5,609,300</b>	<b>5,737,594</b>	<b>2,108,388</b>	<b>36.75%</b>	<b>3,629,206</b>	<b>63.25%</b>
<b>TOTAL 2017/2018</b>	<b>125,675</b>	<b>5,454,050</b>	<b>5,579,725</b>	<b>1,955,586</b>	<b>35.05%</b>	<b>3,624,139</b>	<b>64.95%</b>
		13-Oct-17	12-Oct-18	11-Oct-19	08-Oct-20	14-Oct-21	
<b>COLLECTION FIGURES AS \$</b>		<b>1,955,586</b>	<b>2,108,388</b>	<b>2,029,203</b>	<b>2,098,269</b>	<b>2,393,234</b>	
<b>COLLECTION FIGURE AS %</b>		<b>35.05%</b>	<b>36.75%</b>	<b>34.04%</b>	<b>33.44%</b>	<b>37.30%</b>	

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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## 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	84,270	77,889	GM MHDS DMFA	Items outstanding: <ol style="list-style-type: none"><li>1. Installation of extra cupboards &amp; shelving in the front service area,</li><li>2. Installation of the interview room walls and doors,</li><li>3. Laying of carpet tiles in interview room and existing offices, and</li><li>4. Fit out of interview room.</li></ol>
Eplanning Grant	37,465	20,497		<b>The following works will be undertaken subject to available funds:</b> <ol style="list-style-type: none"><li>5. Installation of the disabled toilet and relocation of the tea room</li><li>6. Furniture purchases - subject to available funds.</li></ol>
Project	Budget	Expend	Resp	Comment
ICT Purchases	8,000	Nil	DMFA/ICT	Not commenced.

### ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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## ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

(A1-4.39)

### RECOMMENDATION

That the information on Council's audited financial statements for the period ended 30<sup>th</sup> June 2021 be received and noted.

### PURPOSE

To present the audited 2020/2021 Financial Statements and Auditors Report to Council with a high end overview of the results.

### BACKGROUND

As part of the NSW Government's reform into Local Government "Fit for the Future" all NSW Councils are to be audited by the NSW Auditor General from 2016/17 onwards.

### REPORT

Due to Covid-19 restrictions, Council's sub contracted auditors Nexia Australia P/L undertook the audit of Council's Financial Statements for 2020/2021 remotely.

Council was issued with an unqualified Audit Report from the NSW Auditor General on 7<sup>th</sup> October 2021.

Under S.418 of the Local Government Act, 1993 Council must present the Auditors Report along with the Financial Statements to a public meeting no later than 5 weeks after receiving the report.

Attached to this report is a copy of the Auditors Report along with an overview of the operations of Council for the year ending 30<sup>th</sup> June 2021 for Councillor's information.

A full copy of the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules including the Auditors Reports for the year ending 30<sup>th</sup> June 2021 can be accessed on Council's website on the below link:

<http://www.warren.nsw.gov.au/council/financial-reports>

### Cash Flow for 2020/2021

Council's cash flow statement indicates a decrease in cash and investments of \$3,011,792.75 for the reporting period.

Council's Operating Result for 2020/2021 was a surplus of \$9,725,501.86 compared to a surplus of \$3,226,690.95 in 2019/2020.

Cash & investments available as at 30<sup>th</sup> June 2021 totalled \$10,817,536.16 of which the following have been restricted or set aside for specific purposes either internally by Council or externally by statutory requirements as listed below: -

# 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 4      REVIEW OF COUNCIL'S 2020/2021 OPERATIONS      CONTINUED**

**TOTAL CASH & INVESTMENTS      10,817,536.16**

**EXTERNAL RESTRICTED INCLUDED IN LIABILITIES**

- CWCMA - Roadside Environmental Mapping      7,000.00

**EXTERNAL RESTRICTED INCLUDED IN REVENUE**

- RMS Contributions      344,128.55  
 - Specific Purpose Unexpended Grants      3,882,177.60  
 - Water Supply Bank Account      1,049,740.84  
 - Sewerage Services Bank Account      1,455,117.77  
 - Domestic Waste Management Funds      228,435.43  
 - Other Contributions      4,000.00

**TOTAL EXTERNAL RESTRICTED FUNDS =      6,970,600.19**

**TOTAL INTERNAL RESTRICTED FUNDS =      3,346,887.00**

(as reported in Item 4 of the Divisional Manager of Finance &  
Administration Report to the August 2021 Council Meeting)

**TOTAL INTERNAL & EXTERNAL RESTRICTED FUNDS =      10,317,487.19**

**TOTAL UNRESTRICTED FUNDS      500,048.97**

Below is a history of cash & investments from 2015 to date detailing all restrictions.

	2015 in '000's	2016 in '000's	2017 in '000's	2018 in '000's	2019 in '000's	2020 in '000's	2021 in '000's
Externally Restricted	137	919	2,509	1,501	1,060	3,799	4,237
Internally Restricted	6,537	7,201	9,190	8,026	7,030	6,280	3,347
Water Supply Bank A/c	524	241	343	144	555	395	1,050
Sewerage Bank A/c	2,240	2,369	2,430	2,271	2,441	2,615	1,455
Domestic Waste Management A/c	193	226	261	262	262	240	228
Operating Cash - General Fund	516	500	500	500	500	500	500
-----	-----	-----	-----	-----	-----	-----	-----
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>10,147</b>	<b>11,456</b>	<b>15,233</b>	<b>12,704</b>	<b>11,848</b>	<b>13,829</b>	<b>10,817</b>

# 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 4      REVIEW OF COUNCIL'S 2020/2021 OPERATIONS**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**LEGAL IMPLICATIONS**

Nil.

**RISK IMPLICATIONS**

Nil.

**STAKEHOLDER CONSULTATION**

An advertisement was placed in Wednesday 13<sup>th</sup>, 20<sup>th</sup> & 27<sup>th</sup> October 2021 editions of the Warren Weekly advising ratepayers and residents that the Audited 2020/2021 Financial Statements & Auditors Report would be presented to a Public Meeting to be held on Thursday 28<sup>th</sup> October 2021.

**OPTIONS**

N/A

**CONCLUSION**

This report is to provide Council with a broad overview of the operations of Council for 2020/2021 and presentation of the Auditor's Report.

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

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

1. Auditors Report.
2. Income Statement,
3. Statement of Cash Flows



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED



Cr Milton Quigley  
Mayor  
Warren Shire Council  
PO Box 8  
WARREN NSW 2824

Contact: Manuel Moncada  
Phone no: 02 9275 7333  
Our ref: D2120952/1802

7 October 2021

Dear Mayor

## Report on the Conduct of the Audit for the year ended 30 June 2021 Warren Shire Council

I have audited the general purpose financial statements (GPFS) of the Warren Shire Council (the Council) for the year ended 30 June 2021 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2021 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

### **SIGNIFICANT AUDIT ISSUES AND OBSERVATIONS**

I identified the following significant audit issues and observations during my audit of the Council's financial statements. These issues and observations were addressed as part of my audit.

#### **Rural fire-fighting equipment not recognised in the financial statements**

Council did not record rural fire-fighting equipment in the financial statements.

Rural fire fighting equipment, specifically the red fleet vehicles, is controlled by the Council and should be recognised in their financial statements. This is supported by the requirements of the *Rural Fires Act 1997* and service agreements between councils and the RFS.

The Department of Planning, Industry and Environment (inclusive of the Office of Local Government) confirmed in the 'Report on Local Government 2020' (tabled in Parliament on 27 May 2021) their view that rural firefighting equipment is not controlled by the NSW Rural Fire Service.

# WARREN SHIRE COUNCIL

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ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

## INCOME STATEMENT

### Operating result

	2021 \$m	2020 \$m	Variance %
Rates and annual charges revenue	6.16	5.98	3.0
Grants and contributions revenue	16.52	9.45	74.8
Operating result from continuing operations	9.72	3.23	200
Net operating result before capital grants and contributions	6.01	2.84	112

Council's operating result (\$9.72 million including the effect of depreciation and amortisation expense of \$3.71 million) was \$6.49 million higher than the 2019–20 result. This was mainly due to increased revenue from grants and contributions.

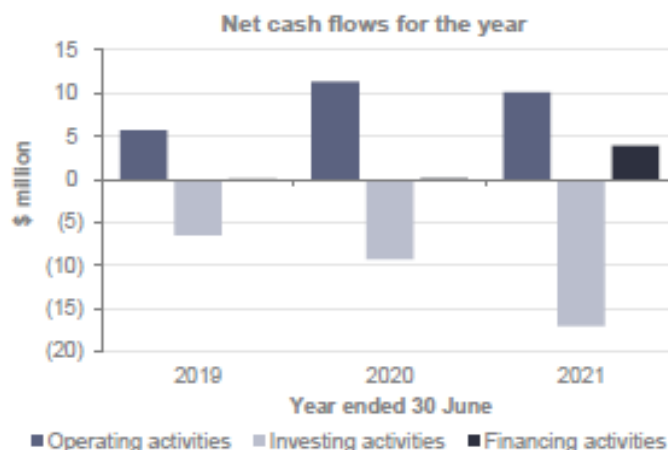
The net operating result before capital grants and contributions (\$6.01 million) was \$3.17 million higher than the 2019–20 result. This was due to increased revenue from operating grants and contributions.

