

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 4TH DECEMBER 2025

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

4th December 2025 commencing at 8.30 am

1. OPENING OF MEETING

2. ACKNOWLEDGEMENT OF COUNTRY

Warren Shire Council acknowledges the traditional owners of the lands within Warren Shire and acknowledges the Aboriginal and Torres Strait Islander people who reside within this Shire.

3. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

4. CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday, 23rd October 2025.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of the Australia Day Committee
held on Monday, 3rd November 2025 (C19-1.36)

Meeting of the Roads Committee
held on Wednesday, 5th November 2025 (C14-3.28)

Meeting of the Economic Development and Promotions Committee
held on Wednesday 5th November 2025 (C14-3.22)

Meeting of the Warren Local Emergency Management Committee
held on Tuesday, 11th November 2025 (E6-1)

Meeting of the Ewenmar Waste Depot Committee
held on Monday, 17th November 2025 (G2-5.4)

Meeting of the Audit, Risk and Improvement Committee
held on Tuesday 18th November 2025 (A1-3.1)

Meeting of Manex held on Tuesday, 25th November 2025 (C14-3.4)

8. REPORTS OF DELEGATES

- Item 1 Ordinary Meeting of the Castlereagh Macquarie County Council
held on Monday, 27th October 2025 (C15-1)
- Item 2 Ordinary Meeting and Annual General Meeting of the Alliance of Western
Councils Board held on Friday, 7th November 2025 (C14-6.5)

9. REPORTS TO COUNCIL

POLICY

General Manager Reports

Nil.

REPORTS OF THE GENERAL MANAGER

- Item 1 Outstanding Reports Checklist (C14-7.4) Page 1
- Item 2 Committee/Delegates Meetings (C14-2) Page 20
- Item 3 Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) . Page 22
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County Council (C15-1) Page 25
- Item 5 Delivery Program Progress Report (E4-45) Page 27
- Item 6 2025 Local Government NSW Annual Conference Attendance
Report (S6-4) Page 90
- Item 7 Annual Report 2024/2025 (A1-14) Page 99
- Item 8 Alcohol Prohibited Area Carter Oval Youth Sports Precinct for
Warren Shire Community Christmas Party 2025
(D3-1.8, L7-1.2, P1-7.3)..... Page 101

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

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- Item 2 Statement of Rates and Annual Charges (R1-4) Page 4
- Item 3 Works Progress Reports – Finance & Administration Projects
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- Item 4 Review of Council's 2024/2025 Operations Report (A1-4.44) Page 7
- Item 5 2026/2027 Operational Plan & Estimates Timetable (A1-5.45) .. Page 26

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

Item 1	Works Progress Reports – Roads (C14-7.2)	Page 1
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REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

Item 1	Development Application Approvals (B4-9)	Page 1
Item 2	Works Progress Reports – Health and Development Services (C14-7.3)	Page 2

10. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

11. MATTERS OF URGENCY

Nil.

12. CONFIDENTIAL MATTERS**Report of the Divisional Manager Engineering Services**

Item 1	T272324OROC Provision of Traffic Control	(C14-6.5/65)
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This report is being considered in the Committee of the Whole Closed Council Meeting under **Section 10A(2)(d)(i)** of the *Local Government Act 1993 (NSW)*.

(2) *“The matters and information are the following –*

- (d) Commercial information of a confidential nature that would, if disclosed –*
 - (i) Prejudice the commercial position of the person who supplied it,”*

13. CONCLUSION OF MEETING**14. PRESENTATIONS**

Nil.

AUSTRALIA DAY COMMITTEE

Attached are the Minutes of the meeting of the Australia Day Committee held on Monday, 3rd November 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Australia Day Committee held on Monday, 3rd November 2025 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Australia Day Committee

Meeting held in Council's Conference Room at 115 Dubbo Street
Warren on Wednesday, 3rd November 2025 commencing at 3.30 pm

PRESENT:

Councillor Ros Jackson (Chair)

Councillor David Cleasby

Gary Woodman (General Manager)

Bradley Pascoe (Divisional Manager Finance & Administration)

Jody Burtenshaw (Executive Assistant)

ITEM 1 APOLOGIES

Nil.

ITEM 2 CONFIRMATION OF THE MINUTES OF THE MEETING HELD 16TH JULY 2025

MOVED Woodman/Jackson that the amended Minutes of the Meeting held on 16th July 2025 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 16TH JULY 2025

Nil.

ITEM 4 DISCLOSURES

Nil.

ITEM 5 ACTION CHECKLIST

MOVED Woodman/Jackson that the information be received and noted and those marked with an asterisk (*) be removed.

Carried

ITEM 6 REPORTS

ITEM 6.1 2026 AUSTRALIA DAY AWARDS ADVERTISING AND APPLICATIONS PROCESS (C19.1-36)

At this point in the meeting, the time being 3:38pm Mr Woodman left the meeting room.

At this point in the meeting the time being 3:39pm, Mr Woodman returned to the meeting room.

- The amended nomination forms have been placed on Council's website and hard copies are available at Council's Administration Office;
 - Nomination forms to be emailed to Sporting Clubs and Warren Support Services Interagency Group (**DMFA/AOHD**); and
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WARREN SHIRE COUNCIL

Minutes of the Australia Day Committee

Meeting held in Council's Conference Room at 115 Dubbo Street
Warren on Wednesday, 3rd November 2025 commencing at 3.30 pm

ITEM 6.1 2026 AUSTRALIA DAY AWARDS ADVERTISING AND APPLICATIONS PROCESS (C19.1-36)

- An extensive social media campaign using Council's Newsletter, EDM and the local newspaper **(EA)**.

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

Carried

ITEM 6.2 2026 AUSTRALIA DAY AWARDS – MASTER OF CEREMONIES (COMMITTEE CHAIRPERSON) AND MAYORAL WORK (C19.1-36)

- Councillor Jackson to lead the Australia Day Service with Councillor Cleasby announcing alternate awards as per the 2025 Australia Day Service; and
- Council to contact Mr Peter Mackay on advice on how to arrange an Acknowledgment of Country in both English and Aboriginal Language so it could be included into the service **(DMFA)**.

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

Carried

ITEM 6.3 2026 AUSTRALIA DAY AWARDS CRITERIA AND NOMINATIONS (CLOSURE IS COB THURSDAY, 11TH DECEMBER 2025) (C19.1-36)

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

Carried

ITEM 6.4 2026 AWARD NOMINATIONS JUDGING PROCESS AND ACTION PLAN (C19.1-36)

- Final checks and additional information to be undertaken on 12th-16th December 2025 **(GM/EA/DMFA)**.

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

Carried

ITEM 6.5 2026 AUSTRALIA DAY BREAKFAST, CEREMONY ARRANGEMENTS (RESPONSIBILITIES) (C19.1-36)

Ambassador registration process commenced (Stage 1). It is hoped that Council is successful in being allocated an Ambassador. When notification has been received, contact will be made with the media to promote the event. We are hoping that Council is notified soon and advertising can start prior to Christmas **(DMFA)**.

The following was noted:

- Warren Sporting and Cultural Centre set-up (WSCCM) - confirmed;
- Breakfast food, drink purchases, delivery (DMFA);
- Breakfast cooking, clean-up (GM);

WARREN SHIRE COUNCIL

Minutes of the Australia Day Committee

Meeting held in Council's Conference Room at 115 Dubbo Street
Warren on Wednesday, 3rd November 2025 commencing at 3.30 pm

ITEM 6.5	2026 AUSTRALIA DAY BREAKFAST, CEREMONY ARRANGEMENTS (RESPONSIBILITIES) CONTINUED
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- Breakfast serving (GM);
- Ambassador management, travel, accommodation (tentatively reserve for 25th-26th January 2026), itinerary arrangements (DMFA);
- Pick up subject to Ambassador (DMFA);
- Advertising (GM/EA);
- Audiovisual (TSM);
- PA System (WSCCM);
- Photographer (GM);
- Press attendance (Warren/Nyngan Weekly) (GM);
- Embargoed Media Releases / Facebook posts with Muse State of Awards, crowd and breakfast (GM/ EA); and
- Pack-up (DMFA).

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

Carried

ITEM 6.6	2026 AUSTRALIA DAY AMBASSADOR ARRANGEMENTS	(C19.1-36)
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Accommodation will be tentatively reserved for the Ambassador (2 nights) (DMFA).

Ambassador gift to be arranged (EA).

Awaiting notification to see if Council is successful with being allocated an Ambassador. Will be able to confirm accommodation and travel arrangements when more information is to hand.

Ambassador Warren Tour program to be arranged (GM/Mayor).

Tentative bookings are to be arranged for:

- Arrival Dinner Sunday 25th January 2026 (**Nevertire Hotel**) (Ambassador, Mayor, Deputy Mayor, Committee and Partners) (DMFA);
- Post Award Luncheon Monday, 26th January 2026 (**Warren Golf Club**) (Ambassador, Mayor, Deputy Mayor, all other Councillors, Awardees, Committee and Partners) (DMFA); and
- Australia Day Dinner Monday, 26th January 2026 (**Collie Hotel**) (Ambassador, Mayor, Deputy Mayor, Committee and Partners) (DMFA).

MOVED Woodman/Cleasby that the information be received and noted and tentative bookings be made for the Arrival Dinner with Nevertire Hotel, Post Award Luncheon to be held at the Warren Golf Club, Ambassador Warren Tour and Australia Day Dinner to be held at the Collie Hotel.

Carried

WARREN SHIRE COUNCIL

Minutes of the Australia Day Committee

**Meeting held in Council's Conference Room at 115 Dubbo Street
Warren on Wednesday, 3rd November 2025 commencing at 3.30 pm**

ITEM 7 GENERAL BUSINESS

Nil.

ITEM 8 NEXT MEETING

Tuesday, 16th December 2025 at 3:00 pm.

There being no further business the meeting closed at 4:18pm.

ROADS COMMITTEE

Attached are the Minutes of the Meeting of the Roads Committee held on Wednesday 5th November 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Roads Committee held on Wednesday 5th November 2025 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in Council's Community Room at 115 Dubbo Street
Warren on Wednesday, 5th November 2025, commencing at 10.03am

PRESENT:

Councillor Noel Kinsey (Chair)
Councillor Greg Whiteley
Councillor Tony Wass
Councillor Andrew Brewer
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager Engineering Services)
Craig Stewart
Jo Stewart
Jamee Wykes
Anthony Broker
Robert Murray
Helen Murray
Angie Tegart (Minute Taker)

ITEM 1 APOLOGIES

Apologies were received from Councillor Dirk McCloskey and Councillor Mark Kelly who were absent due to external commitments, and it was **MOVED** Brewer/Wass that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES FROM THE MEETING HELD 14th OCTOBER 2025

MOVED Wass/Brewer that the Minutes of the Meeting held on, Tuesday, 14th October 2025 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 14th OCTOBER 2025

Nil.

ITEM 4 REPORTS

ITEM 4.1 SR90 INGLEWOOD ROAD PUBLIC GATE MATTER DISCUSSION (R4-22, R4-1.90)

- Stock grid fence \$30,000 2x grids one into property
 - Fencing \$8,000
 - Water from Collie water supply \$25,000 – \$30,000.
 - Consider Robert and Helen Murray pay for fence and Jamee Wykes, Jo and Craig Stewart pay for watering of top paddock.
 - Jamee Wykes, Jo Stewart and Craig Stewart party stepped out at 10:35am to have a private discussion, re-enters the room at 10:37am.
 - Robert Murray offered to contribute \$10,000 to all works (fence and water).
 - The two parties must work together to agree on an agreeable solution.
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WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in Council's Community Room at 115 Dubbo Street
Warren on Wednesday, 5th November 2025, commencing at 10.03am

ITEM 4.1 SR90 INGLEWOOD ROAD PUBLIC GATE MATTER DISCUSSION CONTINUED

MOVED Whiteley/Wass that the information be received and noted.

Carried

ITEM 6 GENERAL BUSINESS

Nil.

ITEM 8 NEXT MEETING

TBA.

There being no further business the meeting closed at 11.02am.

ECONOMIC DEVELOPMENT & PROMOTIONS COMMITTEE MINUTES

Attached are the Minutes of the Meeting of the Economic Development & Promotions Committee held on Wednesday, 5th November 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Economic Development & Promotions Committee held on Wednesday, 5th November 2025 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 5th November 2025, commencing at 3:45pm

PRESENT:

Sarah Derrett	Councillor (Chair)
Ros Jackson	Councillor
Gary Woodman	General Manager
Sylvester Otieno	Divisional Manager Engineering Services
Maryanne Stephens	Manager Health and Development Services
Susan Balogh	Economic Development and Visitation Manager
Rebecca Christian	Minute Taker

ITEM 1 APOLOGIES

Apologies were received from Councillor Penny Heuston, Councillor Pauline Serdity, Mayor Greg Whiteley and Bradley Pascoe Divisional Manager Finance and Administration who were absent due to external commitments and it was **MOVED** Woodman/Jackson that a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED Derrett/Balogh that the Minutes of the Economic Development and Promotions Committee Meeting held on Wednesday, 6th August 2025 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 6TH AUGUST 2025

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 REPORTS

ITEM 5.1 DROUGHT RESILIENCE IMPLEMENTATION PROJECT UPDATE (T4-14, F2-2, G4-1.79,)

- The drought resilience project is on track to meet all deliverables despite early setbacks, with key marketing materials ready for launch on 20th November 2025;
- The project team confirmed that 30,000 brochures have been printed within budget and the handbook is in final printing stages for distribution across the three Shires;
- The brochure and handbook aim to serve as regional promotion tools without replacing current local guides;
- The handbook includes 35 checklists linking to government help, funding, rules and regulations, tested with local farmers for clarity and tone;

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 5th November 2025, commencing at 3:45pm

ITEM 5.1 DROUGHT RESILIENCE IMPLEMENTATION PROJECT UPDATE

CONTINUED

- The signage strategy is nearing completion and is shared with Councils to secure funding support, though only about a third of signs will be ready for the launch;
- The launch will be at Callubri Station (Bogan), on the 20th November 2025 with invitations dispatched; and
- Social media will be made live on the 20th November 2025;
- The Committee viewed relevant YouTube videos:
 - o Willie Retreat
 - o Burrima Boardwalk
 - o Macquarie Valley Kayak Tours
 - o The Red Rattler

MOVED Derrett/Jackson that the information be received and noted.

Carried

ITEM 5.2 ECONOMIC DEVELOPMENT STRATEGY AND ACTION PLAN

(D3-1)

- An update on various projects and strategies was provided.

MOVED Balogh/Derrett that the information be received and noted.

Carried

ITEM 5.3 WARREN SHIRE COMMUNITY CHRISTMAS PARTY 2025

(D3-1.8)

- Preparations for the 2025 Warren Shire Community Christmas party are progressing well with a focus on safety and inclusivity.

MOVED Derrett/Jackson that the Minutes of the Meeting of the Warren Shire Community Christmas Party 2025 Sub-Committee of the Economic Development & Promotions Committee held on Monday, 20th October 2025 be received and noted.

Carried

ITEM 6 GENERAL BUSINESS

Nil.

ITEM 7 DATE OF NEXT MEETING

To be arranged for 4th February 2026 at 3:30pm.

There being no further business and the meeting concluded at 4:40pm.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday, 11th November 2025.

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday, 11th November 2025 be received and noted and the following recommendation be accepted:

ITEM 5 LEMO REPORT

That it be determine by the Committee that the current Evacuation Centre is more than suitable and at present there is no need for a secondary Evacuation Centre at this time and that if in the future a secondary Evacuation Centre is needed the Committee will reconsider the matter.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th November 2025 commencing at 9.31am

PRESENT:

Sylvester Otieno	Warren Shire Council (LEMO and Chair)
Gary Woodman	Warren Shire Council (GM)
Darren Walton	Warren Shire Council (ATSM)
Maryanne Stephens	Warren Shire Council (MHD)
David Minehan	DCJ – Disaster Welfare
Adam Murray	DCJ – Disaster Welfare
Mark Langham	NSW RFS
Emma Hamblin	WNSW LHD – Warren MPS
John Moors	WNSW LHD – Warren MPS
Campbell Blair	NSW SES
Annabelle Watson	NSW SES
Thomas Hadland	NSW Ambulance
Shane Rankin	NSW Police (Warren)
Jacqueline Jones	NSW RA
Tim Jennings	FRNSW
Renee Scott	FRNSW
Luke Hodges	Central West Local Land Services (Online)

ITEM 1 APOLOGIES

Apologies were received on behalf of Christopher Waters (NSW Police) (REMO).

MOVED Otieno/Minehan that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES OF THE MEETING HELD ON TUESDAY, 12TH AUGUST 2025

MOVED Minehan/Blair that the Minutes of the meeting held on Tuesday, 12th August 2025 as circulated, be adopted as a true and correct record of that meeting.

- David Minehan to be added to the Present list.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON TUESDAY, 12TH AUGUST 2025

Nil.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the
Community Room 115 Dubbo Street, Warren on Tuesday 11th November 2025
commencing at 9.31am

ITEM 4 REMO REPORT

MOVED Otieno/Langham that the information be received and noted.

Carried

ITEM 5 LEMO REPORT

RECOMMENDATION TO COUNCIL:

MOVED Minehan/Rankin that it be determine by the Committee that the current Evacuation Centre is more than suitable and at present there is no need for a secondary Evacuation Centre at this time and that if in the future a secondary Evacuation Centre is needed the Committee will reconsider the matter.

Carried

ITEM 6 PRE-EVENT RECOVERY PLAN -JACQUELINE JONES

- Any changes be forwarded to Jaquline to finalise the Pre-event Recovery Plan.

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

Carried

ITEM 7 AGENCY REPORTS

a) NSW SES

MOVED Watson/Blair that the information be received and noted.

Carried

b) Transport for NSW

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

Carried

c) FRNSW

MOVED Jennings/Langham that the information be received and noted.

Carried

d) Local Land Services

MOVED Otieno/Scott that the information be received and noted.

Carried

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th November 2025 commencing at 9.31am

CONTINUED

MOVED Minehan/Watson that the information be received and noted.

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

MOVED Woodman/Otieno that the information be received and noted.

Carried

The contact list has been updated. Any further updates should be communicated to Council.

- Warren Shire Christmas Party – Carter Oval – 700ppl.

- SES still have a broken window in their Warren Shed. (MHD)
- Adam Murray was introduced to the Committee by Davis Minehan as the new Aboriginal Officer for Department of Justice.
- Disaster Preparedness Plans to be reviewed.

February 2026.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 10.30AM.

EWENMAR WASTE DEPOT COMMITTEE MEETING

Attached are the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 17th November 2025.

RECOMMENDATION:

That the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 17th November 2025 be received and noted and the following recommendation be accepted:

ITEM 5.1 EWENMAR WASTE DEPOT OPERATIONS (G2-5.4)

2. \$11,000 be allocated from the Waste Reserves to replace the slew motor in the excavator;
 3. \$15,000 be allocated from the Waste Reserves to engage a suitable consultant to develop an Operations Plan for the Ewenmar Waste Facility; and
 4. \$30,000 be allocated from the Waste Reserves to provide and install a 12kw PV Solar and battery system.
-

Present: Councillor Andrew Brewer (Chairperson)
Councillor Greg Whiteley (Mayor)
Councillor Pauline Serdity
Councillor David Cleasby
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager of Engineering Services)
Maryanne Stephens (Manager Health and Development Services)
Darren Walton (Acting Town Services Manager)
Cassy Mitchell (Administration Officer Health and development Services)

Carried

Carried

Nil.

Carried

1. The information be received and noted;
2. \$11,000 be allocated from the Waste Reserves to replace the slew motor in the excavator;

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Community Room, 115 Dubbo Street Warren
on Monday 17th November 2025 commencing at 2.00pm

ITEM 5.1 EWENMAR WASTE DEPOT OPERATIONS

CONTINUED

3. \$15,000 be allocated from the Waste Reserves to engage a suitable consultant to develop an Operations Plan for the Ewenmar Waste Facility; and
4. \$30,000 be allocated from the Waste Reserves to provide and install a 12kw PV Solar and battery system.

Carried

ITEM 7 GENERAL BUSINESS

- Illegal tyre dumping on the increase (MHD).

ITEM 8 DATE OF NEXT MEETING

Next Meeting 2.00pm Monday 9th March 2026 (MHD)

There being no further business the meeting closed at 2.55pm.

That the information be received and noted and that the Committee advise Council that it supports the continuous risk improvement program that has been implemented and the priorities of improvement should be arranged to ensure improvement is implemented and progress on the implementation be reported to the Committee in the future.

Item 10.1 Delegations (GM/EA) (S12-1)

That the information be received and noted and the Committee is satisfied with the framework and processes for delegations at Council.

Item 10.2 Records Management (DMFA) (R5-1)

That the information be received and noted and that the Committee supports the implementation of the Electronic Document Management System being a progressive step within the ICT Strategy.

Item 12.1 September Quarterly Budget Review (QBR) (DMFA) (A1-5.44)

That the September 2025 Quarterly Budget Review Statement be received and noted by the Committee which supports the implementation of the new QBR format and that in the future an explanation be provided for adjustments that are linked to items listed within the Statement.

Item 13.1 Annual Report 2024/2025 (GM/EA) (P13-1)

That the Committee note the Warren Shire Council Annual Report for 2024/2025 and that the Committee is satisfied that the Annual Report meets the statutory requirements and commends the Council on its achievements.

Item 13.2 Policy Status and Review Update (Policy Register) (GM) (P13-1)

That the information be received and noted and that the Committee is satisfied that the Policy reviews have been undertaken in accordance with the Local Government Act, 1993.

Item 13.3 Audit Risk and Improvement Committee Annual Assessment of Matters Listed in Section 428a of the Local Government Act (GM) (P13-1)

That:

2. Based on Council's level of maturity and in consideration of external audit reports, internal audits proposed, staff reports and Committee deliberations, ARIC is satisfied with the progress to date in the Year 2024-2025 for the following aspects of the Council's operations:
 - (a) Compliance;
 - (b) Risk management;
 - (c) Fraud control;
 - (d) Financial management;
 - (e) Governance;
 - (f) Implementation of the strategic plan, delivery program and strategies;
 - (g) Service reviews;
 - (h) Collection of performance measurement data by the Council; and
 - (i) Any other matters prescribed by the regulations.

Item 17.1 ARIC Meeting with Councillors and the Senior Management Team (A1-3.1)

That at the annual in person meeting of the ARIC, that a meeting with Councillors and the Senior Management Team be arranged, along with the major projects onsite inspections, in line with the arrangements made for today's meeting.

WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting held in the General Managers Office via Teams, 115 Dubbo Street, Warren, on Tuesday 18th November 2025 commencing at 10.42 am

PRESENT:

Graeme Fleming PSM	Chairperson (Voting Member)
Grahame Marchant	Independent Member (Voting Member)
Paul Smith	Independent Member (Voting Member)
Sarah Derrett	Deputy Mayor (Non-Voting Member)
Vishal (Bobbie) Modi	External Auditor (Nexia Australia – Sydney Office) (via Teams)
Hong Wee Soh	NSW Audit Office Audit Leader (via Teams)
Gary Woodman	General Manager
Bradley Pascoe	Divisional Manager Finance & Administration
Paul Quealey	Internal Auditor, Lambourne Partners (via Teams)
Scott Hosking	Work Health Safety/Risk Co-Ordinator
Jody Burtenshaw	Executive Assistant to the Mayor and GM (Minute Taker)
Jerome Shepherd	Trainee Administration Officer (Observer)

ITEM 1 APOLOGIES AND INTRODUCTIONS

Nil.

ITEM 2 CONFIRMATION OF MINUTES OF THE INTERNAL AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 2ND SEPTEMBER 2025

MOVED Marchant/Smith that the Minutes of the Internal Audit and Risk Management Committee meeting held on Tuesday, 2nd September 2025 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON TUESDAY, 2ND SEPTEMBER 2025

Nil.

ITEM 4 DISCLOSURES OF INTEREST

The Chair declared a Standing Declaration of Potential Interest as an occasional provider of consultancy services to Local Government and as Chair of Lachlan and Warren and Co-Chair of Gilgandra and Coonamble ARIC Committees. He advised there were no subjects or issues which were directly affected on the current meeting agenda.

WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,
on Tuesday 18th November 2025 commencing at 10.42 am

ITEM 5 ACTION CHECKLIST

MOVED Smith/Marchant that the information be received and noted and the items marked with an asterisk (*) be deleted.

Carried

ITEM 6 INTERNAL AUDIT

Item 6.2 Current Audits Program (GM/DMFA) (A1-3.1)

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that the information be received and noted and the Committee is supportive of the program of internal audit.

Carried

ITEM 7 EXTERNAL AUDIT

Item 7.1 Audited Financial Statements and Audit Reports (DMFA) (A1-5.44)

- Unqualified Audit Opinion on General Purpose Financial Statements, General Purpose Financial Statements, Council Roads and Community Infrastructure Grants, Roads to Recovery Grants;
- The Management Letter is being finalised with the NSW Audit Office;
- Nothing significant or new to raise;
- The increases of over \$175,000,000 of asset valuation has been considered appropriate and has been checked including correct future depreciation;
- Depreciation in accordance with IPWEA/NAMS/IIMM industry standards; and
- Where possible a snapshot of cash received and owing should be considered in conjunction with the Grants Register and Large Payments for Investment Strategy information (DMFA).

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that:

1. The 2025 audited Annual Financial Statements and Audit Reports be received and noted and the Committee commend the Council and Auditors on the revaluation processes and systems to enable much more realistic figures of asset valuations and future depreciation; and
2. The Committee noted the staff efforts in relation to the proper monitoring of cash income and expenses, a visual graph snapshot of major projects cash flow summary to be arranged if possible, and reported at least quarterly to the Council such as a major projects cash flow summary.

Carried

WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,
on Tuesday 18th November 2025 commencing at 10.42 am

ITEM 7 EXTERNAL AUDIT

Item 7.2 External Audit Engagement Closing Report (DMFA) (A1-5.44)

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that the 2024/25 External Audit Engagement Closing Report, as provided by the Audit Office, be received and noted and that the Committee is satisfied that the external audit process has covered all the key risk areas and that there are no significant matters that have come out of the process and that Management be commended to have achieved the statutory processes in a timely and comprehensive completion of the audit.

Carried

ITEM 8 RISK MANAGEMENT

Item 8.3 Continuous Risk Improvement Program (WHS-RC/GM) (I2-4.1/1)

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that the information be received and noted and that the Committee advise Council that it supports the continuous risk improvement program that has been implemented and the priorities of improvement should be arranged to ensure improvement is implemented and progress on the implementation be reported to the Committee in the future.

Carried

ITEM 9 INTERNAL CONTROLS

Item 9.1 Internal & External Audit Action Plan Register (GM/DMFA/EA) (A1-3)

Nil (provided within the Committee Action Checklist).

ITEM 10 COMPLIANCE

Item 10.1 Delegations (GM/EA) (S12-1)

RECOMMENDATION TO COUNCIL:

MOVED Smith/Marchant that the information be received and noted and the Committee is satisfied with the framework and processes for delegations at Council.

Carried

Item 10.2 Records Management (DMFA) (R5-1)

RECOMMENDATION TO COUNCIL:

MOVED Smith/Marchant that the information be received and noted and that the Committee supports the implementation of the Electronic Document Management System being a progressive step within the ICT Strategy.

Carried

WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,
on Tuesday 18th November 2025 commencing at 10.42 am

ITEM 12 FINANCIAL MANAGEMENT

Item 12.1 September Quarterly Budget Review (QBR) (DMFA) (A1-5.44)

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that the September 2025 Quarterly Budget Review Statement be received and noted by the Committee which supports the implementation of the new QBR format and that in the future an explanation be provided for adjustments that are linked to items listed within the Statement.

Carried

ITEM 13 GOVERNANCE

Item 13.1 Annual Report 2024/2025 (GM/EA) (P13-1)

RECOMMENDATION TO COUNCIL:

MOVED Marchant/Smith that the Committee note the Warren Shire Council Annual Report for 2024/2025 and that the Committee is satisfied that the Annual Report meets the statutory requirements and commends the Council on its achievements.

Carried

Item 13.2 Policy Status and Review Update (Policy Register) (GM) (P13-1)

RECOMMENDATION TO COUNCIL:

MOVED Smith/Marchant that the information be received and noted and that the Committee is satisfied that the Policy reviews have been undertaken in accordance with the Local Government Act, 1993.

Carried

Item 13.3 Audit Risk and Improvement Committee Annual Assessment of Matters Listed in Section 428A of the Local Government Act (GM) (A1-3.1)

RECOMENDATION TO COUNCIL:

MOVED Smith/Marchant that:

1. The information be received and noted.
2. Based on Council's level of maturity and in consideration of external audit reports, internal audits proposed, staff reports and Committee deliberations, ARIC is satisfied with the progress to date in the Year 2024-2025 for the following aspects of the Council's operations:
 - (a) Compliance;
 - (b) Risk management;
 - (c) Fraud control;
 - (d) Financial management;
 - (e) Governance;
 - (f) Implementation of the strategic plan, delivery program and strategies;
 - (g) Service reviews;

**Minutes of the Audit, Risk and Improvement Committee Meeting
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,
on Tuesday 18th November 2025 commencing at 10.42 am**

Item 13.3 **Audit Risk and Improvement Committee Annual Assessment of Matters Listed in Section 428A of the Local Government Act (GM)** **Continued**

- Carried**

Item 17.1 ARIC Meeting with Councillors and the Senior Management Team (A1-3.1)

MOVED Fleming/Smith that at the annual in person meeting of the ARIC, that a meeting with Councillors and the Senior Management Team be arranged, along with the major projects onsite inspections, in line with the arrangements made for today's meeting.

Carried

- The Committee Agenda to include the details of the Committee Work Plan to allow additional matters and key issues to be considered, or will be considered in the future which will allow a more detailed work plan to be more comprehensive in what the Committee requires. (GM, EA)
- High risk matters identified in major projects and how they are being mitigated to reduce the level of risk including stop light reporting (a review option) is to be investigated further. (GM, DMFA, MES, MHD, IPM, WHS-RC)
- 'Nil' in Agenda items to be further explained. (GM/EA/DMFA)

- Need to find out what key areas will be considered by the NSW Audit Office in the future. (DMFA)

- Much more information required, items were requested by the NSW Audit Office just before the Audit was completed.

Meetings to commence at 10.00 am.

- Tuesday, 3rd February 2026 - via Teams
- Tuesday, 2nd June 2026 - via Teams
- Tuesday, 1st September 2026 - via Teams
- Tuesday, 17th November 2026 – in person at Warren

There being no further business the meeting closed at 1.30 pm.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 25th November 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Manex Committee held on Tuesday, 25th November 2025 be received and noted and the following recommendation be adopted:

4.2.4 Proposed Budget Variations/Adjustments Sought for Quarterly Budget Review Statements Inclusion (DMFA)

That:

1. Approval be given for the funding of the following projects in 2025/2026:
 - **\$12,000** for the Destination Warren Website from Internally Restricted Funds of the Economic Development and VIC Programs Reserve.
 - **\$100,000** for the final turfing contained within the Carter Oval Youth Sports Precinct Cricket Field Redevelopment from Internally Restricted Funds of the Infrastructure/Improvement Reserve.
 - **\$5,599** for Queensland Cotton Gin land sales – legal costs and EOI documentation from Internally Restricted Funds of the Infrastructure/Improvement Reserve.
2. Appropriate arrangements be made to finalise the final changes of Council's Estimates in this regard using the December 2025 Quarterly Budget Review Statement.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 25th November 2025 commencing at 2.30pm

PRESENT:

Sylvester Otieno	Divisional Manager Engineering Services (Chair)
Joe Joseph	Infrastructure Projects Manager
Darren Walton	Acting Town Services Manager
Bradley Pascoe	Divisional Manager Administration and Finance
Jillian Murray	Treasurer
Jody Burtenshaw	Executive Assistant to the Mayor and GM
Susie Balogh	Economic Development and Visitation Manager
Scott Hosking	Work Health Safety and Risk Officer (Observer)

1 APOLOGIES

Apologies were received from Gary Woodman, Maryanne Stephens, Raymond Burns, Ray Egan, and Erica Kearnes who were absent due to external commitments, and it was **MOVED** Pascoe/Murray that a leave of absence be granted for this meeting.

