

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 24TH FEBRUARY 2022

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

24th February 2022 commencing at 8.30 am

1. OPEN MEETING

2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

3. CONFIRMATION OF MINUTES

Ordinary Meeting held on Tuesday, 11th January 2022.

4. DISCLOSURES OF INTERESTS

5. MAYORAL MINUTE(S)

Nil.

6. REPORTS OF COMMITTEES

Meeting of the Warren Public Arts Committee held on
Tuesday, 25th January 2022 (C14-3.29)

Meeting of the Warren Local Emergency Management Committee held on
Tuesday, 8th February 2022 (E6-1)

Meeting of the Warren Public Arts Committee held on
Tuesday, 8th February 2022 (C14-3.29)

Meeting of the Plant Committee held on
Wednesday, 9th February 2022 (C14-3.8)

Meeting of the Roads Committee held on
Wednesday, 9th February 2022 (C14-3.28)

Meeting of the Ewenmar Waste Depot Committee held on
Tuesday, 14th February 2022 (C14-3.23)

Meeting of Manex held on Tuesday, 15th February 2022 (C14-3.4)

6. REPORTS OF COMMITTEES CONTINUED

Meeting of the Showground/Racecourse Committee held on Tuesday, 15th February 2022	(C14-3.2)
Meeting of the Sporting Facilities Committee held on Wednesday, 16th February 2022	(S21-2.1)
Meeting of the Economic Development and Promotions Committee held on Wednesday, 16th February 2022	(C14-3.22)
Meeting of the Water and Sewerage Committee held on Thursday, 17th February 2022	(C14-3.24)
Meeting of the Town Improvement Committee held on Thursday, 17th February 2022	(C14-3.17)

7. REPORTS TO COUNCIL

REPORTS OF DELEGATES

Nil.

POLICY

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Item 5	Integrated Planning and Reporting (IP&R) Framework Documentation Action Plan and Community Engagement Plan (A7-4.1/1, A7-4.1/2, A13-1, A7-3)	Page 40

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

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REPORTS OF THE MANAGER HEALTH & DEVELOPMENT

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Item 3	Development Application – Change of Use Lot 2 DP127467, 138 Dubbo Street Warren (P16-21.32)	Page 6

7. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Item 1	Inclusion of an Acknowledgement of 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 (A5-1, C14-2)	Page 1
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8. MATTERS OF URGENCY

Nil.

9. CONFIDENTIAL MATTERS

Item 1 Deacon Drive Homes Status and Progress Matters (P16-18.25, P16-18.26)

10. CONCLUSION OF MEETING

PRESENTATIONS

9.30 AM Presentation by Kate Mildner and Shona Whitefield from RiverSmart Australia Limited - Proposal for Memorandum of Agreement (MOA) Renewal for a Strategic and Collaborative Partnership for the undertaking of Warren Shire Tourism Services at the Windows on the Wetland Centre.

WARREN PUBLIC ARTS COMMITTEE MINUTES

Attached are the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 25th January 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 25th January 2022 be received noted and the following recommendations be adopted:

ITEM 6.1 NEVERTIRE WATER TOWER MURAL (C14-3.29)

That the proposed changes to the Nevertire Water Tower Mural concept design be provided to the artist for final work for presentation to a proposed Committee Meeting to be held in early February 2022 for final recommendation to Council.

ITEM 6.2 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

That the proposed changes to the Public Art on Private Property Murals concept designs be provided to the artist for final work for presentation to proposed Committee Meeting scheduled in early February 2022 for final recommendation to Council.

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 25th January 2022 commencing at 3:34 pm

PRESENT:

Councillor Katrina Walker	Chairperson
Councillor Ros Jackson	
Councillor Jo Van Eldonk	
Jenny Quigley	Community Member
Jodie Redman	Community Member
Gary Woodman	General Manager
Raymond Burns	Acting Divisional Manager Engineering Services
Kerry Jones	Infrastructure Projects Manager
Rebecca Christian	Projects Administration Officer

ITEM 1 ELECTION OF CHAIRPERSON (C14-3.29)

NOMINATIONS: Clr Katrina Walker by J Quigley, seconded Clr J Van Eldonk;
Clr Ros Jackson by herself, seconded J Redman.
Councillor K Walker was elected Chairperson of the Warren Public Arts Committee.

Carried

ITEM 2 APOLOGIES

Apologies were tendered on behalf of Peter Mackay, Judy Ridley and Penny Heuston who were absent due to external commitments, and it was **MOVED** Jackson/Quigley that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried

ITEM 3 CONFIRMATION OF MINUTES (C14-3.29)

MOVED Quigley/Woodman that the Minutes of the Meeting held on Monday, 22nd November 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 22ND NOVEMBER 2021

Nil.

Carried

ITEM 5 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 25th January 2022 commencing at 3:34 pm

ITEM 6.1 NEVERTIRE WATER TOWER MURAL (C14-3.29)

- To be painterly; that the image should look 'real' but not to the extent of looking like a printed-out photo glued onto the tower. Rather it should look like a painting, not a photo;
- Shearer not to be wearing a hat;
- Cotton plant to be more full of cotton bolls, cotton bales to be made more prominent;
- Ensure there is a clearer transition from the wheat field into the shearer;
- Shearer to be more tanned;
- Shearer support to be removed;
- Nevertire Railway sign to be horizontal in a banner style.

RECOMMENDATION TO COUNCIL:

MOVED Walker/Quigley that the proposed changes to the Nevertire Water Tower Mural concept design be provided to the artist for final work for presentation to a proposed Committee Meeting to be held in early February 2022 for final recommendation to Council.

Carried

ITEM 6.2 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

- Post Office Mural:
 - Check if the Australia Post emblem can be used;
- Old Bell Store Nevertire:
 - No adjustments required;
- Oxley Park Toilet Block:
 - Diamond Fire Tail Finch to be replaced with another type of bird that is in the Marshes. Suggestion is the Strawneck Ibis, and downsize the actual birds to an appropriate size in perspective to the branch;
 - Branch to be made more natural or removed;
 - Phragmites reeds to be added to scene;
 - Trees to be changed to river red gums;
 - Need to ensure mural is representative of the Macquarie Marshes.
- Old Federal Picture Theatre:
 - Confirmation that the movies shown in the proposed murals were likely to have been shown in Warren at the Theatre and change as necessary;
 - Go back to original names of the movies and actors;
 - Use the correct 'Town Like Alice' poster from 1956 if required;
 - Try to have more posters from 1938 to when the Theatre closed;
 - Contact Leach's, Menzies's, Len Woolnough and Judy Ridley for advice;
 - Confirm that representations of the posters can be used in regard to copyright laws.
- Presbyterian Church Building:
 - Confirmation that representation of the produce posters can be used in regard to copyright laws;

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 25th January 2022 commencing at 3:34 pm

ITEM 6.2 PUBLIC ART ON PRIVATE PROPERTY MURALS CONTINUED

- Remove the QANTAS poster as it is not a produce item and replace with appropriate produce;
- Priority is the bushels tea, pears soap with children and Arnott's (red SAO) followed by the other different produce products like Uncle Toby's Oats or Vegemite.
- Collie Tennis Wall:
 - Red to be tennis court green;
 - All to be brightened up, not a watercolour effect;
 - Do different colour options showing more vibrance.
- Nevertire Community Park Fence:
 - Mural to be much brighter colours, like the shade sails and playground equipment that is coming and existing;
 - Representation to be more children at play on the play equipment of a typical park ie swing, slippery slide, etc (photos to be provided);
 - Not a water colour effect;
 - Do different colour options showing more vibrance.

RECOMMENDATION TO COUNCIL:

MOVED Jackson/Walker that the proposed changes to the Public Art on Private Property Murals concept designs be provided to the artist for final work for presentation to proposed Committee Meeting scheduled in early February 2022 for final recommendation to Council.

Carried

ITEM 7 GENERAL BUSINESS

ITEM 7.1 VICTORIA OVAL AND OXLEY PARK SCULPTURES (C14-3.29, G4-1.20)

The Infrastructure Projects Manager provided a plan to the Committee detailing the locations of the proposed Victoria Oval and Oxley Park sculptures that are being funded under the Drought Communities Extension Program and arranged through the Warren Arts Council. The sculptures are nearing completion and will be installed by Council.

As sculptures are installed a publicity campaign will be arranged. The Committee endorsed the locations subject to risk assessments.

Carried

ITEM 8 DATE OF NEXT MEETING

To be arranged for the 8th February 2022 at 3:30pm.

There being no further business the meeting closed 5:25pm.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 8th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 8th February 2022 be received and noted.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 8th February 2022 commencing at 9.30am

PRESENT:

Gary Woodman	Warren Shire Council
Maryanne Stephens	Warren Shire Council
Angie Kelly	Local Land Service
Dez White	Rural Fire Service
Angela Muir	Fire and Rescue NSW
Rebecca Byles	NSW Police
Samantha Midgley	NSW SES
Lynette Harris	Warren MPHS (Via Lifesize)
Steve Knight	Fire and Rescue NSW (Via Lifesize)
Angela Warran	Central West Local Land Service (Via Lifesize)
John Moors	Warren MPHS
Cassy Mitchell	Warren Shire Council

Item 1 APOLOGIES

Apologies were received on behalf of: Rolly Lawford, Raymond Burns, Chanel Cirillo and Andrew Elms.

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

Carried

Item 2 Minutes of the meeting held on Tuesday, 9th November 2021

MOVED Muir/Midgley that the Minutes of the meeting held on Tuesday, 9th November 2021 as circulated, be adopted as a true and correct record of that meeting.

Carried

**ITEM 3 BUSINESS ARISING FROM THE Minutes of the meeting held on Tuesday,
9th November 2021**

- That Council resolved to thank Les fowler from NSW RFS for his time and his time at the Rural Fire Service.
- Western NSW Local Health to re-assess the Consequence Management Guides so that the procedures are very clear to all involved.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 8th February 2022 commencing at 9.30am

ITEM 4 REMO REPORT



CENTRAL WEST
EMERGENCY MANAGEMENT REGION

REMO Report to LRC/LEMC
February 2022

RRC

The next Region Rescue Committee (RRC) meeting will be in Orange at 1030hrs on Thursday 3 March 2022. This will be a face-to-face meeting with light lunch afterwards.

REMC

The next Central West REMC is scheduled for Orange at 1300hrs on Thursday 3 March 2022.

OPERATIONS

The REOC continues to monitor the COVID situation. With a change to the government strategy, Western Region REOC remains ready to support NSW Health as the lead agency where required.

La Nina continues to impact the area. Flooding which impacted the Central West at the end of last year has subsided and recovery commenced where necessary. The flooding situation has moved to the Far West with significant flood waters coming down from Queensland.

Adverse weather, particularly in the form of storms, continues to impact the Central West. Some of these storms have been severe with strong winds and flash flooding causing damage to structures and posing significant risks to people.

There are currently no locally operating EOCs within the Central West.

LEOCONS

Coonamble LGA welcomes SGT Ben Tatton as the LEOCON.

After Action Review

After Action Reviews (AAR) relating to the COVID response in Western Region were completed by LEMCs for submission to the SEOCON. The submissions from Western Region were collated and a single AAR submitted. This report was informed by the LEMC AAR with many of the identified themes common across many LGAs.

The Incident and Emergency Management Command (formerly the Emergency Management Unit) are working to collate all responses received from the various regions to form a single AAR for the SEOCON.

REMOs

The REMO position for the north zone of the Central West, based in Dubbo, remains vacant. This position has been advertised and the recruitment process underway with interviews expected to be conducted in February. It is hoped that the position should be filled by the May 2022 round of LEMC meetings.

TRAINING

Unfortunately, the scheduled Introduction to Emergency Management and Emergency Operations Centre Concepts courses planned for Bathurst on 1 and 2 February were victims of COVID and had to be cancelled.

The next scheduled courses are in November.

Resilience NSW (ResNSW) is working to identify innovative alternatives to deliver some of the face-to-face courses in recognition of the lack of face-to-face training over the last year or so and the need to provide emergency management training.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
held in the Community Room 115 Dubbo Street, Warren on
Tuesday 8th February 2022 commencing at 9.30am

ITEM 4

REMO REPORT

CONTINUED

The new NSW Emergency Management Programme is now live and available online through the ResNSW website (emtraining.nsw.gov.au). There are eight modules available to complete and anyone working or with an interest in EM is strongly encouraged to complete these modules. These modules are a pre-requisite for other ResNSW courses.

EXERCISES

Conducted
Nil during COVID restrictions.

Planning

Nil
The REOCON, A/C Greentree encourages LEMC to recommence planning and conduct of emergency exercises as part of the PPRR cycle of emergency management.

Andrew Elms
0417 438 845
Central West (South Zone) Region Emergency Management Officer
2 February 2022

Moved Woodman/Muir Received and Noted

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 8th February 2022 commencing at 9.30am

ITEM 6 LESSONS LEARNT FROM NOVEMBER/DECEMBER 2021 FLOOD EVENT

- SES had the added support of 30 extra people from all over the region to assist.
- Accounts were organised at local stores to help with food for the volunteers.
- The SES has five active members who are all involved in other emergency services as well.
- Sector commanders came out to assist with organisation and preparation.
- SES to have more space for storage when RFS relocate to the Airport.
- Fire and Rescue NSW to be trained for land base rescues to assist the SES.
- The SES has three levels of rescue teams:
 1. Land base
 2. Out of water based (boats on water)
 3. In water based.
- Regarding the handling of rafting events the ideal solution is to attend to them as quickly as possible.
- The biggest issue the Police found was incorrect signage at road closures and having to control traffic driving through flood waters.
- Ideally the section of road subject to these flood events on Oxley Highway will be replaced sufficiently and then we will only have to deal with the water level not the road washing out every time.
- The utilisation of a helicopter during future flood events would be beneficial for road inspection and checking for livestock in distress.
- To try to manage/control the height of the water so that sudden rises and fall have less detrimental impact on the bank.
- Instruction for use of the flood gates will be attached to the flood gates maps or be easily accessible.
- Discussed was the importance of utilising local knowledge.
- FRNSW had no unforeseen issues
- RFS provided support for the SES.
- CWLLS found fodder drops were required more in this last flood event than in previous events.
- MPHS reported that they weren't impacted greatly and that the input from Council was appreciated and assisted with any forward planning.
- They were greatly impressed with the management of the whole event by the General Manager Warren Shire Council and would like to share their appreciation of all the Emergency Services working together as a team.
- The General Manager responded that it is always better to be over prepared for such events.
- MHD reported that in the event that the Ewenmar Waste Depot has to be closed due to flooding, household refuse can be taken to another licenced Waste Depot.

ITEM 7 COVID- 19 Matters

- Information regarding COVID cases is released to the Warren Police from Dubbo Emergency Services not Warren Health.
- Warren Shire Council are supportive of staff and making sure that and COVID Cases are handled as required by the public health order.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
held in the Community Room 115 Dubbo Street, Warren on
Tuesday 8th February 2022 commencing at 9.30am

ITEM 8 AGENCY REPORTS

NSWRFS Report

Warren
Local Emergency Management Committee
RFS Operational Report
8/02/2022

Membership
Current Total District Members
1420

Membership remains steady

Incidents
Warren Total Incidents
01/11/21 – 31/01/22 = 12 YTD
Significant Incidents

MVA's, Structure, grass and crop fires, assist other agencies
In another LGA we were called to assist a landowner who's permit burn escaped but didn't leave his property

Other News

- We are half way through the fire season and while we have been relatively lucky so far permits are still required & notification is mandatory Permit Holders can now do this online at www.rfs.nsw.gov.au/notify which can be done 24 hrs a day. Copies of the permits are still required to be sent our office
- The New Generation Bush Fire Risk Management Plan project will begin within Quarter 1 of this year. This new plan will include computer generated interactive maps
- Current Staff movements in the District Office;
 - i. Dez White will be acting District Manager for 3 months or until a District Manager is appointed full time.
 - ii. Luke Crotty will be acting District Coordinator for 3 months or until a District Coordinator is appointed full time.
 - iii. During this time Vicky Hogland & Dennis Wamsley are filling the other Operational roles within the team.
 - iv. Mark Mulheron has commence Long service leave until April.
 - v. Tony Day from our Tumut office has joined the team filling Marks role whilst he is on leave.

For further information regarding this report, please contact the North West Fire Control Centre on 02 6822 7700 or email northwestteam@rfs.nsw.gov.au

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

**Minutes of Warren Local Emergency Management Committee Meeting
held in the Community Room 115 Dubbo Street, Warren on
Tuesday 8th February 2022 commencing at 9.30am**

ITEM 8 AGENCY REPORTS

CONTINUED

CENTRAL WEST LOCAL LAND SERVICES

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**Central West
Emergency Management Region**

LEMC Meeting Information Report

Submitting Agency / Functional Area / LEMC:	Agricultural and Animal Services Functional Area
Report Prepared By: Angela Warrian	Date Prepared: 1/02/2022

Update on any actions arising from LEMC allocated to agency / functional area / LEMC:	
Action Required	Information Update
N/A	

Issues requiring LEMC consideration:
Nil

Risk & Mitigation		
Are there any new hazard reduction or mitigation activities in your area of operation?		
No		
Are there any new significant risks in your area of operation?		
Continued risk of flooding in many areas. Higher rainfall is affecting both animal and horticultural activities.		
Are there any mass crowd gathering events planned in your area or that you are aware of?		
Event Name	Location	Approximate Attendance
No		

Exercises or Joint training		
Exercises proposed		
Date	Location	Exercise Type & Summary
March	Dareton NSW	Simulation Exercise being held by DPI for a Mediterranean Fruit Fly Emergency Response. This will involve DPI and LLS from CW, Murray and Western region.
April/May	Forbes/Dubbo	Desktop exercise to test the response to a National Livestock Standstill (Emergency Animal Disease) in accordance with the saleyard's biosecurity plan. This would involve LLS staff, council staff, livestock agents, transporters, NSW police.
Exercises conducted since last report:		
Key Learnings or Debrief issues for LEMC to note:		
N/A		

Plans / Preparedness Status	
Working with Dubbo and Forbes saleyards to update their biosecurity management plans.	

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WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting
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ITEM 8

AGENCY REPORTS

CONTINUED

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**Central West
Emergency Management Region**

Any other information?

Staff across LLS and DPI have been involved in recent flooding response as part of AASFA. A small number of requests for assistance (RFA) were received; due to landholders and affected communities being very well prepared.

Damage assessments continue to be submitted by landholders as they access damage. Water still preventing access for damage assessment in some areas; and landholders often still harvesting/spraying/sowing time critical crops.

Special disaster grants of up to \$50,000 available to eligible primary producers in flood affected LGA's.

Plague Locusts – limited surveys have been conducted due to high rainfall. Outlook for the remainder of summer and early autumn is for a moderate increase in the overall population level, medium to high densities persisting the Riverina district; with low densities with limited localised medium to high densities likely in other parts of inland eastern Australia.

Chemical stores being tested for viability and staff are trained, ready to respond. Likelihood of widespread swarms unlikely.

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WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 8th February 2022 commencing at 9.30am

ITEM 9 CONTACT LIST UPDATE

- Rolly Lawford has retired as LEMO officer - replacement to be advised.
 - Craig Borra no longer represents REMO South.
 - The Agency of REMO North is now just REMO.
-

ITEM 10 MAJOR EVENTS

- Aboriginal Cultural Burn at the Beemunnel will be held on 20th and 21st of April 2022
 - Warren Show 11th June 2022
 - Motorcycle Event April 2022 – (Tentative)
-

ITEM 11 GENERAL BUSINESS

- Discussion held regarding the advantages of using livestock to control growth in the aim to reduce bushfire fuel.
- Question raised as to the unavailability/inaction of Council water tankers in the event of the latest fire, response being that this was not the case as at the time of the fire event all council water tankers were not in a viable proximity to the fires location.

ITEM 10 NEXT MEETING

10th May 2022

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 10.49 AM

WARREN PUBLIC ARTS COMMITTEE MINUTES

Attached are the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 8th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 8th February 2022 be received noted and the following recommendations be adopted:

ITEM 5.1 NEVERTIRE WATER TOWER MURAL (C14-3.29)

That the final revised draft concept design produced by Paint the Town Murals for the Nevertire Water Tower Mural be accepted by Council to allow final Community Consultation and feedback on the basis of the Shearer being shown to be more tanned, that the transition from the three images to be smooth particularly the wheat field into the shearer image and the Nevertire Railway sign to be black background with white writing and the blue surrounds to be similar to the other blue-sky images.

ITEM 5.2 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

That the final revised draft concept design produced by Paint the Town Murals for the Public Art on Private Property Murals be accepted by Council to allow final Community consultation and feedback on the following basis:

- Post Office Mural
 - The same wagon be used but recoloured to the same colour as the Cobb & Co mail and passenger coach by Cobb & Co at the Powerhouse Museum, still with Warren Mail;
- Old Federal Picture Theatre
 - Confirmation that the representation of the movie poster images can be used in regard to copyright laws;
 - Finalisation of the correct establishment year of the Theatre on the image (1935);
- Presbyterian Church Building
 - Confirmation that the representation of the produce posters can be used in regard to copyright laws (Bushel's tea, Pears soap with children and Arnott's (Red Sao));
- Collie Tennis Wall
 - Green coloured version;

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 8th February 2022 commencing at 3:34 pm

PRESENT:

Councillor Katrina Walker	Chairperson
Councillor Ros Jackson	
Councillor Jo Van Eldonk	
Jodie Redman	Community Member
Gary Woodman	General Manager
Jillian Murray	Nominee - Divisional Manager Engineering Services
Jody Burtenshaw	Nominee - Town Services Manager
Rebecca Christian	Nominee - Infrastructure Projects Manager

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Peter Mackay, Judy Ridley, Penny Heuston and Jenny Quigley who were absent due to external commitments, and it was **MOVED** Woodman/Jackson that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried

ITEM 2 CONFIRMATION OF MINUTES (C14-3.29)

MOVED Jackson/Van Eldonk that the Minutes of the Meeting held on Tuesday, 25th January 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 25TH JANUARY 2022

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5.1 NEVERTIRE WATER TOWER MURAL (C14-3.29)

RECOMMENDATION TO COUNCIL:

MOVED Jackson/Walker that the final revised draft concept design produced by Paint the Town Murals for the Nevertire Water Tower Mural be accepted by Council to allow final Community Consultation and feedback on the basis of the Shearer being shown to be more tanned, that the transition from the three images to be smooth particularly the wheat field into the shearer image and the Nevertire Railway sign to be black background with white writing and the blue surrounds to be similar to the other blue-sky images.

Carried

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 8th February 2022 commencing at 3:34 pm

ITEM 5.2 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

RECOMMENDATION TO COUNCIL:

MOVED Jackson/Walker that the final revised draft concept design produced by Paint the Town Murals for the Public Art on Private Property Murals be accepted by Council to allow final Community consultation and feedback on the following basis:

- Post Office Mural
 - The same wagon be used but recoloured to the same colour as the Cobb & Co mail and passenger coach by Cobb & Co at the Powerhouse Museum, still with Warren Mail;
- Old Federal Picture Theatre
 - Confirmation that the representation of the movie poster images can be used in regard to copyright laws;
 - Finalisation of the correct establishment year of the Theatre on the image (1935);
- Presbyterian Church Building
 - Confirmation that the representation of the produce posters can be used in regard to copyright laws (Bushel's tea, Pears soap with children and Arnott's (Red Sao));
- Collie Tennis Wall
 - Green coloured version;
- Nevertire Park Fence
 - Removal of the basketball court, river and walking track;
 - Figures sitting at a picnic setting/table;
 - Replace the river with green grass.

Carried

ITEM 6 GENERAL BUSINESS

ITEM 6.1 BRUCE LYNCH PRIVATE MURAL WORK (C14-3.29)

Bruce Lynch will be undertaking the painting of the product signs on the Presbyterian Church Building. Council will withdraw items from the budget and redirect funds of \$4,300 to another site.

Jillian Murray nominee for the Divisional Manager Engineering Services entered the room at 4:50pm.

At this point in the meeting, the time bearing 4:57pm Councillor Jo Van Eldonk declared an interest in the matter and left the Meeting and was not in sight of the Meeting Room.

RECOMMENDATION TO COUNCIL:

MOVED Jackson/Walker that the Presbyterian Church Building Mural be removed from the Public Art on Private Property Mural project as it will be undertaken by others and the mural be replaced by a Murray Cod swimming through an underwater scene, using panels for the Boston Street side of JC's Cotton Café.

Carried

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 8th February 2022 commencing at 3:34 pm

At this point in time in the meeting, the time bearing 5:02pm Councillor Jo Van Eldonk returned to the Meeting Room. Jillian Murray nominee for the Divisional Manager Engineering Services exited the room at 5:02pm.

ITEM 6.2 ALTERNATE DELEGATE FOR OUTBACK ARTS BOARD (C17-2)

Councillor Jackson discussed a requirement for an Alternate Delegate to be assigned to the Outback Arts Board to represent Council.

RECOMMENDATION TO COUNCIL:

MOVED Woodman/Jackson that Councillor Katrina Walker be appointed as Warren Shire Council's Alternate Delegate to the Outback Arts Board.

Carried

**ITEM 6.3 SUPPLY OF FUNDS FOR PAINT ONLY FOR PUBLIC ART ON PRIVATE PROPERTY
MURALS (C14-3.29)**

Council is to contact Mary Kennedy/Fleur Stubbs, Hale Street property owner with regard to finalising the details on up to \$1,000 worth of paint to be supplied.

ITEM 6.4 DIVERSIFICATION OF PUBLIC ART OPPORTUNITIES (C14-3.29)

The Committee discussed diversification of Public Art opportunities through funding to include the possibility of Photography Competitions, Events and Art Installations etc.

ITEM 7 DATE OF NEXT MEETING

To be arranged for the 12 April 2022 at 3:30pm.

There being no further business the meeting closed 5:37pm.

PLANT COMMITTEE MEETING

Attached are the Minutes of the meeting of the Plant Committee held on Wednesday 9th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Plant Committee held on Wednesday 9th February 2022 be received and noted and the following recommendation be adopted:

ITEM 7.1 HYBRID POWERED VEHICLES

(P2-1)

That the light plant replacement program, Sedans (Cars), SUV's (Sport Utility Vehicle's) and Utilities change to include Hybrid Vehicles along with the current Diesel Vehicles.

WARREN SHIRE COUNCIL
Minutes of the Plant Committee meeting
held in the Community Room, 115 Dubbo Street Warren
on Wednesday 9th February 2022 commencing at 1.00pm

Present: Councillor Andrew Brewer (Chair)
Councillor Dirk McCloskey
Councillor Greg Whiteley
Councillor Ron Higgins
Councillor Noel Kinsey
Mr Gary Woodman (General Manager)
Mr Darren Arthur (Divisional Manager Finance & Administration)
Mr Rowan Hutchinson (Roads Infrastructure Manager)
Mr Jason Boyd (Workshop Co-Ordinator)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor Andrew Brewer by Councillor Dirk McCloskey, seconded by Councillor Ron Higgins;

Councillor Andrew Brewer was elected Chairperson of the Plant Committee.

Carried

ITEM 2 APOLOGIES

Apologies were received from Rolly Lawford, Jillian Murray and Raymond Burns who were absent due to external commitments and it was **MOVED** Brewer/Kinsey that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES

MOVED Brewer/Higgins that the Minutes of the Meeting held on Tuesday 12th October 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING

Nil.

ITEM 5 ACTION CHECKLIST

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

Carried

ITEM 6 FINANCIAL STATEMENT

MOVED Brewer/Kinsey that the information be received and noted.

Carried

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in the Community Room, 115 Dubbo Street, Warren
on Wednesday, 9th February 2022 commencing at 3.06pm

PRESENT:

Councillor Greg Whiteley (Chair)
Councillor Andrew Brewer
Councillor Dirk McCloskey
Councillor Noel Kinsey
Councillor Ron Higgins
Gary Woodman (General Manager)
Rowan Hutchinson (Roads Infrastructure Manager)
Stephen Smith (Roads Overseer)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor Greg Whiteley by Councillor Noel Kinsey, seconded by Councillor Dirk McCloskey;

Councillor Greg Whiteley was elected Chairperson of the Roads Committee.

Carried

ITEM 2 APOLOGIES

Apologies were received from Mayor Milton Quigley, Rolly Lawford and Raymond Burns who were absent due to external commitments and it was **MOVED** Brewer/Kinsey that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES

MOVED Brewer/ Higgins that the Minutes of the Meeting held on, Wednesday, 6th October 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING

Nil.

ITEM 5 ACTION CHECKLIST

MOVED Brewer/ Higgins that the information be received and noted, and items marked with an (*) asterix be deleted.

Carried

ITEM 6 REPORTS

ITEM 6.1 TRAFFIC COUNTER REPORT

(R4-1)

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in the Community Room, 115 Dubbo Street, Warren
on Wednesday, 9th February 2022 commencing at 3.06pm

ITEM 6.2 2021/2022 ROAD CONSTRUCTION PROGRAM RENEWAL (W6-3.1)

The Roads Infrastructure Manager presented to the Committee a renewed Road Construction Program and the 2021/2022 Bitumen Resealing Program.

Most bitumen resealing works are complete with a delay most probably till 2022/2023 of some of the Warren Streets bitumen reseals due to kerb and gutter works that are to be undertaken and to cover the slight over expenditure from the Shire Road Bitumen Reseal Program.

MOVED Brewer/ Kinsey that the information be received and noted.

Carried

ITEM 6.3 2021/2022 ROAD MAINTENANCE PROGRAM RENEWAL (W6-3.1)

The Roads Infrastructure Manager presented to the Committee a renewed Road Maintenance Program and November /December 2021 Flood and Storm Damage Emergency Works Program.

The Committee requested a check to see if Tabratong Lane should be included in the Emergency Works Program.

MOVED Kinsey/Brewer that the information be received and noted.

Carried

ITEM 6.4 ROAD GRANT APPLICATIONS (R4-10)

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

Carried

ITEM 6.5 REGIONAL ROAD TRANSFER AND ROAD RECLASSIFICATION (R4-3, R4-6.1)

MOVED Brewer/ Kinsey that the information be received and noted.

Carried

ITEM 6.6 MARCH 2021 FLOOD AND STORM DAMAGE EMERGENCY RESTORATION PROGRAM (F8-9.5)

MOVED Kinsey/Brewer that the information be received and noted.

Carried

ITEM 6.7 MARCH 2021 FLOOD AND STORM DAMAGE RESTORATION PROGRAM (F8-9.5)

The Committee were shown the initial draft of the March 2021 Flood and Storm Damage Restoration Program that has been produced by Built Environment Collective (BEC) in the amount of over \$4,140,000. This has been reviewed and is now back with BEC to provide a further draft Restoration Program to ensure all works have been included.

Officers present detailed the proposed betterment option required for an appropriate solution to the flood damaged culvert replacement on Dragon Cowal on Merrigal Road. This will most

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in the Community Room, 115 Dubbo Street, Warren
on Wednesday, 9th February 2022 commencing at 3.06pm

ITEM 6.7 MARCH 2021 FLOOD AND STORM DAMAGE RESTORATION PROGRAM **CONTINUED**

probably require an allocation of at least a further \$150,000 of Council funds over and above what is expected to be approved for flood damage.

The proposed betterment option solution at Dragon Cowal is a concrete causeway with a low flow culvert instead of large pipe culverts. However, the project needs to be fully scoped and designed and an appropriate report eventually provided through the Roads Committee to Council.

MOVED Kinsey/Brewer that the information be received and noted.

Carried

ITEM 6.8 NOVEMBER/DECEMBER 2021 FLOOD AND STORM DAMAGE **(F8-9.6)**

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

Carried

ITEM 6.9 ASSET MANAGEMENT PLAN - ROADS **(A13-2)**

Arrangements will be made to use the hierarchy system of the Asset Management Plan – Roads to appropriately colour code the different roads on a Council Roads Map for the Roads Committees information.