Rates and annual charges revenue (\$6.16 million) increased by \$0.18 million (3.0 per cent) in 2020–2021.

Grants and contributions revenue (\$16.52 million) increased by \$7.07 million (74.8 per cent) in 2020–2021. This was mainly due to additional funding received for sewerage services, the Warren Airport, and road projects.

## STATEMENT OF CASH FLOWS

- The Statement of Cash Flows illustrates the flow of cash and cash equivalents moving in and out of Council during the year and reveals that cash decreased by \$3 million to \$10.8 million at the close of the year.



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

## FINANCIAL POSITION

### Cash and investments

Cash and investments	2021	2020	Commentary
	\$m	\$m	
Total cash, cash equivalents and investments	10.8	13.8	• External restrictions include unspent specific purpose grants, contributions and domestic waste charges, and water and sewerage funds.
Restricted cash and investments:			• Balances are internally restricted due to Council policy or decisions for forward plans including works program.
• External restrictions	7.0	7.0	
• Internal restrictions	3.3	6.3	

### Debt

After repaying existing debt and taking up new borrowings of \$4 million at year-end, total debt as at 30 June 2021 was \$4 million.

## PERFORMANCE

### Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

#### Operating performance ratio

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.

The Council exceeded the OLG benchmark for the current reporting period.



# 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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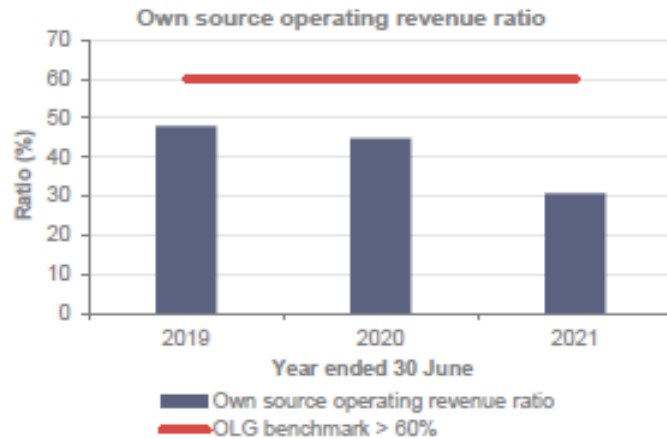
## ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

### Own source operating revenue ratio

The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.

The Council did not meet the OLG benchmark for the current reporting period.



### Unrestricted current ratio

The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.

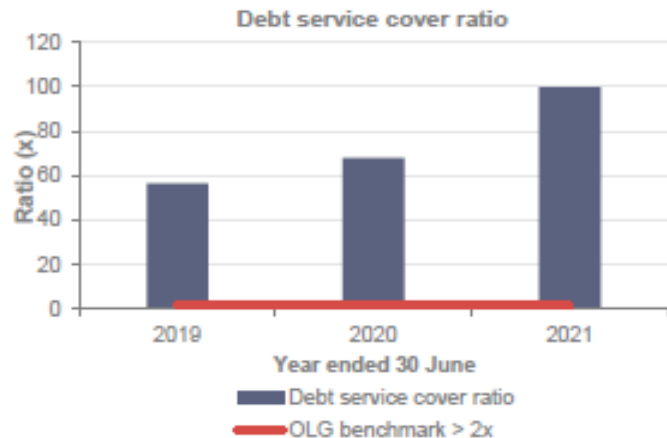
The Council exceeded the OLG benchmark for the current reporting period.



### Debt service cover ratio

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.

The Council exceeded the OLG benchmark for the current reporting period.



# WARREN SHIRE COUNCIL

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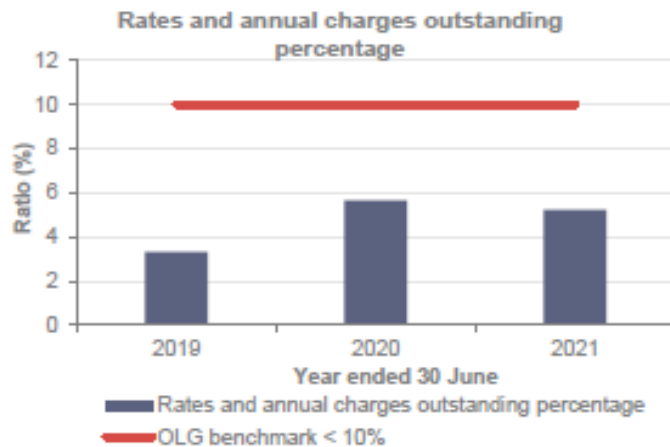
## ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

### Rates and annual charges outstanding percentage

The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional and rural councils.

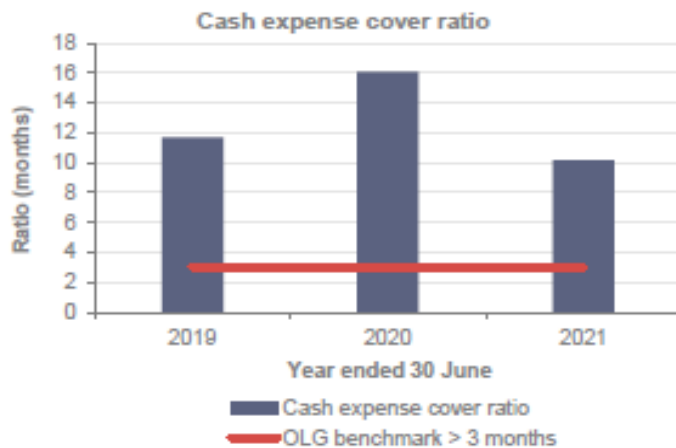
The Council met the OLG benchmark for the current reporting period.



### Cash expense cover ratio

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

The Council exceeded the OLG benchmark for the current reporting period.



### Infrastructure, property, plant and equipment renewals

- Council's asset renewal additions for the year were \$13.3 million compared \$6.2 million for the prior year
- Renewals primarily consisted of infrastructure assets
- The level of asset renewals during the year represented 350 percent of the total depreciation expense (\$3.8 million) for the year.

## OTHER MATTERS

### Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

# 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 4      REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

The Council's:

- accounting records were maintained in a manner and form that facilitated the preparation and the effective audit of the general purpose financial statements
- staff provided all accounting records and information relevant to the audit.



Manuel Moncada  
Delegate of the Auditor-General for New South Wales

cc: Gary Woodman, General Manager  
Jim Betts, Secretary of the Department of Planning, Industry and Environment

# 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 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

Warren Shire Council | Income Statement | For the year ended 30 June 2021

## Warren Shire Council

### Income Statement

for the year ended 30 June 2021

Original unaudited budget 2021 \$ '000		Notes	Actual 2021 \$ '000	Actual 2020 \$ '000
	<b>Income from continuing operations</b>			
6,179	Rates and annual charges	B2-1	6,161	5,983
787	User charges and fees	B2-2	564	1,117
395	Other revenue	B2-3	419	262
6,027	Grants and contributions provided for operating purposes	B2-4	12,813	9,065
2,550	Grants and contributions provided for capital purposes	B2-4	3,709	390
310	Interest and investment income	B2-5	60	209
120	Other income	B2-6	116	144
<u>16,368</u>	<b>Total income from continuing operations</b>		<u>23,842</u>	<u>17,170</u>
	<b>Expenses from continuing operations</b>			
5,995	Employee benefits and on-costs	B3-1	5,742	5,534
4,558	Materials and services	B3-2	3,730	3,672
4	Borrowing costs	B3-3	7	15
3,818	Depreciation, amortisation and impairment for non-financial assets	B3-4	3,707	3,507
408	Other expenses	B3-5	359	277
-	Net losses from the disposal of assets	B4-1	574	937
<u>14,781</u>	<b>Total expenses from continuing operations</b>		<u>14,119</u>	<u>13,942</u>
<u>1,587</u>	<b>Operating result from continuing operations</b>		<u>9,723</u>	<u>3,228</u>
<u>1,587</u>	<b>Net operating result for the year attributable to Council</b>		<u>9,723</u>	<u>3,228</u>
	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>			
(828)			6,014	2,838

The above Income Statement should be read in conjunction with the accompanying notes.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 4 REVIEW OF COUNCIL'S 2020/2021 OPERATIONS

CONTINUED

Warren Shire Council | Statement of Cash Flows | For the year ended 30 June 2021

## Warren Shire Council

### Statement of Cash Flows

for the year ended 30 June 2021

Original unaudited budget 2021 \$ '000		Notes	Actual 2021 \$ '000	Actual 2020 \$ '000
<b>Cash flows from operating activities</b>				
<i>Receipts:</i>				
6,040	Rates and annual charges		6,186	5,828
950	User charges and fees		618	1,301
310	Investment and interest revenue received		69	212
8,575	Grants and contributions		13,367	12,492
-	Bonds, deposits and retention amounts received		94	140
1,420	Other		2,449	1,598
<i>Payments:</i>				
(5,995)	Employee benefits and on-costs		(5,948)	(5,452)
(3,858)	Materials and services		(3,700)	(2,843)
(4)	Borrowing costs		(4)	(9)
-	Bonds, deposits and retention amounts refunded		(101)	-
(2,040)	Other		(2,910)	(1,922)
5,598	<b>Net cash flows from operating activities</b>	G1-1a	<b>10,120</b>	<b>11,341</b>
<b>Cash flows from investing activities</b>				
<i>Receipts:</i>				
33	Sale of real estate assets		46	64
263	Sale of infrastructure, property, plant and equipment		231	63
7	Deferred debtors receipts		6	-
<i>Payments:</i>				
(10,113)	Purchase of infrastructure, property, plant and equipment		(17,307)	(9,377)
-	Deferred debtors and advances made		(12)	(19)
(9,810)	<b>Net cash flows from investing activities</b>		<b>(17,036)</b>	<b>(9,269)</b>
<b>Cash flows from financing activities</b>				
<i>Receipts:</i>				
4,000	Proceeds from borrowings		4,000	-
<i>Payments:</i>				
(97)	Repayment of borrowings		(96)	(92)
3,903	<b>Net cash flows from financing activities</b>		<b>3,904</b>	<b>(92)</b>
(309)	<b>Net change in cash and cash equivalents</b>		<b>(3,012)</b>	<b>1,980</b>
13,829	Cash and cash equivalents at beginning of year		<b>13,829</b>	<b>11,849</b>
13,520	<b>Cash and cash equivalents at end of year</b>	C1-1	<b>10,817</b>	<b>13,829</b>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.



