

BUSINESS PAPER

ORDINARY MEETING

WEDNESDAY 21ST SEPTEMBER 2022

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

21st September 2022 commencing at 2.00pm

1. OPEN MEETING

2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

3. CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday, 25th August 2022.

4. DISCLOSURES OF INTERESTS

5. MAYORAL MINUTE(S)

Nil.

6. REPORTS OF COMMITTEES

Meeting of the Traffic Committee held on
Thursday 1st September 2022 (T5-2)

Meeting of the Sporting Facilities Committee held on
Wednesday 7th September 2022 (S21-2)

Meeting of the Warren Airport Operations Committee held on Tuesday 13th September,
2022 (C14 - 3.12)

Meeting of Manex held on Tuesday, 13th September 2022 (C14-3.4)

REPORTS TO COUNCIL**REPORTS OF DELEGATES**

- Item 1 Meeting of the Castlereagh Macquarie County Council held on Monday, 29th August 2022 (C15-1)
- Item 2 Ordinary Meeting of the Mining and Energy Related Councils (NSW) Inc. Council held on Friday, 2nd September 2022 (C14-6.3)

POLICY

- Item 1 Alcohol and Other Drugs Policy..... (S12-14.4, P13-1)
- Item 2 Code of Meeting Practice Policy..... (C14-2)

REPORTS OF THE GENERAL MANAGER

- Item 1 Outstanding Reports Checklist (C14-7.4) Page 1
- Item 2 Committee/Delegates Meetings (C14-2) Page 19
- Item 3 Works Progress Reports – Infrastructure Projects (C14-71, G4-1) Page 20
- Item 4 Organisational Structure (S12.1.1) Page 34
- Item 5 Christmas Closure (C14-1) Page 36
- Item 6 Meeting Dates, Times and Order of Business Page 38

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

- Item 1 Réconciliation Certificate – August 2022 (B1-10.16) Page 1
- Item 2 Statement of Rates and Annual Charges as at 8th September 2022 (R1-4) Page 4
- Item 3 Works Progress Reports – Finance & Administration Projects (S1-1.15, C9-1) Page 6
- Item 4 Financial Assistance Grant 2022/2023 (A1-5.40) Page 7

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

- Item 1 Works Progress Reports – Roads (C14-7.2) Page 1
- Item 2 Works Progress Reports – Town Services (C14-7.2) Page 15
- Item 3 Works Progress Reports – Fleet/Workshop (C14-7.2) Page 28

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

7. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

8. MATTERS OF URGENCY

Nil.

9. CONFIDENTIAL MATTERS

Item 1 Warren Family Health Centre (H2-1, H2-2.2)

Item 2 Coatings Condition Assessment Report – Warren War Memorial Swimming
Pool (S19-2)

10. CONCLUSION OF MEETING

PRESENTATIONS

Nil.

TRAFFIC COMMITTEE MINUTES

Attached are the Minutes of the meeting of the Traffic Committee meeting held in the Council Conference Room on Thursday, 1st September 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Traffic Committee held on Thursday, 1st September 2022 be received and noted and that the following recommendations be adopted:

ITEM 5.1 SAFETY CONCERNS AT RIVERBEND PROPERTY – WAMBIANNA ROAD (R4-1.66)

RECOMMENDATION TO COUNCIL:

Subject to Police concurrence that no action on safety concerns at Riverbend property on Wambianna Road be taken as appropriate sight distance is available at the location and appropriate advice be provided to the person who raised the concern.

ITEM 5.2 STAFFORD STREET BUS PARKING (P1-7.3, R4-1.70)

RECOMMENDATION TO COUNCIL:

Subject to Police concurrence that;

1. A 100m section of the northern side of Stafford Street, adjacent to the Carter Oval Precinct be designated a bus zone and;
 2. Five (5) R5-20 sign be installed to demarcate the bus zone.
-

WARREN SHIRE COUNCIL

Minutes of the 53rd Meeting of the Warren Shire Traffic Committee
held in Council Conference Room, 115 Dubbo Street, Warren on
Thursday, 1st September 2022 commencing at 1.15pm

ATTENDANCE

Councillor Kevin Taylor (Chair)
Mr Richard Drooger (TfNSW)
Mr Sylvester Otieno (Divisional Manager Engineering Services)
Mr Gary Woodman (General Manager)
Mrs Angela Tegart (Minute Taker)

ITEM 1 APOLOGIES

Apologies were received from David Duncan and Sgt. Rebecca Byles who were absent due to external commitments, and it was **MOVED** Drooger/Taylor that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY, 5TH MAY 2022

MOVED Taylor /Drooger that the Minutes of the Meeting held on, Wednesday, 5th May 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON THURSDAY, 5TH MAY 2022

NIL

ITEM 4 ACTION CHECKLIST

MOVED Drooger/Taylor subject to Police concurrence that the information be received and noted, and items marked with an (*) asterisk be deleted.

Carried

ITEM 5 REPORTS

ITEM 5.1 SAFETY CONCERNS AT RIVERBEND PROPERTY – WAMBIANNA ROAD (R4-1.66)

RECOMMENDATION TO COUNCIL:

MOVED Taylor /Drooger Subject to Police concurrence that no action on safety concerns at Riverbend property on Wambianna Road be taken as appropriate sight distance is available at the location and appropriate advice be provided to the person who raised the concern.

Carried

WARREN SHIRE COUNCIL

Minutes of the 53rd Meeting of the Warren Shire Traffic Committee
held in Council Conference Room, 115 Dubbo Street, Warren on
Thursday, 1st September 2022 commencing at 1.15pm

ITEM 5.2 STAFFORD STREET BUS PARKING

(P1-7.3, R4-1.70)

RECOMMENDATION TO COUNCIL:

MOVED Drooger /Taylor subject to Police concurrence that;

1. A 100m section of the northern side of Stafford Street, adjacent to the Carter Oval Precinct be designated a bus zone and;
2. Five (5) R5-20 sign be installed to demarcate the bus zone.

Carried

ITEM 6 GENERAL BUSINESS

NIL

ITEM 7 NEXT MEETING

1pm Tuesday 15th November 2022

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.42PM

SPORTING FACILITIES COMMITTEE MEETING

Attached are the Minutes of the meeting of the Sporting Facilities Committee held on Wednesday 7th September 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Sports Facilities Committee held on the 7th September 2022 be received and noted and the following recommendations be adopted:

ITEM 6.2 MAIN OVAL FACING SCOREBOARD (CM) (S21-2)

1. The information be received and noted; and
2. Grant funding be sourced for the purchase and installation of a score board for the main oval at Victoria Park Precinct with Warren Junior Rugby League and Warren Rugby Union Club be funding partners where possible.

ITEM 6.3 PORTABLE SCOREBOARD – VICTORIA PARK (CM) (S21-2)

1. The information be received and noted; and
2. Grant funding be sourced for the purchase of two individual moveable scoreboards for the outdoor sealed Netball courts and Rugby Union and League second field at Victoria Park with Warren Junior and Senior Netball, Warren Junior Rugby League and Warren Rugby Union Club being funding partners where possible.

ITEM 6.4 SHADE SAILS – WARREN WAR MEMORIAL SWIMMING POOL (S19-2)

1. The information be received and noted; and
2. Grant funding be sourced for the purchase and installation of shade sails on the western side of the wading pool to improve shading of the supervision area for parents/guardians.

WARREN SHIRE COUNCIL
Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

Present:

Councillor MJ Quigley (Chairman)
Councillor KW Taylor
Councillor DJ McCloskey
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager Engineering Services)
Maryanne Stephens (Manager Health and Development Services)
Joe Joseph (Infrastructure Projects Manager)
Cassy Mitchell (Administration Officer Health and Development Services)
Wesley Hamilton (Centre Manager – Warren Sporting and Cultural Centre)

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Councillor GJ Whiteley and Raymond Burns (Town Services Manager), who were absent due to external commitments, and it was **MOVED** Woodman/McCloskey that apologies be accepted and a leave of absence for the members concerned be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE SPORTING FACILITIES COMMITTEE MEETING HELD ON WEDNESDAY, 15th JUNE 2022

MOVED Taylor/McCloskey that the Minutes of the Meeting held on the 15th June 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON WEDNESDAY, 15TH JUNE 2022

Nil.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

ITEM 4 ACTION CHECKLIST

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
05.05.2021	Internal pool works program	MHD	<p>Remedial works to internal pool surface has been sort to be undertaken under warranty. To be completed during pool off season.</p> <p>The emptying of the pool commenced on 7th June 2022; Senior Management Team meeting held onsite 21st June 2022 to determine directions and action.</p> <p>No remedial action has been possible, however pool will be right for the 2022/2023 season.</p> <p>September 2022 – Obtaining legal advice on the matter.</p> <p>Work will be programmed for the conclusion of 2022/23 season during shutdown period subject to legal advice and action.</p>	Oct 2023
20.10.2021	Carter Oval Lighting	IPM	Final testing and analysis to be completed.	2022
17.11.2021	Victoria Oval and Oxley Park Plan of Management	GM	<p>Council seek minister consent to adopt the Victoria Oval and Oxley Park Plan of Management.</p> <p>Further enquiries from the Ministers office to be actioned.</p>	2022
17.11.2021	Purchase of lockers and change room seating – Warren War Memorial Swimming Pool	MHD	<p>Successful grant allocation will allow for the purchase of lockers only. Lockers delivered, installation to be completed.</p> <p>Change room seating received installation to be completed.</p>	2022
17.11.2021	Planting of trees at Carter Oval Precinct	IPM	<p>Planting of trees surrounding Carter Oval Sporting precinct fields be made a priority project within Carter Oval Redevelopment Program</p> <p>Landscaping plan to be finalised.</p>	2022

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
*15.06.2022	Garbage Collection and Waste Disposal Victoria Park	MHD/CM	Liaise with new garbage collection contractor in regards to pickup days for Victoria Park. 5 Additional bins have been purchased.	2022
*15.06.2022	Garbage Collection and Waste Disposal Victoria Park	MHD/CM	Investigations be undertaken into the placement of a large skip bin at the Warren Sporting Complex for cardboard waste and/or additional bins to be used during increased demand and stored when not in use. No action Required.	2022
15.06.2022	Recycling Program at Sports Complex	MHD/CM	Investigate potential User Groups to undertake a recycling program at Sports Complex to reduce bottle wastage into general waste bins.	2022
15.06.2022	Pole placement, light spillage standards, ground levelling and drainage of Carter Oval Youth Sporting Precinct	TSM	*Investigate pole placement discrepancies along Stafford St side of Soccer Fields – no action required, this is the design. *Investigate achievement of light spillage standards across light poles located of soccer fields. Lights fit for purpose. Correct levelling to be achieved on both soccer and cricket fields as part of development works. Achieve drainage of soccer fields towards Stafford St as part of development works.	2022
*15.06.2022	Additional shading for supervision of wading pool area	MHD	Investigate shading options of the western side of wading pool to improve supervision area for parents/guardians. Reported to September 2022 Meeting.	2022
15.06.2022	Kerb and gutter works for vehicle access to Warren War Memorial Swimming Pool from Stafford St	MHD	Expedite kerb and guttering works for vehicle gate entrance into Warren War Memorial Swimming Pool ready for pool opening in October 2022.	2022

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

<i>Date</i>	<i>Outstanding Matter</i>	<i>Officer Resp.</i>	<i>Response/Request/Comment</i>	<i>Completion Date</i>
*15.06.2022	Main Oval Scoreboard Victoria Park	CM	Reported to September 2022 Sports Committee Meeting.	2022
*15.06.2022	Repurpose old indoor basketball court scoreboard	CM	Reported to September 2022 Sports Committee Meeting.	2022
*15.06.2022	Tender C13-73 – Sports Amenities Building - Carter Oval Youth Sports Precinct	IPM/TSM	Subject to positive financial check, Council accept Tender C13-73 “Design, Deliver and Construct a Prefabricated or Modular Sports Amenities Building for Carter Oval Youth Sports Precinct” and Authority be given to affix Seal of Council to the RFT C13-73 project. Contract awarded and signed as required. Works schedule to be completed in November 2022.	2022
15.06.2022	Relocation of User Groups to Carter Oval Youth Sports Precinct	IPM/TSM/ MHD/DMES	Relocate relevant user groups from Victoria Park to Carter Oval Youth Sports Precinct once all current works projects are complete.	TBC

MOVED McCloskey/Taylor that:

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

Carried

ITEM 5 FINANCIAL STATEMENT

MOVED Taylor/McCloskey that the information be received and noted.

Carried

ITEM 6.1 REPORT FROM THE CENTRE MANAGER

(S21-2)

MOVED McCloskey/Taylor that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

ITEM 6.2 MAIN OVAL FACING SCOREBOARD (CM) (S21-2)

RECOMMENDATION TO COUNCIL:

MOVED Taylor/McCloskey that:

1. The information be received and noted; and
2. Grant funding be sourced for the purchase and installation of a score board for the main oval at Victoria Park Precinct with Warren Junior Rugby League and Warren Rugby Union Club be funding partners where possible.

Carried

ITEM 6.3 PORTABLE SCOREBOARD – VICTORIA PARK (CM) (S21-2)

RECOMMENDATION TO COUNCIL:

MOVED Taylor/McCloskey that:

3. The information be received and noted; and
4. Grant funding be sourced for the purchase of two individual moveable scoreboards for the outdoor sealed Netball courts and Rugby Union and League second field at Victoria Park with Warren Junior and Senior Netball, Warren Junior Rugby League and Warren Rugby Union Club being funding partners where possible.

Carried

ITEM 6.4 SHADE SAILS – WARREN WAR MEMORIAL SWIMMING POOL (S21-2)

RECOMMENDATION TO COUNCIL:

MOVED McCloskey/Taylor that:

5. The information be received and noted; and
6. Grant funding be sourced for the purchase and installation of shade sails on the western side of the wading pool to improve shading of the supervision area for parents/guardians.

Carried

ITEM 6.5 COMPLETION OF CARTER OVAL SPORTING PRECINCT (VERBAL) (IPM) (P1-7.3)

- Working on hosting a special cricket game in March 2023.
- Irrigation stage 2 (Soccer Fields) and booster bump to be completed in October 2022.
- Stormwater drainage be completed in October/November 2022.
- Works ordered for the finalisation of the cricket pitch, turfing, returfing of the cricket field and soccer field, and finalisation of irrigation system be completed by February 2023.
- Construction of the amenities kiosk building be completed by the end of November 2022.

WARREN SHIRE COUNCIL
Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 7th September 2022 commencing at 4:00pm

ITEM 6.5 COMPLETION OF CARTER OVAL SPORTING PRECINCT (VERBAL) (IPM)

CONTINUED

- Construction of the road and carpark to be completed by January/February 2023.
- Concrete footpath surrounding main oval and Junior Cricket Pitch to be completed by January/February 2023.
- Seat installation to be completed by February 2023.
- Irrigation System Stage 3 (elsewhere and ready for trees) be completed by March 2023.
- Commencement of tree planting in March 2023.
- Secondary carpark (Bore Flat) restoration begin in March/April 2023.
- Practice Cricket Net Installation April 2023.
- Incidentals March/April 2023.
- Cricket match referred to above 1 will be delayed if works are not completed or suitable.

MOVED McCloskey/Taylor that the information be received and noted.

Carried

ITEM 7 GENERAL BUSINESS

Nil.

ITEM 8 DATE OF NEXT MEETING

TBC Mid November 2022

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5:35 PM

AIRPORT OPERATIONS COMMITTEE

Attached are the Minutes of the meeting of the Airport Operations Committee held on Tuesday, 13th September 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Airport Operations Committee held on Tuesday, 13th September 2022 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee
Meeting held in the Conference Room, Warren
on Tuesday, 13th September 2022 commencing at 10.34 am

PRESENT:

Kevin Taylor	Councillor (Chair)
Brett Williamson	Warren Chamber of Commerce Representative
Ralph Smith	Community Member
Gary Woodman	General Manager
Joe Joseph	Infrastructure Projects Manager
Sylvester Otieno	Divisional Manager Engineering Services
Raymond Burns	Town Services Manager
Rebecca Christian	Minute Taker

ITEM 1 ELECTION OF CHAIRPERSON

Councillor K Taylor nominated by Brett Williamson, seconded Raymond Burns.
Councillor K Taylor was elected Chairperson of the Airport Operations Committee.

ITEM 2 APOLOGIES

Apologies were received from Cllr McCloskey, Pat Hulme, Nigel Martin and George Falkiner who were absent due to external commitments and it was **MOVED** Burns/Williamson that a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES (C14-3.12)

MOVED Taylor/Williamson that the Minutes of the Meeting held on Tuesday, 6th July 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM MINUTES

- RNAV needs to be priority for future grants;
 - Second priority for grants would be a weather station based at the Aerodrome.
-

ITEM 5 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee
Meeting held in the Conference Room, Warren
on Tuesday, 13th September 2022 commencing at 10.34 am

ITEM 6.1 AIRPORT TERMINAL PROGRESS (G4-1.16)

- Foundation to be designed by Barnson;
- Originally disability access was not an issue;
- Access Consultant providing advice on the disability access to ground floor and first floor;
- Access disability exemption is available if the first story will not be used by a disabled person. Future risk must be considered when a flying school no longer operates;
- Another option is to make the building completely single story – will be at additional cost;
- Option 1: Separate training building with small pathway (with extra materials), single story;
- Option 2: Box gutter setup, single story (high future maintenance costs);
- The Committee felt that Option 1 was preferable and should be progressed;
- Better that the building is fit for purpose and compliant with disability access for future use;
- Costings will be reported to Council at quotation stage to determine if any extra funds are required;
- Design and Contract Documents 6-8 weeks' time;
- Timing is expected to be a 16-week construction contract; and
- March/April 2023 finish hopefully.

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

Carried

ITEM 6.2 AIRPORT UPGRADE PROGRESS – RUNWAY 03/21 DRAINAGE (G4-1.16)

- Whiteley drainage will be properly costed for Council advice in considering required budget to complete project;
- Extra cones are required near the fuel pod to designate a drainage area where aircraft should not traverse;
- There are line marking that need to be arranged; and
- Gables are also required for the flyover areas.

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

Carried

ITEM 6.3 FUEL POD USAGE UPDATE (G4-1.16)

- Recent 12,000 Litre top up;
- Fuel pod testing training 14th September by IOR; and
- Fuel price changes process needs to be checked and reviewed, changes in fuel prices are being undertaken.

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Airport Operations Committee
Meeting held in the Conference Room, Warren
on Tuesday, 13th September 2022 commencing at 10.34 am

ITEM 7 GENERAL BUSINESS

Future improvement works to be considered:

- Lighting for the unsealed runway 03/21
- Lighting upgrade for runway 09/27;
- Emergency generator for lighting and fuel system;
- RNAV (\$40,000-\$50,000);
- Weather Station;
- Extra drainage works for 03/21 runway; and
- Pavement works 09/27 runway.

ITEM 8 NEXT MEETING

Next meeting to be 10 November 2022.

There being no further business the meeting closed at 11:51 am.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 13th September 2022.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Committee held on Tuesday, 13th September 2022 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 13th September 2022 commencing at 2.30 pm

PRESENT:

Gary Woodman	General Manager
Sylvester Otieno	Divisional Manager Engineering Services
Maryanne Stephens	Manager Health and Development Services via Lifesize
Jillian Murray	Treasurer (Chair)
Pamela Kelly	Librarian
Joe Joseph	Infrastructure Projects Manager
Paul San Miguel	Asset Manager
Raymond Burns	Town Services Manager

1 APOLOGIES

Apologies were received from Darren Arthur, Rowan Hutchinson and Jody Burtenshaw who were absent due to external commitments and it was **MOVED** Burns /Stephens that a leave of absence be granted for this meeting.

Carried

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

MOVED Murray/Burns 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 WOW Agency – Communications and Content (GM)

MOVED Murray / Stephens 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 13th September 2022 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.2 Preparation of the September 2022 Council Newsletter (GM)

Item	Responsible Officer
Road Maintenance Construction Program for September/October 2022	RIM
Registration of Local Contractors on VendorPanel	DMFA, CC
Women of Warren Shire	GM
Staff Profile	GM
Nevertire Reservoir and Private Property Mural Program	TSM
Warren CBD Toilet Amenities and Lion's Park Toilet Amenities Wrap Photography Donation Requests	TSM/IPM
Warren Facility Health Centre Status on Directions	GM
Road Maintenance Council Contract	DMES
Scott Barrett Parliamentary address	GM
Permanent and Temporary Resources for Council Works Program – road Flood Damage Restoration Works and Projects	DMES
Ellengerah Road – Damage and Drone Footage	DMES
VIC Volunteer Advertising	GM
Warren Street Christmas Party 2022	GM
Public Exhibition of draft Code of Meeting Practice	GM
Opening of the Warren War Memorial Swimming Pool	MHD

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

Carried

4.1.3 Suggestions in the Council Suggestion Box (GM)

No suggestions received this month.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 13th September 2022 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.4 Local Roads and Community Infrastructure Program Phase 3 Extension Projects to Consider (\$655,258) (GM)

MOVED Woodman/ Otieno that the information be received and noted

Carried

4.1.5 2021/2022 Annual Report Development Program and Responsibilities (GM)

Officers were reminded of their works allocation and responsibilities.

MOVED Woodman/ Otieno that:

1. The information be received and noted; and
2. Officers are to return their changes for the 2021-22 Annual Report when finalised.

Carried

4.1.6 Advocacy Matters for Warren Shire Council leading up to the 25th March 2023 NSW State Election (GM)

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

Carried

4.1.7 Directions Discussion Warren Family Health Centre (GM)

- The General Manager detailed the confidential information and processes to date and that a report was being provided to the Committee of the Whole Closed Council at the September 2022 Council Meeting.

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

Carried

4.1.8 Responsibilities under the Integrated Planning & Reporting Documents (GM)

- The General Manager asked all MANEX members to commence analysing their responsibilities under the Community Strategic Plan, Delivery Program and Operational Plan. There will be a 6 monthly report on Delivery Program status provided to the December 2022 Council Meeting.

MOVED Woodman/ Burns 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 13th September 2022 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.9 Procurement Audit (GM)

- SMT to investigate and determine Improvement Program for eventual reporting to the Audit and Risk Committee.

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

Carried

4.1.10 Council Enterprise- Wide Risk Management Review (GM)

- SMT to investigate and determine Improvement Program for eventual reporting to the Audit and Risk Committee.