Carried

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

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

Carried

4.1 EXECUTIVE OFFICE MATTERS

4.1.1 Marketing and Communications Update (GM)

MOVED Otieno/Burtenshaw that the information be received and noted.

Carried

4.1.2 The Western Plains App Monthly Report (GM)

MOVED Burtenshaw/Balogh that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 25th November 2025 commencing at 2.30pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.3 Preparation of the December 2025 Council Newsletter (GM)

DECEMBER 2025 NEWSLETTER

Item	Responsible Officer
HEADER OR FOOTER ITEMS	
Registration of Local Contractors on VendorPanel	DMFA, CC
Subscription to Newsletter (Only for 2 Page PDF)	GM
VIC Volunteer Advertising	EDVM
PRIORITY MATTERS	
From the Mayors Desk	(EA/ GM /Mayor)
Vacant Positions	Finance Officer – Payroll/HR Officer
Road Maintenance Construction Program for December 2025/January 2026	FRSPM/DMES
Country Heartline Regional Drought Resilience Implementation Plan Project	EDVM
Warren Showground/Racecourse Complex Automatic Gates Operational	TSM
Warren Shire Alert Roll Out Program	TSM/ Works Clerk /AOES/ATOR
Australia Day Awards 2026	GM/EA/ DMFA
Citizenship Ceremony - 19 November 2025	GM/ EA
LOWER PRIORITY MATTERS	
Women of Warren Shire	GM
Responsible Pet Ownership	MHD
RR202 Marthaguy Road Towards Zero Safety Roads Update	FRSPM/DMES
RR333 Carinda Road Towards Zero Safer Roads Update	FRSPM/DMES
Ewenmar Waste Depot Access Road Flood Restoration Works	DMES/ FRSPM /MHD
RR7515 Warren Road Reconstruction Works	DMES/ FRSPM
SH 11 Oxley Highway Heavy Patching	DMES/FRSPM/ RO
Transport for NSW Peer Exchange Group (PEG) Meeting Warren	DMES /ATOR

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.3 Preparation of the December 2025 Council Newsletter (GM)

Continued

Item	Responsible Officer
Use of Council Events Calendar	IPM/PAO
Warren Shire Community Street Party 2025	GM/POA
Warren Shire Business House Front Window Christmas Display Competition 2025	GM/EA
Santa Street 2025 Competition	GM/EA

MOVED Pascoe/Joseph that the information be received and noted.

Carried

4.1.4 Suggestions in the Council Suggestion Boxes (GM)

- The cleaning request was noted.
-

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Warren Shire Council Contract Register (DMFA)

MOVED Pascoe/Otieno that the information be received and noted.

Carried

4.2.2 Warren Shire Council Grants Register (DMFA)

MOVED Otieno/Walton that the information be received and noted.

Carried

4.2.3 Manex Member Advice on Large Payments for Investment Strategy Information (DMFA)

- The IPM advised that the Levee Milestone 4, 5 and 6 has been submitted. He has negotiated for the payment to be paid for Milestone 4 and 5 any day now and Milestone 6 mid-December 2025.

Estimated major expenditure for November/December 2025:	Estimated income / payments for November/December 2025:
▪ RFQ accessible toilet and kitchen \$40,000 (MHD) ▪ Levee Rehabilitation \$160,701.55 (IPM) ▪ Marthaguy Road – Sealing \$120,000 (FRSPM)	▪ Levee milestones (4- 5 & 6) payments \$2,136,866.66 (IPM)

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

CONTINUED

4.2.3 Manex Member Advice on Large Payments for Investment Strategy Information (DMFA) Continued

Estimated major expenditure for November/December 2025:	Estimated income / payments for November/December 2025:
▪ Marthaguy Road – Stabiliser \$120,000 (FRSPM)	
▪ Carinda Road – Mt Foster Material \$150,000 (FRSPM)	
▪ Carinda Road – Sealing \$150,000 (FRSPM)	
▪ Carinda Road – Stabiliser \$120,000 (FRSPM)	
▪ Warren Road – Stabiliser \$250,000 (FRSPM)	
▪ Warren Road – Neill Earthmoving \$300,000 (FRSPM)	
▪ Warren Road – Seal \$400,000 (FRSPM)	

MOVED Pascoe/Balogh that the information be received and noted.

Carried

4.2.4 Proposed Budget Variations/Adjustments Sought for Quarterly Budget Review Statements Inclusion (DMFA)

TO BE INCLUDED	TO BE REMOVED
▪ \$12,000 for the Destination Warren Website from Internally Restricted Funds of the Economic Development and VIC Programs Reserve.	
▪ \$100,000 for the final turfing contained within the Carter Oval Youth Sports Precinct Cricket Field Redevelopment from Internally Restricted Funds of the Infrastructure/Improvement Reserve.	
▪ \$5,599 for Queensland Cotton Gin land sales – legal costs and EOI documentation from Internally Restricted Funds of the Infrastructure/Improvement Reserve.	

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

CONTINUED

- 4.2.4 Proposed Budget Variations/Adjustments Sought for Quarterly Budget Review Statements Inclusion (DMFA) Continued

RECOMMENDATION TO COUNCIL:

MOVED Pascoe/Balogh that:

1. Approval be given for the funding of the following projects in 2025/2026:
 - **\$12,000** for the Destination Warren Website from Internally Restricted Funds of the Economic Development and VIC Programs Reserve.
 - **\$100,000** for the final turfing contained within the Carter Oval Youth Sports Precinct Cricket Field Redevelopment from Internally Restricted Funds of the Infrastructure/Improvement Reserve.
 - **\$5,599** for Queensland Cotton Gin land sales – legal costs and EOI documentation from Internally Restricted Funds of the Infrastructure/Improvement Reserve.
2. Appropriate arrangements be made to finalise the final changes of Council's Estimates in this regard using the December 2025 Quarterly Budget Review Statement.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Flood Recovery Works (DMES/FRSPM/RIM)

Event Name	Event Description	Work Completion Deadline	Approved Scope	Payment Claim	Funds Received	Comments	Status
AGRN 1034 EPA RW	NSW Flooding from 14 September 2022 onwards	30.06.2026	\$8,655,818.00	\$4,327,909.00	\$4,327,909.00	The paid amount is 50% payment under the Tripartite Agreement. The \$700,351 that was transferred from the IRW has been included in the paid amount. NSW RA has taken over administration of DRFA, and now uses <i>Smartygrants</i> for reporting.	Works ongoing

MOVED Otieno/Pascoe that the information be received and noted.

Carried

4.3.2 Road Maintenance Council Contract (RMCC)- State Highway 11 (DMES/FRSPM/RIM)

Project	Estimate / Budget	Comments
Heavy Patching 2025-26	\$449,648	To commence in January 2026
Milawa Pavement Rehabilitation	\$941,669	Line marking and signage to be completed December 2025 - Ongoing
RMAP Activities – 2025-26	\$493,431.14	Ongoing

MOVED Otieno/Pascoe that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.3 Council Road Construction/Reseal Works (DMES/RIM/FRSPM)

Reseal Works 2025-26	Local Roads (\$855,468)	Comments
SR 5 Buckiinguy Road	\$97,200	Segment 4 – Sealing December 2025
SR 60 Dandaloo Road	\$103,968	Segment Part of 22/24/26 - Sealing December 2025
SR 68 Bundemar Road	\$121,500	Segment 20/22 - Sealing December 2025
SR 65 Old Warren Road	\$115,200	Segment 4 - Sealing December 2025
SR 66 Wambianna Road	\$133,200	Segment 22 - Sealing December 2025
SR 64 Ellengerah Road	\$133,200	Segment 16 - Sealing December 2025
SR 12 Lemongrove Road	\$97,200	Segment 16 - Sealing December 2025
Reseal Works 2025-26	Regional Roads (\$252,000)	Comments
RR 347 Collie-Trangie Road	\$126,000	Segment 8 - Sealing December 2025
RR 202 Marthaguy Road	\$126,000	Segment 32 - Sealing December 2025

MOVED Otieno/Pascoe that the information be received and noted.

Carried

4.3.4 2025 Calendar of Events at Showground/Racecourse (TSM/IPM)

MOVED Walton/Balogh that the information be received and noted.

Carried

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

4.4.1 Warren Shire Council September to December 2022 Flood and Storm Damage Claim for Waste Facility/Garbage Matters (AGRN 1034) (MHD)

Event	Subcategory	Estimate	Status
AGRN 1034	EPA RW	\$220,500	Approval received 13 June 2025. Works scheduled for August/September with completion in October 2025. Works nearing completion late November 2025. Claim to be arranged.
ARGN 1034	EPA RW	\$38,983.86	Request for finalisation of payment made to Public Works Authority on the 20 June, 12th August, 26 August and 8 September 2025. Invoice sent September 2025. Claim now with Reconstruction Authority October 2025. All requested information provided.

** Reporting on this item has been moved to Item 4.3.1.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

- 4.4.1 Warren Shire Council September to December 2022 Flood and Storm Damage Claim for Waste Facility/Garbage Matters (AGRN 1034) (MHD) Continued

Table Legend

AGRN – Australian Government's Registration Number

IRW – Immediate Reconstruction Works

EW – Emergency Works

EPA RW – Essential Public Asset Reconstruction Works

MOVED Otieno/Pascoe that the information be received and noted.

Carried

4.5 WORK HEALTH & SAFETY RISK MATTERS

- 4.5.1 Workplace Inspection Calendar (WHS_RC)

No inspections undertaken.

-
- 4.5.2 Safety Culture Sites and Group Structure Discussion

- It was discussed that individual sites may need to be added into the Safety Culture Program; and
- The Groups be kept simple and based only for Work Health & Safety.

MOVED Pascoe/Murray that the WHS-RC take on the comments from the Manex Team and investigate further with Safety Culture representatives and report back to a future Manex Meeting.

Carried

4.6 HUMAN RESOURCES

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

Position	Permanent/ Contract	Responsible Officer	Status
Accountant	Permanent	DMFA	Completion of information package and advertising to be arranged as soon as possible and then advertising with an open closing date.
Utilities Maintenance Team Leader	Permanent	DMES	Advertising with an open closing date.
Utilities Maintenance Team Member (2)	Permanent	DMES	Advertising with an open closing date.
Pavement Maintenance Team Leader or *Operator	Permanent	DMES	*Labourer commenced 3 November 2025. Team Leader is still advertised with an open closing date.
*Roadside Maintenance Team Operator	Permanent	DMES	New employee commenced 9th October 2025
Light Plant Operator	Permanent	DMES	Advertising with an open closing date.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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4.6 HUMAN RESOURCES

CONTINUED

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

Continued

Position	Permanent/ Contract	Responsible Officer	Status
Heavy Plant Operator (Grader)	Contract at least 2 Years	DMES	Subject to further discussions at SMT. Advertising to be arranged as soon as possible if required.
Heavy Plant Operator (Grader)	Permanent	DMES	Subject to impending resignation. Preparation work to be undertaken and then advertising to be arranged as soon as possible if required.
Light Truck Driver (Water)	Contract at least 2 Years	DMES	Advertising with an open closing date.
Light Plant Operator – Roller	Contract at least 2 Years	DMES	Advertising with an open closing date.
Heavy Diesel Mechanic	Permanent	DMES	Advertising with an open closing date.
Roads Infrastructure Manager	Permanent	DMES	Advertising with an open closing date.
Works Clerk/Administration Officer Engineering Services	12-month Contract	DMES	Candidate commenced 13 October 2025 however, the officer has resigned and the position has been readvertised with an open closing date.
Trainee Plant Operator	Trainee – 3 years	DMES	Advertising with an open closing date, Start now or early 2026.
Apprentice Heavy Diesel Mechanic	Apprentice – 4 years	DMES	Advertising with an open closing date, Start early 2026.
Apprentice Trade Gardener	Apprentice – 4 years	DMES	Advertising with an open closing date, Start early 2026.
*Cleaner (Part-Time)	Permanent	MHD	Position filled by Pool casual.
*Records Administrator / Relief Service NSW	Permanent	DMFA	Candidate commenced 3rd November 2025
Assets Manager	Permanent	DMES	Advertising with an open closing date.
*Pool Assistants for 2025/26 Season	Casual	MHD	Advertising with an open closing date. All positions filled.
Tourism Information Officer	Permanent	EDVM	Advertising with an open closing date to be arranged as soon as possible.

Items marked with an (*) asterisk and have been highlighted grey indicate that they have been finalised and are to be removed from the listing.

MOVED Pascoe/Otieno that the information be received and noted and the item marked with an asterisk (*) be deleted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 25th November 2025 commencing at 2.30pm

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
12.11.25	25-23	Local Government (General) Regulation Review	Noted

MINISTERIAL CIRCULARS

Date	Circular No.	Description	Comment/Action
Nil			

MOVED Pascoe/Walton that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on Tuesday, 25th November 2025 commencing at 2.30pm

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

Councils are required to submit several reports and returns/surveys annually, as required by the [Local Government Act 1993](#) and by OLG policy. The [Integrated Planning and Reporting Framework](#) details the reporting requirements that are mandated in the Local Government Act.

The Calendar of Compliance includes key deadlines for strategic management tasks for all Councils and Joint Organisations in NSW. Statutory and other reporting deadlines are not limited to those included in the Calendar of Compliance.

The OLG Calendar of Compliance & Reporting Requirements 2025-26 is available to view [here](#). A hard copy has been provided to Manex Members via an email sent on Tuesday, 12th August 2025.

		November 2025	Status		December 2025	Status
Finance	30	Second quarter rates instalment due [LGA s562(3)(b)]	Noted	5	Last day for financial statements to be presented to the public [LGA 418(2)]	Noted, to be presented to the 4 December 2025 Council Meeting
	30	Last day for RAO to submit quarterly budget review statement to council [LG Reg cl 203(1)]. Councils are requested to send a copy of the QBRs to finance@olg.nsw.gov.au	DMFA reporting to the October 2025 Council Meeting			
Governance	30	Annual report is to be placed on council's website and notify the Minister (electronically to OLG with web link) [LGA s428]. Annual Report Checklist is available here	GM Draft expecting to be completed by 30 October 2025, will be reported to the December 2025 Council Meeting	30	Model Code of Conduct Complaints Statistics to be reported to Council [Procedures 11.1]. Collection form due to OLG and available here	In part reported to Council within the Annual Report. Information submitted to OLG.
				31	Delivery Program progress report to be presented to council [IP&R G/L Essential Element 4.9]	Reported to the 4 December 2025 Council Meeting
				31	ARIC to have met this quarter [LG Reg s216J]	ARIC Meeting held 18 November 2025

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
Tuesday, 25th November 2025 commencing at 2.30pm

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

		November 2025	Status		December 2025	Status
Grants						
Companion Animals						
Other	16	Expected second installment of 2023-24 Financial Assistance Grants	Noted.	31	Fresh Start Recipient organisation must submit a claim for funding within 5 working days of 30 September (for the period of 1 October to 31 December)	All required reporting has been submitted.
	30	ALGA Return of National Local Road Data return due. Return available here	Complete.			
Education		LG NSW Annual Conference	Attended by the Mayor, Deputy Mayor, Cllr P Heuston and the General Manager	4	Cyber Security Councils Forum. Registration via community@cyber.nsw.gov.au	Noted.
					LG Professionals – Finance Professionals Conference	Noted.

MOVED Otieno/Pascoe that the information be received and noted.

Carried

Tuesday, 25th November 2025 commencing at 2.30pm

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL
HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS, COONAMBLE ON MONDAY 27th
OCTOBER 2025 COMMENCING AT 10:34AM**

PRESENT: Member D Batten, Member N Kinsey, Member P Fisher, Member M Garnsey, Member M Cooke, Member D Bell, Member G Whiteley, Member G Peart, Member Z Holcombe, and Member G Rummery

ABSENT:

STAFF MEMBERS: M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer) and R Wilson (Minute Secretary)

WELCOME: Meeting was opened at 10:34am and Chairman Member Batten, welcomed all Members and staff to the meeting.

Member Batten welcomed Ms. Penny Heuston of Warren Shire Council, attending the meeting as an observer.

DECLARATIONS OF INTEREST

Nil

Public Presentation – Todd Pallister

Todd Pallister from LLS – Coordinator for the Hudson Pear Programme, provided Council with a comprehensive update on the Hudson Pear Control Programme. The presentation included details of the 24/25 operations and achievements, as well as 25/26 operations and results to date.

It was suggested by CMCC Councillors that the presentation be shared with Walgett Shire Council for information purposes. It was agreed that Member Greg Rummery would arrange an invitation via the Walgett Shire Council Mayor, for Todd to present to Walgett Shire Council.

Member Kinsey requested that a copy of the presentation be forwarded to each constituent Council to be shared for information purposes. Mr Pallister agreed to do this. It was also agreed to that the presentation be shared with Lightning Ridge Opal Reserve Trust, following suggestion from the General Manager.

05/25/01 Minutes of Ordinary Council Meeting – 27th August 2025

Resolved:

That the minutes of the ordinary Council meeting held 27th August 2025, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Member Kinsey

Seconded: Member Cooke

Carried

05/25/02 Reports of Committees**Recommendation:**

That

1. the ARIC Meeting Agenda for 28.08.2025 be received and noted and'
2. the CMCC ARIC Annual Report for 2024-25 be accepted.

Moved: Member Kinsey

Seconded: Member Holcombe

Carried

05/25/03 Council's Decision Action Report – October 2025**Resolved:**

That the Resolution Register for October 2025 be received and noted.

Moved: Member Garnsey

Seconded: Member Whiteley

Carried

05/25/04 Circulars Received from the NSW Office of Local**Resolved:**

That the information contained in the following Departmental circulars 25-18 to 25-21 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Member Peart

Seconded: Member Holcombe

Carried

05/25/05 Cash and Investment Report – 31st August 2025 & 30th September 2025**Resolved:**

That the investment report for 31st August 2025 and 30th September 2025 be received and noted.

Moved: Member Rummery

Seconded: Member Garnsey

Carried

The General Manager noted that a full report for the working funds would be presented to the November 2025 meeting.

05/25/06 Delegates, Representatives and/or Members of Committees, Reference Groups and External Bodies – Terminating September 2026

Resolved:

That members, representatives and delegates be appointed to the committees, reference groups and external organisations as outlines in the scheduled for the period terminating September 2026.

North-West Regional Weeds Committee – Member Greg Rummery
Central West Regional Weeds Committee – Member Noel Kinsey
Western Region Unincorporated Area – Member Doug Batten

Moved: Member Kinsey

Seconded: Member Cooke

05/25/07 First Quarter Operational Plan 2025/2026

Resolved:

That Council accepts the progress made on the 2025/2026 Operational Plan as at 30th September 2025.

Moved: Member Peart

Seconded: Member Whiteley

Carried

05/25/08 Payment of Expenses & Provision of Facilities to Councillors - Policy

Recommendation:

That:

1. the General Managers report be received
2. Council having not received any submissions during the public exhibition period, now formally adopts the "Payment of Expenses & Provision of Facilities to Councillors' policy as tabled.

Moved: Member Kinsey

Seconded: Member Rummery

Carried

05/25/09 Pecuniary Interest Returns

Resolved:

That the General Manager's report be received and noted.

Moved: Member Whiteley

Seconded: Member Fisher

Carried

05/25/10 Adoption of Model Code of Meeting Practice

Resolved:

That;

1. Council receives the Model Code of Meeting Practice documents
2. The Code of Meeting Practice be placed on public exhibition for a period of 28 days calling for comment from the public.

Moved: Member Peart

Seconded: Member Bell

Carried

05/25/11 Ordinary Council Meetings – Time, Dates and Venue for 25/26

Recommendation:

That:

1. Council endorse the below dates for the 2025/2026 Ordinary Council Meetings to be held at the Coonamble Council Chambers commencing at 10:30am;

27 November 2025

23 February 2026

27 April 2026

22 June 2026

24 August 2026

26 October 2026

30 November 2026

2. Council advertise on Councils website the meeting schedule for the 2025-2026 meetings including the time, date and place as stated above.

3. An Ordinary meeting of Castlereagh Macquarie County Council be held at each constituent Councils meeting chamber during the current term.

Moved: Member Rummery

Seconded: Member Garnsey

05/25/12 Important Dates for Members - Upcoming Meetings & Events

Recommendation:

That Council receive and note the list of upcoming meetings and events.

Moved: Member Whiteley

Seconded: Member Rummery

Carried

Following Councillors interest in conducting and participating in a weeds tour, it was agreed that the General Manager was to organise a tour for 2026.

05/25/13 Quarterly Biosecurity Report

Resolved:

That the report be received and noted.

Moved: Member Holcombe

Seconded: Member Kinsey

Carried

Member Batten noted the installation of the electronic sign boards in the Gilgandra Shire for public information. It was suggested that these boards could be utilised for high priority weeds alerts. It was noted by the Senior Biosecurity officer.

It was requested by Members that the General Manager write to Bio Security Commissioner and Local Member Mr Roy Butler extending an invitation to meet with CMCC Members to discuss current bio security matters of concern.

Date of the next CMCC Council Meeting to be Thursday 27th November 2025 in Coonamble

Close of Meeting

The meeting closed at 12:05pm

Chairman

General Manager



Board Meeting Minutes
Friday, 7 November 2025
Bogan Youth and Community Centre,
Cannonbar Street, Nyngan

Date: Friday 7 November 2025
Time: Meeting commenced at 8.30am

IN ATTENDANCE:

Clr Glen Neill (Chair)	Mayor Bogan Shire Council
Derek Francis	General Manager Bogan Shire Council
Clr Doug Batten	Mayor Gilgandra Shire Council
David Neeves	General Manager Gilgandra Council
Clr Josh Black	Mayor Dubbo Regional Council
Luke Ryan	Acting General Manager Dubbo Regional Council
Jarrold Marsden	Mayor Cobar Shire Council
Kylie Smith	Acting General Manager Cobar Shire Council
Clr Tom Stanton	Mayor Brewarrina Shire Council
David Kirby	General Manager Brewarrina Shire Council
Greg Whitley	Mayor Warren Shire Council
Gary Woodman	General Manager Warren Shire Council
Clr Lachlan Ford	Mayor Bourke Shire Council
Leonie Brown	General Manager Bourke Shire Council
Clr Ewen Jones	Mayor Narromine Shire Council
Jane Redden	General Manager Narromine Shire Council
Clr Pip Goldsmith	Councillor Coonamble Shire Council
Lesley Duncan	Acting General Manager Coonamble Shire Council

Via Teams

Des Kennedy	Mayor Mid-Western Regional Council
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Brad Cam

General Manager Mid-Western Regional Council

Clr Kathryn Rindfleish

Mayor Warrumbungle Shire Council

ALSO IN ATTENDANCE:

Gemma Bilardi
Megan Callinan
Justine Campbell

Marathon health (via Teams)
Marathon Health (via Teams)
CEO Regional Development Australia

Timothy Chinn

Superintendent, Orna Mid-Western Police District

Gerard Lawson

Superintendent, District Commander Central North Police District

Bonde Ilievski

Director Asset Management Northern - Homes NSW

Ashley Bosniez

Homes NSW

Gerry Collins

Director Regional Coordination -Western, Premiers Department

Minute Taker:

Ella Mounsey, Bogan Shire Council

1. Welcome

Glen Neill assumed the Chair and welcomed attendees, including those who attended online.

A moments silence was held as a mark of respect for the tragic accident at the Cobar Mine

2. Acknowledgement of Country

The Acknowledgement of Country was delivered by the Chair.

3. Apologies

Apologies were received from the following members:

Murray Wood - Dubbo Regional Council
Bob Stewart – Central Darling Council
Lindsay Mason – Warrumbungles Shire Council
Greg Hill – Central Darling Shire
Jasen Ramien – Walgett Shire Council
Andrew Brown Walgett
Peter Vlatko, Cobar Shire Council
Daniel Keady – Coonamble Shire Council

**Carried
2025/17**

4. Declarations of Interests

NIL declarations of interest were made.

5. Chair's Report

The Chairperson's report was noted.

**Carried
2025/18**

6. Adjourn to Annual General Meeting

Derek Francis assumed chair's role for the election of the Chair's role, at which he declared the position of the chair open

6.1 Election of Chair

Clr Doug Batten nominated Clr Glen Neill for the position of the Chair. The nomination was seconded by David Neeves. Being there was only one nominee Clr Neill was elected Chairperson for the ensuing 12 Months.

**Carried
2025/19**

6.2 Election Deputy Chairpersons (2)

Clr Lachlan Ford nominated Clr Greg Whiteley for the position of Deputy Chairperson. The Nomination was seconded by Clr Jarrod Marsden. Being there was only one nominee, Clr Whiteley was elected Deputy Chairperson ensuing 12 months

Clr Greg Whiteley nominated Clr Lachlan Ford for the other position of Deputy Chair. The nomination was seconded by Clr Jarrod Marsden. Being there was no further nominees, Clr Ford was elected Deputy Chairperson ensuing 12 months

**Carried
2025/20**

6.3 Consideration of Financials

Report 10.3 was moved forward in the meeting and considered at this time

Resolved Ewan Jones/David Neeves

1. That the financial report be adopted
2. That the Board endorse the recommendation not to raise the 24/25 levies retrospective.
3. That membership fees as set for the 24/25 Financial Year be retained and levied for the 25/26 Financial year

**Carried
2025/21**

6.4 Confirmation of Minutes from Previous AGM

Resolved Derek Francis/Lachlan Ford that the previous minutes be noted.

**Carried
2025/22**

At this point the AGM concluded and the board resumed the general Meeting.

7. Confirmation of Alliance Western Councils Board Meeting Minutes

7.1 Alliance Western Councils Board Meeting Minutes– 25th July 2025

Resolved Greg Whiteley/ Lachlan Ford that the AWC minutes from 25 July 2025 be noted.

**Carried
2025/23**

7.2 Matters arising

Nil.

**Carried
2025/24**

8. Confirmation of Alliance Western Councils GMAC Meeting minutes

8.1 Resolved Doug Batten/Ewan Jones that the minutes of Alliance Western councils GMAC meeting held on 5 September 2025 be adopted.

**Carried
2025/25**

8.2 Matters arising

Item 6.5 – HR meeting GMAC minutes

Derek Francis spoke to the ongoing success of the HR Professionals Group Meeting, including the motivation for forming the Group which was to support HR professionals within the Alliance. To continue the successful operation of the Group and amount of \$20,000 would be appreciated from accumulated AWC funds to provide for coordination/facilitation of meetings and presenters to provide professional development at these meetings.

Resolved David Neeves/Gary Woodman That \$20,000 be provided to support the activities of the Alliance's Human Resources Professional Group from accumulated AWC funds.

**Carried
2025/26**

9. Update on Actions from Previous Meetings

Consideration and update of matters on the outstanding actions list (by Exception)

Verbal Updates were noted.

10. General Business

10.1 Alliance Advocacy

Resolved Lachlan Ford/David Neeves

- 1)** That the advocacy currently provided by the Board and the NSW Water Directorate and Technical Committee itself is sufficient for the purposes of the alliance and no further assistance is required.
- 2)** That Cllr Davies be notified of the resolution and be congratulated for offering his services

**Carried
2025/27**

10.2 Central West Joint Organisation

Resolved Clr Doug Batten/Leonie Brown

1. That the AWC Board explore the opportunity to become an Associate Member.
2. That the AWC Board delegate the authority to the AWC Executive Officer to commence the discussions and bring back a report to a future meeting.

**Carried
2025/28**

10.3 Financial Statement Ending 23 October 2025

This report was brought forward for consideration during the AGM

10.4 Growing Threat of Violent Rural Crimes in NSW Impacting Rural Towns

Resolved David Neeves/Greg Whiteley that the AWC Board endorse the actions by the Chair as outlined in the correspondence attached to this report.

**Carried
2025/30**

10.5 Western NSW Local Water Utilities Strategic Planning Program

Resolved David Neeves/Gary Woodman

1. The Alliance of Western Councils Board note the appointment of three (3) Mayors and four (4) staff from the Alliance of Western Councils on the Western NSW Local Water Utilities Strategic Planning Program - Council Reference Group; and
2. That the Alliance of Western Councils Board endorse the actions taken in relation to the matter to progress a proposed pilot program for the most efficient and effective structure for providing water and sewerage services in Western NSW and note the future direction in regard to the relevant recommendations of the NSW Productivity and Equality Commission (PEC) Review of the Local Water Utilities (LWU)

**Carried
2025/31**

10.6 National Parks

Resolved Doug Batten/Greg Whiteley

1. That the Alliance of Western Councils support the initiative to seek a moratorium to stop further purchases of National Parks in the Far North West Region of the footprint of the Alliance of Western Councils (AWC) until Government is able to provide a business case to the community on the effect of such purchases on the Far North West region of NSW.
2. That Alliance of Western Councils (AWC) members be requested to provide advice to Bourke Shire Council detailing any outcomes and experiences arising from National Park purchases and operations in their respective LGA's, as applicable.
3. That the Alliance write to the NSW Minister for Environment, the Hon Penny Sharpe in support of a moratorium on further purchases of land for National Parks in the Far North West Region footprint of the Alliance of Western Councils.

**Carried
2025/32**

10.7 Open road default speed limit Consultation

1. That the AWC make a collective Submission on the proposed Open road default speed limits, that is the lowering of the default speed limit outside of built up areas and introducing a default speed limit for unsealed roads outside of built up areas.

**Carried
2025/33**

11.1.1 NSW Housing Audit – Ministers Response

This matter was deferred to 12pm pending the presentation from the Director of Assets, NSW Homes

12 Presentations/Deputations

Presentations commenced at 9.50am

9.50am – 10.10am **Brad Cam**, General Manager, Mid-Western Regional Council - *'Renewable Energy Projects - Lesson Learnt'*

10.30am -11.00am Deputation by **Timothy Chinn**, Superintendent, Orana Mid-Western Police District and **Gerard Lawson** Superintendent – District Commander Central North Police District
Discussion on Law and Order – AWC Region Statistics

11.00am – 11.30am **Justine Campbell** CEO RDA Orana Update – *DAMA, Renewable and critical minerals update*

11.30am – 12.00pm **Gemma Bilardi** Rural and Remote Health Via Teams and **Megan Callinan**, CEO Marathon Health – via teams - Providing an overview of potential rural health workforce solutions through collaboration – Orana Pilot

12.00noon - 12.30pm **Bonde Ilievski** Director Asset Management Northern – Homes NSW to provide outcomes from the correspondence from Minister Jackson dated 30 September 2025 and other planning and proposed upgrades by Housing NSW

The meeting resumed and considered report 11.1

11.1 NSW Housing Audit – Ministers Response

Resolved Clr Doug Batten/Leonie Brown

1. That the Ministers Response be noted
2. That the AWC invite Homes NSW Representative/s to meet with each AWC Member Council in person to discuss and/or inspect vacant properties or those in disrepair, under the control of Homes NSW
3. That Homes NSW provide each AWC member Council a full list of properties, by LGA, under the care and control of Homes NSW to allow each member Council to cross reference against their records.
4. That Homes NSW provide the AWC board with a full list of long term proposed capital projects, itemised by individual LGA's.
5. That the Data metrics collated by Homes NSW and presented verbally at the meeting be circulated to the AWC Board including but not limited too;

- a. Details of the percentage of properties tenanted through the AWC region
 - b. A full list of properties by address renovated and now tenanted, those that are under consideration for imminent future works or are a work in progress and those that no decision has been made to the future of the property and remains in disrepair.
6. That the AWC write to the Minister for Housing, Hon Rose Jackson MLC requesting vacant teachers housing be made available for essential workers employed by NSW Police and NSW Health and that there be cross collaboration by different Departments to enable the accommodation to be best utilized by these key Government workers,

General Business

At this point Justine Campbell, CEO of RDA Orana left the meeting.