# 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 5      SEPTEMBER 2021 BUDGET REVIEW

(A1-4.40)

## RECOMMENDATION

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

## PURPOSE

To advise Council and make any necessary amendments to the adopted 2021/2022 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 September 2021 Budget Review document (after deducting depreciation and transferring \$218,928 into the Infrastructure Improvement/Replacement Restricted Funds) covering the period 1<sup>st</sup> July 2021 to 30<sup>th</sup> September 2021.

The revenue budget variations of \$13,732,019 are broken down into categories below:

1. Rates & Annual Charges	(4,977)
2. User Charges & Other Revenues	78,070
3. Additional Grants & Contributions in 2021/22	6,352,145
4. Sale of Assets	192,881
5. Transfer From Restricted Funds	3,386,592
6. Unexpended Grants from 2020/21	3,727,308
<b>Total Revenue Adjustments</b>	<b>13,732,019</b>

1. A decrease in rates & annual charges of \$4,977,
2. An increase in user charges and other revenue of \$78,070, mainly attributable to the payment of Energy Saving Certificates from the NCBA (Streetlighting) of \$72,786,

# 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 28<sup>th</sup> October 2021

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### ITEM 5 SEPTEMBER 2021 BUDGET REVIEW

CONTINUED

3. An increase in Grants and Contributions of \$6,352,145 made up of the following;
  - a. Increase in Financial Assistance Grant of \$219,083 reported to the September 2021 Council Meeting,
  - b. Environment & Water Alliance Grant for Tiger Bay walkway of \$4,545,
  - c. Balance of NSW Environmental Trust Grant - Ewenmar Waste Depot grant of \$15,566,
  - d. Library - Community Builders Grant of \$2,500,
  - e. Balance of SCCF R4 – Splash Park of \$5,763,
  - f. Balance of Regional Sports Equestrian Infrastructure Grant of \$100,000,
  - g. Local Road & Community Infrastructure Grant R2 of \$507,734,
  - h. Part of Local Road & Community Infrastructure Grant R3 of \$123,840,
  - i. Fixing Local Roads Grant R3 of \$1,894,722,
  - j. Reduction in TfNSW Regional Roads 2021/22 Block Grant of (\$15,000),
  - k. Balance of TfNSW Regional Roads 2020/21 Repair Grant of \$28,386,
  - l. TfNSW Regional Roads Repair Grant of \$400,000,
  - m. Balance of DPIE – Airport Upgrade Grant of \$125,741,
  - n. Balance of Drought Communities Program Grant of \$100,000,
  - o. Balance of Murray Darling Basin Economic Development Program R1 of \$800,000,
  - p. Murray Darling Basin Economic Development Program R3 of \$1,500,000,
  - q. Balance of DPIE Groundwater Grant of \$277,545 and
  - r. Balance of Restart NSW Treatment Works Upgrade Grant of \$262,207.
4. Sale of Assets - 39 Garden Avenue Dwelling of \$192,881.

The summarised September 2021 Budget Review document included in this report has a brief explanation in the “Comments on Adjustment” column of the reason for a required variation to the adopted 2021/2022 Operational Plan & Estimates.

Should any Councillor require further explanation on anything in the document prior to the Council Meeting, please contact the Divisional Manager of Finance & Administration.

#### FINANCIAL AND RESOURCE IMPLICATIONS

Nil

#### LEGAL IMPLICATIONS

N/A

#### RISK IMPLICATIONS

N/A

#### STAKEHOLDER CONSULTATION

N/A

#### OPTIONS

N/A

#### CONCLUSION

The September 2021 Budget Review is to provide Council and the Community with an update on the progress of the adopted 2021/2022 Operational Plan incorporating any variances to the original document as required.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 5      SEPTEMBER 2021 BUDGET REVIEW

CONTINUED

## 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. September 2021 Budget Document itemised.

Warren Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/2021 to 30/09/2021


### Report by Responsible Accounting Officer

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

**30 September 2021**

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 30/09/2021 indicates that Council's projected financial position at 30/6/2022 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:

15/10/2021

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 Chambers, Warren on Thursday 28<sup>th</sup> October 2021

ITEM 5 SEPTEMBER 2021 BUDGET REVIEW

CONTINUED

### FINANCIAL AND RESOURCE IMPLICATIONS

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/07/2021 to 30/09/2021

### Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2021

### Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2021/2022	Carry Forwards	Revised Budget 2021/2022	Variations for this Sep Qtr	Projected Year End Result	Actual YTD figures
<b>Income</b>						
General Purpose Revenues	(8,189)	0	(8,189)	(220)	(8,409)	(7,155)
Administration	(212)	0	(212)	(2)	(214)	(71)
Public Order & Safety	(43)	0	(43)	0	(43)	(2)
Health	0	0	0	0	0	0
Environment	(367)	(140)	(507)	(20)	(527)	(496)
Community Services & Education	(93)	0	(93)	(2)	(95)	(22)
Housing & Community Amenities	(167)	(37)	(204)	(75)	(279)	(149)
Recreation & Culture	(301)	(1,680)	(1,981)	(107)	(2,088)	(1,623)
Manufacturing & Construction	(5)	0	(5)	0	(5)	0
Transport & Communication	(4,723)	(833)	(5,556)	(2,576)	(8,132)	(1,547)
Economic Affairs	(345)	(1,520)	(1,865)	(2,406)	(4,271)	(2,888)
Water Supplies	(891)	0	(891)	(275)	(1,166)	(551)
Sewer Supplies	(591)	0	(591)	(260)	(851)	(538)
<b>Total Income from Continuing Operations</b>	<b>(15,927)</b>	<b>(4,210)</b>	<b>(20,137)</b>	<b>(5,943)</b>	<b>(26,080)</b>	<b>(15,042)</b>
<b>Expenses</b>						
Governance	717	0	717	1	718	192
Administration	3,095	0	3,095	22	3,117	619
Public Order & Safety	395	0	395	(56)	339	80
Health	239	0	239	60	299	86
Environment	911	0	911	19	930	146
Community Services & Education	108	0	108	6	114	20
Housing & Community Amenities	289	0	289	0	289	48
Recreation & Culture	1,911	0	1,911	75	1,986	416
Manufacturing & Construction	11	0	11	0	11	9
Transport & Communication	4,676	0	4,676	119	4,795	857
Economic Affairs	792	0	792	1,110	1,902	154
Water Supplies	1,107	0	1,107	(28)	1,079	170
Sewer Supplies	816	0	816	(35)	781	79
<b>Total Expenses from Continuing Operations</b>	<b>15,067</b>	<b>0</b>	<b>15,067</b>	<b>1,293</b>	<b>16,360</b>	<b>2,876</b>
<b>Net Operating Result from All Operations</b>	<b>(860)</b>	<b>(4,210)</b>	<b>(5,070)</b>	<b>(4,650)</b>	<b>(9,720)</b>	<b>(12,166)</b>

# 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 5 SEPTEMBER 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement  
for the period 01/07/2021 to 30/09/2021