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

Carried

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Local Government Recovery Grant Program (\$1 Million) (DMFA)

- DMFA to provide advice to SMT in the near future on projects that can be funded.

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

Carried

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (AGRN 960) (GM)

- Approximately \$462,000 including Council contribution for Emergency Works undertaken and paid for;
- Package 1 for Essential Public Asset Reconstruction Works amounting to approximately \$1.871 million approved;
- Package 2 for Essential Public Asset Reconstruction Works amounting to approximately \$350,000 approved (Dragon Cowal – Merrigal Road culverts);
- Other restoration works transferred to November/ December 2021 Flood and Storm Damage Claim (AGRN 987) which will allow further time for the eventual undertaking of restoration work.

MOVED Woodman/ Otieno 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 13th September 2022 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.2 Warren Shire Council November 2021 Flood and Storm Damage Claim (AGRN 987) (GM)

- Approximately \$750,000 including Council contribution for Emergency Works undertaken and paid for;
- Built Environment Collective (BEC) still undertaking an assessment which has been severely affected by further flood and storm events expected to be somewhere between \$1.2 million and \$1.4 million;
- Some restoration works maybe transferred to the June/July 2022 Flood and Storm Damage Claim (AGRN 1025) which will allow further time for the eventual undertaking of restoration work.

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

Carried

4.3.3 Warren Shire Council June/July 2022 Flood and Storm Damage Claim (AGRN 1025) (GM)

- Built Environment Collective (BEC) still undertaking an assessment which has been severely affected by further flood and storm events expected to be somewhere between \$600,000 and \$800,000;
- Immediate reconstruction works approved in the amount of approximately \$323,000 (Ellengerah Road);
- To date approximately \$12,000 spent for Emergency Works which are yet to be finalised and claimed for.

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

Carried

4.3.4 Warren Shire Council August 2022 Flood and Storm Damage Claim (GM)

- An application for a Natural Disaster Declaration has been made to Resilience NSW with an estimate of \$600,000 flood and storm damage provided.
- Emergency Works are in conjunction with the AGRN 1025 Event as there seemed to never be a gap.

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

Carried

4.3.5 2022 Calendar of Events at the Showground/Racecourse (TSM/IPM)

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

Carried

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held in Council's Community Room on
Tuesday 13th September 2022 commencing at 2.30 pm

4.3.6 Road Maintenance and Construction Program and Fleet Labour Requirements Discussion (RIM/GM)

- Works Program undertaken for all approved works that allow use of all current resources, but it does not include Flood Restoration Program for November/December 2021 (AGRN 987), Jun/July (AGRN 1025) and August (yet to be approved);
- Other normal grant works are also included.
- Evidence that extra day labour resources and contract gravel haulage trucks will be required;
- New road train combination tender is advertised and what will be the direction will be reported to Council;
- The Engineering Services Department are now making arrangements for the advertising for both permanent and temporary day labour resources.

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

Carried

4.3.7 RMCC and Prequalification Status Discussion (DMES)

- R2 (Conditional), F5 application has been approved;
- G – Traffic Control General has been approved;
- Commenced RMCC contact works on SH11 1st September 2022;
- SWMS reviewed and signed off by staff;
- General Induction of staff 8th September 2022;
- Practice inspection undertaken using Confirm;
- Full second inspection using Confirm by ATO – Roads to be undertaken 14th September 2022 that also included work with the Paveliner;
- Job numbers distributed to staff;
- First meeting with Transport for NSW to discuss any concerns;
- Draft RMAP without payment schedule with Transport for NSW;
- Work proposal requested to remove and trim trees around Wonbobbie area;
- Ewenmar Creek causeway conditions being monitored (some temporary works undertaken), speed limit will soon change to 80km/hr;
- Golf Club Bridge pavement will be patched temporarily; and
- Transport for NSW looking at the design for the reconstruction of the roundabout.

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

Carried

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4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

Nil.

4.5 WORK HEALTH SAFETY MATTER

Nil.

4.6 HUMAN RESOURCES

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

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget
Water & Sewer Team Leader/Plumber	DMES	Investigating recruitment agency options, re-writing ad.
Vacation Care Co-Ordinator and Assistant	MHD	Advertising. Closes 15th September 2022
Light Plant Operator – Parks & Gardens	TSM	Organising medical for new candidate
Library Technician	DMFA	Librarian has not requested position to be readvertised
Swimming Pool Attendants	MHD	Applications closed 1st September 2022
Economic Development & Visitation Manager	GM	Advertising. Closes 15th September 2022
Road Maintenance Team Operator	DMES	Resignation received 5th September 2022. Organising advertising.
Cleaner	MHD	Advertising. Closes 15th September 2022

- Extra resources within the Engineering Services Department to be arranged in the near future with the HRO/DMES Project Team to be organised in regard to what is necessary;
- Update on Library staffing – plan with the DMFA for action and advice, needs to be followed up as soon as possible.

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

Carried

4.6.2 Non-Conforming Notification Form

MOVED Woodman/ Stephens that the information be received

Carried

4.6.3 Reimbursement

- Normal practice is as follows:
 - Council pays for reimbursement costs for high-risk licences;

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- Any renewal costs for licences/certificates (nonhigh risk) are the responsibility of the employee (would be tax deductible);
- Licence, certificates are as per current skills and competencies until changed (on the basis of multi – skilling and being able to undertake manual handling with reduced risks).

MOVED Burns/Woodman that the information be received

Carried

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
0	22-25	Proposed amendments to the standard contract of employment for general managers.	Action by GM

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

Carried

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

Carried

6 OPERATIONAL PROCEDURES

(I2-11.1)

6.1 Backwash Water/Splash Park

MOVED Stephens/Burns that the Procedures for Backwash Water/Splash Park be adopted.

Carried

7 AUGUST 2022 DRAFT MINUTES AND SEPTEMBER 2022 BUSINESS PAPER

The Committee previewed the September 2022 Business Paper and the August 2022 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

8 CORRESPONDENCE AND COMPLAINTS/ACTION REQUESTS STATUS

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

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9 GENERAL BUSINESS WITHOUT NOTICE

9.1 Electric Vehicle Charging Station

- Location being considered for charging points;
 - Oxley Park location may not have the capacity;
 - Carter Oval Youth Sports Precinct would mean 2 carparks allocated;
 - Windows on the Wetlands Centre Precinct – infrastructure not sufficient;
 - Victoria Oval/Park may also be at capacity;
 - Medical Centre Carpark supply would need to be investigated; and
 - Works Depot area supply would need to be investigated.

9.2 Carter Oval Lighting Access - Phone App

- Council Officers TSM, SO, M&IO (temporarily), GM, ATO-TS, DMFA, DMES, ICT; and
- Sporting Users (Soccer, Cricket, Little Athletics).

9.3 Procurement – General Conditions of Contract

- IPM to provide advice to MANEX on what General Conditions of Contract should be used for the different Tenders/ Quotations/ Contracts as part of the Draft Contract Management Guidance Procedure.

9.4 Tender Checklist

- Tender Checklist has been made available for everyone to use electronically for the hard copy files.

9.5 Condolences for the passing of Queen Elizabeth II

- Matter to be considered at the September 2022 Council Meeting (2.00pm Wednesday 21st September 2022).

9.6 Day of Mourning for Queen Elizabeth II Public Holiday

- Closed - Works Depot, Library, Service NSW Office, Administration Centre, Sports Centre;
- Open - Ewenmar Waste Depot. (1.00pm – 5.00pm)

There being no further business the meeting closed 4.55pm.

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS ON MONDAY 29th AUGUST 2022 AT 10:35AM.

PRESENT: Clrs D. Batten, B. Fisher, M Cooke, Z Holcombe, N. Kinsey, Clr P Cullen, Clr D Todd, Clr G Peart and Clr G Whiteley

ABSENT: Clr I Woodcock

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

WELCOME: Meeting was opened at 10:35am and Chairman Clr D Batten welcomed all councillors and staff to the meeting.

08/22/01 Leave of Absence

Resolved:

That the leave of absence received from Councillors Clr I Woodcock is accepted and a leave of absence granted.

Moved: Clr Fisher

Seconded: Clr Todd

Carried

Declaration of oath/Affirmation of Office

Pursuant to Section 233A of the Local Government Act 1993, the following Councillor took an Oath of Office;

- Clr Greg Whiteley

DECLARATIONS OF INTEREST- Nil

08/22/02 Minutes of Ordinary Council Meeting – 27th June 2022

Resolved:

That the minutes of the ordinary Council meeting held 27th June 2022, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Clr Cooke

Seconded: Clr Cullen

Carried

08/22/03 Annual Financial Statements 2021/2022**Resolved:**

1. The Draft Annual Financial Reports for 2021/2022 be referred to Council's Auditor.
2. The Chairperson, Deputy Chairperson, General Manager be authorised to sign the necessary Financial Statements.
3. On receipt of the Audit Report, a copy be forwarded to the Office of Local Government and any other relevant statutory body.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and the Financial Statements be presented to the public, additionally be reviewed/adopted by Council formally as required, subject to Section 418 of the Local Government Act 1993 and it's requirements.

Moved: Clr Kinsey
Seconded: Clr Fisher

Carried**08/22/03 Council's Decision Action Report – August 2022****Resolved:**

That the Resolution Register for August 2022 be received and noted

Moved: Clr Peart
Seconded: Clr Todd

Carried**08/22/04 Circulars Received From the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circulars 22-19 to 22-22 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Clr Holcombe
Seconded: Clr Todd

Carried

08/22/05 Cash and Investment Report- 30th June 2022 & 31st July 2022**Resolved:**

That the investment report for 30th June 2022 and 31st July 2022 be received and noted.

Moved: Clr Fisher

Seconded: Clr Kinsey

Carried

08/22/06 Supplementary Roadside Control Program**Resolved:**

That the General Managers report be received.

Moved: Clr Todd

Seconded: Clr Kinsey

Carried

08/22/07 Fourth Quarter Operational Plan 2021/2022 & Annual Delivery Program**Resolved:**

That: Council accept the progress made on the 2021/2022 Operational Plan as at 30th June 2022 and Annual Delivery program.

Moved: Clr Cooke

Seconded: Clr Peart

Carried

08/22/08 Payment of Expenses & Provision of Facilities to Councillors - Policy**Resolved:**

1. That the General Managers Report be received.
2. Council adopt the "Payment of Expenses & Provision of Facilities to Councillors" policy as tabled.
3. The policy be placed on public exhibition for a period of 28 days and public submissions be invited.

Moved: Clr Todd

Seconded: Clr Holcombe

Carried

08/22/09 Important Dates for Councillors – Upcoming Meetings and Events

Resolved:

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

Moved: Clr Cooke

Seconded: Clr Whiteley

Carried

08/22/10 Senior Biosecurity Officer's Report

Resolved:

1. That the report be received and noted.

Moved: Clr Kinsey

Seconded: Clr Fisher

Carried

09/22/11 African Boxthorn Bio Control Release

Resolved:

1. That CMCC Staff be delegated the authority to select the most appropriate five (5) sites for the introduction of the African Boxthorn Bio Control trial.

2. That a report on the African Boxthorn bio control trials be included in the next Council business paper.

Moved: Clr Whiteley

Seconded: Clr Kinsey

Carried

Date of the next CMCC Council Meeting to be Monday 31st October 2022 at Coonabarabran.

Close of Meeting

The meeting closed at 11:40am

Chairman

General Manager

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 2nd SEPTEMBER 2022

Present in person

Cr Michael Banasik
Cr Kevin Duffy
Cr Dennis Brady
Cr Denis Todd
Cr Dom Figliomeni
Cr Mathew Deeth
Cr Chris Roylance
Cr Peter Batten
Steve Loane OAM
Greg Tory
Heather Nicholls
Cr John Clements

Wollondilly Shire Council (Chair)
Orange City Council (Dep Chair)
Lachlan Shire Council (Ex Comm)
Warrumbungle Shire Council (Ex Comm)
Wollongong City Council
Wollondilly Shire Council
Forbes Shire Council
Cabonne Shire Council
Forbes Shire Council
Lachlan Shire Council
Cabonne Shire Council
Narrabri Shire Council (Observer)

By Zoom

Cr Liz McGlynn
Cr Jane Keir
Mike Urquhart
Mark Dicker
Cath Blakey
Peter Vlatko
Kent Boyd
Cr Jason Hamling
Cr Des Kennedy
Ron Zwicker
Rob Williams

Bland Shire Council
Walgett Shire Council
Walgett Shire Council
Blayney Shire Council
Wollongong City Council
Cobar Shire Council
Parkes Shire Council
Orange City Council
Mid Western Regional Council
Wollongong City Council
Narrabri Shire Council (Observer)

Apologies

Cr Scott Ferguson
Cr Phyllis Miller OAM
Brad Cam
Cr Mathew Dickerson
Murray Wood
Cr Jim Hickey
Cr Peter Abbott
Cr Jane Keir
Gary Woodman
Cr Ros Jackson
Cr Katrina Walker
Cr John Stafford
Colleen Worthy
Cr Aneillo Iannuzzi

Blayney Shire Council (Ex Comm)
Forbes Shire Council (Dep Chair)
Mid Western Regional Council
Dubbo Regional Council
Dubbo Regional Council
Broken Hill City Council
Cobar Shire Council
Walgett Shire Council
Warren Shire Council
Warren Shire Council
Warren Shire Council
Upper Lachlan Shire Council
Upper Lachlan Shire Council
Warrumbungle Shire Council

In attendance

Greg Lamont, Executive Officer (Minute Taker); Liza Schiff (Melting Pot Planning); Roy Butler, MP Barwon & Troy Lennon - Shooters, Fishers & Famers Party; Stephen Galilee, CEO and David Frith, Director Policy - NSW Minerals Council; Mike Young, Executive Director, Department Energy & Climate Change (Energy Corporation); Stephen Wills, Executive Director Programs, Kirstan Fulton, Director and Lana Hall, Program Manager, Resources for Regions, Regions NSW; Andrew Bray, CEO, RE-Alliance and Megan Dixon, CEO RDA Orana/N2N.

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 2nd SEPTEMBER 2022

1. Welcome by Chair.

The Chair, Councillor Michael Banasik, welcomed members and the Narrabri Shire Council delegates to the meeting and declared the meeting open at 9.10am.

2. Acknowledgement of Country by Chair

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

3. Apologies.

OM 21/2022 Resolved (Cr Brady/Cr Todd) that the apologies as per the above list be received and noted

4. Disclosures of Interest.

OM 22/2022 Resolved (Cr Brady/Cr Todd) that the disclosures of interest by Cr Dom Figliomeni declared an interest as a shareholder in New Hope and Whitehaven mining companies & Ron Zwicker as shareholder in AGL shares be received and noted.

SUSPENSION OF STANDING ORDERS AT 9.12AM TO RECEIVE PRESENTATIONS FROM THE FOLLOWING SPEAKERS AND FOR MORNING TEA.

OM 23/2022 Resolved (Cr Figliomeni/Cr Duffy) that the meeting be suspended at 9.12am to receive the presentation from the following speakers and for morning tea:-

(a) Roy Butler, MP Barwon (Shooters, Fishers & Farmers Party) on concerns he has that the NSW State Government keeps focussing on creating more jobs and bolstering the economy in regions for mining and energy developments, however noting that whilst that is good for regional areas it is creating a major problem with competition for housing and accommodation for the itinerant workers and local residents.

- It was pointed out by delegates that the population figures from DPIE reflect poorly on rural councils, are not accurate with the modelling they use and have a negative impact on grant allocations.;
- Discussion was also held on the Jobs Summit and need for Federal Government to consider splitting tax rates for secondary employment to a lower level for the second job and allowing pensioners/grey nomads a higher threshold with their pension and still working part time to solve the employment issues in regional areas;
- There is a need for Planning Agreements to be made compulsory for mining & renewable energy developments and they be extended to take into account impacts on neighbouring LGA's where there are no active developments.

Roy was happy to pursue these issues with the NSW Minister for Planning, Hon Anthony Roberts and Minister for Energy, Hon Mathew Kean on State and Federally where required.

(b) Stephen Galilee, CEO, NSW Minerals Council and David Frith, Director Policy:

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 2nd SEPTEMBER 2022

- The mining sector is growing in the metalliferous area (with world class production of rare earths, silver, gold, zinc, copper. etc.);
- All miners are very conscious of their emissions abatement obligations and overtime the emissions have declined as a result of how they are addressing them overall particularly above ground working with EPA, DPIE and Resources Regulator, however the diesel fuel, electricity usage and underground coal mining still present challenges for the sector;
- More needs to be done underground through use of technology and renewable energy options that are used where they can plus with the gradual introduction of autonomous and electric vehicles, but early days;
- Power stations are more efficient when they use the high-quality coal that Australia produces however it exports 85% of coal for a premium price;
- Delegates asked questions in relation to how the mining sector are addressing the skills shortage and accommodation; Net Zero Emissions targets set by State Government; Scope 1, 2 & 3 Emissions;
- Nuclear Energy as a power source was discussed and Stephen felt that politicians are scared to consider the nuclear energy option in view of the impact at the polls.
(See slides distributed separately)

(c) Mike Young – Executive Director- Planning & Communities, Energy Co, Dept Energy & Climate Change:

- Energy Corporation of NSW is a statutory authority re-established in line with legislative functions under the Energy and Utilities Administration Act 1987 and Electricity Infrastructure Investment Act 2020 has been set up to “join the dots” with the design, delivery and coordination of Renewable Energy Zones (REZ’s) and other electricity infrastructure in a way that benefits consumers, investors and regional communities;
- Transmission development is becoming increasingly controversial in local communities, with communities already raising concerns with compensation, consultation, land use conflict and cost recovery.
- The loss of social licence has the potential to delay the rollout of transmission infrastructure which would jeopardise energy security, slow NSW’s transition to net zero emissions and increase electricity costs for consumers. To avoid this the government will need to actively build community support for the transition rollout.
- Consequently, Mike is keen to work with MERC to establish a dedicated forum, with strategic planning & coordination, developing a governance model for community benefit funding for community projects. In the following areas:
 - Council Forum - establishing a dedicated forum to work on delivery of enabling services and infrastructure with Councils in each REZ;
 - Strategic Planning & Coordination - preparing and implementing coordinated strategies and funding models to address key issues in consultation with Councils, generators and government agencies (e.g. Local Roads Strategy, Workforce Accommodation Strategy, Waste Management Strategy, etc);
 - Community Benefit Funding - establishing a governance committee for distribution of access fees from generators, including Councils and other stakeholders – noting that the intention is to invite applications for community projects and programs;

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- Interactions with Planning System – all existing planning processes under the EP&A Act will continue to apply, including provision for planning agreements between proponents and councils – noting that there are some reforms proposed for developer contributions. Central West Orana Transmission Project.
 - Progress with Central West Orana REZ – Note the following data: ~180 km of 500kV/330kV • At least 3GW of transfer capacity • 3 major energy hubs to connect renewable energy projects • Appoint network operator to build, finance and operate – end 2022 • Planning approval – end 2023 • Construction – 2024/2025 • Operation – 2026/27.
 - Given MERC's involvement with VPA's and Resources for Regions criteria working parties involving Department of Planning and stakeholder bodies like the NSW Minerals Council in the past he has suggested to delegates that MERC could work with Energy Co with some of the foregoing. If it comes off there may be funds available for this that MERC could be eligible for its involvement.
(See slides distributed separately)
- (d) Stephen Wills, Executive Director Programs, Regional NSW, Kirstan Fulton, Director and Lana Hall, Program Manager on the current programs that are out for attention in September on Resources for Regions & Royalties for Rejuvenation. (Slides will be distributed separately when received).
- (e) Andrew Bray, CEO RE-Alliance outlined what they do in relation to LGA's that have a REZ eg Central West Orana REZ:
- Aim to maximise outcomes for local communities;
 - Organise communities around opportunities, eg. community benefit sharing & new industries;
 - Mitigate cumulative impacts;
 - Provide information through community workshops and webinars;
 - Industry Roundtable in CWO;
 - Lobbying government for better planning and community engagement approaches.
- Andrew also raised some issues RE-Alliance have with the CWOREZ rollout:
- Concern around housing during peak construction;
 - Communities start from a difficult position after covid, drought, fires, mice plagues and flood;
 - Some are neighbours to multiple projects & transmission;
 - High volume of approaches from developers;
 - Opaque government decision-making processes;
 - Burden of trying to handle so much project detail—engagement fatigue;
 - Lack of access to information on what RE land use agreements should contain, and to legal experts with experience in RE land use agreements;
 - Non-disclosure agreements can breed mistrust in communities;
 - High levels of anxiety about the future, especially landholders in TX study corridor. (See slides distributed separately)
- (f) Megan Dixon, CEO RDA Orana outlined she had approached MERC to seek assistance as a partner to O2N chasing grant funding for the following two projects on the basis that they will support members:

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(i) Development of a Business Case to establish a Zero Emissions Business Incubator & Innovation Zone.

The NSW Government has a Regional NSW – Business Case and Strategy Development Fund, which closes this Wednesday. O2N intends to seek funding to progress the business case, with a focus on 2 specific consultancies:

- Stakeholder engagement to consolidate and negotiates partnerships, design requirements, detailed feasibility and development of the operations and governance structures for the facility and the
- Design and documentation for the development of the Zero Hub buildings, as per the specs developed from the first consultancy.

This facility can be a catalyst to put the regions on the map for resources and energy, as identified by industry when we were doing our industry planning for O2N. Our focus is to drive innovation, collaboration and advancement in the resources, energy and construction sectors on a global scale.

It is intended that the facility be based on strong partnerships between industry, governments, education providers, researchers, and the community, and enable strong collaboration is critical in shaping the future of the METS and resources sector not only in the region but internationally.

The facility will build on and support the activity occurring across the region; including the establishment of the renewable energy zone, the critical minerals hub and the efforts by industry to move towards zero emissions production.

(ii) Development of a Business Case to Undertake a Transport Study for the Golden Highway

The NSW Government have funding available for business cases, and RDA Orana are planning to seek funding to update and expand the study done in 2013/14 to include rail and air as well as road; to take into account new projects including Inland Rail, mining and renewable energy developments.

RDA Orana know that studies are being done by NSW Transport but feel that this study will plug any gaps and enable their local Government partners and them to advocate for improvements. It will also take into account three modes of transport between the two regions and the flow of goods both from the Orana as well as the flow of goods from the Hunter.

RESUMPTION OF STANDING ORDERS AT 12.45PM

OM 23/2022 Resolved (Cr Batten/Cr Blakey) that the meeting be resumed at 12.00pm to continue with the meeting items.