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

Carried

ITEM 6.10 ASSET MANAGEMENT PLAN – STORMWATER DRAINAGE **(R4-1.70/4, A13-2)**

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

Carried

ITEM 6.11 ROAD INSPECTION TOUR – COMMITTEE MEMBERS AND OTHER INTERESTED COUNCILLORS **(C14-3.28)**

The Roads Committee Members over the past couple of weeks have undertaken some private road inspections to familiarise themselves with the Warren Shire Council Road Network. The area not done was North of the Quarry i.e., RR333 Carinda Road, SR9 Booka Road and SR36 Gibson Way area.

Arrangements will be made for an inspection of this northern area by the Roads Committee, other interested Councillors and relevant staff before the next Roads Committee Meeting, perhaps at least half a day.

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in the Community Room, 115 Dubbo Street, Warren
on Wednesday, 9th February 2022 commencing at 3.06pm

ITEM 7 GENERAL BUSINESS

ITEM 7.1 REGIONAL AND SHIRE ROAD RECONSTRUCTION/ CONSTRUCTION PAVEMENT AND SEAL WIDTH STANDARDS (R4-5.2)

The Committee discussed what pavement and seal widths had been constructed on Old Warren Road, RR347 Collie-Trangie Road and the soon to be constructed Ellengerah Road.

RECOMMENDATION TO COUNCIL:

MOVED McCloskey/ Kinsey that a report be provided to the next Road Committee Meeting detailing the typical widths for prime seals, final seals and pavement that should be undertaken on Regional and Shire Road Reconstruction/Construction projects.

Carried

ITEM 7.2 STATE HIGHWAY 11 (OXLEY HIGHWAY) ROAD MAINTENANCE COUNCIL CONTRACT (RMCC) (W6-11, R4-2.2)

The General Manager advised that he had been in contact with Gilgandra Shire Council's General Manager and Director Infrastructure to discuss the ongoing arrangements being undertaken by Gilgandra Shire Council under the RMCC on SH11 (Oxley Highway) within the Warren Shire Local Government Area.

Gilgandra Shire Council is yet to have an extension of their RMCC beyond 30th June 2022 and an appropriate report is being provided to the Gilgandra Shire Council supporting the idea that each Council would be responsible for RMCC work on State Highway 11 (Oxley Highway) in their respective areas after 1st July 2022.

Arrangements are in train for the necessary pre-qualification of Warren Shire Council to R2, G Traffic Control and F5 Status in accordance with the National Pre-qualification System Guidelines.

An appropriate letter to Transport for NSW has also been provided to obtain their support for the change of arrangements.

ITEM 7.3 GENERAL ROAD MATTERS (R4-1, R4-1.70)

- Committee was advised that the small section of Wilson Street gravelling had been completed and that more improvements of the next section (Gunningbar Parkway) may be undertaken in the near future with the leftover funds.
 - The Thomas Sullivan Crescent Project has had earthworks complete, and it is being investigated if drainage improvements will be required. A gravel pavement of approximately 6m wide will be constructed in the near future.
 - It is expected that Warren kerb and gutter works will be commenced in March 2022.
 - The possible use of the existing registered loam, sand and gravel pits for various works will be investigated by the Engineering Services Department.
-

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in the Community Room, 115 Dubbo Street, Warren
on Wednesday, 9th February 2022 commencing at 3.06pm

ITEM 7.3

GENERAL ROAD MATTERS

CONTINUED

- The Committee was advised by the Roads Infrastructure Manager that he had passed on Community requests for the repair of the shove in the pavement of the Roundabout near the Grindrod's Newsagency corner to the Gilgandra Shire Council for their urgent attention. Unfortunately, the RMCC work order system for works of this nature is probably slowing down the repair process.
- It is expected that the next Regional Road Repair Program applications will involve the final section of RR347, Collie-Trangie Road and a section of RR333, Carinda Road. It is hoped that the previous process of extra points allocated for unsuccessful projects continues.
- The Committee was advised of the soon to be installed vehicle activated speed limit signs at the Carinda Road and Industrial Access Road Intersection.
- Discussion was undertaken on whether Council should be undertaking spraying work on road edges. Committee was advised that at present the bushfire hazard reduction budget was allowing slashing and investigations are being undertaken to determine if the pilot vehicle can practically spray guideposts and signs on the edge of the road to reduce future vegetation growth around those guideposts and signs.
- The Committee was advised that one of the duties of both the Roads Overseer and Asset Technical Officer – Roads was a road inspection regime. The inspection regime is currently being undertaken using a paper based system when roads are travelled to supervise crews and prepare for future works which will soon change to a tablet based system using the Confirm Asset Management System.
- The Committee discussed the future engagement of extra staff resources subject to available budgets.
- Investigations are to be undertaken on the condition of the Stoney Creek Crossing on the Bundemar Road.
- Investigations are to be undertaken on the small tree growth on the edges of our unsealed roads that need to be cleared before the saplings get too large.
- Investigations are to be undertaken on the required removal of tree growth to improve sight distance at the intersection of the Industrial Access Road and SH11 Oxley Highway near the grain silos.
- Eight road projects were applied for under the Fixing Local Roads Round 3. Ellengerah Road Construction (Priority 1) and Old Warren Road Construction (Priority 6) were the only projects successful. Priority 2 was a large Shire Road Bitumen Reseal Program, Priority 3 was Rehabilitation of the Nevertire-Bogan Road and Priority 4 was a large Shire Road Gravel Resheeting Program.

NEXT MEETING

Mid April or Mid May 2022

There being no further business the meeting closed at 6.00pm.

EWENMAR WASTE DEPOT COMMITTEE MEETING

Attached are the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 14th February 2022.

RECOMMENDATION:

That the minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 14th February 2022, be received and noted and the following recommendation be adopted:

ITEM 6.3 CLEAN UP AUSTRALIA DAY (P9-4)

That Warren Shire Council Support Clean Up Australia Day by sourcing collection bags, promotion of the event and collection of the bags after the event.

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Community Room, 115 Dubbo Street Warren on
Monday 14th February 2022 commencing at 10.00am

Present: Councillor Heather Druce (Chairperson)
Councillor Katrina Walker
Councillor Ron Higgins
Gary Woodman (General Manager)
Maryanne Stephens (Manager of Health and Development Services)
Raymond Burns (Acting Divisional Manager Engineering Services)
Cassy Mitchell (Minute Taker)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor Heather Druce by Councillor Katrina Walker, seconded by Councillor Ron Higgins;

Councillor Heather Druce was elected Chairperson of the Ewenmar Waste Depot Committee.

Carried

ITEM 2 APOLOGIES

An apology was received from Rolly Lawford who was absent due to external commitments, and it was **MOVED** Woodman/Walker that the apology be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES OF THE MINUTES OF THE MEETING HELD 8TH SEPTEMBER 2021

MOVED Walker/Druce that the Minutes of the Meeting held on 8th September 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 8TH SEPTEMBER 2021

- EPA satisfied with Council's action on the fire.
 - Timber pile is on the roster to be done using the available budget.
-

ITEM 5 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Community Room, 115 Dubbo Street Warren on
Monday 14th February 2022 commencing at 10.00am

ITEM 6.1 TRANSFER STATION (P16-20.24)

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

Carried

ITEM 6.2 FLOOD IMPACT ON THE EWENMAR WASTE DEPOT (G2-5.4)

- EPA have advised Council the option to disposal of our waste at any appropriately licensed waste facility during floods, this would be at an additional cost.
- The Nevertire Tip has been formally closed by Council resolution and can not be used even in an emergency at present.
- An investigation will be undertaken to determine the possibility of using the old Nevertire Tip in an emergency and what would be allowed and the consequences.

MOVED Walker/Higgins that the information be received and noted.

Carried

ITEM 6.3 CLEAN UP AUSTRALIA DAY (P9-4)

RECOMMENDATION TO COUNCIL:

MOVED Woodman/Higgins that Warren Shire Council Support Clean Up Australia Day by sourcing collection bags, promotion of the event and collection of the bags after the event.

Carried

ITEM 7 GENERAL BUSINESS

ITEM 7.1 PROPOSED RURAL ACCESS CHARGE (G2-5.4)

- A discussion was undertaken that during 2022/2023 the proposed rural access charge for the Ewenmar Waste Depot should be revisited and reported on in preparation for 2023/2024 estimates if it goes ahead and the required practicalities.
-

ITEM 7.2 GARBAGE COLLECTION TENDER (C13-71)

- Expected to go through the Committee and the May 2022 Council Meeting.
-

ITEM 7.3 EWENMAR WASTE DEPOT INSPECTION (G2-5.4)

- The committee undertook an inspection at the Ewenmar waste depot.
 - The relief waste depot operator needs to be fully aware and understand all works required at the depot.
-

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Community Room, 115 Dubbo Street Warren on
Monday 14th February 2022 commencing at 10.00am

ITEM 8 DATE OF NEXT MEETING

Early May 2022

There being no further business the meeting closed at 11.20am.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 15th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Committee held on Tuesday, 15th February 2022 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 15th February 2022 commencing at 2.30 pm

PRESENT:

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

1 APOLOGIES

An apology was received from Rolly Lawford, who was absent due to external commitments and it was **MOVED** Stephens/San Miguel that a leave of absence be granted for this meeting.

Carried

The Chairperson welcomed Council's Librarian, Pamela Kelly to the Meeting and Manex Team.

2 BUSINESS ARISING FROM MINUTES

- The Roads Infrastructure Manager advised that 450m of kerb and guttering has been completed in Nevertire.
-

3 ACTION CHECKLIST

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

Carried

4.1 EXECUTIVE OFFICE MATTERS

4.1.1 WOW Agency – Communications and Content (GM)

MOVED Burns/Murray 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 15th February 2022 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.2 Preparation of the February 2022 Council Newsletter (GM)

Item	Responsible Officer
Road Maintenance Construction Program for February/March 2022	RIM
Registration of Local Contractors on VendorPanel	DMFA, CC
Women of Warren Shire	GM
Warren Kerb and Gutter Improvement Program	RIM
Tour De OROC and Macquarie Homestay	GM
Waste 2 Art	MHD
Any Successful Applicants (grants)	IPM
New Plant Replacement Deliveries	DMES/WC
Nevertire Water Reservoir Mural Final Concepts Feedback	TSM
Public Art on Private Property Murals Final Concepts Feedback	TSM
Warren Shire 2027 Community Strategic Plan and other IP & R Framework Documents Review Feedback	GM
Warren Levee Rehabilitation Grant Application	GM
Regional Roads Reclassification Application	GM
March 2021 Flood and Storm Damage Restoration Program Application	RIM/GM
Road Grant Applications	RIM/GM
Lions Park Concept Plan	IPM
Carter Oval Concept Plan	IPM
Warren Public Library	Librarian

MOVED Woodman/Jones 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 15th February 2022 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS **CONTINUED**

- 4.1.3 Suggestions in the Council Suggestion Box (GM)
Nil.
-

- 4.1.4 Draft Central West and Orana Regional Plan 2041 (GM)
MOVED Woodman/Stephens that the information be received and noted. **Carried**
-

- 4.1.5 Integrated Planning and Reporting (IP & R) Framework Documentation Renewal Action Plan and Summit (GM)
The General Manager provided a copy of the Draft Community Engagement Plan and a discussion was held on the proposed 19th-20th March 2022 Summit.
MOVED Woodman/Burns that the information be received and noted. **Carried**
-

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

Nil.

4.3 ENGINEERING DEPARTMENT MATTERS

- 4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (RIM)
- \$462,000 Emergency Restoration Claim approved; and
 - \$5.062M Restoration Claim to be reviewed by the Engineering Services Department Officers in the near future, may take 3-6 months to be approved.

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

- 4.3.2 Warren Shire Council November 2021 Flood and Storm Damage Claim (RIM)
- November/December 2021 inspection by BEC commenced on the 20th January 2022 and is now complete, the assessment is progressing.

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

- 4.3.3 2022 Calendar of Events at the Showground/Racecourse (TSM/IPM)

MOVED Woodman/Jones that the 2022 Calendar of Events at the Showground Racecourse be received and noted. **Carried**

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 15th February 2022 commencing at 2.30 pm

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

Nil.

4.5 WORK HEALTH & SAFETY AND RISK MATTERS

4.5.1 Training Requirements for Certificate III Civil Engineering Course (GM)

MOVED Woodman/Burns that a further report be provided to the Senior Management Team to allow final determination of the direction of this matter, including other areas such as Business Administration and Governance etc.

Carried

4.6 HUMAN RESOURCES

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

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget.
Waste Attendant (12 hours/week)	MHD	Waste Depot Operator arrangement to be finalised. Position Description and Skills and Competencies has been completed to draft stage. Manager Health and Development Services reviewing – now with the Human Resources Officer.
Heavy Diesel Mechanic (B2 L2)	DMES	To be readvertised. Candidate found alternative employment – now with the Human Resources Officer.
Casual Cleaner	MHD	Payroll/HR Officer and MHD to discuss.
Divisional Manager Engineering Services	GM	Position is currently being advertised on different platforms – closing date is 10 th March 2022.
Asset Technical Officer – Roads	DMES	Waiting on advice to advertise.
Library Officer	DMFA/Librarian	The Librarian to liaise with the Human Resources Officer for necessary advertisement and arrangements.

MOVED Woodman/Arthur 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 15th February 2022 commencing at 2.30 pm

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
14.12.21	21-41	Annual Reporting of Labour Statistics by Councils	Noted
24.12.21	21-42	Reminder to councils: decisions on countbacks, administration of the oath or affirmation of office and the delivery of councillor induction and refresher training after the election	Complete
24.01.22	22-01	Local Government Code of Accounting Practice and Financial Reporting 2021-22	Noted

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

Carried

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

DATE	TASK	STATUS
FEBRUARY		
1	First day for requests to Valuer General for estimates of changes in the value of Land for which supplementary valuations are required to be furnished (LGA s513).	Noted
	Low Cost Loan Initiative Reimbursement claim period opens (Initial Report or Progress Report due).	Noted
16	Expected third instalment of 2021-2022 Financial Assistance Grants.	Noted
28	Last day for Responsible Accounting Officer to submit Quarterly Budget Review Statement to Council [LGReg cl 203(1)].	Complete
	Third quarterly rates instalments due (LGA s562(3)(b)).	Noted
MARCH		
1	Valuer General to provide estimates of changes in the value of land for which supplementary valuations are required within one (1) month of date of request (LGA s 513(2)).	Noted
	Council must establish a new delivery program after the ordinary election to cover principal activities of the Council for the 4-year period commencing on 1 July [LGA s404(3)].	Noted
4	Induction and/or refresher training for the Mayor and all newly elected and returning Councillors is to be completed (LGReg cl 183(1), 183(3) and 184(1)).	Complete

MOVED Burns/Jones 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 15th February 2022 commencing at 2.30 pm

6 OPERATIONAL PROCEDURES (I2-11.1)

Nil.

7 JANUARY 2022 DRAFT MINUTES AND FEBRUARY 2022 BUSINESS PAPER

The Committee previewed the February 2022 Business Paper and the January 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.

9 GENERAL BUSINESS WITHOUT NOTICE

- The Asset Manager enquired on the Divisional Manager Engineering Services position. The General Manager advised that Council had commenced the advertising of this position.
- The Treasurer requested if Rotary Park and Lions Park could be watered. The Town Services Manager advised that he had recently been made aware that there are computer issues with the watering systems and that manual watering would be programmed.
- The Treasurer asked for clarification on Special Covid-19 Leave and when it could be accessed. The General Manager and Treasurer to meet to discuss this matter further when Council's Policy and staff information is at hand.

There being no further business the meeting closed 4.29 pm.

SHOWGROUND/RACECOURSE COMMITTEE

Attached are Minutes of the Meeting of the Warren Showground/Racecourse Committee held on Tuesday, 15th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Showground/Racecourse Committee held on Tuesday, 15th February 2022 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held in the Council's Community Room, 115 Dubbo Street, Warren,
on Tuesday, 15th February 2022 commencing at 5:09pm

ATTENDANCE:

Councillor Dirk McCloskey	Warren Shire Council
Councillor Heather Druce	Warren Shire Council (Chair)
Councillor Greg Whiteley	Warren Shire Council
David Dwyer	Polocrosse
Ben Egan	Central West Adult Riding Club
Doug Druce	Warren Jockey Club
Bec Mckay	Warren Jokey Club
Gary Woodman	General Manager
Maryanne Stephens	Manager Health and Development Services
Raymond Burns	Acting Divisional Manager Engineering Services

ITEM 1 ELECTION OF CHAIRERSON

NOMINATION Councillor Druce by Councillor McCloskey, seconded by Bek Mckay; Councillor Druce was elected Chairperson of the Showground/ Racecourse Committee.

Carried

ITEM 2 APOLOGIES

Apologies were tendered on behalf of Councillor Ron Higgins, Kerry Jones (Infrastructure Projects Manager), Kevin Noonan (Warren Jockey Club), Kathrine Barclay (Pony Club), Darren Walton (Town Services Overseer), Rolly Lawford (Divisional Manager Engineering Services), Justin Sanderson (Warren P&A Association) and Paul Quigley (Campdraft) and it was **MOVED** Woodman/Mckay that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried

ITEM 3 MINUTES OF THE MEETING HELD ON 7TH OCTOBER 2021

MOVED Egan/Burns that the Minutes of the Meeting held on Thursday 7th October 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON 7TH OCTOBER 2021

- Need to check requirements for two (2) barbs on perimeter fence as may not be required.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held in the Council's Community Room, 115 Dubbo Street, Warren,
on Tuesday, 15th February 2022 commencing at 5:09pm

ITEM 5 ACTION CHECKLIST

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

Carried

ITEM 6 REPORTS

ITEM 6.1 UPDATE ON IMPROVEMENT PROGRAM AND WORKS SCHEDULE (S7-1)

- Councillor Druce suggested that the children's playground equipment is outdated, and consideration needs to be given to replace the wood and tyre equipment.
- GBS Falkiner Lounge – completion of ceiling tiles – is still ongoing, carpet being replaced and if possible, any of the better old carpet to be recycled to downstairs particularly in the Steward's Room.

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

Carried

ITEM 7 GENERAL BUSINESS

ITEM 7.1 WARREN SHOWGROUND RACECOURSE OPERATIONS BUDGET (S7-1)

- Arrangements will be made to report to the next meeting a Warren Showground Racecourse Operational Budget with explanations detailing the draft budget for 2022/2023 with ways to improve efficiencies to be discussed.
-

ITEM 8 NEXT MEETING DATE AND TIME

Restaurant at Racecourse 3pm Tuesday 10th May 2022.

There being no further business the meeting closed at 6.24pm

SPORTING FACILITIES COMMITTEE MEETING

Attached are the Minutes of the meeting of the Sporting Facilities Committee held on Wednesday 16th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Sports Facilities Committee held on the 16th February 2022 be received and noted and the following recommendations be adopted:

ITEM 6 FINANCIAL STATEMENT

That solar options be investigated for the Carter Oval Sports Precinct / Workshop Depot Precinct.

WARREN SHIRE COUNCIL
Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 16th February 2022 commencing at 2:02 pm

Present:

Councillor MJ Quigley (Chairman)
Councillor KW Taylor
Councillor GJ Whiteley
Councillor DJ McCloskey
Gary Woodman (General Manager)
Raymond Burns (Acting Divisional Manager Engineering Services (Town Services Manager))
Maryanne Stephens (Manager Health and Development Services)
Kerry Jones (Infrastructure Projects Manager)
Wesley Hamilton (Centre Manager – Warren Sporting and Cultural Centre)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor MJ Quigley by Councillor DJ McCloskey, seconded by Councillor KW Taylor;

Councillor MJ Quigley was elected Chairperson of the Sporting Facilities Committee.

Carried

ITEM 2 APOLOGIES

An apology was tendered on behalf of Rolly Lawford (Divisional Manager Engineering Services), who was absent due to external commitments, and it was **MOVED** Woodman/McCloskey that the apology be accepted and a leave of absence for the member concerned be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES OF THE SPORTING FACILITIES COMMITTEE MEETING HELD ON WEDNESDAY, 17th NOVEMBER 2021

MOVED Quigley/Taylor that the Minutes of the Meeting held on the 17th November 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON WEDNESDAY, 17TH NOVEMBER 2021

The General Manager requested an update of progress at the Carter Oval Sports Precinct. The Infrastructure Projects Manager will update the master plan for Carter Oval Sports Precinct expected within the next few weeks. The survey is now with consultant contractor.

Tenders for the kiosk/amenities building will be due at the beginning of March 2022. The draft plan for the kiosk/amenities building must meet the minimum requirements of Australian Building Standards, plus also meet the requirements of governing senior sporting bodies that will utilise the area.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 16th February 2022 commencing at 2:02 pm

**ITEM 4 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON
WEDNESDAY, 17TH NOVEMBER 2021 CONTINUED**

The Infrastructure Projects Manager to meet with the main user groups to check both the updated master plan and kiosk and amenities building plan. Drainage works still to be completed near the private property in Stafford Street.

Councillor Quigley enquired into whether the proposed concrete footpath encircling the main oval at the Carter Oval Sports Precinct will impact on the 400m Athletics running track design. The Infrastructure Projects Manager confirmed that the proposed footpath will not impact the planned 400m running track design.

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren
on Wednesday, 16th February 2022 commencing at 2:02 pm

ITEM 5 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	Remedial works to internal pool surface has been approved under warranty. To be completed during pool offseason.	July 2022
20.10.2021	Carter Oval Lighting	IPM	Contractor Engaged, Installation of LED sports lighting at Carter Oval to be completed.	2022
20.10.2021	Carter Oval Soccer Field Lighting	IPM	Contractor engaged, awaiting installation.	2022
20.10.2021	Roof and Gutter improvements at the WSCC	CM	Contractor engaged, works to be completed.	March 2022
12.08.2020	Electronic Score board	CM	Grant successful, scoreboard purchased, awaiting delivery. Installation to be completed.	March 2022
17.11.2021	Community Feedback – Carter oval youth sports precinct including Warren War Memorial Swimming Pool	GM	The amended masterplan as per the 17.11.2021 sports facilities committee meeting be adopted by council.	2022
17.11.2021	Victoria Oval and Oxley Park Plan of Management	GM	Council seek minister consent to adopt the Victoria Oval and Oxley Park Plan of Management.	2022
17.11.2021	Purchase of lockers and change room seating – Warren War Memorial Swimming Pool	MHD	Successful grant allocation will allow for the purchase of lockers only. Lockers purchased, installation to be completed.	2022
17.11.2021	Planting of trees at Carter Oval Precinct	IPM	Planting of trees surrounding Carter Oval Sporting precinct fields be made a priority project within Carter Oval Redevelopment Program.	2022

MOVED McCloskey/Taylor that: The Action Checklist progress 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, 16th February 2022 commencing at 2:02 pm

ITEM 6 FINANCIAL STATEMENT

RECOMMENDATION TO COUNCIL:

MOVED Whiteley/McCloskey that:

1. The information be received and noted; and
2. Solar options be investigated for the Carter Oval Sports Precinct / Workshop Depot Precinct.

Carried

ITEM 7 REPORT FROM THE CENTRE MANAGER (S21-2)

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

Carried

ITEM 8 GENERAL BUSINESS WITHOUT NOTICE (S21-2)

1. A Discussion was held into the proposed swapping of the orange (wading) and blue (deep end) shade sails at the Warren War Memorial Swimming Pool. It is considered that there is a heat retention difference between the two sails which is making the more popular shallow end area of the pool warmer to sit beneath. The shade sails are due to be taken down during the off season to be re-tensioned. Before the shade sails are swapped the heat retention query is to be investigated with the assistance of the manufacturer.
 2. Councillor Quigley requested that the next Sports Committee Meeting be held in early March 2022 once the renewed Carter Oval Precinct Master Plan is complete. A further meeting is to be held in early May 2022 to consider the tenders received for the Carter Oval Sporting Precinct Kiosk / Amenities building.
-

ITEM 9 DATE OF NEXT MEETING

TBC early March 2022 – 2:00pm Warren Shire Council Community Room

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.55 PM

ECONOMIC DEVELOPMENT & PROMOTIONS COMMITTEE MINUTES

Attached are the Minutes of the meeting of the Economic Development & Promotions Committee held on Wednesday, 16th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Economic Development & Promotions Committee held on Wednesday, 16th February 2022 be received and noted, and the following recommendations be adopted:

ITEM 6.1 WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT STRATEGY (D3-1)

That Item 6.1 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.2 WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT PLAN (D3-1)

That Item 6.2 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.3 TOURISM, PROMOTION, ECONOMIC DEVELOPMENT DIRECTIONS

(C12.3.5, D3.1, D3-10, P1-7.17/1,T4.3, T4-6.1)

That the Tourism, Promotions, Economic Development Directions Report be finalised for recommendation to Council at the next Committee Meeting to be held in March 2022.

ITEM 6.4 DRAFT CENTRAL WEST AND ORANA REGIONAL PLAN 2041

(D3-3, D3-11, P15-10)

That Item 6.4 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.5 DRAFT CENTRAL WEST AND ORANA REGIONAL PLAN 2041

(D3-3, D3-11, P15-10)

That Item 6.5 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.6 DRAFT HOUSING PROVISION IN THE ORANA AND CENTRAL DARLING REGION

(D3-2, H6-1)

That Item 6.6 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.7 GO BEYOND CAMPAIGN

(C8-3,G4-1.61, H2-8.1)

That Item 6.7 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

ITEM 6.8 ACCOMMODATION IN THE WARREN SHIRE

(T4-4)

That Item 6.8 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 16th February 2022, commencing at 3.32pm

PRESENT:

Sarah Derrett	Councillor
Heather Druce	Councillor
Roslyn Jackson	Councillor
Milton Quigley	Councillor
Gary Woodman	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Raymond Burns	Acting Divisional Manager Engineering Services
Maryanne Stephens	Manager Health and Development Services
Eoin Clohesy	Business Development Facilitator
Yvette Lloyd	Deputy Director Regional Development Far West - Department of Regional NSW
Rebecca Christian	Project Administration Officer
Kate Mildner	Invited Community Member (RiverSmart Australia Limited)
Shona Whitfield	Invited Community Member (RiverSmart Australia Limited)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION: Councillor Sarah Derrett by Councillor Milton Quigley, seconded by Councillor Heather Druce;

Councillor Sarah Derrett was elected Chairperson of the Economic Development & Promotions Committee.

Carried

ITEM 2 APOLOGIES

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

Carried

ITEM 3 MINUTES

MOVED Derrett/Quigley that the Minutes of the Economic Development & Promotions Committee meeting held on Wednesday, 13th October 2021 be adopted as a true and correct record of that meeting.

Carried

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 16th February 2022, commencing at 3.32pm

ITEM 4 BUSINESS ARISING

Nil.

ITEM 5 ACTION CHECKLIST

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

Carried

ITEM 6.1 WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT STRATEGY D3-1

MOVED Quigley/Jackson that Item 6.1 be deferred to allow Mrs Kate Mildner (Chair) and Ms Shona Whitfield from RiverSmart Australia Limited to present to the Committee on the Item 6.3 Tourism, Promotions, Economic Development Directories Report.

Carried

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.1 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.2 WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT PLAN D3-1

MOVED Quigley/Jackson that Item 6.2 be deferred to allow Mrs Kate Mildner (Chair) and Ms Shona Whitfield from RiverSmart Australia Limited to present to the Committee on the Item 6.3 Tourism, Promotions, Economic Development Report.

Carried

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.2 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.3 TOURISM, PROMOTION, ECONOMIC DEVELOPMENT DIRECTIONS

(C12.3.5, D3.1, D3-10, P1-7.17/1,T4.3, T4-6.1)

The presentation and discussion by Mrs Kate Mildner (Chair) and Ms Shona Whitfield from RiverSmart Australia Limited to the Committee were as follows:

- Visitor information Centre to be accredited needs to be open 7 days a week:
 - Precinct Manager from RiverSmart Australia Limited 2 days;
 - Tourism Customer Officer employed by Council 5 days;
- Promotions would be done by the Council Officer;
- RiverSmart hope that the Officer would also promote RiverSmart matters;
- Promotional information of businesses/facilities could be set up and developed by Council Officer;

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 16th February 2022, commencing at 3.32pm

CONTINUED

- Café – RiverSmart trying to obtain a lease for the facility (different to what is currently in town);
- Currently RiverSmart Australia Limited provides volunteer services for tourism
 - \$83,200 current compliment of volunteering;
 - \$15,000 provided at present for the maintenance of the location;
 - currently has a ‘mini roster’;
- IP of the Macquarie Marshes Centre is owned by RiverSmart Australia Limited, this allows better quality information and promotional material;

Mrs Kate Mildner and Ms Shona Whitfield left the meeting at 4:51pm

Discussions with Committee after the presentation were as follows:

- Visitor Information Centre/ RiverSmart is not sustainable;
- RiverSmart Australia Limited will look after the Macquarie Marshes Information;
- Infrastructure doesn’t attract tourism;
- Wetlands is the Warren LGA’s biggest attraction;
- Will be a challenge to get older volunteers;
- How to engage younger volunteers;
- Risk of volunteers and how to grow the volunteer capacity;
- How do incentivise people to volunteer at the Tourist Centre?

Business Development Facilitator’s suggestions:

Action 1

Tourism, Promotions, Economic Development, Marketing, Community Grants Officer;
Need an indentured employee doing this as its low risk, high cost and high achievement.

Action 2

Burrima Walkway All Access Road \$500,000 Urgent;
See Sam Farraway MLC for road funding.

Action 3

New MOA with RiverSmart Australia Limited;

- Council needs to take control of the Visitor Information Centre, allow RiverSmart to expand their business including the café building;
- Need to have Governance;
- It’s a risk if not done properly;
- Controlled by Council and the Economic Development & Promotions Committee;
- Continued rolling agreement (1 plus 1 or 6 months plus 6 months);

Action 4

Trainee Tourism Officer by sponsored traineeship.

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that the Tourism, Promotions, Economic Development Directions Report be finalised for recommendation to Council at the next Committee Meeting to be held in March 2022.

Carried

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 16th February 2022, commencing at 3.32pm

ITEM 6.4 DRAFT CENTRAL WEST AND ORANA REGIONAL PLAN 2041

(D3-3, D3-11, P15-10)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.4 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.5 DRAFT CENTRAL WEST AND ORANA REGIONAL PLAN 2041

(D3-3, D3-11, P15-10)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.5 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.6 DRAFT HOUSING PROVISION IN THE ORANA AND CENTRAL DARLING REGION

(D3-2, H6-1)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.6 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.7 GO BEYOND CAMPAIGN

(C8-3,G4-1.61, H2-8.1)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.7 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 6.8 ACCOMMODATION IN THE WARREN SHIRE

(T4-4)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Druce that Item 6.8 to be tabled and carried over to the next Committee Meeting to be held in March 2022.

Carried

ITEM 7 GENERAL BUSINESS

Nil.

Carried

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 16th February 2022, commencing at 3.32pm

ITEM 8 DATE OF NEXT MEETING

To be arranged for the 16th March 2022 at 4:00pm if possible.

There being no further business the meeting concluded at 6:00 pm.

WATER AND SEWERAGE COMMITTEE

Attached are the Minutes of the Meeting of the Water and Sewerage Committee held on Thursday, 17th February 2022.

RECOMMENDATION:

That the Minutes of the Meeting of the Water and Sewerage Committee held on Thursday, 17th February 2022 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Thursday, 17th February 2022 commencing at 2:12 pm

PRESENT:

Councillor Noel Kinsey

Councillor Ron Higgins (Chair)

Gary Woodman (General Manager)

Darren Arthur (Divisional Manager Finance and Administration)

Raymond Burns (Acting Divisional Manager Engineering Services)

Angie Tegart (Minute Taker)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor Ron Higgins by Councillor Noel Kinsey, seconded by Raymond Burns;
Councillor Ron Higgins was elected Chairperson of the Water and Sewerage Committee.