## Capital Budget Review Statement

Budget review for the quarter ended 30 September 2021

### Capital Budget - Council Consolidated

(\$000's)	Original Budget 2021/2022	Carry Forwards	Revised Budget 2021/2022	Variations for this Sep Qtr	Projected Year End Result	Actual YTD figures
<b>Capital Expenditure</b>						
New Assets						
- Plant & Equipment	0	0	0	0	0	0
- Land & Buildings	0	0	0	0	0	0
- Other	0	0	0	0	0	0
Renewal Assets (Replacement)						
- Plant & Equipment	1,015	1,148	2,163	0	2,163	199
- Office Equipment	23	0	23	0	23	0
- Land & Buildings	0	315	315	0	315	13
- Roads, Bridges, Footpaths	4,030	619	4,649	2,898	7,547	275
- Other Structures	96	3,451	3,547	1,500	5,047	324
Loan Repayments (Principal)	134	0	134	21	155	0
Water Supply Capital Works	0	1,085	1,085	17	1,102	202
Sewerage Fund Capital Works	200	1,383	1,583	0	1,583	736
<b>Total Capital Expenditure</b>	<b>5,498</b>	<b>8,001</b>	<b>13,499</b>	<b>4,436</b>	<b>17,935</b>	<b>1,749</b>
<b>Capital Funding</b>						
Rates & Other Untied Funding	(1,154)	0	(1,154)	(27)	(1,181)	0
Capital Grants & Contributions	(3,981)	(3,727)	(7,708)	(4,409)	(12,117)	(68)
Reserves:						
- External Resrtrictions/Reserves	0	(484)	(484)	0	(484)	(1,245)
- Internal Restrictions/Reserves	0	(3,597)	(3,597)	0	(3,597)	(212)
New Loans	0	0	0	0	0	0
Receipts from Sale of Assets						
- Plant & Equipment	(363)	0	(363)	0	(363)	(31)
- Land & Buildings	0	(193)	(193)	0	(193)	(193)
<b>Total Capital Funding</b>	<b>(5,498)</b>	<b>(8,001)</b>	<b>(13,499)</b>	<b>(4,436)</b>	<b>(17,935)</b>	<b>(1,749)</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>

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
 Council Community Room on Thursday, 28th October 2021

**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
- RO      Roads Overseer
- GR      Gravel Resheet
- BRL     Bitumen Reseal Local Road
- BRR     Bitumen Reseal Regional Road

**ROADS M&R (Maintenance and Repair) BUDGET AS AT 12th October 2021**

ACCOUNT	BUDGET	EXPENDITURE
Urban Sealed Roads	55,872	20,036
Urban Unsealed Roads	26,726	1,498
Rural Sealed Roads	370,872	165,865
Rural Unsealed Roads	1,030,200	280,495*
Regional Sealed Roads	673,699	334,078*
Regional Unsealed Roads	103,292	11,863
*Includes over \$360,000 of emergency flood damage works that are expected to be reimbursed in the near future.		

**MAINTENANCE**

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	Carinda Road	Shoulder Grading (Flood Damage)	40km
Grader Crew 2 (Three-man crew)	Collie- Trangie Road	Rehabilitation	On Hold (Too Wet)

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 3 (Three-man crew)	Gibson's Way	Shoulder Grading (Flood Damage)	12km
Grader Crew 3 (Three-man crew)	Carinda Road	Shoulder Grading (Flood Damage)	40km
Grader Crew 4 (Three-man crew)	Gradery Lane	Maintenance Grading (Flood Damage)	10km

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline	Carinda Road	Patching		
	Bullagreen Road	Patching		
	Warren Road	Patching		
	Wambianna Road	Patching		
	Buckinguy Road	Patching		
	Old Warren Road	Patching		
	Tottenham Road	Patching		
Construction Maintenance Team	Marra Road	Patching		
	Ellengerah Road	Patching		
	Collie – Trangie Road	Patching		
	Marthaguy Road	Patching		
	Booka Road	Patching		
	Buckinguy Road	Patching		
	Warren Streets	Patching		

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

**UPCOMING WORKS**

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (three-man crew)	Ellerslie Road (October)	Maintenance Grade
Grader Crew 2 (three-man crew)	Ellengerah Road (October/November)	Rehabilitation
Grader Crew 3 (three-man crew)	Gibson's Way (October)	Maintenance Grade
Grader Crew 3 (three-man crew)	Booka Road (November)	Maintenance Grade
Grader Crew 3 (three-man crew)	Mannix Road (November)	Maintenance Grade
Grader Crew 3 (three-man crew)	Catons Road (December)	Maintenance Grade
Grader Crew 3 (three -man crew)	Catons Road (December)	Maintenance Grade
Grader Crew 4 (three -man crew)	Gradery Lane (October)	Maintenance Grade
Grader Crew 4 (three -man crew)	Duffity Lane (October)	Maintenance Grade
Grader Crew 4 (three -man crew)	Ellerslie Road (November)	Maintenance Grade
TBA	Wilson Street (November)	Maintenance Grade and Gravel Improvement
TBA	Thomas Sullivan Crescent (November)	Maintenance Grade and Gravel Improvement
TBA	Carter Oval Access and Road (December)	Construction



**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
<b>Capital Works Gravel Resheets</b>				
Nil				
<b>Capital Works Bitumen Reseals (Rural Sealed Roads) Budget \$600,258 (Funded through Roads to Recovery)</b>				
Ellengerah Road Segment 02	72,000	Nil	RIM	10mm bitumen reseal.
Ellengerah Road Segment 06	72,000	Nil	RIM	10mm bitumen reseal
Thornton Road Segment 00	140,518	Nil	RIM	20/10mm bitumen reseal
Nevertire-Bogan Road Segment 34	70,000	Nil	RIM	10mm bitumen reseal
Buckiinguy Road Segment 00 and Segment 02	108,840	Nil	RIM	10mm bitumen reseal
Rifle Range Road Segment 00	66,900	Nil	RIM	10mm bitumen reseal
Old Warren Road Segment 18	70,000	Nil	RIM	10mm bitumen reseal
<b>Capital Works Bitumen Reseals (Regional Roads) Budget \$254,114</b>				
Carinda Road Part Segment 2	53,928	Nil	RIM	1.07km 14/7mm Seal
Carinda Road Segment 4	100,800	Nil	RIM	2km 14/7mm Seal
Carinda Road Segment 58	99,386	Nil	RIM	2km 10mm and 20/10mm Seal
<b>Capital Works Bitumen Reseals (Town Streets) Budget \$55,000(Funded through Roads to Recovery)</b>				
Hilton Lane	10,700	Nil	RIM	535m to apply a 10mm Seal
Hale Street	6,800	Nil	RIM	170m to apply a 10mm Seal
Orchard Street	21,500	Nil	RIM	336m to apply a 10mm Seal
Bundemar Street	16,000	Nil	RIM	200m to apply a 10mm Seal

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Project	Budget	Expend	Resp	Comment
<b>Capital Works In Progress</b>				
Ellengerah Road Construction Project Segments 22, Segment 24 and Segment 26	1,719,813	337,883	DMES/ RIM	Fixing Local Roads Round 2 (\$698,771), Council Contribution (\$174,693) Sub Total: \$873,464 Local Roads and Community Infrastructure Program Phase 2 (\$211,587), Fixing Local Roads Round 3 (\$634,762).
Old Warren Road Segments 26 & 28 Construction	1,679,947	13,843	DMES/ RIM	Fixing Local Roads Program Round 3 (\$1,259,960), Local Roads and Community Infrastructure Program Phase 2 (\$296,147), Local Roads and Community Infrastructure Program Phase 3 (\$123,840).
Unspent 2020/21 Repair Grant Rehabilitation Collie-Trangie Road Regional Road No.347. Segment 14 Existing Asset Upgrade.	239,066	239,066	DMES/ RIM	This project is in progress. The preliminary analysis works, survey, geotechnical, hydraulic analysis, REF and preliminary design, have all been partially completed. The three culverts within Segment 14 have all been replaced. Approximately 1km or half of the Segment has had enough of the shoulder, earth and pavement works completed to enable the application of a bitumen prime. The working conditions because of the continual wet weather were atrocious. Because of the wet conditions immediately after the application of the bitumen prime on the first kilometre the team discontinued working at the site. Work at this site will recommence as soon as the site conditions and weather pattern permits. The recommendation is expected to be late November 2021.
2021/2022 REPAIR Program – Regional Road 347 (Collie –	800,000	Nil	DMES/ RIM	Project Total: \$800,000 made up of as follows: REPAIR Program Transport for NSW Contribution

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Project	Budget	Expend	Resp	Comment
Trangie Road) – Segment 16 – clearing of roadside vegetation, replacement of existing culvert, widening of road formation, upgrade of existing pavement material and application of a heavy bitumen prime surface 8m wide. Existing Asset Upgrade.				\$400,000 and 2021/2022 Regional Roads Block Grant \$400,000. Project funding now available and works to be programmed. Due to commence early 2022.
<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 (No current budget)	Nil	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>“shovel ready”</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 (No current budget)	Nil	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>“shovel ready”</b> .