5. Adoption of the Minutes of the Ordinary Meeting held on 3rd June 2022

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OM 24/2022 Resolved (Cr Figliomeni/Loane) that the minutes of the Ordinary meeting held on 3rd June 2022 be received and noted.

6. Business Arising from Minutes of the Ordinary meeting held on 3rd June 2022 - Nil

7. Adoption of the Minutes of the Executive Committee Meeting held on 30th August 2022

OM 25/2022 Resolved (Cr Duffy/Cr Brady) that the minutes of the Executive Committee meeting held on 30th August 2022 be deferred until after the Executive Officer provides a background report on the items & recommendations.

Executive Officer's Report

The Mayor and Executive Officer went through the items in the Executive Officer's report that related to matters on the Agenda for this meeting prior to adoption of them as follows:

- Items (a) to (i) that the information be noted
- Item (j) Resources for Regions
 - (1) that the information be noted; and
 - (2) that MERC engage Oz Environmental (Warwick Giblin) in collaboration with the Executive Officer and Executive Committee, to prepare a submission with relevant case studies of affected members, to Hon Paul Toole, Minister for Regional NSW & Deputy Premier and forward a copy to the NSW State Government Opposition and Minor Party Leaders on:-
 - a) reviewing the current methodology used for Round 9 Resources for Regions program in order to address the inequities with the current "eligible criteria list of Local Government Areas (LGA's)" in relation to LGA's being neighbours of active mining developments and employment location anomalies but are not currently eligible for funding, albeit significantly affected;
 - b) implementing legislative changes to ensure that all State Significant Developments for mining and developments require the proponent to develop Planning Agreements in consultation with affected LGA's that neighbour active mines;
 - c) the establishment of a working party consisting of MERC delegates, MERC's consultant and Regional NSW to undertake input into (a) & (b).
- Item (k) Royalties for Rejuvenation
 - (1) that the information be noted;
 - (2) that MERC write to the Hon Paul Toole, Minister for Regional NSW & Deputy Premier (with a copy to go to the NSW State Government Opposition and Minor Party Leaders) to:
 - a) express MERC's disappointment with the exclusion of current Mayors and Councillors on the recently established Royalties for Rejuvenation Expert Panels when our delegates who consist of experienced elected persons that come from mining related LGA's who would have the expertise sought for the panels;
 - b) consider the appointment of relevant delegates from MERC such as the Executive Officer and/or other senior staff delegates to the regional Royalties for Rejuvenation Expert Panels and reimburse expenses for them to attend accordingly.

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OM 26/2022 Resolved (Loane/Cr Duffy) that the minutes of the Executive Committee meeting held on 30th August 2022 items (a) –(k) be received and noted.

8. Business Arising from the Notes of Executive Committee Meeting held on 30th August 2022 - Nil

9. Delegates Reports – Nil.

10. Executive Officer's Report – Dealt with in Item 7

11. General Business

(a) Location/dates for next meetings in 2022/23

OM 27/2022 Resolved (Cr Banasik/Cr Duffy) That:

- (1) the next meeting of MERC in Dubbo be moved from 11th November 2022 to either 25th November subject to Dubbo Regional Council confirmation;
- (2) the quarterly meeting for late February early March 2023 to be held in Sydney a week after the CMA meeting;
- (3) the mini conference & Ordinary meeting be held in Dubbo at the Dubbo Regional Theatre & Convention Centre (DRTCC) in the period 21-29th May 2023, with the slot being reserved by staff at DRTCC until a MERC decision is made;
- (4) the Executive Officer to discuss with LGNSW Events team regarding their engagement on a fee basis to manage and market the event to target all Councils in NSW;
- (5) the Chair/Executive Officer to report back to delegates on dates for (1), (2) & (3) subject to availability and to fit in with member Council meeting schedules and the results of (4).

(b) 2 Year Term for the Executive Committee

OM 28/2022 Resolved (Cr Banasik /Cr Brady) That no further action be taken in relation to changing the current constitution for Executive Committee terms at this stage.

Cr Denis Todd left the meeting at 12.57pm

(c) Life Memberships

OM 29/2022 Resolved (Cr Banasik/Cr Duffy) That

- (1) life membership be granted to former Councillors Peter Shinton and Owen Hasler as meeting the requirements of Clause 4.5 of the Association's constitution ie "a retiring delegate with a minimum of two terms representing their Council and having made an outstanding, recognised contribution to the organisation";
- (2) they be invited to attend the next meeting of MERC in Dubbo on 25th November.

Cr Denis Todd returned to the meeting at 12.58pm

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM,
99 YORK ST, SYDNEY 2nd SEPTEMBER 2022**

Close – the meeting closed at 1.00pm

The minutes (pages 1-8) were confirmed at a meeting of the Ordinary Meeting held on the 25th November 2022 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 2nd September 2022.

.....
**Cr Michael Banasik
Chairperson**

WARREN SHIRE COUNCIL
Policy Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday, 21st September 2022

ITEM 1 ALCOHOL AND OTHER DRUGS POLICY

(S12-14.4, P13-1)

<p>RECOMMENDATION that the amended Alcohol and Other Drugs Policy be adopted.</p>
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PURPOSE

For Council to review its adopted Alcohol and Other Drugs Policy.

Manex recommended that this Policy be reported to Council for eventual re-adoption with only minor amendments that involved minor typographical grammar and removal of Award Section numbers and year dates to allow the Policy to be appropriate for any future changes.

BACKGROUND

It is intended that this Policy be reviewed periodically, at a minimum once every term of an elected Council, taking into account any further information of developments that may be to hand at that time.

REPORT

Attached is a copy of the slightly amended Policy. Amendments have only been minor typographical grammar and removal of Award Section numbers and year dates to allow the Policy to be appropriate for any future changes.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Work Health and Safety Act 2011; and
Warren Shire Council Code of Conduct.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

There is a need for Council to review its existing Alcohol and Other Drugs Policy is in accordance with the review period of the Policy.

The Alcohol and Other Drugs Policy and resultant procedures used by Council was part of an industry wide consultation leading up to the original policies adoption.

As there are only minor amendments it is considered that consultation is not required.

OPTIONS

Council needs to have a Alcohol and Other Drugs Policy to ensure that it is appropriately operating in accordance with the Work Health and Safety Act 2011.

The only option is to further amend the reviewed Policy.

WARREN SHIRE COUNCIL
Policy Report of the General Manager
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ITEM 1 ALCOHOL AND OTHER DRUGS POLICY

CONTINUED

CONCLUSION

The Alcohol and Other Drugs Policy ensures Council provides a consistent and fair process for the management of alcohol and other drugs in the workplace in accordance with Council's Code of Conduct and the Work Health and Safety Act 2011.

The current Policy with only minor amendments as detailed within the report is considered appropriate.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Proactively manage known compliance risks.

SUPPORTING INFORMATION /ATTACHMENTS

Amended Alcohol and Other Drugs Policy.

POLICY REGISTER

ALCOHOL AND OTHER DRUGS POLICY

Policy adopted:

Reviewed: September 2022

File Ref: P13-1, S12-14.4

DOCUMENT CONTROL

Issue	Prepared/Revised By and Date	Action/Amendment Description	Approved By and Date
1.0	Sarah Godwin	First Edition	Council Minute No. 275.10.17 (26th October 2017)
2.0	Gary Woodman General Manager September 2022	Minor Typographical grammar amendments	Council Minute No.

I INTRODUCTION

Warren Shire Council is committed to the provision of a safe and healthy work environment for all our employees, volunteers, contractors, visitors and other persons through the elimination or minimisation of risks associated with the inappropriate use of alcohol and/or other drugs.

II AIM

The aim of the drug & alcohol policy and subsequent procedure is to assist the Council in addressing risks to health and safety in the workplace associated with the inappropriate use of alcohol and/or other drugs. This will also assist the Council in having a process to manage the misuse of alcohol and other drugs in the workplace through training, education and where required rehabilitation.

The integration of the drug & alcohol policy and subsequent procedure into Council's Safety Management System will assist with the continual improvement of workplace safety. It will assist with the management and promotion of fitness for work of staff (including contractors and volunteers) to be part of the Council's standard processes.

III SCOPE

This policy applies to all Council workers at workplaces under the management or control of Warren Shire Council and includes contractors and volunteers.

IV DEFINITIONS

Confirmatory test - means a second analytical test performed to identify the presence of specific alcohol and/or other drugs. The confirmatory test is a retest of a second sample from an original collection if the initial test result is disputed.

Negative result - a result other than a non-negative.

Unconfirmed results - is where a potential result for drugs has been obtained on the initial oral swab and the collection is sent to a certified laboratory for further confirmation

Over the counter medication - this non-prescription type medication that if consumed before a test is undertaken may influence the result shown.

Non Negative - an initial non-negative test as yet unconfirmed by confirmatory testing by an accredited tester.

Non-negative - where the initial test result has been confirmed by further testing that the person is under the influence of alcohol and/or drugs above a prescribed limit as per current legislation and/or Australian standards

Prescription medication - medication that is prescribed by a doctor

Random testing list - persons will be added to this list who have either failed (tested nonnegative) a test or refused unreasonably a request for a drug and/or an alcohol test. Individuals placed onto the limited random list can be targeted tested at any time, in addition to the standard random testing undertaken by the council.

Responsible person - A responsible person is a person who is appointed and trained in the identification of signs of impairment. The responsible person is able to make an assessment of reasonable suspicion impairment utilising the objective indicators

V RESPONSIBILITIES

A. GENERAL MANAGER

The General Manager accepts overall responsibility for the effective management of workplace health, safety and welfare by endorsing and fully supporting the Alcohol and Other Drugs Policy and its associated procedures for all Councillors, workers, contractors, volunteers and visitors.

B. SENIOR MANAGERS

Officers have a duty, within the scope of their authority, for ensuring that:

- the objectives of this Policy and its associated procedures are incorporated into work practices;
- the tasks required for the successful implementation of the Alcohol and Other Drugs Policy procedures are undertaken;
- adequate training, information, instruction and supervision are provided so that staff are aware of the requirements of being 'fit for work';
- contractors, volunteers and visitors are made aware of the requirements for being 'fit for work';
- immediate and appropriate steps are taken to investigate and take procedural action when a 'fitness for work' issue is identified; and
- all accidents/incidents and near misses are properly reported and recorded and an investigation is carried out.

C. ON SITE SUPERVISORS

It is the duty of all Supervisors to ensure that no worker commences or continues duty if the worker appears to be affected by alcohol, illegal or legal drugs, or other substances which may reasonably be considered to lead to a safety risk or an inability to fulfil the requirements of the position or are not fit to work.

D. WORKERS

All workers are responsible for presenting themselves for work in a fit state so that when carrying out their work activities they do not expose themselves, their co-workers or other people in the workplace to unnecessary risks to health and safety.

A worker may be in breach of their general conduct obligations under this Policy if they:

- Present or carry out for work whilst under the influence of alcohol and/or other drugs; or
- conduct themselves in an inappropriate and/or unprofessional manner whilst at work or at a work-related function (which may be due to the effects of inappropriate alcohol and/or other drugs use).

VI LEGISLATIVE REQUIREMENTS

General employer/worker obligations in relation to workplace health and safety laws exist under:

- The Work Health and Safety Act 2011 (NSW), and
- The Work Health and Safety Regulations 2017 (NSW)

Workers who drive motor vehicles for work (including when travelling to or from work) must obey applicable road safety laws, including those relating to prescribed concentration levels for alcohol and other drugs. For further information in relation to prescribed concentration levels refer to:

- The Road Transport (Safety and Traffic Management) Act 1999 (NSW); and
- The Road Transport (Safety and Traffic Management Regulation 1999 (NSW)

Depending on the work environment, employers may have a positive legal obligation to conduct alcohol and other drugs testing in the workplace. Workplace procedures for managing risks in relation to alcohol and other drugs use must reflect these obligations if they apply. Examples include:

- The Rail Safety Act 2008 (NSW); and
- The Rail Safety (Drug and Alcohol Testing) Regulation 2008 (NSW);
- Civil Aviation Act 1988 (Cth); and
- Civil Aviation Safety Regulations 1998 (Cth)

VII TYPES OF TESTING

There are five types of testing that may be undertaken, these are:

- **Voluntary Testing** – Workers can elect to submit to voluntary testing and seek assistance from Council to rehabilitate if they believe they have a substance abuse problem.
- **Random** – Workers will be selected using a random number generation system.
- **Post Reportable Incident** – certain criteria of incidents have been selected where testing will be completed, for example certain treatments by a doctor, where a vehicle has sustained damage, skylarking etc.
- **Reasonable Suspicion** – this is where a report has been received that a worker is exhibiting strange or unusual behaviour and there is suspicion that they may be under the influence of alcohol and/or drugs. Two Responsible persons will be involved in the determination on whether a test for alcohol and/or drugs is required.
- **Targeted Random** – for workers who have given a confirmed non-negative result for alcohol and other drugs.

Testing will be undertaken by external providers who meet the current requirements contained within AS4760 and AS3547.

VIII TESTING IN USE

The Council in cooperation with the United Services Union and the Local Government NSW have adopted the use of oral swab testing (to be completed as per the requirements of AS4760) for drug testing as it will generally detect the presence of a substance that was

consumed within a matter of hours as opposed to testing such as urine where a substance was consumed days or weeks ago.

A non-negative result in this case may not have a bearing on whether the person is unfit for work.

Drugs to be tested via the oral swab testing will be:

- Cocaine
- Opiates
- Methamphetamine
- Tetrahydrocannabinol (THC- Cannabis)

For alcohol testing a standard breathalyser meeting the requirements of AS3547 will be used. The following cut off points for blood alcohol content (BAC) will apply:

- 0.02 or greater for heavy plant operators (>13.9 tonne) or truck drivers (>4.5 tonne) or mobile plant operators. This will apply only for personnel who are undertaking these specific duties at the time of any testing.
- 0.05 or greater for all other staff to be in accordance with relevant state legislation.
- Where the person has a provisional licence (P plates) then the current BAC limits for P plates must be followed if they drive vehicles and/or trucks.

***IX* MEDICATION**

All workers who are taking a prescribed or over the counter pharmaceutical medications that may impact their performance, should review the potential for the medicine to have an impact on their ability to perform their job safely. If in doubt, they should consult with their personal doctor.

If after advice from their doctor, they believe the medication may impact their own and others' safety at work, they should seek an alternative medicine from their doctor. If no alternative medication is available, they should ask for a doctor's certificate and should discuss the circumstances with their manager.

Together, the worker and their manager will make an assessment of likely impact on the employee's ability to perform their work safely based on the doctor's advice and the particular circumstances of the individual worker.

During this discussion the worker is not required to disclose the nature of the medication or the reasons for its use and the workers privacy will be maintained. Based on the circumstances and discussions with the worker concerned, a decision will be made by the manager on whether the worker is able to perform their work safely.

Two options will be explored:

- Alternative duties to reduce the safety risk identified;
- Standing the employee down for that shift. Should this be required assistance will be given to the employee to ensure they arrive home safely;
- Access to sick leave as per the Local Government (State) Award.

X REFUSAL TO UNDERGO A TEST

Any person who refuses to undergo testing will be given the opportunity to explain their reasons, these will be discussed with the relevant manager, Human Resources and the external provider.

Where a worker refuses to undergo a reasonable request test three (3) times in succession, this will be recorded as a Refused Test and the worker will be treated as if they have provided a test result of an unconfirmed result (non-negative).

XI TAMPERING

Any person found to be tampering or to have tampered with a test will constitute a serious breach of disciplinary standards and will be dealt with as per the Disciplinary Procedures- Local Government (State) Award.

XII EMPLOYEE ASSISTANCE PROGRAM (EAP)

EAP will be available under current guidelines for employees to seek support and assistance in regards to alcohol and/or drug use.

XIII DISCIPLINARY MEASURES

While Council is prepared to support workers/officers in rehabilitation programmes in order to return work performance as well as workers health to satisfactory standards, it has a responsibility, as does the employee, under the WHS Act to maintain a safe working environment.

As such, a number of actions will constitute such a serious breach of disciplinary and WHS standards and will require immediate action:

- Any worker/officer undertaking the operation of a Council vehicle or plant found to have in excess of the prescribed concentration of alcohol in their bloodstream or to have operated a vehicle under the influence of an illegal drug shall be subject to Disciplinary Procedures under the Disciplinary Procedures- Local Government (State) Award.
- Any worker/officer found to be consuming alcohol in a Council workplace during normal working hours except at a recognised social event shall be subject to disciplinary procedures under the Disciplinary Procedures- Local Government (State) Award.
- Any worker/officer found to be using or under the influence of an illegal drug in a Council workplace during working hours shall be subject to disciplinary procedures under the Disciplinary Procedures- Local Government (State) Award.
- In addition, any worker/officer found to be in possession of illegal drugs or alcohol in a Council workplace during working hours shall be disciplined under the Disciplinary Procedures- Local Government (State) Award.

XIV REHABILITATION

Workers who have declared that they have a problem with the use of drugs (illegal and legal) and/or alcohol will be provided assistance by the Council as per the current EAP arrangements or as determined appropriate by their manager. This will involve the development of a confidential. Drug & Alcohol Rehabilitation plan that will outline general

treatment steps, assistance to be sourced, personnel to be involved etc. The plan will be used to assist the person to be able to present themselves at work in a state there is no impairment to them working safely.

Persons who have been found to have a non-negative result from a drug and/or alcohol test and who have not declared that they may have consumed a drug and/or alcohol or who have presented themselves to work in a state that is not safe to do so, will also have a confidential Drug & Alcohol Rehabilitation plan implemented.

XV REFERRAL PROGRAM

Workers who suspect that they or their work mates may have an early alcohol or drug abuse problem are encouraged to seek diagnosis and treatment. Workers will receive the same consideration and opportunity to undertake treatment as is presently extended to workers suffering from other illnesses.

Contact should be made initially with your Department Manager in matters of this nature. Confidentiality will be maintained.

Referral for treatment and requests for treatment will not jeopardise the workers the job security.

The decision to request diagnosis and accept treatment for an alcohol or other drug problem is a personal choice and responsibility of the individual.

Neither supervisors nor union representatives have the qualifications to diagnose an alcohol or drug problem. Council intervention for referral for diagnosis and treatment for an alcohol or drug problem will be based on job performance only. Once work performance and the workers' health have been restored and maintained the matter will cease as far as Council is concerned.

Refusal to accept diagnosis or to follow through in treatment, accompanied by further deteriorating job performance, will be dealt with in under the Disciplinary Procedures- Local Government (State) Award.

Persons participating in the programme will be expected, within a reasonable period, to re-attain satisfactory job performance levels and adhere to established work rules.

Nothing within this policy is to be taken as constituting a waiver of Management's duty to maintain discipline or the right to take disciplinary measures.

XVI CONFIDENTIALITY

The Council will endeavour to ensure that the highest levels of confidentiality are maintained in the application of this Policy. The following minimum conditions shall apply:

- All testing will be conducted in a private location that maintains the privacy and dignity of the individual.
- All testing will be conducted by trained staff and/or accredited providers in accordance with Australian Standards.
- Workers who record a non-negative result will be treated at all times in a respectful and non-judgemental manner by all involved in the management of the matter.

- Council records pertaining to test results shall be regarded as confidential information and use/access/dissemination of the results shall be restricted to those who have a genuine requirement to access the confidential results of the drug and/or alcohol test. No information related to drug and/or alcohol testing shall be disclosed to any person or persons other than those properly authorised officers of the Council and authorised worker representative/s.
- The General Manager is authorised under this Policy to access, delegate and assign authority for access and use of the information obtained under this Policy, including but not limited to authorised government agencies, insurers (for claims submissions, where applicable).
- Where the General Manager has authorised the release of confidential test results to external parties who are legally able to access this information, the worker/s that are involved are to be notified in writing detailing:
 - Who the information will be released to;
 - When and for what purposes the information will be released;
- A copy of all information released is to be provided to the worker/s involved with this notification. The notification must be given to the workers prior to information being released to the external parties.

***XVII* REVIEW**

This Policy shall be reviewed:

- Within 12 months immediately following a Council Election;
- Immediately if there is a significant change in the level or availability of technology associated with the testing for inappropriate alcohol and/or other drugs use; or
- Immediately if any provision is contrary to law.

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ITEM 2 CODE OF MEETING PRACTICE POLICY

(C14-2)

RECOMMENDATION that:

1. The information be received and noted;
2. That where possible or required the following matters that were generally agreed to at the Councillor Workshop on the 14th September 2022 be incorporated in the draft Code of Meeting Practice:
 - The Order of Business include “Matters of Urgency”;
 - Reasons for Councillors /Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be as follows:
 - Health matters like pandemic;
 - Natural disaster and can not attend physically; and
 - Any other proper reason that the Mayor/General Manager believes appropriate.
 - Approval for Councillors/Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be by the Mayor (for Council Meetings) and General Manager (for Committee Meetings);
 - Council’s Order of Business to include a separate Acknowledgement of Country and be at Council Meetings only;
 - The Acknowledgement of Country be read out by the Chair of the Council Meeting;
 - The Acknowledgement of Country wording to be determined by consultation with the Community and be fixed by resolution of the Council;
 - A Welcome to Country be held at the first Council Meeting each year by an invited Aboriginal Elder if possible.
3. The draft Code of Meeting Practice be placed on public exhibition for a minimum of twenty-eight (28) days and invite submissions for a period of at least forty- two (42) days; and
4. Public submissions received be considered at the 1st December 2022 Council Meeting when considering the draft Code of Meeting Practice for adoption by Council.

PURPOSE

For Council to arrange for the exhibition of a new draft Code of Meeting Practice.

BACKGROUND

All Local Councils are required to have an approved Code of Meeting Practice that must be adopted within twelve (12) months of an election.

The NSW Government through the Office of Local Government has undertaken amendments to the Model Code of Meeting Practice which was prescribed under the Local Government (General) Regulation 2021 in late November 2021.

Councillors workshopped proposed changes to the Warren Shire Council Code of Meeting Practice on the Wednesday 14th September 2022 with a new draft being provided just before the Council Meeting.

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ITEM 2 CODE OF MEETING PRACTICE POLICY

(C14-2)

REPORT

The Office of Local Government has issued the Model Code of Meeting Practice to Councils 2021 to be considered by Council in amending its current Code of Meeting Practice. The Model Code contains mandatory and non-mandatory provisions. To allow Council time to understand the new Model Code of Meeting Practice a workshop will be held to discuss the changes to non-mandatory requirements.