Carried

ITEM 2 APOLOGIES

Apologies were received from Councillor Andrew Brewer, Councillor Jo Van Eldonk and Rolly Lawford who were absent due to external commitments and it was **MOVED** Woodman/Kinsey that a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY, 13TH MAY 2021

MOVED Woodman/Higgins that the Minutes of the Meeting held on Thursday, 13th May 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON THURSDAY, 13TH MAY 2021

Nil

ITEM 5 ACTION CHECKLIST

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

Carried

ITEM 6.1 WATER AND SEWERAGE UPDATE (C14-3.24)

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Thursday, 17th February 2022 commencing at 2:12 pm

ITEM 6.2 ASSET MANAGEMENT PLAN – WATER SUPPLY NETWORK (A13-2)

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

Carried

ITEM 6.3 ASSET MANAGEMENT PLAN – SEWERGE NETWORK (A13-2)

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

Carried

ITEM 7 GENERAL BUSINESS

ITEM 7.1 WATER BORE LICENCE – COLLIE (W4-6)

Currently the old bore at Collie is not in Warren Shire Council's name.

The new bore is in Warren Shire Council name, now as an Extraction Licence and tied to the Bore Flat Licence as it is the same aquifer (3ML of the 700ML).

Consideration will be given to attempt to have ownership of the old bore licence at Collie transferred from LLS to Warren Shire Council.

ITEM 7.2 COLLIE BORE (W4-7)

The Collie Bore has failed as the shaft at the top has sheared.

It is not a submersible pump set up, as it has only a 150mm casing and is not suitable for an appropriate submersible pump because it is 92m deep.

All the shaft bushes have failed and will be replaced with metallic bushes (Phosphor Bronze) instead of rubber.

The motor is also being overhauled.

The old bore currently has been put back into service with a poly pipe connection.

It may have been better if a 250mm bore casing was installed for the new bore instead of the 150mm bore casing.

ITEM 7.3 UPDATE OF WATER VALVE ASSESSMENT WARREN AND NEVERTIRE (W2-8, W3-1)

The Valve Assessment Program has been completed, awaiting data to be supplied by the contractor. The report will include details of left or right operations, the condition of the valve, the number of turns required to open and close the valve and the location (GPS). A Valve Replacement Program will then be determined for the future.

Testing activity has started leaks on some valves.

TOWN IMPROVEMENT COMMITTEE

Attached are the Minutes of the meeting of the Town Improvement Committee held on Thursday, 17th February 2021.

RECOMMENDATION:

That the Minutes of the Meeting of the Town Improvement Committee held on Thursday, 17th February 2022 be received and noted, and the following recommendation be adopted:

ITEM 6.5 WARREN LAWN CEMETERY EXPANSION (C3-3.3)

That:

1. The information be received and noted;
2. The information in the report be put out for Community Consultation; and
3. Subject to Community feedback be adopted by Council for inclusion into future workplans.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Thursday, 17th February 2022 commencing at 3.30pm

PRESENT:

Councillor Kevin Taylor (Chair)
Councillor Dirk McCloskey
Councillor Sarah Derrett
Councillor Roslyn Jackson
Councillor Heather Druce
Gary Woodman (General Manager)
Raymond Burns (Acting Divisional Manager Engineering Services)
Maryanne Stephens (Manager Health and Development Services)
Angela Tegart (Administration Officer)

ITEM 1 ELECTION OF CHAIRPERSON

NOMINATION Councillor Kevin Taylor by Councillor Dirk McCloskey, seconded by Councillor Heather Druce; Councillor Kevin Taylor was elected Chairperson of the Town Improvement Committee.

Carried

ITEM 2 APOLOGIES

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

Carried

ITEM 3 CONFIRMATION OF MINUTES OF THE MEETING HELD ON TUESDAY 16TH NOVEMBER 2021

MOVED Taylor/Druce that the Minutes of the Meeting held on Tuesday, 16th November 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD TUESDAY 16TH NOVEMBER 2021

- The sandstone looking blocks at the racecourse are available for the CBD improvements.
- A further plan of the CBD proposal will be presented to the next Committee Meeting hopefully in May 2022. The plan will then be presented to a Council Workshop, then a further report back to Council, subject to acceptance by Council it will then be placed on public exhibition for Community Consultation.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Thursday, 17th February 2022 commencing at 3.30pm

ITEM 5 ACTION CHECKLIST

Council Officers will further investigate if the replacement footpath in Glen Street is warranted or whether the small amount of poor quality concrete footpath should just be removed and grassed.

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

Carried

ITEM 6 REPORTS

ITEM 6.1 LIONS PARK IMPROVEMENT PLAN (P1-7.5)

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

Carried

ITEM 6.2 CBD IMPROVEMENT UPGRADES (C14-3.17)

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

Carried

ITEM 6.3 INTERSECTION IMPROVEMENTS UPGRADE (C14-3.17)

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

Carried

**ITEM 6.4 COLLIE, NEVERTIRE AND WARREN VILLIAGE IMPROVMENTS UPGRADE
(C21-1, N2-2, C14-3.17)**

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

Carried

ITEM 6.5 WARREN LAWN CEMETERY EXPANSION (C3-3.3)

RECOMMENDATION TO COUNCIL:

MOVED Druce/Derrett that:

1. The information be received and noted;
2. The information in the report be put out for Community Consultation; and
3. Subject to Community feedback be adopted by Council for inclusion into future workplans.

Carried

ITEM 7 GENERAL BUSINESS

- A person using a mobility scooter cannot gain access to Rotary Park due to the "Chicane" set up. A solution has been investigated and is funded to provide an alternate access with bollards replacing some of the chain wire fence and extending the path.

WARREN SHIRE COUNCIL
Policy Report of the Manager of Health and Development
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 24th February 2022

ITEM 1 LOCAL APPROVALS POLICY

(P15-10)

RECOMMENDATION that:

1. The information be received and noted;
2. The Local Approvals Policy be placed on public exhibition for a minimum of 28 days: and
3. Subject to no adverse submissions being received within a period of at least 42 days, the Local Approvals Policy be adopted.

PURPOSE

To advise Council that the Local Approvals Policy requires to be adopted, as per Section 165(4) and 161 of the Local Government Act 1993.

BACKGROUND

Warren Shire Council's Local Approvals Policy is automatically revoked at the expiration of 12 months after the election, as per Section 165 (4) of the Local Government Act 1993. The Local Approvals Policy has been reviewed with only minor grammatical amendments and no content changes.

REPORT

The adoption of the Local Approvals Policy is required to ensure that Council is complying with the Local Government Act and Regulations and to ensure that the Councillors, staff and public are aware of the requirements that govern Council.

The Policy aims are:

- (a) To have an integrated framework dealing with approvals;
- (b) To ensure consistency and fairness in the manner in which Council deals with applications for approval;
- (c) To encourage and assist effective participation of local communities in decision-making;
- (d) To make Council's policies and requirements for approvals readily accessible to the public;
- (e) To assist Council to fully pursue its principles under Chapter 3 of the Act; and
- (f) To apply common or consistent requirements and procedures to all types of approval.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

The Local Approvals Policy is a requirement of the Local Government Act 1993 that apply to Council.

Council should review its existing Local Approval Policy to ensure that it is current and fit for purpose. If the Policy is still required and the Council proposes to adopt it with or without amendment, it must first exhibit the Draft Policy for at least 28 days and invite submissions for at least 42 days.

WARREN SHIRE COUNCIL
Policy Report of the Manager of Health and Development
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 24th February 2022

ITEM 1

LOCAL APPROVALS POLICY

CONTINUED

After considering submissions, Council may decide to amend the Policy, adopt the Policy without amendment or not to adopt the Policy. If Council decides to amend the Draft Policy, it may publicly exhibit the amended Draft Policy or if the Council is of the opinion that the amendments are not substantial, it may adopt the amended Draft Policy without further public exhibition.

It is considered good practice that the public exhibited Draft Policy would only be adopted if no adverse submissions are received.

RISK IMPLICATIONS

Warren Shire Council's Local Approvals Policy is automatically revoked at the expiration of 12 months after the election, as per Section 165 (4) of the Local Government Act 1993. Therefore, it is a legal requirement that the Local Approvals Policy is adopted to ensure that Council is complying with the Local Government Act 1993 and Regulations.

STAKEHOLDER CONSULTATION

Warren Shire Council's Local Approvals Policy is automatically revoked at the expiration of 12 months after the election. There is a need for Council to review their existing Policy to ensure that it continues to be appropriate.

Consultation will involve at minimum 28 days public notice and the invitation for at least 42 days for the making of public submissions. The automatic adopting of the renewed Policy would only be undertaken if no adverse submissions are received.

OPTIONS

Council has the option of adopting or not adopting the Local Approvals Policy. Council should adopt the Local Approvals Policy, as it is a legal requirement under the Local Government Act 1993.

CONCLUSION

The Local Approvals Policy ensures Council provides a consistent and fair approval process and provides common or consistent requirements and procedures to all types of approval. Therefore, the Local Approvals Policy should be re-adopted with only minor changes detailed.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 5.1.3 Promote timely and quality dissemination of information to the community.
- 5.2.1 Quality customer service focus by Council staff
- 5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Local Approvals Policy.

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POLICY REGISTER

LOCAL APPROVALS POLICY

Local Government Act 1993, Local Government (General) Regulations 2005 and Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

Policy adopted: 6th December 2018 Minute No. 274.12.18

Reviewed:

File Ref: P15-10

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DOCUMENT CONTROL

Issue	Prepared/Revised By and Date	Action/Amendment Description	Approved By and Date
1.0	James Cleasby		Council Minute No. 274.12.18 (6th December 2018)

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Warren Shire Council – Local Approvals Policy

INTRODUCTION

What is the title of this Policy?

This policy ("the policy") is called the Warren Shire Council Local Approvals Policy.

What is the status of this Policy?

- (1) The Policy is a local approvals policy prepared and adopted under Section 158 of the Local Government Act 1993 ("the Act").

What are the General Aims of the Policy?

The Policy aims:

- (a) To have an integrated framework dealing with approvals
- (b) To ensure consistency and fairness in the manner in which Council deals with applications for approval;
- (c) To encourage and assist effective participation of local communities in decision-making.
- (d) To make Council's policies and requirements for approvals readily accessible to the public;
- (e) To assist Council to fully pursue its principles under Chapter 3 of the Act.
- (f) To apply common or consistent requirements and procedures to all types of approval.

When will the Policy be revoked?

The Policy is automatically revoked at the expiration of 12 months after the declaration of the poll for that election, unless the Council revokes it sooner.

NOTE: Under Section 165(4) of the Act, automatic revocation of the policy (other than a local policy adopted since the last general election) occurs 12 months after the declaration of the poll for a Council election.

Where does the Policy apply?

The Policy applies to all land within the Warren Shire local government area.

To what approvals does the Policy relate?

The Policy applies to approvals for the following activities which are listed in the Table to Section 68 of the Act. These activities require **approval** from Council.

What definitions apply?

Expressions used in the Policy are defined in the Dictionary at the end of the Act (the "Act Dictionary"). A partial extract from that dictionary is included in Appendix A of this LAP.

What are the notes in the text?

Notes in the text are explanatory notes, and do not form part of the Policy. They are provided to assist understanding.

How are applications processed?

The flow chart below summarises how activity applications are processed by Warren Shire Council, and how this Local Approvals Policy (LAP) relates to such applications.

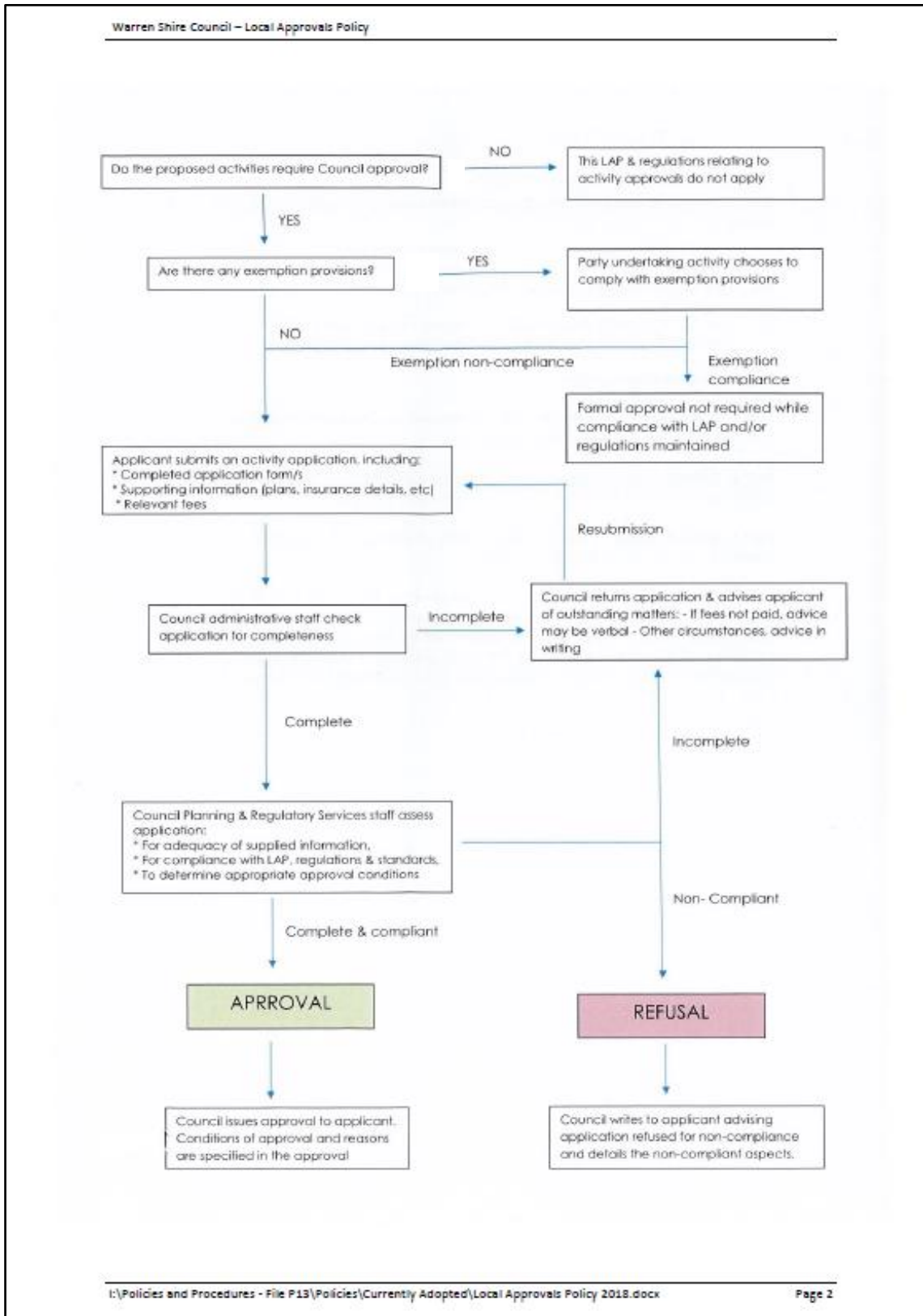
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What are other relevant documents?

The following documents are related, either directly or indirectly, to the Policy:

- (a) Local Government Act 1993 – particularly Chapter 7.
- (b) Local Government (General) Regulation 2005.
- (c) Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

The policy is in three parts:

Part 1: Exemptions -outlines the circumstances in which a person is not required to obtain a particular approval.

Part 2: Criteria -is the criteria which must be considered when determining whether or not to grant approval to a particular activity.

Part 3: Other matters -includes information on the processing of an application and other relevant matters.

The exemptions outlined in this policy are given in the belief that those activities can function effectively without Council involvement provided that all appropriate guidelines are complied with by the operator. There are however other activities that require some degree of regulating and / or coordination. In these cases, an application and approval is required.

SECTION 68 LOCAL GOVERNMENT ACT

A person may carry out an activity specified below only with the approval of Council, except if an exemption is granted under the legislation.

Part A -Structures or places of entertainment

1. Install a manufactured home, moveable dwelling or associated structure on land.

Part B - Water supply, sewerage & stormwater drainage work

1. Carry out water supply work
2. Draw water from a council water supply or a standpipe or sell water so drawn
3. Install, alter, disconnect or remove a meter connected to a service pipe
4. Carry out sewerage work
5. Carry out stormwater drainage work
6. Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer.

Part C - Management of waste

1. For fee or reward, transport waste over or under a public place
2. Place waste in a public place
3. Place a waste storage container in a public place
4. Dispose of waste into a sewer of the council
5. Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility
6. Operate a system of sewage management (within the meaning of s.68A).

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Part D - Community land

1. Engage in a trade or business
2. Direct or procure a theatrical, musical or other entertainment for the public
3. Construct a temporary enclosure for the purpose of entertainment
4. For fee or reward, play a musical instrument or sing
5. Set up, operate or use a loudspeaker or sound amplifying device
6. Deliver a public address or hold a religious service or public meeting.

Part E - Public roads

1. Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway
2. Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road or hang an article beneath an awning over the road.

Part F - Other activities

1. Operate a public car park
2. Operate a caravan park or camping ground
3. Operate a manufactured home estate
4. Install a domestic oil or solid fuel heating appliance, other than a portable appliance
5. Install or operate amusement devices
6. Repealed
7. Use a standing vehicle or any article for the purpose of selling any article in a public place
8. & 9. Repealed
10. Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations.

In some cases, consent may be required under the Local Government Act and the Roads Act. Where both Acts apply, a single approval will be issued.

EXEMPT WORKS AND ACTIVITIES

There are already some works and activities that you can do without the need to apply for approval provided that they meet certain criteria and standards. These works and activities are listed in a wide range of documents and include:

1. Environmental Planning & Assessment Act

The Environmental Planning & Assessment Act allows various exemptions.

These include:

- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 for building works and other activities on private land such as landscaping.
- State Environmental Planning Policy (Infrastructure) 2007 for works undertaken by public authorities such as the construction of school rooms through to the installation of street furniture, playground equipment, etc.
- Council's Local Environmental Plan also provides exemptions for specified activities within certain zones that can be carried out without development consent such as bush regeneration.

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2. Local Government Act

The Local Government (General) Regulation 2005 and the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 also specifies works or activities that are exempt.

This policy forms part of the exemptions under the Local Government Act. It lists further works and activities that may under certain circumstances be carried out without requiring the approval of Council.

GENERAL AIMS

The policy applies to activities and works in the Warren Shire Local Government Area. The general aims of the policy are:

- To provide an integrated framework for dealing with applications for approval with clear guidelines.
- To apply common and consistent requirements and procedures for the relevant types of approvals.
- To ensure consistency and fairness in the manner in which Council deals with applications for approval.
- To make Council's policies and requirements for approvals readily accessible and understandable to the community.

In accordance with s.165 of the Local Government Act, this Local Approvals Policy (other than a policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election.

PART 1 – EXEMPTIONS

Legislative Exemptions

The Local Government (General) Regulation 2005 and the Local Government.

(Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 lists some activities that are exempt from the need for Council approval.

The Regulations specify conditions applicable to exemptions and reference should be made to the relevant provisions before proceeding with the proposed activity.

Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

Conditional Exemptions

Clause 74 Installation of a relocated house or associated structure on a dwelling site within a caravan parks and camping grounds, provided the structure is designed, constructed and installed in accordance with the relevant provisions of the Regulations, the site is not liable to flooding and the installation occurs with the consent of the holder of the approval to operate the caravan park or camping ground concerned.

Clause 77(a) Installation of not more than 2 caravans, campervans or tents on any land, so long as they are not occupied for more than 2 days at a time and are not occupied for more than 60 days (in total) in any single period of 12 months, or

Clause 77(b) Installation of not more than one caravan or campervan on land occupied by the owner of the caravan or campervan in connection with that owner's dwelling house, so long as it is used for habitation only by the owner or by members of the owner's household and is maintained in a safe and healthy condition, or

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Clause 77(c) Installation of a caravan or campervan on pastoral or agricultural land, so long as it is merely occupied seasonally by persons employed in pastoral or agricultural operations on the land.

Local Government (General) Regulation 2005

Exemptions – Transport waste (C1 activity)

Clause 48(a) The transporting of waste over or under a public place for fee or reward if:

- The activity is licensed under the Protection of the Environment Operations Act 1997, or
- The activity is being carried out in the Sydney metropolitan area as defined in Part 3 (Interpretive provisions) of Schedule 1 of the Act, or
- The waste is being transported through the area of the Council and is not being collected or deposited in that area.

Exemptions – Place waste in a public place (C2 activity)

Clause 48(b) The placing of waste in a public place, if done in accordance with arrangements instituted by the Council. Refer to criteria outlined in Part 1: Local exemptions.

Exemptions – Install, construct or alter a waste treatment device (C5 activity)

Clause 48(e) The installation, construction or alteration of a waste treatment device, if that installation, construction or alteration is done:

- under the authority of a licence in force under the Protection of the Environment Operations Act 1997, or
- in a vessel used for navigation, or
- in a motor vehicle registered within the meaning of the Road Transport Act 2013 and is used primarily for road transport.

Exemptions – Operate a system of sewage management (C6 activity)

Clause 48(f) Operation of a system of sewage management is limited to an action carried out:

- under the authority of a licence in force under the Protection of the Environment Operations Act 1997, or
- in a vessel used for navigation, or in a motor vehicle registered within the meaning of the Road Transport Act 2013 and is used primarily for road transport.

Clause 47 Despite the other provisions of this Regulation, a person who purchases (or otherwise acquires) land on which any sewage management facilities are installed or constructed may operate a system of sewage management without the approval required under s.68 of the Act for the period of 3 months after the date on which the land is transferred or otherwise conveyed to the person (whether or not an approval is in force, as at that date, in relation to the operation of a system of sewage management on that land). Further, if the person duly applies, within the period of 2 months after the date on which the land is transferred or otherwise conveyed to the person, for approval to operate the system of sewage management concerned, the person may continue to operate that system of sewage management without approval until the application is finally determined.

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Exemptions – Use of a loudspeaker or amplifying device on community land (D5 activity)

Clause 49 A loudspeaker or sound amplifying device may be set up, operated or used on community land without the prior approval of the council if it is done in accordance with a notice erected on the land by the council or if it is done in the circumstances specified, in relation to the setting up, operation or use (as the case may be), in Part 1 of the Local Approvals Policy applying to the land. Refer to criteria outlined in Part 1: Local exemptions

Exemptions – Domestic oil or solid fuel heating appliance (F4 activity)

Clause 70 A domestic oil or solid fuel heating appliance (other than a portable appliance) may be installed without the prior approval of the council if details of the appliance are included in plans and specifications for the relevant building approved under Part 4A of the Environmental Planning and Assessment Act 1979.

Exemptions – Operation of a public car park (F1 activity)

Clause 66 A public car park may be operated without the prior approval of the council if approval for its erection or operation has already been given by the council in connection with another approval or development consent and the car park complies with any applicable conditions of that approval or development consent.

Exemptions – Amusement devices (F5 activity)

Clause 71 Amusement devices not required to be registered under the Work Health and Safety Regulation 2001 may be installed or operated without the prior approval of the council.

Clause 75 A small amusement device may be installed or operated without the prior approval of the council if:

- the ground or other surface on which the device is to be or has been erected is sufficiently firm to sustain the device while it is in operation and is not dangerous because of its slope or irregularity or for any other reason, and
- the device is registered under the Work Health and Safety Regulation 2011, and
- the device is to be or has been erected and it is or is being operated in accordance with all conditions (if any) relating to its erection or operation set out in the current certificate of registration issued for the device under that Regulations,
- there exists for the device a current log book within the meaning of Chapters of that Regulation, and
- in the case of a device that is to be or is installed in a building, fire egress is not obstructed, and
- there is in force a contract of insurance or indemnity for the device that complies with clause 74 (see below).

In the Regulation, small amusement device means an amusement device that is designed primarily for the use of children 12 years of age or under and includes such amusement devices as mini-Ferris wheels, battery operated cars and miniature railways but, in the case of rotating amusement devices, includes only those devices that have a maximum rotation of 14 revolutions per minute.

Clause 74 It is a condition of an approval to install or operate an amusement device that there must be in force a contract of insurance or indemnity that indemnifies to an unlimited extent (or up to an amount of not less than \$20,000,000 in respect of each accident) each person who

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would be liable for damages for death or personal injury arising out of the operation or use of the device and any total or partial failure or collapse of the device against that liability.

Local Exemptions

In addition to the exemptions available under the Local Government (General) Regulation 2005 and by virtue of this Local Approvals Policy, the following activities under s.68 of the Local Government Act are exempt from the need to obtain a particular approval of the Council in the circumstances specified below.

s.68 Part B – Water supply, sewerage & stormwater

Stormwater work

(s.68 Item B5) Stormwater work is exempt from the need for approval provided that it complies with the following criteria:

Criteria

Only for work on a single lot associated with a single residential dwelling. For the repair or replacement of existing stormwater drainage lines including guttering and downpipes.

Drainage lines must be connected to the street gutter, an approved inter allotment drainage system, an absorption trench (depending on the fall of the land) or an approved stormwater collection and disposal system.

The land surrounding any structure must be graded to divert surface water to the street or other stormwater disposal system, and clear of existing and proposed structures and adjoining premises. No construction is permitted over a drainage channel or drainage depression. Drainage work is to comply with AS/NZS 3500.3 - Stormwater Drainage.

Advice

Any variation to the above will require Council consent. Separate approval is required for the removal of any tree or for any works within the road reserve (such as opening the road for utility services).

s.68 Part C - Waste

Commercial waste

(s.68 Item C2 & C3) In accordance with the exemption given in Clause 48(b) of the Local Government Act, the placement of a commercial waste storage container in a public place is exempt from the need for approval provided that they comply with the following criteria:

Criteria

Associated with business within B2 zones: Must relate to an existing approved and lawful use. Maximum of one 240 litre bin and only where the internal waste collection area is not accessible to the collection agency. Must be placed immediately adjacent to the premises. If the bin is placed beyond the user's property, prior consent is required from the adjacent owner. Must be located so as to not disturb traffic flow, impede or endanger pedestrian movement, restrict driver sight lines or vehicle access. Must not be offensive nor contain hazardous, liquid or clinical waste. May only be placed in a public place for the purposes of collection by a waste contractor and must be removed as soon as possible after servicing to the internal storage area. In the event of service disruption, containers must be brought inside until the service can be provided. Waste oil drums are not permitted to be stored or placed in the public place at any time. Collection must be undertaken by a registered waste collection agency and occur from within the subject premises. Commercial waste must be collected and disposed of by a commercial contractor. Waste cannot be removed from the premises to be

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disposed of in a street litter bin. The area where the container is placed for collection must be kept cleaned. All waste containers must be vermin proof and cleaned on a regular basis without causing stormwater pollution. Uncontained waste for example plastic bags and loose cardboard boxes are not permitted to be placed next to or on top of containers in the public place.

Advice

Any variation to the above will require Council consent. Individual commercial waste generators are responsible for the handling and storage of waste generated in their premises to meet public health, safety and environmental requirements. They are also responsible for the costs involved with approved collection and disposal procedures.

Domestic waste

(s.68 Item C2 & C3) In accordance with the exemption given in Clause 48(b) of the Local Government (General) Regulation 2005, the placement of a domestic waste storage container in a public place is exempt from the need for approval provided that they comply with the following criteria:

Criteria

Garbage

Domestic waste must be contained in waste storage containers and only placed in a public place for the purposes of collection by the Council or agents acting on their behalf.

Uncontained waste for example plastics bags and loose cardboard boxes are not permitted to be placed next to or on top of containers in a public place.

Waste storage containers should be put out for collection the night before the scheduled collection and must be removed from the public place as soon as possible on the day of collection and stored on private property. Waste storage containers must be placed immediately in front of resident's properties located at an approved service pick up point. Lids of waste storage containers must remain closed, and the container surrounds be kept tidy at all times.

Bulky waste for household items:

Only for general household items scheduled for a clean-up with the Council can be placed in a public place two days before the collection is scheduled to take place as specified or directed by the Council. General household items must be stored on the nature strip in a neat pile, not exceeding 1 cubic metre. The items must not block any road or footway and must not endanger pedestrian or vehicle traffic or the environment. Items must be capable of being lifted by 2 people. Loose items must be bagged or bundled together to prevent littering and hazards. Bulky waste must be placed immediately in front of the resident's property and kept clear of paths and driveways. Rejected general household items must be removed promptly by the resident.

Advice

Any variation to the above will require Council consent.

Bulk bin / skip

(s.68 Item C3)

In accordance with the exemption given in Clause 48(b) of the Local Government (General) Regulation 2005, the placement of a bulk bin / skip bin container in a public place is exempt from the need for approval provided that it complies with the following criteria:

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Criteria

Must be associated with a single residential dwelling development. Can only be located on the road reserve where constraints are such that the container cannot be kept within the property boundary of the site. Not on a classified road. Maximum container size of 2.5 cubic metres. Only one container can be stored at any one time at the property frontage. Must be located so as to not disturb traffic flow, impede or endanger pedestrian movement, restrict driver sight lines or vehicle access or impede public utility access or drainage pits. Must be in place for a period no more than 5 days and not more than 2 occasions in any one year. Must not be used for putrescible waste, dangerous or hazardous waste. Must be secured to prevent waste being dislodged by wind and other forces including animals. Bulk bin must be: light in colour; have reflectors or warning lights on outer corners and covered outside working hours and during transport; bear legibly the name, address and all hour's phone number of the owner/supplier. All requirements of the Work Health and Safety Act 2011, as administered by Safe Work NSW must be met.

Advice

Any variation to the above will require Council consent. This section does not apply to shipping containers. Shipping containers require approval. Council reserves the right to order the removal of any waste container, if such container, or the activity associated with it in the opinion of Council, causes a nuisance. Specific arrangements are required for the removal and disposal of asbestos.

s.68 Part D – Community Land

Street stalls for political purposes

(s.68 Item D1) Street stalls for political purposes are exempt from the need for approval provided that they comply with the following criteria:

Criteria

Not within 5 metres of a bus stop, pedestrian crossing, taxi stand or intersection. If located outside any shop must have the permission of the shop owner. The organisation conducting the stall must display a sign on the stall, not on the footpath, indicating its name. No other signage will be permitted. The stall must not obstruct or inconvenience pedestrian or vehicular traffic by maintaining a minimum accessible path of travel of 2.5 metres.

Advice

Any variation to the above will require Council consent. For details on political signage refer to State Environmental Planning Policy No.64: Advertising and Signage. Political signs for election campaigns are regulated under the Parliamentary Electorate and Elections Act 1912.

Busking or street theatre

(s.68 Item D2 & D4)

Busking or street theatre is exempt from the need for approval provided that it complies with the following criteria:

Criteria

Only in B2 Zones: Local Centres. Not within 5 metres of a bus stop, pedestrian crossing, taxi stand or intersection. Must not occur in any area adjacent to an educational establishment or place of public worship or in any park or reserve. Must retain a minimum of 2.5 metres of footpath for public movement. The activity must not obstruct or hinder the passage of

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pedestrians or vehicles nor create any nuisance or offensive noise. The performance must not involve the use of dangerous materials and implements nor include drawing or marking the footpath or affixing any matter or structure to the footpath paving. If located outside any shop must have the permission of the shop owner. Must not use a public address, sound system or amplified equipment. Performers may receive voluntary donations from the audience but may not solicit funds. Performers may only perform in one location for a maximum of 2 hours. Performers may subsequently relocate to another location that is at least 200 metres away. Performers are not permitted when special events are in progress (unless approval given as part of the event). Performers must not advertise goods for sale or associate themselves with such advertising in conjunction with their performance, other than recordings consisting of the performers own work.

Advice

Any variation to the above will require Council consent. Approval is required to sell their own works (see Part 2: Selling Articles in a Public Place).