12.1 Executive Officer Role

Proceedings in brief;

The board acknowledge the unfortunate circumstances impacting the current Executive Officer during 2025 and discussed the need to formalise the Executive Officers role in 2026:

- 1) That the Board reaffirmed its support for an active Executive Officer to take the AWC forward in future years
- 2) That the board delegate authority to GMAC to scope the requirements of the Executive Officer role, complete with role objective and performance measurements.
- 3) That the Board delegate authority to the Chair and deputy chairs to authorise the advertisement of the Executive Officers procurement process following endorsement of the role statement prepared by GMAC
- 4) In the interests of expediting the appointment of an Executive Officer in readiness for the next Board meeting in February 2026, that the Board delegates authority to the Chair and Deputy Chairs to approve the Executive Officer budget allocation to fund the role.
- 5) That the Board noted the previous decision to levy member council the membership fees as set for the 2024/25 financial year and issues invoices accordingly for the 25/26 Financial year

12.2 Update from Gerry Collins Director Regional Coordination -Western Premiers Department

Ms Collins was requested that she provide an update of the issues raised by the AWC that are within State Governments control and how these matters are fed back through the Premiers department to the appropriate agency for consideration and action.

It was agreed that Ms Collins be asked to provide updates on State Government matters or progress on previous matters as a standing order of business at each future board meeting.

12.3 Rural and Remote Committee

This matter was discussed, and it was noted that no there is no local government inclusion. In noting this matter, the board determined that no further action was required.

Being no further business, the meeting closed at 1.05pm

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, 4th December 2025

ITEM 1 OUTSTANDING REPORTS CHECKLIST

(C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
25.1.23	12.1.23	Affordable Housing Opportunity – Housing Plus	GM/ DMES	Negotiations continuing to finalise the required agreement with Housing Plus for the eventual sale of all or most of the nine (9) vacant land lots in Gunningba Estate for a maximum five (5) year period. Waiting on a 'Rural' or 'Remote' Round of funding from Housing Australia before considering going forward. Council blocks will be put on the market in the near future.
25.5.23	118.5.23	Destination Macquarie Marshes Taskforce	GM/ EDVM	That within 12 months and, after the Taskforce's short and long term goals and Destination Macquarie Marshes Action Plan, Macquarie Marshes Promotions Strategy and Stakeholder Engagement Strategy are formulated, other organisations/ community representatives be invited to be members of the Taskforce. Work on refining the draft document is ongoing. The Economic Development and Visitation Manager is currently refining chosen logo designs and will provide updated logo designs and draft brochure format to the next meeting of the Destination Macquarie Marshes Taskforce. Development continuing. Ongoing.

WARREN SHIRE COUNCIL

Report of the General Manager
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OUTSTANDING REPORTS CHECKLIST

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
7.12.23	293.12.23	Destination Macquarie Marshes Taskforce Meeting 7th June 2023	GM/ EDVM	1. That grant funding opportunities to improve signage in the Macquarie Marshes be investigated - ongoing. 2. That neighbouring Councils to the Macquarie Marshes be requested to consider funding grant applications for appropriate signage to the Macquarie Marshes. Ongoing pending future meeting discussion.
7.12.23	301.12.23	Internal Auditor – Human Resources Review – June 2021	GM	The priorities as listed in the recommendation be actioned and progressed.
24.4.24	87.4.24	Warren Shire Council Customer Service Ethos Policy	GM	The Draft Customer Service Ethos Policy be redeveloped to solely consider Ethos and a separate Policy be developed to cover Customer Service. Expected to be provided to the March 2026 Council Meeting.
23.5.24	114.5.24	Regional Industry Educational Partnership (RIEP)	GM / EDVM	The re-ignited program could be a feeder, into the recruitment of Round 3 positions for the OLG Fresh Start for Apprentices, Trainees and Cadets grant program. Next stage of the program is to hold a Council Careers event, to present students with the range of specialist activities undertaken by Council and a meet/question session with departmental staff about their specific functions within Council. This is planned for early 4th School Term. Date to be negotiated.

WARREN SHIRE COUNCIL

Report of the General Manager
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OUTSTANDING REPORTS CHECKLIST

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				Senior Management support of the Careers Day has been received. The date is still pending and awaiting advice from Warren Central School Careers Advisor as the suggested dates from the School's perspective. The Economic Development and Visitation Manager is working with Department of Education RIEP Project Officer and the Warren Central to secure a date and a guarantee of attendees on the day. At the current time there are some concerns about the very limited numbers of school students proposed to attend against the cost of Council staff, facilities and catering commitments. The Economic Development and Visitation Manager is also in talks with the Department of Education regarding the possibility of School Based Traineeships program being offered in Warren.
27.6.24	147.6.24	Legislative Compliance Policy and Procedure and Legislative Compliance Register	GM	1. Actions to be taken on how non-compliance is managed to ensure that matters are not repeated and that appropriate high level risk assessments are undertaken and documented and that implementation of actions to reduce risk are arranged – in progress.
27.3.25	69.3.25	Drought Resilience Plan Project	GM/ EDVM	1. *A governance framework around a tri-party (Bogan,

WARREN SHIRE COUNCIL

Report of the General Manager
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OUTSTANDING REPORTS CHECKLIST

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				Coonamble, and Warren) arrangement be established and the three Councils form a Project Steering Committee for a Regional Drought Resilience tourism project – in progress with first meeting of the Steering Committee undertaken on 11th July 2025 and Consultant engaged and being managed – complete. 2. Country Heartline Project is currently 80% through the delivery activities with a final project end date of 28 November, 2025. The Economic Development and Visitation Manager is acting as both Project Lead and the main material writer, having delivered all written materials for the Country Heartline Brochure, Signage Strategy, Website Framework, Business Media Participation and Release Form, Legacy Farm Business Handbook, Workshop Survey Monkey Questionnaire and including the guides for photographic and video content /website development instructions for the delivery partner. 3. Work on the Branding element for the project has been completed. The original name chosen by the Economic

WARREN SHIRE COUNCIL

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OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				Development and Visitation Manager (and the accompanying extensive marketing research) has been endorsed by the delivery partner and the project now has the official Country Heartline branding. A logo has been agreed by all three shires. 4. The Workshop deliverable requirement is also underway. The first of three planned workshops was delivered in each of the three shires in September. The second round of Workshops is planned for October 21 and 22, 2025 with the third (and final workshop) planned for early November. A number of deliverables will be launched at the final workshop including the Country Heartline website and Legacy Handbook. 5. Project is nearing completion. A Country Heartline launch was held on November 20, 2025 at Callubri Station. This will include the third required workshop component where the project deliverables will be presented including Brochure, Agritourism Legacy Handbook, Website Launch, and Social Media. Representatives from each of the consortia councils,

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				funding bodies, tourism agencies, Ministers, operators and media have been invited.
28.8.25	264.8.25	Destination Macquarie Marshes Taskforce	EDVM	That the Economic Development and Visitation Manager progress the development of a new dedicated brochure layout for the Discover Macquarie Marshes campaign and further develop a logo design for consideration of the Destination Macquarie Marshes Taskforce. Ongoing.
*28.8.25	270.8.25	Review of Code of Meeting Practice	GM	The Code of Meeting Practice 2025 was placed on Public Exhibition until 4 pm, 16 October 2025. No submissions were received. The Code of Meeting Practice 2025 was adopted.
*28.8.25	271.8.25	Review of the Warren Shire Council Code of Conduct		The Warren Shire Council Code of Conduct was placed on Public Exhibition until 4 pm, 16 October 2025. No submissions were received. The Warren Shire Council Code of Conduct was adopted.
*28.8.25	272.8.25	Review of the Procedures for the Administration of the Warren Shire Council Code of Conduct	GM	The Procedures for the Administration of the Warren Shire Council Code of Conduct was placed on Public Exhibition until 4 pm, 16 October 2025. No submissions were received. The Procedures for the Administration of the Warren Shire Council Code of Conduct was adopted.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
*28.8.25	298.8.25	Queensland Cotton Gin Land Sales	GM	Council was notified of their unsuccessful Expression of Interest.
25.9.25	302.9.25	Major Projects Risk Profiles	GM/ DMES/ IPM	The Committee requests further information from Management on the implementation of its monitoring and mitigation functions of the Risk Management Framework. Major Risks identified and reported in ARIC meeting. Council's Project Management Procedure, Framework being implemented to mitigate the risks on major selected projects e.g. Levee work.
25.9.25	302.9.25	Work, Health & Safety Risk Framework	WHS-RC/GM	The Committee to be updated in the future on the progress and implementation of the Targeted Assistance Program.
25.9.25	302.9.25	Work, Health & Safety Risk Framework	WHS-RC/GM	Key indicators are progressively reported to ARIC through the Work Plan on the WHS indicators on the implantation of the Framework (trends on injury, lost time, training, improvements, workers compensation, lost time).
*25.9.25	312.9.25	Christmas Closure	GM	Arrange for the appropriate advisement to staff and public advertising of the Christmas/New Year closure of the Office, Service NSW Agency, Library and Works Depot at the close of business on Wednesday 24th December 2025 and reopen on Monday 5th January 2026 – arrangements in train.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
23.10.25	324.10.25	Review of the Warren Shire Council Public Art Master Plan	GM/PAO	The reviewed Warren Shire Council Public Arts Master Plan be resubmitted to the Committee with the changes clearly shown in red.
*23.10.25	331.10.25	Warren Shire Council Code of Meeting Practice	GM	2. *The Draft Warren Shire Council Code of Meeting Practice 2026 has been placed on public exhibition for a minimum of 28 days, closing 4pm 3 December 2025; and 3. Subject to no adverse submissions being received within a period of at least 42 days, the Draft Warren Shire Council Code of Meeting Practice 2026, as amended be adopted commencing on 1st January, 2026. A report will be provided as a matter of urgency if required.
*23.10.25	335.10.25	Warren Shire Community Christmas Party 2025	GM	2. Council allocates \$30,000 from available working funds in the 2025/2026 Estimates to the Warren Shire Community Christmas Party 2025 to ensure that the Event goes ahead - noted.; and 3. Funding the Event in 2025/2026 be on a one-off basis with future Events only going ahead on the basis of full funding through appropriate grants, donations and in-kind contributions - noted.

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CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
7.12.23	301.12.23	Internal Auditor – Media Communications Review – June 2023	DMFA	The following priority and action be progressed: - A new electronic document management system to be purchased and implemented. Licence Agreement has been signed and project is expected to be complete by February 2026 – progressing.
7.12.23	301.12.23	Internal Auditor – Fraud Control Review – June, July 2023	DMFA	The following priorities and actions be progressed: - Online Fraud training to relevant staff – Pending.
27.6.24	147.6.24	Notice of Public Exhibition – Fraud and Corruption Policy and Framework	DMFA	An Implementation Action Plan being developed. Expected completion in March 2026 - progressing.
5.12.24	287.12.24	Promoting Better Practice Review	DMFA/ GM	1. Arrangements be made to review the Business Continuity Plan as soon as practical and update it where required – in progress; and 2. A review of the Records Management Policy has been undertaken. The Policy will need to be updated in part when the new electronic document system is in place.
27.3.25	59.3.25	ARIC Committee Risk Management Framework Review	GM/ DMFA	That a report that includes the direction and purpose be provided on the review of the Policy – in progress.
26.6.25	196.6.25	ARIC Committee Asset Management/ Valuations	DMFA	Council's actions to develop and implement an ICT Strategic Plan be reported to a future ARIC Meeting - pending

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
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. This project is currently on hold until further discussions are held with the new Hotel owners.
27.6.19	129.6.19	Warren Levee Rehabilitation	DMES/ IPM/TSM	Contract awarded for Levee Rehabilitation works on 15 May 2025.
3.12.20	256.12.20	(total project - \$7.1M)		Works on the Levee Rehabilitation commenced on the 17 June 2025. Works on Toe Berm with Type 2 Rocks completed with temporary over fill for machinery access for future works. The retaining wall works scheduled to start in September 2025. *Precast panels and capping beams being cast. Rock armouring works at 7 sites completed in August/September 2025. Casting of precast panels completed in October 2025. Site preparation for ARP works completed at Macquarie Park area. High river flow due to Environmental flow release and irrigation demand release simultaneous release is slowing down the piling works at the Levee site. Contractor temporarily demobilised the site, aiming to return to the site in late February 2026 or early March 2026. Workplan updated, version 12;

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				DCCEEW approved the Workplan.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – ongoing. Commonwealth Government Grant Program Application re-submitted.
26.10.23	270.10.23	Warren CBD Upgrade – Land Acquisition	DMES/ GM	Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use - in progress.
*7.12.23	304.12.23	Proposed National Polocrosse Titles Warren 2028 – Presentation by Phil Waterford and Simon Turnbull	DMES/ TSM/GM/ EDVM	1. Council form a Sub-Committee consisting of the relevant Councillors from the Showground/ Racecourse Committee, Council Staff, General Manager, Town Services Manager, Divisional Manager Engineering Services, Economic Development and Visitation Manager, all Showground/ Racecourse User Groups, Regional Polocrosse Representatives (future), Phil Waterford, Simon Turnbull to determine whether the proposal could and should be progressed – no further advice provided; and 2. A Planning Group consisting of Phil Waterford, Simon Turnbull, Warren Polocrosse Club, Holly Turnbull and Katlyn

WARREN SHIRE COUNCIL

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				Turnbull be formed for presentation to the Sub-Committee on the framework of the proposal and the required business case to undertake the proposed event – no further advice provided. The Economic Development and Visitation Manager has attempted to further contact (via email) representatives from Warren Polocrosse for an update on their progress or need for assistance. No replies have been received. Further email contact has been made, no response received.
28.3.24	60.3.24	Warren Shire Council Integrated Water Cycle Management (IWCN) Strategy Document	DMES / TSM	NSW Public Works Advisory has commenced the assignment. Progressing – Grant Period extended to 31 December 2026.
*23.5.24	143.5.24	Upgrade of Thornton Avenue Sewerage Pumping Station – Warren NSW	DMES / TSM	Works will be carried out in house and by local contractors. Works completed.
25.7.24	183.7.24	Closed Circuit Television (CCTV) And Workplace Surveillance	DMES/ TSM	SIMTEC are working through installation issues. Most cameras now functional.
24.10.24	283.10.24	Sewer Main Condition Assessment (CCTV) and Smoke/Dye Testing	DMES/ TSM	Contractor has finished. Council to engage Vapor to use AI to analyse the data.
5.12.24	291.12.24	Proposed Traffic Alterations on Bundemar Street	DMES	That subject to NSW Police Force concurrence: 1. A section of the centre median in Bundemar Street be removed from the existing intersection with the Oxley Highway, Burton Street, to a point

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				level with or just east of the access serving the business premises of Tyreright thus allowing for improved and safer ingress/egress to Tyreright, for AB-Triple Vehicles; and 2. The removed section island to be converted into a painted island; 3. The NO STOPPING restriction be extended by 30m along Bundemar Street on the northeastern side of the intersection; and 4. Council apply for the designation of the Bundemar Street route to Tyreright as a heavy vehicle route to accommodate AB-Triple Vehicles. Work to be programmed after completion of major works on RR333 and RR202. Residents have been informed of imminent traffic changes.
23.1.25	7.1.25	Water Supply in Collie Village	DMES/ TSM	That a master plan be developed for improvement of water supply in Collie Village. This would be considered in the IWCM - ongoing.
23.1.23	23.1.25	Proposed Land Acquisition – Lot 128 DP 755314 & Lot 313 DP 724603	DMES	1. Authorises acquisition of approximately 10,000 square metres and 7,000 square metres portions of land through Lot 313 DP 724603 and Lot 128 DP 755314 respectively, as depicted on Figure 2 of the

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				23rd January 2025 Divisional Manager Engineering Services report to Council, Item 4 – in progress. 2. Authorises the General Manager and Divisional Manager Engineering Services to obtain a Planning Certificate under Section 10.7(2) of the Environmental Planning and Assessment Act 1997 – in progress. 3. Authorises the General Manager and Divisional Manager Engineering Services to enter negotiations with the owners of the land within provisions of the NSW Roads Act 1993, and the Land Acquisition (Just Terms Compensation) Act 1991, with a view of acquiring the portions for an agreed monetary compensation – in progress. 4. That a plan of subdivision be registered, and if required, a notice be published in the Government Gazette dedicating the acquired land as a public road – in progress.
28.8.25	262.8.25	Structural Damage to the Inlet Works – Tiger Bay Sewer Treatment Plant	DMES/ TSM	Council approves the use of the \$63,500.00, surplus funds from the construction of the additional evaporation lagoon, for the repair of the Tiger Bay Sewer Treatment Plant Inlet Channel with any

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				unused funds to be returned to the sewer fund at the completion of the project. Works being arranged - ongoing.
*28.8.25	263.8.25	Supply and Delivery of Grader	DMES	That Council accept the tender from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for the Supply and Delivery of a 2025 model Caterpillar 140 Motor Grader in accordance with Tender – Supply and Delivery of Motor Grader for \$539,301.82 including GST – supply contract awarded, expect delivery in November 2025. Grader has been ordered. Delivered 15 October 2025.
*28.8.25	263.8.25	Supply and Delivery of Smooth Drum Roller	DMES	That Council accept the tender from BT Equipment Pty Ltd of 6-8 Ferngrove Place, South Granville NSW for the Supply and Delivery of a 2025 model Bomag BW219D5 Smooth Drum Roller in accordance with Tender – Supply and Delivery of Smooth Drum Roller for \$256,300.00 including GST - supply contract awarded and delivered 23 October 2025.
*23.10.25	325.10.25	Cost Estimate – Water Supply to Murray Farm at Inglewood Road	DMES	1. That it is noted that it is feasible to supply water to Lot 63 DP42232 and Lot 64 DP42232, both owned by Mrs. Helen Murray; 2. That Council instructs Mrs. Helen Murray to remove the existing public gate at the start of the Inglewood Road near the intersection with SR35 Bourbah Road, on condition that Mrs. Jo

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				Stewart, Mrs. Jamee Wykes and company pay for replacing the gate with a stock grid. If the condition is not met, then the public gate would stay in place; 3. That both parties be notified of the intended resolution after the October 2025 Council Meeting; and 4. That Council defer Item 2 to the December Council Meeting and an additional Roads Committee meeting be set for the 5 November 2025 to allow interested parties to put forth a presentation to that meeting. Meeting held 5 November 2025 and the parties have agreed to work together to come up with a solution. They will fund a fence and water to the Murray Farm initially at \$10 k contribution from the Murray's. DMES to email them the water supply quote to extend Collie Village water to the Bridge.
23.10.25	325.10.25	Local Roads Loam and Gravel Re-Sheeting Program	DMES/ RIM	That Council undertakes the following Local Roads Loam and Gravel Re-sheeting Program for 2025/2026: ▪ SR65 Old Warren Road, Segment 36 at a cost of \$137,437.50; ▪ SR98 Colane Road, Segment 12 at a cost of \$101,797.50; and ▪ SR23 Gradgery Lane Segment 00, 2km from

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				RR333 Carinda Road at a cost of \$197,377.50.

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
27.2.20	36.2.20	Draft Plans of Management	MHD	1. Categories assigned as detailed in report; 2. Crown Reserves classified identified as operational land; and 3. Draft Plans of Management nearing completion.
24.2.22	74.2.22	Deacon Drive Homes Status and Progress Matters	MHD	Matter progressing in the District Court with required affidavits. Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required. Adjourned, new date to be advised (September – November 2025 expected) Defence expert reports received by Solicitor. Meeting held 6 August 2025 with Barrister and Solicitor, Mediation on 1 September 2025 unsuccessful. District Court date 13-17 October 2025. New date set for the 9 - 13 February 2026.
7.12.23	301.12.23	Internal Auditor – Waste Control Review – November 2022 – February 2023	MHD	The following priority and action be progressed: - An overarching Operational Plan be developed to include risk assessments, procedures,

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				control measures and future strategic actions – in progress and initial commencement 22 August 2024.
24.4.23	83.4.24	Ewenmar Waste Depot Recycling Options	MHD	1. The Manager Health and Development Services to investigate the feasibility of implementing a return and earn facility and other recycling services in conjunction with NetWaste, on a regional basis and other organisations – in progress; and 2. Council re-assesses the community's satisfaction with recycling services in 2 years' time (for 2026/2027 Estimates) – in progress.
5.12.24	290.12.24	Carter Oval Youth Sports Precinct Usage Tracking and Analysis	MHD/ WSCCM	All user groups of the Carter Oval Youth Sports Precinct be requested to implement measures to record facility usage over the next two years to ensure Council is able to report in accordance with grant conditions on usage of the new facilities – in progress.
5.12.24	331.12.24	Planning Proposal – LEP Review	MHD	Finalisation before or on 4 March 2026 – in progress.
23.10.25	347.10.25	Local Environmental Plan Review	MHD	2. *Council adopt the post consultation changes to the Planning Proposal as outlined in the report - noted; and 3. Subject to the mapping changes being checked and endorsed by National Parks and Wildlife, Council proceeds with the amendment to the Warren

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				Local Environmental Plan 2012 for various housekeeping amendments to finalisation and that Council recommends to the Department of Planning, Housing and Infrastructure as planning proposal authority, to exercise its functions as plan making authority under section 3.36(2) of the Act, subject to the conditions of the Gateway Determination [Department reference PP-2025-217] – in progress.
*23.10.25	351.10.25	Evaluation of Submissions Tender: "Netwaste Tender for Collection and Recycling Scrap Metal F4459"	MHD	2. Access Recycling is endorsed as the preferred Supplier to undertake the regional Tender for 'Collection and Recycling of Scrap Metal F4459' for participating NetWaste Councils – advice provided.

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

Date	Committee / Meeting	Location
23.10.2025	Author Peter Watt Luncheon	Warren
24.10.2025	Levee Easements Discussion at Lovett & Green Solicitors	Warren
27.10.2025	Castlereagh Macquarie County Council Meeting	Coonamble
31.10.2025	Steve Loane Memorial Service	Forbes
3.11.2025	Australia Day Committee Meeting	Warren
3.11.2025	Legislative Assembly Committee on Transport and Infrastructure Public Hearing – Infrastructure for Electric and Alternative Energy Source Vehicles in NSW Council Presentation	Dubbo
3.11.2025	Sub-Committee Warren Community Christmas Party Meeting	Warren
4.11.2025	Aboriginal Land Rights and Training	Trangie
5.11.2025	Roads Committee Meeting	Warren
5.11.2025	Economic Development and Promotions Committee Meeting	Warren
6.11.2025	General Manager Discussion Circle	Online
6-7.11.2025	Alliance of Western Councils Board Meetings and Dinner	Nyngan
11.11.2025	Local Emergency Management Committee Meeting	Warren
11.11.2025	Remembrance Day Service	Warren
11.11.2025	Roads Maintenance Council Contract (RMCC) Peer Exchange Group (PEG) Meeting	Warren
11-13.11.2025	Switch Conference	Penrith
13-14.11.2025	Country Mayors Association Networking Dinner, Annual General Meeting and Ordinary Meeting	Sydney
17.11.2025	Ewenmar Waste Depot Committee Meeting	Warren
18.11.2025	ARIC and Council Staff Major Projects Tour	Warren
18.11.2025	ARIC, Councillors and Senior Management Team Catch-up	Warren
18.11.2025	ARIC Meeting	Warren
18.11.2025	First Western NSW Councils Local Water Utilities Council Reference Group Meeting	Online

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ITEM 2

COMMITTEE/DELEGATES MEETINGS

CONTINUED

Date	Committee / Meeting	Location
19.11.2025	Building Capacity to Manage Modern Slavery Risks in Procurement Training	Warren
19.11.2025	Citizenship Ceremony	Warren
20.11.2025	Country Heartline Launch	Callubri Station Buddabadah
21.11.2025	Mining and Energy Related Councils' Annual General Meeting	Online
23 -25.11.2025	LGNSW Conference	Penrith
25.11.2025	MANEX Meeting	Warren
27.11.2025	Water Directorate Annual General Meeting	Online
28.11.2025	Councillor and Staff Christmas and Long Service Awards	Warren
2.12.2025	General Manager Discussion Circle	Teams / Online

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
5.12.2025	Warren Shire Community Christmas Party 2025	Warren

RECOMMENDATION:

That the information be received and noted.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

(C14-7.2, 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 for the period 9th October 2025 to 19th November 2025:

Project	Budget	Expenditure/ Committed	Resp	Comment
General				
Restart NSW Warren (STP) Upgrade JC 220-3-0	92,000	Nil	TSM	EPA to write to Council advising licence and decommissioning requirements.
NSW Severe Weather & Flood Grant for AGRN 1025 (\$1,000,000) (part of Warren Levee Rehabilitation Project \$7,100,000) Warren Town Levee Remediation JC: 3300-4400-0000 Federal; } 3300-4410-0000 State; and } 3300-4420-0000 OLG AGRN. }	5,291,206 851,018 879,815	5,043,056 813,148 879,815	GM/ IPM/ DMES/ TSM	*Panel and capping beam casting is progressing at the subcontractors (MLB) yard. All Panels and capping beams are cast. UC- Piles installation was scheduled to start 12th September 2025. River flow is currently above the toe beam constructed and is limiting the access. Information received from Water NSW indicates that farming/irrigation demand release from Burrendong dam is occurring now along with Environmental flow to Macquarie Marshes. The flow/river level may recede by end of December and by the end of February 2026 the flow may be favourable for accessing the river. *Rock armouring installation at all eight (8) sites completed; *Meeting with DCCEEW held recently and the workplan was revised and currently seeking variation approval for an extension of time (EOT) for 6 months (30 June 2026). Workplan V012 approved on 13th November 2025.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

(C14-7.2, G4-1)

Project	Budget	Expenditure/ Committed	Resp	Comment
				Gate 38 to be reviewed due to leakage rate. Pumps to be assembled in cages. Hoses to be cut to shorter lengths. Works are progressing.
Local Government Procurement LGP Procurement Capability Grant Fund 2025 JC 270-0028-0010	10,500	7,500	IPM/ PAO	A tailored training package designed and delivered by LGP Strategic Procurement Solutions – Sustainable Choice. Draft training package received on 14th October 2025. The training was undertaken on the 19th November 2025 of all relevant procurement officers.
Warren Shire Community Christmas Party 2025 Funded via Council \$30,000 and Local Business Sponsors \$20,000 JC: 2850-0040-0010	50,000	18,441	GM/ PAO	An evening filled with wholesome entertainment for the entire family. Highlights Include: • A special visit from Santa Claus for all the little ones. • Kids' rides that will thrill and delight. • Festive market stalls offering unique gifts, local crafts, and mouth-watering food. • Live Music by the Steve Edmond Band and local talented artists. • Dazzling performances from local dance groups, spreading cheer with festive music. • A spectacular fireworks finale lighting up the night sky! Proudly presented by Warren Shire Council and our amazing local sponsors, volunteers and community groups.
Safety Management System GL 3210-4010-5	75,825	54,976	WHS-RC /GM	Works Program ongoing.
Asset Management & IPR	112,636	Nil	GM/ DMES	Works program being formulated.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications				

The items marked with an asterisk (*) be deleted.

ACRONYMS	GM - General Manager	TSM - Town Services Manager	PO – Projects Officer - Assets
	DMFA - Divisional Manager Finance & Administration	RIM - Roads Infrastructure Manager	WSCCM – Warren Sporting & Cultural Centre Manager
	DMES - Divisional Manager Engineering Services	IPM - Infrastructure Projects Manager	EDVM - Economic Development and Visitation Manager
	MHD - Manager Health and Development Services	PAO - Projects Administration Officer	WHS-RC – Work Health Safety / Risk Co-Ordinator

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ITEM 4 WARREN SHIRE COUNCIL DELEGATE TO THE CASTLEREAGH MACQUARIE COUNTY COUNCIL (C15-1)

RECOMMENDATION:

That Council determine its new Delegate to the Castlereagh Macquarie County Council and where an Election is required, it be by open voting by a show of hands.

PURPOSE

To arrange the appointment/election of a replacement Delegate to the Castlereagh Macquarie County Council.

BACKGROUND

Councillor Greg Whiteley has formally resigned as one (1) of the Delegates of Warren Shire Council to the Castlereagh Macquarie County Council. Councillor Whiteley has advised that he has enjoyed being involved in the last few years as a Delegate however, presently as Mayor he has not been able to provide sufficient time to the Castlereagh Macquarie County Council matters. The resignation will take affect on the Appointment/Election of a new Warren Shire Council Delegate.

REPORT

With Councillor Whiteley's resignation, there is a need for Council to determine a new Delegate to the Castlereagh Macquarie County Council and where an election is required, it should be by open voting by a show of hands.

Appointment/Election of the Delegate would be ongoing from Council term to Council term.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Local Government Act 1993 and Regulations.

RISK IMPLICATIONS

Appointment of a full complement of Warren Shire Council Delegates, ensures that there is appropriate representation of Warren Shire Council on the Castlereagh Macquarie County Council.

STAKEHOLDER CONSULTATION

The General Manager of Castlereagh Macquarie County Council is aware of Councillor Whiteley's resignation which will take affect on the Appointment/Election of a new Warren Shire Council Delegate.

OPTIONS

Appointment/Election of a Delegate should be undertaken.

CONCLUSION

With the resignation of Councillor Whiteley, Council should determine its new Delegate to the Castlereagh Macquarie County Council and where an Election is required, it be by open voting by a show of hands.

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

(E4-45)

RECOMMENDATION:

That Council note the Delivery Program Progress Report under s404(5) Local Government Act 1993 and the ongoing actions.

PURPOSE

This report has been prepared in accordance with Section 404(5) of the Local Government Act 1993 and is required to inform Councillors and the community of the final progress being undertaken towards meeting the community's goals.

BACKGROUND

Council is required under section 404 of the Local Government Act 1993 to work with its community to develop and adopt a four-year Delivery Program. Council adopted its current Delivery Program for 2025/2026 to 2028/2029 on 26th June 2025.

REPORT

Attached to this report is a summary document of the Delivery Program. The summary has been developed to allow Council and the community to easily view the plan and to see how Council is working to achieve the outcomes.

The plan contains target colours to indicate:

- Green on target;
- Yellow progressing or a minor concern; and
- Red not commenced or a concern.

FINANCIAL AND RESOURCE IMPLICATIONS

The Delivery Plan is funded as per Council's Four (4) Year Long Term Budget.

LEGAL IMPLICATIONS

Section 404 states:

"404 Delivery program

- (1) A council must have a program (its delivery program) detailing the principal activities to be undertaken by the council to implement the strategies established by the community strategic plan within the resources available under the resourcing strategy.*
- (2) The delivery program must include a method of assessment to determine the effectiveness of each principal activity detailed in the delivery program in implementing the strategies and achieving the strategic objectives at which the principal activity is directed.*
- (3) The council must establish a new delivery program after each ordinary election of councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.*
- (4) A draft delivery program must be placed on public exhibition for a period of at least 28 days and submissions received by the council must be considered by the council before the delivery program is adopted by the council.*

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

(5) The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months."