Matters that are expected to be considered at the Councillor Workshop are as follows:

1. Finalise the Order of Business;
2. Determine whether Councillors/Committee Members should be able to attend Council/Committee Meetings by audio visual link due to not being able to attend physically and if so for what reasons:
 - Health matters like pandemic;
 - Natural disaster and can not attend physically;
 - Any other reason;
 - Perhaps not because of being on leave;
 - Who should allow approval, General Manager or Mayor following the request?
3. Whether there should be at the beginning of each Meeting an Acknowledgement of Country i.e. contained within the Order of Business and should it be only for Council Meetings i.e. Ordinary, Extra -Ordinary, Special, Closed Council or all Meetings including Committee Meetings (as per Council Resolution 7.2.22 at the 24th February 2022 Council Meeting);
4. Details if any of an Acknowledgement of Country and how it should be determined; and
5. Any other proposed changes to the Code of Meeting Practice.

Councillors who attended the workshop on the 14th September 2022 generally agreed to the following changes to the Code of Meeting Practice:

- The Order of Business include “Matters of Urgency”;
- Reasons for Councillors /Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be as follows:
 - Health matters like pandemic;
 - Natural disaster and can not attend physically; and
 - Any other proper reason that the Mayor/General Manager believes appropriate.
- Approval for Councillors/Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be by the Mayor (for Council Meetings) and General Manager (for Committee Meetings);
- Council’s Order of Business to include a separate Acknowledgement of Country and be at Council Meetings only;
- The Acknowledgement of Country be read out by the Chair of the Council Meeting;
- The Acknowledgement of Country wording to be determined by consultation with the Community and be fixed by resolution of the Council;

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ITEM 2 CODE OF MEETING PRACTICE POLICY (C14-2)

- A Welcome to Country be held at the first Council Meeting each year by an invited Aboriginal Elder if possible.

The timetable for the adoption of a new Code of Meeting Practice is as follows:

- Councillor Workshop Wednesday 14th September 2022;
- Resolution to exhibit 22nd September 2022 Council Meeting (has to be the September 2022 Council Meeting due to the need to advertise for a minimum of twenty-eight (28) days and invite submissions for a period of at least forty-two (42) days);
- Exhibition in October and November 2022; and
- Consideration of public submissions and adoption of the final Code of Meeting Practice at the 1st December 2022 Council Meeting.

FINANCIAL AND RESOURCE IMPLICATIONS

Council will incur costs to broadcast Council Meetings and other Meetings as required. These costs are allowed for in the budget.

LEGAL IMPLICATIONS

The new Model Code of Meeting Practice is mandatory and must be implemented by Council prior to 11th January 2023.

RISK IMPLICATIONS

Council must adopt the Code of Meeting Practice. If adopted, then risks are considered to be low.

STAKEHOLDER CONSULTATION

Council must exhibit the draft Code of Meeting Practice by advertising for a minimum of twenty-eight (28) days and inviting submissions for a period of at least forty-two (42) days.

Any public submissions would be considered at the Council Meeting on the 1st December 2022.

OPTIONS

There are no options but to arrange for the exhibition of the Draft Code of Meeting Practice with the non-mandatory amendments as agreed at the Councillor Workshop 14th September 2022.

CONCLUSION

The Office of Local Government has issued the Model Code of Meeting Practice for Councils 2021 for Council to review, exhibit and adopt in the form of the Warren Shire Council Code of Meeting Practice.

A Councillor Workshop considered proposed non-mandatory amendments and a draft Code of Meeting Practice will be provided to Council just before the September 2022 Council Meeting.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Proactively manage known compliance risks.

SUPPORTING INFORMATION /ATTACHMENTS

Draft Warren Shire Council Model Code of Meeting Practice (under separate cover).

WARREN SHIRE COUNCIL
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ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	Monthly reminders being provided to Telstra.
22.7.21	153.7.21	Customer Service Policy	GM	Over the next 12 months detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation, expect reporting in October 2022.
28.10.21	233.10.21	Sports lighting of the Carter Oval Soccer Fields	GM/IPM	All poles and lights installed. Testing of lights in progress. Further quotation being obtained for lighting of Little Athletics Area.
28.10.21	240.10.21	Proposed Sale of Lot 2 DP1104089 and Licence of Lot 7007 DP1120699 (Crown Reserve)	GM	Arrange sale and licence in accordance with Council's resolution – Crown Reserve licence matter in progress through purchaser's Solicitor. Matter delayed due to an Aboriginal Lands Claim on the Reserve. Purchasing arrangements have commenced.
28.10.21	241.10.21	Completion of Infrastructure Projects – Warren Airport, Warren CBD Toilet Facility and Lions Park Toilet Facility	DMFA/ GM/IPM	<u>Warren Airport</u> Warren Aerodrome Terminal Building. Consultant preparing slab design and technical specification for the construction of the Terminal Building. Documents expected late September 2022. <u>Warren CBD Toilet Facility</u> Council has accepted a quotation from Exeloo P/L. Project timeline is 22 weeks, approximate December 2022 or January 2023 completion.

WARREN SHIRE COUNCIL

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p><u>Lions Park Toilet Facility</u> Council has accepted a quotation from Exeloo P/L. Project timeline is 22 weeks, approximate December 2022 or January 2023 completion.</p>
2.12.21	269.12.21	Proposed Sale of Warren Airport Land to MVAS	GM	<p>1. Arrange sale of land as detailed within the report – in progress through purchasers' solicitor.</p> <p>2. Arrange for the signing of any associated documents under the Seal of Council if required.</p> <p>Matter in the hands of purchasers Solicitor that is to contract stage following completion of subdivision.</p>
24.2.22	54.2.22	Local Roads and Community Infrastructure Program - Phase 3 Grants - Community Infrastructure Projects	GM IPM	<p>That Council allocate funding under the Local Roads and Community Infrastructure Program – Phase 3 Grant to the following community infrastructure projects:</p> <ul style="list-style-type: none"> ▪ Equestrian Arena (\$95,944), final project scoping completed, quotation in train for concrete path work and annexure pavement work. Seven (7) request for quotes issued however only one (1) quote received at closing date on 7th September 2022. Quote being reviewed for suitability and affordability.
*24.2.22	71.2.22	Inclusion of an Acknowledgement of	GM	That the inclusion of an Acknowledgement of

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
		Country Within the Order of Business of Council's Ordinary, Extra-Ordinary, Special and Committee Meetings Under the Warren Shire Council Code of Meeting Practice		Country within the Order of Business of Council's Ordinary, Extra-Ordinary, Special and Committee Meetings under the Warren Shire Council Code of Meeting Practice and any other proposed changes to the Code of Meeting Practice to be considered at a Council Workshop – expected September 2022 Workshop and reporting.
24.3.22	79.3.22	Warren Shire Council Economic Development Strategy	GM/BDF	Further refinement to be undertaken by the new Business Development Facilitator.
24.3.22	79.3.22	Warren Shire Council Economic Development Plan	GM/BDF	Further refinement to be undertaken by the new Business Development Facilitator.
28.4.22	101.4.22	Public Art on Private Property Murals	GM	Arrange for a Macquarie River theme collage to be incorporated on the Lions Park Toilet/Amenities outside wall – in progress, including advertising for quality photographs. Expected to be completed December 2022 or January 2023.
28.4.22	101.4.22	Public Art on Private Property Murals	GM	Arrange for historical photographs of a Warren themed collage to be incorporated on the Warren CBD Toilet/Amenities Dubbo Street Wall – in progress, including advertising for quality photographs. Expected to be completed December 2022 or January 2023.
23.6.22	158.6.22	Tender C13-73 – Design, Deliver and	GM/TSM	Awarded to Landmark Products Pty Ltd. Design and

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OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
		Construct a Prefabricated or Modular Sports Amenities Building for Carter Oval Youth Sports Precinct		construction works have commenced, expect works to be completed November 2022.
28.7.22	195.7.22	Local Government NSW Annual Conference	GM	Arrange registrations for Conference and advise LGNSW of Council's Voting Delegate – in progress.
25.8.22	213.8.22	Lions Park Toilet /Amenities	GM	Arrange appropriate advertising by social media, newsletter, flyer etc for the donation of quality Macquarie River theme images for the collage wrap on the Lions Park Toilet/Amenities – in progress.
25.8.22	213.8.22	Warren CBD Toilet /Amenities	GM	Arrange appropriate advertising by social media, newsletter, flyer etc for the donation of quality historical photographs of Warren Shire for use on the Warren CBD Toilet/Amenities wrap – in progress.
25.8.22	214.8.22	Reactivation of Visitor Services Volunteers During Peak Periods	GM	Expressions of interests to be arranged for Volunteers for the Visitor Information Centre as soon as practical – in progress.
25.8.22	214.8.22	Reactivation of Visitor Services Volunteers During Peak Periods	GM/EDV M	The reactivation of Visitor Services Volunteers During Peak Periods for the Visitor Information Centre be undertaken by the soon to be appointed Economic Development and Visitation Manager to ensure lists, position requirements, expectations, rosters and actions are appropriately managed.

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OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				

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 and a report is to be presented to Council. This project is currently on hold. Waiting on land boundary adjustments between RFS and Local Hotel. Re-investigation commenced by new DMES. Hotel owner has been contacted via phone. He will meet DMES for further discussion.
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Rehabilitation	DMES	Application under the National Flood Mitigation Infrastructure 2021-2022 arranged and has been successful (\$5.325M). Further application under the 2022-2023 NSW Government's Floodplain Management Program arranged. State Program – further information provided by 18th August 2022.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	1. Provide a detailed budget for works. Submit plans and documents to Council for consideration and approval. 2. Further investigations are to be undertaken.
24.9.20	214.9.20	New Sewage Treatment Works	IPM	Commissioning of new plant and EPA sign off expected September 2022.

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OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
27.5.21	95.5.21	Upgrade of Chlorination system improvements	DMES/ TSM	Council apply for grant funding for Nevertire and Collie chlorination system improvement to best practices level and to include appropriate building facilities at Collie; and Awaiting approval from DPIE of scope change for Bore Flat and Ellengerah Chlorination Works.
27.5.21	95.5.21	River Water Pumps at Ellengerah and Oxley Park Reservoirs	DMES/ TSM	Fittings being manufactured, waiting on river level. River level too high to proceed at present.
27.5.21	95.5.21	Spare pumps – water and sewage	DMES/ TSM	Gunningba and Nevertire to be upgraded. Spare pump for Wilson Street. Xylem Water to start on site late August. Wilson Street switchboard being designed and materials being ordered.
27.5.21	95.5.21	Water and Sewerage Telemetry System	DMES/ TSM	Sewer telemetry to be improved as part of the Sewer Pump Station Upgrade. Awaiting funding from Briefing Notes and Applications.
24.6.21	143.6.21	Ewenmar Waste Management Facility	DMES/ MHD/ TSM	Budget amended by a further \$100,000 using the Domestic Waste Restricted funds. Civil works utilising Council day labour and engage local contractors to carry out the other components of the project as required. Stormwater pipes/pits installed. Concreting works listed on VendorPanel closed 3rd March 2022. Initial Civil works and concreting works to commence mid-June. MLB Concrete and Construction

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				are the successful contractor. Weather and contractor staffing issues have delayed the works. MLB to reprice project. Have requested pricing from other contractors.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Include the list of works as noted in the Warren Town Improvement Committee Meeting 29 th June 2021, Item 3 point 1 a-q to the current CBD Upgrade Project in principle – in progress. Further report provided to the November 2021 Town Improvement Committee. Amendments to be provided to Consultant. Drawings have been received from the Consultant and have been distributed to the Town Improvement Committee Members and Councillors.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Develop a Community Consultation Program and commence obtaining feedback from business houses and the community – in progress. Discussions with WOW Agency to be commenced in regard to Community Consultation Program.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Determine an estimated cost for the complete project in conjunction with feedback and negotiated positions for land purchases and report back to a Closed Council Meeting – in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year

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Divisional Manager Engineering Services				
				project – ongoing. Application for Industrial Access Road and intersection has been submitted under the HVSP.
*2.12.21	257.12.21	Town Centre Upgrade	DMES	Committee members to analyse proposals and forward them to the DMES – no further submissions provided.
2.12.21	257.12.21	Town Centre Upgrade	DMES	Arrange for the amended proposal to go to Community Consultation when completed.
26.8.21	174.8.21	2021/2022 Plant Replacement Program	DMES/ WC	Arrange for the replacement of light vehicles as per recommendation - Plant 56 – Toyota Hilux Single Cab 2x4 (estimated change-over cost – \$18,000) replacement has been ordered with a 6-8 month delivery time; Plant 62 – Toyota Hilux Single Cab 2x4 Tipper (estimated change-over cost – \$18,000) April 2022 for 2022/2023 – replacement has been ordered with a 6-8 month delivery time; Plant 236 – Toyota Hilux Extra Cab 2x4 (estimated change-over cost – \$18,000) April 2022 for 2022/2023 – replacement has been ordered with a 6-8 month delivery time; Plant 240 – Toyota Aurion (estimated change-over cost – \$22,000) Probably 2022/2023; Plant 241 – Toyota Hilux Single Cab 4x4 (estimated

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Divisional Manager Engineering Services				
				change-over cost – \$13,000) Probably 2022/2023 – replacement has been ordered with a 6-8 month delivery time; Plant 242 – Toyota Kluger Wagon (estimated change-over cost – \$10,000) Probably 2022/2023 – replacement has been ordered with a 6-8 month delivery time; and Plant 3503 – Toyota Kluger Wagon (estimated change-over cost – \$20,000) replacement has been ordered with a 6-8 month delivery time. Ongoing.
26.8.21	174.8.21	2021/2022 Plant Replacement Program	DMES/ WC	Arrange for the replacement of heavy plant as per recommendation – *Plant 15 – Kioti Daedong Tractor (estimated change-over cost - \$30,000) – tractor ordered from Hutcheon and Pearce as per Council Minute No. 159.6.22 *Plant 21 – Tractor John Deere (estimated change-over cost - \$35,000) – tractor ordered from Hutcheon and Pearce as per Council Minute No. 159.6.22; Plant 107 – Isuzu FVZ193A (Dump Truck) (estimated change-over cost - \$225,000) (subject to a further report, see October 2021 Plant Committee Meeting) – Selling only, further resolutions awaiting replacement. – New truck

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Divisional Manager Engineering Services				
				<p>Specification writing complete.</p> <p>New Tipping Trailer (estimated cost - \$90,000) (subject to a further report, see October 2021 Plant Committee Meeting) – not applicable, further resolution awaiting replacement – Specification complete for trailers and dolly. Tenders are on Tenderlink.</p> <p>Plant 751 – Pressure cleaner Monsoon 100TR (estimated change-over cost - \$1,000) (replaced);</p> <p>Plant 774 – Fountain Proline V4 Liquid Marker (estimated change-over cost - \$500); and</p> <p>Plant 112 – Trailer with Kubota ASKA 180B generator (estimated change-over cost - \$5,000), replacement to be considered for 2022/23.</p>
*28.10.21	226.10.21	Kerb and Gutter Works	DMES/ RIM	<p>Program the following required kerb and gutter replacement works in the amount of \$92,767 to be funded from the kerb and gutter replacement restricted funds:</p> <p>Priority one (1): Orchard Street, Warren 20.2 metres – complete.</p> <p>Priority two (2): Readford and Zora Street, Warren 62.4 metres – complete.</p> <p>Readford and Chester Street, Warren 92.8 metres - complete; and</p>

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Divisional Manager Engineering Services				
				Readford and Bundemar Street, Warren 73 metres - deferred – Kerb and gutter lengths will need to be reduced due to increased costs. Works practically complete. Readford and Bundemar Street work has been deferred.
28.10.21	226.10.21	Fixing Local Roads Program Round 3 Successful Project and Funding Requirements	DMES/ RIM	Council allocates \$876,160 remaining of the nominally allocated Local Roads and Community Infrastructure Phase 3 funds (Commonwealth) to the Nevertire – Bogan Road Segments 04, 06 (08 and 10 perhaps) Rehabilitation Project with the works to be undertaken in late 2021/2022 and waiting in abeyance for other funding opportunities if they arise in 2021/2022 and 2022/2023. Grant application has been submitted for Nevertire Bogan Road under Fixing Local Roads Round 4.
*28.10.21	229.10.21	Comparison Plant Replacement for Council Gravel Haulage Fleet	DMES/ WC	Arrange the advertising for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and two (2) heavy duty bisalloy triaxle side tipping trailers. Specification complete for trailers, Dolly and Prime Mover and tender advertised.
28.10.21	229.10.21	Comparison Plant Replacement for	DMES/ WC	Council following delivery of the road train side tipping combination sell Plant 107,

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Divisional Manager Engineering Services				
		Council Gravel Haulage Fleet		Plant 31 and Plant 165 for the expected amount of \$85,000 ex GST maybe delayed subject to the success of the flood damage programs.
28.10.21	229.10.21	Finalisation of 2021/2022 Heavy Plant Replacement Program	DMES/ WC	<p>The following heavy plant replacement/purchases be included in the 2021/2022 Heavy Plant Replacement Program:</p> <ul style="list-style-type: none"> • \$30,000 new front mounted mower – Specification written and being quoted; • \$7,000 for new smaller mowing deck for Plant 70 Iseki Mower and the Village Crew Trailer be upgraded in weight capacity – no action to be taken on trailer; and • \$190,000 for a new rubber tyred roller gross weight 22.5 tonne – Listed on VendorPanel 4th March 2022. Closed 28th March 2022 – report provided to April 2022 Council Meeting and roller ordered, awaiting delivery.
28.10.21	229.10.21	Finalisation of 2021/2022 Heavy Plant Replacement Program	DMES/ WC	An investigation be undertaken on the capability and practicality of the purchase in the future of a minimum 3.6m slasher for roadside, airport and outside areas of the racecourse use – investigation commenced and expected to be reported to the next Plant Committee

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Divisional Manager Engineering Services				
				Meeting which is expected to be in October 2022.
28.10.21	231.10.21	Village Enhancement Plans Works – Extra Projects for Collie, Nevertire, Warren Finalisation (Murray-Darling Basin Economic Development – Improvement of Regional Structures Grant)	DMES/ GM/IPM/ TSM/ RIM	That the \$424,288 budget available for further project works be allocated to the list of works presented to the Town Improvement Committee on the 14th October 2021 – works in progress, ongoing.
28.4.22	124.4.22	Supply and Delivery of one (1) Rubber Tyred Roller. (See resolution 229.10.21)	DMES	Accept the quotation from WesTrac Pty Ltd of 8 Purvis Lane, Dubbo for the supply and delivery of a Caterpillar CW34 Rubber Tyred Roller in accordance with the Request for Quotation No. VP294685 Rubber Tyred Roller for \$217,000 plus GST. Roller ordered, awaiting delivery.
26.5.22	128.5.22	Request for Installation of a Bus Stop Sign	DMES	An onsite assessment was undertaken of requested Bus Stop sign for Ellengerah Road. Sign ordered and will be installed when received.
*26.5.22	128.5.22	Wambianna Road Double Line Request	DMES	Submit a report on the vegetation and sight distance problems in this location for the next Traffic Committee meeting – complete.
26.5.22	128.5.22	Review of Traffic Accident at the Intersection of Chester Street and Hale Street, Warren	DMES	2. Investigate the warrant for either a Hale Street School crossing or Zebra crossing for a report to a future Committee

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Divisional Manager Engineering Services				
				meeting (in progress) and; 3. Investigation be taken in review of the no-stopping length approach to the existing zebra crossing in Chester Street.
23.6.22	156.6.22	Road Safety Plan	DMES/ RIM	Progress the development and adoption of a Warren Shire Council Road Safety Plan in 2022/2023 – ongoing.
*25.8.22	216.8.22	2022/2023 Road Construction Program	DMES	Preference be given for future Gravel Resheeting Programs to be roads that have or have had gravel or loam sheeting – noted.
*25.8.22	216.8.22	Fixing Local Roads – Round 4 Submissions	DMES	Applications to be submitted for Fixing Local Roads Round 4 be; 1. Rehabilitation of Nevertire – Bogan Road Segments 4,6,8,10; 2. Bitumen Reseal Program; 3. Gravel Resheeting Program; 4. Construction of Tyrie Road Segments 32 and 34; 5. Reconstruction of Buckiinguy Road Segments 18, 20 and 22; 6. Construction of Old Warren Road Segments Part 30, 32 and 34; 7. Construction of Gibson Way Segments 0 and 2; and 8. Upgrade of Gradgerly Lane Bridges (3). Grant applications arranged.