Use of loudspeaker or sound amplifying device

(s.68 Item D5)

In accordance with the exemption given by Clause 49 of the Local Government (general) Regulation 2005 the use of a loudspeaker or sound amplifying device is exempt from the need for approval provided that it complies with the following criteria:

Criteria

Only for major events such as fairs / festivals or sports events that have the approval of the Council. Must not create a nuisance or cause offensive noise.

Advice

Any variation to the above will require Council consent.

Preaching and religious services

(s.68 Item D6)

Preaching and religious services are exempt from the need for approval provided that they comply with the following criteria:

Criteria

Not within 5 metres of a bus stop, pedestrian crossing, taxi stand or intersection. Must not occur in any park or reserve, tourist location or any area adjacent to residential premise. Must not occur in any area adjacent to an educational establishment or place of public worship (unless permission given from the occupant). Must retain a minimum of 2.5 metres of footpath for public movement. The activity must not cause nuisance, offense or obstruction. If located outside any shop must have the permission of the shop owner. Not to include a public address system or the like nor cause offensive noise. Any variation to the above will require Council consent.

PART 2 - CRITERIA

Part 2 of the Local Approvals Policy focuses on the considerations and criteria applied by Council in determining whether to give or refuse an approval of a particular kind of activity under s.68 of the Local Government Act 1993 or where required under the s.125, 138 or 139A of the Roads Act 1993. In order to achieve the objectives of the policy in terms of creating an atmosphere which provides for activities which do not adversely impact on the amenity of residents and visitors, the following requirements outlined in s.89 of the Local Government

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Act will be taken into consideration in the assessment of all applications. In determining an application, the council:

- 1) In determining an application, the council:
 - (a) must not approve the application if the activity or the carrying out of the activity for which approval is sought would not comply with the requirements of any relevant regulation, and
 - (b) must take into consideration any criteria in a local policy adopted under Part 3 by the council which are relevant to the subject-matter of the application, and
 - (c) must take into consideration the principles of ecologically sustainable development.
- 2) If no requirements are prescribed for the purposes of 1(a) and no criteria are adopted for the purposes of 1 subsection (b), the council in determining an application:
 - (a) is to take into consideration, in addition to the principles of ecologically sustainable development, all matters relevant to the application, and is to seek to give effect to the applicant's objectives to the extent to which they are compatible with the public interest.
- 3) Without limiting subsection 2, in considering the public interest the matters the council is to consider include:
 - (a) protection of the environment, and
 - (b) protection of public health, safety and convenience, and
 - (c) any items of cultural and heritage significance which might be affected.

The Local Government (General) Regulation 2005 and the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 prescribe a number of matters that must be considered by Council when dealing with an application. Legislative considerations and criteria have been paraphrased within this part. Reference should be made to the relevant Regulation for specific details. Local considerations and criteria have also been referenced in this part for the following activities:

- Construction waste
- Onsite sewage systems
- Commercial recreation activities
- Pavement art
- Ceremonies (weddings, naming, christening)
- Use of a crane
- Banners / temporary signs
- Clothing bins
- Use of footpath by shopkeepers
- Community events (fairs / festivals/ markets)
- Selling articles in a public place (mobile food vending, street stalls, other street vending)
- Footpath dining

A single approval will be issued where consent is required under both the Local Government Act 1993 and the Roads Act 1993.

Legislative Considerations

The Local Government (General) Regulation 2005 and the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 prescribe a number of matters that must be considered by the Council when dealing with an application. Reference should be made to the Regulations for specific details.

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Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

Consideration criteria – operate a caravan park or camping ground (F2 Activity)

Council will evaluate all relevant activity applications to ensure that:

- (a) Supporting plans and documents clearly demonstrate an intention to comply with the requirements of the regulation.
- (b) Where such an intention is not demonstrated, an assessment will be made of whether it is feasible for the applicant to comply and hence whether it is appropriate to issue a conditional approval or hold the application pending the supply of the necessary information.

Local Government (General) Regulation 2005

Consideration criteria – stormwater drainage (B5 Activities)

Clauses 15 In determining an application for an approval the council must have regard to the following considerations:

- (a) the protection and promotion of public health,
- (b) the protection of the environment,
- (c) the safety of its employees,
- (d) the safeguarding of its assets,
- (e) any other matter that it considers to be relevant in the circumstances. Part 2 of Schedule 1 of the Local Government (General) Regulation 2005 specifies mandatory standards for stormwater drainage work, including that such works must comply with the Plumbing Code of Australia.

Consideration criteria – place building waste storage container on a road (C3 Activity)

Clause 27 In determining an application for approval to place on a road a building waste storage container, the council is to take into consideration any requirements or guidelines relating to the location, size and visibility of building waste storage containers that are notified to the council from time to time by the Roads and Maritime Services.

Consideration criteria – install, construct or alter sewage management facilities (C5 Activity)

Clause 29 In determining an application for approval to install, construct or alter a sewage management facility, the council must take into consideration the following matters: Environment and health protection matters - The council must consider whether the proposed sewage management facility (or the proposed sewage management facility as altered) and any related effluent application area will make appropriate provision for the following:

- (a) preventing the spread of disease by microorganisms,
- (b) preventing the spread of foul odours,
- (c) preventing contamination of water,
- (d) preventing degradation of soil and vegetation, discouraging insects and vermin,
- (e) ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned,
- (f) the re-use of resources (including nutrients, organic matter and water),
- (g) the minimisation of any adverse impacts on the amenity of the land on which it is installed or constructed and other land in the vicinity of that land.

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Guidelines and directions - The council must consider any matter specified in guidelines or directions issued by the Director-General in relation to the matters referred to above.

Clauses 43 & 44 In determining an application for an approval to operate a system of sewage management the Council will consider the any matter specified in the guidelines or directions issued by the Director General in relation to the environment and health protection matters referred to above.

Note: These matters are also considered on applications for the installation of a greywater treatment system. Systems must however be accredited by NSW Health.

Consideration criteria – applications relating to public roads (E1 & E2 Activities)

Clause 50 In determining an application for an approval under Part E of the Table to s. 68 of the Act the council must take into account the provisions of the Roads Act 1993, and any relevant standards and policies of public authorities applying to the use of the road.

Consideration criteria – operation of a public car park (F1 Activity)

Clause 53 In determining an application for approval to operate a public car park the council is to take the following matters into consideration: the Roads and Maritime Service's views about the application,

- (a) the effect of the car park on the movement of vehicular traffic and pedestrian traffic,
- (b) whether the number of vehicles proposed to be accommodated is appropriate having regard to the size of the car park and the need to provide off-street parking facilities within the car park for the temporary accommodation of vehicles,
- (c) whether the means of ingress and egress and means of movement provided or to be provided within the car park are satisfactory, whether there will be adequate provision for pedestrian safety and access for people with disabilities, (f) whether the internal design of parking facilities and system of traffic management are satisfactory, (g) whether, in the case of a car park that is a building, adequate ventilation is provided or to be provided, (h) the Work Health and Safety Act, and the regulations made under that Act, as regards the safety of persons who will be employed at the proposed car park or of persons who will go there,
- (d) whether there will be adequate provision for the management of stormwater and the minimisation of stormwater pollution.

Roads Act 1993

Consideration criteria - street vending Section 139F

When considering whether to grant, extend or transfer a street vending consent, or other consent under this Division permitting the use of a structure in, on or over a public road not in a built-up area, for the purpose of selling any article or service, the roads authority must comply with guidelines relating to street vending jointly issued by Roads and Maritime Services and the Office of Local Government.

Local Considerations

In addition to the legislative considerations, the following criteria for the activities specified are considered in determining whether to give approval. Where an activity is not specified then the provisions of s.89 of the Local Government Act [1993](#) are considered.

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s.68 Part C - Waste

(Construction waste)

(s.68 Item C3 LGA) As a general rule building material and construction waste must be contained within the site; consideration will only be given where this is not possible. On site sewage systems

(s.68 Item C5 LGA) In addition to the criteria listed in the Local Government (General) Regulations 2005, the Council in considering an application to install and operate an onsite sewage system will reference the detailed criteria in Council's Development Control Plan (DCP). Reference to the DCP is required. An approval is issued every 5 years.

s.68 Part D - Community land

Commercial recreation activities

(s.68 Item D1 LGA) The following criteria will be considered in determining an application for recreation activities undertaken by professional operators for commercial gain.

Criteria

Recreation and tourism uses are permitted only in or locations considered acceptable to the type and scale of use. All requirements of Work Health and Safety Act 2011 must be met which includes assessment of risks related to the use / activity. Evidence of public liability insurance specifically indemnifying and listing Warren Shire Council on the policy as an interested party is required. The policy must be held in the name of the applicant.

Advice

Approvals are for 12 months after which time a new application is required. Fees are not refundable. Applications must include information on the type of activity being carried out and an assessment of risk.

Recreation and tourism use on private land will require the submission of a development application.

Ceremonies

(s.68 Item D6 LGA) The following criteria will be considered in determining an application to hold a ceremony in a public place.

Criteria

For wedding, naming or christening ceremonies and only for the ceremony not the reception. The area to be used must remain accessible by the public. It is not to be roped off. Vehicles must be parked in parking areas, vehicles will not be permitted in parks /reserves unless prior arrangement and approval has been obtained. No amplification of any kind is to be used including loud hailers and / or megaphones. The site is to be kept clean and tidy. The use of confetti or the like is not permitted.

Advice

An approval is issued only for the nominated day of the event. Should the event not proceed a new application is required.

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s.68 Part E - Public Roads

Use of crane

(s.68 Item E1 LGA) The following criteria will be considered in determining an approval for the use of a crane over public land.

Criteria

Must be located within the boundaries of the property otherwise a Roads Act 1993 approval will be required. Must ensure the safety of the public and the protection of property. The effect that the enclosure of the portion of the road over which the goods will be lifted will have on pedestrian movements in the vicinity of the proposed enclosure, and whether adequate provision has been made for pedestrian access to nearby premises. The effect that the enclosure of the portion of the road over which the goods will be lifted will have on vehicular parking in the vicinity of the proposed enclosure. The period during which it is proposed to keep the public place enclosed. Footway surfaces must be maintained in a safe condition.

Advice

An approval is issued only for the nominated day / period. Should the work not proceed a new application is required. Application forms are available from Council. Application and use fees apply. Cranes heavier than 60 ton must have a transport permit issued by Roads and Maritime Services.

Banners / temporary signs

(s.68 Item E2 LGA) The following criteria will be considered in determining an application for a temporary banner in a public place.

Criteria

Only in designated locations and for community events or public notices. Must be safely constructed and secured to prevent a public hazard. Banners are to be no greater than 5 metres x 900mm. Banner approval is for no longer than 2 weeks at a time, at intervals not less than 6 months. Banners are to be of a durable material. Banners are to be clear and legible and of a professional nature.

Advice

An approval is issued only for the nominated period. Applications must be made at least 14 days in advance or earlier to ensure availability. Banners over the highway require the approval of the Roads and Maritime Services.

Clothing bins

(s.68 Item E2 LGA) The following criteria will be considered in determining an application to install clothing bins in a public place.

Criteria

Clothing bins are to be installed in a manner to minimise any risk to persons or property. No more than 2 bins to be located together. Each bin is to clearly bear the name and telephone number of the organisation and all information as required by legislation under the Charitable Fundraising Act 1991. Any graffiti is to be removed within 1 week for non offensive graffiti and the next day for offensive / obscene graffiti.

Bins are to be placed on a solid level or near level foundation in an upright position with a secured method to prevent bins from being tipped over. There must be adequate space in close proximity to each bin for patron parking. Bin locations must be open to the public view and where necessary well illuminated to discourage vandalism and rubbish dumping. Clothing

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and other goods left in and around the bin shall be the responsibility of the organisation. The area around the bin shall be cleaned of any discarded clothing or other material at least weekly. Should Council need to clean the area around any bin then Council's costs will be met by that organisation. Evidence of Public Liability Insurance is required as bin owners written acceptance of responsibility for any damage done to any public road, kerb, footway or landscaping from the placement, use and servicing of the bin.

Advice

Approvals are for 2 years. Application forms are available on www.warren.nsw.gov.au. Fees may apply. Applications must include a site plan in scale showing the location of each bin, vehicle parking arrangements and any adjoining buildings.

Use of footpath by shopkeepers

(s.68 Item E2 LGA) The following criteria will be considered in determining an application by a shopkeeper for the use of the footpath outside the premises for the display of goods for sale.

Criteria

A 2.5 metre wide unobstructed section of footpath is to be maintained at all times. In some instances, this distance may be reduced where the applicant can demonstrate that there is an accessible path of travel and that there will be no increased impact on pedestrian access when the goods are in place. Goods displayed must relate to the business conducted at the premises; be contained within the property side boundary; extend no further than 700mm from the shopfront and located so as not to obstruct any doorway. All goods and / or display stands shall be secured to prevent them from being moved by wind or other forces and finished with no part protruding beyond the main body of the stand with no sharp corners or trip hazards. All goods and / or display stands must be removed from the footpath when premises are closed. The area is to be maintained in a clean condition at all times. Waste generated is to be disposed of via the host premises and not into the gutter or street bins. Evidence of public liability insurance specifically indemnifying and listing Warren Shire Council on the policy as an interested party is required. The policy must be held in the name of the applicant. An application for the use of the footpath in locations adjacent to a classified road will only be considered after the applicant has obtained the written approval of the Roads and Maritime Services.

Advice

Approvals are for 12 months after which time the approval will be renewed. Application and occupation fees apply. Fees are not refundable. The application must include a plan drawn to scale showing pedestrian areas, property boundaries and structures. Include details on the type of goods for sale. Approvals may be transferred to a new proprietor upon notification to Council and production of the appropriate public liability insurance cover.

s.68 Part F - Other activities

Community events (s.68 Item F7 LGA) (s.139A Roads Act) The following criteria will be considered in determining an application to hold a community event such as a fair, festival or market in public places.

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Criteria

For a maximum period of 72 hours. Must be undertaken by or on behalf of a public authority, institution, organisation of Council, non-profit organisations, registered charity or School. Must be carried out on:

- Public road; or
- Land designated as being a Special Use; or
- Land zoned as Public Recreation

All temporary structures must:

- Be structurally sound and capable of withstanding the loadings imposed on it.
- Comply with any Safe Work NSW requirements.
- Incorporate adequate safety provisions in the event of fire or another emergency.

All temporary food premises shall comply with the Food Act 2003 and the NSW Food Authority Food Handling Guidelines for Temporary Events'. Adequate sanitary facilities are to be provided for patrons, employees and organisers as follows:

Toilet facilities (Minimum) for events where alcohol is not available:

	Males			Females	
Patrons	WC	-Urinals	-Hand Basins	WC	- Hand Basins
< 500	1	2	2	6	2
< 1000	2	4	4	9	4
< 2000	4	8	6	12	6

Toilet facilities (Minimum) for events where alcohol is available:

	Males			Females	
Patrons	WC	- Urinals	- Hand Basins	WC	-Hand Basins
< 500	3	8	2	13	2
< 1000	5	10	4	16	4
<2000	9	15	7	18	7

Figures may be reduced for events of shorter duration:

Less than 4 hours 70%

4 to 6 hours 75%

6 to 8 hours 80%

8 hours plus 100%

Organisers are required to provide a unisex toilet for the disabled.

Adequate waste receptacles are to be provided to cater for the event and arrangements made with an authorised waste removal contractor to service the event. Parking of vehicles is to be managed so as not to cause a nuisance to surrounding properties / areas. All essential fire safety measures associated with any building, tent or marquee used for the event are to be fully operational.

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Noise level emissions are not to cause offensive noise and must comply with the Noise Guide for Local Government and the Protection of the Environment Operations Act 1997. All requirements of Work Health and Safety Act 2011 must be met which includes assessment of risks related to the event.

Advice

An approval is issued only for the nominated day/s of the event. Should the event not proceed a new application is required. Street festivals, fairs and other special events organised by community groups require the submission of an application to Council at least 16 weeks prior to the date or in the case of road closures at least 20 weeks prior. Fees apply. If the event will have an impact on road traffic, then compliance with the NSW Government Special Events Manual will be necessary. The Manual is available through the Roads and Maritime Services (www.events.nsw.gov.au)

It is the responsibility of the event coordinator to provide instructions on food handling arrangements to all groups.

It is responsibility of the event coordinator to provide instructions on full clean up arrangements to all groups. A waste management plan may be necessary and liaison with Council about the arrangements may be required.

Any appropriate licences / permits / approvals from relevant government agencies must be submitted to Council prior to any approval being issued by Council.

Such permits may include some or all of the following:

- Permits from the Safe Work in regard to amusement devices and fireworks displays.
- Approval from the Police in regard to the consumption of alcohol.
- Approvals from Roads and Maritime Services / Police in regard to proposed road closures.
- Events or ceremonies held on land that become an annual and or otherwise regular occurrence will require a development application for temporary use.
- Temporary structures may require development consent. Reference to the State Environmental Planning Policy (Temporary Structures) is required.

Selling articles in a public place

(s.68 Item F7 LGA)

(s.139A Roads Act) The Council is unlikely to approve the selling of articles in a public place other than in the following circumstances. In determining an application consideration will be given to the relevant criteria.

Criteria

Mobile vending:

All vehicles must be registered as per the requirements of the Motor Traffic Act.

Must not operate as a roadside stall or to sell food to the public on any site that requires development consent for that use.

No additional flashing or rotating lights, except those required under Motor Traffic legislation are permitted.

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The vehicle is not permitted to operate within 50 metres of any retail food outlet selling a similar food product if that outlet is open.

The vehicle is not permitted to use chimes or like devices to attract attention between the hours of 8pm and 8am or to operate within 90 metres from any hospital, churches in service or schools during school hours.

The vehicle is not permitted to trade on main roads and through streets with a speed limit of greater than 50km/h unless deemed safe by Warren Shire Council.

Not to trade in locations where motorists are forced to park on kerbside land, where parking / standing restrictions apply. The vehicle is not to create a traffic hazard, obstruction or dangerous situation. Not permitted to operate during hours of darkness. Litter bins are to be provided by the operator for the convenience of customers. Wastewater is to be contained with the vehicle for later disposal to the sewerage system. The vehicle must display a sign requesting patrons not to loiter around the vehicle. The vehicle must be made available for inspection by a Council Environmental Health Officer for a health clearance certificate prior to the issue of approval. Mobile vending in locations adjacent to a classified road will only be considered after the applicant has obtained the written approval of the Roads and Maritime Services.

Criteria

Street stall:

For the sale of goods or services by non-profit community groups. Limited to 1 street stall on any one day in the same township. Limited to no more than one stall per month in any township per community group. The name of the organisation must be prominently displayed on the stall, not on the footpath. No other signage is permitted. Must have the consent of the business or organisation outside which the stall is to be situated. A 2.5-metre-wide unobstructed section of footpath is to be maintained at all times. In some instances, this distance may be reduced where the applicant can demonstrate that there is an accessible path of travel and that there will be no increased impact on pedestrian access when the stall is in place. Must not hinder the passage of pedestrians or create a nuisance or objectionable noise. The immediate surrounding area is to be left in a clean and tidy condition and kept clear of hazards. Street stalls involving the selling of food must comply with the requirements of the NSW Food Safety Regulations.

Advice

Mobile vending:

Approvals are for 12 months after which time a new application is required. Application fees apply. Fees are not refundable. Mobile food vending vans must be registered with the Council. Annual inspection fees apply.

Street stalls:

An approval is issued only for the nominated day of the event. Should the event not proceed a new application is required. Applications must be made at least 14 days in advance or earlier to ensure availability. Booking application forms and details are available from Council.

An individual or group carrying out these activities should be aware that they are to exercise good risk management practices at all times so as to avoid injury or loss to others.

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PART 3 - OTHER MATTERS

Part 3 of the Local Approvals Policy covers other matters, mostly administrative, relating to the processing of an application.

The application process is primarily established by legislation and whilst it can vary according to the type of works / activities proposed there is a fundamental process that is followed. This process is outlined below.

Lodgement of an application

Most applications or bookings have a specific form and/ or guide designed to assist in the lodgement of the application. Depending on the type of work or activity, fees may apply and where these are required, they must be paid at the time of lodgement.

Assessment of an application

In assessing the more complex applications, additional information may be needed. Where this is the case, Council will contact the applicant within 21 days of receipt of an application. Due to the nature and type of works / activities requiring approval under the Local Government Act and the Roads Act are not generally notified.

Applications can be amended by the applicant prior to determination provided that the variation is minor.

Requirements for Advertisement of Activity to the Public

In relation to public advertisement requirements for activities listed in this Policy please refer to Warren Shire Council's Community Awareness Policy.

Determination

Once determined a notice will be issued advising whether the application has been approved or refused. The period of approval will vary depending on the type of activity or work undertaken. If works have not commenced or where the activity is not held during the nominated time, then the approval may lapse. In such cases, and depending on the circumstances, an applicant can seek to lodge a new application or alternatively request to modify / extend an existing application.

Review of determination

A determination can be reviewed under s.100 of the Local Government Act. A request to review must justify the reasons for review and be made in writing within 28 days of Council's determination. Fees apply. The determination of a review is final.

Record of approvals

A record of approvals is required to be kept under s.113 of the Local Government Act. This record is available to the public.

Enforcement action

An approval may be revoked or modified in any of the following circumstances:

- (a) if the approval was obtained by fraud, misrepresentation or concealment of facts;
- (b) for any cause arising after the granting of the approval which, had it arisen before the approval was granted, would have caused the council not to have granted the approval (or not to have granted it in the same terms);

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- (c) for any failure to comply with a requirement made by or under this Act relating to the subject of the approval;
- (d) for any failure to comply with a condition of the approval.

Reference should be made to Council's Local Orders Policy and Enforcement Policy for details on enforcement processes and actions.

NOTE

- Approvals/consents may be required for certain other activities under the provision of separate legislation, particularly in regard to the erection of other buildings which is controlled by the provisions of the Environmental Planning and Assessment Act.
- Any applications involving the preparation of food, the operation of a temporary food premise must comply with the NSW Food Code.

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ITEM 3 REVIEW OF COUNCILLOR EXPENSE POLICY

(P13-1, C14-5.1)

RECOMMENDATION that:

1. The information be received and noted;
2. The reviewed Councillor Expense Policy with minor amendments detailed within the report, be placed on public exhibition for a minimum of 28 days; and
3. Subject to no adverse submissions being received, the reviewed Councillor Expense Policy as amended be adopted.

PURPOSE

For Council to review its adopted Councillor Expense Policy.

Manex recommended that this Policy be reported to Council for eventual re-adoption with only minor amendments.

BACKGROUND

Under the Local Government Act 1993, Councils must review their adopted Councillor Expense Policy within 12 months of an Election and must make such adjustments that they consider appropriate.

The Policy must ensure that it provides for the making of payment of expenses associated with carer responsibilities that are adequate and reasonable. It is considered that the current Policy does this.

Before adopting a new Councillor Expense Policy, Council must give public notice of the intention to adopt the Policy and allow for 28 days for the making of public submissions. Councils must comply with this requirement even if they propose to adopt the same Policy as the existing Policy, and before adopting the Policy, Councils must consider any submissions and make any appropriate changes to the Draft Policy.

REPORT

Attached is a copy of the current Policy adopted by Council on the 27th September 2018.

The Policy has been reviewed and enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

The current Policy is in accordance with the Office of Local Government Councillor Expenses and Facilities Policy – Better Practice template and the Office of Local Government Guidelines.

Only minor changes were considered in the review by Manex as follows:

1. General travel arrangements and expenses., Item 6.2 has had the following statement incorporated into the second point *“Where possible and appropriate, a Council vehicle should in the first instance be utilised”*.
2. Under Interstate, overseas and long distance intrastate travel expenses, Item 6.7 the statement *“this amount will be set aside in Council’s annual budget”* has been removed.

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ITEM 3

REVIEW OF COUNCILLOR EXPENSE POLICY

CONTINUED

3. Home office expenses Item 6.43 will now require copies of receipts for reimbursement.
4. General Facilities for all Councillors Item 9.1 has been amended to state that a corporate clothing package up to \$500 per term, incorporating a jacket, tie/ scarf and shirt/blouse may be provided (as a Corporate Clothing Package is yet to be arranged).
5. Item 10.1 has been amended as "That Council may provide to the Mayor a maintained vehicle (currently a vehicle is not provided to the Mayor) but access if available to Council's Officers vehicles and a pool vehicle".
6. Additional Facilities for the Mayor, Items 10.7 and 10.8 have been removed as they are not applicable to Warren Shire Council.

"10.7. The number of exclusive staff provided to support the Mayor and Councillors will not exceed the number of full time equivalents identified in the adopted organisational structure and as provided in the adopted budget.

10.8. As per Section 4, staff in the Mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning."

FINANCIAL AND RESOURCE IMPLICATIONS

Appropriate budgets are contained within each years Estimates.

LEGAL IMPLICATIONS

Section 252 Local Government Act 1993; and

Section 23A Local Government Act 1993 - Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors in NSW.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

Warren Shire Council's Councillor Expense Policy is automatically revoked at the expiration of 12 months after the election. There is a need for Council to review their existing Policy to ensure that it continues to be appropriate.

Consultation will involve at minimum 28 days public notice for the making of public submissions and adopting the renewed Policy following consideration of any submissions and the making of any appropriate changes to the Draft Policy.

OPTIONS

Council needs to have a Councillor Expense Policy as it is a legal requirement under the Local Government Act 1993.

The only option is to further amend the reviewed Policy.

CONCLUSION

The Councillor Expense Policy ensures Council provides a consistent and fair process for the reimbursement of Councillor expenses in accordance with the Budget contained within Council's Estimates.

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ITEM 3 REVIEW OF COUNCILLOR EXPENSE POLICY

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The current Policy with only minor amendments is considered appropriate and is recommended for public exhibition and re-adoption if no adverse submissions are received.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 5.1.3 Promote timely and quality dissemination of information to the community.
- 5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Councillor Expense Policy adopted 27th September 2018 as amended.

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ITEM 3

REVIEW OF COUNCILLOR EXPENSE POLICY

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POLICY REGISTER

COUNCILLOR EXPENSE POLICY

Policy adopted: 27th September 2018 Minute No. 214.9.18

Reviewed:

File Ref: P13-1, C14-5.1

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to the Ordinary Meeting of Council to be held in the
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REVIEW OF COUNCILLOR EXPENSE POLICY

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DOCUMENT CONTROL

Issue	Prepared/Revised By and Date	Action/Amendment Description	Approved By and Date
1.0		First Edition	Council Minute No. 214.9.18 (27th September 2018)
1.1	Reviewed by Gary Woodman 1st February 2022	Updated position names and Acts and minor word amendments.	Gary Woodman General Manager

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Policy Summary

This Policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this Policy.

The Policy has been prepared in accordance with the NSW Local Government Act 1993 and NSW Local Government (General) Regulation 2005, and complies with the Office of Local Government’s Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW.

The Policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this Policy will not be paid or reimbursed. The main expenses and facilities are summarised in the table below. All monetary amounts are exclusive of GST.

Expense or facility		
	Maximum amount / Frequency Provided to all Councillors upon approval to travel privately (non-Council Vehicle)	General travel expenses \$1,000 per Councillor per year.
		\$6,000 for the Mayor per year
	Interstate, overseas and long distance intrastate travel expenses	\$10,000 total for all Councillors per year
	Accommodation and meals	As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually per meal/night
Professional development		\$2,000 per Councillor per year
Conferences and seminars		\$20,000 total for all Councillors per year
ICT expenses	iPad, Laptops and ancillary IT items.	\$2,000 per Councillor (upon election)
Carer expenses	To attend Council or committee meetings.	\$2,000 per Councillor per year
Home office expenses		\$100 per Councillor per year
Corporate Clothing		\$500 per Councillor per term
Access to facilities in a Councillor room	Provided to all Councillors	Not relevant
Council vehicle and fuel card	Provided to the Mayor	\$10,000 per year
Furnished office	Provided to the Mayor	\$500 per term

Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor.

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Councillors must provide claims for reimbursement within two (2) months of an expense being incurred. Claims made after this time cannot be approved.

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by an individual Councillor and as a total for all Councillors.

This policy will commence on **24th February 2022**.

PART A – INTRODUCTION

1. INTRODUCTION

- 1.1. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Warren Shire Council.
- 1.2. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3. The purpose of this Policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4. Expenses and facilities provided by this Policy are in addition to fees paid to Councillors. [The minimum and maximum fees a Council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range].
- 1.5. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this Policy.

2. POLICY OBJECTIVES

The objectives of this Policy are to:

- enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties.
- enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties.
- ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors.
- ensure facilities and expenses provided to Councillors meet community expectations.
- support a diversity of representation.
- fulfil Council's statutory responsibilities.

3. PRINCIPLES

Council commits to the following principles:

- Proper conduct: Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
- Reasonable expenses: Providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor.

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- Participation and access: Enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
- Equity: There must be equitable access to expenses and facilities for all Councillors.
- Appropriate use of resources: Providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
- Accountability and transparency: Clearly stating and reporting on the expenses and facilities provided to Councillors.

4. PRIVATE OR POLITICAL BENEFIT:

- 4.1. Councillors must not obtain private or political benefit from any expense or facility provided under this Policy.
- 4.2. Private use of Council equipment and facilities by Councillors may occur from time to time. For example, telephoning home to advise that a Council Meeting will run later than expected.
- 4.3. Such incidental private use does not require a compensatory payment back to Council.
- 4.4. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse Council.
- 4.5. Campaigns for re-election are a private interest. The following are examples of what is a private interest during a re-election campaign:
 - production of election material.
 - use of Council resources for campaigning.
 - use of official Council letterhead, publications, websites or services for political benefit.
 - fundraising activities of political parties or individuals, including political fundraising events.

PART B – EXPENSES

5. GENERAL EXPENSES

- 5.1. All expenses provided under this Policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this Policy.
- 5.2. Expenses not explicitly addressed in this Policy will not be paid or reimbursed.

6. SPECIFIC EXPENSES

General travel arrangements and expenses

- 6.1. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Each Councillor may be reimbursed up to a total of \$1,000 per year for travel expenses incurred while undertaking official business or professional

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development or attending approved conferences and seminars within NSW.
This includes reimbursement:

- for public transport fares
 - for the use of a private vehicle or hire car, for parking costs for Council and other meetings, for tolls, for documented ride-share programs, such as Uber. Where possible and appropriate, a Council vehicle should in the first instance be utilised.
 - by Cabcharge or equivalent.
- 6.3. Allowances for the use of a private vehicle, outside a 10km radius of the Warren Shire Council Administration Centre, will be reimbursed at the rate contained in the Local Government (State) Award.
- 6.4. Councillors seeking to be reimbursed for use of a private vehicle must keep a log book recording the date, distance and purpose of travel being claimed. Copies of the relevant log book contents must be provided with the claim.

Interstate, overseas and long distance intrastate travel expenses

- 6.5. This section includes reference to long distance intrastate travel. At Warren Shire Council long distance intrastate travel is travel that is estimated to take more than six hours from the Councillor's residence.
- 6.6. In accordance with Section 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.
- 6.7. Total interstate, overseas and long distance intrastate travel expenses for all Councillors will be capped at a maximum of \$10,000 per year.
- 6.8. Councillors seeking approval for any interstate and long distance intrastate travel must submit a business case to, and obtain the approval of, the Council prior to travel.
- 6.9. Councillors seeking approval for any overseas travel must submit a request to, and obtain the approval of, a full Council meeting prior to travel.
- 6.10. The request should include:
- objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result and its relevance to the exercise of the Councillor's civic duties.
 - who is to take part in the travel
 - duration and itinerary of travel
 - a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.11. For interstate and long distance intrastate journeys of less than three hours the class of air travel is to be economy class.
- 6.12. For interstate journeys by air of more than three hours, the class of air travel may be premium economy where it is available.
- 6.13. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.14. Bookings for approved air travel are to be made by Council staff on behalf of the Councillor.
- 6.15. For travel that is reimbursed as Council business, frequent flyer points will not

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accrue to Councillors. This is considered a private benefit.