RISK IMPLICATIONS

No risks identified as plan is reported within legal time frames.

STAKEHOLDER CONSULTATION

The Delivery Program is available via Council for review.

OPTIONS

No options on report exist. The Delivery Program must be reported to Council.

CONCLUSION

The Delivery Program is a lead Council document to establish goals and objectives for Council and the community. The attached report provides advice on the Council's progress for the year to date and on an ongoing basis.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

The Delivery Program 2025/2026 to 2028/2029.

SUPPORTING INFORMATION /ATTACHMENTS

Six monthly report attached.

ACRONYMS

GM	General Manager
DMFA	Divisional Manager Finance & Administration Services
DMES	Divisional Manager Engineering Services – (LEMO – Local Emergency Management Officer)
MHD	Manager Health & Development Services
IPM	Infrastructure Projects Manager
EA	Executive Officer to the Mayor and General Manager
TREAS	Treasurer
ACC	Accountant
PO – A	Projects Officer - Assets
LIB	Librarian
RIM	Roads Infrastructure Manager
FRSPM	Flood Restoration and Special Projects Manager
TSM	Town Services Manager
AM	Assets Manager
WHS/RC	Work Health Safety / Risk Co-ordinator
EDVM	Economic Development & Visitation Manager
SMT	Senior Management Team
MANEX	Management Executive (Bold = First responsible officer)

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
1.1.1	Improve ageing, youth and disability services within the community	Review and define existing directory of service providers with a focus on aged care, youth and disability services, and promote on media channels	GM, MHD , DMFA, Interagency Delegates	Updated Directory and information promoted	X	X	X	X	Currently in the hands of the Warren Interagency Support Services Group, who are attempting to update the existing Directory.	
		Obtain expressions of interest for at least one care provider to establish satellite office/shop front in Warren	GM, MHD	Satellite office established	X	X	X	X	No action to date.	
		Provide leadership and work with the Warren Interagency Support Services Group to consider how best to support the Shire’s local community services	MHD , Interagency Delegates	Regular meetings organised	X	X	X	X	Ongoing.	
		Host an expo on health services in Warren, including ageing, youth and disability services	MHD , Interagency Delegates	Expo conducted	X			X	No action to date on a Council arranged Expo however, support provided for the Grow Services Expo held annually by the Warren Youth Foundation and RFDS.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
1.1.2	Improve health services within the community	Advocate for improved medical services including General practitioners and Allied Health Providers	Mayor, GM	Advocacy strategy developed and implemented	X	X	X	X	Ongoing. Support provided to the Rotary Club of Warren Inc in relation to Little Wings and provision of paediatric services.	
		Liaise with the Warren Multi-Purpose Health Service and other health providers to seek to provide improved health services	Mayor, GM	Meetings conducted	X	X	X	X	Ongoing. Meetings held with RFDS, Warren MPHS, WHAC, CEO Western Local Area Health District.	
		Provide access to existing Family Health Centre to a standard to allow health services to be provided	MHD	Medical services are provided to the community	X	X	X	X	Ongoing.	
1.1.3	Improve educational services within the community	Explore enhancements to our library services for our entire community	GM, DMFA, LIB	New services implemented	X	X	X	X	Ongoing. Mondays used for the Library Outreach Program provided to St Mary’s School, Warren Central School, Warren Preschool and Little Possums. Investigations have commenced on further extension works for the future.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
		Expand the existing Library infrastructure to cater for the increasing community needs	DMFA, LIB	Increase in the provision of additional services and functions	X	X	X	X	Investigations have commenced on further extension works for the future with a Project Team arranged.	
		Advocate for new and additional educational services	Mayor, GM	Advocacy strategy developed and implemented	X	X	X	X	No action to date.	
		Lobby for introduction of Opportunity Classes and Selective High Schools program at local schools and TAFE	Mayor, GM	Places are made available at local schools and the local TAFE.	X	X	X	X	No action to date.	
1.1.4	Ensure current and future housing needs for the community are met	Summarise specific housing needs by category: ✓ short- to medium-term housing opportunities for seasonal workers, visitors and residents ✓ permanent housing opportunities for new residents	MHD	Report prepared and Strategy developed and Implemented	X	X	X	X	Proposals have been provided to the Premier’s Department and the Minister for Housing for future housing mix and needs of Warren Shire.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
		Review the land release timetable for Warren	GM, MHD	Audit of suitable land completed	X				In progress however, the 2025/2026 Operational Plan & Estimates contains the construction of part of Gunningba Estate Stage 3 which will be progressed only if Gunningba Estate Stage 2 vacant blocks are taken up by Housing Plus or others or if an appropriate grant is obtained for development of residential lots. A Commonwealth Grant Application made for the construction of Gunningba Estate Stage 3 and the associated Industrial Development in Stafford Street which will continually be provided to the relevant Government Departments and if required to the NSW Government.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
		Promote new housing opportunities to property developers and facilitate future investments	Mayor, GM , SMT	Promotions undertaken	X	X	X	X	Proposals have been provided to the Premier’s Department and the Minister for Housing for future housing mix and needs of Warren Shire.	
1.1.5	Work with local Police and the community to ensure that our community is safe	Advocate for an appropriate level of policing services	Mayor, GM	Advocacy strategy rolled out with key meetings conducted	X	X	X	X	In progress, meetings undertaken with local Sergeant Inspector and Local Area Commander particularly as the current local policing levels are lower than normal. This has not seen any increase yet and arrangements to have a Council Safety Precinct Meeting are still in train.	
		Continually monitor and take legal action on the use of illicit drugs within the community	Mayor, GM	Meetings conducted to facilitate actions leading to a reduction in crime and the use of illicit drugs	X	X	X	X	In progress, meetings undertaken with local Sergeant Inspector and Local Area Commander particularly as the current local policing levels are lower than normal.	

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Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
		Provide CCTV Camera System access to the NSW Policy Warren	DMES, TSM	System connected, installed and monitored	X	X	X	X	Progressing with an expected date of late December 2025.	
		Provide animal control services to meet the demands of the community	MHD	Reduction in complaints	X	X	X	X	Ongoing, new animal shelter practically complete.	
		Monitor and renew alcohol prohibited and alcohol-free zones.	DMES	Zones adopted by every Council term.				X	No action to date, currently not applicable.	
1.1.6	Recognise and support our wide range of local community groups	Develop strategies across social, economic and environmental issues	GM, MHD, SMT, MANEX	Strategies developed and implemented	X				Ongoing.	
		Undertake an audit of Community Services within Warren Shire	MHD, Interagency Delegates	Audit works undertaken	X		X		Currently in the hands of the Warren Interagency Support Services Group, who are attempting to use the update of the existing Community Services Directory as a form of audit of Community Services within Warren Shire.	

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Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
		Council to meet with local peak indigenous organisations	GM, Mayor, SMT	Regular meetings organised	X	X	X	X	Ongoing, currently contact with the Warraan Widji Arts including attendance of presentations and launches. Contact with the Warren Local Aboriginal Lands Council in relation to TEI funding.	
		Council to meet with community peak bodies and stakeholders to build collaborative relationships	GM, Mayor, SMT, MANEX	Regular meetings organised	X	X	X	X	Ongoing, however availability of relevant members affecting meeting levels. The Mayor has made arrangements to meet informally with a relevant Aboriginal Elder and representatives of the Warren Local Aboriginal Land Council.	

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Objective 1.1: Attract and retain community-focussed resources										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target
1.1.7	Improve transport services within the community	Facilitate the improvement of transport services both within the Shire and those to and from the Shire	GM, DMES , MHD, Interagency Delegates	Increased level of connectivity for residents	X	X	X	X	In progress, some contact at high levels undertaken by the Economic Development and Visitation Manager. The Warren Interagency Support Services Group also investigating improved transport services particularly between Nevertire and Warren, linking with bus services travelling the Mitchell Highway. The Divisional Manager Engineering Services has provided a submission in relation to the draft NSW’s Central West and Orana Strategic Regional Integrated Transport Plan.	
		Increased knowledge of how the public transport system works	MHD	Regular postings are included in Council’s social media	X	X	X	X	Ongoing.	

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Objective 1.2: Engage with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
1.2.1	Maintain ongoing community engagement to instil a strong collaborative and inclusive environment with the community	Implement Council's Community Engagement Strategy	GM, EDVM, MANEX	Increased engagement with the community	X	X	X	X	Ongoing, Community Engagement Plans enacted for all major projects and programs. An extensive campaign continues to obtain subscribers to the Warren Shire Alert (Whispir) Program that enables dissemination of emergency and important information to those subscribers together with a similar campaign for Council's social media and Council's newsletter EDM. Council Officers and Councillors attending and undertaking presentations to community organisations (Rotary, View Club, etc) Grow Services Exp, Warren Show, Marra Field Days and various community events.	
1.2.2	Support and promote community-based lifestyle and social events	Work with community to support community-based events	GM, EDVM, MANEX	Activities and events supported by Council held	X	X	X	X	Ongoing, major events program enacted. Arrangements for Warren Street Christmas Party 2025 in train.	

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Objective 1.2: Engage with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Train and assist community organisations in obtaining grants	EDVM, IPM, MANEX	Grants received by Council and the community organisations	X	X	X	X	Ongoing. Economic Development and Visitation Office and Infrastructure Projects Management Office undertaking assistance within resources constraints.	
1.2.3	Encourage volunteerism within the community	Build a collaborative relationship with community organisations to offer assistance to volunteer organisations	GM, MANEX, Interagency Delegates	Positive feedback from volunteer organisations	X	X	X	X	Ongoing.	
		Work with the Warren Interagency Support Services Group to encourage volunteerism	MHD, Interagency Delegates	Regular meetings organised	X	X	X	X	Ongoing.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 1.2: Engage with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
1.2.4	Ensure that our emergency services organisations are ready to support our community during natural disasters and other emergencies	Assist with the coordination of emergency services, through the Local Emergency Management Committee	Mayor, GM, DMES (LEMO) , MHD, TSM	Efficient coordination of emergency services management	X	X	X	X	Ongoing, LEMC meeting regularly and providing support to combat agencies. Currently, the Warren Shire Flood Emergency Sub Plan to draft stage however, NSW State Emergency Service is not prepared to ensure that requirements of previous Plans that Warren Shire Council is reimbursed its costs for flood mitigation works is kept. Council progressing Warren Town Flood Study, which Council is hoping will lead to reduced insurance costs for residents of Warren.	

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Objective 1.2: Engage with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
1.2.5	Support Aboriginal people and organisations to increase the broader community's awareness and recognition of local Aboriginal cultural identity in Warren Shire	Build and maintain collaborative relationships with the Warren Local Aboriginal Land Council and Warraan Widji Arts	Mayor, GM MANEX	Regular meetings held Support provided to increase cultural awareness and inclusion	X	X	X	X	Ongoing, however availability of relevant members affecting meeting levels. The Mayor has made arrangements to meet informally with a relevant Aboriginal Elder and representatives of the Warren Local Aboriginal Land Council.	

Objective 1.3: Support young people and encourage their development										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
1.3.1	Support programs and services that support and assist young people in our community	Support the Warren Youth Foundation to develop strategies to assist the youth of Warren Shire	MHD, Interagency Delegates	Number of successful projects undertaken	X	X	X	X	Ongoing.	
1.3.2	Promote, to our youth, the facilities and activities that are available to them within the Shire	Address schools on the facilities that are available	MHD	School presentations conducted	X	X	X	X	Ongoing.	

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Objective 1.3: Support young people and encourage their development										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Promote the facilities and activities available through Council's website, social media and Council newsletters	MHD	Increased usage of facilities and participation in activities	X	X	X	X	Ongoing.	
1.3.3	Develop traineeship programs to retain youth	Review opportunities to develop traineeships within Council's structure	GM, SMT	Council's structure reviewed	X	X	X	X	Ongoing, support provided by participation in the Fresh Start Training Program for Apprenticeships and Trainees.	
		Liaise with businesses and the Warren Chamber of Commerce to encourage traineeships	GM, SMT	Presentations conducted	X	X	X	X	No action possible at present.	
		Develop indigenous traineeships within the Shire	GM, SMT	Indigenous traineeships developed	X	X	X	X	Ongoing, support provided by participation in the Fresh Start Training Program for Apprenticeships and Trainees.	
		Build a strong relationship with local schools to promote work experience opportunities	GM, SMT	Work experience opportunities made available	X	X	X	X	Ongoing.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 1.3: Support young people and encourage their development										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Apply for grants that provide Traineeships and Apprenticeships	GM, SMT, EDVM, HRO, WHS/RC	Successful grants received	X	X	X	X	Ongoing, support provided by participation in the Fresh Start Training Program for Apprenticeships and Trainees.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Our economic delivery program: Objective 2.1: Facilitate the diversification of industries within the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
2.1.1	Improve skilled and unskilled employment opportunities to attract and retain young people and working families	Survey the community to ascertain reasons for leaving or staying	GM, SMT, EDVM	Surveys completed		X		X	No action to date, currently not applicable.	
		Survey business owners to ascertain what keeps their young people and what could bring them back	GM, SMT, EDVM	Surveys completed		X		X	No action to date, currently not applicable.	
		Interview business owners who have successfully employed skilled, unskilled and young people	GM, SMT, EDVM	Interviews conducted		X		X	No action to date, currently not applicable.	
		Survey business owners to understand what may have stopped them in attracting and keeping skilled and unskilled people	GM, SMT, EDVM	Surveys completed		X		X	No action to date, currently not applicable.	
		Survey business owners to understand what skills they are missing	GM, SMT, EDVM	Surveys completed		X		X	No action to date, currently not applicable.	
		Collate findings and prepare action plan	GM, SMT, EDVM	Report prepared		X		X	No action to date, currently not applicable.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Our economic delivery program: Objective 2.1: Facilitate the diversification of industries within the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
2.1.2	Proactively identify and create new business opportunities and associated investment within the Shire	Facilitate business-led community forums to identify business and investment opportunities	Mayor, GM , SMT, EDVM	Forums held	X		X	Ongoing. Country Heartline Project commencement of a successful initiative for business and investment opportunities.		
		Engage with industry bodies and investors to share business and investment ideas	Mayor, GM , SMT, EDVM	Meetings conducted	X	X	X	Ongoing.		
		Meet with potential businesses and investors to explore opportunities	Mayor, GM , SMT, EDVM	Meetings conducted	X	X	X	Ongoing.		
		Seek to close out investment opportunities	Mayor, GM , SMT, EDVM	Opportunities completed	X	X	X	Ongoing.		
		Lobby and advocate State Government to reinstate the railway bridge	Mayor, GM , SMT, EDVM	Advocacy undertaken	X	X	X	Ongoing.		
		Development of industrial land	Mayor, GM	Purchase of suitable land	X	X	X	Councils EOI for the purchase of Queensland Cotton land was unsuccessful.		

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
2.2.1	Prepare and implement a tourism strategy for the Shire	Prepare a tourism strategy and Destination Management Plan for the Shire with input from the community	GM, SMT, EDVM	Strategy and Plan completed	X				Ongoing. Country Heartline project nearing completion which will ducktail into the Tourism Strategy and Destination Management Plan for Warren Shire. Consultation Group has been arranged and a more detailed community forum scheduled for 2025/2026.	

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
	Implement the tourism strategy and Destination Management Plan with support from tourism businesses, the community and Government	GM, SMT, EDVM	Strategy and Plan implemented	X	X	X	X	Ongoing. Country Heartline project nearing completion which will ducktail into the Tourism Strategy and Destination Management Plan for Warren Shire. Consultation Group has been arranged and a more detailed community forum scheduled for 2025/2026.		

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
2.2.2	Provide and promote sustainable recreation and tourism access to our rivers and marshes	Confirm preferred locations to provide access to rivers for fishing and other recreational activities	GM, SMT, MANEX, EDVM	Locations identified	X	X			Ongoing. Country Heartline project nearing completion which will ducktail into providing and promoting some sustainable recreation and tourism access to our rivers and marshes. Destination Macquarie Marshes Taskforce facilitated with Destination Macquarie Marshes Strategy and Action Plan being formulated.	

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
	Promote selected river locations	GM, SMT, MANEX, EDVM	Promotion complete	X	X	X	X	Ongoing. Country Heartline project nearing completion which will ducktail into providing and promoting some sustainable recreation and tourism access to our rivers and marshes. Destination Macquarie Marshes Taskforce facilitated with Destination Macquarie Marshes Strategy and Action Plan being formulated.		

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
	Actively assist with the maintenance, improvement and expansion of recreational infrastructure at the Macquarie Marshes	GM, SMT, MANEX, EDVM	Support provided	X	X	X	X	Ongoing. Country Heartline project nearing completion which will ducktail into providing and promoting some sustainable recreation and tourism access to our rivers and marshes.		
	Develop and maintain recreational infrastructure at the Bob Christensen Reserve	GM, SMT, MANEX, DMES, TSM, IPM, EDVM	Infrastructure complete	X	X	X	X	Destination Macquarie Marshes Taskforce facilitated with Destination Macquarie Marshes Strategy and Action Plan being formulated.		
								Investigations commenced on suitable improvements that can be funded by grants.		

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 2.2: Proactively support the development of tourism as a key industry for the Shire										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comments	Target	
2.2.3	Develop and deliver a customer service framework for all businesses in our Shire	Host a customer service workshop with local businesses to consider best practice customer service approaches	GM, SMT, MANEX, EDVM	Workshop conducted	X		X	In progress, with a Training Program developed and will initially used for the training of relevant Council staff in early 2026.		
		Facilitate agreement on a customer service framework for all businesses in the Shire	GM, SMT, MANEX, EDVM	Framework agreed	X		X	In progress, with a Training Program developed and will initially used for the training of relevant Council staff in early 2026. This program will then be used for training of interested local businesses.		

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
2.3.1	Facilitate the growth of local businesses	Research industry and economic forecasts and gap analysis for Warren	GM, SMT, MANEX, EDVM	Research and gap analysis completed	X	X	X	X	Ongoing. Much initial investigation undertaken as part of the Business Case for the Drought Resilience Plan Implementation Project "The Country Heartline".	
		Research growth strategies adopted by Shires like ours	GM, SMT, MANEX, EDVM	Research completed	X				Investigating other Council Strategies. Much initial investigation undertaken as part of the Business Case for the Drought Resilience Plan Implementation Project "The Country Heartline".	

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
	Facilitate a business growth working group comprised of business-focussed community groups and individual businesses to: ✓ identify barriers to growth ✓ consider growth opportunities for existing businesses	GM, SMT, MANEX, EDVM	Working group established and operating	X	X			In progress. The Economic Development and Visitation Manager has commenced gathering examples of Growth Strategies adopted by other Councils and collation of statistical data. The Economic Development and Visitation Office Stakeholders Group established.		
	Facilitate the development and implementation of a business growth strategy	GM, SMT, MANEX, EDVM	Strategy developed and implemented	X	X	X	X	In progress. The Economic Development and Visitation Manager has commenced gathering examples of Growth Strategies adopted by other Councils and collation of statistical data. The Economic Development and Visitation Office Stakeholders Group established.		

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
2.3.2	Facilitate improvements in business efficiency for local businesses	Research best practice business efficiency approaches	GM, SMT, MANEX, EDVM	Research completed	X	X			In progress. The Economic Development and Visitation Manager is working with local businesses and community organisations to build business proficiency, improvements and best practice. Council has taken the lead in a Drought Resilience Plan Implementation Project "The Country Heartline" to see diversified farm income, tourism infrastructure and trail development in conjunction with Bogan and Coonamble Shire Councils.	

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
								Customer Service Training Program developed and will initially used for the training of relevant Council staff in early 2026, then will adapted and used as a Training Program for interested Local Businesses.		
	Host a business efficiency workshop with local businesses to consider best practice business efficiency approaches	GM, SMT, MANEX, EDVM	Workshop conducted		X			Ongoing as part of the Country Heartline Project undertook a Digital Marketing Workshop.		
	Facilitate the implementation of new business efficiency approaches	GM, SMT, MANEX, EDVM	Efficiency approaches implemented		X	X	X	No action to date, currently not applicable.		

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
2.3.3	Diversify land use options in the Warren CBD to support new business opportunities for the community	Conduct community consultation regarding possible new land uses for the Warren CBD and collate outcomes	GM, SMT, MANEX, EDVM	Community consultation completed	X				The Warren Town Centre Master Plan – Dubbo Street Upgrade finalised and appropriate grant application to the Commonwealth Government arranged. Department of Regional NSW Business Development Facilitator completed a Land and Property Availability Analysis Report for Commercial, Industrial, Residential, Airport, etc. including Vacant Business Premises to draft stage which will be used in a future consultation project for new land uses for the Warren CBD.	

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Objective 2.3: Support the growth and revitalisation of existing and new local businesses										
Strategy	Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target	
	Amend our Local Environmental Plan (LEP) where required	GM, MHD , SMT	LEP amended	X				The Planning Proposal PP-2025-217 to amend the Warren LEP 2012 is proceeding subject to conditions in the gateway determination and should be completed on or before 4 March 2026.		
	Promote zoning changes to the community	GM, MHD , SMT, EDVM	Promotion undertaken	X	X	X	X	Ongoing, initial promotion undertaken. The Planning Proposal PP-2025-217 to amend the Warren LEP 2012 is proceeding subject to conditions in the gateway determination and should be completed on or before 4 March 2026.		

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.1.1	Ensure that the road network is maintained to acceptable community standards	Ensure that our roads are maintained to acceptable community standards in a cost effective, efficient and safe manner – as outlined in the asset management plans	DMES, RIM	Maintenance activities conducted in accordance with good engineering practice	X	X	X	X	In progress, AGRN 1034 in the amount of \$8.6M, approximately 50% completed. A further claim for over \$1M is in progress awaiting approval. Routine Maintenance Program progressing in conjunction with the Flood Damage Program. NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stoney Creek Crossing commenced.	

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Support the NSW Government’s Towards Zero Road Safety Program by maintaining and implementing Council’s Road Safety Plan.	DMES, RIM	Road Safety Plan implemented	X	X	X	X	In progress, Towards Zero Road Safety Program on RR333 Carinda Road (10 kms of road reconstruction) complete. In progress, Towards Zero Road Safety Program on RR202 Marthaguy Road (10 kms of road reconstruction) 20% completed.	

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Actively seek grants from Federal and State Governments	DMES, RIM	Increased level of grant funds obtained	X	X	X	X	Ongoing, applications for SR 66 Wambianna Road safety improvements under the Black Spot Program, Beleringar Bridge replacement and Weemabung Bridge replacement under the Safety Local Roads Infrastructure Program and Nevertire Rest Area under the Heavy Vehicle Rest Area Tranche 7 Program arranged.	

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Lobby the State Government to reclassify roads with usage changes (Inland Flat Route)	Mayor, GM, DMES	Classifications changed	X	X	X	X	Ongoing, Inland Flat Route currently included in the Draft Central West and Orana Strategic Regional Integrated Transport Plan. Recategorisation of roads still to be undertaken by the NSW Government.	
		Canvas Bland, Lachlan, Coonamble and Narrabri Shire Councils for a joint initiative towards identifying the Inland Flat Route as an alternative to the Newell Highway	Mayor, GM, DMES	Joint initiative developed Feasibility strategy developed	X	X	X	X	Ongoing, Inland Flat Route currently included in the Draft Central West and Orana Strategic Regional Integrated Transport Plan. Feasibility Strategy yet to be developed.	

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.1.2	Advocate for reliable telecommunications services throughout the Shire	Lobby relevant Government Ministers and Departments to advocate for improved telecommunications infrastructure	Mayor, GM	Meetings conducted for advocacy and lobbying	X	X	X	X	Ongoing, NBN providing some improvements for Warren and Nevertire that are yet to be proven.	
3.1.3	Ensure that the Shire is well positioned to rapidly adopt new, modern energy technologies as they emerge	Monitor trends and reliability in the energy supply sector, particularly with respect to renewable energy	GM, SMT	Research conducted	X	X	X	X	3 EV charging stations in Warren complete at the VIC, Carter Oval Youth Sports Precinct and in Dubbo Street. Solar panel on Council's facilities subject to grants.	
		Lobby the Government, energy authorities and energy providers to ensure that Warren Shire is included in the Central-West Orana Renewable Energy Zone with improved high-voltage connectivity	Mayor, GM	Meetings conducted and submissions made	X	X	X	X	No action to date, currently not applicable.	

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Objective 3.1: Provide reliable and accessible connectivity across the Shire										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.1.4	Advocate for improved rail and transport access to Warren	Lobby relevant Government Ministers and Departments to advocate for improved rail and transport access to Warren	Mayor, GM	Meetings conducted for advocacy and lobbying	X	X	X	X	No action to date.	

Objective 3.2: Provide sustainable infrastructure for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.2.1	Maintain community assets (swimming pools, library, council buildings, parks, gardens, reserves, cemeteries, aerodrome, stormwater, water and sewer infrastructure) to acceptable community standards	Conduct community consultation regarding community assets	GM, SMT, MANEX, MHD, IPM, TSM	Community consultation completed	X	X	X	X	Ongoing, redevelopment of the Cricket field of the Carter Oval Youth Sports Precinct, refurbishment of the Thornton Avenue Sewer Pump Station, Female Friendly Amenities at the Victoria Park, MCC Oxley Park River Water Pumping Station undertaken. Water Valve	

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Objective 3.2: Provide sustainable infrastructure for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Ensure that community assets are maintained to acceptable community standards in a cost effective, efficient and safe manner – as outlined in our asset management plans	DMES, MHD, TSM	Maintenance activities conducted	X	X	X	X	Replacement commenced. CCTV and Smoke Testing of Sewer at Warren and Nevertire results being analysed. Working with NSW EPA on the decommissioning of the old Warren Sewerage Treatment Plant and Gillendoon Street Sewer Pump Station.	
									Ongoing, follow-up processes in place.	

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Objective 3.2: Provide sustainable infrastructure for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Actively seek grants from Federal and State Governments	GM, SMT, MANEX, TSM, IPM, LM	Increased level of grant funds obtained	X	X	X	X	Ongoing, grant applications for Crown Reserves Improvement Program, Club Grants etc continually being applied for. Investigations commenced on Library Improvement Works Program and Grant.	
3.2.2	Ensure that the Warren levee continuously remains fit for purpose	Undertake a regular renewal and repair program for the Warren levee	DMES, TSM, IPM	Renewals and repairs completed	X	X	X	X	Rehabilitation works on levee currently on hold due to high river levels to at least late February 2026. Levee stormwater floodgates, generators, electric pumps and diesel pumps and associated equipment complete.	

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Objective 3.2: Provide sustainable infrastructure for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Actively seek grants from Federal and State Governments	DMES, TSM	Grant funds obtained	X	X	X	X	No action to date, currently not applicable.	
		Prepare and implement the Warren Town Flood Study and Floodplain Risk Management Study and Plan	DMES	Plans adopted and actions implemented	X				Warren Town Flood Risk Study to draft stage.	
		Investigate the preparation of a Nevertire and Collie Village Flood Study and Floodplain Risk Management Study and Plan	DMES	Investigation undertaken		X			No action to date, currently not applicable.	

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Objective 3.3: Proactively manage our infrastructure assets										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.3.1	Adopt comprehensive and practical asset management plans that support, and are supported by, our long-term financial plans	Prepare asset management plans for each class of asset	DMFA, DMES, MHD,TSM, RIM, AM	Plans adopted by Council	X	X	X	X	Ongoing, Asset Management Plans for Roads and Stormwater subject to the appointment of a new Assets Manager.	
		Ensure that plans are integrated with our long-term financial plans	DMFA, AM	Plans completed	X	X	X	X	Ongoing, Asset Management Plans for Roads and Stormwater subject to the appointment of a new Assets Manager.	
		Ensure that operations, maintenance, capital renewal and capital expansion activities are undertaken in accordance with the asset management plans	DMES, MHD,TSM, RIM, IPM	Programs in place	X	X	X	X	Ongoing, processes in place.	
		Capture accurate and complete asset condition data regularly	DMES, MHD,TSM, RIM, AM	Condition assessments undertaken	X	X	X	X	Ongoing, processes in place.	

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Objective 3.3: Proactively manage our infrastructure assets										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Actively seek grants from Federal and State Governments	DMES, MHD,TSM, RIM, IPM	Increased level of grant funds obtained	X	X	X	X	Ongoing, processes in place.	
3.3.2	Maintain a well-resourced team of infrastructure staff to ensure that our infrastructure needs are met	Ensure infrastructure staff are appropriately experienced and qualified to adequately maintain and improve infrastructure	GM, SMT , RIM, TSM, IPM	Experienced and qualified staff	X	X	X	X	Ongoing, processes in place.	

Objective 3.4: Revitalise the Warren, Nevertire and Collie streetscapes										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
3.4.1	Continually upgrade streetscapes in Warren, Nevertire and Collie to create attractive places to live and to visit	Finalise investigation, design and implementation of the upgrading of the Warren CBD Streetscape	GM, DMES	Design and implementation completed	X	X	X	X	In progress, the Warren Town Centre Master Plan – Dubbo Street Upgrade finalised and appropriate grant application to the Commonwealth Government arranged.	
		Continue consultation with the Warren, Nevertire and Collie communities on possible future streetscape improvements	DMES	Consultation program instigated	X	X	X	X	Ongoing.	

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Objective 4.1: Manage the impact of climate change on our local community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
4.1.1	Work with appropriate agencies to proactively address the local impacts of climate change	Actively participate in Macquarie River Flood Mitigation Zone Reference Group	Mayor, GM	Meetings attended	X	X	X	X	Ongoing, active involvement by both the Mayor and General Manager.	
		Actively participate in the Central West Councils Environment and Waterways Alliance	MHD	Meetings attended	X	X	X	X	Ongoing, active involvement.	
		Respond to climate-driven regulatory changes that impact our community	GM, MHD, DMES, RIM, FRSPM, TSM	New initiatives implemented	X	X	X	X	3 EV charging stations in Warren completed at the VIC, Carter Oval Youth Sports Precinct and in Dubbo Street. Funding made available for solar panels and battery at the Ewenmar Waste Depot.	
		Review our Consequence Management Guides under our Local Emergency Management Plan	GM, DMES (LEMO), MHD, TSM	Review completed	X	X	X	X	Ongoing.	

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Objective 4.1: Manage the impact of climate change on our local community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Update our Local Emergency Management Plan to take into account the impact of climate change	GM, DMES (LEMO), MHD, TSM	Plan updated		X			No action to date, currently not applicable.	
4.1.2	Encourage the local community to embrace sustainable living and business practices	Provide the community with access to education, information and activities that promote sustainable living and business practices	MHD	Information delivered	X	X	X	X	No action to date.	
Objective 4.2: Proactively manage environmental-based assets for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
4.2.1	Sustainably manage the Shire's limited water resources	Assist with the education of landowners on the role and activities of the Natural Resources Access Regulator	MHD	Educations programs completed	X	X	X	X	Ongoing.	

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Objective 4.2: Proactively manage environmental-based assets for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Work with the Western Councils Water Utilities Alliance to ensure that any structural reform of the management of water utilities reflect the aspirations of Council.	DMES, TSM	Favourable reforms implemented	X	X	X	X	Ongoing, the Mayor and the General Manager are members of the Western NSW Local Water Utilities Council Reference Group.	
		Lobby the Government to increase the capacity of the Burrendong Dam Airspace for Flood Mitigation and Drought Proofing Protection and Other Water Supply Matters	Mayor, GM	Submissions made	X	X	X	X	Ongoing, last Briefing to the Minister for Water on 13 November 2025. The Mayor presented to the Alliance of Western Councils Murray Darling Basin Authority Round Table on critical water needs on 21 October 2025.	
		Lobby the Government to pipe or line the Albert Priest Channel to drought proof water supplies	Mayor, GM	Submissions made	X	X	X	X	Ongoing, last Briefing to the Minister for Water on 13 November 2025.	