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Manager Health and Development Services				
27.2.20	36.2.20	Draft Plans of Management	MHD	<ol style="list-style-type: none"> Categories assigned as detailed in report. Crown Reserves classified identified as operational land. Draft Plans of Management nearing completion.
26.8.21	172.8.21	Future Grant Projects at the Warren Sporting & Cultural Centre	CM	Pursue funding for: <ol style="list-style-type: none"> Heating & cooling of the indoor court and gym area; and Construction of additional change room / toilet amenities block at Victoria Park.
28.10.21	252.10.21	Proposed Acquisition Notice – Gunningbar Street Nevertire	MHD	PAN lodged with OLG 6 th April 2022 for Minister's recommendation to the Governor and the Valuer General to prepare report for compensation. Scheduled for publishing in Government Gazette October/November
2.12.21	258.12.21	Victoria Oval and Oxley Park Plan of Management	MHD	Seek Ministers consent to adopt the Victoria Oval and Oxley Park Plan of Management. Plan of Management sent to Minister 10th November 2021. Response received. Proposed changes to be reviewed and re-submitted.
24.2.22	74.2.22	Deacon Drive Homes Status and Progress Matters	MHD	<ol style="list-style-type: none"> Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				District Court (in progress) NCAT hearing set for Thursday 8 th September 2022; and 2. Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required.
*26.5.22	132.5.22	Flood Impact on the Ewenmar Waste Depot	MHD	Develop a contingency plan for flood events at the Ewenmar Waste Depot.
*26.5.22	132.5.22	Collection and Disposal of Putrescible Rubbish and Garbage	MHD	1. That subject to a positive financial check Council accepts the tender received from JR Richards & Sons of 92 Manning Street, Tuncurry NSW 2428 for the RFT C13-71 <i>“Collection and Disposal of Putrescible Rubbish and Garbage”</i> for five (5) years with the option of a two (2) year extension, being the Alternate Tender “A” pricing proposal submitted by JR Richards & Sons, being a per service collection charge, with a quarterly rise and fall adjustment, and with the rise and fall calculations to be used are the Sydney Terminal Gate price for fuel and the Sydney All Groups CPI not Melbourne as indicated in the tender; 2. That authority be given to affix the Seal of Council to

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				<p>the RFT C13-71 <i>“Collection and Disposal of Putrescible Rubbish and Garbage”</i> agreement.</p> <p>Positive financial check received. Contract commenced 1st July 2022 including the implementation of a Community Engagement Plan by both the contractor and Council – complete.</p>
26.5.22	153.5.22	Energy Action Plan	MHD	<ol style="list-style-type: none"> 1. Endorse the Energy Action Plan; 2. Approves the recommended tariff changes; 3. Selects Option 2 of the Energy Action Plan for the installation of Solar PV (Photovoltaic) System at the five (5) sites being the Administration building, Council Works Depot, Ellengerah Water towers, Library and Victoria Oval and Sporting Complex; and 4. Obtain advice on reputable suppliers and installers of quality equipment, post the close of VendorPanel submissions.
25.8.22	211.8.22	CCTV Options at the Ewenmar Waste Facility	MHD	Investigate better CCTV options and locations.
*25.8.22	235.8.22	Request for Donation of Heritage Items from the Visitor’s Information Centre to the Warren Museum and Gallery Association Incorporated	MHD	Warren Museum and Gallery Association Incorporated have been advised of Council resolution.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
24.2.22	43.2.22	Solar options for Carter Oval Sports Precinct/Workshop Depot Precinct	MHD	Investigate solar options for areas as specified – in progress, specifications and quotations arranged, closing 8th September 2022.
24.2.22	54.2.22	Local Roads and Community Infrastructure Program - Phase 3 Grants - Community Infrastructure Projects	MHD	Warren Sporting and Cultural Centre Upstairs Disabled Toilet (\$40,000), Contractor appointed, order issued, Approximate timeline 2-3 months.
			MHD	Warren Sporting and Cultural Centre Retaining Wall and Second/Third Tier Replacement and concrete path work (\$40,000), Contractor appointed, order issued, Approximate timeline 3-4 months.
			MHD	Warren Sporting and Cultural Centre Sound Mixer System and External Speakers (\$9,572), Contractor appointed, order issued, Approximate timeline 2-3 months.

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
26.08.22	LGEA Committee of Management	Sydney
26.08.22	Warren Jockey Club	Warren
31.08.22	Sporting Facilities Committee (Carter Oval Landscaping Plan Review)	Warren/Online
01.09.22	Traffic Committee	Warren
01.09.22	Warren Christmas Street Party 2022 Sub – Committee	Warren
02.09.22	Association of Mining and Energy Related Councils	Sydney/Online
02.09.22	Macquarie Flood Mitigation Zone Reference Panel	Online
07.09.22	Sporting Facilities Committee	Warren
13.09.22	Murray Darling Basin Authority	Warren
14.09.22	Councillor Workshop – Code of Meeting Practice	Warren
20.09.22	IPWEA Roads Transport Directorate Road Safety Panel	Online

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
23.09.22	Alliance Western Councils GMAC	Coonabarabran
27.09.22	Roads Transport Directorate Management Committee	Online
06.10.22	IPWEA Board Meeting	Online
7.10.22	Grow Services Expo Day	Warren
14.10.22	Alliance Western Councils Board Meeting	Bourke
23-25.10.22	2022 Local Government Annual Conference	Hunter Valley
7.10.22	Grow Services Expo Day	Warren

RECOMMENDATION:

That the information be received and noted.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS (C14-71, 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 13th August 2022 to 2nd September 2022:

Project	Budget	Expend	Resp	Comment
General				
Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE) Includes \$60,000 allocated from restricted funds for infrastructure improvement/ replacement.	185,240	13,400	IPM	Works for the upgrade of Runway 03/ 21 (Clay, unsurfaced runway), all Aprons and Taxiways, including the sealing of the Taxiway between the sealed runway 09/ 27 and the unsealed runway 03/ 21, drainage works on Taxiways, Aprons and Runway 03/ 21 and line marking as required by the Civil Aviation Safety Authority, (CASA). Works commenced in November 2020. Runway 03/21 Drainage works are 90% complete and unseasonal rain in March 2022 and weekly rain since had delayed access for heavy machinery to complete these works. Contractor has now completed original scope of works. Further drainage work proposed in Whiteley’s property area may improve drainage on the site. Scope revisiting is required and works to be scheduled for later 2022. Aircraft refuelling system complete. Terminal building frame delivered to site, old Terminal building demolished and removed. Quotations received for the construction of the new Terminal building, all above the budget available.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Redesign of the concrete slab is taking place currently; re- quoting of construction will be sourced once design is complete. Quoting to be arranged for builder, for construction and fit out. Consultant engaged for slab redesign and technical specifications. Disability access requirements being investigated.</p>
<p>Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction)</p> <p>(MDB Economic Development Program - Improvement of Regional Structures Grant)</p>	535,725	127,762	GM/ IPM/ DMES/ TSM/ RIM	<p>Rescoping has commenced in relation to planting of the final street and park trees in Nevertire and Collie.</p> <p>Works in Warren subject to funding by others of the Warren roundabout reconstruction.</p> <p>Works Program for Project rescoped and programmed by GM, DMES, IPM, TSM and RIM.</p> <p>Reports provided to the Town Improvement Committee 14th October 2021 to finalise Works Program.</p> <p>Kerb, gutter and footpath works in Nevertire 98% complete.</p> <p>New Toilet Block for Noel Waters Oval construction is complete.</p> <p>New seating and bin enclosures have been delivered.</p> <p>New electric BBQ for Nevertire Community Park delivered.</p> <p>Survey completed for new access ramp at Lawson/Readford Streets. Construction of ramp awarded to Keith Andrews, still works in progress.</p> <p>Concrete pathways and BBQ slab works at Nevertire are complete.</p> <p>New fencing at Nevertire Park completed.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expend	Resp	Comment
Carter Oval and the Development of the Surrounds Carry Over (MDB Economic Development Program - Improvement of Regional Structures Grant)	492,253	240,196	IPM IPM	Concept Plan - Draft Concept Plan complete – Grant has been approved. Public Liaison – complete with user groups and the Sporting Facilities Committee. Design Plan – complete, 28-day public exhibition. Skate Park – complete. Sports committee on their recent site visit (on 20.7.22 with landscape architect) suggested inclusion of additional seating on the western side of the skate park, close to existing Ironbark tree. Installation is complete.
Stronger Country Communities Round 3 Splash Park	5,763	1045	IPM	Splash Park complete. Has been commissioned by contractor, Pool Manager has been given an operations handover. Pedestrian Access (PA) gate on Stafford St is being built to gain access to Splash Park.
Swim & Shade Sails (Splash Park) (Drought Communities Extension Program)	87,831	Nil 50,606	IPM	Quote received and being reviewed subject to funding allocation. Irrigation installed on Carter Oval. Pathways constructed between sports areas. More pathways will be constructed as works continue on the construction of the soccer fields and Junior cricket field. Car parking area to be constructed following completion of cut and fill earthworks. All of these tasks are weather dependent. Little A's, Cricket and Soccer storage facilities have been included as part of new Amenities block awarded, scheduled for completion in November 2022. Development of soccer fields started. Irrigation system being installed.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Carter Oval Lighting Project (Drought Communities Extension Program)	127,151		IPM	Carter Oval Sporting Lighting (Cricket and Soccer Fields) complete subject to acceptance of final quality assurance and testing report. Quotations being obtain for lighting at the Little Athletic and mustering area.
Stronger Country Communities Round 4 Change rooms and amenities block at Carter Oval	669,497	648,000	IPM	Change rooms, toilets (male & female), canteen and viewing area (amenities building) for Carter Oval Sports Precinct with a focus on female competitors. Tender called in May 2022; report provided to June 2022 Council Meeting through the Sporting Facilities Committee. A contract awarded in June 2022 for design, deliver and construction of building. Preliminary drawings submitted for review and comments. Expect works to be completed November 2022.
Carter Oval Cricket Pitch	5,845	217	IPM	Construction of cricket field / turf wicket commenced, Cricket Pitch to be reassessed on 6 July for further development. Cricket pitch turf did not grow as envisaged. Round of negotiations with Contractor (GHG) is planned to understand the reasons and possible reinstatement of the wicket turf.
Cricket Practice Nets (Cricket Legacy Fund)	15,000	Nil	IPM	Works to be programmed. Quotes received and assessed; All quotes are more than budget. To be reviewed regarding availability of funds elsewhere in the project.
Pathway Sculptures/Art (Drought Communities Extension Program)	5,750	Nil	GM/ IPM	Sculptures have been constructed but are yet to be erected. First structure completed and located in Victoria Park (Table Tennis Sculpture.). Four (4) sculptures in total to install along Victoria Park River walk. Base of the structure to be designed for the installation.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<p>Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion)</p> <ul style="list-style-type: none"> • Equestrian Arena, • Pony Club Cross Country Facilities, • GBS Falkiner Lounge and Viewing Area, 	464,363	168,885	IPM	<p>Equestrian Arena - the covered arena construction is complete. Lighting installed. Quotations obtained for supply and installation of kick rails. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover. Adult Riding Club requested a Pedestrian Access on the annex side for referees and officials to gain quick access to the arena.</p> <p>Sand floor to be re-laid with suitable sand from Narromine selected by the Adult Riding Club. Construction started on the misting system is nearing completion should be completed in Aug 2022. Pumps and system commissioning outstanding.</p> <p>Contractor engaged to complete improvement works for the Pony Club Cross Country facilities which have been delayed due to Covid and illness of the Contractor. Initial work complete late December 2021. Final works practically completed March 2022. To be inspected by Council Engineer & Pony Club contractor's advisor to be determine finalisation works.</p> <p>GBS Falkiner Lounge and Viewing Area works scoping and program commenced. Disabled toilet has been constructed and male & female toilets upgrade complete includes ambulant toilet painting, new carpet & tiles complete. Air conditioning installed and commissioned. Seating in viewing area completed, painting of the grandstand flooring has been completed, Re walling is 50% complete with painting continuing.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> Replacement of the Showground Ladies Toilets, 			IPM	<p>Access stairs to grandstand reoriented with new hardwood planks. Works outstanding are:</p> <ul style="list-style-type: none"> -Concourse to GBS Falkiner Lounge with disabled access and larger sliding door. - replacing windows etc. <p>Rescoping of Concept Design being completed. Alternative design tabled at the Sports Committee on 2.8.22 with proposed jointed male & female toilet block.</p>
<ul style="list-style-type: none"> Relocation of Cattle Yards. (NSW Showgrounds Stimulus Program Phase 2B) 	60,000	Nil	IPM	<p>Warren P&A contacted and requested to expedite the design and relocation area and to be discussed with the Showground/ Racecourse Committee. Alternative design presented to Sports Committee on 2.8.22 with proposed draft cattle yard pegging arrangement.</p>
<ul style="list-style-type: none"> Upgrade electrical Cattleman’s Camping Area 	8,082	Nil	IPM	<p>Works complete, balance of unspent funds to be used elsewhere in project.</p>
<p>Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including:</p> <ul style="list-style-type: none"> Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area 	87,735	5,755	IPM	<p>Works program finalised following consultation with User Groups at the Showground/ Racecourse Committee held on the 2nd August 2022.</p> <p>All works completed.</p> <p>Contractor was asked to do necessary repair to the floor in the male toilet area, repairs complete. Balance of unspent funds to be used elsewhere in project - other sewer/toilet works.</p>
<ul style="list-style-type: none"> Renovate Male Toilet @ Main Pavilion 	100,000	Nil	IPM	<p>Concept Design changed due to condition of building</p> <p>Scope of Works to be completed.</p> <p>Alternative design being considered with male and female toilet in one area.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> Install New Septic Receiving Tank for Main Pavilion Toilets 	45,000	Nil	IPM	Quotations requested from local and regional businesses. Works being reassessed.
<ul style="list-style-type: none"> Renovate Centre Arena Toilets 	102,888	Nil	IPM	<p>A quote received for estimation indicated \$120k, and other budgets will be used for work.</p> <p>Works Complete, balance of unspent funds which will be allocated to other sewer/sewerage works.</p>
<ul style="list-style-type: none"> Refence Showground Perimeter with Exclusion Fencing 	105,000	Nil	IPM	<p>Quotes requested from local suppliers and rural fencing contractors; scope/ area determined by Showground/ Racecourse Committee on 7th October 2021. Length 4,100m and 4 gates. Exclusion fence like Airport exclusion fence being considered. New quotes to be sourced. Other grant funds maybe required.</p>
<ul style="list-style-type: none"> New Septic Centre Arena 	3,150	Nil	IPM	Works Complete, balance of unspent funds which will be allocated to other sewer/sewerage works.
<ul style="list-style-type: none"> Re-level Pavilion Floors 	8,907	13,003	IPM	Works Complete, balance of unspent funds which will be allocated to other works.
Local Roads & Community Infrastructure Program Phase 3 – Equestrian Arena	94,545	Nil	IPM	<p>Warren Showground/Racecourse Complex Equestrian Arena with a focus on female participants. (Annex pavement, sealing and concrete path construction). Requoting being sort, works to commence in September 2022.</p> <p>- Draft concrete pavement/ kick rail base plan tabled to the Warren Showground/Racecourse Committee meeting on 2/8/22.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Crown Reserves Improvement Fund Program Disabled (all access) toilet block Warren Pony Club	79,705	Nil	IPM	Construction of a toilet facility in the Warren Pony Club Facility. Scope of works and design complete, however is being reassessed. Single ambivalent toilet being considered. Location has been finalised with Warren Pony Club, on the western side of Pony Club shed.
Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing	272,727	N/A	IPM	Warren Showground and Racecourse has been granted funding by the NSW Government to contribute towards drought proofing project and public area fencing. Rescoping in progress and project may be subject to further grants.
Crown Reserves Improvement Fund Program Replacement of Showground Ladies Toilet Part 2	54,545	Nil	IPM	Final stage of the female toilet replacement/refurbishment to an appropriate standard. Alternative design being considered with male and female toilet in one area. Draft layout plan tabled at Sports Committee meeting on 2/8/22 Works to be commenced in late 2022.
Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program	130,591	45,061	IPM	Project involves: Showground/Racecourse facilities. i.e. <ol style="list-style-type: none"> 1. Disabled toilets GBS Falkiner Memorial Lounge; completed December 2021. 2. Replace windows and doors GBS Falkiner Memorial Lounge; Waiting on quotes, now from interstate suppliers. 3. Paint and refurbish grandstand; 80% complete, works in progress. Boom lift delivered to site, works can now progress. Painting on the external lower sections of the GBS Falkiner Lounge is outstanding.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program	For Mural Program Only			Rescoping for revised budget arranged. See Warren Public Arts Committee Minutes reported to July 2021 Council Meeting.
Stafford Street Water Tower Mural	125,914	105,130	GM/ IPM/ TSM	Stafford Street Water Tower Mural Design Concept reported to August 2021 Warren Public Arts Committee. Advertised to the Community on Council media resources and the Warren Weekly September 2021. Mural complete and unveiling undertaken on 2nd December 2021.
Nevertire Water Tower Mural			GM/ IPM/ TSM	Community Engagement Plan finalised. Community consultation completed and reported to the November 2021 Warren Public Arts Committee Meeting. Theme finalised and artist quotations finalised. Work has commenced, Artist is on site, works completed July 2022.
Warren Town Murals on Private Property			GM/ IPM/ TSM	Community Engagement Plan finalised. Community consultation completed and report provided to November 2021 Warren Public Arts Committee Meeting. Themes and locations finalised; artist quotations finalised. Work has commenced, Artist is on site, 95% complete; Works completed in August 2022.
Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project	53,773	53,773	IPM	Project involves Stage 2 of the Sports Lighting at Carter Oval including the installation of 4 lighting towers and LED lights. Tender process completed. Contractor engaged and variation made to include Soccer Field lighting with other funding.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Design completed.</p> <p>Electrical switchboard and lighting commissioned on 1st week of August 22.</p> <p>Contractor onsite and commenced work 4th April 2022. All 4 main light towers have been installed, 4 secondary towers (soccer fields) have been installed, electrical switchboard is installed and awaiting commissioning. Awaiting authority approval for CT (Current transformer) metering installation at the switchboard.</p>
Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project	499,608	8,009	IPM/DMES	<p>Project involves the construction of the Bird Viewing Platform and construction of the parking area suitable for buses and recreational vehicles (RV's).</p> <p>DMES scoping and programming works. Concept Design for Bird Viewing Platform submitted to structural engineer for construction design. Roadworks and earthworks being scoped by DMES. Statement of Environmental Effects (SEE) to be undertaken in Sept 2022, then DA to be lodged. Toilet RFQ currently being evaluated. Cost estimate for all works to be finalised once indicative cost of construction of the platform is obtained.</p> <p>Wet weather has prevented any access to site since November 2021.</p>
Water Supplies				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program)	245,616	128,628	IPM/TSM	<p>All 3 cross connections are complete. Tanks have been constructed. Tank connections installed. Installed power supply to pumps. Pumps tested ok. Approximately 2,400m, of pipe has been laid. Manifolds for Bore Flat & Ellengerah have been installed. Flow</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				meters and level sensors installed. System has been tested with gravity flow to Bore Flat from Ellengerah complete and System pumping from Bore Flat to Ellengerah testing complete. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat and Ellengerah.
Drought Relief Events (Drought Communities Extension Program)	3,480	Nil	GM	Will be used as the Warren Street Christmas Party 2022.
Warren Tennis Court Upgrade (Drought Communities Extension Program)	29,036	15,970	GM/ IPM	Classic Sports Facilities have upgraded the two concrete courts to artificial turf cost \$48,254. Tennis Club costing new lights for these courts to complete the project. Order issued for supply of lights. Quotes for installation received and an order to be raised.
Reconnecting Regional NSW – Community Events Program	119,826	N/A	GM/PAO	Application submitted 30 June 2022. 5 Events hosted by Community Organisations, these are as follows: <ul style="list-style-type: none"> - Burrima Walkway Grand Opening - Macquarie Wetlands Association - Far West Schools Ramsay Championship – NSW Rugby Union- Event complete. - Celebration of Warren Youth Festival – Warren Youth Support Group Incorporated - Brass on the Grass – Warren Chamber Music Festival - Golden Oldies Game Day – Gilgandra Cricket Association - Christmas Street Party Celebrations 2022 – Warren Shire Council.
Sewerage Services				

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Restart NSW Warren (STP) Upgrade	61,878	134	IPM	<p>Contractor started work early November 2020. Ponds constructed, rising main 100% installed. Inlet works 100% constructed. Gravity main 90% complete. March 2021 wet weather has delayed the project for between 2-3 weeks. Overall project at 95% completion. Electrical supply to STP connected.</p> <p>Electrical Supply to STP installed with the installation of poles and a 63KVA Transformer. Commissioning of STP and Inlet works commenced 15th October 2021 using Diesel Generators at each site and is ongoing. Project at practical completion but final inspection by Council to be completed before issuing a Practical Completion Certificate. Draft Environmental Protection Licence received and reviewed. Back to EPA for Approval/Issue. Then fully commissioning and testing will commence.</p> <p>Defects have been identified and Practical Certificate issued. EPA issued an advice/ provisional licence on 21 July 2022 on the condition that the EPA require a commissioning certificate from the contractor prior to issuing the final licence for the new Warren STP.</p> <p>Contractor returned to site for Final Inspection and Commissioning in early August 2022. Issues associated with automation and telemetry is affecting the commissioning & start-up of the new STP, now expected mid to late September 2022.</p>
Warren Central Business District Toilet Installation (Drought Communities Extension Program)	269,789	168,182	IPM/ TSM	<p>The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Although Council has funding to install a basic toilet block, the Scope was</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<p>Includes \$140,000 allocated from restricted funds for infrastructure improvement/ replacement, waiting on receiving the NSW Responsible Gambling – Infrastructure Program Grant if application successful.</p>				<p>changed to a ‘self cleansing’ or better-quality facility toilet costing more than the budget available. Funding has been applied for this new toilet and Council is waiting on the funding outcome. See NSW Responsible Gambling Infrastructure Fund Application below. Report provided to the October 2021 Council Meeting for consideration of further Council funding to the project if grant funds are not forthcoming, work in progress.</p> <p>Advertised on VenderPanel closed 14 July 2022. Contract awarded to Exeloo Pty Ltd, expect 22 weeks construction period (late December 2022/early January 2023 completion).</p>
<p>Lions Park Toilet Installation</p>	<p>144,730</p>	<p>118,182</p>	<p>IPM</p>	<p>Project using the following funding:</p> <ul style="list-style-type: none"> • Includes \$52,000 allocated from restricted funds for infrastructure improvement/ replacement, waiting on receiving the NSW Responsible Gambling – Infrastructure Program Grant if application successful; • Aubrey Dinsdale’s bequeath to Council (\$52,813.78); • Murray Darling Basin Economic Development – Improvement of Regional Structures Grant (\$24,500); and • Contribution from the Warren Lions Club \$16,000. Waiting on confirmation of contribution from Warren Lions Club, provided verbally. <p>Final scoping of works complete, however being reassessed by the Infrastructure Projects Control Group.</p> <p>Advertised on VenderPanel closed 14 July 2022. Contract awarded to Exeloo Pty Ltd, expect 22 weeks construction period (late December 2022/early January 2023 completion).</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Grant Applications				
Murray Darling Healthy Rivers Program: Large Grants (Priority 2 of 3) (Other priorities are detailed in the Works Progress Reports – Town Services)	1,800,000	N/A	IPM	Application submitted 6th October 2021. The project involves the full investigation and design of the upgrading/renewal of the Bryan Egan Weir (Lower Warren Weir) to include appropriate fish passage to be “shovel ready” status. Unsuccessful.
2022-23 Crown Reserves Improvement Fund - Upgrade Racecourse Track Irrigation System - (Stage 2)	272,727	N/A	IPM/TSM	Application submitted 2 June 2022. The upgrading of the Racecourse track irrigation system will enhance operational sustainability by delivering water efficiency to optimize value to user groups and the community. Waiting Notification.

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

DMES - Divisional Manager Engineering Services

MHD - Manager Health and Development Services

TSM - Town Services Manager

RIM - Roads Infrastructure Manager

IPM - Infrastructure Projects Manager

PAO - Projects Administration Officer

WARREN SHIRE COUNCIL
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ITEM 4 ORGANISATIONAL STRUCTURE

(S12-1.1)

RECOMMENDATION

That Council adopt the Organisational Structure as detailed within the report.