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Project	Budget	Expend	Resp	Comment
<b>Planned Future Capital Works Continued</b>				
Rehabilitation Warren Road Regional Road.  This Project is Relevant to the 2016/17 Fixing Country Roads Grant Application and the 2020/21 ROSI Grant.  Existing Asset Upgrade.	1,679,000	Nil	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 Council 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 2021/2022 Estimates.  Council has resolved to make representations to the Local Member Mark Coulton and Transport for NSW Western Manager on this matter.
<b>Grant Applications</b>				
Federal Road Safety (NSW) Program- School Zone Infrastructure Sub-Program Round 2 (Tranche 2 and Tranche 3)	9,193	N/A	RIM	Remarking of school zone 40km/h patches, Dragons Teeth, etc <b>Successful.</b>

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Project	Budget	Expend	Resp	Comment
<b>Grant Applications Continued</b>				
Fixing Local Roads Program (FLRP) Round 3 – Bitumen Reseal Program on Priority Local Roads	1,333,000	N/A	RIM	Project Total: \$1,333,000 made up of as follows: FLRP Round 3 \$1,000,000 and Roads to Recovery Bitumen Reseal Program \$333,000. <b>Unsuccessful.</b>
Fixing Local Roads Program (FLRP) Round 3 – Nevertire – Bogan Road Segment 4 and Segment 6 Rehabilitation	1,727,243	N/A	DMES	Project Total: \$1,727,243 made up of as follows: FLRP Round 3 \$1,295,432 and Local Roads and Community Infrastructure Program \$431,811. <b>Unsuccessful.</b>
Fixing Local Roads Program (FLRP) Round 3 – Gravel Resheeting Program on Priority Local Roads	1,333,000	N/A	DMES	Project Total: \$1,333,000 made up of as follows: FLRP Round 3 \$1,000,000 and Roads to Recovery Bitumen Reseal Program \$322,258 AND Other Unallocated \$10,742. <b>Unsuccessful.</b>
Fixing Local Roads Program (FLRP) Round 3 – Tyrie Road Construction	621,234	N/A	DMES	Project Total: \$621,234 made up of as follows: FLRP Round 3 \$465,926 and Local Roads and Community Infrastructure Program \$115,308 and Council Allocation \$40,000. <b>Unsuccessful.</b>
Fixing Local Roads Program (FLRP) Round 3 – Upgrading Gradgery Lane Bridges	2,177,001	N/A	DMES	Project Total: \$2,177,001 made up of as follows: FLRP Round 3 \$1,632,751 and Local Roads and Community Infrastructure Program \$544,250. <b>Unsuccessful.</b>

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Project	Budget	Expend	Resp	Comment
<b>Grant Applications Continued</b>				
Fixing Local Roads Program (FLRP) Round 3 – Gibson Way Road Construction	1,691,389	N/A	DMES	Project Total: \$1,691,389 made up of as follows: FLRP Round 3 \$1,268,542 and Local Roads and Community Infrastructure Program \$422,847. <b>Unsuccessful.</b>

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TRAFFIC CLASSIFIER REPORT		Warren Rd No.7515			
Location		Segment 04			
Period of Operation (Days)		31	7/09/2021 to		8/10/2021
Total count both directions		3700			
AADT (vehicles per day)		119			
Percent of commercial vehicles		26.11%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1935	52.3	151.00	114.30
Non Articulated	3-5	799	21.6	152.20	118.98
Articulated	6-10	532	14.4	127.60	106.02
B-Double/Road Train	11-12	434	11.7	114.50	103.68
<b>Total</b>	<b>1-12</b>	<b>3700</b>	<b>100</b>	<b>152.20</b>	
Average percentile across classes			<b>110.75</b>	Km/H	

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TRAFFIC CLASSIFIER REPORT		Marthaguy Rd No. 202			
Location		Segment 10			
Period of Operation (Days)		31	7/09/2021 to		8/10/2021
Total count both directions		4714			
AADT (vehicles per day)		152			
Percent of commercial vehicles		6.68%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	4058	86.1	148.70	110.34
Non Articulated	3-5	341	7.2	125.00	103.16
Articulated	6-10	259	5.5	105.50	94.32
B-Double/Road Train	11-12	56	1.2	96.40	91.68
<b>Total</b>	<b>1-12</b>	<b>4714</b>	<b>100</b>	<b>148.70</b>	
Average percentile across classes			<b>99.88</b>	Km/H	



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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Thornton Road No.53</b>			
<b>Location</b>		Segment 00			
<b>Period of Operation (Days)</b>	<b>38</b>	3/09/2021 to		11/10/2021	
<b>Total count both directions</b>	956				
<b>AADT (vehicles per day)</b>	25				
<b>Percent of commercial vehicles</b>	6.28%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	757	79.2	142.90	94.73
Non Articulated	3-5	139	14.5	118.40	95.76
Articulated	6-10	60	6.3	86.00	73.75
B-Double/Road Train	11-12	0	0.0	0.00	0.00
<b>Total</b>	<b>1-12</b>	<b>956</b>	<b>100</b>	<b>142.90</b>	
Average percentile across classes			<b>66.06</b>	Km/H	

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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Collie Rd No. 37</b>			
<b>Location</b>		Segment 04			
<b>Period of Operation (Days)</b>	<b>36</b>	2/09/2021 to		8/10/2021	
<b>Total count both directions</b>	2038				
<b>AADT (vehicles per day)</b>	57				
<b>Percent of commercial vehicles</b>	13.44%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	505	24.8	137.80	106.94
Non Articulated	3-5	1259	61.8	152.00	110.34
Articulated	6-10	264	13.0	122.90	90.05
B-Double/Road Train	11-12	10	0.5	68.30	63.89
<b>Total</b>	<b>1-12</b>	<b>2038</b>	<b>100</b>	<b>152.00</b>	
Average percentile across classes			<b>92.81</b>	Km/H	

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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Bullagreen Lane No.27</b>			
<b>Location</b>		Segment 30			
<b>Period of Operation (Days)</b>	36	2/09/2021 to		8/10/2021	
<b>Total count both directions</b>	939				
<b>AADT (vehicles per day)</b>	26				
<b>Percent of commercial vehicles</b>	14.80%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	626	66.7	120.00	96.47
Non Articulated	3-5	174	18.5	135.30	97.47
Articulated	6-10	62	6.6	103.00	77.62
B-Double/Road Train	11-12	77	8.2	69.30	63.95
<b>Total</b>	<b>1-12</b>	<b>939</b>	<b>100</b>	<b>135.30</b>	
Average percentile across classes			83.88	Km/H	

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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Old Warren Rd No.65</b>			
<b>Location</b>		Segment 18			
<b>Period of Operation (Days)</b>	31	7/09/2021 to		8/10/2021	
<b>Total count both directions</b>	1653				
<b>AADT (vehicles per day)</b>	53				
<b>Percent of commercial vehicles</b>	7.80%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1365	82.6	155.40	117.56
Non Articulated	3-5	159	9.6	140.50	115.56
Articulated	6-10	114	6.9	120.30	99.72
B-Double/Road Train	11-12	15	0.9	100.80	95.94
<b>Total</b>	<b>1-12</b>	<b>1653</b>	<b>100</b>	<b>155.40</b>	
Average percentile across classes			<b>107.20</b>	Km/H	

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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Industrial Access Rd No.91</b>			
<b>Location</b>		Segment 02 near cotton gin			
<b>Period of Operation (Days)</b>	39	2/09/2021 to		11/10/2021	
<b>Total count both directions</b>	15456				
<b>AADT (vehicles per day)</b>	396				
<b>Percent of commercial vehicles</b>	13.28%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	11970	77.4	157.70	73.62
Non Articulated	3-5	1434	9.3	157.10	76.86
Articulated	6-10	1282	8.3	156.20	69.04
B-Double/Road Train	11-12	770	5.0	108.40	66.24
<b>Total</b>	<b>1-12</b>	<b>15456</b>	<b>100</b>	<b>157.70</b>	
Average percentile across classes			71.44	Km/H	

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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Collie-Trangie Rd No.347</b>			
<b>Location</b>		Segment 20			
<b>Period of Operation (Days)</b>	36	2/09/2021 to		8/10/2021	
<b>Total count both directions</b>	3870				
<b>AADT (vehicles per day)</b>	108				
<b>Percent of commercial vehicles</b>	20.72%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	2321	60.0	127.80	88.56
Non Articulated	3-5	747	19.3	123.70	93.06
Articulated	6-10	485	12.5	104.60	71.48
B-Double/Road Train	11-12	317	8.2	73.30	60.89
<b>Total</b>	1-12	3870	100	127.80	
Average percentile across classes			<b>78.50</b>	Km/H	

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(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.

**ACRONYMS**

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

**TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET AS AT 12<sup>th</sup> October 2021**

Project	Budget	Expend	Resp	Comment
<b>General</b>				
Warren Lawn Cemetery Stage 3. 3330-4120-0100  C/Over \$76,894 2021/2022 \$60,000	136,894	67,073	MHD / TSM	Upgrade drainage along western side and installation of drainage along eastern side.  Extension of river water main for future lawn cemetery expansion. Project awarded. Work will be finalised later this year.  Developing Cemetery Master Plan for future lawn cemetery expansion.

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Project	Budget	Expend	Resp	Comment
Warren Lawn Cemetery Installation of Toilet 3360-4050-0035 (Drought Communities Extension Program)	67,639	52,930	MHD / TSM	Supply of "Access toilet" was listed on VendorPanel 8 <sup>th</sup> January 2021 and closed 18 <sup>th</sup> January 2021. Awarded to Modus Australia.  Pathways and gardens complete.  Installation of on-site sewer management system complete.  Toilet Complete and open to the public.
Showground/ Racecourse Access Road			TSM/RIM	Gravel Resheet access road at the Warren Showground/ Racecourse.
<b>Water Supplies</b>				
Nevertire Reservoir Refurbishment 4580-4320-0005	668,783	564,103	TSM	Tender closed 16 <sup>th</sup> April 2021. Evaluation complete.  Tender awarded to RMP Abrasive Blasting.  Roof structure has been removed. Internal abrasive blasting commenced.  External spot priming, intermediate and first topcoats applied.  Internal blasting and coating is 90% complete. Waiting on the roof to be delivered and installed.