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Objective 4.2: Proactively manage environmental-based assets for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
4.2.2	Ensure that our town water usage complies with our licenced allocations	Monitor water usage to ensure that extraction limits are not exceeded	DMES, TSM	Water usage remains within our limits	X	X	X	X	Ongoing, constant reporting.	
		Educate the community on sustainable water usage	DMES, TSM	Education program delivered	X	X	X	X	Ongoing, details on Council's website.	
4.2.3	Provide Warren and the villages of Nevertire and Collie with an adequate and safe water supply that is appropriately priced for all consumers	Maintain and renew our water supply network in accordance with our water supply network asset management plan	DMES, TSM	Adherence to asset management plans	X	X	X	X	Ongoing, processes in place.	
		Comply with current best practices for water supply networks	DMES, TSM	Affirmative annual compliance report	X	X	X	X	Ongoing, processes in place.	
		Remain actively involved in the Western Councils Water Utilities Alliance	DMES, TSM	Meetings attended	X	X	X	X	Ongoing.	
		Investigate and implement measures to return Collie Water Supply to a potable standard	DMES, TSM	Potable standard restored	X	X	X	X	Investigation commenced.	

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Objective 4.2: Proactively manage environmental-based assets for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Investigate and implement the Integrated Water Cycle Management (IWCM) Plan and the recommendations from the Warren Water Security Project.	DMES, TSM	Recommendations implemented	X	X	X	X	Consultant engaged.	
4.2.4	Provide Warren and the village of Nevertire with an adequate and environmentally acceptable sewerage scheme that is appropriately priced for all consumers	Maintain and renew our sewerage network services in accordance with our sewerage network asset management plan	DMES, TSM	Sewerage network renewed and maintained	X	X	X	X	Ongoing, processes in place.	
		Comply with current best practices for sewerage systems	DMES, TSM	Affirmative annual compliance report	X	X	X	X	Ongoing, processes in place.	
		Explore the feasibility of UV treatment to re-use effluent for other uses	DMES, TSM	Feasibility Plan developed	X				Ongoing, waiting on a suitable grant.	
		Remain actively involved in the Western Councils Water Utilities Alliance	DMES, TSM	Meetings attended	X	X	X	X	Ongoing.	
4.2.5	Ensure that our stormwater drainage system remains effective	Maintain our stormwater drainage assets in accordance with our stormwater drainage asset management plan	DMES, TSM	Adherence to asset management plan	X	X	X	X	Ongoing, processes in place.	

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Objective 4.2: Proactively manage environmental-based assets for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Install stormwater quality improvement devices (SQIDs)	DMES, TSM	Funding approved and devices installed	X	X	X	X	Ongoing, waiting on a suitable grant.	
Objective 4.3: Provide a sustainable waste management service for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
4.3.1	Reduce the rate of landfill through appropriate waste minimisation and waste collection processes	Participate in regional initiatives relating to the reduction of waste deposited in our landfill facilities	MHD	Reduction in waste deposited in our landfill facilities	X	X	X	X	Ongoing, working with Netwaste for appropriate initiatives.	
		Investigate and implement improved waste collection and waste processing processes	MHD	New improved processes implemented	X	X	X	X	Processes in place for an investigation of recycling to commence in 2026/2027. Attempting to obtain a Return to Earn facility in Warren.	

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Objective 4.3: Provide a sustainable waste management service for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Implement the Ewenmar Waste Depot Management Regime, Strategies and Plan	MHD	New Management Plan implemented	X				Consultant to be engaged for the final development and implementation of an appropriate Operational Plan.	
		Apply for an exemption to the Food Organics Garden Organic (FOGO) Mandate	MHD	Monitor and report to NSW EPA seeking an exemption	X	X	X	X	Working with the Alliance of Western Councils and Netwaste in an attempt to become exempt for FOGO.	
4.3.2	Introduce new sustainable waste management practices for both green waste and recyclable materials	Investigate and implement improvements in green waste processing	MHD	New green waste processing implemented	X	X	X	X	Initial improvements commenced. Consultant to be engaged for the final development and implementation of an appropriate Operational Plan.	

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Objective 4.3: Provide a sustainable waste management service for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Investigate and implement new uses for processed green waste	MHD	New uses for processed green waste identified and utilised	X	X	X	X	Initial improvements commenced. Consultant to be engaged for the final development and implementation of an appropriate Operational Plan.	Yellow
		Investigate and implement state of the art recycling initiatives including the Return and Earn Program	MHD	New recycling initiatives introduced	X	X	X	X	Attempting to obtain a Return to Earn facility in Warren. Not receiving positive advice.	Red

Objective 4.4: Support environmentally sustainable land management practices										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
4.4.1	Actively manage noxious weeds	Apply the weed management guidelines of the Castlereagh Macquarie County Council (CMCC) to land that Council manages	DMES, MHD, TSM, RIM, FRSPM	Guidelines adhered to	X	X	X	X	Ongoing, processes in place. Somewhat reliant on CMCC inspections and reports.	Yellow

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Objective 4.4: Support environmentally sustainable land management practices										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Assist in promoting and endorsing the CMCC guidelines to landowners	GM, MHD	Guidelines promoted and endorsed	X	X	X	X	Ongoing, appropriate information being provided to Council's EDM newsletter.	
4.4.2	Actively manage pests	Continually liaise with Local Land Services (LLS) to ensure that current pest management initiatives are undertaken on land that Council manages	DMES, MHD , TSM, RIM	Initiatives undertaken when requested by LLS	X	X	X	X	Ongoing.	
4.4.3	Ensure that crown land is managed using environmentally sustainable principles and practices	Continually liaise with Government to ensure that Council maintains the crown land under its management in an environmentally sustainable way	DMES, MHD , TSM	Environmentally sustainable management achieved	X	X	X	X	Ongoing, processes in place.	
4.4.4	Preserve and protect endangered ecological communities (EEC) of native plants, animals and other organisms living in unique habitats within the Shire	Liaise with Government and other agencies to remain appraised of the latest legislation and initiatives concerning the preservation and protection of endangered ecological communities	DMES, MHD , TSM, RIM	Current EEC legislation and initiatives understood	X	X	X	X	Ongoing, processes in place.	

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Objective 4.4: Support environmentally sustainable land management practices										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Implement preservation and protection initiatives as required	DMES, MHD, TSM, RIM	Processes implemented	X	X	X	X	Ongoing, processes in place.	
4.4.5	Sustainably manage Council's road-making materials and storage sites (gravel, sand, loam pits and roadside stockpile sites)	Regularly monitor the safety and operations of gravel, sand and loam pits and roadside stockpile sites to ensure high environmental standards are adhered to	DMES, RIM, WHS/RC	Monitoring in progress and actions undertaken	X	X	X	X	Ongoing, processes in place.	
		Redevelop and implement the Mine Safety Management Plan	DMES, RIM, WHS/RC	Plan in place and implemented	X	X	X	X	Quarry Safety Management Plan to draft stage	

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Objective 5.1: Ensure strong engagement and collaboration with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.1.1	Undertake regular community engagement activities as per the Community Engagement Strategy	Complete all community engagement activities outlined in the Community Engagement Strategy	Mayor, GM, SMT, MANEX	Strong community engagement	X	X	X	X	Ongoing, Community Engagement Plans enacted for all major projects/programs. Local paper being utilised together with Council's social media platforms and the Community Room display screen. Where required, Community Members are nominated and included in various Council Committees to actively participate and contribute to those Committees (Airport Operations, Showground/ Racecourse, Warren Public Arts).	

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Objective 5.1: Ensure strong engagement and collaboration with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
									Warren Shire Alert (Whispir) Program continues to be implemented to provide emergency details and information. Also a subscription program is continuing for Council's EDM newsletter. Council stands to be held at Grow Services Expo, Warren Show and Marra Field Day.	
5.1.2	Provide training to the community on making grant applications	Disseminate grant opportunities to the community	GM, SMT, MANEX, IPM, EDVM	Grant opportunities promoted	X	X	X	X	Ongoing, by the Executive Office, Infrastructure Projects Management Office and Economic Development and Visitation Office.	

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Objective 5.1: Ensure strong engagement and collaboration with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Train community members and community groups on best practice grant preparation	EDVM	Number of successful grants	X	X	X	X	Ongoing, by the Infrastructure Projects Management Office and Economic Development and Visitation Office.	

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Objective 5.1: Ensure strong engagement and collaboration with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.1.3	Promote Warren Shire Council to wide audiences both within the Shire and externally	Prepare and implement community engagement plans	Mayor, GM, SMT, MANEX, EDVM	Plans completed and implemented	X	X	X	X	Ongoing, Community Engagement Plans enacted for all major projects/programs. Local paper being utilised together with Council's social media platforms and the Community Room display screen. Warren Shire Alert (Whispir) Program continues to be implemented to provide emergency details and information. Also a subscription program is continuing for Council's EDM newsletter. Council stands to be held at Grow Services Expo, Warren Show and Marra Field Day.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 5.1: Ensure strong engagement and collaboration with the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Promote Council through websites, social media and other relevant promotional channels (print and online)	Mayor, GM, SMT, MANEX, EDVM	Increased positive image of Council	X	X	X	X	Ongoing, Community Engagement Plans enacted for all major projects/programs. Local paper being utilised together with Council's social media platforms and the Community Room display screen. Warren Shire Alert (Whispir) Program continues to be implemented to provide emergency details and information. Also a subscription program is continuing for Council's EDM newsletter. Council stands to be held at Grow Services Expo, Warren Show and Marra Field Day.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.2: Maintain a financially sustainable Council that provides cost effective services										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.2.1	Ensure that this strategic planning framework becomes an integral part of our operating culture	Adopt all delivery programs from this strategic planning framework	GM, SMT, MANEX	Strategic planning framework imbedded within Council operations	X	X	X	X	In progress. Responsibilities being communicated.	
5.2.2	Proactively manage known compliance risks	Review our compliance risk register	GM, SMT, MANEX, WHS/RC	Number of non-compliance notices	X	X	X	X	Ongoing, processes in place.	
		Implement actions to mitigate against known compliance risks	GM, SMT, MANEX, WHS/RC	Number of non-compliance notices	X	X	X	X	Ongoing, processes in place.	
5.2.3	Seek new sources of income for Council	Apply for private works contracts with local businesses, landowners and the community	DMES, RIM, TSM	Contracts in place	X	X	X	X	Ongoing, processes in place.	
		Reassess Council's schedules of rates, fees and charges	GM, SMT, DMFA, DMES, MHD, MANEX	New schedules confirmed	X	X	X	X	Ongoing, processes in place.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.2: Maintain a financially sustainable Council that provides cost effective services										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Review Council's investment management strategies	DMFA	New strategies developed and implemented	X	X	X	X	Ongoing, processes in place. Manex providing major expenditure and income information to improve process.	
		Continually review and seek grant opportunities	GM, SMT, MANEX, MHD, RIM, TSM, IPM	Grants won	X	X	X	X	Ongoing, processes in place.	
5.2.4	Explore partnerships with others to share costs	Create partnerships with Government, businesses and NGOs to create shared services agreements	Mayor, GM, SMT, MANEX	Shared services agreements in place	X	X	X	X	Ongoing, processes in place.	
5.2.5	Improve procurement practices to maximise cost efficiency whilst supporting local businesses where possible	Utilise and maintain the VendorPanel procurement and contract management system	GM, SMT, MANEX	VendorPanel actively used	X	X	X	X	Ongoing, processes in place.	
		Train staff in procurement and contract management practices	GM, SMT, MANEX	Staff trained	X	X	X	X	Ongoing, processes in place. Training in Modern Day Slavery undertaken on the 19 November 2025.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.2: Maintain a financially sustainable Council that provides cost effective services										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Promote opportunities for local businesses to provide services to Council	GM, SMT, MANEX	Community and businesses informed	X	X	X	X	Ongoing, processes in place. Contract for Local Preferred Supplier for Relevant Local Trades and Commercial Services in place.	
		Review the Procurement Policy to encourage participation of First Nations Businesses in providing services to Council	GM, DMFA, DMES	Policy reviewed and actions implemented	X	X	X	X	Ongoing, processes in place.	
5.2.6	Embrace a team centred culture of continual improvement to improve operational efficiency	Consult with the community to agree on the levels of service it requires from Council	GM, SMT, MANEX	Levels of service agreed	X	X	X	X	Ongoing, processes in place.	
		Equip, empower and support staff to achieve their goals	GM, SMT, MANEX	Positive staff surveys	X	X	X	X	Ongoing, processes in place.	
		Embrace the use of new technology to support our processes	GM, SMT, MANEX	Processes improved	X	X	X	X	Ongoing, processes in place.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.3: Support our people to provide high-quality services to the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.3.1	Provide effective training and development of our staff	Review our staff evaluation and goal-setting processes to incentivise staff	GM, SMT, MANEX	Updated staff evaluation process	X				To be investigated.	
		Equip, empower and support staff to achieve their goals	GM, SMT, MANEX	Updated Workforce Plan and Strategy	X	X	X	X	Process commenced with expected reporting to the June 2026 Council Meeting.	
		Provide career path opportunities to incentivise staff and to improve business continuity	GM, SMT, MANEX	Updated Workforce Plan and Strategy	X	X	X	X	Process commenced with expected reporting to the June 2026 Council Meeting.	
		Implement a tailored training and development program for each member of staff	GM, SMT, MANEX	Staff reviews completed	X	X	X	X	Ongoing, processes in place.	
		Implement formal flexible working arrangements for staff	GM, SMT, MANEX	Updated Workforce Plan and Strategy	X	X	X	X	Process commenced with expected reporting to the June 2026 Council Meeting.	
		Review our salary system against current best practice	GM, SMT, MANEX	Updated salary system	X	X	X	X	Process commenced with expected reporting to the June 2026 Council Meeting.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.3: Support our people to provide high-quality services to the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.3.2	Create a productive and cooperative working environment for Councillors to support their governance responsibilities	Train Councillors on their roles and responsibilities	GM, SMT	Programs delivered	X	X	X	X	Ongoing, processes in place.	
		Provide Councillors with community leadership opportunities	GM, SMT	Opportunities provided	X	X	X	X	Ongoing, processes in place.	
		Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making	GM, SMT, MANEX	Reports and information delivered	X	X	X	X	Ongoing, processes in place.	
5.3.3	Ensure a quality customer service focus by customer staff	Promote quality customer service approaches to all Council employees	GM, SMT, MANEX	Customer service training implemented	X	X	X	X	In progress, with a Training Program developed and will initially used for the training of relevant Council staff in early 2026.	
		Obtain community feedback on Council's customer service	GM, SMT, MANEX	Increased customer satisfaction	X	X	X	X	Ongoing, processes in place.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

CONTINUED

Objective 5.4: Collaborate with external parties to capture new opportunities for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
5.4.1	Obtain new development funds from developers to support the provision of improved infrastructure services	Arrange through negotiations Planning Agreements with developers	GM, SMT, MHD	Planning Agreements implemented	X	X	X	X	No action to date, currently not applicable.	
		Negotiate with major developers to obtain new development funds	GM, SMT, MHD	Negotiations completed	X	X	X	X	No action to date, currently not applicable.	
		Allocate additional funds to the provision of new infrastructure and services for the community	GM, SMT, MHD, MANEX	Fund allocated	X	X	X	X	No action to date, currently not applicable.	
5.4.2	Lobby the State Government to reduce the amount of cost shifting, from Government to Council, for the provision of community services	Develop and implement a lobbying plan for cost shifting reduction measures	Mayor, GM	Lobby plan developed and implemented	X	X	X	X	Ongoing, processes in place with every discussion with NSW Government Ministers.	
		Obtain the support of other local Councils, Country Mayors Association, Local Government NSW, Association Mining & Energy Related Councils and the Alliance of Western Councils	Mayor, GM	Support obtained	X	X	X	X	Ongoing.	

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ITEM 5 DELIVERY PROGRAM PROGRESS REPORT

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Objective 5.4: Collaborate with external parties to capture new opportunities for the community										
Strategy		Council delivery program actions	Responsible officer / department	Measures	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	Comment	Target
		Meet with relevant State Government Ministers and Departments	Mayor, GM	Meetings conducted	X	X	X	X	Ongoing, meetings conducted with the Ministers for Roads, Water and Recovery 13 - 14 November 2025.	
5.4.3	Actively seek external support (financial and in-kind) from Government, alliance partners, the community and philanthropists to support the provision of new services and amenities for the community	Meet with community groups to consider the support that they might require to develop new community services and amenities	GM, SMT, MANEX	Meetings conducted	X	X	X	X	In progress.	
		Facilitate the development of a plan to target and engage with potential support providers	GM, SMT, MANEX	Plan developed and implemented	X	X	X	X	In progress.	
		Facilitate meetings between the potential support providers and our community groups	GM, SMT, MANEX	Meetings conducted	X	X	X	X	In progress.	

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ITEM 6 2025 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE ATTENDANCE REPORT
(S6-4)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

To provide details of Council's attendance of the Local Government NSW (LGNSW) Annual Conference held in Penrith 23rd - 25th November 2025.

BACKGROUND

Council has a standing resolution for the Mayor, Deputy Mayor, one (1) interested Councillor and General Manager to attend the LGNSW Annual Conference each year.

After Expressions of Interest for the interested Councillor was called only one was received and Councillor Penny Heuston was able to attend the Conference with the Mayor, Deputy Mayor and General Manager.

This year was an election year for the LGNSW President and Board.

Because the Conference this year was held in Penrith not many NSW Ministers were able to attend.

This Conference was about working together to find solutions with the Program designed to support that effort.

More than 970 delegates, including elected members, Senior Council staff, Joint Organisations and County Council representatives, sponsors and guest speakers attended the Conference.

REPORT

Attachment 1 is a copy of the 2025 LGNSW Annual Conference Program.

Motions

This year Warren Shire Council did not provide any motions to the Conference.

A copy of the Conference Business Paper will be available at the Council Meeting for pursuant of interested Councillors. The Conference discussed and resolved more than 115 motions of the over 130 motions submitted which covered a diverse range of issues affecting our sector.

The Conference Resolutions then updates the LGNSW Policy Platform and Advocacy Priorities for the coming months.

The divide between Rural/Regional/Country Councils and the Metropolitan Councils was again reasonably noticeable this year compared to 2024.

The Conference Motions session were particularly well managed by President Mayor Phyllis Miller OAM.

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Ministerial Contract

As previously advised as the Conference was held at Penrith not many NSW Ministers were able to attend the Conference except the Premier The Hon. Chris Minns MP and the Minister for Local Government The Hon. Ron Hoenig MP. The Shadow Minister for Local Government The Hon. Christopher Raft MLC was also able to attend.

The Local Government Minister The Hon. Ron Hoenig MP discussed the Code of Meeting Practice, Councillor Conduct Framework and the Apprentices and Traineeship Program, A Fresh Start.

Both the Mayor and General Manager were able to have a reasonable conversation with Minister Hoenig MP.

The Premier gave a reasonably positive speech, however was very adamant that the changes to the Planning Legislative were most important, particularly in regard to attempting to get as many homes developed in NSW as possible.

StateCover Mutual Members General Managers Networking Lunch

The General Manager was able to attend this valuable networking lunch, where many relevant presentations were provided showing the actions being taken to reduce Warren Shire Council and other Council Members workers compensation costs in the future.

Still of major concern in the industry is psychosocial hazard reduction and looming costs.

Alliance of Western Councils Networking Dinner

All Warren Shire Council attendees were able to meet with fellow Alliance Western Councils attendees for a networking dinner on the Sunday evening of the Conference.

LGNSW Annual Report for the Financial Year 2024-2025

The LGNSW Annual Report will be available at the Council meeting for perusal by interested Councillors.

The LGNSW is financially sound.

Country Mayors Association (CMA) of NSW

LGNSW and the CMA of NSW extended a Memorandum of Understanding to strengthen collaboration between the two bodies and to amplify the voice of Local Government across the State. LGNSW President Mayor Phyllis Miller OAM signed the Agreement alongside CMA of NSW Chair Rick Firman OAM.

Presentations and Panel Sessions

There were many reasonably interesting presentations and panel sessions throughout the Conference. Most were applicable to Warren Shire Council and our community.

The panel session ***“NSW Planning Reforms 2 year’s in How to Optimise Outcomes for All Communities”*** by Sue Weatherly – NSW President, Planning Institute of NSW, Hon. Stuart Ayers – CEO, Urban Development Institute of Australia (NSW) and Ms Kiersten Fishburn, Secretary NSW Department of Planning, Housing and Infrastructure was of particular interest. A quite unique

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panel of speakers with a very well organised and articulated Department Secretary who is pretty adamant in relation to the need for increased housing in NSW.

Unfortunately, Councillors are losing any say in planning decisions.

The second panel was titled ***“Positive Community Engagement”*** by Kylie Legge – Founder and CEO Place Score, Cinnamon Dunsford – Principal Planner Locale Consulting and Stuart Reeve – Executive Director, Micromex Research and Consulting. This panel session was a little bit of a consultancy sell, but certainly taught many of us how to or not to undertake community engagement and research.

The third panel was ***“Infrastructure, Investment and Tourism Session”*** that consisted of Karen Jones CEO, Destination NSW, Ken Morrison – CEO Bradfield Development Authority and Margy Osmond – CEO Tourism and Transport Forum.

Again, most articulate speakers and it is quite obvious that all the spare money of the NSW Government is going to development of infrastructure in and around the new Western Sydney Airport.

A Special Presentation Session was entitled ***“Brain Power”*** by Todd Sampson who is a Canadian born - Australian Award – winning documentary – maker and television presenter. He is a regular panellist on the ABC Television media review program Gruen. In October 2013, he was the subject science documentary series, Redesign My Brain which won the 2014 AACTA Award for Best Documentary Television Program. He is an adventurer, having completed an unguided ascent to the top of Mt Everest.

Todd attempted to teach us about how to overcome our fears. Most of us would not be doing it how he did it.

Conference Displays

All Council attendees viewed recent displays by different organisations and firms throughout the Conference.

2026 Conference

The 2026 Conference will be held in Wollongong 22nd – 24th November 2026. Appropriate accommodation arrangements have been put in train.

FINANCIAL AND RESOURCE IMPLICATIONS

Funds were available from Council’s Delegates expenses to attend and expenditure is appropriately justified.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil.

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STAKEHOLDER CONSULTATION

Nil.

OPTIONS

N/A

CONCLUSION

A reasonably interesting Conference and it is believed that attendance by Warren Shire Council is most applicable.

Conversation throughout the Conference with different Councillors and Staff informally and during networking sessions can always help and allow us to bring back other ideas.

It is most important to meet and talk with relevant Ministers and their staff. Unfortunately this was not able to happen as much this year.

The networking dinner, with Alliance Western Council's attendees is also most important.

The Mayor, Deputy Mayor and Councillor Heuston may wish to explain further.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities.
- 5.4.2 Lobby the State Government to reduce the amount of cost shifting, from Government to Council, for the provision of community services.

SUPPORTING INFORMATION /ATTACHMENTS

- 1. LGNSW Annual Conference Program 23rd -25th November 2025;
- 2. LGNSW Annual Conference 2025 Business Paper (available at the meeting); and
- 3. LGNSW Annual Report Financial Year 2024-2025 (available at the meeting).

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Attachment 1 – LGNSW Annual Conference Program 23rd – 25th November 2025

Event Program

LGNSW Annual Conference 2025

Panthers Penrith | Western Sydney Convention Centre

DAY 1 | SUNDAY, 23 NOVEMBER 2025

9.00am

Registration Opens

Location: Panthers Penrith Reception

9.15am – 11.40am

Western Sydney International Airport Site Visit

Group 1

9.15am Delegate transfer from Panthers Penrith

9.45am arrives at the Experience Centre

10.05am leave experience centre for tour of Badgerys Creek and tour of the site

10.25am arrives at terminal for photos outside of terminal and group photo

11.15am Delegates arrive Panthers Penrith

Group 2

9.55am Delegate transfer from Panthers Penrith

10.25am arrives at terminal for photos outside and group photo

10.35am leaves terminal for tour of Badgerys Creek and tour of the site

10.50am arrives at Experience Centre

11.40am Delegates arrive Panthers Penrith

10.15am – 11.00am

Bus Transfers

Delegate Transfers: From selected hotels to Panthers Penrith

11.30am – 12.30pm

Professional Development Workshops

Location: Western Sydney Convention Centre

Workshop A: Affordable Housing Contribution Schemes for councils: A practical forum tailored for councillors, offering a concise introduction to establishing affordable housing contribution schemes. Learn key policy tools, legal frameworks, and implementation strategies to support inclusive community development.

Workshop B: Emerging Biosecurity Risks and Invasive Species: This workshop equips councillors with essential knowledge on identifying, managing, and mitigating the risks of emerging biosecurity risks and invasive species, including imported red fire ants and polyphagous shot-hole borer. Learn proactive strategies to protect local ecosystems and ensure council readiness.

11.45am – 12.30pm

Bus Transfers

Delegate Transfers: From selected hotels to Panthers Penrith

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12.30pm	Registration Opens Location: Panthers Penrith Reception	
1.00pm	Trade Exhibition Opens Location: Panthers Penrith Event Centre	
1.30pm – 2.30pm	Plenary Sessions Location: Panthers Penrith Evan Theatre Welcome to Country: Julie Jones Webb - Dharug Knowledge Holder President's Welcome: Cr Phyllis Miller OAM, President LGNSW Host Destination Welcome: Cr Todd Carney, Mayor Penrith City Council AR Bluett Award Presentation	
2.30pm – 3.00pm	Afternoon Tea and Trade Exhibition Location: Panthers Penrith Event Centre Partner: Landcom	
3.00pm – 5.00pm	Plenary Sessions Location: Panthers Penrith Evan Theatre Introduction: David Reynolds, Chief Executive LGNSW Hon Christopher Rath, MLC Shadow Special Minister of State, and Shadow Minister for Local Government ALGA Update: Mayor Matt Burnett, ALGA President Ministerial Address: Hon Ron Hoenig MP, NSW Minister for Local Government LGNSW and NSW Country Mayors Association - Memorandum of Understanding Signing Cr Phyllis Miller OAM, President LGNSW Cr Rick Firman OAM, Chairman CMA and Mayor, Temora Shire Council Topic: Opportunities and risks for local government with rapid AI development Keynote Address: Nick Abrahams, AI Strategy Adviser	
5.15pm – 7.15pm	President's Welcome Reception Location: Western Sydney Convention Centre Community Partner: Airbnb	
7.15pm	Bus Transfers Delegate Transfers: From Western Sydney Convention Centre to selected hotels	

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DAY 2 | MONDAY, 24 NOVEMBER 2025

6.30am – 7.15am
8.00am – 8.45am

Bus Transfers

ALGWA Breakfast Delegate Transfers: From selected hotels to Western Sydney Convention Centre
Conference Delegate Transfers: From selected hotels to Panthers Penrith

7.00am

Registration Opens

Location: Panthers Penrith Reception
Satellite Location: Western Sydney Convention Centre (Breakfast Delegates Only)

7.30am – 8.45am

ALGWA NSW Breakfast

Location: Western Sydney Convention Centre
Partner: Maddocks



Maddocks

Keynote Speaker: Ms Karla Grant

Ms Karla Grant appears by arrangement with Claxton Speakers International.

Keynote Session: Resilience, Representation, and the Power of Never Giving Up

8.00am – 9.00am

LGNSW Voting Open - during session breaks

Location: Western Sydney Convention Centre

8.00am

Trade Exhibition Opens

Location: Panthers Penrith Event Centre
Light refreshments available

9.00am – 10.45am

Conference

Location: Panthers Penrith Evan Theatre

Lumi electronic voting devices distributed to delegates upon entering Evan Theatre

Introductions: David Reynolds, Chief Executive & Cr Phyllis Miller OAM, President, LGNSW

Hon Chris Minns MP, Premier of New South Wales

Conference Overview, David Reynolds, Chief Executive LGNSW

Opening Address, Cr Phyllis Miller OAM, President LGNSW

Voting on motions procedure and housekeeping, David Reynolds, Chief Executive LGNSW

Opening of the Federal & State Conferences adoption of standing orders, business sessions and consideration of motions and conference business.

Presentation of financial reports, Cr Julie Griffiths, LGNSW Treasurer

Commencement of consideration of motions and conference business

10.45am – 11.15am

Morning Tea and Trade Exhibition

Location: Panthers Penrith Event Centre

10.45am – 11.15am

LGNSW Voting

Location: Western Sydney Convention Centre

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11.15am – 12.55pm	Consideration of Conference Business continued Location: Panthers Penrith Evan Theatre <i>Address by Elite Partner, Statewide Mutual</i> Consideration of conference continued	
1.00pm – 2.15pm	Lunch and Trade Exhibition Delegates Location: Panthers Penrith Event Centre GM Lunch Location: Western Sydney Convention Centre <i>Partner: StateCover Mutual</i>	
1.00pm – 2.15pm	LGNSW Voting Location: Western Sydney Convention Centre <i>Closes at 2.15pm</i>	
2.20pm – 3.30pm	Consideration of Conference Business continued Location: Panthers Penrith Evan Theatre	
3.30pm – 4.00pm	Afternoon Tea and Trade Exhibition Location: Panthers Penrith Event Centre <i>Partner: Vision Super</i>	
4.00pm – 5.00pm	Consideration of Conference Business continued Location: Panthers Penrith Evan Theatre	
5.00pm – 6.30pm	Networking Drinks Location: Trade Exhibition, Panthers Penrith Event Centre	
5.15pm Sharp 6.20pm – 6.45pm	Bus Transfers Delegate Transfers: Panthers Penrith to selected hotels Delegate Transfers: Selected hotels to Western Sydney Convention Centre	
6.30pm – 10.30pm	LGNSW Conference Dinner Location: Western Sydney Convention Centre <i>Elite Partner: Statewide Mutual</i> Presentations: LGNSW Service Awards	
9.45pm – 10.45pm	Bus Transfers Delegate Transfers: From Western Sydney Convention Centre to selected hotels 9.45pm / 10.15pm and 10.45pm	

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DAY 3 TUESDAY, 25 NOVEMBER 2025	
8.00am – 8.45am	Bus Transfers Delegate Transfers: From selected hotels to Panthers Penrith
7.30am	Registration Opens Location: Panthers Penrith Reception Cloak Room Opens: Panthers Penrith
8.00am	Trade Exhibition Opens Location: Panthers Penrith Event Centre Light refreshments available
9.00am – 10.30am	Plenary Sessions Location: Panthers Penrith Evan Theatre Introduction, Housekeeping and Keynote Speaker Introduction Session Title: NSW planning reforms two years in: how to optimise outcomes for all communities Speakers: Sue Weatherley MPA (Fellow) – NSW President, Planning Institute of Australia Hon Stuart Ayers – CEO, Urban Development Institute of Australia (NSW) Kiersten Fishburn – Secretary, Department of Planning, Housing and Infrastructure Session Title: Positive Community Engagement Panel Speakers: Kylie Legge – Founder and CEO, Place Score Cinnamon Dunsford – Principal Planner, Locale Consulting Stuart Reeve – Executive Director, Micromex Research and Consulting
10.35am – 11.05am	Morning Tea and Trade Exhibition Location: Panthers Penrith Event Centre
11.05am – 1.00pm	Plenary Sessions Location: Panthers Penrith Evan Theatre Session Title: Infrastructure, Investment & Tourism Session Speakers: Karen Jones – CEO, Destination NSW Ken Morrison – CEO, Bradfield Development Authority Margy Osmond – CEO, Tourism and Transport Forum Session Title: Brain Power Keynote: Todd Sampson Annual Conference 2026 Host Council Final Remarks, Cr Phyllis Miller OAM, President LGNSW
1.00pm – 1.45pm	Lunch and Trade Exhibition Location: Panthers Penrith Event Centre
2.00pm	Conference Concludes
Note: Program is subject to change	
10	LOCAL GOVERNMENT NSW

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ITEM 7 ANNUAL REPORT 2024/2025

(A1-14)

RECOMMENDATION:

That Council note the Annual Report 2024/2025.