PURPOSE

The purpose of the report is for Council to re-determine the Council Organisational Structure.

BACKGROUND

The provisions of the Local Government Act 1993 Section 333 provides for Council to re-determine the Organisational Structure from time to time. It must be re-determined within 12 months after an Ordinary election of Council.

This was undertaken at Council's 11th January 2022 Meeting however there is now a need to adjust the Organisational Structure due to increased staffing (Economic Development and Visitation Manager position and Office) that has been funded in the 2022 /2023 budget and included in all Integrated Planning and Reporting documents.

REPORT

Council has traditionally, where possible, undertaken most of its works by Council's day labour workforce. This has shown that work can be controlled better, and less time is required in preparation of specifications etc. This philosophy is intended to be maintained but is constantly monitored in accordance with Council's Workforce Plan and Strategy to ensure that Council is operating efficiently in providing the services it is required to.

Council operates four (4) Departments, namely Executive Office, Engineering Services, Finance and Administration Services and Health and Development Services. The limited resources available require that considerable interaction occur between Departments which enhances a team approach and more effective management.

The only Senior Staff Officer in accordance with the Local Government Act 1993 is the General Manager.

Attached is a copy of the proposed new Warren Shire Council Organisational Structure.

FINANCIAL AND RESOURCE IMPLICATIONS

The Organisational Structure presented in this report is in accordance with Council's Workforce Plan and Strategy and changes of resources if required would be in accordance with that Plan and Strategy and financial constraints.

LEGAL IMPLICATIONS

Section 333 of the Local Government Act 1993.

RISK IMPLICATIONS

Nil.

WARREN SHIRE COUNCIL
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ITEM 4 ORGANISATIONAL STRUCTURE

CONTINUED

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

Council does not necessarily need to adopt this Organisational Structure.

CONCLUSION

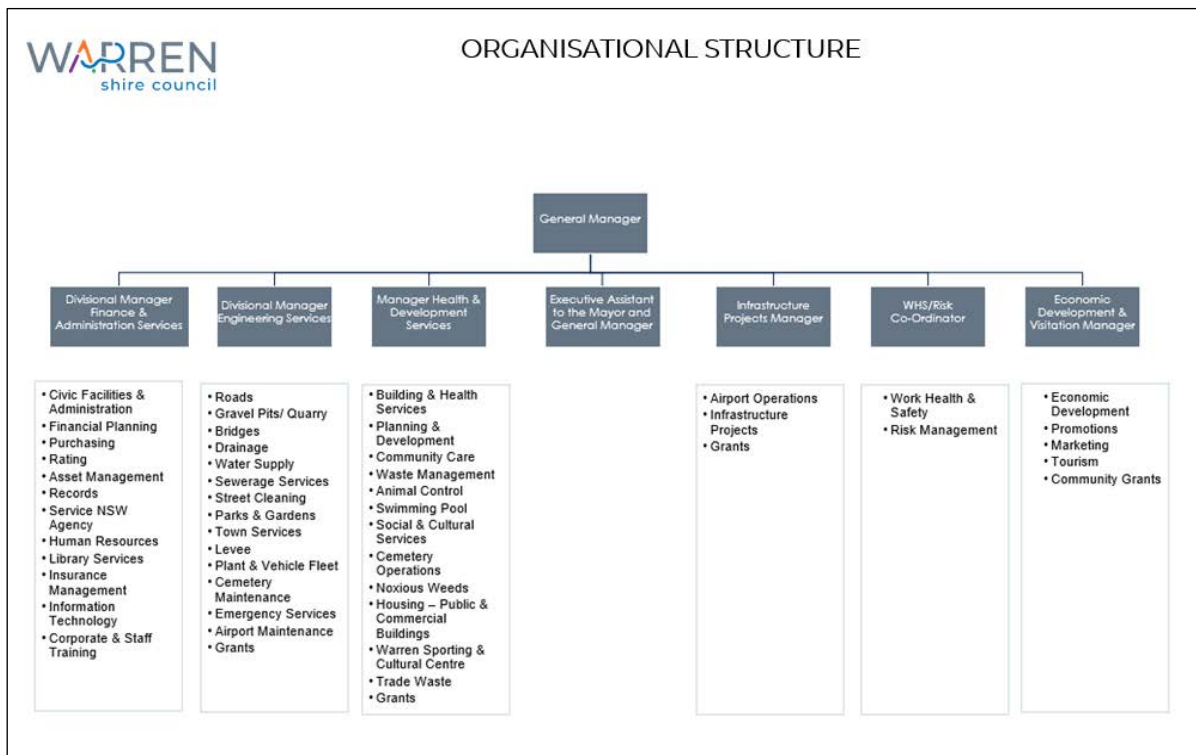
The Organisational Structure detailed and recommended is in accordance with the current Council Workforce Plan and Strategy, budget and all Integrated Planning and Reporting documents.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.1 Ensure that this strategic planning framework becomes an integral part of our operating culture.

SUPPORTING INFORMATION /ATTACHMENTS

Warren Shire Council Organisational Structure July 2022.



WARREN SHIRE COUNCIL
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ITEM 5 CHRISTMAS CLOSURE

(C14-1)

RECOMMENDATION that Council close the Office, Service NSW Agency, Library and Works Depot at the close of business on Friday 23rd December 2022 and reopen on Tuesday 3rd January 2023.

PURPOSE

This report is to request that Council close its Office, Service NSW Agency, Library and Works Depot at the close of business on Friday 23rd December 2022 and reopen on Tuesday 3rd January 2023 inclusive.

BACKGROUND

This year Christmas falls on a Sunday requiring staff to be available in the week preceding the standard holiday break.

The Council, at its meeting on Thursday 23rd September 2021, considered a report titled Christmas Closure Report and resolved:

That Council close the Office, Service NSW Agency, Library and Works Depot at the close of business on Friday 24th December 2021 and reopen on Tuesday, 4th January 2022.

With Christmas 2022 falling on Sunday most people if able to travel, will want to travel on Saturday, 24th December 2022.

REPORT

This report seeks Council's concurrence to close the Council Offices, Service NSW Agency, the Library and the Works Depot at the close of business on Friday 23rd December 2022 with these facilities reopening on Tuesday 3rd January 2023 after the New Year's Day Public Holiday.

The Ewenmar Waste Depot will be open during this period in the normal times as advertised and closed only on Christmas Day and New Year's Day.

FINANCIAL AND RESOURCE IMPLICATIONS

During Christmas to New Year staff will be required to take leave for the remainder of the closure period from annual leave or other accumulated leave which will be funded through employee leave entitlements. Council will have staff on call during the Christmas period.

LEGAL IMPLICATIONS

No legal implications identified. Council will advise Service NSW that its office is closed for the identified period.

RISK IMPLICATIONS

Council will maintain an on-call workforce and standard works around water and sewer treatment will be undertaken during this period. There is a reasonable chance that some outdoor staff may work between Christmas and New Year particularly in the Roads Section but out of a closed Depot.

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ITEM 5

CHRISTMAS CLOSURE

CONTINUED

STAKEHOLDER CONSULTATION

If adopted by Council, notices shall be placed if possible, in the local paper in December and notices placed at Council's office and on its website and Council's social media outlets in addition to Council's Library.

CONCLUSION

It is proposed that the Council Office, Service NSW Agency, Library and Works Depot close at the close of business on the Friday 23rd December 2022 and re-open on Tuesday, 3rd January 2023.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.1 Ensure that this strategic planning framework becomes an integral part of our operating culture.

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL
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ITEM 6 MEETING DATES, TIMES AND ORDER OF BUSINESS

(C14-2)

RECOMMENDATION that:

1. Council adopt the meeting dates and location as listed with the commencement time of 8.30 am:

Thursday	27th October 2022	Warren
Thursday	1st December 2022	Warren
Wednesday	25th January 2023	Warren
Thursday	23rd February 2023	Warren
Thursday	23rd March 2023	Warren
Thursday	27th April 2023	Warren
Thursday	25th May 2023	Warren
Thursday	22nd June 2023	Warren
Thursday	27th July 2023	Warren
Thursday	24th August 2023	Warren
Thursday	28th September 2023	Warren

2. The Order of Business in accordance with Council's Code of Meeting Practice be as follows:

1. Opening meeting;
2. Apologies and applications for a leave of absence by councillors;
3. Confirmation of minutes;
4. Disclosures of interests;
5. Mayoral minute(s);
6. Reports of Committees/Delegates;
7. Reports to Council;
8. Notices of Motions/Questions with Notice;
9. Matters of Urgency;
10. Confidential matters; and
11. Conclusion of the meeting.

3. The Order of Business be amended by changes to the current Code of Meeting Practice.

PURPOSE

To set the Council Meeting dates, location and time for the next twelve (12) months and confirm the Order of Business.

BACKGROUND

Council needs to set the future Council Meeting dates till September 2023 to allow appropriate advertising to the public and co-ordination for the year.

In January 2022 Council already set the Meeting dates for October and December 2022.

WARREN SHIRE COUNCIL
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ITEM 6 MEETING DATES, TIMES AND ORDER OF BUSINESS

CONTNUED

REPORT

It has been Council's practice that Council Meetings be held on the fourth Thursday of each month commencing at 8.30 am with no meeting in November and the December meeting being held in the first week.

Australia Day is on Thursday 26th January 2023 and accordingly a Council Meeting has been set for Wednesday 25th January 2023.

(a) Meeting Dates and Times

The proposed dates for Council Meetings up to September 2023 are as follows:

Thursday	27th October 2022	Warren
Thursday	1st December 2022	Warren
Wednesday	25th January 2023	Warren
Thursday	23rd February 2023	Warren
Thursday	23rd March 2023	Warren
Thursday	27th April 2023	Warren
Thursday	25th May 2023	Warren
Thursday	22nd June 2023	Warren
Thursday	27th July 2023	Warren
Thursday	24th August 2023	Warren
Thursday	28th September 2023	Warren

However, such dates can be altered when:

- Any Ordinary Meeting for good and sufficient reason may be altered by resolution by Council at any preceding Ordinary Meeting.
- The provisions of the Local Government Act 1993 require the date to be altered.

(b) Order of Business in accordance with Council's Code of Meeting Practice.

The general order of business for an Ordinary Meeting of the Council shall be:

1. Opening meeting;
2. Apologies and applications for a leave of absence by councillors;
3. Confirmation of minutes;
4. Disclosures of interests;
5. Mayoral minute(s);
6. Reports of Committees/Delegates;
7. Reports to Council;
8. Notices of Motions/Questions with Notice;
9. Matters of Urgency;
10. Confidential matters; and
11. Conclusion of the meeting.

Arrangements are in train for the reconsideration of Council's Code of Meeting Practice and the Order of Business may be amended in the near future.

WARREN SHIRE COUNCIL
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ITEM 6 MEETING DATES, TIMES AND ORDER OF BUSINESS

CONTNUED

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Section 365 of the Local Government Act 1993 – Council is required to meet at least ten (10) times each year, each time in a different month.

RISK IMPLICATIONS

Council must meet at least ten (10) times per year, each time in a different month and meeting arrangements must be made to reduce any risk of this not happening.

STAKEHOLDER CONSULTATION

N/A

OPTIONS

Council shall by resolution, set the frequency, time, date and place of its Ordinary Meetings. In accordance with the Code of Meeting Practice Council Meetings are to be held on the fourth Thursday of each month commencing at 8.30 am with no meeting in November and the December meeting being held in the first week of the month.

CONCLUSION

It is recommended that Council hold its Ordinary Meetings at Warren where possible on the fourth Thursday of each month commencing at 8.30 am with no meeting in November and the December meeting being held in the first week of the month.

In the next twelve (12) months the exception would be Wednesday 25th January 2023.

Order of business is in accordance current Code of Meeting Practice and previous arrangements.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.1 Ensure that this strategic planning framework becomes an integral part of our operating culture.

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday 21st September 2022

ITEM 1 RECONCILIATION CERTIFICATE – AUGUST 2022

(B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 31st August 2022 be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 31st August 2022.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Jul-22	Transactions	Balance 31-Aug-22
General	10,137,974.10	1,239,177.17	11,377,151.27
Water Fund	779,366.66	76,087.64	855,454.30
Sewerage Fund	1,941,240.13	72,901.36	2,014,141.49
North Western Library	33,944.85	(4,508.99)	29,435.86
Trust Fund	137,795.38	0.00	137,795.38
Investment Bank Account	(8,726,865.52)	(1,000,406.99)	(9,727,272.51)
	4,303,455.60	383,250.19	4,686,705.79

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 1

RECONCILIATION CERTIFICATE – AUGUST 2022

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	4,678,520.97
Add: Outstanding Deposits for the Month	8,184.82
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	4,686,705.79

INVESTMENTS RECONCILIATION

Investments as at 31st August 2022

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	217,272.51	Variable	On Call A/c
15	National Australia Bank	1,500,000.00	91 days @ 1.75%	5-Sep-22
16	National Australia Bank	3,000,000.00	91 days @ 2.25%	19-Sep-22
1	National Australia Bank	2,000,000.00	90 days @ 2.80%	8-Nov-22
2	National Australia Bank	3,000,000.00	91 days @ 2.95%	28-Nov-22
40	National Australia Bank	10,000.00	180 days @ 0.55%	21-Feb-23
TOTAL INVESTMENTS =		9,727,272.51		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	6,756,480.00
Internally Restricted Funds Invested	5,825,635.00
2022/23 General Fund Operating Income & Grants	1,831,863.30
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	14,413,978.30

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

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday 21st September 2022

ITEM 1 RECONCILIATION CERTIFICATE – AUGUST 2022

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 Community Room on Wednesday 21st September 2022

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Attached to this report is the statement of rates and annual charges as at 8th September 2022 including comparisons over the last four years.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

This report is provided to advise Council of the balance of rates and annual charges for the current financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.3.2 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

Statement of Rates and Annual Charges as at 8th September 2022.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday 21st September 2022

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

8TH SEPTEMBER 2022

Name of Rate	NETT		COLLECTIONS FOR YEAR			NETT ARREARS	
	ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	176,334	5,235,804	5,412,138	1,889,089	34.90%	3,523,049	65.10%
Warren Water Fund	68,441	517,125	585,566	222,892	38.06%	362,674	61.94%
Warren Sewerage Fund	76,531	544,539	621,070	224,688	36.18%	396,382	63.82%
TOTAL 2022/2023	321,306	6,297,468	6,618,774	2,336,669	35.30%	4,282,105	64.70%
TOTAL 2021/2022	303,871	6,100,462	6,404,333	2,191,630	34.22%	4,212,703	65.78%
TOTAL 2020/2021	318,952	5,939,424	6,258,376	1,931,662	30.87%	4,326,714	69.13%
TOTAL 2019/2020	178,732	5,771,993	5,950,725	1,925,413	32.36%	4,025,312	67.64%
TOTAL 2018/2019	128,294	5,609,436	5,737,730	1,911,910	33.32%	3,825,820	66.68%
		12-Sep-18	12-Sep-19	11-Sep-20	09-Sep-21	08-Sep-22	
COLLECTION FIGURES AS \$		1,911,910	1,925,413	1,931,662	2,191,630	2,336,669	
COLLECTION FIGURE AS %		33.32%	32.36%	30.87%	34.22%	35.30%	

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 Wednesday 21st September 2022

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

RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department from 1st August 2022 to the 31st August 2022.

Project	Budget	Expend	Resp	Comment
Solar Panel - Supply & Installation – As Per Option 1 of the Energy Action Plan adopted by Council the May 2022 meeting	\$125,000	Nil	DMFA MHDS	The Request For Quotation has been listed on VendorPanel closing Thursday 8 th September 2022. Assessments of all quotations received will be undertaken after the closing date.
Public Library Infrastructure Grants – “Doorways to Open-Air Library”.	\$315,723 \$6,800	Nil	DMFA LIB IPM	Grant funds received 6/5/2022, the additional \$6,800 are Council funds carried over from 2021/2022 for the finalisation of concept plans and engineering specifications prior to work commencing. B Creative and Barnsons have been engaged to undertake these works.
Office Equipment Purchases – PC Purchases	\$15,000	Nil	DMFA	Request For Quotation specification to be finalised and listed on VendorPanel.

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

LIB – Librarian

IPM – Infrastructure Projects Manager

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 Wednesday 21st September 2022

ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

(L5-5.2/42)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

To inform Council of the Financial Assistance Grant allocation for 2022/2023.

BACKGROUND

All State Governments receive an annual grant from the Commonwealth Government for financial assistance to Local Government Authorities, the NSW Local Government Grants Commission then distributes these funds to Local Government on a formula based model that takes into consideration population, road length and disability factors.

REPORT

Council has been advised by the Local Government Grants Commission of the 2022/2023 Financial Assistance Grant allocation. The grant after CPI adjustments from the previous year of \$83,178 will be \$3,576,912.00, this represents a \$310,167.00 or 9.49% increase on the actual 2021/2022 grant received. The Financial Assistance Grant is made up of the following components:

1. Local Roads	\$1,219,950.00
2. Equalisation	\$2,356,962.00
Total	\$3,576,912.00

Council received an advanced payment of \$2,532,373 on 14th April 2022 that has been internally restricted in the General Purpose Financial Statements as reported in Item 4 of my reports to the August 2022 Council meeting.

Council will receive the remaining \$1,044,539.00 in four instalments as follows:

August 2022	-	\$261,135.00	-	received 17/08/2022 – Rec No. 61478,
November 2022	-	\$261,135.00		
February 2023	-	\$261,135.00		
May 2023	-	\$261,135.00		

FINANCIAL AND RESOURCE IMPLICATIONS

Council's adopted estimate for the 2022/2023 Financial Assistance Grant was \$3,332,373, the additional \$244,539.00 of grant funds as notified by the NSW Local Government Grants Commission will be included in the September 2022 Budget Review document to be presented to the October 2022 Council meeting

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

CONTINUED

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

This report is provided to inform Council of the finalised 2022/2023 Financial Assistance Grant allocation to Warren Shire Council.

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

1. Council's actual Grant Allocation over the last 10 years,
2. 2 graphs showing allocations over the last 10 years,
3. Comparison table of neighbouring Council's, and
4. NSW Grants Commission Appendix A

Warren Shire Council - Actual Grant Received

AFTER CPI ADJUSTMENTS FROM THE PREVIOUS YEAR

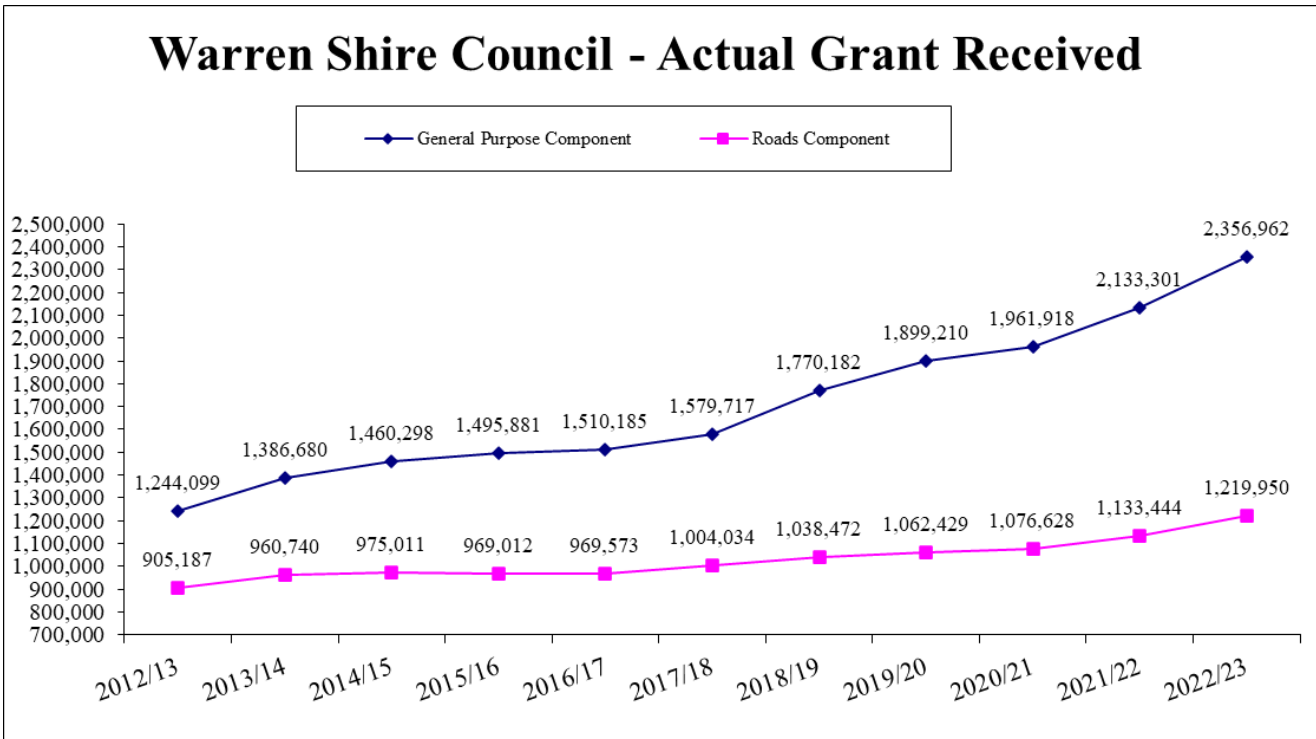
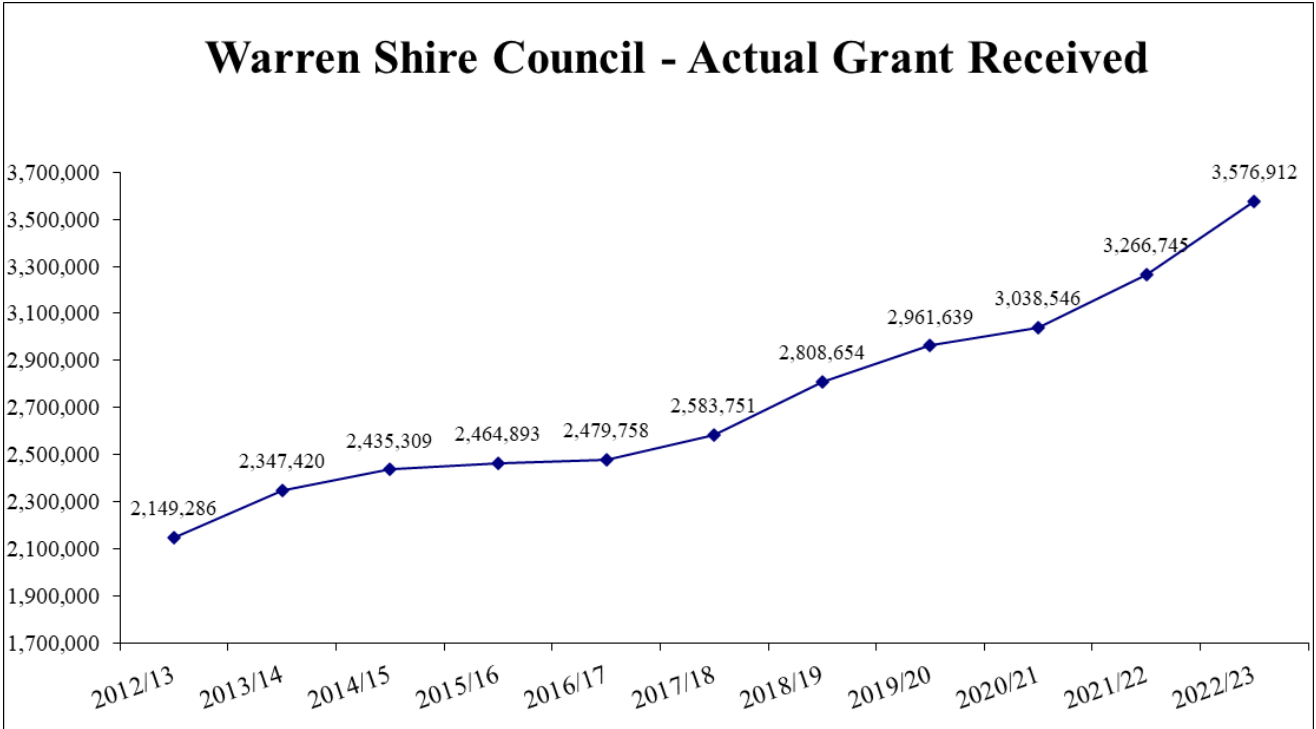
Year	Road Component	\$ Diff.	Equalisation Component	\$ Diff.	Total Grant Received	\$ Diff.	% Diff.
2012/13	905,187	(9,979)	1,244,099	11,738	2,149,286	1,759	0.08
2013/14	960,740	55,553	1,386,680	142,581	2,347,420	198,134	9.22
2014/15	975,011	14,271	1,460,298	73,618	2,435,309	87,889	3.74
2015/16	969,012	(5,999)	1,495,881	35,583	2,464,893	29,584	1.21
2016/17	969,573	561	1,510,185	14,304	2,479,758	14,865	0.60
2017/18	1,004,034	34,461	1,579,717	69,532	2,583,751	103,993	4.19
2018/19	1,038,472	34,438	1,770,182	190,465	2,808,654	224,903	8.70
2019/20	1,062,429	23,957	1,899,210	129,028	2,961,639	152,985	5.45
2020/21	1,076,628	14,199	1,961,918	62,708	3,038,546	76,907	2.60
2021/22	1,133,444	56,816	2,133,301	171,383	3,266,745	228,199	7.51
2022/23	1,219,950	86,506	2,356,962	223,661	3,576,912	310,167	9.49