Travel expenses not paid by Council

6.16. Council will not pay any traffic or parking fines or administrative charges for toll road accounts.

Accommodation and meals

6.17. Council will reimburse costs for accommodation and meals (when meals are not provided) while Councillors are undertaking prior approved travel or professional development.

6.18. The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award, as adjusted annually.

6.19. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the General Manager, being mindful of Clause 6.18.

6.20. Councillors will not be reimbursed for the purchase of alcoholic beverages.

Refreshments for Council related meetings

6.21. Appropriate refreshments may be available for Council meetings, Council Committee meetings, Councillor briefings, approved meetings and engagements, and official Council functions as approved by the General Manager.

6.22. As an indicative guide for the standard of refreshments to be provided at Council related meetings, the General Manager must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

Professional development

6.23. Council will set aside \$2,000 per Councillor annually in its budget to facilitate professional development of Councillors through programs, training, education courses and membership of professional bodies.

6.24. In the first year of a new Council term, Council will provide a comprehensive induction program for all Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.

6.25. Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the Councillor's civic duties, the Councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.

6.26. Approval for professional development activities is subject to a prior written request to the General Manager outlining the:

- details of the proposed professional development
- relevance to Council priorities and business, and
- relevance to the exercise of the Councillor's civic duties.

6.27. In assessing a Councillor request for a professional development activity, the General Manager must consider the factors set out in Clause 6.26, as well as the cost of the professional development in relation to the Councillor's remaining budget.

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Conferences and seminars

- 6.28. Council is committed to ensuring its Councillors are up to date with contemporary issues facing council and the community, and local government in NSW.
- 6.29. Council will set aside a total amount of \$20,000 annually in its budget to facilitate Councillor registration fees for attendance at conferences and seminars, excluding the Local Government NSW Annual Conference. This allocation is for all Councillors. The General Manager will ensure that access to expenses relating to conferences and seminars is distributed equitably.
- 6.30. Approval to attend a conference or seminar is subject to a written request to the General Manager. In assessing a Councillor request, the General Manager must consider factors including the:
- relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties
 - cost of the conference or seminar in relation to the total remaining budget.
- 6.31. Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the GM. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to Clauses 6.19-6.22.

Local Government NSW Annual Conference

- 6.32. A maximum of 3 Councillors (Mayor and 2 councillors) per year will also be permitted to attend the Local Government NSW Annual Conference. Council will reimburse the cost of registration fees and where the conference is outside the local government area, the cost of travel, accommodation and meals not covered by the conference registration, subject to the provisions in 'Accommodation and meals'.
- 6.33. For the Local Government NSW Annual Conference only, Council will meet the costs of the official conference dinner for an accompanying person of a Councillor.

ICT expenses

- 6.34. Council will provide, or reimburse Councillors for expenses associated with, appropriate ICT devices and services up to a limit of \$2,000 per term for each Councillor. This may include mobile phones and tablets, mobile phone and tablet services and data, and home internet costs.
- 6.35. Reimbursements will be made only for communications devices and services used for Councillors to undertake their civic duties, such as:
- receiving and reading Council business papers.
 - relevant phone calls and correspondence.
 - diary and appointment management.
- 6.36. Councillors may seek reimbursement for applications on their mobile electronic communication device that are directly related to their duties as a Councillor, within the maximum limit.

Special requirement and carer expenses

- 6.37. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including

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provision for sight or hearing impaired Councillors and those with other disabilities.

- 6.38. Transportation provisions as outlined in this Policy, such as access to Cabcharges, will also assist Councillors who may be unable or unwilling to drive a vehicle.
- 6.39. In addition to the provisions above, the General Manager may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.
- 6.40. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to re-imbursment of carer's expenses up to a maximum of \$2,000 per annum for attendance at official business, plus reasonable travel from the principal place of residence.
- 6.41. Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.42. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.

Home office expenses

- 6.43. Each Councillor may be reimbursed up to \$100 per year for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges. **Copies of receipts are required for reimbursement.**

7. INSURANCES

- 7.1. In accordance with Section 382 of the **NSW** Local Government Act **1993**, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
- 7.2. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
- 7.3. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
- 7.4. Appropriate travel insurances will be provided for any Councillors traveling on approved interstate and overseas travel on Council business.

8. LEGAL ASSISTANCE

- 8.1. Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
 - a Councillor defending an action arising from the performance in good faith of a function under the **NSW** Local Government Act, **1993**.
 - a Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the **NSW Local Government Act, 1993**.
 - a Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the **NSW Local**

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Government Act, 1993 and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.

- 8.2. In the case of a conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer or conduct review panel to make formal enquiries into that matter in accordance with Council's Code of Conduct.
- 8.3. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the NSW Local Government Act, 1993 are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 8.4. Council will not meet the legal costs:
- of legal proceedings initiated by a Councillor under any circumstances.
 - of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
 - for legal proceedings that do not involve a Councillor performing their role as a Councillor.
- 8.5. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council Meeting prior to costs being incurred.

PART C – FACILITIES

9. GENERAL FACILITIES FOR ALL COUNCILLORS:

Facilities

- 9.1. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
- a Councillor common room appropriately furnished to include telephone, photocopier, printer, desks, computer terminals, pigeon holes and appropriate refreshments (excluding alcohol).
 - a name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor.
 - a corporate clothing package up to \$500 per term, incorporating a jacket, tie/ scarf and shirt/blouse may be provided.
- 9.2. The provision of facilities will be of a standard deemed by the General Manager as appropriate for the purpose.
- 9.3. Council may from time to time provide additional facilities for Councillor use, such as protective safety equipment for use during site visits.

Stationery

- 9.4. Council will provide Councillors with diaries or other stationery as required.
- 9.5. Council may from time to time provide stationery or branded items for Councillor use.

Administrative support

- 9.6. Council will provide administrative support to Councillors to assist them with

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their civic duties only. Administrative support may be provided by staff in the Executive Office or by a member of Council's administrative staff as arranged by the General Manager or their delegate.

- 9.7. As per Section 4, Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

10. ADDITIONAL FACILITIES FOR THE MAYOR

- 10.1. Council may provide to the Mayor a maintained motor vehicle to a similar standard to the General managers vehicle, with a fuel card. The vehicle will be supplied for use in attending official business and professional development and attendance at the Mayor's Office.
- 10.2. The Mayor must keep a log book setting out the date, distance and purpose of all travel. This must include any travel for private benefit. The log book must be submitted to Council on a monthly basis.
- 10.3. The Mayoral Allowance will be reduced to cover the cost of any private use recorded in the log book, calculated on a per kilometre basis by the rate set by the Local Government (State) Award.
- 10.4. A parking space at Council's offices will be available for the Mayor's Council-issued vehicle for use on official business, professional development and attendance at the Mayor's office.
- 10.5. Council will provide the Mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone and meeting space.
- 10.6. In performing his or her civic duties, the Mayor will be assisted by a small number of staff providing administrative and secretarial support, as determined by the General Manager.

11. PART D – PROCESSES

Approval, payment and reimbursement arrangements:

- 11.1. Expenses should only be incurred by Councillors in accordance with the provisions of this Policy.
- 11.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 11.3. Up to the maximum limits specified in this Policy, approval for the following may be sought after the expense is incurred:
- local travel relating to the conduct of official business.
 - carer costs.
 - ICT expenditure.
- 11.4. Final approval for payments made under this policy will be granted by the General Manager or their delegate.
- 11.5. All requests for reimbursement will be reviewed by two staff members and payment will be authorised by a staff member with the appropriate financial delegation.
- 11.6. The General Manager will provide a system for the request of reimbursements

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for Councillors. This will include a form whereby Councillors will be required to specifically identify the clause within this policy to which the request relates.

Direct payment

11.7. Council may approve and directly pay expenses. Requests for direct payment must be submitted through the appropriate system for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

Reimbursement

11.8. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted through the appropriate system.

Advance payment

11.9. Council may provide a Debit Card to Councillors attending approved conferences, seminars or professional development.

11.10. Requests for Debit Card use must be submitted to the General Manager for assessment against this Policy with sufficient information and time to allow for the claim to be assessed and processed.

11.11. Councillors must fully reconcile all expenses against the Debit Card within 14 days of incurring the cost and/or returning home.

Reimbursement to Council

11.12. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:

- Council will invoice the Councillor for the expense
- the Councillor will reimburse Council for that expense within 14 days of the invoice date.

11.13. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the General Manager. The General Manager may elect to deduct the amount out of the Councillor's allowance.

Timeframe for reimbursement

11.14. Unless otherwise specified in this Policy, Councillors must provide all claims for reimbursement within two months of an expense being incurred. Claims made after this time cannot be approved.

12. DISPUTES

12.1 If the Councillor disputes a determination under this policy, the Councillor should discuss the matter with the General Manager.

12.2 If the Councillor and the General Manager cannot resolve the dispute, the Councillor may submit a notice of motion to Council seeking the dispute resolved.

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13 RETURN OR RETENTION OF FACILITIES

- 13.1 All unexpended facilities or equipment supplied under this Policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office. Councillors must return all Council owned items prior to the date of a general election regardless of nominating for re-election. This includes all ICT devices.

14 PUBLICATION

- 14.1 This Policy will be published on Council's website.

15 REPORTING

- 15.1 Council will report on the provision of expenses and facilities to Councillors as required in the NSW Local Government Act, 1993 and NSW Local Government (General) Regulations 2005.
- 15.2 Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

16 AUDITING

The operation of this Policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.

17 BREACHES

- 17.1 Suspected breaches of this Policy are to be reported to the Council.
- 17.2 In accordance with the Code of Conduct this Councillor Expenses and Facilities Policy is a Policy of Council and must not be contravened.
- 17.3 Alleged breaches of this Policy shall be dealt with by the following processes outlines for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.

PART E – APPENDICES

APPENDIX I: RELATED LEGISLATION, GUIDANCE AND POLICIES

Relevant legislation and guidance:

- NSW Local Government Act 1993, Sections 252 and 253
- NSW Local Government (General) Regulation 2005, Clauses 217 and 403
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009.
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities.
- Local Government Circular 05-08 Legal Assistance for Councillors and Council Employees.

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Related Council policies:

- Code of Conduct.
Adopted by Council 24th September 2020.

APPENDIX II: DEFINITIONS

The following definitions apply throughout this Policy.

- Term Definition Accompanying person - Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor.
- Appropriate refreshments Means food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business
- Act - Means the NSW Local Government Act 1993.
- Annual Conference - Means Local Government NSW Annual Conference.
- General Manager - Means the General Manager of Council and includes their delegate or authorised representative.
- Clause Unless stated otherwise, a reference to a clause is a reference to a clause of this Policy.
- Code of Conduct - Means the Code of Conduct adopted by Council or the Model Code if none is adopted.
- Councillor - Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor.
- ICT Means Telecommunications and Information Communications and Technology Incidental personal use - Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct.
- Long distance intrastate travel Means travel to other parts of NSW of more than three hours duration by private vehicle.
- Maximum limit - Means the maximum limit for an expense or facility provided in the text and summarised in Appendix I.
- NSW - New South Wales.
- Official business - Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes:
 - meetings of Council and committees of the whole.
 - meetings of Committees facilitated by Council.
 - civic receptions hosted or sponsored by Council.
 - meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council.
- Professional development Means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor.
- Regulation Means the NSW Local Government (General) Regulation 2005.
- Year - Means the financial year, that is the 12 month period commencing on 1 July each year.

WARREN SHIRE COUNCIL
Policy Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 24th February 2022

ITEM 4 REVIEW OF GIFTS AND BENEFITS POLICY

(P13-1, A7-6)

RECOMMENDATION that:

1. The information be received and noted;
2. The reviewed Gifts and Benefits Policy with minor amendments detailed within the report, be placed on public exhibition for a minimum of 28 days; and
3. Subject to no adverse submissions being received, the reviewed Gifts and Benefits Policy as amended be adopted.

PURPOSE

For Council to review its adopted Gifts and Benefits Policy.

Manex recommended that this Policy be reported to Council for eventual re-adoption with only minor amendments.

BACKGROUND

Council's Gifts and Benefits Policy must be reviewed every four (4) years or within 12 months of an Election and must make such adjustments that they consider appropriate.

Following a review of Council's Code of Conduct, it was found that Council's existing Policy which is attached, had not been amended with the current Code of Conduct in regard to the lifting of the \$50 cap on the value of gifts that may be accepted to \$100.

REPORT

Attached is a copy of the current Policy adopted by Council on the 27th September 2018.

The Policy has been reviewed and the only proposed change is the lifting of the \$50 cap on the value of gifts that may be accepted to \$100. This is the only minor change considered in the review by Manex.

The amended Gifts and Benefits Policy would be in accordance with the Office of Local Government Circular 20-32 of 14th August 2020.

FINANCIAL AND RESOURCE IMPLICATIONS

An appropriate gift register is maintained at no cost.

LEGAL IMPLICATIONS

Local Government Act 1993; and
Warren Shire Council Code of Conduct.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

There is a need for Council to review its existing Gifts and Benefits Policy to ensure that it continues to be appropriate.

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ITEM 4 REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Consultation will involve at minimum 28 days public notice for the making of public submissions and adopting the renewed Policy following consideration of any submissions and the making of any appropriate changes to the Draft Policy.

OPTIONS

Council needs to have a Gifts and Benefits Policy as it is a legal requirement under the Local Government Act 1993.

The only option is to further amend the reviewed Policy.

CONCLUSION

The Gifts and Benefits Policy ensures Council provides a consistent and fair process for the management of gifts in accordance with Council's Code of Conduct.

The current Policy with only minor amendments as detailed within the report is considered appropriate and is recommended for public exhibition and re-adoption if no adverse submissions are received.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 5.1.3 Promote timely and quality dissemination of information to the community.
- 5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Draft Gifts and Benefits Policy, with changes highlighted.

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED



POLICY REGISTER

GIFTS AND BENEFITS POLICY

Policy adopted: 27th September 2018 Minute No. 214.9.18

Reviewed:

File Ref: P13-1

WARREN SHIRE COUNCIL
Policy Report of the General Manager
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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

DOCUMENT CONTROL

Issue.	Prepared/Revised by and Date	Action/Amendment Description	Approved By and Date
1.0		First Edition	Council Minute No. 214.9.18 (27 th September 2018)
2.0	Gary Woodman General Manager	Reviewed	Council Minute No.

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

Policy Scope

The Gifts and Benefits Policy supports Council's Code of Conduct and provides procedures and direction for the management of gifts and benefits.

This policy is applicable to all Council Official (Councillors, Council staff, volunteers or delegated persons as defined in the Local Government Act 1993).

For the purpose of this policy, a reference to a gift or benefit does not include a political donation or contribution to an election fund that is subject to the provision of the relevant election funding legislation.

Policy Objective

The purpose of this policy is to:

- Ensure that all persons covered by this policy are aware of their obligations concerning the management of receiving and being offered gifts or benefits.
- Provide a transparent and accountable process for the acceptance of gifts or benefits.

Policy Statement

This policy supports (and is to be read in conjunction with) Council's Code of Conduct. The policy provides guidance on whether an offer of a gift or benefit should be refused or accepted and what must be done if the gift or benefit is accepted.

Individuals covered by this policy should not accept any gifts or benefits that give rise to a real or perceived influence in relation to their decision-making role. The refusal or receipt of gifts or benefits must be conducted in a manner to ensure that they are not provided as an intentional inducement by the donor to receive favourable treatment. It is equally important to consider the perception of what a gift or benefit may create, regardless of the type or value.

Gifts or benefits may be offered for a variety of reasons including:

- (a) Gifts of influence (inappropriate offers)
- (b) Gifts of gratitude (appreciation)
- (c) Token gifts
- (d) Ceremonial gifts.

Gifts and Benefits Register

Council will maintain a register containing details of gifts and benefits and the decision and outcome relating to the gift.

All Council Officials will be made aware of where it is and in what circumstances information should be recorded in it; as prescribed by this policy.

Policy Guidelines

1. Inappropriate Offers (Bribes)

1.1.1 Council Officials must avoid situations giving rise to the appearance that a person or body, through the provision of gifts and benefits (including hospitality) of any kind, is attempting to secure favourable treatment from Council or the individual acting on Council's behalf.

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

Individuals covered by this policy must not:

- (a) seek or accept a bribe or other improper inducement;
- (b) seek gifts or benefits of any kind;
- (c) accept any gift or benefit that may create a sense of obligation or may be perceived to be intended to or likely to influence the carrying out of your public duty;
- (d) accept any gift or benefit of more than token value;
- (e) accept any offer of cash or a cash like gift, regardless of the amount.

1.1.2 Council Officials must take all reasonable steps to ensure that immediate family members do not receive gifts or benefits that give rise to the appearance of being an attempt to receive favourable treatment from the individual covered by this policy. Immediate family members include parents, spouses, children and siblings.

1.1.3 Council Officials must not use their position to influence other Council Officials in the performance of their public or professional duties to obtain a private benefit for themselves or for somebody else. A Councillor will not be in breach of this clause if they are seeking to influence other Council Officials through the appropriate exercise of their representative functions.

1.1.4 Council Officials must not take advantage (or seek to take advantage) of status or position with, or functions performed for Council in order to obtain a private benefit.

1.1.5 Council Officials must never accept any offer of a gift or benefit which would be considered to be intended to influence behaviour or show favour (or not show favour) to any person in relation to official duties.

1.1.6 If offered a bribe, the matter should be reported immediately to Council's General Manager. The Independent Commission Against Corruption (ICAC) and where relevant, the Police, must be informed by the General Manager.

1.1.7 Soliciting personal gifts or benefits is strictly prohibited. Any individual covered by this policy who becomes aware that another individual covered by this policy is soliciting gifts or benefits must report the matter to the General Manager immediately.

1.2 Gifts of Appreciation

1.2.1 Token Gifts (nominal value)

- (a) Gifts of gratitude where the value is less than **\$100.00** may be accepted or declined. The acceptance of such "token" gifts must be declared and recorded in the Gifts and Benefits Register.
- (b) A gift may be offered to an individual in appreciation of a specific task or for exemplary performance of duties. Gifts offered for speaking at official events would be an example of a gift of gratitude.
- (c) Council's Code of Conduct defines "token gifts and benefits" as:
 - (i) Free or subsidised meals, beverages or refreshments provided in conjunction with:
 - The discussion of official business.
 - Council work related events (training, workshops).
 - Conferences.
 - Council functions or events.
 - Social functions organised by groups (such as Council committees and community organisations).

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

- (ii) Invitations to and attendance at social, cultural or sporting events.
- (iii) Gifts of a single bottle of reasonably priced alcoholic beverages at end of year functions, public occasions or recognition of work done/ assistance given (such as a lecture, presentation or training session).
- (iv) Ties, scarves, coasters, tie pins, diaries, chocolates or flowers.
- (v) Prizes of token value.

1.2.2 Non-token gifts (gifts and benefits)

- (a) Gifts or gratitude where the value exceeds **\$100.00** should NOT be accepted. Refer to paragraph 1.7 of this policy for possible exceptions.
- (b) Council's Code of Conduct defines gifts and benefits of value as having more than a token value to include, but not limited to:
 - Tickets to major sporting events (such as international cricket, NRL, AFL, FFA, NBA, V8 supercars).
 - Corporate hospitality as a corporate facility at major sporting events.
 - Discounted products for personal use.
 - The frequent use of facilities such as gyms, use of holiday homes.
 - Free or discounted travel.

These types of gifts **ARE TO BE REFUSED**

1.2.3 Gifts of money and cash-like gifts (e.g. Gift Vouchers – regardless of the amount) **MUST NEVER** be accepted.

1.2.4 All offers (refused or accepted) of non-token gifts or benefits **MUST BE** disclosed by completing the Gifts and Benefits Declaration Form (appendix 1) and be recorded in the Gifts and Benefits Register.

1.3 Cumulative Gifts

1.3.1 A series of small gifts, which individually fall under the nominal value of **\$100.00**, may have an aggregate value which exceeds the nominal value in any six-month period. Such gifts, while seemingly modest, may pose a risk or apparent compromise, in the same way as accepting one gift or benefit which exceeds the nominal value.

1.3.2 Where a series of gifts is received, as described in paragraph 1.2.1, in any six-month period, the gifts must be declared. Where the gift giving continues, the acceptance of gifts must be declined. Such gifts should be declared and the matter raised with your Manager or Director and, in the case of Councillors or other Council officials, with the General Manager.

1.4 Hospitality and Work-related Functions

1.4.1 Hospitality often forms part of a work-related function, such as morning/afternoon tea at a meeting, a modest lunch offered to a working group, a networking function etc. Such hospitality is acceptable. A useful guide of what would be acceptable hospitality is the type of hospitality which Council would provide to its business associates. Refer to paragraph 1.2.1 (c)(i) for guidance.

1.4.2 Hospitality that extends beyond that described in paragraph 1.2.1 (c)(i) needs to be carefully considered before accepting. The following should be considered:

- (a) Is it likely that, by accepting the hospitality, the Council official may be perceived to show favouritism to the host in some way in the future (e.g. procurement or development applications)?

I:\Policies and Procedures - File P13\Policies\Draft\Presented to February 2022 Council Meeting Policies\Draft Gifts and Benefits Policy - Feb 2022.docx Page 3

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REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

- (b) Is there a business rationale for attending the function/accepting the hospitality?
- (c) Is the value of the hospitality at a reasonable level?
- (d) Will there be a number of other clients/representatives from other councils attending the function?
- (e) Is the hospitality being offered by a service provider where a tender/or other contract is due for renewal in the next six months or during the tender or contract negotiation process?

1.5 Hospitality Should Only be Accepted Where

- 1.5.1 There is a strong business case for attending the function/accepting the hospitality.
- 1.5.2 The estimated value of the hospitality is at a reasonable level, not for example a “silver service” restaurant.
- 1.5.3 Other clients will be attending the function, e.g. an end of year event hosted by a contractor for a range of clients.
- 1.5.4 Where there is a business reason for accepting the hospitality that is considered more than a token value, then Council should pay the expenses rather than have the event organisers cover the expense.

1.6 Prizes

- 1.6.1 A council officer may receive a prize whilst at a work or Council duty related activity through the completion of a survey or a purchase incentive scheme. As the Council official is working or attending the relevant event or activity in their official capacity, the receipt of such gifts or prizes is captured by this policy.
- 1.6.2 Prizes that are won under such circumstances that are not “token gifts” will become the property of Council. In such cases the gift/prize should be declared using the Gifts and Benefits Declaration and the item handed to the General Manager to become the property of Council.

1.7 Accepting Gifts

- 1.7.1 A gift or benefit offered that is more than of a token nature **SHOULD NOT** be accepted. It is acknowledged that it is not always possible to decline a gift. The following points should be considered in relation to accepting or declining a gift.
- 1.7.2 Consideration should be given to not only the value of the gift but also the intent of the gift or benefit being offered.
- 1.7.3 Christmas, culture or tradition should never be used as an excuse to accept inappropriate gifts and benefits.
- 1.7.4 There may be circumstances where a gift that falls outside of what is acceptable under this policy is accepted. Such circumstances may include:
 - (a) A wrapped gift that the recipient does not open in the presence of the gift giver.
 - (b) Gifts accepted for cultural, protocol or other reasons where returning it would be inappropriate.
 - (c) Anonymous gifts received through mail or left without a return address.
 - (d) A gift received in a public forum where attempts to refuse it would cause significant embarrassment.

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

These gifts become the property of Council and must be declared using the Gifts and Benefits Declaration Form and surrendered to the General Manager.

1.7.5 Frequent user points accrued because of Council purchases will remain the property of Council.

1.7.6 Frequent Flyer points received as part of staff using the staff members privately purchased airline membership that allows a second staff member or councillor to benefit from free food, refreshment or work space to a value no greater than **\$100.00** is exempt.

1.8 Disposal of Gifts

1.8.1 When a gift is received that is above the token limit, the recipient must complete a Gifts and Benefits Declaration Form and present the item in question to the General Manager. The General Manager will determine the most appropriate means of disposing of the gift.

1.8.2 Disposal options include:

- (a) Gifts received from visiting delegations or gifts personalised to Warren Council will be kept at the Council offices.
- (b) Perishable food items may be shared amongst staff in the workplace.
- (c) Gifts that can be used for work purposes will become a Council asset and utilised within the appropriate areas of Council.
- (d) Gifts may be donated to an appropriate charity or community group as determined by the General Manager.
- (e) The General Manager may raffle or auction the goods in question and donate the proceeds to a charity nominated by the General Manager.
- (f) Complimentary tickets to local races and events can be placed in a lucky draw for all staff members.

1.9 Giving of Gifts

1.9.1 In circumstances where it is appropriate for Council officials to give a gift or benefit these gifts and benefits should be of token value as defined under this policy.

2. Responsibility

2.1.1 All individuals covered by this policy must comply with the provisions of this policy.

2.1.2 Managers/Directors are responsible for providing advice as required to staff in relation to the provisions of this policy.

2.1.3 Council's General Manager is responsible for providing advice to individuals other than staff in relation to the provisions of this policy.

2.1.4 The General Managers' Executive Assistant is responsible for maintaining the Gifts and Benefits Register.

2.1.5 Council's Public Officer is responsible for facilitating public access to the Gifts and Benefits Register.

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

3. Training

3.1.1 All Council officers should receive training on induction (and bi-annual refreshers) in relation to the requirements prescribed by this policy. Any amendments to this policy should be conveyed as soon as possible to all Council officials.

Definitions

Council means Warren Shire Council.

Gifts and Benefits in accordance with the Model Code of Conduct for Local Councils in NSW (2020) there are two types of gifts and benefits, these are:

- (a) Token Gifts and Benefits
- (b) Gifts and Benefits of Value.

Benefit means a non-tangible item of value (e.g. preferential treatment, use of facility) that a person or organisation confers on another.

Gift means an item of value (e.g. hospitality, travel, commodity, property etc.) that is presented by an organisation or person to another.

Cash-like Gift includes but is not limited to gift vouchers, credit cards, debit cards, prepayments on phones or internal credit at an organisation, memberships or entitlements to discounts.

Bribes are gifts or benefits given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council official to benefit someone or something.

Hospitality means the provision of meals, refreshments or other forms of entertainment.

Staff means all person employed by Council.

Token Value means the monetary limit of value of gifts or benefits (GST exclusive) that may be accepted and does not require declaration in the Gifts and Benefits Register. This value is \$100.00.

Council official means Councillors, Council staff, volunteers or delegated persons as defined in the Local Government Act 1993.

Gifts and Benefits Register – a register that details gifts and benefits received by Council officials and how the gifts are managed. This register is made available to the public.

Exceptions

For the purpose of this policy gifts and benefits do not include a political donation or contributions to an election fund that is subject to the provisions of the relevant funding legislation.

Related Documents and Legislation

- Council's Adopted Code of Conduct
- Local Government Act 1993

Review

This policy should be reviewed every 4 years or within 12 months following an election of Council. The policy may be reviewed and amended at any time at Council's discretion (or if legislative changes occur).