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Project	Budget	Expend	Resp	Comment
Oxley Park River Water Pumping Station 4580-4320-0015	138,720	47,935	TSM	<p>Carry out modification of the pipe work and pumps at the Oxley Park River Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and replacement of the pumps together with an appropriate screening structure.</p> <p>Ryan Mason Engineering to carry out the fabrication and installation works.</p> <p>New pump casing has been fabricated and are at Newcastle for galvanising.</p> <p>New Pumps have arrived.</p> <p>Subject to weather and the river height, the works should be complete late 2021.</p>
Water Extraction Meter Compliance 4580-4320-0003	17,000	Nil	TSM	<p>Installation of telemetry to all water extraction points meters to comply with Water NSW requirements.</p>

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Project	Budget	Expend	Resp	Comment
<b>Sewerage Services</b>				
<p>Works to Gunningbar Estate, and Nevertire Sewerage Pumping Stations.</p> <p>5580-4320-4010 5580-4320-4100</p>	218,182	218,182 (Committed)	TSM	<p>Replacement of pumps, starters and miscellaneous items to improve reliability.</p> <p>Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry at Gunningba Estate and Nevertire Sewerage Pumping Stations as well as minor electrical and telemetry works at Thornton Ave, Wilson St and Garden Ave pumping stations.</p> <p>New control cabinets being manufactured.</p>
<p>CCTV and Smoke Testing of Sewer at Warren and Nevertire</p> <p>5580-4320-0002</p>	200,000	Nil	TSM	<p>Quotation documents under development.</p>

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Project	Budget	Expend	Resp	Comment
<b>Grant Applications</b>				
Warren Levee Bank Rehabilitation	6,000,000	Nil	DMES / TSM	<ol style="list-style-type: none"> <li>1. Funding currently being pursued for repairs to the reported section of the Warren levee.</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 if possible.</li> <li>4. Local contractors have been liaised with regarding the methods of repair. Fresh applications have been submitted to the Federal Government Department of Home Affairs, waiting on confirmation of success or not.</li> </ol>
Tiger Bay Wetlands Effluent Reuse Scheme for Drought Protection. (Priority 1 of 3)	504,000	Nil	TSM	Installation of Ultraviolet (UV) Disinfection System and pipeline between New Sewerage Treatment Plant and construction of a Reed Bed at Tiger Bay Wetlands to ensure water supply to wetlands under the Murray-Darling Healthy Rivers Program – Large Grants.
Stormwater Quality Improvement for Warren (Priority 3 of 3)	1,720,000	Nil	TSM	Installation of 25 Stormwater Quality Improvement Device's (SQIDS) at stormwater locations that discharge directly into the Macquarie River and Gunningbar Creek under the Murray- Darling Healthy Rivers Program – Large Grants.

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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 Ellengerah River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2022/2023

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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. Construct a 10m high tank stand to support two, 25,000 litre water tanks at the Pioneer tank location. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the elevated tanks.	
Collie chlorine dosing	Install new gaseous chlorination system at the Pioneer water tank location.	
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.	
Replacement of Telemetry System	Replacement of the water and sewerage telemetry system and Firmware upgrade of the Clearwater SCADA.	

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**ITEM 2                      WORKS PROGRESS REPORTS – TOWN SERVICES                      CONTINUED**

Account	Budget	Expenditure
Water Fund Maintenance and Repair	642,539	175,649
4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003		
Sewer Fund Maintenance and Repair	362,206	56,371
5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

**Water and Sewer Works**

<p>Water meter readings.  Daily water quality testing.  Sewerage Treatment Plant Daily Operations.  Preparation work for roundabout works.  Water main repair (1) in Narromine St 100mm PVC (Nevertire)  Hydrant flushing in Warren.  Carried out ongoing sewerage sample collection for COVID Testing.  Refit the chain storage box on the winch at Thornton pump station  Sewer choke at 8 Gillendoon street  Sewer choke at 1 Johns avenue  Service leak at Trangie street  Service leak at Bogan road  Valve work at Nevertire reservoir</p>	<p>Leaking meter at 4 Myra street  Leaking meter at 185 Dubbo street  Water leak at Lions park main valve for irrigation  Water main leak Boston St 150mm AC  Water main repair (3) in Clyde St 150mm PVC (Nevertire)  Mains flushing (Warren).  Major excavation and repair works carried out on the river water mains under the roundabout  Excavate holes in preparation for the installation of valves on the 10" river main  Water leak (service) in 9 Lawson St (River water)  Water leak in Chester St (service leak river water)  Water leaks (3) in Trangie St  Water leak at Chester street service leak</p>
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Warren Sewerage Treatment Works in Flow		Sewerage Year – 1st June to 31st May		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
June 2021	911	661	14.25	14.25
July 2021	1254	441	13.67	27.92
August 2021	776	393	12.19	40.11
September 2021	1337	471	14.13	54.24

**Rainfall in Warren for the month of September 2021: 76.4mm**

**Rainfall in Warren for year 2021-22: 174.2mm**

# WARREN SHIRE COUNCIL

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ITEM 2      WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

## Bulk Water Reading per Quarter

WATER SOURCE	FIRST QUARTER READING 1/07/20 - 31/09/20	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/20 - 31/12/20	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/21 - 31/03/21	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/21 - 30/06/21	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
<b>Warren Bores</b>										
Bore 1 (Bore Flat) Lic. 80AL703155	0.45	0.45	0.00	0.45	0.00	0.45	0.00	0.45		
Bore 2 (Ellengerah) Unlicensed	62.90	62.90	6.18	69.08	0.00	69.08	0.00	69.08		
	<b>63.35</b>	<b>63.35</b>	<b>6.18</b>	<b>69.53</b>	<b>0.00</b>	<b>69.53</b>	<b>0.00</b>	<b>69.53</b>	<b>9.93%</b>	700
<b>Warren River</b>										
Oxley Park Lic. 80AL700017	7.99	7.99	0.00	7.99	0.00	7.99	0.00	7.99		
Ellengerah Rd Lic. 80AL700017	11.68	11.68	2.78	14.46	0.00	14.46	0.00	14.46		
	<b>19.67</b>	<b>19.67</b>	<b>2.78</b>	<b>22.45</b>	<b>0.00</b>	<b>22.45</b>	<b>0.00</b>	<b>22.45</b>	<b>2.99%</b>	750
<b>Showground (Racetrack)</b> Lic. 80AL700645	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	234.2
<b>Nevertire Bore</b> Lic. 80AL703158	<b>11.04</b>	<b>11.04</b>	<b>0.55</b>	<b>11.58</b>	<b>0.00</b>	<b>11.58</b>	<b>0.00</b>	<b>11.58</b>	<b>28.96%</b>	40
<b>Collie Bore</b> Unlicensed	<b>0.78</b>	<b>0.78</b>	<b>0.11</b>	<b>0.90</b>	<b>0.00</b>	<b>0.90</b>	<b>0.00</b>	<b>0.90</b>	<b>3.58%</b>	25
<b>Macquarie Park</b> 80AL700996	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	14.2

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**CONTINUED**

**Parks and Gardens – Routine Works**

Due to the upgraded Covid-19 restrictions and heightened concerns, disinfection of playground equipment commenced again and will continue until the restrictions have been completely lifted.

Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	762,488	265,071
0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		

The maintenance mowing and weeding of the Parks and Gardens is carried out on a 2-week rotating cycle with the following areas generally grouped together.

Site or location	Works carried out
<b>Week One and Three</b>	
Macquarie Park	Mown, whipper snipped and weeding
Victoria Park	Mown, whipper snipped and weeding
Ravenswood Park	Mown, whipper snipped and weeding
Oxley Park	Mown, whipper snipped and weeding
Ebert Park	Mown, whipper snipped and weeding
Gillendoon St	Mown, whipper snipped and weeding
Orchard Street levee	Mown, whipper snipped and weeding
Bob Christian Reserve	Mown, whipper snipped and weeding
Lawson St Levee	Mown, whipper snipped and weeding
Family Health Centre	Mown, whipper snipped and weeding
Collie Village	Mown, whipper snipped and weeding
<b>Week Two and Four</b>	
Saunders Park	Mown, whipper snipped and weeding
Skate Park	Mown, whipper snipped and weeding
Splash Park	Mown, whipper snipped and weeding
Lions Park	Mown, whipper snipped and weeding
Rotary Park	Mown, whipper snipped and weeding
Warren Lawn Cemetery	Mown, whipper snipped and weeding
Medium Strips	Mown, whipper snipped and weeding
Library	Mown, whipper snipped and weeding
Len Woolnough Levee	Mown, whipper snipped and weeding
Mary Stubbs Levee	Mown, whipper snipped and weeding
Boston St Levee	Mown, whipper snipped and weeding
Macquarie Drive Levee	Mown, whipper snipped and weeding
Nevertire Village	Mown, whipper snipped and weeding



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**ITEM 2**

**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

The Play Equipment at Macquarie and Ravenswood Parks are inspected, and sand pit areas are raked daily.

BBQ's at Macquarie Park, Oxley Park, Skate Park and Splash Park are cleaned twice a week.

The following locations are mown, whipper snipped and weeded as needed.