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 Wednesday 21st September 2022

ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

CONTINUED



WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

CONTINUED

COMPARISON OF FINANCIAL ASSISTANCE GRANTS BEFORE ANY CPI ADJUSTMENTS

SHIRE	2020/21	2021/22	2022/23	DIFF	%
ROADS COMPONENT					
BOGAN	1,501,397	1,553,337	1,645,953	92,616	5.96%
BREWARRINA	1,351,702	1,407,418	1,487,540	80,122	5.69%
COONAMBLE	1,531,017	1,584,121	1,678,640	94,519	5.97%
GILGANDRA	1,394,509	1,440,125	1,525,985	85,860	5.96%
LACHLAN	3,507,242	3,632,596	3,852,904	220,308	6.06%
NARROMINE	1,498,237	1,550,533	1,643,374	92,841	5.99%
WALGETT	2,031,928	2,101,086	2,226,344	125,258	5.96%
WARREN	1,078,915	1,117,028	1,183,806	66,778	5.98%
EQUALISATION COMPONENT					
BOGAN	2,927,585	3,143,801	3,434,853	291,052	9.26%
BREWARRINA	3,149,562	3,477,425	3,888,147	410,722	11.81%
COONAMBLE	2,817,211	3,005,406	3,294,358	288,952	9.61%
GILGANDRA	2,706,423	2,865,148	3,113,265	248,117	8.66%
LACHLAN	6,115,444	6,407,125	6,843,918	436,793	6.82%
NARROMINE	3,070,252	3,203,480	3,451,237	247,757	7.73%
WALGETT	4,742,919	5,005,496	5,382,349	376,853	7.53%
WARREN	1,966,050	2,100,537	2,309,928	209,391	9.97%
TOTAL GRANT					
BOGAN	4,428,982	4,697,138	5,080,806	383,668	8.17%
BREWARRINA	4,501,264	4,884,843	5,375,687	490,844	10.05%
COONAMBLE	4,348,228	4,589,527	4,972,998	383,471	8.36%
GILGANDRA	4,100,932	4,305,273	4,639,250	333,977	7.76%
LACHLAN	9,622,686	10,039,721	10,696,822	657,101	6.55%
NARROMINE	4,568,489	4,754,013	5,094,611	340,598	7.16%
WALGETT	6,774,847	7,106,582	7,608,693	502,111	7.07%
WARREN	3,044,965	3,217,565	3,493,734	276,169	8.58%

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

CONTINUED

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION 2022-23 FINANCIAL ASSISTANCE GRANTS

Warren (S) Council

General Purpose Component

Expenditure Allowance

Expenditure Functions	State ave cost per capita
Recreation and cultural	\$229.47
Admin and governance	\$272.47
Education and community	\$66.18
Roads, bridges, footpaths and aerodromes	\$210.73
Public order, safety, health and other	\$172.31
Housing amenity	\$75.59

Recreation and cultural			
Pop <SS = relative disadvantage Pop >SS = 0 ATSI <SS = 0 ATSI >SS = relative disadvantage			
Disability Measure	LGA measure	State Std (SS)	Weighted DF%
Population	2,708	63,967	46.7%
Aboriginal & Torres Strait Islander	14.7%	2.9%	21.6%

Admin and governance			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	2,708	63,967	167.4%

Education and community			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	2,708	63,967	157.3%

Roads, bridges, footpaths and aerodromes			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	2,708	63,967	351.2%
Road Length	964	1,155	0.0%

Public order, safety, health and other			
RTD <SS = 0 RTD >SS = relative disadvantage Env <SS = 0 Env >SS = relative disadvantage			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	2,708	63,967	112.4%
Rainfall, topography and drainage index	155%	161%	0.0%
Environment (Ha of environmental lands)	20,444	55,494	0.0%

Housing amenity			
Disability Measure	LGA Std	State Std	Weighted DF%
Population	2,708	63,967	25.5%

Isolation Allowance

Outside the Greater Statistical Area	Yes
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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
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ITEM 4 FINANCIAL ASSISTANCE GRANT 2022/2023

CONTINUED

APPENDIX A

LOCAL GOVERNMENT GRANTS COMMISSION 2022-23 FINANCIAL ASSISTANCE GRANTS

Pensioner Rebate Allowance

PR <SS = relative disadvantage (+ allowance)	
PR >SS = relative advantage (- allowance)	
LGA % Pensioner Rebates (PR) Res Props:	20.5%
State Standard (SS) % PR	14.8%

Revenue Allowance

Revenue Allowance	
CV <SS = relative disadvantage (+ allowance)	
CV >SS = relative advantage (- allowance)	
No. of Urban Properties:	1,221
Standard Value Per Property:	\$483,497
Council Value (CV):	\$28,750

No. of Non-urban Properties:	712
Standard Value Per Property:	\$887,956
Council Value (CV):	\$1,596,723

Relative Disadvantage Allowance

Unsealed roads; Isolation; Population Decline	\$76,087
Special Submission	-
Total General Purpose Grant	\$2,309,928

Local Roads Component

Population:	2,708
Local Road Length (km):	964
Length of Bridges on Local Roads (m):	790
Road/Population Allowance:	\$1,111,637
Bridge Length Allowance:	\$72,169
Local Roads Total:	\$1,183,806

Total Grant	\$3,493,734
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Quarterly Instalments Payable in 2022-23 for 2022-23 FAGs

	August 2022	
GPC	\$178,417.00	
LRC	\$82,718.00	\$261,135.00
	November 2022	
GPC	\$178,417.00	
LRC	\$82,718.00	\$261,135.00
	February 2023	
GPC	\$178,417.00	
LRC	\$82,718.00	\$261,135.00
	May 2023	
GPC	\$178,417.00	
LRC	\$82,718.00	\$261,135.00
	TOTAL	
GPC	\$713,668.00	
LRC	\$330,872.00	\$1,044,540.00

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 Wednesday, 21st September 2022

ITEM 1 WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

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

ACRONYMS

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

Roads M&R (Maintenance and Repair) Budget and Works from 11th August 2022 to 9th September 2022.

ACCOUNT	BUDGET	EXPENDITURE
Urban Sealed Roads	57,548	3,902
Parking Areas	5,306	Nil
Kerb and Guttering	27,191	Nil
Footpaths	37,139	Nil
Urban Unsealed Roads	27,528	1,068
Rural Sealed Roads	381,998	59,575
Rural Unsealed Roads	1,061,106	204,428
Rural Bridges	15,917	Nil
Regional Sealed Roads	687,173	136,028
Regional Unsealed Roads	108,415	1,338
Regional Bridges	17,233	Nil
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	285,088	12,285
March 2021 AGRN 960 Flood and Storm Damage- Shire Roads	N/A	6,000

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 Wednesday, 21st September 2022

ITEM 1

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

ACCOUNT	BUDGET	EXPENDITURE
March 2021 AGRN 960 Flood and Storm Damage – Regional Roads	N/A	6,841

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	Cathundral Bogan Road	Guideposts	Yes
Grader Crew 1 (Three-man crew)	Dandaloo Road	Guideposts	Yes
Grader Crew 1 (Three-man crew)	Buddabadah Road	Guideposts	Yes
Grader Crew 1 (Three-man crew)	Elsinore Road	Guideposts	Yes
Grader Crew 1 (Three-man crew)	Ellengerah Road	Guideposts	Yes
Grader Crew 1 (Three-man crew)	Cremorne Road	Grading	4km
Grader Crew 2 (Three-man crew)	Old Warren Road	Guideposts	Yes
Grader Crew 2 (Three-man crew)	Canonba Road	Guideposts	Yes
Grader Crew 2 (Three-man crew)	Old Warren Road	Grading	6km
Grader Crew 3 (Three-man crew)	Collie Road	Guideposts	Yes
Grader Crew 3 (Three-man crew)	Collie- Trangie Road	Guideposts	Yes
Grader Crew 3 (Three-man crew)	Pleasant View Lane	Grading	8km
Grader Crew 4 (Three-man crew)	Collie-Trangie Road	Patching	Yes

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline (Tar Patching)	Warren Road	Patching	900lts	9tonne
	Carinda Road	Patching	700lts	7.5tonne
	Marthaguy Road	Patching	800lts	8tonne
	Collie-Trangie Road	Patching	450lts	4.5tonne
	SH11	Pathing	1,500lts	15tonne

WORK CREW	LOCATION	ACTIVITY	WORK UNDERTAKEN
Roadside Maintenance Team	Carinda Road	Slashing	Yes
	Town	Signs & Guideposts	Yes
	River pumps	Picking them up	Yes

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

UPCOMING WORKS (SEPTEMBER, OCTOBER 2022)

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (Three-man crew)	Heatherbrae Road	Maintenance Grade
	Cremorne Road	Maintenance Grade
	Dandaloo Road	Maintenance Grade
Grader Crew 2 (Three-man crew)	Old Warren Road	Construction
Grader Crew 3 (Three-man crew)	Sullivans Road	Maintenance Grade
	Colane Lane	Maintenance Grade
	Marra Road	Maintenance Grade
Grader Crew 4 (Three-man crew)	Bundemar Road	Maintenance Grade
	Boss Lane	Maintenance Grade
	Wonbobbie Lane	Maintenance Grade
	Cullemburrawang Road	Maintenance Grade
	Gillendoon Road	Maintenance Grade

* Flood Damage Works Program being developed.

* Please note these have not changed from last month due to weather constraints.

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
Capital Works Bitumen Reseals (Regional Roads)				
Regional Roads Rehabilitation/Final Seal	230,000	Nil	RIM	Either RR333 Rehabilitation Seg 62 pt. 64 or contribution to RR347 Final seal (3km).
Capital Works In Progress				
Old Warren Road Segments 30 Construction	500,000	5,047	DMES/ RIM	Variations of Fixing Local Roads Round 3 funding after cost savings.
CBD Improvements	52,732	3,650	DMES	Investigation and design work for CBD Improvement Program.
Warren Road Reconstruction	3,684,320	152,881	RIM	New culverts, widening of road, and pavement rehabilitation. Culverts ordered – expected delivery January 2023.
REPAIR Program 2022/2023 RR347 Collie – Trangie Road	800,000	Nil	RIM	Rehabilitation of Segment 18 on RR347 Collie – Trangie Road
Gravel Resheeting <i>Priority Roads</i> 1. Old Warren Road 2. Colane Road 3. Buddabadah Road 4. Gradgery Lane	400,000	Nil Nil	RIM	Gravel resheeting of Old Warren Road (Subject to use for Fixing Local Roads Grant Application Contributions)
Reseals <i>Local Roads/ Town streets</i>	655,258	Nil	RIM	Reseals to commence October 2022. (Subject to use for Fixing Local Roads Grant Applications Contributions)
Planned Future Capital Works				
Rehabilitation Warren Road Regional Road Segment 08 Inclusive of the Newe Park Bridge over the Merrigal Creek. Existing Asset Upgrade.	Funded from Regional Roads Block Grant (No current budget)	Nil	DMES	All preliminary works have been completed. Therefore, this project is on hold until the required funding can be sourced. The project has been developed sufficiently to be classified as being “shovel ready” .

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
				Will be subject to a Commonwealth Government Bridges Renewal Program Grant.
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) Nevertire – Bogan Road Segment 4 and Segment 6 Rehabilitation	876,160	Nil	DMES	Project programmed for 2022/2023 and waiting in abeyance for other funding opportunities if they arise in 2022/2023. Awaiting funding.
Grant Applications				
Fixing Local Roads Round 4 Nevertire Bogan Road	3,496,725 Made up of \$2,797,380 Grant & \$699,345 Council	Nil	DMES	Rehabilitation of Segments 4-10 Awaiting approval
Fixing Local Roads Round 4 Bitumen Reseal	1,300,000 Made up of \$1,000,000 Grant & \$300,000 Council	Nil	DMES	Ellengerah Road (seg 10,12,16) Bullagreen (Segments 24-30) Old Warren Road (Segments 10-16) Tottenham Road (Segments 12,28) Nevertire Bogan Road (Segments 24.36) Udora Road (Segment 2) Rifle Range Road (Segments 2,4) Awaiting Approval
Fixing Local Roads Round 4 Gravel Resheeting	1,354,000 Made up of \$1,000,000 Grant & \$354,000 Council	Nil	DMES	Old Warren Road, Colane Road, Buddahbadah Road and Gradgery Lane nominated using a priority matrix. Awaiting approval.

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
Fixing Local Roads Round 4 Tyrie Road	581,071 Made up of \$464,857 Grant & \$116,214 Council	Nil	DMES	Reconstruction of Segment 0 and Part Segment 2. Awaiting approval.
Fixing Local Roads Round 4 Buckiinguy Road	2701,382 Made up of \$2,161,107 Grant & \$40,276 Council	Nil	DMES	Rehabilitation of segments 16-20 and Part Segment 22. Awaiting Approval.
Fixing Local Roads Round 4 Old Warren Road	2,671,920 Made up of \$669,657 Grant & \$335.800 Council	Nil	DMES	Reconstruction of Segments 32-36. Awaiting approval.
Fixing Local Roads Round 4 Gibson Way	567,857 Made up of \$454,286 Grant & \$113,571 Council	Nil	DMES	Gravel resheeting Segments 0,2,4. Awaiting approval.
Fixing Local Roads Round 4 Gradery Lane bridges	3,750,000 Made up of \$3,000,000 Grant & \$750,000 Council	Nil	DMES	Replacement of 3 narrow bridges. Awaiting approval.
Federal Road Safety Tranche 4 and 5 RR333 Carinda Road	1,255,400	Nil	RIM	Shoulder widening and Linemarking RR333 Carinda Road Segments 6 & 8 6km- 10km from Industrial Access Road. Federal Government is no longer progressing with Tranche 4 and 5. Unsuccessful.

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications (Continued)				
Heavy Vehicle Safety and Productivity Program	4,983,084 Made up of \$3,986,467 Federal & \$996,467 Council	Nil	DMES	Industrial Access Road upgrading including safety improvement at Carinda Road intersection, and drainage improvements at Old Warren Road intersection. Awaiting Approval.
Bridges Renewal Program	4,854,000 Made up of \$3,883,200 Federal & \$970,800 State (Block Grant)	Nil	DMES	Replacement of Newe Park Bridge and Marthaguy Creek Bridge. Awaiting Approval.

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TRAFFIC CLASSIFIER REPORT		Dubbo Street			
Location		Segment 00			
Period of Operation (Days)	29	9/08/2022 to		7/09/2022	
Total count both directions		15510			
AADT (vehicles per day)		535			
Percent of commercial vehicles		4.94%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	6527	42.1	124.50	71.10
Non Articulated	3-5	8217	53.0	125.50	75.06
Articulated	6-10	753	4.9	91.50	68.76
B-Double/Road Train	11-12	13	0.1	60.50	55.96
Total	1-12	15510	100	125.50	
Average percentile across classes			67.72	Km/H	

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TRAFFIC CLASSIFIER REPORT		Bullagreen Lane 27			
Location		Segment 30			
Period of Operation (Days)	35	8/08/2022 to		12/09/2022	
Total count both directions	852				
AADT (vehicles per day)	24				
Percent of commercial vehicles	6.10%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	522	61.3	138.30	100.00
Non Articulated	3-5	278	32.6	124.30	99.70
Articulated	6-10	45	5.3	101.50	84.08
B-Double/Road Train	11-12	7	0.8	60.70	
Total	1-12	852	100	138.30	
Average percentile across classes			94.59	Km/H	

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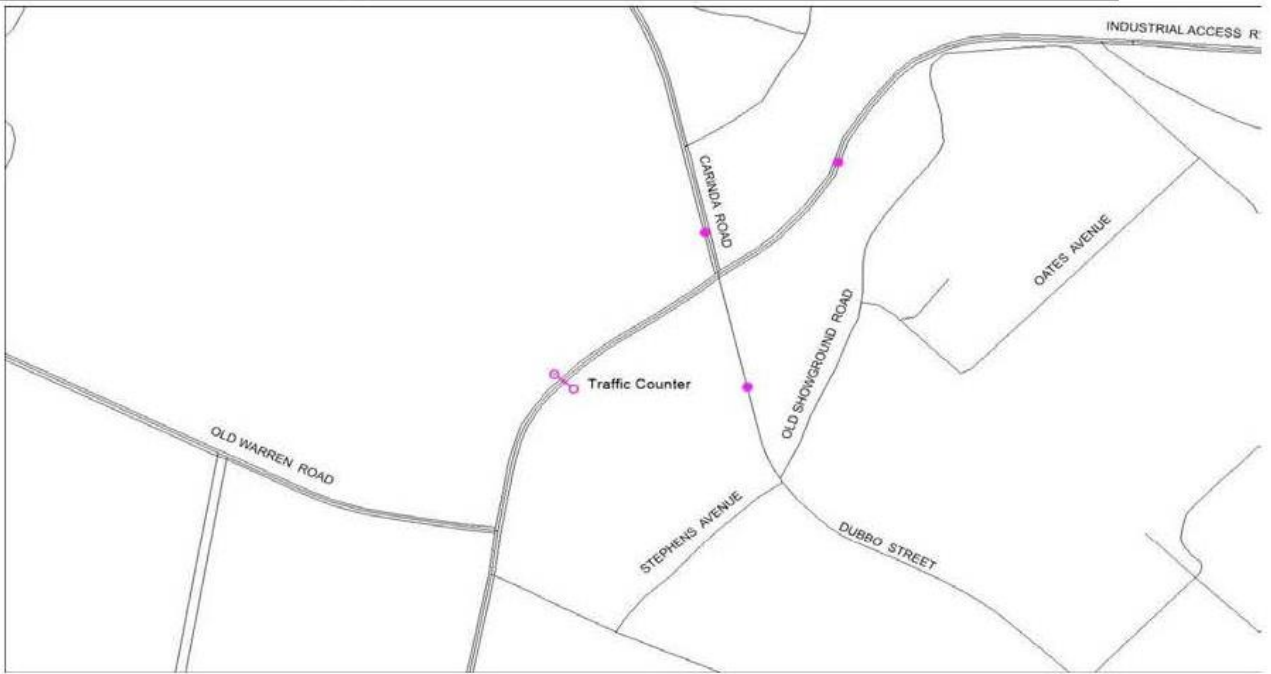
TRAFFIC CLASSIFIER REPORT		Ellengerah Rd SR64			
Location		Segment 02			
Period of Operation (Days)	93	18/01/2022 to		21/04/2022	
(Data downloaded on 12/09/2022)					
Total count both directions	6778				
AADT (vehicles per day)	73				
Percent of commercial vehicles	2.40%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	5092	75.1	152.80	105.84
Non Articulated	3-5	1523	22.5	135.30	104.76
Articulated	6-10	157	2.3	130.10	96.95
B-Double/Road Train	11-12	6	0.1	67.30	88.38
Total	1-12	6778	100	152.80	
Average percentile across classes			98.98	Km/H	

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TRAFFIC CLASSIFIER REPORT		SR 91 Industrial Access Rd			
Location		Segment 02			
Period of Operation (Days)	29	9/08/2022 to		7/09/2022	
Total count both directions	11306				
AADT (vehicles per day)	390				
Percent of commercial vehicles	11.86%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	6780	60.0	157.10	78.66
Non Articulated	3-5	3185	28.2	157.60	84.60
Articulated	6-10	956	8.5	146.50	74.60
B-Double/Road Train	11-12	385	3.4	91.50	67.50
Total	1-12	11306	100	157.60	
Average percentile across classes			76.34	Km/H	
					

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TRAFFIC CLASSIFIER REPORT		Marthaguy Rd 202			
Location		Segment 10			
Period of Operation (Days)	35	8/08/2022 to	12/09/2022		
Total count both directions	4768				
AADT (vehicles per day)	136				
Percent of commercial vehicles	5.85%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	4179	87.6	151.80	110.34
Non Articulated	3-5	310	6.5	121.90	103.45
Articulated	6-10	235	4.9	111.30	95.94
B-Double/Road Train	11-12	44	0.9	95.90	88.38
Total	1-12	4768	100	151.80	
Average percentile across classes			99.53	Km/H	

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TRAFFIC CLASSIFIER REPORT		Thornton Road 53			
Location		Segment 00			
Period of Operation (Days)	40	3/08/2022 to		12/09/2022	
Total count both directions		1034			
AADT (vehicles per day)		26			
Percent of commercial vehicles		3.68%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	838	81.0	148.30	98.13
Non Articulated	3-5	158	15.3	115.40	95.25
Articulated	6-10	32	3.1	94.60	86.00
B-Double/Road Train	11-12	6	0.6	62.80	
Total	1-12	1034	100	148.30	
Average percentile across classes			93.13	Km/H	

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(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period from 10th August 2022 to 9th September 2022.