PURPOSE

This report has been prepared to provide the finalised copy of the 2024/2025 Annual Report to Council.

BACKGROUND

Council is required under section 406 of the Local Government Act 1993 to prepare an Annual Report within five (5) months after the end of the Financial Year. Councils must upload a copy of the Annual Report to their Website and provide a copy to the Minister of Local Government and such other persons and bodies as regulations require. This has been arranged.

Councils need to ensure that they report performance against targets, outcomes, efficiency and cost effectiveness over time.

REPORT

The finalised Annual Report 2024/2025 has been provided to Councillors under separate cover and is on Council's Website.

FINANCIAL AND RESOURCE IMPLICATIONS

The requirements of the Integrated Planning and Reporting Framework is funded as per Council's Four (4) Year Long Term Budget.

LEGAL IMPLICATIONS

The Annual Report 2024/2025 is required to meet the Integrated Planning and Reporting Framework requirements of the Local Government Act 1993 and must be completed within five (5) months after the end of the Financial Year.

RISK IMPLICATIONS

No risks identified as the Annual Report 2024/2025 has been arranged within legal timeframes.

STAKEHOLDER CONSULTATION

N/A.

OPTIONS

No options on the report exist. The Annual Report 2024/2025 must be arranged.

CONCLUSION

This Annual Report 2024/2025 is one of the significant points of communication between Council and the Community and provides details of our performance for the period of 1st July 2024 to 30th June 2025.

The Annual Report 2024/2025 provides a comprehensive statement on Warren Shire Council's performance over the past twelve-month period and to identify our achievements in meeting the direction set under the Warren Shire 2035 Community Strategic Plan and our four-year Delivery

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Community Room, Warren on Thursday, 4th December 2025

ITEM 7 ANNUAL REPORT 2024/2025

CONTINUED

Program (2022/2023 – 2025/2026) (previous version).

The report demonstrates the breath of Council's operations and services provided to the Community throughout the year. It also describes how the organisation is governed and managed, including reporting on Council's financial performance.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

The Delivery Program 2022/23 to 2025/2026 (previous version).

The Annual Operational Plan 2024/2025.

- 5.2.1 Ensure that this Strategic Planning Framework becomes an integral part of our operating culture.
- 5.3.2 Create a productive and co-operative working environment for Councillors to support their governance responsibilities.

SUPPORTING INFORMATION /ATTACHMENTS

The Annual Report 2024/2025 has been provided under separate cover.

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, 4th December 2025

ITEM 8 ALCOHOL PROHIBITED AREA CARTER OVAL YOUTH SPORTS PRECINCT FOR
WARREN SHIRE COMMUNITY CHRISTMAS PARTY 2025 (D3-1.8, L7-1.2, P1-7.3)

RECOMMENDATION

That Council approve the relaxation of the Alcohol Prohibited Area in the Carter Oval Youth Sports Precinct, 3 Stafford Street, Warren between 6.00 pm to 10.00 pm Friday, 5th December 2025 for the cordoned area allocated to the Licenced Person who will be the alcohol licensee for the function in front of the Kiosk and Amenities Building at the Carter Oval Youth Sports Precinct, with bring your own (BYO) alcohol not being permitted in the rest of the Carter Oval Youth Sports Precinct.

PURPOSE

To request Council to approve the relaxation of the Alcohol Prohibited Area at the Carter Oval Youth Sports Precinct in a certain allocated area at the Carter Oval Youth Sports Precinct whilst the Warren Shire Community Christmas Party is held on the 5th December 2025.

BACKGROUND

Council has near completed preparations for the 2025 Warren Shire Community Christmas Party.

Arrangements have been made for a suitable licensee to operate a bar facility out of the Carter Oval Youth Sports Precinct Kiosk and Amenities Building in an appropriately cordoned off area in front of the Carter Oval Youth Sports Precinct Kiosk and Amenities Building.

In relation to the drinking of alcohol at the Carter Oval Youth Sports Precinct, alcohol is prohibited to be consumed within the Skate Park area and the fenced off area of the Splash Park in accordance with Section 632 of the Local Government Act, 1993 by order of the General Manager. The entrance road and public carparks at the location are alcohol free zones in accordance with Section 644C of the Local Government Act, 1993. At all other locations at Carter Oval Youth Sports Precinct, persons are able to consume alcohol.

It is considered appropriate that the only area during the conduct of the Warren Shire Community Christmas Party 2025 where alcohol should be consumed, is the cordoned off area in front of the Carter Oval Youth Sports Precinct Kiosk and Amenities Building.

Due to the contentious nature of this matter, it is appropriate that Council approve any required changes to the Alcohol Prohibited Area at Carter Oval Youth Sports Precinct for the function.

REPORT

Council has prepared a Warren Shire Community Christmas Party function for the Carter Oval Youth Sports Precinct, 3 Stafford Street, Warren on Friday 5th December 2025.

Mrs Kylie Wilde has agreed to run the bar and to obtain an appropriate licence for the day between the hours of 6.00 pm and 10.00 pm on Friday, 5th December 2025. It would be expected that the special area allocated for the sale and consumption of alcohol in front of the Carter Oval Youth Sports Precinct Kiosk and Amenities Building will function from 6.00 pm to approximately 10.00 pm, when the fireworks should be complete and most equipment is packed up and removed.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Community Room, Warren on Thursday, 4th December 2025

ITEM 8 ALCOHOL PROHIBITED AREA CARTER OVAL YOUTH SPORTS PRECINCT FOR
WARREN SHIRE COMMUNITY CHRISTMAS PARTY 2025 CONTINUED

Similar to previous years the following is planned:

- Carter Oval Youth Sports Precinct, the drinking of alcohol be prohibited except in the cordoned off zone in front of the Carter Oval Youth Sports Precinct Kiosk and Amenities Building and only within the licenced premise area that is to be created;
- No bring your own (BYO) alcohol to be brought into the Carter Oval Youth Sports Precinct area;
- Appropriate signage to be erected at suitable locations at the Carter Oval Youth Sports Precinct to emphasise that persons are to not bring their own alcohol to this function at the Carter Oval Youth Sports Precinct; and
- At least four (4) suitably qualified security personnel will be arranged.

These conditions are set as it is believed that without the control of bring your own (BYO) alcohol, the Licencee will not be in a position to properly control the consumption of alcohol in accordance with their licence.

It should be noted that tables and chairs will be set up within the cordoned off area and the majority of food stalls/providers will be located in the vicinity of the cordoned off area.

It is believed that there certainly is a need to keep people drinking alcohol away from the children's area (Splash Park), the Skate Park area, the stage and children's dancing area.

This request to relax the Alcohol Prohibited Area is only for Friday, 5th December 2025 between the hours of 6.00 pm and 10.00 pm for the cordoned off area allocated to the person who will be the alcohol licensee for the function, with bring your own (BYO) alcohol not being permitted in the remaining area of the Carter Oval Youth Sports Precinct.

The Committee responsible for arranging the Warren Shire Community Christmas Party 2025 at the time of writing of this report are still finalising a site map, however this should be available to be provided to Councillors at the December 2025 Council Meeting.

FINANCIAL AND RESOURCE IMPLICATIONS

None identified.

LEGAL IMPLICATIONS

It is appropriate that Council approve this major proposed change to the Alcohol Prohibited Area at the Carter Oval Youth Sports Precinct under the Local Government Act 1993 and must provide advice to the local Police who are members of the Committee responsible for arranging the Warren Shire Community Christmas Party 2025.

RISK IMPLICATIONS

A risk exists in that the service of alcohol may encourage anti-social behaviour. Risk reduction has been arranged by the purchasing, serving and drinking of alcohol only in the cordoned off area of Carter Oval Youth Sports Precinct fronting the Kiosk and Amenities Building that will be adjacent to the majority of the food stall holders/providers.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held at
Council Community Room, Warren on Thursday, 4th December 2025

ITEM 8 ALCOHOL PROHIBITED AREA CARTER OVAL YOUTH SPORTS PRECINCT FOR
WARREN SHIRE COMMUNITY CHRISTMAS PARTY 2025 CONTINUED

STAKEHOLDER CONSULTATION

Advertising will be arranged in Council's Community Newsletter, Facebook page, Community Room Display Screen and Website advising of the Warren Shire Community Christmas Party 2025 and the Committee will also encourage the dissimulation of information through other stakeholders.

Advice has been provided to the local Police advising that Council may relax the Alcohol Prohibited Area requirements as stated in this report.

OPTIONS

Council is not obligated to relax these provisions.

CONCLUSION

Council is hosting the Warren Shire Community Christmas Party 2025 at the Carter Oval Youth Sports Precinct on Friday 5th December 2025 as part of bringing the community together. This report requests a relaxation of the Alcohol Prohibited Area for a specified period in a cordoned off area to support this event.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 1.1.5 Work with local Police and the Community to ensure that our Community is safe.
- 1.2.1 Maintain ongoing Community Engagement to instil a strong collaborative environment with the community.
- 1.2.2 Support and promote community based lifestyle and social events.

SUPPORTING INFORMATION /ATTACHMENTS

Warren Shire Community Christmas Party 2025 Site Plan (to be tabled at the meeting).

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 4th December 2025

ITEM 1 RECONCILIATION CERTIFICATE – OCTOBER 2025

(B1-10.16)

RECOMMENDATION:

That the Statement of Bank and Investments Balance as at 31st October 2025 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 2021 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 31st October 2025.

Council should note that investment items listed as

	Balance 30-Sep-25	Transactions	Balance 31-Oct-25
General	8,649,570.31	(3,014,404.52)	5,635,165.79
Water Fund	999,352.45	(71,191.79)	928,160.66
Sewerage Fund	1,161,281.27	(49,037.27)	1,112,244.00
North Western Library	378.22	(7,869.25)	(7,491.03)
Trust Fund	95,636.13	0.00	95,636.13
Investment Bank Account	(9,142,013.65)	2,132,013.65	(7,010,000.00)
	1,764,204.73	(1,010,489.18)	753,715.55

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 4th December 2025

ITEM 1 RECONCILIATION CERTIFICATE – OCTOBER 2025

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	753,715.55
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	<u>753,715.55</u>

INVESTMENTS RECONCILIATION

Investments as at 31st October 2025

No.	Institution	Amount	Term (days)	Rate %	3 month BBSW	Maturity Date
	CBA	0.00	NA	4.10%	NA	On Call A/c
14	NAB	1,500,000.00	90	4.10%	3.68%	12-Nov-25
16	NAB	2,000,000.00	90	4.05%	3.68%	18-Nov-25
17	NAB	1,500,000.00	90	4.10%	3.68%	3-Dec-25
18	NAB	2,000,000.00	90	4.10%	3.68%	3-Dec-25
	NAB	10,000.00	NA	1.45%	NA	TBA
TOTAL INVESTMENTS =		<u>7,010,000.00</u>				

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	4,874,997.55
Internally Restricted Funds Invested	2,388,718.00
Unrestricted Funds	<u>500,000.00</u>
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	<u>7,763,715.55</u>

As Councils Responsible Accounting Officer, I note the External and Internal Restricted Funds are an estimate only, pending final review in part with Annual Financial Statements preparation into the future.

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 4th December 2025

ITEM 1 RECONCILIATION CERTIFICATE – OCTOBER 2025

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

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

SUPPORTING INFORMATION / ATTACHMENTS

N/A.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 4th December 2025

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION:

That the Statement of Rates and Annual Charges information as at 10th November 2025 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 10th November 2025 including comparisons over the last four years.

This report is considered the most accurate and relevant information available for Council to consider relating Rates and Annual Charges collection percentages, comparatively to prior years.

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 the balance of rates and annual charges.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

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 Chambers, Warren on Thursday 4th December 2025

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

10-Nov-25

Name of Rate	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	COLLECTIONS FOR YEAR		NETT ARREARS	
				AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	257,982	5,948,687	6,206,669	2,287,875	36.86%	3,918,794	63.14%
Warren Water Fund	121,735	633,677	755,412	309,506	40.97%	445,906	59.03%
Warren Sewerage Fund	142,360	659,466	801,826	314,342	39.20%	487,484	60.80%
TOTAL 2025/2026	522,077	7,241,830	7,763,907	2,911,723	37.50%	4,852,184	62.50%
TOTAL 2024/2025	486,670	6,931,692	7,418,362	2,694,633	36.32%	4,723,729	63.68%
TOTAL 2023/2024	445,604	6,618,315	7,063,919	2,510,506	35.54%	4,553,413	64.46%
TOTAL 2022/2023	321,306	6,299,614	6,620,920	2,597,387	39.23%	4,023,533	60.77%
TOTAL 2021/2022	303,871	6,113,747	6,417,618	2,681,275	41.78%	3,736,343	58.22%
		18-Nov-21	17-Nov-22	08-Nov-23	12-Nov-24	10-Nov-25	
COLLECTION FIGURES AS \$		2,681,275	2,597,387	2,510,506	2,694,633	2,911,723	
COLLECTION FIGURE AS %		41.78%	39.23%	35.54%	36.32%	37.50%	

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 4th December 2025

ITEM 3 WORKS PROGRESS REPORT – FINANCE & ADMINISTRATION PROJECTS
(C14-7.1, C9-1)

RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department for the 2025/26 financial year.

Project	Budget	Expend	Resp	Comment
Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/ Implementation	\$222,000	\$52,386	DMFA	2024/25 carry over value, included in the budget figure is \$112,000. Purchase new office equipment, PC's and other ICT equipment as needed. Ongoing implementation of a Document management system, this will include implementation of a new Finance System.

ACRONYMS

DMFA - Divisional Manager Finance & Administration

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

(A1-4.44)

RECOMMENDATION that:

The information on Council's General Purpose Financial Statements for the period ended 30th June 2025 be received and noted, specifically the Income Statement, Statement of Financial Position, Statement of Cashflows and note C1-3 Restricted and allocated cash, cash equivalents and investments.

PURPOSE

To present a section of the Annual Financial Statements for the year ending 2024/2025, offering Council an overview of the financial results.

BACKGROUND

All Councils are required to compile the Annual Financial Statements for submission to the Office of Local Government by 31st October 2025, these items have been independently audited by NSW Auditor General and their appointed sub-contractor Nexia Pty Ltd.

REPORT

Council's subcontracted auditor Nexia Pty Ltd finalised the annual audit process, providing an unqualified audit opinion 30th October 2025, with their appendage of reporting and overview of Council performance for the reporting period.

The Annual Financial Statements were lodged with the Office of Local Government by the due date 31st October 2025, following the review of the Annual Financial Statements by the NSW Auditor General and contract auditor of the same. The Annual Financial Statements have been provided to Council under separate cover, in addition are available via Council Website.

Attached to this report is a copy of the relevant audit reports that inform the overview of Council operations for the year ending 30th June 2025, for Councillors information.

Overall Results for 2024/2025

The overall results for 2024/2025 have been reported in detail via Council's Audit Risk and Improvement Committee (ARIC), though the relevant Auditor Reports contain a lot of detail, it is suggested that Councillors refer to the ARIC report for further information as relevant.

Statement of Cash Flows for 2024/2025

The Statement of Cash Flows shows a large change with cash held at year end, an increase of cash held of approximately \$2,145,000 and this is largely due grant monies being received in the reporting period, where they were owed to Council in the prior financial year (flood damage etc).

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 4th December 2025

ITEM 4 REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT CONTINUED

Cash & cash equivalents held on 30th June 2025 totalled \$14,116,000 and utilised to provide for the specific purpose of funding future needs, that of internally at Council discretion or externally restricted to meet statutory requirements as listed below: -

TOTAL CASH & INVESTMENTS	14,116,000
-------------------------------------	-------------------

EXTERNAL RESTRICTED INCLUDED IN LIABILITIES

- CWCMA - Roadside Environmental Mapping	7,000
- Specific Purpose Unexpended Grants	2,955,000

EXTERNAL RESTRICTED INCLUDED IN REVENUE

- Specific Purpose Unexpended Grants	3,506,000
- Water Supply Bank Account	858,000
- Sewerage Services Bank Account	1,000,000
- Domestic Waste Management Funds	105,000

TOTAL EXTERNAL RESTRICTED FUNDS =	8,431,000
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TOTAL INTERNAL RESTRICTED FUNDS =	5,185,000
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TOTAL INTERNAL & EXTERNAL RESTRICTED FUNDS =	13,616,000
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TOTAL UNRESTRICTED FUNDS	500,000
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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 4th December 2025

ITEM 4 REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT CONTINUED

Below is a history of cash & investments from 2019 to date detailing all restrictions.

	2019 in '000's	2020 in '000's	2021 in '000's	2022 in '000's	2023 in '000's	2024 In '000's	2025 In '000's
Externally Restricted	1,060	3,799	4,237	3,719	8,276	6,872	6,468
Internally Restricted	7,030	6,280	3,347	5,664	5,682	2,247	5,185
Water Supply Bank A/c	555	395	1,050	745	817	613	858
Sewerage Bank A/c	2,441	2,615	1,455	1,897	2,013	1,639	1,000
Domestic Waste Management A/c	262	240	228	250	156	94	105
Operating Cash - General Fund	500	500	500	500	524	506	500
-----	-----	-----	-----	-----	-----	-----	-----
TOTAL CASH & INVESTMENTS	11,848	13,829	10,817	12,775	17,468	11,971	14,116

FINANCIAL AND RESOURCE IMPLICATIONS

N/A.

LEGAL IMPLICATIONS

N/A.

RISK IMPLICATIONS

N/A.

STAKEHOLDER CONSULTATION

Upon the annual audit process being completed, Council has met requirements by placing a public notice on both Council's website and Facebook page advising ratepayers and residents that the Audited 2024/2025 Financial Statements & Auditors Report, allowing feedback by way of submission. No submissions have been received.

OPTIONS

N/A.

CONCLUSION

This report is to inform Council with a broad overview of operations for 2024/2025 financial year, with relevant draft financial statements or notes included.

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 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities. (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making.)

SUPPORTING INFORMATION /ATTACHMENTS

1. Report on the Conduct of the Audit for the Year Ended 30 June 2025; and
2. Warren Shire Council Engagement Closing Reports for 2024/2025.

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 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED



Cr Greg Whiteley
Mayor
Warren Shire Council
PO BOX 6
Warren NSW 2824

Contact: Hong Wee Soh
Phone no: 02 9275 7397
Our ref: R008-1981756498-7452

30 October 2025

Dear Mayor

Report on the Conduct of the Audit for the year ended 30 June 2025 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 2025 as required by section 415 of the *Local Government Act 1993* (the Act).

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

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation 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.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2025 is issued in accordance with section 417 of the Act. The Report:

- must address the specific matters outlined in the Local Government Code of Accounting Practice and Financial Reporting 2024-25
- may include statements, comments and recommendations that I consider to be appropriate based on the conduct of the audit of the GPFS.

This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

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 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED

INCOME STATEMENT

Financial performance

	2025	2024	Variance
	\$m	\$m	%
Rates and annual charges revenue	7.1	6.8	↑ 4.4
Grants and contributions provided for operating purposes revenue	15.6	15.5	↑ 0.6
Grants and contributions provided for capital purposes revenue	5.8	3.7	↑ 56.8
Operating result from continuing operations	7.8	10.2	↓ 23.5
Net Operating result for the year before grants and contributions provided for capital purposes	2.0	6.4	↓ 68.8

Operating result from continuing operations

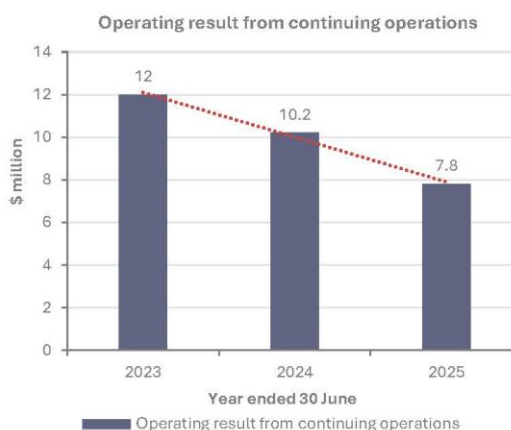
This graph shows the operating result from continuing operations for the current and prior two financial years.

Council's operating result from continuing operations for the year was \$2.4 million lower than the 2023–24 result.

In 2024-25 depreciation, amortisation and impairment of non-financial assets expense (\$5.5 million) increased by \$1.8 million (48.6 per cent).

The decrease in the operating result is partly due to increased depreciation expenses.

The net operating result for the year before grants and contributions provided for capital purposes was \$2 million. Refer to 'Grants and contributions revenue' below for details.



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 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

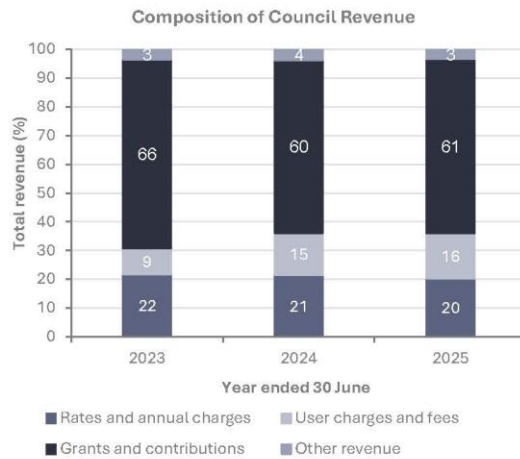
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Income

Council revenue

This graph shows the composition of Council's revenue recognised for the current and prior two financial years. Council revenue (\$35.3 million) increased by \$3.4 million (10.8 per cent) in 2024–25 due to:

- rates and annual charges revenue (\$7.1 million) increased by \$0.3 million (4.4 per cent)
- user charges and fees revenue (\$5.5 million) increased by \$0.9 million (18.8 per cent) due to a increase in Transport for NSW works
- grants and contributions revenue (\$21.4 million) increased by \$2.2 million (11.5 per cent) – see additional details below.

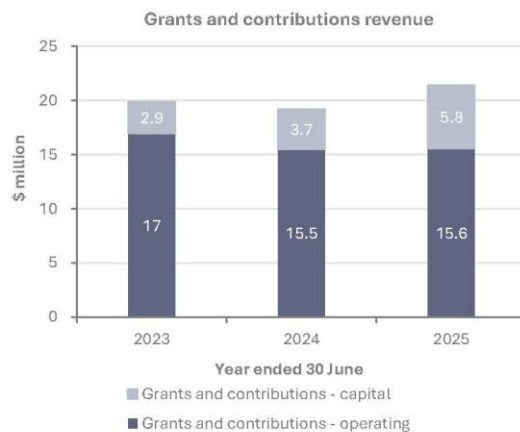


Grants and contributions revenue

This graph shows the amount of grants and contributions revenue recognised for the current and prior two financial years.

Grants and contributions revenue (\$21.4 million) increased by \$2.2 million (11.5 per cent) in 2024–25 due to:

- an increase in specific purpose operating grants of \$1.1 million, primarily relating to roads funding
- an increase in capital grants of \$2.1 million, primarily relating to roads and other capital projects
- receiving 50 per cent of the financial assistance grants for 2025–26 in advance compared to receiving 85 per cent for 2024–25 in 2023–24.



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 4th December 2025

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED

CASH FLOWS

Statement of cash flows

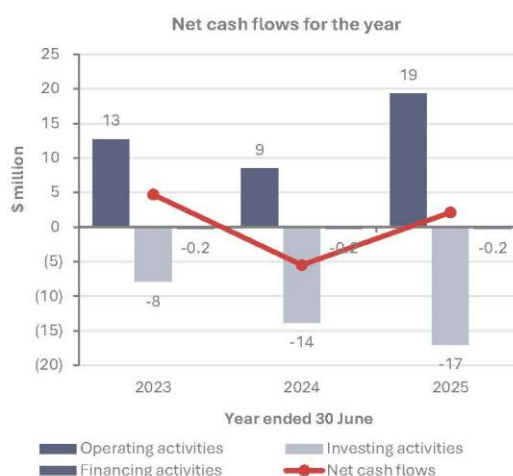
The Statement of Cash Flows details the Council's inflows and outflows of cash over a specific period. It helps in assessing the Council's ability to generate cash to fund its operations, pay off debts, and support future projects. It also aids in identifying any pressures or issues in the Council operating in a financially sustainable manner.

This graph shows the net cash flows for the current and prior two financial years.

The net cash inflows for the year were \$2.1 million (outflow of \$5.5 million in 2023-24).

In 2024-25 the net cashflows:

- from operating activities increased by \$10.8 million, mainly due to increased receipts from grants and user charges revenue
- used in investing activities increased by \$3.2 million due to increased capital expenditure
- used in financing activities was consistent with the prior year.



FINANCIAL POSITION

Cash, cash equivalents and investments

This section of the Report provides details of the amount of cash, cash equivalents and investments recorded by the Council at 30 June 2025.

Externally restricted funds are the cash, cash equivalents and investments that can only be used for specific purposes due to legal or contractual restrictions.

Cash, cash equivalents, and investments without external restrictions can be allocated internally by the elected Council's resolution or policy. These allocations are matters of Council policy and can be changed or removed by a Council resolution.

Cash, cash equivalents and investments	2025	2024	Percentage of total cash and investments 2025	Commentary
	\$m	\$m	%	
Total cash, cash equivalents and investments	14.1	12.0		Externally restricted balances are those which are only available for specific use due to a restriction placed by legislation or third-party

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED

Restricted and allocated cash, cash equivalents and investments:

• External restrictions	8.4	9.2	59.6
• Internal allocations	5.2	2.2	36.9

contract. A breakdown of the sources of externally restricted balances is included in the graph below.

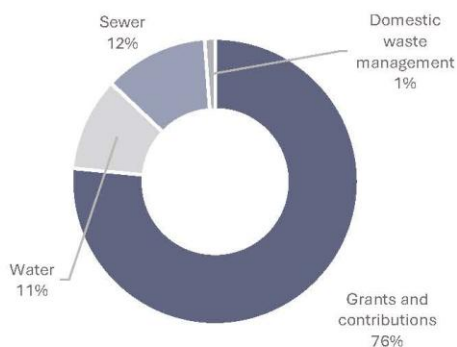
Internal allocations are determined by council policies or decisions, which are subject to change.

This graph shows the sources of externally restricted cash, cash equivalents and investments.

In 2024-25 the Council's main sources of externally restricted cash, cash equivalents and investments include:

- grants and contributions of \$6.5 million which decreased by \$0.4 million
- water charges of \$0.9 million which increased by \$0.3 million
- sewer charges of \$1 million which decreased by \$0.6 million.

Source of externally restricted cash, cash equivalents and investments



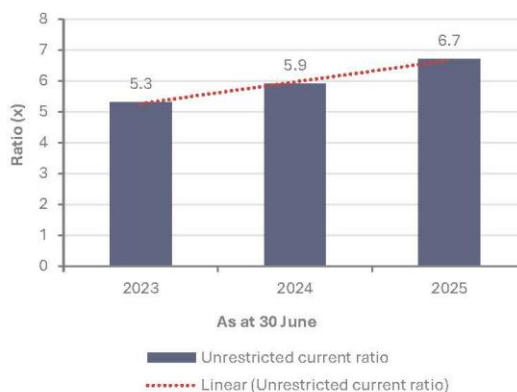
Council liquidity

This graph shows the Council's unrestricted current ratio for the current and prior two financial years.

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 ratio measures the ratio of unrestricted current assets to specific purpose liabilities.

In 2023-24, the average unrestricted current ratio was an average of 5.6 times for rural councils.

Unrestricted current ratio



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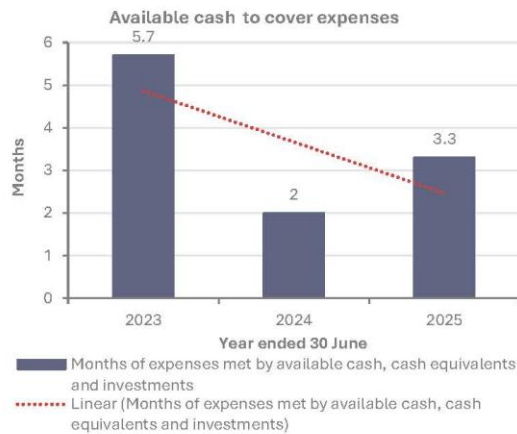
REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

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This graph shows the number of months of general fund expenses (excluding depreciation and borrowing costs), Council can fund from its available cash, cash equivalents and investments (not subject to external restrictions).

Further details on cash, cash equivalents and investments including the sources of external restrictions are included in the section above.

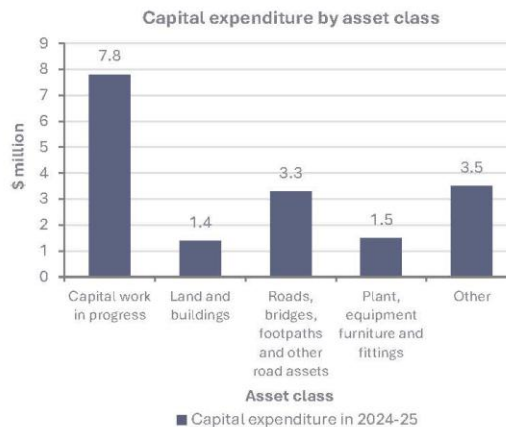
In 2023–24, the available cash to cover expenses was an average of 8 months for rural councils.



Infrastructure, property, plant and equipment

This graph shows how much the Council spent on renewing and purchasing assets in 2024-25.

Council renewed \$16.9 million of infrastructure, property, plant and equipment during the 2024-25 financial year. This was mainly spent on roads and other capital works in progress. A further \$0.6 million was spent on new assets.



Hong Wee Soh
Associate Director - Financial Audit
Delegate of the Auditor-General

WARREN SHIRE COUNCIL

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

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OFFICIAL



Mr Gary Woodman
General Manager
Warren Shire Council
PO BOX 6
Warren NSW 2824

Contact: Hong Wee Soh
Phone no: 02 9275 7397
Our ref: R008-1981756498-7451

30 October 2025

Dear Mr Woodman

Engagement Closing Report for the year ended 30 June 2025

Warren Shire Council

We have audited Warren Shire Council's (the Council's):

- general purpose financial statements (GPFS)
- special purpose financial statements (SPFS) for the:
 - Council's Declared Business Activities
 - Special Schedule 'Permissible income for general rates' (the Schedule)
 - Roads to Recovery Program
 - Local Roads and Community Infrastructure Program.

Attached is the Engagement Closing Report, which details findings relevant to you in your role as one of those charged with governance. This report gives the General Manager, the Mayor and the Audit, Risk and Improvement Committee the opportunity to assess the audit findings, before the representation letter and the Statements by Council and Management, required for the GPFS and SPFS under section 413(2)(c) of the *Local Government Act 1993* (the LG Act), are signed.

The information in this letter and any attachments are confidential and intended for management and those charged with governance only. This document may not be shared with other parties without the consent of the Audit Office.

If you need more information about the audit, please contact me on 02 9275 7397 or Vishal Modi on 02 9251 4600.

Yours sincerely

A handwritten signature in black ink, appearing to read "Soh", followed by a period.