Bore Flat	Sewer Pumping Stations
Bore Flat Levee	Shire Housing
Carter Oval	Town Medians and approaches
Other Reserves	Water Pumping Stations and Reservoirs
Readford St Levee	Weed Spraying
WOW Centre	Tiger Bay Walking Track

**Event Preparations – September**

Erect marquees and assist with the return visit for second injection of the Covid-19 vaccination.

Pop-up Race Meeting at the Warren Showground racecourse 18 September 2021.

**Event Preparations – October**

No planned events to date.

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

**RECOMMENDATION**

That the information be received and noted.

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

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs</b>				
P2802	New Iseki Lawn Mower	Fit number plates and check machine for use.	0	1.5 hours
P14	432f Caterpillar Backhoe	Repair leak in main boom, new hydraulic hose made for aux hydraulics controls.	3 hours	2.5 hours
P14	432f Caterpillar Backhoe	Repair leak in aux female coupler new o ring fitted to bulkhead connector.	.5 hour	.5 hour
P25	770g John Deere Grader	Replaced hydraulic pump and fluids. All cylinders and hoses drained, follow up oil change after 1 day operation.	16 hours	16 hours
P61	Hino Tender Truck	Replaced x1 missing fan belt only one belt available at time of repair.	0	3.5 hours
P32	Mack Value liner Truck	Repositioned diesel tank. Was rubbing on spring bush grease nipple.	1 hour	1 hour
P32	Mack Value liner Truck	Repaired air leak to starter supply tank.	1 hour	1 hour
P10	Hamm Padfoot Roller	Replaced windscreen wiper front and rear.	0	1 hour
P10	Hamm Padfoot Roller	Check speaker function	0	.5 hour

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**CONTINUED**

<b>Plant Number</b>	<b>Description</b>	<b>Repairs</b>	<b>Plant Down Time</b>	<b>Repair Time (Man Hours)</b>
P25	John Deere 770g Grader	Check Grader articulation function, new angle sensor ordered.	1.5 hours	1.5 hours
P1042	Isuzu Water Truck 13,000ltr	Finalise Water bar changeover final testing and commissioning ready for use.	0	6 hours
P153	Fruehauf Tri Axle Water Tanker	Pre registration check, replaced clearance lights, check tyres, adjust brakes ready for HVIS Inspection.	4 hours	4 hours
P2080	Cw34 Caterpillar Pneumatic Roller (new)	Check radio operation, check air system code. Spoke to WesTrac tech to have a look at both concerns.	1.5 hours	1.5 hours
P1049	Isuzu Tender Truck.	Replace brake pads rear test operation all ok now	0 After work.	2 hours
P153	Fruehauf Tri Axle Water Tanker	HVIS Inspection	0	.5 hour
P73	John Berends 6-Foot Slasher	Replaced clutch plates w/shop adjusted still need to be filed adjusted.	0	1.5 hours
P3603	Toyota Hilux	50,000klm service done	2.5 hours	2.5 hours
P1168	JCB excavator	Check function of bucket quick hitch. Solenoid stuck and lines crushed. Repaired solenoid and opened up lines working now but slow.	2 hours	2 hours
P2800	Toro Timecutter Ride- on Mower	Repaired hole in tyre.	.5 hour	.5 hour
P32	Mack Valueliner	Chasing parts or replacement turntable after inspection and adjustments made.	3 hours	3 hours
P38	Lusty Triaxle Float Trailer	Put wheel and brake drum back onto machine after inspection and parts ordered.	2 hours	2 hours

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CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2141	6-Foot Superior Slasher	Remove and replace gearbox, repair or replace components in rear wheel assembly.	0	8 hours
P2380	Paveline Truck Isuzu	Remove and repair broken pivot arm on front arm assembly.	4 hours	4 hours
P738	Sthil Blower (cleaners)	Diagnose and repair no idle problem. Broken fuel line repaired.	1 hour	1 hour
P154	Haulmark Water Tanker	Repaired hydraulic lines new fittings added and lines shortened to cut out broken line.	3 hours	3 hours
P1047	ISUZU/ Schwarze Street Sweeper	Check brakes and other components looking for a squeak. Brake pads need replacing.	1 hour	1 hour
P153	Fruehauf Tri Axle Water Tanker	Check brakes and lights for a registration check. 4 clearance lights replaced brakes adjusted.	4 hours	4 hours
P2080	Cw34 Caterpillar Pneumatic Roller (new)	Check radio and air system for possible malfunction. Air ok WestTrac to fit new radio when time permits.	2 hours	2 hours
P3508	Toyota Prado	Adjust lights on bulbar, assist with navigation concerns.	1 hour	1 hour
P25	John Deere 770g Grader	Major 2000hour Service done.	0	10 hours
P61	Hino Tender Truck	270,000klm Service done.	0	3 hours
P61	Hino Tender Truck	Windows repaired front lh /rh side ok rear lh side ok.	0	3 hours

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Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P61	Hino Tender Truck	Fit 2 new alternator, a/c drive belts to machine check function all ok.	0	1 hour
P3504	Toyota Prado	Cleaning up vehicle ready for delivery to Ritchie Bros for sale 20-10-21.	0	4 hours
P3502	Toyota Prado	Cleaning of vehicle ready for delivery to Ritchie Bros for sale 20-10-21.	0	6 hours
P25	John Deere 770g Grader	Repairs to fan speed solenoid.	3 hours	3 hours
P2800	Toro Ride-on Mower	Repaired rear rh side tyre.	0	1 hour
P2141	6-Foot Superior Slasher	Replaced components in rear wheel assembly and made unit ready for use.	0	4 hours
P3504	Toyota Prado	Taken to Ritchie Bros auctions Dubbo for sale 20-10-21.	1.5 hours	1.5 hours
P3502	Toyota Fortuner	Taken to Ritchie Bros auctions Dubbo for sale 20-10-21.	1.5 hours	1.5 hours
P3611	Toyota Hilux	Replacement parts sought for repairs to tub.	1 hours	1 hours
P58	Hino Tender Truck	Prepared ready for clutch replacement.	0	2 hours
P2141	Superior Slasher	Repairs to latching pin. Pin replaced.	1.5 hours	1.5 hours
P1041	Isuzu Water Truck	Radiator replacement.	8 hours	8 hours
P32	Mack Valueliner	Replaced fuel filter secondary.	2 hours	3 hours

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CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Outside Work</b>				
P153	Water Tanker	Booking HVIS Inspection.		
P2801 P1089	Toro ride-on mowers	Organising parts manuals and parts for order not complete.		
WOW	Window on the Wetlands	Assist B. McQuillian welding up camera platforms.		
Workshop	Invoices/Paperwork			
P2120 P2121 P21	John Deere tractors x2 6140m and a 5083e	organised and order service parts for machines		
	Assist checking BBQ doors at Oxley Park	Builder tasked with replacing doors required assistance on how to remove doors.		
	Made contact with Tracserv about the Tender Trucks.	Not expected to be in Australia until Feb 2022		
	Finalised camera platform production for WOW area.			
	Measurements for replacement Gattic cover at pool.			
	Cleaning of workshop.			
	Organise repairs for Christmas lights.			

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CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs – Work to be Completed</b>				
P50	Isuzu Tipper Tar Truck	Fan on condenser for A/C need replacing.	1 hour	1 hour
P301	Sykes River Pump	Put back together new parts to be sourced and fit.	0	6 hours
P31	Nissan UD Truck	Add blue level sensor to be replaced or repaired.		3 hours
P1064	Isuzu Tender Truck	Condenser fans to be replaced.		1 hour
P58	Hino Tender Truck to be traded	Clutch to be replaced.		5 hours
P1047	ISUZU/ Schwarze Street Sweeper	Seals to be replaced inside brush motors.		
P50	Isuzu Tipper Tar Truck	Fan on condenser for a/c need replacing.	1 hour	1 hour
P301	Sykes River Pump	Put back together new parts to be sourced and fit.	0	6 hours
P31	Nissan UD truck	Add blue level sensor to be replaced or repaired.		3 hours
P61	HINO Tender Truck	Service due.		4 hours
P14	432f Caterpillar Backhoe	Leaking rams to be repaired, Power issue to be diagnosed.		
P1064	Isuzu Tender Truck	Condenser fans to be replaced.		1 hour
P58	Hino Tender Truck to be traded	Clutch to be replaced.		5 hours
P1047	ISUZU/ Schwarze Street Sweeper	Seals to be replaced in side brush motors.		
P15	Kioti Tractor	Clutch issue to be diagnosed and repaired.		
P90	Isuzu Truck	New spare wheel required old rim dented and tyre wont seal.		
P2140	6-Foot Superior Slasher	Repairs to wheel and gearbox required new pins required also.		
P25	John Deere 770g Grader	Major service due.		12 hours

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P43	Float Trailer	Brake pads need replacing.		8 hours

**ACRONYMS**

WC Workshop Coordinator  
TBD To be determined



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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**

Development Applications that have been received for approval for September 2021.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>	<b>RECEIVED</b>	<b>APPROVED</b>
P16-21.15	Lot 2 DP506077 29 Glen St	Erection of Shed Skillion and bathroom renovations	3/8/2021	7/9/2021
P16-21.17	Lot 101 DP804007 11Stafford St	Alterations and additions to industrial development	9/8/2021	22/9/2021
P16-21.20	Lot1 DP121754 265 Thornton Road, Cathundral	Installation of Swimming Pool Deck and Fencing	17/8/2021	2/9/2021

**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.

2020 Projects	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings 21 Deacon Drive and 8 Deacon Drive	88,000	23,854 Committed	MHD	Completed July 2020. New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021. Formal complaint lodged with Department of Fair-Trading 4th March 2021. Additional information provided 11th March 2021. A further report provided to Council in August 2021.
Warren Support Services (Previously Community Builders Grant (CB) and Early Intervention Placement Prevention (EIPP) Service Programs				
Outback Arts, Aboriginal Cultural Art, Ceramics and Mentoring March 2021	4,000	Nil	MHD	Event not complete. It was postponed due to unforeseen circumstances, will be completed by week 8 of the school term.
Early intervention Prevention Program (EIPP)	10,000	10,000	MHD	MOU with Warren Youth Support Group – Complete with successful employment engagement sessions.