ACRONYMS

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

TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET FROM 10th August 2022 to 9th September 2022.

Project	Budget	Expend	Resp	Comment
General				
Warren Lawn Cemetery Stage 3. 3330-4120-0100 JC: 3330-4120-0010 <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-top: 10px;"> C/Over \$76,894 2021/2022 \$60,000 </div>	109,904	Nil	MHD / TSM	<p>09/08/22</p> <p>No comments received during the Public Consultation period. Expansion works and main extension works to commence as staff and contractors are available.</p> <p>Upgrade drainage along western side and installation of drainage along the eastern side.</p> <p>Extension of river water main for future lawn cemetery expansion.</p>

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Project	Budget	Expend	Resp	Comment
Water Supplies				
Oxley Park River Water Pumping Station 4580-4320-0015	80,125	Nil	TSM	09/08/22 River level remains too high to allow the works to be carried out. Carry out modification of the pipe work and pumps at the Oxley Park River Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and replacement of the pumps together with an appropriate screening structure.
Water Extraction Meter Compliance 4580-4320-0003	3,217	Nil	TSM	09/08/22 On-Going. Installation of telemetry to all water extraction points meters to comply with Water NSW requirements.
Bore Flat Groundwater Augmentation. 0191-0039-0000 (Also contained within the Infrastructure Projects Managers Report)	245,616	Nil	TSM	Awaiting Response from DPIE regarding the Scope Change Request that was submitted early July to install “Best Practice Chlorination Systems for the Trunk main.

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Project	Budget	Expend	Resp	Comment
Sewerage Services				
Works to Gunningbar Estate, and Nevertire Sewerage Pumping Stations. 5580-4320-4010 5580-4320-4100	98,182	98,182	TSM	09/08/22 Xylem expected to commence site works week of 10/10/2022. Replacement of pumps, starters and miscellaneous items to improve reliability. Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry at Gunningba Estate and Nevertire Sewerage Pumping Stations.
Works Wilson Street Sewerage Pumping Stations. 0227-0020-0000	133,908	121,734	TSM	09/08/22 Xylem Water have the cabinets being designed and materials on order. Replacement of pumps, starters and miscellaneous items to improve reliability. Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry.
CCTV and Smoke Testing of Sewer at Warren and Nevertire 5580-4320-0002	200,000	Nil	TSM	Quotation documents under development. 2022/2023

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Project	Budget	Expend	Resp	Comment
Grant Applications				
Warren Levee Rehabilitation	7,100,000 (\$1,775,000 Council Funding)	Nil	DMES / TSM	<ol style="list-style-type: none"> 1. Funding currently being pursued for repairs to the reported section of the Warren levee. 2. Consulted with State Government Representatives seeking financial assistance to rectify deteriorated section. 3. Works to be undertaken in-house using Council staff and local contractors. 4. Local contractors have been liaised with regarding the methods of repair. Fresh applications have been submitted to the Federal Government Department of Home Affairs, waiting on confirmation of success or not. The matter is also with Resilience NSW who are also considering the application. Further application being arranged. Meeting & site inspections 15/12/21, between GM, ADMES and Tammy Greer from The National Recovery and Resilience regarding levee repairs and improved disaster preparation through the NSW Minister for Emergency Services. New application under the Commonwealth Government National Flood Mitigation Infrastructure Program (NFMIP) with a required 25% contribution from Council arranged. \$5.325 million Commonwealth Funding

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Project	Budget	Expend	Resp	Comment
				announced on the 4 th May 2022. Staff attempting to secure \$1.77 million co-contribution from State. Meeting held with Resilience NSW directors where they asked for Original application and correspondence with respect to the application. This has been sent. Awaiting response. State Program information request provided 19 th August 2022. Resilience NSW met GM and DMES on 9 th September 2022. Discussions to continue 16 th September 2022.
Tiger Bay Wetlands Effluent Reuse Scheme for Drought Protection. (Priority 1 of 3)	504,000	Nil	TSM	Installation of Ultraviolet (UV) Disinfection System and pipeline between New Sewerage Treatment Plant and construction of a Reed Bed at Tiger Bay Wetlands to ensure water supply to wetlands under the Murray-Darling Healthy Rivers Program – Large Grants. Unsuccessful.
Stormwater Quality Improvement for Warren (Priority 3 of 3)	1,720,000	Nil	TSM	Installation of 25 Stormwater Quality Improvement Device's (SQIDS) at stormwater locations that discharge directly into the Macquarie River and Gunningbar Creek under the Murray- Darling Healthy Rivers Program – Large Grants. Unsuccessful.

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Activity	Required Interval	Details	
Water System Planned Maintenance			
River mains flushing	As required	Sections are done where and when found necessary	
Water main flushing (Bore)	As required	Sections are done where and when found necessary	
Fire hydrants. Covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed	Quarterly	Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.	
Bore Inspections		Conducted by Natural Resource Access Regulator (NRAR)	
Warren, Nevertire and Collie water chlorine and pH testing	Weekly at specific locations	Testing carried out daily	
Warren river pumps		Oxley Park Ellengerah Rd Racecourse	Breakdown maintenance only
Reservoir cleaning	3 to 5 years	Ellengerah Bore	Next Diver inspection October/November 2022.
		Nevertire Bore	
		Oxley Park River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2022/2023
		Ellengerah River	

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Activity	Required Interval	Details
Sewerage System Planned Maintenance		
Warren Sewerage Treatment Works	Quarterly	Samples of treated effluent collected monthly for laboratory analysis against EPA licence requirements for PH, Total Suspended Solids (TSS), Total Nitrogen (N), Total Phosphorus (P), Oil & Grease (O&G) and Biochemical Oxygen Demand (BOD). Results are published on Council website quarterly.
Sewer gravity main CCTV Inspection and Smoke Testing program		<p>Develop a program to carry out CCTV inspections and smoke testing of all gravity sewer mains in Warren and Nevertire.</p> <p>Develop a sewer main replacement/relining program.</p> <p>Identify stormwater infiltration locations.</p> <p>Develop a program to educate property owners and residents about stormwater infiltration prevention.</p> <p>Develop a stormwater infiltration rectification program for Council assets and private property.</p>
Water and Sewerage Works Subject to Funding		
Location	Work Under Development	
Collie Water Supply (Reliability)	Commission the two, 125,000 litre Pioneer water tanks located west of the tennis court. Construct a 10m high tank stand to support two, 25,000 litre water tanks at the Pioneer tank location. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the elevated tanks.	
Collie chlorine dosing	Install new gaseous chlorination system at the Pioneer water tank location.	
Nevertire chlorine dosing	Install new gaseous chlorination system in the new building at Nevertire. Install new dosing point to ensure chlorination is possible from either bore.	
Warren chlorine dosing	Install new gaseous chlorination system in the new buildings at Bore Flat and Ellengerah.	
Replacement of Telemetry System	Replacement of the water and sewerage telemetry system and Firmware upgrade of the Clearwater SCADA.	

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Account	Budget	Expenditure
Water Fund Maintenance and Repair	642,539	39,868
4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003		
Sewer Fund Maintenance and Repair	362,206	24,717
5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

Water and Sewer Works

Replace meters in Warren 2 Sturt, 33 Chester Street, 50 River Avenue, and Bundemar Street Sewer choke at 4 Frawley Street Replace meters in Nevertire 10-12 Clyde Street and 5 Narromine Street Prepare flood pumps Monitor/operate flood pumps Stop valve maintenance Fire hydrant locating (Warren) Move office furniture to Shire chambers Investigate slow service at 37 Lawson street	Repair service at 37 Lawson Street Repair water leak (river) at Saunders Park Install a tap on the side of the new BBQ at Nevertire Park Repair (2) services in Cremorne Street (Nevertire) Repair service leak 12 Chester Street Meter reading Repair the stormwater drain at the Library Repair (2) services in Cremorne Street Nevertire Hydrant identification in Warren
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Warren Sewerage Treatment Works inflow		Sewerage Year – 1st June 2022 to 31st May 2023		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
June 2022	1,037	520	15.60	15.60
July 2022	628	441	13.67	29.27
August 2022	1,329	555	17.22	46.49

Rainfall in Warren for the month of August 81.7 mm

Rainfall in Warren for the year July 2022 to date: 114 mm

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Bulk Water Reading per Quarter

WATER SOURCE	FIRST	BULK	SECOND	BULK	THIRD	BULK	FOURTH	BULK	% OF	Max.
	QUARTER	USAGE	QUARTER	USAGE	QUARTER	USAGE	QUARTER	USAGE		
	READING	TO	READING	TO	READING	TO	READING	TO	ANNUAL	Allocation
	1/07/22-	DATE	1/10/22 -	TO DATE	1/01/23-	TO DATE	1/04/23 -	DATE	ALLOCATION	(ML)
	31/09/22	(ML)	31/12/22	(ML)	31/03/23	(ML)	30/06/23	(ML)		
Warren Bores										
Bore 1 (Bore Flat) Lic. 80AL703155	0.01	0.01	0.00	0.01	0.00	0.01	0.00	0.01		
Bore 2 (Ellengerah) Unlicensed	42.76	42.76	0.00	42.76	0.00	42.76	0.00	42.76		
	42.77	42.77	0.00	42.77	0.00	42.77	0.00	42.77	6.11%	700
Warren River										
Oxley Park Lic. 80AL700017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Ellengerah Rd Lic. 80AL700017	12.27	12.27	0.00	12.27	0.00	12.27	0.00	12.27		
	12.27	12.27	0.00	12.27	0.00	12.27	0.00	12.27	1.64%	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	2.88	2.88	0.00	2.88	0.00	2.88	0.00	2.88	7.20%	40
Collie Bore Lic. 80CA724011	0.61	0.61	0.00	0.61	0.00	0.61	0.00	0.61	2.43%	25
Macquarie Park 80AL700996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	14.2

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Parks and Gardens – Routine Works

Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	933,393	102,405*
0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		
*Includes \$24,908 of Emergency Works from July 2022 Flood and Storm Damage.		

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.

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

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

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

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

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

Parks and Gardens Works

Macquarie Park mow/snip	Nevertire (Clyde Street) mowing of rear laneway
Ravenswood Park mow/snip	Spraying of weeds at Lawn Cemetery (warren) ongoing
Lawn Cemetery mow/snip/spray	Lawn Cemetery (spraying)
Victoria Oval mow/snip/mark lines	Nevertire Cemetery (spraying)
Lions Park mow/snip	Collie Spraying weeds
CBD area cleaning/weeding/pruning	Town approaches mowing
Skate Park mow/snip	Macquarie Park mowing/snip/weeding
Nevertire Cemetery Spraying	Skate Park mow/snip
Nevertire mowing	Ravenswood Park mow/snip
Collie spraying of weeds (pump site as well)	Oxley Park mow/snip
Town approaches mowing	Victoria Oval mow/snip/tidy up
Oxley Park mow/snip	Saunders Park mow/snip
Tidy up Shire Depot	8 Deacon Drive mow/snip
Stubbs levee mow/snip	Macquarie Drive mow/snip
Median strips in Warren mow/snip	Boston Street levee mow/snip
Far West Academy mow/snip	Library mow/snip
Ebert Park mow/snip	Bob Christian Reserve mowing
Orchard Street Park mow/snip	Showground mow/snip
Family Health Centre mow/snip	Oxley Park mow/snip
Ravenswood Park mow/snip	Orchard Street Park mow/snip
Carter Oval mowing	Ebert Park mow/snip
	Warren median strips mowing

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Town Crew Works

Remove tree limbs around Warren Preparation of hoses for flood pumps Repair log wall near Golf Club Erect flood warning signs Remove rubbish from Council Depot Close flood gates Remove rubbish from Frawley Street Spraying weeds around Warren Seal up No 28 flood gate	Fill in hole at Gillendoon pump station Remove soil from rear lane in Nevertire Repair hole in Medical Centre carpark Re-install flagpole at Collie Cenotaph Install new BBQ at Nevertire Park Install new light at Nevertire Park Install new bin in Clyde Street Remove rubbish from the depot Assist plumbers in putting pipes away
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Non-Roads November/ December Flood and Storm Damage Works

Description	Expenditure
Non-Roads November/ December 2021 Flood and Storm Damage Emergency Works. (Application for reimbursement submitted 8/03/2022)	\$173,456.91 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution.
0700-0050-0500, 0700-0050-0510, 0700-0050-0520, 0700-0050-0530, 0700-0050-0540	

Non-Roads July 2022 Flood Damage Works

Description	Expenditure
Non-Roads July 2022 Flood Damage Emergency Works.	\$24,908 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution.
0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540	

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Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday, 21st September 2022

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

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 10th August 2022 to 9th September 2022.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Plant Repairs				
P1064	Isuzu Tender Truck	Failed reverse circuit check components seem ok wiring schematic required.	2 hours	2 hours
P50	Isuzu Tar Truck	Transmission fault diagnosis.	3 hours	3 hours
P8	432F Caterpillar Backhoe	Service done, general check over all seems ok, pins fit rollover forks.	4 hours	4 hours
P15	Kioti Tractor	Replaced hydraulic filters and oil, general check over and fluid check seems ok.	3 hours	3 hours
P2142	Superior 8-Foot Slasher	New skid made for LH side skid plate, general check over and grease.	5 hours	5 hours
P2340 & p2341	New Isuzu Tender Trucks	Bullbars ordered through Tracserv Dubbo 4-6week wait.	1 hour	1 hour
P309	Sykes Flood Pumps	Float valve repairs made.	2 hours	2 hours
P309	Sykes Flood Pump	Vacuum pump repairs.	3 hours	3 hours
P310	Council Pump Gearbox	Dismantled gearbox and replaced failed bearings fit gearbox back to site still to be tested.	6 hours	6 hours
P305	Sykes Flood Pump	Vacuum pump repairs.	3 hours	3 hours
P1047	Isuzu Sweeper Truck	Fit new pump for dust suppression system.	2 hours	2 hours

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2380	Isuzu Paveline	Fit new air valve for water system.	2 hours	2 hours
P2341	Isuzu Tender Truck	Start planning for the addition of boomless spray for truck nozzle purchased separate tank to be setup utilising one of the galvanised 500ltr tanks in yard.	1 hour	1 hour
P302	Sykes Flood Pump	Float valve shaft broken new parts required.	1 hour	1 hour
P40	Isuzu Med Tipper	80,000klm service done check over air leaks fixed.	6 hours	6 hours
P2021	Kobelco Quick Hitch	Engaged Matt Cowell to fit a quick hitch circuit to machine waiting for components to arrive.	4 hours	4 hours
P2140	6-Foot Superior Slasher	Drawbar repairs new hitch point added.	4 hours	4 hours
P61	Hino Tender Truck	Clutch replaced, vehicle stripped and cleaned ready for sale.	8 hours	8 hours
P2300	Isuzu Small Tipper	Inspected for RMCC works.	2 hours	2 hours
P90	Isuzu Med truck	Inspected for RMCC works.	2 hours	2 hours
P50	Isuzu Tar Truck	Transmission fault, in touch with Tracserv Dubbo looking for assistance, they can't look at the machine for at least 2 weeks so conveying with the service manager there to try and get some answers.	10 hours	10 hours
P28	John Deere 770g Grader	Circle shim replacements.	8 hours	8 hours
P2120	Kobelco excavator	Chasing up attachments, pins, and quick hitch circuits.	5 hours	5 hours

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Jobs to be Done				
P28	John Deere 770g Grader	Replace worn missing circle wear pads and adjust for clearance.		
P50	Isuzu Tipper Tar Truck	The fan on the condenser for A/C needs replacing.	1 hour	1hour
P31	Nissan UD Truck	Fit new starter motor and check the cause of mystery noise.		
P31	Nissan UD Truck	Add blue level sensor to be replaced or repaired.		3 hours
P14	432f Caterpillar Backhoe	Leaking rams to be repaired.		
P14	432f Caterpillar Backhoe	Seat repairs to be done seat leaking air somewhere diagnose and repair.		
P1063	Isuzu Water Truck	Repair clearance lights and brake lights.		
P103	Pulvi Mixer	Repair drive shaft to hydraulic pump, service engine, weld new holders onto drum, check water pump leak.		
P8	Workshop Air Compressor	Have repairs made to compressor currently not working. Waiting on electrician to access.		
Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Other works completed				
	Flood pumps	Setting up, running and maintaining pumps.		
	Flood pumps	Packing up and cleaning up borrowed tractors.		

ACRONYMS

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

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Wednesday 21st September 2022

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 August 2022.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
P16-22.10	Gunnegaldra Road, WARREN NSW 2824 Lot 2 DP1216294	Construction of dwelling and Shed	14/7/2022	24/8/2022
P16-22.12	22 Bundemar St, COLLIE NSW 2827	Construction of Shed	29/7/2022	8/8/2022
P16-22.15	30 Milson St, NSW 2824 Lot F DP36353	Construction of Carport	26/8/2022	30/8/2022

LEGAL IMPLICATIONS

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

RISK IMPLICATIONS

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

STAKEHOLDER CONSULTATION OPTIONS

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

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

5.2.1 Quality customer service focus by Council staff.

1.4.4 Help ensure safe and sustainable development.

SUPPORTING INFORMATION/ ATTACHMENT

Nil.

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 11th August 2022 to 7th September 2022

2020 Projects	Budget	Expend	Resp	Comment
<p>Construction of two (2) x Council dwellings.</p> <p>21 Deacon Drive and 8 Deacon Drive.</p>	88,000	23,854 Committed	MHD	<p>Completed July 2020.</p> <p>New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021.</p> <p>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.</p> <p>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.</p> <p>Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project.</p> <p>Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court.</p> <p>Proceedings have been commenced on 28th July in NCAT in respect of both properties.</p>

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

2021 Projects	Budget	Expend	Resp	Comment
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	271,116	106,982 Committed	MHD/TSM	Final design complete. Contractor engaged to install drainage pipework at the end of November. Concreting works listed on vendor panel closed 3rd February 2022 contractor appointed. Due to time lapse, new quotations being obtained.
Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants).	4,545	Nil	MHD/DMES	Works program to be determined.
Community Building Partnership Program Grant - Waterproof lockers and changeroom double sided seating for Warren War Memorial Swimming Pool.	4,424	Nil	MHD	\$9,702 Grant successful that will be for lockers. Funding deed required dollar for dollar cash matching. Funds to be sourced from other areas of savings. Lockers delivered 6 th May 2022. Changeroom seating received, to be installed.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

2021 Projects	Budget	Expend	Resp	Comment
*Electricity to Animal shelter.	6,000	6020	MHD	Complete.
Swimming Pool Double access gates.	8,000	Nil	MHD	Projected rescope, part completed in house, part to be completed by Contractor. Gates have been installed. New gates ordered due to the incorrect sizing.
Swimming Pool – shelving and concreting.	5,000	Nil	MHD	All shelving installed. Concreting to be completed.
2022 Projects	Budget	Expend	Resp	Comment
Warren Support Services (Targeted Early Intervention)				
2.12 Warren Chamber Music Festival.	5,000	Nil	MHD	Complete waiting on acquittal.
2.14 Warren Youth Group Grow Services Day.	5,000	Nil	MHD	Postponed due to wet weather date to be advised.
2.18 St Mary's Naidoc Week.	3,000	Nil	MHD	Complete waiting on acquittal.
2.21 Warren Performing Arts Connection through Music.	5,000	Nil	MHD	To be held July through to December.
Local Roads and Community Infrastructure Program - Phase 3 Grants - Community Infrastructure Projects				
Warren Sporting and Cultural Centre Upstairs Disabled Toilet.	40,000	44,977 Committed	MHD	Contractor appointed. Approximate timeline 2-3 months.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

Local Roads and Community Infrastructure Program - Phase 3 Grants - Community Infrastructure Projects				
Warren Sporting and Cultural Centre Retaining Wall and Second/Third Tier Replacement and concrete path work.	40,000	37,288 Committed	MHD	Contractor appointed. Approximate timeline 3-4 months.
Warren Sporting and Cultural Centre Sound Mixer System and External Speakers.	9,572	9,690 Committed	MHD	Contractor appointed. Approximate timeline 2-3 months.
Solar Panel - Supply & Installation – As Per Option 1 of the Energy Action Plan adopted by Council the May 2022 meeting.	125,000	Nil	DMFA MHD	Request For Quotation specification to be finalised and put on VendorPanel. Closed 4.00pm Thursday the 8 th September 2022.
Capital Expenses				
Dwelling Renewals – 1 Pittman Parade. Replacement of kitchen.	20,000	Nil	MHD	Quotations received being assessed.
Council Housing M & R.	34,609		MHD	56 Garden Avenue, Heavy Maintenance to be completed.
Capital Expenses				
Animal Shelter Replacement	60,000	Nil	MHD/IPM	Project in planning stage.
Library Defibrillator	3,000	Nil	MHD	
Town Planning				
LEP Review	20,000	Nil	MHD	Consultant engaged.
Environmental				
Tiger Bay Walkway loop	5,000	Nil	MHD/DMES	Project in planning stage.

RECOMMENDATION:

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