Hong Wee Soh
Associate Director – Financial Audit

cc: Cr Greg Whiteley, Mayor
Mr Graeme Fleming, Chair of the Audit, Risk and Improvement Committee

Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000
GPO Box 12, Sydney NSW 2001 | t 02 9275 7100 | mail@audit.nsw.gov.au | audit.nsw.gov.au

OFFICIAL

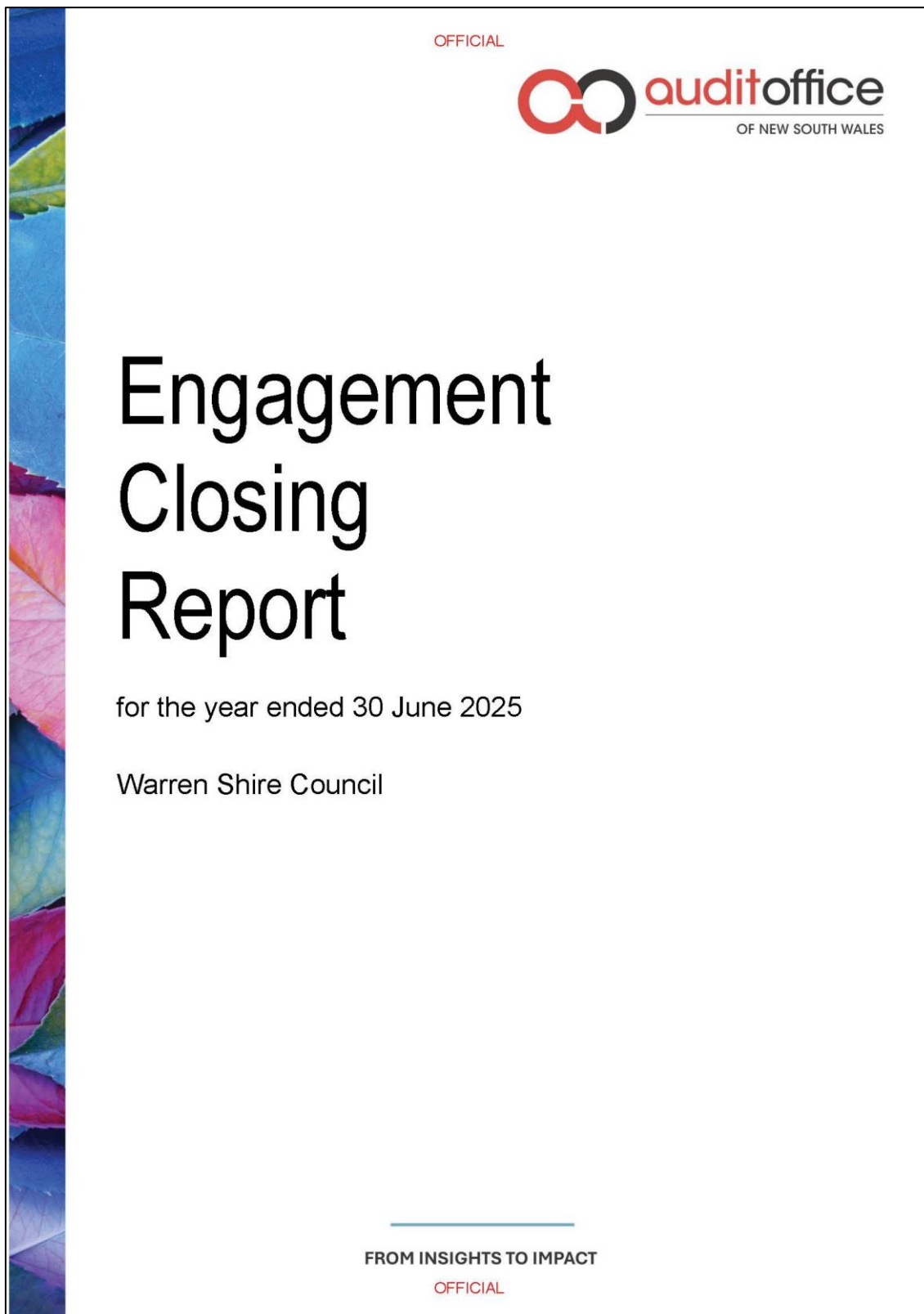
WARREN SHIRE COUNCIL

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1. INTRODUCTION

We have audited the Warren Shire Council's (the Council's):

- general purpose financial statements (GPFS)
- special purpose financial statements (SPFS) for the:
 - Council's Declared Business Activities
 - Special Schedule 'Permissible income for general rates' (the Schedule)
 - Roads to Recovery Program
 - Local Roads and Community Infrastructure Program.

This report informs the General Manager, Mayor and the Audit, Risk and Improvement Committee of audit findings relevant to their responsibilities and oversight of the Council's financial statements. We will inform you if significant new matters are found while finalising the audit.

An audit is designed to obtain reasonable assurance the financial statements are free from material misstatement. It is not designed to identify all matters of governance interest, nor is it conducted to express an opinion on the effectiveness of internal control. Matters of governance interest identified during the audit are included in this report.

2. AUDIT OVERVIEW

The table below provides an overview of findings identified during the audit of the Council.

Impact assessment				
	High	Matters identified which had a high impact on the financial statements and/or audit.		
	Moderate	Matters identified which had a moderate impact on the financial statements and/or audit.		
	Low	Matters identified which had a low impact on the financial statements and/or audit.		
	None	No matters identified with an impact on the financial statements and/or audit.		

Section	Outcome	Impact	Reference
Audit outcome:			
GPFS	Unqualified opinion		None 3.1
SPFS for Council's Declared Business Activities	Unqualified opinion		None 3.1
Special Schedule 'Permissible income for general rates'	Unqualified opinion		None 3.1
SPFS prepared for the Roads to Recovery Program	Unqualified opinion		None 3.1
SPFS prepared for the Local Roads and Community Infrastructure Program	Unqualified opinion		None 3.1
Response to key issues and audit risks	Matters partially addressed		Low 4.1
Misstatements	Misstatements noted		None 4.2

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WARREN SHIRE COUNCIL

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Section	Outcome	Impact	Reference
Compliance with legislative requirements	No matters noted	 None	4.3

3. AUDIT OUTCOME AND REPORTS

3.1 Audit outcome

We are likely to express an unmodified opinion on the GPFS and the SPFS for Declared Business Activities, Roads to Recovery Program, the Local Roads and Infrastructure Program and the Schedule.

The Independent Auditor's Report for the SPFS engagements and Schedule will advise users the SPFS engagements and Schedule have been prepared in accordance with a special purpose framework to fulfil the Council's financial reporting responsibilities under the Local Government Code of Accounting Practice and Financial Reporting 2024–25 (LG Code), the Roads to Recovery Program and the Local Roads and Community Infrastructure Program. As a result, the SPFS engagements and Schedule may not be suitable for another purpose.

The Independent Auditor's Reports will be signed after the signed financial statements and management representation letters are received.

'Other Information' section

The Council's annual report will include information in addition to the financial statements and Independent Auditor's Report. For the purposes of our audit this is considered 'other information'. Auditing Standards require us to consider whether the other information is materially consistent with the financial statements, is materially consistent with the knowledge we obtained during the audit, and otherwise appears not to be materially misstated. Where matters are identified, we are required to disclose them in the Independent Auditor's Report.

3.2 Report on the Conduct of the Audit

We will issue the Report on the Conduct of the Audit required by section 417(3) of the *Local Government Act 1993* at the same time as the Independent Auditor's Reports. The Report on the Conduct of the Audit will incorporate comments we consider appropriate, based on the audit of the Council's financial statements.

3.3 Auditor-General's Report to Parliament

The 2025 Auditor-General's Report to Parliament will incorporate the results of the audit.

3.4 Management Letter

We issue Management Letters detailing matters of governance interest identified during the audit.

A Management Letter will be sent to you during November 2025, when formal management responses have been received.

4. AUDIT FINDINGS

4.1 Response to key issues and audit risks

The Annual Engagement Plan, sent on 9 March 2025, identified key issues affecting the Council and how the audit team planned to respond to them. The results of the audit work are detailed below.

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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 4th December 2025

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

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OFFICIAL

Issue or risk	Audit outcome
Revaluation of infrastructure property, plant, and equipment (IPPE)	
The following IPPE classes will be comprehensively revalued this year: - roads - bridges - footpaths - stormwater drainage.	Internal valuations were conducted for: - roads - bridges - footpaths - stormwater drainage.
Insufficient governance over the valuation process, including the instruction and management of valuers, can impact on the quality and timeliness of financial reporting.	As part of our audit procedures, we have assessed: - council's instructions to valuers, where applicable - the methodology's compliance with AASB 13 'Fair Value Measurement' - the qualifications and experience of experts used, where applicable - the completeness and accuracy of data provided to valuers, such as spreadsheets - the effectiveness of management's process in assessing the valuation outcomes - the process used to assess the assets' condition - whether key asset management systems are regularly reconciled to the general ledger - the reasonableness of expected useful lives, an assessment of the assets condition and depreciation rates - accuracy of adjustments made to the fixed asset register and general ledger - adequacy of financial statements disclosures. We are satisfied that the methodology used in the valuation complies with the requirements of AASB 13.
Assessing the fair value of Council's infrastructure, property, plant and equipment (IPPE)	
The Australian Accounting Standards require Council to annually assess: - whether the carrying value of IPPE materially reflects fair value - useful lives remain reasonable - whether any assets are impaired.	We reviewed management's procedures for assessing the fair value of assets. Management's assessment identified material differences between the estimated fair value and carrying amounts for infrastructure assets. The values of these asset classes were adjusted through the asset valuation reserve to reflect its fair value. We did not identify any reportable exceptions.
In the years between comprehensive revaluations of assets, management should provide documentation supporting their annual assessment and significant judgements and assumptions.	
Amendments to AASB 13 'Fair Value Measurement'	
AASB 2022-10 'Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities' amended AASB 13, including adding authoritative implementation guidance and providing related illustrative examples, for fair value measurements of non-financial assets of not-for-profit (NFP) public sector entities.	The application of the additional guidance and examples did not have a material impact on the valuation of Council's non-financial assets recognised in the 30 June 2025 financial statements. We reviewed: management's assessment of the impacts of the amendments to AASB 13 on their fair value

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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 4th December 2025

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

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OFFICIAL

Issue or risk	Audit outcome
The amendments to AASB 13 apply to the non-financial assets of Council not held primarily for their ability to generate net cash inflows prospectively for the 2024–25 financial year. This required an impact assessment by management to assess whether Council's current valuation assumptions and processes are consistent with the guidance. The assessment should be supported by accounting position papers documenting the possible impacts on the fair value measurements of relevant assets, quantifying the impact and highlighting any changes to significant management assumptions.	measurements including the evidence provided to support the assessment - key estimates and judgements used in the fair value measurement and whether these comply with the requirements of AASB 13 including: - the appropriateness of including certain costs in the gross replacement cost, such as hypothetical costs of removing unwanted structures, disruption costs and replacing disturbed third-party assets - the appropriateness of Council's own assumptions used in the valuation - other assumptions, such as consideration of obsolescence factors (functional or economic) and expected pattern of consumption of future economic benefits. Our work concluded that: - management have appropriately considered the impact of the amendments and authoritative implementation guidance on the fair value measurements of Council's non-financial assets at 30 June 2025 - the key estimates and judgements used in the fair value measurement of Council's non-financial assets materially comply with the requirements of AASB 13.

Information Technology General Controls

Australian Auditing Standards require the auditor to understand the Council's control activities and obtain an understanding of how it has responded to risks arising from Information Technology (IT).

We gained an understanding of Council's IT control environment, with focus on those systems relevant to financial reporting. Key areas considered by audit included access security, monitoring of privileged user accounts and data recovery.

Our Management Letter will include recommendations for improvement in respect to Council's overall IT environment.

Cyber security

The Council relies on digital technology to deliver services, organise and store information, manage business processes, and control critical infrastructure. The increasing global interconnectivity between computer networks has dramatically increased the risk of cyber security incidents. Such incidents can harm Council's service delivery and may include the theft of information, denial of access to critical technology, or even the hijacking of systems for profit or malicious intent.

Cyber security risks may represent a risk of material misstatement to the Council's financial statements. Our work is performed in this context and is not designed to provide assurance to the Council about

To meet our obligations under Australian Auditing Standard ASA 315 'Identifying and Assessing the Risks of Material Misstatement', we assessed whether cyber security risks represent a risk of material misstatement to the Council's financial statements. As part of our audit procedures, we have:

- assessed whether the risk assessment process considers cyber security risks
- determined how the roles and responsibilities for cyber security are established
- obtained an understanding of the process for:
 - safeguarding of assets that may be exposed to security breaches

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REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

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OFFICIAL

Issue or risk	Audit outcome
the overall sufficiency or effectiveness of their system of cyber security controls.	– monitoring and detecting security breaches and incidents – disclosing cyber security risks and incidents – performed additional procedures as required based on our risk assessment. We did not identify any material exceptions that impact the financial statements.

4.2 Misstatements

Auditing Standards require matters of governance interest and significant misstatements identified during the audit to be communicated to those charged with governance.

Misstatements (both monetary and disclosure deficiencies) are differences between what has been reported in the financial statements and what is required in accordance with the Council's financial reporting framework. Misstatements can arise from error or fraud. Misstatements that resulted from failures in internal controls and / or systemic deficiencies will be reported in the Management Letter.

General Purpose Financial Statements (GPFS)

The GPFS did not contain misstatements.

Special Purpose Financial Statements (SPFS)

Declared Business Activities

The SPFS for Declared Business Activities did not contain misstatements.

Special Schedule 'Permissible income for general rates' (the Schedule)

The Schedule did not contain misstatements.

Roads to Recovery Program

The SPFS prepared for the Roads to Recovery Program did not contain misstatements.

Local Roads and Community Infrastructure Program

The SPFS prepared for the Local Roads and Community Infrastructure Program did not contain misstatements.

4.3 Compliance with legislative requirements

The Annual Engagement Plan and Terms of Engagement explain that audit procedures are targeted specifically towards forming an opinion on the Council's financial statements. This includes testing whether the Council has complied with legislative requirements that may materially impact the financial statements.

Our audit procedures did not identify reportable findings on compliance with legislative requirements.

5. THE AUDIT PROCESS

5.1 Management co-operation

We appreciated the co-operation and help received from the Council's staff, in particular the finance team.

OFFICIAL

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 4th December 2025

ITEM 4

REVIEW OF COUNCIL'S 2024/2025 OPERATIONS REPORT

CONTINUED

Our vision

Our insights inform and challenge government
to improve outcomes for citizens.

Our purpose

To help Parliament hold government
accountable for its use of public resources.



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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 4th December 2025

ITEM 5

2026/2027 OPERATIONAL PLAN & ESTIMATES TIMETABLE

(A1-5.45)

RECOMMENDATION that:

1. The information be received and noted;
2. Council endorse the 2026/2027 Operational Plan & Estimates timeline; and
3. A Councillor workshop be held on Wednesday 15th April 2026 to go through the Draft 2026/2027 Annual Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2026 Council Meeting.

PURPOSE

To inform Council of the proposed timeline for preparation, advertising and adoption of the 2026/2027 Annual Operational Plan & Estimates.

BACKGROUND

Section 405 of the Local Government Act 1993 requires Council to prepare, advertise and adopt an Annual Operational Plan & Estimates each year.

REPORT

The proposed timetable for the preparation and adoption of the 2026/2027 Annual Operational Plan & Estimates is as follows:

- 1) Wednesday 11th March 2026 - last day for Estimates to be returned to the Treasurer.
- 2) March/April 2026 - Manex to finalise the Draft 2026/2027 Annual Operational Plan & Estimates.
- 3) Wednesday 15th April 2026 – hold a Councillor workshop to go through the Draft 2026/2027 Annual Operational Plan & Estimates before the April 2026 Council meeting.
- 4) Thursday 23rd April 2026 - present the Draft 2026/2027 Annual Operational Plan & Estimates to Council for recommendation for public exhibition.
- 5) Friday 1st May 2026 - advertise the Draft 2026/2027 Annual Operational Plan & Estimates for public comment.
- 6) Monday 1st June 2026 - final day for public comment on the Draft 2026/2027 Annual Operational Plan & Estimates.
- 7) Thursday 25th June 2026 - adopt the 2026/2027 Annual Operational Plan & Estimates by Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

28 days public consultation after the Draft 2026/2027 Annual Operational Plan and Estimates are initially considered by Council.

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 4th December 2025

ITEM 5 2026/2027 OPERATIONAL PLAN & ESTIMATES TIMETABLE CONTINUED

OPTIONS

Council may alter the proposed timeline but must be mindful that it must give 28 days public exhibition and allow the public to make submissions, the final 2026/2027 Annual Operational Plan & Estimates must be adopted by 30th June 2026.

CONCLUSION

This report is provided to advise Council on the proposed timeline for the preparation and adoption of the 2026/2027 Annual Operational Plan and Estimates.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities (Provide timely, accurate and relevant reporting and information to Councillors to enable informed decision making).

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

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 4th December 2025

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, Roads Infrastructure Manager and Flood Restoration and Special Projects Manager.

ACRONYMS

DMES	Divisional Manager Engineering Services	GR	Gravel Resheet
RIM	Roads Infrastructure Manager	BRL	Bitumen Reseal Local Road
RO	Roads Overseer	BRR	Bitumen Reseal Regional Road
AM	Assets Manager	FRSPM	Flood Restoration and Special Projects Manager

Roads M & R (Maintenance and Repair) Budget and Works
From 7th October 2025 to 19th November 2025.

PROGRAM	BUDGET	EXPENDITURE
Urban Sealed Roads	\$65,832	\$25,988
Kerb and Guttering	\$22,000	\$3,197
Footpaths & Cycleway	\$41,000	\$2,913
Urban Unsealed Roads	\$31,491	\$5,045
Rural Sealed Roads	\$522,953	\$315,710
Rural Unsealed Roads	\$1,169,278	\$206,459
Rural Bridges	\$96,037	\$0
Regional Sealed Roads	\$822,000	\$320,873
Regional Unsealed Roads	\$120,000	\$6,680
Regional Bridges	\$113,000	\$0
Total	\$3,003,591	\$883,955

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 4th December 2025

ITEM 1

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
AGRN 1034 EPA RW RR333 Carinda Road	\$1,251,499	\$759,780	Ongoing
AGRN 1034 EPA RW RR347 Collie-Trangie Road	\$290,281	\$46,288	Ongoing
AGRN 1034 EPA RW RR202 Marthaguy Road	\$3,344,735	\$1,896,958	Ongoing
AGRN 1034 EPA RW RR7515 Warren Road	\$886	0	Not yet started
<i>AGRN 1034 EPA RW Regional Roads</i>	<i>Total</i> <i>\$4,887,401</i>	<i>Total</i> <i>\$2,703,026</i>	
AGRN 1034 EPA RW SR49 Arthur Butler Drive	\$21,420	0	Not yet started
AGRN 1034 EPA RW SR29 Belah View Road	\$10,116	0	Not yet started
AGRN 1034 EPA RW SR8 Ben Avon Road	\$1,862	\$1,862	Completed
AGRN 1034 EPA RW SR9 Booka Road	\$4,577	0	Not yet started
AGRN 1034 EPA RW SR42 Boss' Lane	\$30,309	0	Not yet started
AGRN 1034 EPA RW SR35 Bourbah Road	\$19,861	\$797	Ongoing
AGRN 1034 EPA RW SR62 Buddabadah Road	\$50,244	\$36,547	Ongoing
AGRN 1034 EPA RW SR68 Bundemar Road	\$111,272	\$4,545	Ongoing
AGRN 1034 EPA RW SR3 Canonba Road	\$13,742	\$1,393	Ongoing
AGRN 1034 EPA RW SR 33 Castlebar Road	\$64,070	\$62,826	Ongoing
AGRN 1034 EPA RW SR54 Cathundral-Bogan Road	\$94,421	0	Not yet started
AGRN 1034 EPA RW SR44 Charlieville Road	\$8,111	0	Not yet started
AGRN 1034 EPA RW SR37 Collie Road	\$138,231	\$138,231	Completed
AGRN 1034 EPA RW SR87 Cremorne Road	\$9,899	\$9,899	Completed
AGRN 1034 EPA RW SR25 Cullemburrawang Road	\$3,987	0	Not yet started
AGRN 1034 EPA RW SR60 Dandaloo Road	\$17,438	0	Not yet started

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 4th December 2025

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
AGRN 1034 EPA RW SR41 Dick's Camp Lane	\$6,536	\$5,942	Not yet started
AGRN 1034 EPA RW SR26 Drungalear Road	\$15,962	\$15,384	Completed
AGRN 1034 EPA RW SR21 Duffity Road	\$49,752	\$31,899	Not yet started
AGRN 1034 EPA RW SR64 Ellengerah Road	\$176,223	\$176,223	Completed
AGRN 1034 EPA RW SR86 Ellerslie Road	\$19,036	0	Not yet started
AGRN 1034 EPA RW SR36 Gibson Way	\$72,305	\$71,734	Ongoing
AGRN 1034 EPA RW SR23 Gradgery Lane	\$15,595	\$14,568	Completed
AGRN 1034 EPA RW SR79 Greentree Road	\$53,605	\$47,346	Ongoing
AGRN 1034 EPA RW SR95 Gunningba Road	\$34,795	\$34,795	Completed
AGRN 1034 EPA RW SR91 Industrial Access Road	\$94,534	\$4,545	Ongoing
AGRN 1034 EPA RW SR15 Johnsons Road	\$54,589	0	Not yet started
AGRN 1034 EPA RW SR97 Kainga Marebone Road	\$62,363	\$62,363	Completed
AGRN 1034 EPA RW SR89 Leeches Creek Road	\$3,554	\$3,266	Completed
AGRN 1034 EPA RW SR12 Lemongrove Road	\$219,839	\$207,605	Ongoing
AGRN 1034 EPA RW SR18 Mannix Road	\$17,072	0	Not Yet Started
AGRN 1034 EPA RW SR69 Mullengudgery Road	\$132,974	0	Not yet started
AGRN 1034 EPA RW SR51 Oakley Road	\$19,465	\$17,696	Completed
AGRN 1034 EPA RW SR74 Old Showground Road	\$3,578	0	Not Yet Started
AGRN 1034 EPA RW SR65 Old Warren Road	\$297,616	\$23,442	Ongoing
AGRN 1034 EPA RW SR1 Oxley Road	\$73,550	0	Not yet started
AGRN 1034 EPA RW SR75 Pineclump Soldiers Road	\$36,735	\$36,735	Completed

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PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
AGRN 1034 EPA RW SR34 Pleasant View Lane	\$11,479	\$10,436	Not yet started
AGRN 1034 EPA RW SR88 Quigley Carroll Road	\$31,430	0	Not yet started
AGRN 1034 EPA RW SR6 Retreat Road	\$15,543	0	Not yet started
AGRN 1034 EPA RW SR83 Rifle Range Road	\$31,398	\$16,683	Ongoing
AGRN 1034 EPA RW SR48 Ringorah Road	\$69,994	\$69,243	Completed
AGRN 1034 EPA RW SR28 Rothsay Road	\$5,447	0	Not yet started
AGRN 1034 EPA RW SR2 Sanctuary Road	\$11,789	0	Not yet started
AGRN 1034 EPA RW SR72 Snakes Lane	\$7,529	0	Not yet started
AGRN 1034 EPA RW SR56 Tabratong Lane	\$118,951	\$86,855	Ongoing
AGRN 1034 EPA RW SR53 Thornton Road	\$12,721	0	Not yet started
AGRN 1034 EPA RW SR59 Tottenham Road	\$66,975	\$178	Ongoing
AGRN 1034 EPA RW SR73 Udora Road	\$727,128	\$542,355	Ongoing
AGRN 1034 EPA RW SR66 Wambianna Road	\$470,947	\$387,890	Ongoing
AGRN 1034 EPA RW SR77 Wambianna Soldiers Road	\$50,773	\$50,773	Completed
AGRN 1034 EPA RW SR46 Widgeree Road	\$38,524	\$206	Ongoing
AGRN 1034 EPA RW SR52 Windabyne Bridge Road	\$7,018	\$7,018	Completed
AGRN 1034 EPA RW SR38 Yungundi Road	\$31,504	\$28,640	Ongoing
AGRN 1034 EPA RW Local Roads	Total \$3,768,388	Total \$2,209,920	
RMCC Routine Maintenance - Oxley Highway SH11	\$493,431	N/A	Ongoing
RMCC Ordered Works - Oxley Highway SH11	\$449,648	N/A	Not yet Started

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PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
Heavy-patching			
RMCC Ordered Works - Oxley Highway SH11 Milawa	\$941,669	N/A	Not yet Started

MAINTENANCE AND CONSTRUCTION

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	RR333 Carinda Road	Reconstruction	Completed
	RR333 Carinda Road	Flood Damage	Ongoing
	RR202 Marthaguy Road	Reconstruction	Ongoing
Grader Crew 2 (Three-man crew)	SH 11 Milawa SP2	Reconstruction	Ongoing
	RR202 Marthaguy Road	Reconstruction	Ongoing
Grader Crew 3 (Three-man crew)	SR56 Tabratong Lane	Flood Work Grading	Ongoing
	SR60 Dandaloo Road	Shoulder Grading	Ongoing
	SR68 Bundemar Road	Flood work Grading	Completed
	SR77 Wambianna Soldiers	Flood Work Grading	Completed
Grader Crew 4 (Three-man-crew)	SR23 Gradgery Lane	Flood Work Grading	Ongoing
	SR21 Duffity Lane	Flood Works Grading	Ongoing
	SR48 Ringorah Road	Flood Work Grading	Completed
	SR52 Windabyne Bridge Road	Flood Works Grading	Completed
Grader Crew 5 (Three-man crew)	Vacant		

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WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveliner (Tar Patching)	SR37 Collie Road	120	300lts	3 ton 30 holes
	RR7515 Warren Road	120	1,550lts	16 ton 14 edges
	SR53 Thorton Ave	120	700lts	7 ton 57 holes
	SR59 Tottenham Road	120	500lts	5 ton 25 holes
	SR5 Buckingham Road	120	3,200lts	32 ton 278 holes

WORK CREW	LOCATION	ACTIVITY
Roadside Maintenance Team	SR66 Wambianna Road	Slashing 58km Completed
	SR64 Ellengerah Road	Slashing 48km Completed
	SR83 Rifle Range Road	Slashing 12km Completed
	SR27 Bullagreen Road	Slashing 63 km Completed
	SR65 Old Warren Road	Slashing 65km Completed
	SR35 Bourah Road	Slashing 18 km Completed
	RR333 Carinda Road	Guideposts 30 Installed
	SH11 Oxley Highway	Slashing 145km completed
	SR58 Nevertire - Bogan Road	Slashing 10 km completed
	SR59 Tottenham Road	Slashing and spraying 58 km completed

CREW	LOCATION	WORK COMPLETED	EMULSION USED	STONE USED
Pavement Maintenance Team (Tar Patching)	No crew			

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WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Contractor - Neill Earthmoving	RR7515 Warren Road	Road Rehabilitation Segment 4	Underway
Contractor - Neill Earthmoving	RR7515 Warren Road	Road Rehabilitation Segment 2	Underway

UPCOMING WORKS (DECEMBER)

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (Three-man crew)	RR202 Marthaguy Road	Reconstruction
	SR3 Canonba Road	Maintenance Grading & Flood Works
	RR333 Carinda Road	Flood Work Heavy Patches
Grader Crew 2 (Three-man crew)	RR202 Marthaguy Road	Reconstruction
	SH11 Oxley highway	Heavy Patching
Grader Crew 3 (Three-man crew)	SR56 Tabratong Lane	Maintenance Grading & Flood Works
	SR60 Dandaloo Road	Shoulder Grading
Grader Crew 4 (Three-man crew)	SR23 Gradgery Lane	Maintenance Grading & Flood Works
	SR36 Gibsons Way	Maintenance Grading & Flood Works
Grader Crew 5 (Three-man crew)	Vacant	
Rollers Australia	SR68 Bundemar Road	Maintenance Grading
	SR40 Merrigal Road	Maintenance Grading
	SR75 Pineclump Soldiers Road	Flood Works
Central West Linemarking	Milawa SP2	Linemarking

CAPITAL WORKS IN PROGRESS

Project	Budget	Expend/Comm	Resp	Comment
Bridges Renewal Program RR7515 Warren Road	\$5,010,000	\$4,650,319	DMES/FRSPM	Bridge construction and approaches completed.

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Project	Budget	Expend/ Comm	Resp	Comment
Replacement of Newe Park Bridge and Marthaguy Creek Bridge				Extension of approach road to Marthaguy Creek Bridge is underway.
Urban Unsealed Roads Resheeting	\$39,488	\$0	DMES	Being scoped.
Floodplain Management Program (DCCEEW) – Warren Town Flood Study	\$226,308	\$199,500	DMES	Study Ongoing
Kerb and Guttering Renewal Chester Street (Stafford-Readford) (R2R)	\$170,000	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR65 Old Warren Road (R2R)	\$115,200	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR12 Lemongrove Road (R2R)	\$97,200	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR5 Buckiinguy Road (R2R)	\$97,200	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR66 Wambianna Road (R2R)	\$133,200	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR64 Ellengerah Road (R2R)	\$133,200	Nil	DMES	Being planned.
Rural Sealed Roads – Reseal SR68 Bundemar Road (R2R)	\$121,500	Nil	DMES	Being planned.

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Project	Budget	Expend/ Comm	Resp	Comment
Rural Sealed Roads – Reseal SR60 Dandaloo Road (R2R)	\$103,968	Nil	DMES	Being planned.
Bundemar Street Safety Improvements (R2R)	\$50,000	Nil	DMES	Being planned.
Rural Unsealed Roads Resheeting – SR23 Gradgery Lane	\$197,377	Nil	DMES	Being scoped.
Rural Unsealed Roads Resheeting –SR98 Colane Road	\$101,797	Nil	DMES	Being scoped.
Rural Unsealed Roads Resheeting – SR65 Old Warren Road	\$137,437	Nil	DMES	Being scoped.
Regional Sealed Roads Reseal RR347 Collie - Trangie Road	\$126,000	Nil	DMES	Being scoped.
Regional Sealed Roads Reseal RR202 Marthaguy Road	\$126,000	Nil	DMES	Being scoped.
RR7515 Warren Road Rehabilitation (RERRF)	\$511,576	Nil	DMES	Ongoing along with Marthaguy Creek Bridge Approach Road Extension
*RR333 Carinda Road - Segment 6, 14 & 16 (RERRF)	\$1,276,504	\$1,219,168	RIM/ FRSPM	Completed
*RR333 Carinda Road (TZSRP \$4,142,973 and Council \$450,000)	\$4,592,973	\$4,212,783	RIM/ FRSPM	Completed
RR202 Marthaguy Road (TZSRP \$4,777,592 and Council \$450,000)	\$5,227,592	\$3,282,883	RIM/ FRSPM	Ongoing

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(C14-7.2)

Project	Budget	Expend/ Comm	Resp	Comment
Grant Applications				
Regional Precincts and Partnership Program – Precinct Delivery – Warren CBD Upgrade Grant Application	\$13,244,452	Nil	DMES	Pending Grant Approval.
Australian Government Black Spot Program – SR66 Wambianna Road Safety Improvements	Grant \$1,013,000	Nil	DMES	Pending Grant Approval.
Safer Local Roads Infrastructure Program – Beleringar Bridge	Grant - \$2,236,800 Council – \$559,200 \$2,796,000	Nil	DMES	Pending Grant Approval.
Safer Local Roads Infrastructure Program – Weemabung Bridge	Grant - \$2,424,000 Council – 606,000 \$3,030,000	Nil	DMES	Pending Grant Approval.
Heavy Vehicle Rest Area Tranche 7 – Nevertire Rest Area	Grant - \$1,167,360 Council – \$291,840 \$1,459,200	Nil	DMES	Pending Grant Approval.