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ITEM 4

REVIEW OF GIFTS AND BENEFITS POLICY

CONTINUED

Warren Shire Council Policy – Gifts and Benefits Policy

APPENDIX 1 – GIFTS & BENEFITS FORM
WARREN SHIRE COUNCIL

Gifts & Benefits Declaration Form	
1. Details of the Gift, Benefit or Hospitality (Please complete all white sections)	
Date Gift offered or received	Description of the Gift, Benefit or Hospitality
Estimated Value	
\$	
2. Who received or was offered the gift?	
Recipient	Position
Organisation offering gift	Reason the gift was offered or given
3. What action was taken?	
<input type="checkbox"/> Gift refused	Note:
<input type="checkbox"/> Gift accepted	For gifts or value which are accepted: Why could the gift or benefit not be reasonably refused or returned?
4. What is the intended use for the gift or benefit?	
5. Declaration made by:	
Name	Signature
Position	
6. Manager Authorisation	
Name	Signature
Position	
Office Use Only	Notes

WARREN SHIRE COUNCIL
Report of the General Manager
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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	Lobby the Federal and the NSW Governments to include the Nevertire region in the "Black Spot" funding program as a top priority. Briefing Note provided to the Local Member the Hon. Mark Coultan MP at the meeting held by the Mayor and General Manager in Broken Hill 20 April 2021. Now attempting to work with Telstra to improve mobile and internet service at Nevertire. Council has submitted a submission on the Regional Telecommunications Review 2021 that is now available on the relevant Commonwealth Government Department website. 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.
*26.8.21	183.8.21	LGNSW Special Conference	GM/EA	Arrange for the Mayor, Deputy Mayor, General Manager and up to 1 Councillor to be registered for the LGNSW Special Conference 28 February – 2 March 2022 – registrations complete. Cr Whiteley attending.
*26.8.21	184.8.21	LGNSW Special Conference Motions	MAYOR/ GM	Formulate motions to the LGNSW Special Conference – complete.
*28.10.21	230.10.21	Projects/Actions and New Business and Industrial Initiatives	GM/BDF	That the items listed in the Economic Development Committee report be included in the Draft Economic Development Plan as actions

WARREN SHIRE COUNCIL

Report of the General Manager
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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				with appropriate prioritisation for the future – renewed Draft Economic Development Plan provided to Committee.
28.10.21	233.10.21	Sports lighting of the Carter Oval Soccer Fields	GM/IPM	Council allocate subject to contingencies, the approximate \$307,000 available from the Carter Oval Sports Lighting Budget to the sports lighting of the Carter Oval Soccer Fields in accordance with the Carter Oval Youth Sports Precinct including Warren War Memorial Swimming Pool Draft Masterplan, Variation Quotation considered and accepted and works in progress.
*28.10.21	233.10.21	Sports lighting of the Carter Oval Soccer Fields	GM/IPM	An appropriate technical specification and Request for Tender be developed for the provision of the Carter Oval Soccer Fields Sports Lighting and approval be granted to advertise the finalised Request for Tender for the required project – appropriate variation quotation obtained and accepted from contractor in the amount of \$42,739.40 inc. GST to prepare electrical system and switchboard for additional soccer field lighting and appropriate variation quotation obtained and accepted for Australian made poles and 200 LUX LED lighting of the soccer fields in the amount of \$170,528.30 inc. GST.
28.10.21	240.10.21	Proposed Sale of Lot 2 DP1104089 and Licence	GM	Arrange sale and licence in accordance with Council's

WARREN SHIRE COUNCIL

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
		of Lot 7007 DP1120699 (Crown Reserve)		resolution – matter in progress through purchaser’s Solicitor. Matter delayed due to an Aboriginal Lands Claim on the Reserve.
28.10.21	241.10.21	Completion of Infrastructure Projects – Warren Airport, Warren CBD Toilet Facility and Lions Park Toilet Facility	DMFA/ GM/IPM	<p>Council allocate \$60,000 from the restricted funds for infrastructure improvement/replacement to the Warren Airport Upgrading Project to allow completion of all necessary works – work in progress.</p> <p>Council allocate \$140,000 from the restricted funds for infrastructure improvement/replacement for the Warren CBD Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant – work in progress.</p> <p>That Council note and approve the following funding to go towards the Lions Park Toilet Facility Project:</p> <ul style="list-style-type: none"> • Aubrey Dinsdale’s bequeath to Council \$52,230.45; • Murray Darling Basin Economic Development Improvement of Regional Structures Grant \$24,500; and • Contribution from the Warren Lions Club – noted \$16,000.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				Subject to the Warren Lions Club committing at least \$16,000 to the Lions Park Toilet Facility Council allocate \$52,000 from the restricted funds for infrastructure improvement/ replacement for the Lions Park Toilet Facility Project on the basis that the funds will be returned to restricted funds if Council is successful in receiving the NSW Responsible Gambling – Infrastructure Program Grant. Budget needs to be allocated – confirmation request provided to the Warren Lions Club who have verbally advised of agreement to provide \$16,000 contribution. Waiting on Surveyor to complete works at Lions Park.
2.12.21	258.12.21	Community Feedback – Carter Oval Youth Sports Precinct Including Warren War Memorial Swimming Pool Master Plan	GM/ IPM	Arrange for associated amendments to be made to Master Plan – in progress.
2.12.21	258.12.21	Carter Oval Youth Sports Precinct Including Warren War Memorial Swimming Pool Master Plan	GM/ IPM	Arrange for amended Carter Oval Youth Sports Precinct including Warren War Memorial Swimming Pool Masterplan be endorsed as adopted and uploaded to Council's website – in progress.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
2.12.21	269.12.21	Proposed Sale of Warren Airport Land to MVAS	GM	<ol style="list-style-type: none"> 1. Arrange sale of land as detailed within the report – in progress through purchasers solicitor. 2. Arrange for the signing of any associated documents under the Seal of Council if required. <p>Matter in the hands of purchasers Solicitor.</p>
*11.1.22	8.1.22	Election of Committees and Delegates	GM	Arrange for the updating of Council's information – complete.
*11.1.22	11.1.22	Delegation of Authority to the General Manager	GM	Arrange for the issuing of new Delegations to staff – complete.
*11.1.22	14.1.22	Councillor Vacancy (LGA Act 1993 S291a)	GM	Notify the NSW Electoral Commissioner of Council's decision within 7 days that casual vacancies occurring in the office of a Councillor within 18 months after the last ordinary election of Councillors for the Council on 4th December 2021 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act – complete.
*11.1.22	17.1.22	Committee/Delegates Meetings	GM	Council to write a letter to Water NSW congratulating them on the management of the Macquarie River flood flows and the work conducted by the Macquarie Flood Mitigation Zone Airspace Reference Panel during the November/December 2021 floods – complete.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
2.12.21	274.12.21	Sale of Land – Lot 38 DP716354, Lots 59, 60, 61, 62, 63, 64 & 65 DP872884 – Deacon Drive, Warren	DMFA	<ol style="list-style-type: none"> 1. Advised the prospective purchaser that Council declined the offer of \$110,000.00 for the purchase, but is open to further negotiations. 2. Authority given to the Mayor and/or General Manager to sign all documents should the prospective purchaser wish to proceed with the purchase of all or any of the lots under the current sale prices and Terms of Sale document. <p>Matter now in the hands of prospective purchaser.</p>

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.
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Rehabilitation	DMES	Matter is in the hands of Minister Elliot's and Minister Littleproud's offices. It should be recognised that the first submission may not be successful. Second submission provided. There may be a second round or pursue through other flood asset grants if needed. Emergency Plan funded and

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Divisional Manager Engineering Services				
				enacted (\$80,000) for November/December floods. Matter now also with Resilience NSW. Consultant engaged to arrange a further Grant Application through the State Government to the Commonwealth Government. Further application under the National Flood Mitigation Infrastructure 2021-2022 arranged.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	<ol style="list-style-type: none"> 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	Works in progress. Practical completion 21st November 2021. Waiting for EPA Licence for new STW. Site inspection with Contractor required before issuing a Practical Completion Certificate.
27.5.21	95.5.21	Upgrade of Chlorination system improvements	DMES/ TSM	<p>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</p> <p>If the use of the Warren Groundwater Augmentation Grant for the provision of Warren chlorination system improvement to best practice level is not possible then a further grant application be made to the</p>

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Divisional Manager Engineering Services				
				relevant authorities for provision of this important infrastructure in Warren. Briefing Note provided to Roy Butler MP mid-January 2022.
27.5.21	95.5.21	River Water Pumps at Ellengerah and Oxley Park Reservoirs	DMES/ TSM	Ellengerah pumps delivered. Oxley Park pumps ordered. Project awarded to Ryan Mason Engineering. Works to be completed early 2022. New casings have been fabricated. New pumps have arrived. Materials delayed.
27.5.21	95.5.21	Spare pumps – water and sewage	DMES/ TSM	Gunningba and Nevertire to be upgraded. Spare pump for Wilson Street and Garden Avenue to be purchased. Investigating water pumps. Ongoing. New electrical cabinets expected to be delivered late November 2021. Nevertire and Gunningba Stations to be bypassed to allow the internal refit in early 2022.
27.5.21	95.5.21	Water and Sewerage Telemetry System	DMES/ TSM	Sewer telemetry to be improved as part of the Sewer Pump Station Upgrade. Other areas subject to obtaining grants. Briefing Note provided to Roy Butler mid-January 2022.
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

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Divisional Manager Engineering Services				
				pipes/pits installed, going to acquire concrete quotes.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Include the list of works as noted in the Warren Town Improvement Committee Meeting 29th June 2021, Item 3 point 1 a-q to the current CBD Upgrade Project in principle – in progress. Further report provided to the November 2021 Town Improvement Committee. Amendments to be provided to Consultant.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Develop a Community Consultation Program and commence obtaining feedback from business houses and the community – in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Determine an estimated cost for the complete project in conjunction with feedback and negotiated positions for land purchases and report back to a Closed Council Meeting – in progress.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – in progress.
22.7.21	153.7.21	2021-2022 Engineering Services Department Works Program – Town Services Works	TSM/ DMES	Prepare a report for the Water and Sewerage Committee.
26.8.21	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

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Divisional Manager Engineering Services				
				(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 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.
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) – Specification written;

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Divisional Manager Engineering Services				
				<p>Plant 21 – Tractor John Deere (estimated change-over cost - \$35,000) – Specification written;</p> <p>Plant 1168 – Excavator JCB 8018 (estimated change-over cost - \$15,000) – Draft Specification written;</p> <p>Plant 107 – Isuzu FVZ193A (Dump Truck) (estimated change-over cost - \$225,000) (subject to a further report, see October 2021 Plant Committee Meeting) – Selling only, further resolutions awaiting replacement. – New truck Specification writing in progress.</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 writing in progress (trailers and dolly).</p> <p>Plant 751 – Pressure cleaner Monsoon 100TR (estimated change-over cost - \$1,000);</p> <p>Plant 774 – Fountain Proline V4 Liquid Marker (estimated change-over cost - \$500);</p> <p>and</p> <p>Plant 112 – Trailer with Kubota ASKA 180B generator (estimated change-over cost - \$5,000).</p>
26.8.21	175.8.21	Warren Road Rehabilitation Segment 28, 30 & 32	DMES	<p>Details of Council's two options being:</p> <p>1. The rehabilitation of the 6.20 km section of RR 7515</p>

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Divisional Manager Engineering Services				
				<p>fully at a cost of \$3.684M; and 2. Providing for the expenditure of the initial allocation of \$1.679M have been issued to the Coonamble Shire Council. It has been agreed that a meeting will be held between Coonamble Shire Council representatives and perhaps the State and/or Federal Infrastructure Section to resolve the matter – estimate and project(s) details provided to Coonamble Shire Council who have provided a submission. Awaiting decision from Transport for NSW and Infrastructure NSW.</p>
28.10.21	226.10.21	Warren Streets Improvements	DMES/ RIM	<p>Arrange for the section of Thomas Sullivan Crescent between Railway Parade and Colley Place to have a 450mm diameter culvert 12.2m long installed within the low-lying section. The low-lying section is to be lifted using an un-certified material on the street and has also a gravel layer applied on the section affected by the installation of the culvert. The gravel layer is the material sourced from the "Minedanna" Quarry in the Bogan Shire. The total estimated cost for the overall work is \$45,300 – work in progress, earthworks</p>

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Divisional Manager Engineering Services				
				near complete, investigating the need for the culvert.
28.10.21	226.10.21	Roads Re-Classification	DMES	Arrange for Council to re-submit the previous Roads Re-Classification Application for the Inland Flatland Route as outlined in the previous submission. Consultant engaged to complete application. New due date 28th February 2022.
28.10.21	226.10.21	Roads Re-Classification	DMES	Arrange for Council to have all Regional Roads submitted to be reclassified to State Ownership Status. Consultant engaged to complete application. New due date 28th February 2022.
28.10.21	226.10.21	Kerb and Gutter Works	DMES/ RIM	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: Priority one (1): Orchard Street, Warren 20.2 metres. Priority two (2): Readford and Zora Street, Warren 62.4 metres; Readford and Chester Street, Warren 92.8 metres; and Readford and Bundemar Street, Warren 73 metres – expect works to commence March 2022.
*28.10.21	226.10.21	Fixing Local Roads Program Round 3 Successful Project and Funding Requirements	DMES/ RIM	Due to the unsuccess of certain Fixing Local Roads Round 3 Grant Applications that the 2021/2022 Roads to

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Divisional Manager Engineering Services				
				Recovery Program (Commonwealth), totalling \$655,258 be returned to: <ul style="list-style-type: none"> • Local Roads Bitumen Reseals (\$600,258) – works complete; • Warren Town Streets Bitumen Reseals (\$55,000) – works complete to stay within budget of complete programme.
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 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.
28.10.21	229.10.21	Supply and Delivery of One (1) Motor Grader Tender	DMES/ WC	Accept the tender from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for the supply and delivery of a Caterpillar 140 Motor Grader in accordance with Tender No. C13-69 – Motor Grader for \$419,310 plus GST – equipment ordered, expect delivery late February 2022.
28.10.21	229.10.21	Comparison Plant Replacement for Council Gravel Haulage Fleet	DMES/ WC	A specification defining the requirements of a road train side tipper combination be arranged as follows: <ul style="list-style-type: none"> Single Steer Bogie Drive Prime Mover to road train specification with an engine capacity suitable to

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Divisional Manager Engineering Services				
				<p>tow and operate two (2) triaxle side tipping trailers and triaxle road train dolly;</p> <ul style="list-style-type: none"> • Triaxle road train dolly, Specification being written; and; • Two (2) heavy duty bisalloy triaxle side tipping trailers, Specification being written.
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 writing being undertaken.
28.10.21	229.10.21	Comparison Plant Replacement for Council Gravel Haulage Fleet	DMES/ WC	Council provide \$624,000 ex GST in the 2021/2022 Heavy Plant Replacement Program for the supply and delivery of one (1) Bogie Drive Road Train Specification Prime Mover, a triaxle road train dolly and (2) heavy duty bisalloy triaxle side tipping trailers - Specification writing being undertaken.
28.10.21	229.10.21	Comparison Plant Replacement for Council Gravel Haulage Fleet	DMES/ WC	Council following delivery of the road train side tipping combination sell Plant 107, Plant 31 and Plant 165 for the expected amount of \$85,000 ex GST.
28.10.21	229.10.21	Finalisation of 2021/2022 Heavy Plant Replacement Program	DMES/ WC	The following heavy plant replacement/purchases be included in the 2021/2022 Heavy Plant Replacement Program:

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Divisional Manager Engineering Services				
				<ul style="list-style-type: none"> • \$30,000 new front mounted mower – Specification written; • \$7,000 for new smaller mowing deck for Plant 70 Iseki Mower and the Village Crew Trailer be upgraded in weight capacity – checking if upgrade required; and • \$190,000 for a new rubber tyred roller gross weight 22.5 tonne – Specification written.
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.
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 14 th October 2021 – works in progress.
2.12.21	257.12.21	Town Centre Upgrade	DMES	Committee members to analyse proposals and forward them to the DMES.
2.12.21	257.12.21	Town Centre Upgrade	DMES	Arrange for the amended proposal to go to Community Consultation when completed.
*2.12.21	278.12.21	Oxley Park Water Reservoir Infrastructure for Installation of	DMES	Advise Field Solutions Group of Council's agreeance and annual fee for the

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Divisional Manager Engineering Services				
		Telecommunications Facilities		installation of facilities – complete. Field Solutions Group to arrange structural assessment.
*11.1.22	30.1.22	Tender No. T252122OROC – Provision of Road Stabilising	DMES	<ol style="list-style-type: none"> 1. Council, in accordance with the <i>Local Government (General) Regulation 2005</i>, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T252122OROC Provision of Road Stabilising within the Warren Shire Council for the two-year period commencing 1st January, 2022 and ending 31st December, 2023. 2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2024. 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Road Stabilising in accordance with the price variation Clause detailed within the Contract T252122OROC. 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T252122OROC.

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Divisional Manager Engineering Services				
				5. Warren Shire Council award this contract as the Panel Source Supplier for the period beginning 1st January 2022 to close of business 31st December 2023 in accordance with the terms and conditions of Contract T252122OROC for the following tenderers: <ul style="list-style-type: none"> • Accurate Asphalt & Road Repairs Pty Ltd t/a Accurate Stabilising; • Roadwork Industries Pty Ltd; • Downer EDI Works Pty Ltd; • Fenworx Pty Ltd t/a Newpave Asphalt; • Highway Stabilizers Australia Pty Ltd; • Peters Earthmoving Pty Ltd; • Stabilco Pty Ltd; • Stabilcorp Pty Ltd; • Stabilised Pavements of Australia Pty Ltd; and • The Mining Pty Ltd. Complete.

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
27.2.20	36.2.20	Draft Plans of Management	MHD	1. Categories assigned as detailed in report. 2. Crown Reserves classified identified as operational land.

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Manager Health and Development Services				
				3. 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: 1. Heating & cooling of the indoor court and gym area; and 2. Construction of additional change room / toilet amenities block at Victoria Park.
*26.8.21	199.8.21	Construction of Council Houses Lot 58 DP872884 8 Deacon Drive and Lot 52 DP872884 21 Deacon Drive, Warren	MHD	Report to determine a final direction on the matter provided to the February 2022 Council Meeting.
28.10.21	233.10.21	Warren Sporting and Cultural Centre Roof and Guttering	MHD/ CM	That Council allocate \$40,000 from the restricted funds for infrastructure improvement/replacement for the improvement of roof and guttering at the Warren Sporting and Cultural Centre, to prevent the ingress of water into the building. Works listed on VendorPanel, contractor appointed. VendorPanel request complete successful contractor selected and engaged. Works to be completed in February/March 2022.
28.10.21	252.10.21	Proposed Acquisition Notice – Gunningbar Street Nevertire	MHD	1. Council proceeds with the compulsory acquisition of the land described as Lot 362 DP1273205 which is bounded by the rear of the old Nevertire School, Gobabla Street and Belernga Street – work in progress,

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Manager Health and Development Services				
				<p>2. Lot 362 DP1273205 for the purpose of dedication of public road "Gunningbar Street" Nevertire in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991, and – noted.</p> <p>3. Council makes an application to the Minister and the Governor for approval to acquire Lot 362 DP1273205 by compulsory process under section 77(2)(b) of the Roads Act 1993. Proposed Acquisition Notice (PAN) submitted to Crown Lands 24th November 2021. Acknowledgment received. Email sent 16th December 2021 requesting status update. Advised that Crown Lands are completing checks. Invoice received and paid. Awaiting receipt of no objection letter.</p>
2.12.21	258.12.21	Victoria Oval and Oxley Park Plan of Management	MHD	<p>Seek Ministers consent to adopt the Victoria Oval and Oxley Park Plan of Management.</p> <p>Plan of Management sent to Minister 10th November 2021. Awaiting response.</p>

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
12.01.22	Western NSW Local Health District/LGA Covid-19 Update Meeting	Online
20.01.22	WOW Agency Monthly Meeting	Online
21.01.22	Chris Goldstone - Strategic Directions Group	Warren
25.01.22	Inspection of Beemunnel Heritage Site and Trail with WMALC CEO Jodie Redman	Warren
25.01.22	Warren Public Arts Committee Meeting	Warren
26.01.22	Australia Day	Warren
31.01.22	DPIE Region Plan Review (CW+O) Council Workshop #2	Online
02.02.22	Gilgandra Shire Council – Roads Maintenance Councils Contract – SH 11 within Warren Shire	Online
03.02.22	Fire and Rescue NSW – Wade Haines	Warren
03.02.22	Roads and Transport Directorate - Management Committee Meeting	Online
04.02.22	IPWEA Audit and Risk Committee Meeting	Online
08.02.22	Local Emergency Management Committee Meeting	Warren and Online
08.02.22	Warren Public Arts Committee Meeting	Warren
09.02.22	Plant Committee Meeting	Warren
09.02.22	Roads Committee Meeting	Warren
10.02.22	WoW Agency Monthly Meeting	Online
14.02.22	Ewenmar Waste Depot Committee Meeting	Warren
15.02.22	Manex Committee Meeting	Warren
15.02.22	Showground/Racecourse Committee Meeting	Warren
16.02.22	Sporting Facilities Committee Meeting	Warren
16.02.22	Economic Development Committee Meeting	Warren and Online
17.02.22	Water and Sewerage Committee Meeting	Warren
17.02.22	Town Improvement Committee Meeting	Warren
18.02.22	Consultation Session with Government Agencies for Renewal/Revision of Community Strategic Plan	Online

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ITEM 2

COMMITTEE/DELEGATES MEETINGS

CONTINUED

Date	Committee / Meeting	Location
21.02.22	Alliance of Western Councils GM Forum	Narromine
22.02.22	IPWEA Emergency Management Virtual Event "Importance of Disaster Recovery Planning 2022"	Online
23.02.22	Roads & Transport Directorate Transport Working Group Meeting	Online
23.02.22	Councillor Workshop	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
28.02.22 – 02.03.22	LGNSW Special Conference	Sydney

RECOMMENDATION:

That the information be received and noted.

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ITEM 3

WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

C14-7.1, G4-1

RECOMMENDATION:

That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager for the period 10th December 2021 to 4th February 2022:

Project	Budget	Expend	Resp	Comment
General				
Restore the Macquarie Park Cenotaph and flagpole installation. (Funded by Department of Veterans Affairs under the Saluting Their Service Commemorative Grants Program)	6,684	7,069	IPM	Project complete.
Swimming Pool Refurbishment – Carry Over	764,415	867,412	MHD/ IPM	New filtration and disinfection system completed 10th February 2021. Full project inspection undertaken 29th March 2021 to determine Action Plan to finalise project and to formalise a handover and induction to the Pool Manager, Plan now complete.
Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE) Includes \$60,000 allocated from restricted funds for infrastructure improvement/ replacement.	185,741	Nil	IPM	Works for the upgrade of Runway 03/ 21 (Clay, unsurfaced runway), all Aprons and Taxiways, including the sealing of the Taxiway between the sealed runway 09/ 27 and the unsealed runway 03/ 21, drainage works on Taxiways, Aprons and Runway 03/ 21 and line marking as required by the Civil Aviation Safety Authority, (CASA). Works commenced in November 2020. Runway 03/21 Drainage works are 90% complete and unseasonal rain in March and weekly rain since had delayed access for heavy machinery to complete these works. Contractor has now completed works.

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ITEM 3

WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Further drainage work in Whiteley's will finalise drainage improvements in early 2022.</p> <p>Aircraft refuelling system complete.</p> <p>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. Redesign of the concrete slab required, and re-quoting of construction is being sourced. Final costings being prepared for work to be completed, see report to the October 2021 Council Meeting for further funding. Expect Terminal Building work to be completed by end of March 2022.</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>	<p>1,254,451</p>	<p>358,260</p>	<p>GM/ IPM/ DMES/ TSM/ RIM</p>	<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 nearing completion.</p> <p>New Toilet Block for Noel Waters Oval has been ordered.</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.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Carter Oval Cricket Pitch	5,845	Nil	IPM	Construction of cricket field / turf wicket commenced, to be completed in February 2022, weather dependant.
Cricket Practice Nets (Cricket Legacy Fund)	15,000	Nil	IPM	Works to be programmed. Quotes received and assessed; all quotes are more than budget. To be discussed in regard to availability of funds elsewhere in the project.
Pathway Sculptures/Art (Drought Communities Extension Program)	24,042	18,292	GM/ IPM	Sculptures have been constructed but are yet to erected. First structure completed and located in Victoria Park (Table Tennis Sculpture.) Waiting on further information from Warren and District Arts Council in regard to final structures, and timing.
Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion)	713,020	218,201	IPM	<p>Polocrosse Ground Upgrade complete. Polocrosse office/canteen building complete.</p> <p>Equestrian Arena - the covered arena construction is complete. Lighting installed. Watering system being quoted. Quotations obtained for supply and installation of kick rails. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover. Sand floor to be re-laid with suitable sand from Narromine selected by the Adult Riding Club.</p> <p>Camp draft office/canteen building completed.</p>
<ul style="list-style-type: none"> • Polocrosse Fields Upgrade • Equestrian Arena • Camp Draft Facilities, 				

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • Pony Club Cross Country Facilities, 				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 to be completed mid-February 2022.
<ul style="list-style-type: none"> • P & A Shed, 				Complete.
<ul style="list-style-type: none"> • GBS Falkiner Lounge and Viewing Area, 				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 to be installed by April 2022. Air conditioning to be installed last week of March 2022.
<ul style="list-style-type: none"> • Replacement of the Showground Ladies Toilets, 				Quotes received, options to be discussed with user groups.
<ul style="list-style-type: none"> • Upgrade of the Electrical Facilities including Showies Camping Area, (NSW Showgrounds Stimulus Program Phase 2) 	65,726	46,070	IPM	Stage 1 Electrical switchboards are complete for the “Showies” and the Cattleman’s Camping areas. All other electrical switchboards, wiring and lights have been replaced/updated.
<ul style="list-style-type: none"> • Upgrade Electrical Facilities Cattleman’s Camping Area (NSW Showgrounds Stimulus Program Phase 2B) 	50,000	41,918	IPM	Complete (as above).
<ul style="list-style-type: none"> • Relocation of Cattle Yards. (NSW Showgrounds Stimulus Program Phase 2B) 	60,000	Nil	IPM	Warren P&A contacted and requested to expedite the design and relocation area and to be discussed with the Showground/ Racecourse Committee. No movement to date.
Warren Showground/ Racecourse Upgrade Project				Works program finalised following consultation with User Groups at the

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
(Showground Stimulus Funding Program Phase 2C) including:				Showground/ Racecourse Committee held on the 7th October 2021.
<ul style="list-style-type: none"> • Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area 	220,000	116,169	IPM	Scope of Works complete. Quotations obtained for plumbing, fixtures and painting. Initial work commenced December 2021. Some painting of external surfaces complete. Works commenced on demolition and fit out of toilets 5 February 2022.
<ul style="list-style-type: none"> • Renovate Male Toilet @ Main Pavilion 	100,000	Nil	IPM	Scope of Works complete. Quotations obtained for plumbing, fixtures and painting. Works to commence February 2022.
<ul style="list-style-type: none"> • Install New Septic Receiving Tank for Main Pavilion Toilets 	45,000	Nil	IPM	Scope of Works complete. Quotations requested from local and regional businesses. Works to commence January 2022.
<ul style="list-style-type: none"> • Update/Renovate Toilet Block in Centre Arena 	160,000	62,611	IPM	Scope of Works completed. Works commenced Tuesday 3rd August 2021. Majority of Works complete including painting, access ramp complete in January 2022.
<ul style="list-style-type: none"> • Install New Septic Receiving Tank @ Centre Arena Toilets with Grease trap for Canteen Waste Disposal 	45,000	41,850	IPM	Scope of Works completed. Major works expected to be completed end of March 2022.
<ul style="list-style-type: none"> • Renew all concrete & AC Floors in all Pavilions 	90,000	95,732	IPM	Scope of Works complete. Works commenced 18th September 2021. Quotes received from B& D Brouff/ MLB/Damo’s Bobcat & Tipper Hire. Order raised 6th September 2021. Lower bar work complete. Floor in Poultry Shed completed.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • Refence Showground Perimeter with Exclusion Fencing 	105,000	Nil	IPM	Quotes requested from local suppliers and rural fencing contractors; scope/ area determined by Showground/ Racecourse Committee on 7th October 2021. Length 4,100m and 4 gates. Awaiting further quotes. Work programmed to be completed before April 2022.
Upgrade judging and camera towers at the Warren Showground and Racecourse (Crown Reserves Improvement Fund Program)	40,370	46,673	IPM/ WJC	Works in progress managed by Warren Jockey Club (WJC). 100% complete. Jockey club to pay for over expenditure.
Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program	250,000	40,177	IPM	<p>Project involves: Showground/Racecourse facilities. i.e.</p> <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. 3. Paint and refurbish grandstand; Quotes received. Work to commence January 2022. <p>Rescoping and program for revised budget nearly finalised.</p>
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	100,000	82,552	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.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Nevertire Water Tower Mural	130,000	70,825	GM/ IPM/ TSM	Community Engagement Plan finalised. Community consultation commenced and reported to the November 2021 Warren Public Arts Committee Meeting. Theme finalised and artist quotations in train.
Warren Town Murals on Private Property	20,000	60,685	GM/ IPM/ TSM	Community Engagement Plan finalised. Community consultation commenced and report provided to November 2021 Warren Public Arts Committee Meeting. Themes and locations finalised, artist quotations in train.
Warren Town Levee Emergency Works (Resilience NSW)	80,000	57,082	GM/RIM	1,200 tonnes of Mt Foster Quarry -600mm rock installed downstream Lions Park – work practically complete.
Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project	500,000	498,766	IPM	<p>Project involves Stage 2 of the Sports Lighting at Carter Oval including the installation of 4 lighting towers and LED lights.</p> <p>RFT advertised on Tenderlink, works will commence following Tender process. Tender closed 13th October 2021, Tender assessment following this date with report to Sports Facilities Committee provided on the 20th October 2021. Tender selection and contract documents signed. Appropriate variation quotation obtained and accepted from contractor in the amount of \$42,739.40 inc. GST to prepare electrical system and switchboard for additional soccer field lighting and appropriate variation quotation obtained and accepted for Australian made poles and 200 LUX LED lighting of the soccer fields in the amount of \$170,528.30 inc. GST. Works commenced December 2021.</p>

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Project	Budget	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project	500,000	392	IPM/ DMES	Project involves the construction of the Bird Viewing Platform and construction of the parking area suitable for buses and recreational vehicles (RV's). DMES scoping and programming works. Concept Design for Bird Viewing Platform submitted to structural engineer for construction design. Roadworks and earthworks being scoped by DMES. Need for EIS / REF determined and being scoped.
Water Supplies				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program)	277,545	160,557	IPM	All 3 cross connections are complete. Tanks have been constructed. Tank connections installed. Installed power supply to pumps. Pumps tested ok. Approximately 2,400m, of pipe has been laid. Manifolds for Bore Flat & Ellengerah have been installed. Flow meters and level sensors installed. System has been tested with gravity flow to Bore Flat from Ellengerah complete and System pumping from Bore Flat to Ellengerah testing complete. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat and Ellengerah.
Drought Relief Events (Drought Communities Extension Program)	8,980	5,500	GM	Events as required and to be determined. Contribution for the Warren Community Christmas Tree arranged from this allocation.
Warren Tennis Court Upgrade (Drought Communities Extension Program)	29,036	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. Quotes received for supply of lights. Quotes for installation received and order to be raised.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Stafford Street Water Tower Mural funded by: Country Arts Support Program (CASP) – \$2,466, Drought Communities Extension Program – \$22,292 Drought Communities Extension Program – Adverse Events Plan - \$5,000, Drought Communities Extension Program – Walkway Sculptures - \$7,500	37,258	35,113	GM/ IPM/ TSM	Artist Sam Brooks engaged to undertake concept planning work. The mural work put on hold for a while until the project could be completely re-scoped and properly costed, particularly as the Stafford Street Water Tower surface needs to be cleaned and it needed to be ascertained if the Saunders Park surface was suitable for Cherry Picker work or another process if required. Refer further funding applications from Murray-Darling Basin Economic Development Program – Round 3. Refer to Warren Public Arts Committee Meeting Minutes reported to July 2021 Council Meeting for proposed extra funding, new mural painting quotations obtained and finalised. Paint the Town Murals engaged. Mural painting complete. Official unveiling undertaken on 2nd December 2021.
Sewerage Services				
Restart NSW Warren (STP) Upgrade	1,165,282	1,102,488	IPM	Contractor started work early November 2020. Ponds constructed, rising main 100% installed. Inlet works 100% constructed. Gravity main 80% complete. March 2021 wet weather has delayed the project for between 2-3 weeks. Overall project at 88% completion. Electrical supply to STP connected. Electrical Supply to STP to be installed with the installation of poles and a 63KVA Transformer. Commissioning of STP and Inlet works commenced 15th October 2021 using Diesel Generators at each site and is ongoing. Waiting on EPA licence to be issued. Project at practical completion but final inspection by Council to be completed before issuing a Practical Completion

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				Certificate. Environmental Protection Licence application now with EPA.
Warren Central Business District Toilet Installation (Drought Communities Extension Program) Includes \$140,000 allocated from restricted funds for infrastructure improvement/ replacement, waiting on receiving the NSW Responsible Gambling – Infrastructure Program Grant if application successful.	269,789	Nil	IPM/ TSM	The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Although Council has funding to install a basic toilet block, the Scope was changed to a 'self cleansing' or better-quality facility toilet costing more than the budget available. Funding has been applied for this new toilet and Council is waiting on the funding outcome. See 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.
Lions Park Toilet Installation	144,730	Nil	IPM	Project using the following funding: <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 (\$53,230.45); • 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.

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

Project	Budget Requested	Expend	Resp	Comment
Grant Applications				
Stronger Country Communities Round 4 Change rooms and amenities block at Carter Oval	671,000	N/A	IPM	Application submitted 25 June 2021. Change rooms, toilets (male & Female), canteen and viewing area (Amenities Building) for Carter Oval Sports Precinct with a focus on female competitors. Go to Tender February 2022. Grant application successful.
Stronger Country Communities Round 4 Equestrian Arena	95,944	N/A	IPM	Application submitted 25 June 2021 Warren Showground/Racecourse Complex Equestrian Arena with a focus on female participants. Not successful.
Crown Reserves Improvement Fund Program Disabled (all access) toilet block Warren Pony Club	79,705	N/A	IPM	Application submitted 25 June 2021 Construction of a toilet facility in the Warren Pony Club Facility. Scope of works and design complete. Grant application successful.
Crown Reserves Improvement Fund Program Racecourse Bar and Viewing Improvement/ Refurbishment Stage 2	250,000	N/A	IPM	Application submitted 25 June 2021 Refurbishment of toilets, windows, doors, lounge grandstand and jockey rooms. Scope of works and design complete. Waiting Notification.
Crown Reserves Improvement Fund Program Replacement of Showground Ladies Toilet Part 2	54,545	N/A	IPM	Application submitted 25 June 2021 Final stage of the female toilet replacement to an appropriate standard. Grant application successful.

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

Project	Budget Requested	Expend	Resp	Comment
Regional Tourism Activation Fund Window on the Wetlands Centre Improvements	500,000	N/A	GM/ TSM/ RIM/ DMES	Application closed 11 August 2021. Partnering with RiverSmart for grant to improve the Window on the Wetlands – entrance, access road, ingress, egress, garden, carpark areas, drainage, signage, walkway sealing, kerb and gutter and disabled ramp to Tiger Bay. Waiting notification.
Regional Tourism Activation Fund Burrima Walkway Access Road and Carpark Construction, Information Signage and creation of an Interactive Augmented Reality Education Program	500,000	N/A	GM/ RIM/ DMES	Application submitted 9 August 2021. Partnering with Macquarie Wetlands Association to improve the Burrima Walkway with a sealed constructed access road and carpark, information signage on the walkway and the creation of an interactive augmented reality education program onsite and offsite. Waiting notification.
NSW Responsible Gambling – Infrastructure	200,000	N/A	IPM	Original application submitted 6 July 2021. New application submitted 22 November 2021. Construct new accessible toilet facility in CBD. Unsuccessful however new application for next round arranged.
NSW Regional Arts Fund Project Grant	20,000	N/A	IPM/ PAO	Application submitted 12 August 2021. Public Art on Warren Shire Shop fronts as discussed at the Warren Public Arts Committee. Grant application unsuccessful.