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

<b>2021 Projects</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	304,242	12,890 Committed	MHD/TSM	Final design complete. Works program to be determined.
Wireless Scoreboard at Warren Sporting and Cultural Centre.	8,000	Nil	MHD	Also a grant application has been submitted to Building Stronger Communities Partnership.
Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants).	5,000	Nil	MHD/DMES	Works program to be determined.
Community Building Partnership Program Grant - Waterproof lockers and changeroom double sided seating for Warren War Memorial Swimming Pool.	16,031	Nil	MHD	Works program to be determined if grant successful.
Community Building Partnership Program Grant – Electronic Scoreboard	10,847	Nil	MHD	Works program to be determined if grant successful.
Targeted Early Intervention (TEI)	30,000	Nil	MHD	Warren Youth Support Group successful with their ongoing programs.
Music Wellbeing Program (Warren Central School)	5,000	Nil	MHD	Approved 21 <sup>st</sup> July 2021.
Purchase of new gym Equipment	9,720	6,950	MHD	Received and installed.
Roof anchor Points for Council owned buildings	25,000	Nil	MHD	Works program to be determined. Quotes received from Vendor Panel Market place. Assessment to be completed.

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

<b>2021 Projects</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
Electricity to Animal shelter	6,000	Nil	MHD	Easement to be created.
3 x Defibrillators	10,000	6,168	MHD	Ordered.
Swimming Pool CCTV	16,000	Nil	MHD	Discussion held with supplier on specification requirements.
Swimming Pool Double access gates	3,000	Nil	MHD	Works program to be determined.
Swimming Pool – shelving and concreting	5,000	Nil	MHD	Works program to be determined.

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**ITEM 3            PROPOSED ACQUISITION NOTICE - GUNNINGBAR STREET NEVERTIRE (R4-1.55)**

**RECOMMENDATION** that:

1. Council proceeds with the compulsory acquisition of the land described as Lot 362 DP1273205 which is bounded by the rear of the old Nevertire School, Gobabla Street and Belerenga Street, and
2. Lot 362 DP1273205 for the purpose of dedication of public road "Gunningbar Street" Nevertire in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991, and
3. Council makes an application to the Minister and the Governor for approval to acquire Lot 362 DP1273205 by compulsory process under section 177(2)(b) of the Roads Act 1993.

**PURPOSE**

The purpose of this report is to rectify several parcels of land within the Nevertire village that are currently landlocked.

**BACKGROUND**

Several parcels of land in Nevertire are deemed to be landlocked due to the frontage being Crown Land. As Crown Land now falls under Council control the owner of this land has approached Council to format a solution for this problem.

A report was presented to the Ordinary Meeting of Council on Thursday 23<sup>rd</sup> August 2018, with the following recommendation:

**MOVED** *Serdity/Derrett* that:

1. *The process of having a section of Crown Reserve being Lot 36 DP 755292 which is bounded by the rear of the old Nevertire School, Gobabla Street and Belerenga Street available for public usage (road reserve and residential development) be commenced,*
2. *Once the section of the Crown Reserve being Lot 36 DP 755292 is made available for public usage the section currently serving as a portion of Gunningbar Street west of Clyde Street be established as road reserve becoming part of Gunningbar Street,*
3. *Once the section of the Crown Reserve being Lot 36 DP 755292 is made available for public usage the declaration and usage/s of the remaining portion of the land be then resolved by the Council, and*
4. *The Owner of 9-13 Clyde Street Nevertire be advised of Council's intent.*

***Carried***  
**193.8.18**

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**ITEM 3                    PROPOSED ACQUISITION NOTICE - GUNNINGBAR STREET NEVERTIRE**

**CONTINUED**

**REPORT**

During past years on several occasions the owner and resident of the area previously referred to as the Nevertire Public School, has liaised with Council regarding the difficulty they have with their five (5) Lots 13-17, DP758766 and seeking legal access as the blocks are currently defined as landlocked.

The practical usage and saleability of these five blocks has been impossible for the landowner as no financial institute will look at lending money for the acquisition of any landlocked parcel of land. The reason for the landlocked status of the five parcel is that they are surrounded by a parcel deemed as being Crown Land.

As part of the original Proposed Acquisition Notice (PAN) application, the subdivision has been finalised and registered with Department of Lands. Lot 361 DP1273205 has had a successful Aboriginal Lands Claim granted.

A new PAN is required to dedicate Lot 362 DP1273205 as public road as the original PAN has now expired.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Survey and legal costs were incurred in the original PAN. There will be minor costs associated with the new PAN to have 326 DP1273205 dedicated as public road.

**LEGAL IMPLICATIONS**

Council must consider all those parties involved and part of the acquisition process including Native title.

**RISK IMPLICATIONS**

Nil.

**STAKEHOLDER CONSULTATION**

All stakeholders will be consulted with as required by the acquisition process.

**OPTIONS**

Council should proceed with the PAN application to rectify the landlocked issue.

**CONCLUSION**

Pursue the PAN to dedicate Lot 362 DP1273205 as public road.

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

5.2.2 Timely and accurate reporting for efficient management and accountability

**SUPPORTING INFORMATION**

Attachment A -

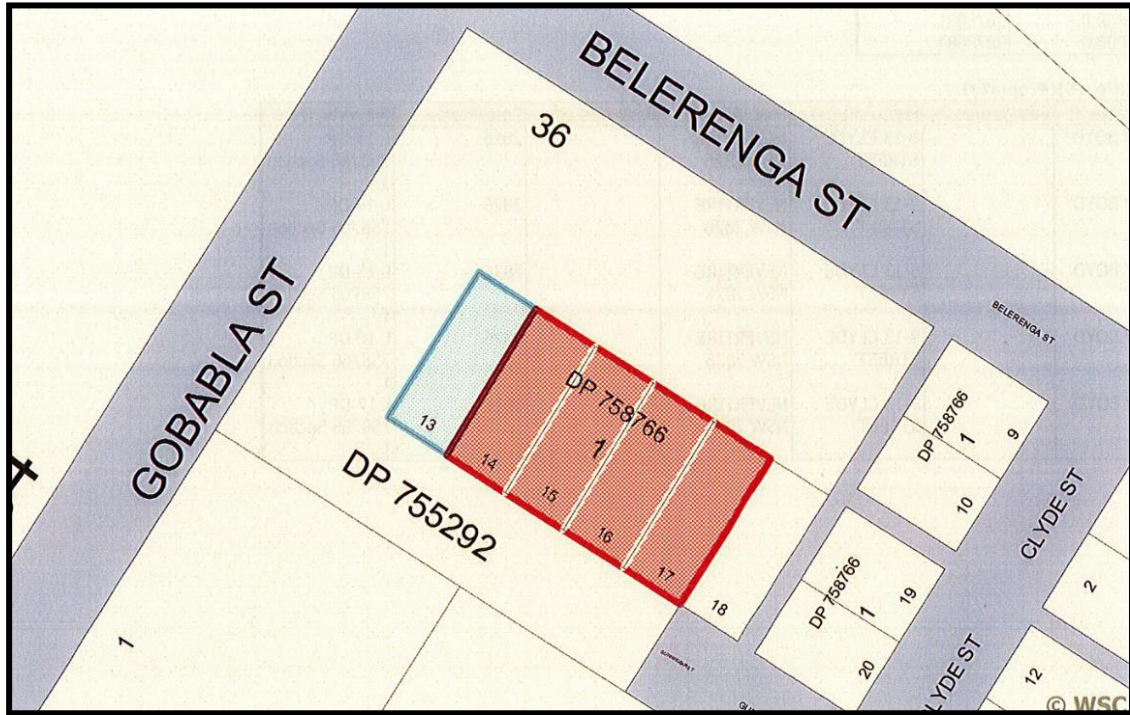
Attachment B - Subdivision

**WARREN SHIRE COUNCIL**  
Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
Council Community Room on Thursday, 28th October 2021

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ITEM 3            PROPOSED ACQUISITION NOTICE - GUNNINGBAR STREET NEVERTIRE  
CONTINUED

ATTACHMENT A



# WARREN SHIRE COUNCIL

## Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday, 28th October 2021

ITEM 3 PROPOSED ACQUISITION NOTICE - GUNNINGBAR STREET NEVERTIRE

CONTINUED

ATTACHMENT B