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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 for the budget and works period from 7th October 2025 to 19th November 2025.

ACRONYMS

DMES	Divisional Manager Engineering Services
ATSM	Acting Town Services Manager
MHD	Manager Health & Development Services
IPM	Infrastructure Projects Manager
TSO	Town Services Overseer

TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET

Project	Budget	Expend/ Comm	Resp	Comment
General				
Nevertire Storm Damage – Insurance Claim. - Replacement of damaged toilet building at Noel Waters Oval, - Repairs to damaged fences at Nevertire Community Park and RFS Site. Repairs to damaged Rodeo/Pony Club Shed at Noel Waters Oval	Budget to be determined	Nil	TSM	*3/09/2025 Fence repairs have been approved. Chasing quotes for toilet block demolition and reconstruction. 14/11/2025 RFS & Community Park fences have been repaired. Finalising replacement amenities submission to Insurance assessor for approval.
Replacement of Front & Rear Fencing – Rotary Park. GL: JC: 0096-0004-0100	\$6,000	\$2,168	TSM	*18/08/2025 Waiting for fencing to be delivered. No ETA. 10/11/2025 Fencing delivered. Waiting on contractor to install.
Installation of Sandstone Slabs to prevent parking on Grass – Oxley Park. GL: JC: 0096-0002-0005	\$6,000	\$6,000	TSM	30/09/2025 Installation of sandstone blocks has commenced. 8/10/25 Blocks installed waiting to see if more needed.

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Project	Budget	Expend/ Comm	Resp	Comment
Top Dressing of Carter Oval Soccer Field. GL: JC: 0094-0001-0005	\$10,000	Nil	TSM	10/09/25 Works will be carried out at same time as oval development.
*Replacement of Tables & Chairs at Showground/Racecourse. GL: 3360-4030-0100 JC:	\$15,000	\$15,213	TSM	3/09/2025 Tables have been delivered. Chairs have been delayed. No ETA. 30/09/2025 Delivery of new chairs expected in the first week of October. Completed
Levelling and drainage improvements of Carter Oval. Cricket Field Area. JC: 104-117-5	\$230,000	\$36,740	TSM	*10/11/2025 Modification to drainage pits almost complete. Sprinklers have been reinstalled and pre watering commenced as directed by Turf-The-Lot. Earth works complete. Installation of Turf to commence the week of 10/11/2025. 14/11/2025 Turf installation nearing completion. Modification and relocation of drainage and irrigation pits complete.
NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stoney Creek Crossing. Signage – Reddenville Break. JC: 0014-0066-4000	\$29,056	\$26,590	TSM	*18/08/2025 Signs being pre- assembled and wired, prior to installation. 10/11/25 To be completed by early December, 2025.
NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stoney Creek Crossing.	\$31,301	\$26,590	TSM	*18/08/2025 Signs being pre- assembled and wired, prior to installation.

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Project	Budget	Expend/ Comm	Resp	Comment
Signage – Stoney Creek Crossing. JC: 0014-0068-4000				10/11/25 To be completed by early December, 2025.
Installation of Shade Structure at Carter Oval Amenities Building. Grant Funding by Warren Soccer Club.	\$30,000	Nil.	TSM	Warren Junior Soccer Club was successful with a grant to install a shade structure on the Northern side of the amenities building. *10/11/2025 Variation approved. 24/11/2025 Order placed. ETA mid-January 2026.
Community Native Fish Stocking Grant 2025/26. GL: 4000-1400-0002	\$18,000 (\$6,000 Council Contribution)	Nil	TSM	*04/08/2025 Approximately 12,000 Murray Cod and 10,000 Golden Pearch to be ordered. 30/09/2025 Order has been placed for fingerlings. 10/11/25 Fish to arrive January 2026

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Water Services				
Project	Budget	Expend/Comm	Resp	Comment
Water Extraction Meter Compliance GL: 4580-4320-0003 JC: 0190-0010-0000	\$1,346	Nil	TSM	22/07/2025 Once completed, Information from the IWCM and Water Security Projects will support the need for the additional Water Access Licence (WAL).
Regional Leakage Reduction Program – Local Water Utilities Projects GL: 4580-4320-0004 JC: 0190-0340-0000 Pressure 0005 Leak 0015 Metering 0025	\$20,619	Nil	TSM	07/07/2025 Final report to be submitted.
Water Valve Replacement Program 2025-2026. GL: 4580-4320-0055 JC: 0190-0030-0005	\$100,000	\$14,574	TSM	4/08/2025 Replacement program has commenced. 10/11/2025 Program Ongoing.
Replacement of MCC at Oxley Park River Water Pumping Station. GL: 4580-4320-0001 JC: 0191-0001-0095	\$75,000	\$42,909	TSM	10/09/2025 MCC installed and commissioned. Minor tidy up works to be completed. Waiting on invoices.
Sewerage Services				
Project	Budget	Expend/Comm	Resp	Comment
CCTV and Smoke Testing of Sewer at Warren and Nevertire GL: 5580-4320-0002 JC: 230-0000-0005	\$400,000	\$368,403	TSM	12/08/2025. Plumbtrax have completed works. Council has engaged Vapar, an AI firm to review data and provide reports.

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Decommission Old Warren Sewerage Treatment Plant GL: 5580-4320-0001 JC:	\$92,000	Nil	TSM	*20/10/2025 Letter received from EPA requesting information from Council. 24/11/2025 Letter to be sent to EPA detailing proposed methods to reduce pH and Algae issues initially and ongoing. Councils intended future use of treated effluent and two of the old STP lagoons, and the decommissioning of Gillendoon SPS and Warren STP.
Decommission Gillendoon SPS. GL:5580-4320-1011 JC:	\$125,000	Nil	TSM	*20/10/2025 Letter received from EPA requesting information from Council. 24/11/2025 Letter to be sent to EPA detailing proposed methods to reduce pH and Algae issues initially and ongoing. Councils intended future use of treated effluent and two of the old STP lagoons, and the decommissioning of Gillendoon SPS and Warren STP.
*Thornton Avenue Sewer Pump Station Refurbishment GL: 5580-4320-4030 JC: 0201-0090-0010	\$107,000	\$63,519	TSM	Thornton Ave to be closed from the office gate to Burton Street on Friday 19th September for the duration of the works. 15/10/2025. Works completed. Station back to normal operation.

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Project	Budget	Expend/Comm	Resp	Comment
Repairs to Tiger Bay STP Inlet Channel. GL: 0202-0005-0011 JC: 0202-0005-0011	\$63,500	Nil	TSM	15/09/2025 Works will be undertaken by Council staff and local contractors early 2026.
Safety Upgrades – SPS's -Wilson St - Gunningbah - Garden Ave - Depot - Carter Oval GL: 5580-4320-0105 JC: 0201-0090-0000	\$99,750	Nil	TSM	15/09/2025 New safety covers will be installed at Thornton Ave, Wilson St and Gunningbah Estate Pumping Stations.
Sewerage Mains Replacement. GL: 5580-4320-0002	\$100,000	Nil	TSM	12/08/2025 Scope of works will be determined after review of CCTV investigation.

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Project	Budget	Expend/Comm	Resp
Levee Restoration			
Warren Levee Rehabilitation JC: 3300-4400-0000 Federal; 3300-4410-0000 State 3300-4420-0000 OLG AGRN:	\$5,291,206 \$851,018 \$879,815	\$5,043,056 \$813,148 \$879,815	DMES/TSM/IPM
<u>Comments</u> 30/09/2025 All new flood gates have been installed, all concrete repairs at pits and gates completed. Water tightness testing complete. Gate 38 to be reviewed due to leakage rate. 8/10/25 Pumps to be assembled in cages. Hoses to be cut to shorter lengths. Ongoing.			

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Local Roads and Community Infrastructure Grant Programs for Phase 4				
Project	Budget	Expend/Comm	Resp	Comment
*Warren CCTV System GL: 3360-4040-0005 JC: 3350-9-10	\$108,598 Approved amended budget.	\$108,598	TSM	15/10/2025 Cameras functioning at Admin Office, Roundabout (original 4), Oxley Park Toilet Building, Sporting Complex, Splash Park, Skate Park, Ravenswood Park, Macquarie Park toilet building Undercover Bar, back of the Grandstand, The Officials Tower and the Equestrian Centre. 31 in total to date.
IWCM & Water Security Projects				
Project	Budget	Expend/Comm	Resp	Comment
Integrated Water Cycle Management (IWCM) Strategy Project JC: 191-6-0	\$339,470 Council contribution is \$33,947	\$363,636	TSM	*3/09/2025 Warren, Nevertire & Collie Water Supply, Water Security Review and Options Assessment has been awarded to Engeny Australia Pty. Ltd. 10/11/2025 Ongoing
Warren Shire Water Security Project JC:191-4-0	\$1,127,700 Council contribution is \$112,770	\$1,025,182	TSM	*3/09/2025 Warren, Nevertire & Collie Water Supply, Water Security Review and Options Assessment has been awarded to Engeny Australia Pty. Ltd. 10/11/2025 Ongoing

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Activity	Required Interval	Details	
Water System Planned Maintenance			
River mains flushing	As required	Flushing occurs three monthly when hydrants are flushed. Additionally, river water mains are flushed when problems such as poor pressure/flow are identified.	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
Fire hydrants. Covers checked, painted, flushed, and replaced where necessary, Blue reflective indicators and signs installed	Quarterly	Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.	
Bore Inspections	5 Year Rolling Program	Next inspections due 2028	
Warren, Nevertire and Collie water Chlorine, Turbidity, Temperature, and pH testing	Weekly at specific locations	Testing carried out daily at Warren and Nevertire.	
Warren river pumps		Ellengerah Rd Oxley Park Macquarie Park Racecourse	Breakdown maintenance only.
Reservoir cleaning	3 to 5 years	Ellengerah and Nevertire Bore Reservoirs	Next Diver inspection December 2025. 30/09/2024 Ellengerah inspected & hosed out September 2024 during valve replacement.
		River Water Reservoirs	Investigate using Remotely Operated Vehicle (ROV) to inspect in 2026.

Sewerage System Planned Maintenance			
Warren Sewerage Treatment Works	Currently effluent analysis is carried out monthly.	22/07/2025 Negotiations with EPA regarding the new license and possible effluent reuse. Severe cracking was discovered in the inlet channel. Barnson Engineering have been engaged to develop a repair methodology.	

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Water and Sewerage Works Subject to Funding					
Location		Work Under Development			
Collie Water Supply (Reliability, Quality and Chlorination)		Relocation of the two, large Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks.			
Water and Sewer – Routine Works Budget vs Expenditure as of 19 th November 2025					
Account		Budget		Expenditure, Inc. Commitments	
Water Fund Maintenance and Repair		\$641,496		\$237,897 (37%)	
GL’s: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003					
Sewer Fund Maintenance and Repair		\$293,834		\$174,920 (60%)	
GL’s: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.					
Parks and Gardens – Routine Works Budget Vs Expenditure as of 7th October 2025					
Account		Budget		Expenditure, Inc. Commitments	
Parks, Gardens, Cemeteries, Racecourse & Levee		\$1,705,193		\$514,396 (30%)	
GL’s: 0701-0003, 0900-0002, 0950-0003, 1151-0003, 1601-0003, 1651-0003, 1701-0003, 2455-0003, 2505-0003, 2655-0003, 2660-0003 & 2670-0003					
Aerodrome – Routine Works Budget vs Expenditure as of 19 th November 2025					
Account		Budget		Expenditure, Inc. Commitments	
Aerodrome Operations		\$183,040		\$89,788 (49%)	
GL: 2555-0003 JC: 2549-0-0					
Town Services Routine Budget Position Year to Date		Budget	Expenditure	Percentage of Year Elapsed	Percentage of Budget Expended/ Committed
		\$2,823,563	\$1,017,001	37%	36%

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Water and Sewer Works

- Hydrant flushing Warren/Nevertire
- Valve replacement in Warren (on going)
- Showground water leaks
- 35 Gillendoon St river pressure low
- 27 Chester St sewer shaft repair
- 24 Boston St bore service repair
- Saunders park irrigation pump repair
- Bore flat river water reservoir issue
- 203 - Dubbo St meter repairs
- 22 – Zora St meter repairs
- 29 Johns St service repair
- 16 Oxley Pde bore service repair
- Airport septic issue
- Victoria oval irrigation repairs
- Corner Hale and Chester river main leak
- Drainage/irrigation work at Carter Oval

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WORKS PROGRESS REPORTS – TOWN SERVICES

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As of 19th November 2025

Warren Sewerage Treatment Works inflow Sewerage Year – 1st June 2025 to 31st May 2026				
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
June 2025	1044*	399	11.97	11.97
July 2025	522	385	11.93	23.90
August 2025	622	368	11.41	35.31
September 2025	601	373	10.44	44.75
October 2025	908**	375	11.62	58.16
November 2025	657	418	3.76	61.92
December 2025				
January 2026				
February 2026				
March 2026				
April 2026				
May 2026				

*Due to wet weather

WARREN SHIRE COUNCIL

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Bulk Water Reading per Quarter

Water Source	FIRST QUARTER READING 1/07/25- 31/09/25	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/25 - 31/12/25	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/26- 31/03/26	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/26 - 30/06/26	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
Warren Bores										
Bore 1 (Bore Flat) Lic. 80AL703155	42.99	62.99	0.00	62.99	0.00	62.99	0.00	62.99		
Bore 2 (Ellengerah) Unlicensed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	64.74	64.74	31.53	96.26	0.00	96.26	0.00	96.26	13.75%	700
Warren River										
Oxley Park Lic. 80AL700017	0.34	0.34	0.00	0.34	0.00	0.34	0.00	0.34		
Ellengerah Rd Lic. 80AL700017	9.24	14.56	0.00	14.56	0.00	14.56	0.00	14.56		
	16.35	16.35	22.12	38.47	0.00	38.47	0.00	38.47	5.13%	750
Showground (Racetrack)										
Lic. 80AL700645	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	188
Nevertire Bore Lic. 80AL703158	3.48	3.48	3.71	7.19	0.00	7.19	0.00	7.19	17.98%	40
Collie Bore Lic. 80CA724011	0.88	0.88	0.65	1.53	0.00	1.53	0.00	1.53	6.10%	25
Macquarie Park 80AL700996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	14.2

*Rainfall for November: 5.3 mm

*YTD Rainfall: 374.4 mm

*Burrendong Dam Level: 57%

*As of 12/11/2025

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

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

Parks and Gardens Works

- Skate/splash park mow/snip
- Town approaches mowing
- Stubbs levee mow/snip
- Woolnough levee mow/snip
- Ravenswood Park mow/snip
- Event preparation Nevertire
- Victoria Oval mow/snip/line marking
- CBD area weeding/pruning/spraying
- Lawn Cemetery mow/snip
- Shire Chambers mow/snip
- Woolnough levee mow/snip
- Bob Christenson reserve mow/snip
- Saunders park mow/snip
- Far West Academy mow/snip
- Warren Medical Centre mow/snip
- Warren median strip's mow/snip
- Inspect irrigation systems (on going)
- Line marking Victoria Oval(football)
- Preparation/clean-up for race meeting
- Boston St levee mow/snip
- Library mow/snip
- Bore flat mow/snip
- CBD area tidy up weeding
- Victoria Oval Cricket pitch preparation (on going)
- Assist with Carter oval top dressing
- Orchard St Park mow/snip
- Ebert Park mow/snip
- Oxley Park mow/snip
- Rotary Park mow/snip
- Lions Park mow/snip
- Macquarie Park mow/snip
- Macquarie Drive mow/snip
- Tiger bay pump station mow/snip
- Warren Shire Chambers mow/snip
- Line Marking Carter Oval (Soccer)

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Softfall areas at Macquarie and Ravenswood Parks are inspected and blown down daily.

BBQs at Macquarie Park, Oxley Park, Skate Park and Splash Park are cleaned twice a week.

The following locations were mown, whipper-snipped, and weeded in the period from 7th October 2025 19th November 2025.

- | | |
|---------------------------------|---|
| • Bore Flat | • Sewer Pumping Stations |
| • Bore Flat Levee | • Shire Housing |
| • Carter Oval | • Town Medians and Approaches |
| • Other Reserves | • Water Pumping Stations and Reservoirs |
| • Woolnough/Stubbs Street Levee | • Tiger Bay Walking Track |
| • WOW Centre | |

Town Crew

- | | |
|--|---|
| • Weed spraying around Warren | • Clean grates around Warren |
| • Assist with Carter Oval top dressing | • Grave duties |
| • Renew (2) sections of footpath/gutter in Bundemar St | • Straighten signs around Warren |
| • Renew section of gutter in Oxley Pde (on going) | • Remove rubbish from depot |
| | • Assist Roads with work on pram ramps (on going) |

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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Non-Roads November/ December 2021 Flood and Storm Damage Works

Description	Expenditure/ Committed
Non-Roads November/ December 2021 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. (Application for reimbursement submitted 8/03/2022)	\$173,456.91 Note: \$37,163 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. 9/05/24 Currently only \$73,012.03 has been approved for payment by SES/RA. GM met with the Minister for Emergency Services on 9th May 2024 to obtain a commitment and support for full reimbursement of both AGRN987 and AGR1034 emergency levee operational costs. Mayor & GM met with NSW Treasurer on 9 August 2024. Working with Member for Barwon to obtain funding. Mayor met with the Minister for Recovery on 28th March, 2025. Mayor and General Manager met again with the Minister for Recovery on 13 November, 2025. No further positive advice.
0700-0050-0500, 0700-0050-0510, 0700-0050-0520, 0700-0050-0530, 0700-0050-0540	

Non-Roads July, August, September, October, November, and December 2022 Flood Damage Works

Description	Expenditure/ Committed
Non-Roads July, August, September, October, November and December 2022 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. (Application for reimbursement submitted 28/2/2023).	\$757,745.33 Note: \$37,163 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. 9/05/24 Currently only \$169,827.86 has been approved for payment by SES/RA. GM met with the Minister for Emergency Services on 9th May 2024 to obtain a commitment and support for full reimbursement of both AGRN987 and AGR1034 emergency levee operational costs. Mayor & GM met with NSW Treasurer on 9 August 2024. Working with Member for Barwon to obtain funding. Mayor met with the Minister for Recovery on 28th March 2025. Mayor and General Manager met again with the Minister for Recovery on 13 November, 2025. No further positive advice.
0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540	

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ITEM 3 WORKS PROGRESS REPORTS – PLANT

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 7th October 2025 to 19th November 2025.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P8	Caterpillar 432F Backhoe	Remove replace sump, remove replace x2 drive shafts 4wd and 2wd, remove replace x2 batteries. Remove axle replace bushes in axle, drill and tap new hole for retaining bolt fit axle, pin and retaining bolt back to machine. Front lift arm wear at main pivot point, wear to arm metal, new shims order to be fit when they arrive pivot point greased heavily to prevent further wear. RHS & LH tyre sent to tyre right for repairs.	2 weeks	5 days
P2252	VMS Sign Board flood works	Assembly of components for sign board mounting leg material ordered, check function of board, all ok. Awaiting installation.	Not in use	8.5hrs
P2253	VMS Sign Board Flood Warning	Assembly of components for sign board mounting leg material ordered, check function of board, all ok. Awaiting installation.	Not in use	8.5hrs
P1047	Isuzu Paveline	Replace spray nozzle body on front arm, remove replace retaining union and fit new nozzle body, extra parts ordered for future repairs	4hrs	4hrs
P2002	Caterpillar 140 Grader	New grader arrived and awaiting rego, rego from supplier incorrect serial number, corrected by TfNSW staff. Number plate fitted to machine.	Not in use	2hrs
P2802	Caterpillar CW34 Roller	Heater hose blown inside cab of machine, remove replace blown portion of hose and coolant drained and replaced, test for leaks all ok.	6hrs	6hrs
P1041	Isuzu Rigid Water Truck	Rock trap tank on rear of machine leaking water, clean and reweld holes in box.	2hrs	2hrs
P2402	Side Tipping Trailer	Remove, replace x3 worn tyres operated assisted.	1hr	1hr
P2144	Schulte Slasher	Check gearbox oil levels and top up x2 with minimal oil grease machine.	1hr	1hr

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ITEM 3 WORKS PROGRESS REPORTS – PLANT CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2040	Caterpillar 432F Backhoe	Remove x1 worn front bucket scraper blade fit like worn scraper to RHS side of bucket, new set of scrapers ordered for fitment when they arrive.	2hrs	2hrs
P2083	Caterpillar CW34 Roller	Fuel cap broken into over the weekend fuel taken cap broken new cap ordered to be fit when it arrives.	n/a	1hr
P1041	Isuzu Rigid Water Truck	HVIS rego defect repairs made to, no2 axle LHS brakes replaced, front LHS parker light blown remove replace bulb and fix wiring to bulb holder, remove replace tank retaining bolts RHS.	8hrs	8hrs
P1042	Isuzu Rigid Water Truck	HVIS inspection and repairs made to front LHS tank mount.	4hrs	4hrs
P2001	Caterpillar 140 Grader	X2 blade mount pins broken after hitting a tree root. Blade fell out of position and broke x3 hydraulic hoses for the blade tilt and blade slide functions x4 hydraulic hoses replaced, x2 blade pins replaced and shimmed test operation all ok now. Transmission filter leaking, remove replace O Ring on filter, still leaking, remove/replace filter housing; all ok now. Filter housing replaced under CAT warranty.	8.5hrs	7hrs
P1041	Isuzu Rigid Water Truck	Driver side window not going up, diagnosed faulty switch remove/replace switch test function all ok now. Cleaned out A/C evaporator, repairs made to front beacon circuit also all working ok now.	4hrs	4hrs
P54	Trailer	Rego inspection done wiring repairs to RHS taillight made all ok.	Not in use	1hr
P2400	Parks and garden partially enclosed trailer for village use.	Rego inspection done on trailer; all ok.	1hr	1hr
P1168	Mini Excavator Trailer	Rego inspection done; all seems ok.	1hr	1hr
P2120	6140M Tractor	Broken handle on A/C filter cover replaced.	.5hr	.5hr

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Report of the Divisional Manager Engineering Services
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ITEM 3 WORKS PROGRESS REPORTS – PLANT CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2382	Freightliner Cascadia	Trailer taillights not working, diagnose and repair taillight circuit. Additional relayed circuit added for pump operation triggered by the taillight circuit.	6hrs	6hrs
P28	John Deere 770G Grader	Diagnose noise in drive train, unit failed from engine to transmission remove replace unit test operation; all ok now.	Not in use	5hrs
P2143	John Berrends Flail Mower	Welding repairs done to main toolbar for 3-point hitch hookup. SHS bar strengthened with rods of steel internally and welded in place.	Not in use	3hrs
P2084	Kubota 3690 Ride on Mower	Minor repairs made to LHS rear anti-scalping wheel bent. Realign wheel and reattach test operation; all ok.	1hr	1hr
P2085	Kubota 3690 Ride on Mower	Minor repairs made to LHS rear anti-scalping wheel bent. Realign wheel and reattach test operation; all ok.	1hr	1hr
	Automatic Gates Carinda Road at the Racecourse.	Batteries not charging, diagnose faulty solar panel plug, repair plug and reconnect all seems to be charging ok now.	n/a	1hr
P3610	Toyota Hilux Twin Cab	Booked for windscreen replacement at Windscreen's O'Brien Dubbo, taken for repairs	Not in use	5.5hrs
P70	Iseki SF370 Ride on Mower	Drop off to Pickles Dubbo for sale in next auction.	Not in use	4hrs
P2140	Superior 6-Foot Slasher	Taken to Pickles Auctions Dubbo for sale.	Not in use	4hrs
P6	Generator Self-Contained	Taken to the tip to run the site office setup and running with the assistance of contractor.		6hrs
P10	Hamm Pad Foot Roller	Manufacture and bolt on new drum cleaning tines to machine. Check and grease front pivots, remove replace cab mounts.	1 week	12hrs
P2380	Isuzu Paveline	Fit new brake pads to no3 axle LHS new drum and slack adjuster ordered for fitment when they arrive.	3days	8hrs
P2802	Iseki SF310 Ride on Mower	General checks of daily inspection sheets cleared, new tyres fitted to rear, new mirror ordered and placement to be changed, deck spindles greased, blades changed.	Not in use	6hrs
P2141	Superior Slasher	LH rear wheel bearing failed, remove wheel and replace bearing fit wheel back all ok now.	4hrs	4hrs

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ITEM 3 WORKS PROGRESS REPORTS – PLANT CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P1041	Isuzu Rigid Water Truck	Carry out 10,000km service general checks all ok, new hose end make for suction hose. With foot valve fitted.	4hrs	4hrs
P2344	Iveco Tender Truck	Repairs made to AUX battery circuit remove replace connector plug. Test system; all ok now.	2hrs	2hrs
P1089	Toro 360 Ride on Mower	Centre deck spindle bearings failed, remove replace spindle and rebuild broken spindle for future use.	3hrs	3hrs
P242	Toyota Kluger	Service completed major, replaced in-tank fuel filter, replaced front and rear brake pads, general check over; not to bad needs replacing soon.	5hrs	5hrs
P2801	Toro Grounds Master 4000D Mower	LHS outer deck spindle bearings failed remove spindle and replace bearings, fit spindle back to deck and test all ok.	3hrs	3hrs
P2883	Sthil Blower	Complete Asset Forms and test run unit; all ok.	Not in use	1hr
P2085	Bomag Smooth Drum Roller	New unit, asset forms and registration done, fit number plates and general check over of machine complete.	Not in use	2hrs
P154	Water Tanker Trailer	HVIS booking made for 17-11-25.	Not in use	.5hr
P2120	John Deere 6140M Tractor	Front axle bolts loose/missing, replace bolts and torque to specification.	Not in use	2hrs
P7003	Honda Pump	Not running, diagnose loose valve remove and repair valve test operation all ok.	Not in use	4hrs

ACRONYMS

WC	Workshop Coordinator
TBD	To be determined.
DTC	Diagnostic trouble code
DPD	Diesel particulate diffuse.

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

(B4-9)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Development Applications that have been received for approval for October 2025.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
NIL				

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

- 1.1.4 Ensure current and future housing needs for the community are met.
- 5.2.1 Ensure that this strategic planning framework becomes an integral part of our operating culture.
- 5.2.6 Embrace a team centred culture of continual improvement to improve operational efficiency.

SUPPORTING INFORMATION/ ATTACHMENT

Nil.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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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.

Budget and Works from 8th October 2025 to 19th November 2025

2020 Projects	Budget	Expend. /Comm	Resp	Comment
Construction of two (2) x Council dwellings. 21 Deacon Drive and 8 Deacon Drive. 0300-0065-0010	56,145	481,646.74	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. Rectification order issued. Expired 26/10/2021 Builder expected at the end of November to complete requested maintenance and repair works which has not progressed. Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project. Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court. Mediation undertaken on 30th April 2024. Further reporting undertaken to the May 2024 Council Meeting.

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WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

2020 Projects	Budget	Expend. /Comm	Resp	Comment
				Matter set down for the District Court for 4th - 8th November 2024. Adjourned new date yet to be determined. Update given at the October 2024 Council Meeting. Expert reports provided, meeting with Solicitor and Barrister held 7th August 2025, mediation set for 1st September 2025, District Court date set at present for 13th – 17th October 2025. Update given at the October 2025 Council Meeting. Further expert reports provided. Adjourned court date set for 9th February 2026.
2023 Projects	Budget	Expend. /Comm	Resp	Comment
Ewenmar Waste Depot Road repairs. AGRN 1034 Flood event.	220,500	203,252.82	MHD/DMES	To add to the quarterly review. \$220,500 claim certified as requested May 2025. Approval received June 2025. Works expected to be completed by October 2025. Works nearing completion late November 2025.

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WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

Warren Support Services (Targeted Early Intervention)				
	Budget	Expend. /Comm	Resp	Comment
*Warren Youth Group - Counselling Service.	5,000	5,000	MHD	Complete.
2.58 Junior Soccer	5,000	Nil	GM	2025 Soccer season
*2.62 Warren Chamber of Music Festival 2025	5,000	5,000	MHD	Complete and acquitted
2.63 Warren MPS – Dolly Parton Imagination Library	5,000	Nil	MHD	6 th March 2025 – 6 th March 2026
Warren Support Services (Targeted Early Intervention)				
	Budget	Expend. /Comm	Resp	Comment
2.65 Warren Youth Group Music Workshop	4,250	Nil	MHD	April – July 2025
*2.66 St Mary's Naidoc Beemunnel Day	5,000	5,000	MHD	Complete and acquitted
*2.67 Warren Youth Group Grow Services Day	5,000	5,000	MHD	Complete and acquitted
2.74 Warren P and S Show Entertainments 1	5,000	Nil	MHD	6 th June 2026
2.75 Warren P and S Show Entertainments 2	5,000	Nil	MHD	6 th June 2026
Town Planning				
LEP Review.	45,000	40,518.50	MHD	Consultant engaged. Planning Proposal submitted 5th February 2025 for gateway determination. Gateway determination and conditions received 23rd May 2025. LEP to be finalised before or on 4th March 2026. Public exhibition 25th June 2025 – 17th July 2025. One submission received. Report to the October 2025 Council meeting.

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WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

2024 Projects	Budget	Expend/ Comm	Resp	Comment
Council building renovations fit out (New Kitchen, accessible toilet. 3210-4100-005	90,000	90,000	MHD	Quotations obtained. Report to June 2025 Council meeting. Contractor arranged.
2025 Projects	Budget	Expend/ Comm	Resp	Comment
Warren Sporting & Complex – Gym Equipment Renewals. 3360-4010-0015	7,500	4,350.31	MHD	In progress.
Warren Family Health Centre Internal Painting 3326-4320-0005	20,000	Nil	MHD	
Administration Centre Air-conditioning and External Blinds 3326-4320-0010	15,000	5,981.81	MHD	
Warren Works Depot Air-Conditioning and Workshop Bird proofing 3326-4320-0015	18,000	10,000	MHD	Investigations into bird proofing commenced. Contractor engaged. Scheduled for March 2026.
Warren War Memorial Swimming Pool Improvement Works 0100-0055-0000	48,000	13,000	MHD	*Irrigation controller and inspection tubes Complete. Obtaining quotations on pathway.
*Warren Showground/Racecourse Tables & 100 Chairs 3360-4005-0022	15,000	15,212.73	MHD	Purchase order issued to supplier. Tables and chairs delivered. Complete.
Carter Oval Youth Sports Complex Building Fit Out 3360-4050-0016	12,000	5,472.92	MHD	Urn, bain marie, pie warmer, microwave, chest freezer, BBQ, shelving delivered. Additional tables purchased.

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WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

GRANT APPLICATIONS				
Project	Budget	Expend/ Comm	Resp	Comment
*Community Energy Upgrades Fund Round 2	82,594 (50/50 co-contribution 41,297)	Nil	MHD	Solar and batteries at the Ewenmar Waste Facility, and Stage 2 of Solar at the Warren War Memorial Swimming Pool. Submitted 23rd May 2025. Unsuccessful.
Office of Responsible Gambling. Infrastructure Grants – Round 1 2025/26	150,000.00 (\$0.00 Co-Contribution from Council)	Nil – Pending Outcome of Grant	WSCCM	Submitted by Warren & District Rugby League Football Club (Breakdown of budget - \$60,000.00 for new composite style log fencing surrounding main oval, \$60,000.00 for Continuous LPG gas hot water systems to Sporting Complex, \$30,000.00 to construct Sandstone Block Yarning Circle) Application submitted 21st July 2025 – awaiting outcome