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

Project	Budget Requested	Expend	Resp	Comment
Greater Cities and Regional Sport Facility Fund 2021/22 Round 2 – Amenities, Kiosk, Office, Entry Replacement at the Warren War Memorial Swimming Pool (Priority 1 of 2)	990,000	N/A	MHD / IPM	Application submitted 8th October 2021. The project involves replacing the existing male and female toilets, showers and changerooms at the Warren War Memorial Swimming Pool including disabled and ambulant toilets/amenities, replacing existing entry, office and kiosk. Grant application unsuccessful.
Greater Cities and Regional Sport Facility Fund 2021/22 – Club House Facilities at the Warren War Memorial Swimming Pool (Priority 2 of 2)	350,000	N/A	MHD / IPM	Application submitted 8th October 2021. The project involves the construction and fit out of a prefabricated Swimming Club Building at the Warren War Memorial Swimming Pool. Grant application unsuccessful.
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. Waiting Notification.
Preparing Australian Communities – Local Stream (Commonwealth Government – Resilience)	352,274 of 622,202	N/A	GM	Application submitted 6th January 2022. The project involves a partnership with ANU to determine lessons from the November 2021 Floods in the Warren Shire – Flood Mitigation Study. 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

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN
(A7-4.1/1, A7-4.1/2, A13-1, A13-3, A7-3)**

RECOMMENDATION that:

1. Council endorse the Integrated Planning and Reporting (IP&R) Framework Documentation Action Plan detailed within the report and approve the Community Engagement Plan presented and as amended if required from the February 2022 Councillor Workshop; and
2. The cost of preparing Council's IP&R Framework Documentation Action Plan be funded from Council's Internally Restricted Reserves for Integrated Planning and Reporting/Asset Management Planning up to a maximum amount of \$69,532.

PURPOSE

This report is for Council to consider and discuss the proposed Action Plan for creation of the IP&R Framework Documentation that is contained within the report and to consider a Draft Community Engagement Plan (attached).

BACKGROUND

A Councillor Workshop has been scheduled for Wednesday, 23rd February 2022 for Councillors to discuss what is necessary for the Action Plan for the creation of the IP&R Framework Documentation and the Draft Community Engagement Plan.

Council needs to at bare minimum review its Community Strategic Plan (Warren Shire 2027 most probably to be Warren Shire 2035) and create a renewed Four (4) Year Delivery Program (2022/2023 – 2025/2026), Four (4) Year Workforce Management Strategy (2022/2023 – 2025/2026), Ten (10) Year Long Term Financial Plan (2022/2023 – 2031/2032) and Annual Operational Plan and Estimates (2022/2023) and other documents. This report will detail how the action planning will be undertaken to produce and finalise documents that are more task, program and project focussed with these being proper, achievable and measurable and at the same time as Council Staff normal operational work. This all at the same time as obtaining and taking into account the community consultation and feedback.

The timing of the Council Election does not leave us much time and Council resources will be stretched to ensure that appropriate and useable documentation is produced and at the same time with feedback from community consultation.

The Council Workshop will compliment this report.

Provided under separate cover is a copy of the Integrated Planning and Reporting Guidelines and Handbook September 2021 for Councillor information.

REPORT

Required Documentation

Council needs to prepare, adopt and implement an appropriate Community Engagement Plan for production of the IP&R Framework Documentation in accordance with Council's adopted Community Engagement Strategy for the following:

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DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN
CONTINUED**

- Minor Reviewing of the Community Strategic Plan (Warren Shire 2027 to Warren Shire 2035);
- New Delivery Program 2022/2023 – 2025/2026 (4 years);
- New Long Term Financial Plan (by the Divisional Manager Finance & Administration) 2022/2023 – 2031/2032 (10 years);
- New Workforce Plan 2022/2023 – 2025/2026 (4 years);
- Minor Review Asset Management Strategy;
- Minor Review Asset Management Policy;
- New Annual Operational Plan and Estimates (2022/2023) including Fees and Charges and Revenue Policy; and
- Review of other associated documentation.

Quality of Documentation

The IP&R Guidelines for Local Government in NSW, September 2021 details the following standards for good documentation:

This is achieved when the **Community Strategic Plan**:

- Meets all essential elements described in the Guidelines including: a minimum 10-year timeframe;
- The community priorities and aspirations are identified;
- A broad range of issues relevant to the whole community are addressed;
- A vision, strategic objectives and strategies to achieve those objectives;
- Methods of assessment;
- Explains who is responsible for delivering each strategy;
- Addresses quadruple bottom line (QBL) social, environmental, economic and civic leadership issues in an integrated manner;
- Is based on social justice principles of equity, access, participation and rights;
- Gives due consideration to the State Plan and other relevant state and regional plans;
- Is informed by information that identifies key issues and challenges for the local government area, or surrounding region;
- Has considered the levels of service that the community has indicated it expects;
- Is based on effective and well documented community engagement outcomes;
- Is publicly exhibited for 28 days; and
- Is endorsed by Council after all public exhibition submissions have been considered.

This is achieved when the **Delivery Program** meets all essential elements described in the Guidelines including:

- Four-year timeframe commencing 1 July following ordinary elections;
- Is publicly exhibited for 28 days;

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
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CONTINUED**

- Is endorsed by Council after all public submissions have been considered;
- Exhibits a clear link between the Community Strategic Plan, Delivery Program and Operational Plan;
- Contains strategies, ideas and a broad range of issues relevant to the whole community;
- Strategies identified in the Community Strategic Plan are carried through to the activities of the Delivery Program;
- Assessment methods to determine effectiveness of each principal activity are clearly detailed; and
- Areas of service that council will review and how the council will engage with the community and other stakeholders to determine service level expectations and appropriate measures.

This is achieved when the **Operational Plan** meets all essential elements described in the Guidelines including:

- Annual Plan commencing 1st July each year;
- Is publicly exhibited for 28 days;
- Is adopted by Council after all public submissions have been considered;
- All activities and actions to be undertaken by the Council during that year;
- Responsibilities allocated for each project, program or action;
- Service reviews to be undertaken;
- Measures of effectiveness and efficiency identified, and targets set;
- Detailed budget for each action;
- Statement of Revenue Policy; and
- All requirements outlined in the Regulation.

Proposed Community Consultation Program to be included in the Community Engagement Plan
Arrangements have been made to engage the WOW Agency to help produce a Draft Community Engagement Plan for production of the IP&R Framework Documentation with the following proposed community consultation program:

- To include regional organisations and State Government Departments (will involve a joint meeting of all OROC/Alliance of Western Councils) – arranged by the Executive Officer of the Far North West Joint Organisation for Friday, 18 February 2022 and will involve Warren Shire Council Senior Staff and most probably the following Government Departments:
 - Transport for NSW;
 - Health NSW including Western NSW Local Health District and Mental Health;
 - Training Services NSW;
 - Community Services;
 - Office of Sport;
 - Department of Education;

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- NSW Police Force;
 - Department of Premier and Cabinet;
 - Department of Regional NSW; and
 - Department of Planning, Industry and Environment.
- Councillor Workshops – February 2022 (initial) and April 2022 (estimates and final);
 - Community Meetings – March 2022;
 - Presentations to various organisations (Chamber of Commerce, Rotary, Interagency) – March 2022/April 2022;
 - Minor web-based Questionnaires and feedback system on the Warren Shire 2027 and Warren Shire 2035 Community Strategic Plan (existing and renewed) and other renewed documents;
 - Drafts of all documents to the 28th April 2022 Council Meeting;
 - Adoption of all documents at the 23rd June 2022 Council Meeting;
 - Website and community surveys and questionnaire to be used as well as Community Meetings;

General Matters

Unfortunately due to the timing of the 2021 Council Election, there is not much time to prepare all the required IP&R Framework Documentation.

There is a need to provide appropriate funding from resources for the expected costs and this is discussed further on in this report in the Financial and Resources Implications Section.

The WOW Agency has been engaged to help prepare a Draft Community Engagement Plan and also may be engaged to undertake some work on the ground as well as the web-based community surveys and questionnaires and their management. A facilitator may also be engaged for the proposed Manex/Councillor Summit that has been scheduled for Saturday/Sunday 19/20 March 2022.

There is a need to expand on the current Community Strategic Plan, Delivery Program and Annual Operational Plan to be more project, program and task focused to actually provide lists of proper, achievable and measurable items that are within our financial and human resources, with performance indicators and detailing who is responsible, required actions and funding source.

It is proposed that all available Manex Members and interested Councillors will be utilised to produce the required documentation, with the Senior Management Team (SMT) facilitating input to create Specific, Measurable Achievable, Relevant and Time-bound (SMART) actions from everyone involved (Manex, other staff and Councillors). We will be using where possible good examples of other basic Community Strategic Plans, Delivery Programs and Annual Operational Plans that have good projects, tasks and programs that are similar or can be made into matters relevant to Warren Shire Council i.e. not reinventing the wheel, but produce something reasonable within this very short timeframe.

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CONTINUED**

As well as Manex Members and interested/available Councillors, the following Council staff will also be involved:

- Roads Overseer – Stephen Smith;
- Town Services Overseer – Darren Walton;
- Workshop Co-Ordinator – Jason Boyd;
- Ranger – Johnny White;
- WHS/Risk Co-Ordinator – Scott Hosking;
- Finance Officer - Payroll/HR – Jo-Anne Lincoln;
- Pool Manager – Wendy Haywood; and
- Warren Sporting & Cultural Centre Manager – Wesley Hamilton.

All of us need to think ahead on what should and could be organised over the next four (4) years and have actions to facilitate those projects, programs and tasks. It is expected that Rolling Works Programs will eventually tie into updated Asset Management Plans;

The reviewed Warren Shire 2027 Community Strategic Plan (Warren Shire 2035) and other documents will have the same main areas and same colour scheme of:

- Social;
- Economic;
- Infrastructure;
- Environmental; and
- Governance.

However, any community engagement and consultation needs to ensure that the community is made aware that there are limited funds for improved operations and maintenance/repairs and most capital works will be funded from grants.

FINANCIAL AND RESOURCE IMPLICATIONS

Unfortunately, due to the timing of the 2021 Council Election, there is not much time to prepare all the required IP&R Framework Documentation, at the same time Council staff need to continue with normal operations. Accordingly, arrangements will be made for much of the required work to be undertaken by Manex Members, other staff and interested Councillors out of hours (special summits, project team work, administration, reporting, community engagement and presentations, etc).

The WOW Agency has been engaged to help prepare a Draft Community Engagement Plan and also may be engaged to undertake some work on the ground for media releases, public exhibition information as well as the web-based community surveys and questionnaires and their management. Others may be engaged with facilitation work.

There is a need to provide appropriate funding from resources for the expected costs.

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ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN
CONTINUED

Contained within Council's Internally Restricted Reserves is an amount of \$69,532 for Integrated Planning and Reporting/Asset Management Planning costs and this would need to be allocated to the project by Council resolution. Any funds not used would be returned to Council's Internally Restricted Reserves for future similar use.

LEGAL IMPLICATIONS

Council has a Community Engagement Strategy that is in accordance with Section 402A of the Local Government Act 1993. The Draft Community Engagement Plan will be in accordance with this strategy and the Warren Shire Council Communications and Engagement Policy.

Council must complete its IP&R Framework Documents in accordance with Section 406 of the Local Government Act 1993 which requires the use of the IP&R Guidelines for Local Government in NSW, September 2021.

RISK IMPLICATIONS

The main risk is not being able to undertake the IP&R Framework Documents in time, if sufficient resources are not allocated.

STAKEHOLDER CONSULTATION

Councillors are being consulted by this report and a Workshop is scheduled for the 23rd February 2022.

It is hoped that the Council consultation processes contained within the Draft Community Engagement Plan will include the following groups where possible in the consultation processes:

- Youth, including schools and Warren Youth Foundation;
- Farmers and Industry groups;
- Community and Sporting Organisations;
- Aboriginal Groups;
- Council Staff;
- Councillors;
- Aged Persons;
- The Warren Liquor Accord;
- NSW and Federal Government Departments and Regional Development Australia (RDA) – Orana;
- The Warren Interagency Support Services Group;
- Warren Chamber of Commerce;
- Utility Providers ;
- Health Organisations ;
- Neighbouring Councils;
- Service Clubs; and
- Council Facilities Users.

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CONTINUED

OPTIONS

It is believed that due to the limited time frame, the use of Council's resources and funding as detailed within the report is the only way to ensure that completion of the required IP&R Framework Documentation will be undertaken before the deadline of 1st July 2022 (really Council Meeting 23rd June, 2022).

The use of the WOW Agency for help with the Community Engagement Plan and the required actions is also required in a similar vein. A facilitator for the proposed summit may also be engaged.

CONCLUSION

This report outlines the proposed action planning, resourcing and funding required for the production of the necessary documentation under the IP&R Framework.

The WOW Agency has helped to produce a Draft Community Engagement Plan for what is necessary to consult with the community and inform and produce the documentation. Council needs to make a decision in regard to the proposed action plan and Community Engagement Plan to produce the necessary IP & R Framework Documentation.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1. Warren Shire 2027 Community Strategic Plan;
2. Warren Shire Council Community Engagement Strategy (under separate cover);
3. Warren Shire Communications and Engagement Policy (under separate cover);
4. Warren Shire Council Asset Management Strategy;
5. Warren Shire Council Asset Management Policy;
6. Warren Shire Council Water and Sewer Asset Management Policy; and
7. Warren Shire Council Workforce Plan and Strategy 2020.


SUPPORTING INFORMATION /ATTACHMENTS

1. Integrated Planning and Reporting Guidelines and Handbook September 2021 (under separate cover);
2. Draft Community Engagement Plan (attached);
3. NSW 2021 Plan (under separate cover);
4. Central West and Orana 2036 Regional Plan (under separate cover);
5. Draft Central West and Orana 2041 Regional Plan (under separate cover); and
6. Draft Central West and Orana Transport Plan (under separate cover).

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN**
CONTINUED

Draft Community Engagement Plan


COMMUNITY ENGAGEMENT

Community Engagement Plan for the Review of its Community Strategic Plan (Warren Shire 2027 to Warren Shire 2035) and renewal of the Four (4) Year Delivery Program (2022/2023 – 2025/2026), Four (4) Year Workforce Management Strategy (2022/2023 – 2025/2026), Ten (10) Year Long Term Financial Plan (2022/2023 – 2031/2032), Annual Operational Plan and Estimates (2022/2023) and Other Documents.

General
The following plan is developed to ensure there is structured and robust community engagement in production of the necessary documentation required under the Integrated Planning and Reporting (IP & R) Framework.

The Community Engagement Plan is in accordance with Warren Shire Council’s Communications and Engagement Policy and Community Engagement Strategy and is designed to involve the wider community in reviewing and providing feedback on the current and draft IP & R Framework Documentation within the very shortened timeframe following the recent 2021 Council Elections.

The Community Engagement Plan follows Council’s stages of engagement – Inform, Consult and Involve.

However, any community engagement and consultation needs to ensure that the community is made aware that there are limited funds for improved operations and maintenance/repairs and most capital works will be funded from grants.

Stakeholders
Subject to time and resource limitations, it is expected that the following stakeholders will be involved where possible in the consultation processes:

- Youth, including schools and Warren Youth Foundation;
- Farmers and Industry Groups;
- Community and Sporting Organisations;
- Aboriginal Groups;
- Council Staff;
- Councillors;
- Aged Persons;
- The Warren Liquor Accord;
- NSW and Federal Government Departments and Regional Development Australia (RDA) – Orana;
- The Warren Interagency Support Services Group;
- Warren Chamber of Commerce;
- Utility Providers;
- Health Organisations;
- Neighbouring Councils;
- Service Clubs; and
- Council Facilities Users.

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN
CONTINUED**



COMMUNITY ENGAGEMENT

It is noted that the deadline for production of all the required IP & R Framework Documentation is 1st July 2022.

Key Dates and Critical Tasks:

- Consultation and reporting period commences the 15th February 2022 and ends the 23rd June 2022;
- Consideration of the Draft Community Engagement Plan and IP & R Framework Documentation Action Plan by Manex on the 15th February 2022;
- Engagement by Senior Management Team (SMT) with Government Departments and Agencies through the Alliance of Western Councils and other Collaborative Regional Organisations on the 18th February 2022;
- Councillor Workshop to consider the Draft Community Engagement Plan and IP & R Framework Documentation Action Plan on the 23rd February 2022;
- Reporting and consideration of Draft Community Engagement Plan and IP & R Framework Documentation Action Plan by Council on the 24th February 2022;
- Summit(s) of Manex and Other Key Staff to review and facilitate input to produce the required IP & R Documentation to create specific, measurable, achievable, relevant and time bound (SMART) actions to produce a reviewed Community Strategic Plan (Warren Shire 2035), renewed Delivery Program, Annual Operation Plan, Workforce Management Strategy, Long Term Financial Plan and Other Documents together with actions/performance indicators detailing who is responsible, required actions and funding source – March 2022;
- Initial Presentation on the review of the Warren Shire 2027 to Warren Shire 2035 to various Organisations and Community Stakeholders – March/April 2022;
- Minor web-based questionnaire and feedback system on the review of the Warren Shire 2027 to Warren Shire 2035 Community Strategic Plan and other to be renewed documents – March and April 2022;
- Community Meetings/Presentations and feedback system on the reviewed/renewed Draft Documents – March and April 2022;
- Drafts of the 2022/2023 Estimates to Councillor Workshop on the 13th April 2022.
- Drafts of all Documents to Councillor Workshop on the 27th April 2022;
- Reporting and consideration of all Draft Documents to the 28th April 2022 Council Meeting;
- Website, Social Media and Media advertising of Draft Documentation – May/June 2022;
- Councillor stand at the Warren P & A Association Show, showcasing Draft Documentation for final feedback on the 11th June 2022;
- If required, final Councillor Workshop on the 22nd June 2022; and
- Reporting for adoption of all final Draft Documents to the 23rd June 2022 Council Meeting.

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
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COMMUNITY ENGAGEMENT

Action	Channel	Audience	Responsible	By When
Preparation				
Develop list of stakeholders.			WSC	15/02/22
Consideration of Draft Community Engagement Plan.			Manex	15/02/22
Engagement by Senior Management Team (SMT) with Government Departments and Agencies			SMT	18/02/22
Consideration of Draft Community Engagement Plan.			Councillors/ Council	23-24/02/22
Summit(s) to review and facilitate reviewed and renewal Integrated Planning and Reporting Framework Documentation.	Special Manex Session(s)	SMT Manex	SMT Manex Other key staff	18-19/03/22
Develop minor web-based questionnaires and feedback system for the review of the Warren Shire 2027 to Warren Shire 2035 Community Strategic Plan and other to be reviewed Documents. <ul style="list-style-type: none"> - What do you like? - What could be improved? - What should be included? - What are the impacted issues and challenges facing the community in the period to 2035? 			WOW Agency	01/03/22
Develop content for Council's 'Integrated Planning and Reporting Framework' webpage and 'Public Exhibition' section and to link to a stand-alone page.			WOW Agency	15/03/22
Develop Media Release Program concerning the 'Integrated Planning and Reporting Framework' Processes, Consultation Program, Community Engagement Plan, what is hoped to be achieved and how to give feedback on existing and renewed Documents.			WOW Agency	1/03/22 20/3/22

Action	Channel	Audience	Responsible	By When
Inform				
Develop and distribute public notice advertisements for Document Review, Draft Documents and Feedback Mechanisms.	Media including Warren Weekly, Facebook, LinkedIn, Website, Council Notice Boards.	All residents	WSC / WOW Agency	1/03/22 28/04/22
Communicate to Key Stakeholder and Facility Users.	Direct mail	Relevant Stakeholders	WSC	1/03/22 28/04/22

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COMMUNITY ENGAGEMENT

Action	Channel	Audience	Responsible	By When
Inform				
Draft 2022/2023 Estimates to Councillor Workshop.	Workshop	Councillors	SMT	13/04/22
Develop Councillor Newsletter content for Document Review, Draft Documents and Feedback Mechanisms.	Council newsletter	All residents	WOW Agency	31/03/22 28/04/22
Develop Media Releases: <ul style="list-style-type: none"> - What is going to be done? - What Council hopes to achieve? - How to submit feedback? - Dates /Venues for Community Meetings/ Presentations. 	Media including Warren Weekly, Facebook, Website and Council Notice Boards.	Media All residents	WOW Agency	1/03/22 28/04/22
Set up of Councillor Stand at Warren P & A Association Show.	Presentation Stand	All residents	Councillors	11/06/22

Action	Channel	Audience	Responsible	By When
Consult				
Public exhibition Content Feedback Mechanisms live including link to standalone page for all existing and reviewed documents.	WSC Website	All residents	WSC / WOW Agency	1/03/22 28/04/22
Promote Public Exhibition on social media channels, media.	Facebook, Website, LinkedIn, Media including Warren Weekly, Newsletter	All residents	WOW Agency	1/03/22 28/04/22
Hold at least one (1) Community Meeting to obtain initial feedback and final feedback, presentations to relevant organisations.	Face to face sessions	Key Stakeholders, All residents	SMT Councillors	10/04/22 10/06/22
Collate community feedback from submissions, questionnaire and face to face sessions.	Reporting to Council	Council	SMT WOW Agency	10/04/22 10/06/22
Develop articles to communicate process and feedback overview and what is next.	Facebook, Website, LinkedIn, Media including Warren Weekly, Newsletter	All residents	SMT WOW Agency	15/03/22 28/04/22
Develop overview of submissions and feedback.	Reporting to Council	Council	SMT	10/04/22 10/06/22

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**ITEM 5 INTEGRATED PLANNING AND REPORTING (IP&R) FRAMEWORK
 DOCUMENTATION ACTION PLAN AND COMMUNITY ENGAGEMENT PLAN
 CONTINUED**



COMMUNITY ENGAGEMENT

Action	Channel	Audience	Responsible	By When
Involvement / Collaboration				
Writing of Draft Documents initially and after feedback.	Summit	SMT Manex	SMT Manex Other Staff	31/03/22 13/04/22 10/6/22
Hold at least one (1) Community Meeting to obtain initial feedback and final feedback. Presentations to relevant Organisations.	Face to face sessions	Key Stakeholders / All residents	SMT Councillors	31/03/22 10/6/22
Develop report concerning: <ul style="list-style-type: none"> - overview of wider community feedback data; - Stakeholder feedback; - Recommendations; and - Proposed changes. 	Council	Councillors	SMT	10/04/22 10/06/22
Deliver final Draft Documentation Report if required via Councillor Workshop and Council Report.	Council Manex Councillor Workshop	Councillors Manex	SMT	10/04/22 10/06/22

Action	Channel	Audience	Responsible	By When
Communicate				
Report to Council for final decision on Draft Documents.	Council Manex Councillor Workshop	Councillors Manex	SMT	10/04/22 10/06/22
Develop and distribute Media Release of consultation process feedback, outcomes and next steps through social media, newsletter, website and print and electronic media and face to face.	Website, Facebook, LinkedIn, Newsletter, Media including Warren Weekly	All residents	WOW Agency	28/04/22 24/06/22

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 – JANUARY 2022

(B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 31st January 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 January 2022.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Dec-21	Transactions	Balance 31-Jan-22
General	9,541,344.03	(25,395.51)	9,515,948.52
Water Fund	566,528.52	(56,047.72)	510,480.80
Sewerage Fund	1,543,019.90	(32,196.72)	1,510,823.18
North Western Library	122,663.91	(39,295.43)	83,368.48
Trust Fund	138,889.46	543.76	139,433.22
Investment Bank Account	(6,726,452.76)	(18.38)	(6,726,471.14)
	5,185,993.06	(152,410.00)	5,033,583.06

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ITEM 1

RECONCILIATION CERTIFICATE – JANUARY 2022

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	5,032,718.66
Add: Outstanding Deposits for the Month	934.40
Less: Outstanding Cheques & Autopays	(70.00)
Balance as per Ledger Accounts less Investments =	5,033,583.06

INVESTMENTS RECONCILIATION

Investments as at 31st January 2022

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	216,471.14	Variable	On Call A/c
4	National Australia Bank	1,500,000.00	90 days @ 0.33%	10-Feb-22
5	National Australia Bank	2,000,000.00	91 days @ 0.34%	28-Feb-22
6	National Australia Bank	2,000,000.00	90 days @ 0.43%	21-Mar-22
7	National Australia Bank	1,000,000.00	91 days @ 0.42%	28-Apr-22
40	National Australia Bank	10,000.00	180 days @ 0.10%	23-Feb-22
TOTAL INVESTMENTS =		6,726,471.14		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	6,455,970.00
Internally Restricted Funds Invested	4,968,750.00
2021/22 General Fund Operating Income & Grants	335,334.20
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	11,760,054.20

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

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ITEM 1

RECONCILIATION CERTIFICATE – JANUARY 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

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Attached to this report is the statement of rates and annual charges as at 8th February 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

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

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

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

8TH FEBRUARY 2022

Name of Rate				COLLECTIONS FOR YEAR		NETT ARREARS	
	NETT ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	173,627	5,108,347	5,281,974	3,068,223	58.09%	2,213,751	41.91%
Warren Water Fund	59,928	491,467	551,395	355,228	64.42%	196,167	35.58%
Warren Sewerage Fund	70,316	518,961	589,277	369,626	62.73%	219,651	37.27%
TOTAL 2021/2022	303,871	6,118,775	6,422,646	3,793,077	59.06%	2,629,569	40.94%
TOTAL 2020/2021	318,952	5,935,347	6,254,299	3,605,357	57.65%	2,648,942	42.35%
TOTAL 2019/2020	178,732	5,789,682	5,968,414	3,445,412	57.73%	2,523,002	42.27%
TOTAL 2018/2019	128,294	5,612,659	5,740,953	3,456,792	60.21%	2,284,161	39.79%
TOTAL 2017/2018	125,675	5,436,234	5,561,909	3,264,801	58.70%	2,297,108	41.30%
		8-Feb-18	14-Feb-19	13-Feb-20	12-Feb-21	08-Feb-22	
COLLECTION FIGURES AS \$		3,264,801	3,456,792	3,445,412	3,605,357	3,793,077	
COLLECTION FIGURE AS %		58.70%	60.21%	57.73%	57.65%	59.06%	

WARREN SHIRE COUNCIL

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

RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department from 21st December 2021 to the 7th February 2022.

Project	Budget	Expend	Resp	Comment
Council Chambers – Administration Building Improvements Carry Over	84,270	81,729	GM MHDS DMFA	Items outstanding: 1. Installation of extra cupboards & shelving in the front service area, 2. Installation of the interview room walls and doors (now scheduled for after Australia Day), 3. Laying of carpet tiles in interview room and existing offices, and 4. Fit out of interview room.
Eplanning Grant	37,465	21,088		The following works will be undertaken subject to available funds: 5. Installation of the disabled toilet and relocation of the tea room 6. Furniture purchases - subject to available funds.
ICT Purchases	8,000	Nil	DMFA/ICT	Not commenced.
Grants				
Public Library Infrastructure Grants	315,723	Nil	Nil	Doorways to Open-Air Library Construction Project.

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 28th January 2021

ITEM 4 2022/2023 OPERATIONAL PLAN & ESTIMATES TIMETABLE

(A1-5.40)

RECOMMENDATION

1. That the information be received and noted;
2. Council endorse the 2022/2023 Operational Plan & Estimates timeline; and
3. That a Councillor workshop be held on Wednesday 13th April 2022 at 4.00 pm to go through the Draft 2022/2023 Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2022 Council Meeting.

PURPOSE

To inform Council of the proposed timeline for preparation, advertising and adoption of the 2022/2023 Operational Plan & Estimates.

BACKGROUND

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

REPORT

The proposed timetable for the preparation and adoption of the 2022/2023 Operational Plan & Estimates is as follows:

- 1) Wednesday 16th March 2022 - last day for Estimates to be returned to the Treasurer.
- 2) Tuesday 5th April 2022 - Manex to finalise the Draft 2022/2023 Operational Plan & Estimates.
- 3) Wednesday 13th April 2022 at 4.00pm – hold a Councillor workshop to go through the Draft 2022/2023 Operational Plan & Estimates before the April 2022 Council meeting.
- 4) Thursday 28th April 2022 - present the Draft 2022/2023 Operational Plan & Estimates to Council for recommendation for public exhibition.
- 5) Monday 2nd May 2022 - advertise the Draft 2022/2023 Operational Plan & Estimates for public comment.
- 6) Thursday 2nd June 2022 - final day for public comment on the Draft 2022/2023 Operational Plan & Estimates.
- 7) Thursday 23rd June 2022 - adopt the 2022/2023 Operational Plan & Estimates by Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

STAKEHOLDER CONSULTATION

28 days public consultation after the Draft 2022/2023 Operational Plan and Estimates are initially considered by Council.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 4 2022/2023 OPERATIONAL PLAN & ESTIMATES TIMETABLE

CONTINUED

OPTIONS

Council may alter the proposed timeline but must be mindful that it must give 28 days public exhibition and allow the public to make submissions, the final 2022/2023 Operational Plan & Estimates must be adopted by 30th June 2022.

CONCLUSION

This report is provided to advise Council on the proposed timeline for the preparation and adoption of the 2022/2023 Operational Plan and Estimates.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Nil

WARREN SHIRE COUNCIL

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ITEM 5 PREPARATION OF THE DRAFT 2022/2023 ESTIMATES

(A1-5.41)

RECOMMENDATION

Council prepare the Draft 2022/2023 Estimates incorporating a 1.3% increase in general rates as determined by IPART.

PURPOSE

To seek Council's determination of the proposed general rate for 2022/2023 to be incorporated in the Draft 2022/2023 Estimates.

BACKGROUND

Item 4 of the Divisional Manager Finance and Administration Report indicates the timeline for the preparation of the Draft 2022/2023 Operational Plan and Estimates, management requires a determination from Council on the proposed general rate to be levied in 2022/2023 to be incorporated into these documents.

REPORT

For the first time, the rate peg for 2022/2023 will include a population factor that varies for each Council in NSW depending on how fast its population is growing.

IPART has set the 2022/2023 rate peg for each Council at between 0.7% and 5.0%, depending on its population factor. The population factor ranges between 0% and 4.3%.

The rate peg for 2022/2023 is based on the change in the Local Government Cost Index (LGCI), population factor, and an adjustment to remove the costs of the 2021 local government elections that were included in the 2021-22 rate peg of 0.20%.

IPART issued a Media Release on 13th December 2021 (copy included with this report) advising Councils that the maximum rate peg increase on general rates for 2022/2023 is 0.70%, Warren Shire Council is also entitled to a further 0.60% due to the change in population factor (copy included with this report).

It is proposed that the Draft 2022/2023 Estimates be prepared incorporating the maximum rate pegging limit of 1.3% as set by IPART.

For Councillors information:

1. a 1.3% increase in General Rates will generate additional income of approximately \$66,700.00,
2. the 2.0% increase in salaries and wages on 1st July 2022 as per the Local Government (State) Award will cost approximately \$105,000.00 (not including overtime or allowances),
3. the annual December 2021 CPI was 3.0%, and
4. the current interest rate on a 90 day investment is 0.38%.

From the above figures, the 2.0% increase in salaries and wages (not including overtime and allowances) alone exceeds the additional income generated from a 1.3% general rate increase.

FINANCIAL AND RESOURCE IMPLICATIONS

If Council does not incorporate the full 1.3% increase in general rates it may need to look at reducing services and or employees in areas to balance the budget.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 24th February 2022

ITEM 5 PREPARATION OF THE DRAFT 2022/2023 ESTIMATES

CONTINUED

LEGAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Not being able to provide the current level of services to the ratepayers and residents of Warren Shire Council.

STAKEHOLDER CONSULTATION

28 days public consultation after the Draft 2022/2023 Operational Plan and Estimates are initially considered by Council.

OPTIONS

N/A

CONCLUSION

This report is provided to seek Council's determination on the General Rates for 2022/2023 to be incorporated into the Draft 2022/2023 Estimates.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

IPART Media Release

WARREN SHIRE COUNCIL
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ITEM 5 PREPARATION OF THE DRAFT 2022/2023 ESTIMATES

CONTINUED



Local Government >>

Media Release

13 December 2021

Council rates revenue to rise with population growth

For the first time, the amount that councils will be able to increase the revenue they can collect from rates will depend on their level of population growth, under the 2022-23 rate peg decision announced today by the Independent Pricing and Regulatory Tribunal (IPART). IPART has set a rate peg for each council, ranging from 0.7% to 5.0%.

Tribunal Chair Carmel Donnelly said that in setting the rate peg for 2022-23, IPART has used a new methodology that recognises that some councils face higher costs from growing populations.

"We have developed a way of incorporating population growth into the rate peg that balances the need to ensure councils are financially sustainable, while protecting ratepayers from excessive rate rises.

The methodology we have used will ensure councils maintain the average amount of money collected per person as their population grows. This will enable councils to provide services to their growing communities," said Ms Donnelly.

IPART's rate peg also takes into account the annual change in the Local Government Cost Index (LGCI), which measures the average costs faced by NSW councils.


The rate peg represents the maximum percentage amount by which a council may increase its general income. For almost all councils, general income consists entirely of revenue from rates. The rate peg applies to each council's general income in total, not to individual ratepayers' rates. Councils may increase categories of rates by more than, or less than the rate peg, as long as the total increase in general income remains within the rate peg. Individual ratepayers' rates are also impacted by land values set by the Valuer General NSW.

An Information Paper that includes information on IPART's rate peg methodology and the rate peg for each council for 2022-23 is available on IPART's [website](#).

We have proposed a benchmark waste peg for 2022-23 to provide a guide to councils. IPART has released a Draft Report on these charges which may impact future decisions, and we are currently seeking feedback on our proposed approach.

IPART's Draft Report on domestic waste charges, and opportunities to have your say are available on IPART's [website](#). Submissions to IPART are due by 25 March 2022.

Media Contact: Adrian Flood

 0427 105 865

 media@ipart.nsw.gov.au

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ITEM 5 PREPARATION OF THE DRAFT 2022/2023 ESTIMATES

CONTINUED

Information Paper

Rate peg for NSW councils for 2022-23

Council	Change in population	Supplementary valuations percentage	Population factor	Rate Peg (including population factor)
	%	%	%	%
Queanbeyan-Palerang Regional	1.9	0.8	1.1	1.8
Randwick	0.7	2.0	0.0	0.7
Richmond Valley	0.1	0.1	0.0	0.7
Ryde	1.6	0.3	1.2	1.9
Shellharbour	1.9	2.9	0.0	0.7
Shoalhaven	1.5	0.5	0.9	1.6
Singleton	0.0	0.5	0.0	0.7
Snowy Monaro Regional	1.0	1.3	0.0	0.7
Snowy Valleys	0.0	0.9	0.0	0.7
Strathfield	1.9	0.1	1.8	2.5
Sutherland	0.8	1.4	0.0	0.7
Sydney	1.1	0.9	0.3	1.0
Tamworth Regional	0.0	0.5	0.0	0.7
Temora	0.0	0.6	0.0	0.7
Tenterfield	0.0	0.1	0.0	0.7
Hills	3.3	0.0	3.3	4.0
Tweed	1.4	0.4	1.0	1.7
Upper Hunter	0.0	0.2	0.0	0.7
Upper Lachlan	2.7	1.0	1.7	2.4
Uralla	0.0	0.0	0.0	0.7
Wagga Wagga	0.8	1.1	0.0	0.7
Walcha	0.0	0.0	0.0	0.7
Walgett	0.0	0.0	0.0	0.7
Warren	0.7	0.1	0.6	1.3
Warrumbungle	0.0	0.1	0.0	0.7
Waverley	0.1	0.0	0.1	0.8
Weddin	0.0	0.0	0.0	0.7
Wentworth	0.5	1.0	0.0	0.7
Willoughby	0.1	0.1	0.1	0.8
Wingecarribee	1.2	0.8	0.5	1.2
Wollondilly	1.6	1.1	0.6	1.3
Wollongong	0.8	0.5	0.3	1.0
Woolahra	0.1	0.2	0.0	0.7
Yass Valley	1.4	0.8	0.6	1.3

Note: Councils with a population factor greater than zero are shown in blue bold font.

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ITEM 6 PAYMENT OF SUPERANNUATION FOR COUNCILLORS

(C14-5.1)

RECOMMENDATION

Submitted for Council's determination.

PURPOSE

To seek a determination from Council on the payment of superannuation contributions to Councillors from 1st July 2022.

BACKGROUND

The Local Government Amendment Act 2021 No. 11 was assented on 24th May 2021, one of the amendments included in the Act now allows Councils the option of making superannuation contribution payments to Councillors from 1 July 2022 equivalent in amount to superannuation guarantee payments. The decision to make superannuation contribution payments must be made by resolution at an open meeting.

Following is the actual wording from the Local Government Amendment Act 2021 No. 11:

"1.3 Amendments concerning superannuation payments for councillors

Section 254B

Insert after section 254A—

254B Payment for superannuation contributions for councillors

- (1) A council may make a payment (a **superannuation contribution payment**) as a contribution to a superannuation account nominated by a councillor, starting from the financial year commencing 1 July 2022.*
- (2) The amount of a superannuation contribution payment is the amount the council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the councillor were an employee of the council.*
- (3) A superannuation contribution payment is payable with, and at the same intervals as, the annual fee is payable to the councillor.*
- (4) A council is not permitted to make a superannuation contribution payment—
 - a. unless the council has previously passed a resolution at an open meeting to make superannuation contribution payments to its councillors, or*
 - b. if the councillor does not nominate a superannuation account for the payment before the end of the month to which the payment relates, or*
 - c. to the extent the councillor has agreed in writing to forgo or reduce the payment.**
- (5) The Remuneration Tribunal may not take superannuation contribution payments into account in determining annual fees or other remuneration payable to a mayor or other councillor.*
- (6) A person is not, for the purposes of any Act, taken to be an employee of a council and is not disqualified from holding civic office merely because the person is paid a superannuation contribution payment.*

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ITEM 6 PAYMENT OF SUPERANNUATION FOR COUNCILLORS

CONTINUED

- (7) *A superannuation contribution payment does not constitute salary for the purposes of any Act.*
- (8) *Sections 248A and 254A apply in relation to a superannuation contribution payment in the same way as they apply in relation to an annual fee.*
- (9) *In this section—*
Commonwealth superannuation legislation means the Superannuation Guarantee (Administration) Act 1992 of the Commonwealth.
superannuation account means an account for superannuation or retirement benefits from a scheme or fund to which the Commonwealth superannuation legislation applies.”

REPORT

The introduction of the Section 254B of the Local Government Amendment Act 2021 now gives Councils the option or opportunity to make superannuation contributions to Councillors into a complying superannuation account from 1st July 2022. The issue of payment of superannuation to councillors has been discussed for a number of years within the local government industry.

Council has three (3) options with regards to this new legislation:

1. Resolve in open Council to introduce the payment of superannuation contributions to Councillors from 1st July 2022 in addition to the Mayor and Councillor allowance, or
2. Resolve in open Council to introduce the payment of superannuation contributions to councillors from 1st July 2022 with the superannuation contribution being deducted from the Mayor and Councillor allowance, or
3. do nothing and leave the status quo, with no payment of superannuation to Councillors.

If Council resolves to introduce the payment of superannuation to Councillors from 1st July 2022, then each Councillor must either nominate a complying superannuation account for the payment of contributions before 30th June 2022 or agreed in writing to forgo or reduce the payment (*see Clause (4) of Section 254B*).

Currently the superannuation guarantee rate is 10%, if council resolves Option 1 above (to introduce the payment of superannuation contributions to councillors from 1st July 2022 in addition to the Mayor and Councillor allowance) the additional cost to Council based on the current 2021/2022 Mayor & Councillors allowance would be \$14,607.86.

FINANCIAL AND RESOURCE IMPLICATIONS

Should Council resolve Option 1 above which is to introduce the payment of superannuation contributions to Councillors from 1st July 2022 in addition to the Mayor and Councillor allowance, then the additional contribution amount would need to be included in the 2022/2023 Estimates.

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

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ITEM 6 PAYMENT OF SUPERANNUATION FOR COUNCILLORS

CONTINUED

OPTIONS

N/A

CONCLUSION

This report is provided to seek Council's determination on whether the payment of superannuation contributions to Councillors from 1st July 2022 will be implemented.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 7 LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

(L2-2)

RECOMMENDATION

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

We are continuing to provide events for the community while following all health guidelines and State Library directions.

REPORT

Outreach

These services are provided on a Monday with staff maintaining a rotating schedule so all centres can be accommodated.

We are currently providing Outreach services to the following:

- Warren Pre-school
- Pop up Library for pre-schoolers
- Little Possums
- St Mary's
- Warren Central School
- Vacation Care
- Calara House Pop up Library

We have recently provided Brain Training Packs to all residents at Calara House along with Senior library members. These included the following:

- Activity Book
- Mindfulness Colouring Book
- Pen and Colouring Pencils
- Large Print playing cards and instructions
- Jelly Beans

This was a very successful program and we have received positive feedback from all participants.

North Western Library has signed an agreement to continue in the Online story time pilot scheme which is managed by the Australian Library and Information Association (ALIA). This scheme allows publishers to permit use of their Australian picture book titles. The pilot scheme has been extended for 2022 at no cost to NSW Public Libraries.

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ITEM 7

LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

CONTINUED

Warren Library has included this program as part of our Outreach services. We are filming each Monday and uploading to our YouTube channel.

This program enables libraries to include children and families who cannot come to story time sessions at libraries, for example, where both parents are working and cannot get to the library, as well as those living in socially disadvantaged areas where transport options are limited but internet access and devices are not, and those in rural and remote areas.

E-Resources

The library continues to provide a large range of e-resources 24/7 including e-book, audio books, video streaming and music. All you need is a library card!

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

Grants

The library has lodged an application in the Public Library Infrastructure Grants 2021/22 titled "Doorways to an Open-Air Library" funding requested is \$315,723.00. This grant would improve the access to the entrance of the library with a lobby area and create an Open-Air Library space for the benefit of the whole community.

The library has been successful with a Regional Youth-Summer Holiday Break Program grant titled "Lets game it out at WSL!" This grant includes a selection of electronic game systems including VR technology along with a variety of standard board games. This program will run during the month of February.

The library is currently preparing and planning to lodge an application in the Public Library Infrastructure Grants 2022/23 for an Events Hub to be built at the rear of the current library.

National Simultaneous Storytime!

National Simultaneous Storytime is held annually by the Australian Library and Information Association (ALIA). Every year a picture book written and illustrated by Australians is simultaneously in libraries, schools, homes and children's facilities all over the country and the world. The title for 2022 is Family Tree written by Josh Pyke and illustrated by Ronojoy Ghosh.

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

- Promotes the value of reading and literacy
- Promotes the value and fun of books
- Promotes story time activities in libraries and communities

Upcoming Events

- April - Local History workshop
- May – Simultaneous Story Time
- July – North Western Stock Rotation
- August – Leather workshop
- 1,000 Books before school continuing

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ITEM 7 LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

CONTINUED

Staff Training

All permanent staff will be participating in Archive Module /Amplify training to allow us to make local Oral Histories available to the public 24/7.

The Library Technician and Library Manager will attend additional training in Boolean searching and queries.

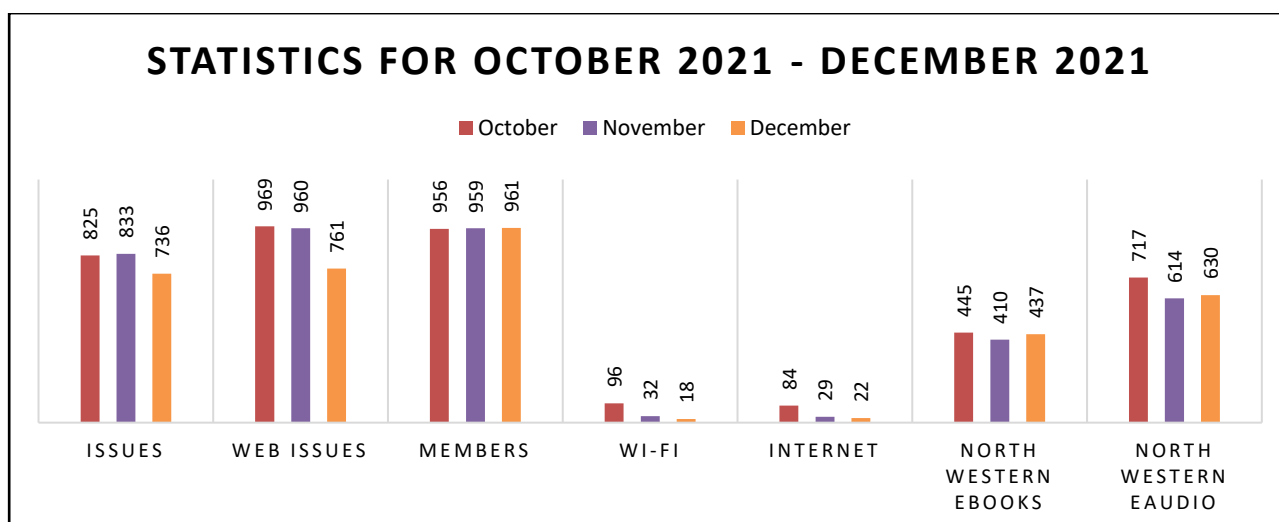
Meetings

North Western AGM to be held in March 2022

Central West Zone Meeting to be held in April 2022

Statistics for October 2021 - December 2021

Month	Issues	Web Issues	Members	Wi-Fi	Internet	North Western Ebooks	North Western Eaudio
October	825	969	956	96	84	445	717
November	833	960	959	32	29	410	614
December	736	761	961	18	22	437	630



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ITEM 7

LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

CONTINUED

Events	Junior	Adults	Total Participants
Outreach Warren Central	28	1	29
Storytime	14	3	17
Outreach Warren Preschool	9	2	11
Outreach Little Possums	15	4	19
Online Storytime	11		

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

N/A

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ITEM 8 DECEMBER 2021 BUDGET REVIEW

(A1-5.41)

RECOMMENDATION

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

PURPOSE

To advise Council and make any necessary amendments to the adopted 2021/2022 Operational Plan and Estimates that may be required throughout the financial year.

BACKGROUND

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

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

REPORT

As Council’s responsible accounting officer, I have included in the attachments a balanced December 2021 Budget Review document (after deducting depreciation) covering the period 1st July to 31st December 2021.

The major revenue variations, an increase of \$1,485,046 included in the December 2021 Budget Review document are:

1. An increase in user charges and other revenue of \$31,603 made up of:
 - a. re-imburement of the Covid-19 Clinic setup cost of \$10,532,
 - b. increased Mt Foster Quarry sales of \$16,200, and
 - c. small increases in other various income streams.
2. An increase in Interest on Overdue Rates & Charges of \$2,000.
3. An increase in Grants and Contributions of \$1,161,193 made up of:
 - a. Increase Hazard Reduction Grant of \$237,991,
 - b. OLG Covid-19 Support Program of \$90,000,
 - c. Resilience NSW Grant for Emergency Levee Works of \$80,000,
 - d. Community Builders Program for new lockers at the swimming pool of \$9,702,
 - e. Community Builders Program for wireless scoreboard of \$5,000,
 - f. Stronger Country Communities Fund for new amenities at Carter Oval of \$671,000, and
 - g. Contributions from Est. of Late Aub Dinsdale & Lions Club for new toilet facilities in Lions Park of \$68,230.

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ITEM 8 DECEMBER 2021 BUDGET REVIEW

CONTINUED

4. A transfer out of the Infrastructure Improvement / Replacement Reserve of \$292,000 as resolved at the 28th October 2021 Meeting for the following projects:
- a. Sporting Complex roof gutter rectification works of \$40,000,
 - b. Warren CBD toilet facilities of \$140,000,
 - c. Lions Park toilet facilities of \$52,000, and
 - d. Warren Airport Terminal building construction of \$60,000.

The December 2021 Budget Review document included at the end of this report, has a brief explanation in the "Comments on Adjustment" column of the reason for a required variation to the adopted 2021/2022 Operational Plan & Estimates.

Should any Councillor require further explanation on anything in the document prior to the Council Meeting on Thursday 24th February 2022, please contact the Divisional Manager of Finance & Administration.

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

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

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ITEM 8 DECEMBER 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement
for the period 01/10/2021 to 31/12/2021

Report by Responsible Accounting Officer

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

31 December 2021

It is my opinion that the Quarterly Budget Review Statement for Warren Shire Council for the quarter ended 31/12/2021 indicates that Council's projected financial position at 30/6/2022 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____



Date:

31/01/2022

Mr Darren Arthur
Responsible Accounting Officer

WARREN SHIRE COUNCIL

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ITEM 8 DECEMBER 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/10/2021 to 31/12/2021

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2021

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2021/2022	Carry Forwards	Sep QBRs	Revised Budget 2021/2022	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Income							
General Purpose Revenues	(8,189)	0	(220)	(8,409)	0	(8,409)	(7,573)
Administration	(212)	0	(2)	(214)	0	(214)	(151)
Public Order & Safety	(43)	0	0	(43)	(241)	(284)	(4)
Health	0	0	0	0	(101)	(101)	(90)
Environment	(367)	(140)	(20)	(527)	(82)	(609)	(578)
Community Services & Education	(93)	0	(2)	(95)	0	(95)	(63)
Housing & Community Amenities	(167)	(37)	(75)	(279)	(1)	(280)	(181)
Recreation & Culture	(301)	(1,680)	(107)	(2,088)	(754)	(2,842)	(1,859)
Manufacturing & Construction	(5)	0	0	(5)	(16)	(21)	(1)
Transport & Communication	(4,723)	(833)	(2,576)	(8,132)	1	(8,131)	(3,506)
Economic Affairs	(345)	(1,520)	(2,406)	(4,271)	1	(4,270)	(2,916)
Water Supplies	(891)	0	(275)	(1,166)	(2)	(1,168)	(601)
Sewer Supplies	(591)	0	(260)	(851)	0	(851)	(552)
Total Income from Continuing Operations	(15,927)	(4,210)	(5,943)	(26,080)	(1,195)	(27,275)	(18,075)
Expenses							
Governance	717	0	1	718	3	721	325
Administration	3,095	0	22	3,117	0	3,117	1,485
Public Order & Safety	395	0	(56)	339	238	577	291
Health	239	0	60	299	62	361	154
Environment	911	0	19	930	81	1,011	624
Community Services & Education	108	0	6	114	0	114	28
Housing & Community Amenities	289	0	0	289	0	289	111
Recreation & Culture	1,911	0	75	1,986	52	2,038	1,030
Manufacturing & Construction	11	0	0	11	5	16	10
Transport & Communication	4,676	0	119	4,795	(1)	4,794	2,495
Economic Affairs	792	0	1,110	1,902	(25)	1,877	451
Water Supplies	1,107	0	(10)	1,097	(42)	1,055	491
Sewer Supplies	816	0	(35)	781	0	781	258
Total Expenses from Continuing Operations	15,067	0	1,311	16,378	373	16,751	7,753
Net Operating Result from All Operations	(860)	(4,210)	(4,632)	(9,702)	(822)	(10,524)	(10,322)

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ITEM 8 DECEMBER 2021 BUDGET REVIEW

CONTINUED

Warren Shire Council

Quarterly Budget Review Statement

for the period 01/10/2021 to 31/12/2021

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2021

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2021/2022	Carry Forwards	Sep QBRS	Revised Budget 2021/2022	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
Capital Expenditure							
Renewal Assets (Replacement)							
- Plant & Equipment	1,015	1,148	0	2,163	14	2,177	465
- Office Equipment	23	0	0	23	0	23	17
- Land & Buildings	0	315	0	315	996	1,311	184
- Roads, Bridges, Footpaths	4,030	619	2,898	7,547	60	7,607	2,572
- Other Structures	96	3,451	1,500	5,047	0	5,047	634
Loan Repayments (Principal)	134	0	21	155	0	155	77
Water Supply Capital Works	0	1,085	17	1,102	42	1,144	643
Sewerage Fund Capital Works	200	1,383	0	1,583	0	1,583	1,213
Total Capital Expenditure	5,498	8,001	4,436	17,935	1,112	19,047	5,805
Capital Funding							
Rates & Other Untied Funding	(1,154)	0	(27)	(1,181)	(42)	(1,223)	(68)
Capital Grants & Contributions	(3,981)	(3,727)	(4,409)	(12,117)	(778)	(12,895)	(4,799)
Reserves:							
- External Resrtictions/Reserves	0	(484)	0	(484)	0	(484)	(484)
- Internal Restrictions/Reserves	0	(3,597)	0	(3,597)	(292)	(3,889)	(140)
New Loans	0	0	0	0	0	0	0
Receipts from Sale of Assets							
- Plant & Equipment	(363)	0	0	(363)	0	(363)	(121)
- Land & Buildings	0	(193)	0	(193)	0	(193)	(193)
Total Capital Funding	(5,498)	(8,001)	(4,436)	(17,935)	(1,112)	(19,047)	(5,805)
Net Capital Funding - Surplus/(Deficit)	0	0	0	0	0	0	0

WARREN SHIRE COUNCIL

DECEMBER 2021 - BUDGET REVIEW

Council Functions	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Amended Budget	Adjustment Required	% Expended Proposed	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Amended Budget	Adjustment Required	% Expended Proposed	
INCOME										EXPENDITURE									
General Fund																			
General Purpose Income	(8,188,780)	(219,573)	(8,408,353)	(7,572,563)	(835,790)	90%	(8,408,353)	0	90%	0	0	0	0	0	0%	0	0	0%	
Governance	0	0	0	0	0	0%	0	0	0%	717,108	1,284	718,392	324,934	393,458	45%	721,492	3,100	45%	
Administration	(212,317)	(1,484)	(213,801)	(151,540)	(62,261)	71%	(213,801)	0	71%	3,095,498	21,110	3,116,608	1,484,729	1,631,879	48%	3,116,608	0	48%	
Public Order & Safety	(42,874)	0	(42,874)	(3,898)	(38,976)	9%	(283,786)	(240,912)	1%	394,757	(55,860)	338,897	290,702	48,195	86%	576,888	237,991	50%	
Health	0	0	0	(90,200)	90,200	0%	(100,732)	(100,732)	90%	239,226	60,000	299,226	154,418	144,808	52%	361,300	62,074	43%	
Environment	(366,990)	(159,627)	(526,617)	(577,799)	51,182	110%	(608,617)	(82,000)	95%	911,284	19,302	930,586	623,720	306,866	67%	1,011,586	81,000	62%	
Community Services & Education	(93,029)	(2,000)	(95,029)	(62,827)	(32,202)	66%	(95,029)	0	66%	107,555	6,000	113,555	28,070	85,485	25%	113,555	0	25%	
Housing & Comm. Amenities	(167,096)	(111,551)	(278,647)	(181,208)	(97,439)	65%	(279,647)	(1,000)	65%	289,385	0	289,385	111,122	178,263	38%	289,385	0	38%	
Recreation & Culture	(300,751)	(1,787,271)	(2,088,022)	(1,858,580)	(229,442)	89%	(2,842,224)	(754,202)	65%	1,910,735	75,649	1,986,384	1,030,351	956,033	52%	2,038,333	51,949	51%	
Mining, Manufacturing & Const.	(5,280)	0	(5,280)	(709)	(4,571)	13%	(21,480)	(16,200)	3%	10,806	11	10,817	10,320	497	95%	15,817	5,000	65%	
Transport & Communication	(4,722,715)	(3,409,551)	(8,132,266)	(3,505,924)	(4,626,342)	43%	(8,131,266)	1,000	43%	4,675,874	119,448	4,795,322	2,494,718	2,300,604	52%	4,794,322	(1,000)	52%	
Economic Services	(345,573)	(3,926,128)	(4,271,701)	(2,916,349)	(1,355,352)	68%	(4,270,701)	1,000	68%	791,847	1,110,620	1,902,467	450,808	1,451,659	24%	1,876,967	(25,500)	24%	
From Restricted Funds - Capital Items	0	(1,481,628)	(1,481,628)	0	(1,481,628)	0%	(1,773,628)	(292,000)	0%	0	0	0	0	0	0%	0	0	0%	
General Fund Operating Totals	(14,445,405)	(11,098,813)	(25,544,218)	(16,921,597)	(8,622,621)	66%	(27,029,264)	(1,485,046)	63%	13,144,075	1,357,564	14,501,639	7,003,892	7,497,747	48%	14,916,253	414,614	47%	
Water Fund																			
Water Supplies	(890,854)	(275,227)	(1,166,081)	(601,401)	(564,680)	52%	(1,167,831)	(1,750)	51%	1,106,809	(10,439)	1,096,370	491,304	605,066	45%	1,054,924	(41,446)	47%	
From Restricted Funds - Capital Items	48,060	(803,316)	(755,256)	0	(755,256)	0%	(753,506)	1,750	0%										
Water Fund Operating Totals	(842,794)	(1,078,543)	(1,921,337)	(601,401)	(1,319,936)	31%	(1,921,337)	0	31%	1,106,809	(10,439)	1,096,370	491,304	605,066	45%	1,054,924	(41,446)	47%	
Sewerage Fund																			
Sewerage Services	(591,337)	(260,134)	(851,471)	(551,966)	(299,505)	65%	(851,471)	0	65%	815,575	(34,797)	780,778	258,280	522,498	33%	780,778	0	33%	
From Restricted Funds - Capital Items	(285,383)	(1,101,648)	(1,387,031)	0	(1,387,031)	0%	(1,387,031)	0	0%										
Sewerage Fund Operating Totals	(876,720)	(1,361,782)	(2,238,502)	(551,966)	(1,686,536)	25%	(2,238,502)	0	25%	815,575	(34,797)	780,778	258,280	522,498	33%	780,778	0	33%	
All Funds Operating Totals	(16,164,919)	(13,539,138)	(29,704,057)	(18,074,964)	(11,629,093)	61%	(31,189,103)	(1,485,046)	58%	15,066,459	1,312,328	16,378,787	7,753,476	8,625,311	47%	16,751,955	373,168	46%	
Capital																			
General Fund Capital	(363,000)	0	(363,000)	(296,724)	(66,276)	82%	(363,000)	0	82%	5,189,846	9,741,249	14,931,095	3,886,385	11,044,710	26%	16,001,527	1,070,432	24%	
Water Fund Capital	0	0	0	0	0	0%	0	0	0%	25,082	1,088,982	1,114,064	657,343	1,088,982	59%	1,155,510	41,446	57%	
Sewerage Fund Capital	0	0	0	0	0	0%	0	0	0%	283,607	1,396,579	1,680,186	1,261,430	418,756	75%	1,680,186	0	75%	
Total Capital	(363,000)	0	(363,000)	(296,724)	(66,276)	82%	(363,000)	0	82%	5,498,535	12,226,810	17,725,345	5,805,158	12,552,448	33%	18,837,223	1,111,878	31%	
Total Operating & Capital	(16,527,919)	(13,539,138)	(30,067,057)	(18,371,688)	(11,695,369)	61%	(31,552,103)	(1,485,046)	58%	20,564,994	13,539,138	34,104,132	13,558,634	21,177,759	40%	35,589,178	1,485,046	38%	
Estimated Budget Results										Sources of Revenue for Adjustments Required									
(Surplus)/Deficit	4,037,075	0	4,037,075	(4,813,054)	9,482,390	-119%	4,037,075	0	-119%	Rates & Annual Charges	0								
Less Depreciation Included in Above	4,037,075	0	4,037,075	2,067,315	1,969,760	51%	4,037,075	0	51%	User Charges & Other Revenues	(31,603)								
										Interest on Investments & Overdue Rates & Charges	(2,000)								
										Additional Grants & Contributions in 2021/22	(1,161,193)								
Estimated (Surplus)/Deficit before Dep'n	0	0	0	(6,880,369)	7,512,630		0	0		Transfer (From) / To Restricted Funds	(290,250)								
										Unexpended Grants from 2020/21	0								
										Sale of Assets	0								
										Total Revenue Adjustments	(1,485,046)								

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
1 - General Fund										
0100-0001 - GENERAL PURPOSE INCOME										
0100-0002 - GENERAL RATE INCOME - NETT										
0100-0004 - FARMLAND - RATES LEVIED	(4,214,960)	(1,341)	(4,216,301)	(4,216,301)	0	100%	(4,216,301)	0	100%	
0101-0004 - RESIDENTIAL - RATES LEVIED	(683,497)	(167)	(683,664)	(683,664)	0	100%	(683,664)	0	100%	
0102-0004 - BUSINESS - RATES LEVIED	(236,760)	1,018	(235,742)	(235,742)	0	100%	(235,742)	0	100%	
0120-0003 - GENERAL RATES ABANDONED	35,220	0	35,220	33,858	1,362	96%	35,220	0	96%	
0100-0002 - GENERAL RATE INCOME - NETT Total	(5,099,997)	(490)	(5,100,487)	(5,101,849)	1,362	100%	(5,100,487)	0	100%	
0140-0002 - INTEREST ON OVERDUE GENERAL RATES										
0140-0002 - INTEREST ON OVERDUE GENERAL RATES	(6,750)	0	(6,750)	(4,817)	(1,933)	71%	(6,750)	0	71%	
0140-0002 - INTEREST ON OVERDUE GENERAL RATES Total	(6,750)	0	(6,750)	(4,817)	(1,933)	71%	(6,750)	0	71%	
0150-0002 - INTEREST ON INVESTMENTS										
0150-0002 - INTEREST ON INVESTMENTS	(15,000)	0	(15,000)	(3,848)	(11,152)	26%	(15,000)	0	26%	
0150-0002 - INTEREST ON INVESTMENTS Total	(15,000)	0	(15,000)	(3,848)	(11,152)	26%	(15,000)	0	26%	
0170-0002 - GRANTS & SUBSIDIES										
0170-0002 - GRANTS & SUBSIDIES	(3,067,033)	(219,083)	(3,286,116)	(2,462,049)	(824,067)	75%	(3,286,116)	0	75%	
0170-0002 - GRANTS & SUBSIDIES Total	(3,067,033)	(219,083)	(3,286,116)	(2,462,049)	(824,067)	75%	(3,286,116)	0	75%	
0100-0001 - GENERAL PURPOSE INCOME Total	(8,188,780)	(219,573)	(8,408,353)	(7,572,563)	(835,790)	90%	(8,408,353)	0	90%	
0250-0001 - GOVERNANCE										
0250-0002 - GOVERNANCE OPERATIONS										
0250-0003 - GOVERNANCE - EMPLOYEE EXPENSES	453,976	0	453,976	205,019	248,957	45%	453,976	0	45%	
0251-0003 - GOVERNANCE - OTHER EXPENSES	8,448	0	8,448	936	7,512	11%	8,448	0	11%	
0270-0003 - MAYOR & COUNCILLORS EXPENSES	172,991	1,284	174,275	76,024	98,251	44%	174,275	0	44%	
0271-0003 - DELEGATES & MEMBERSHIP EXPENSES	81,693	0	81,693	42,955	38,738	53%	84,793	3,100	51%	Adjusted to the anticipated cost of Memberships
0250-0002 - GOVERNANCE OPERATIONS Total	717,108	1,284	718,392	324,934	393,458	45%	721,492	3,100	45%	
0250-0001 - GOVERNANCE Total	717,108	1,284	718,392	324,934	393,458	45%	721,492	3,100	45%	
0300-0001 - ADMINISTRATION										
0300-0002 - CORPORATE SUPPORT OPERATIONS										
0300-0003 - CORPORATE SUPPORT - INCOME	(107,153)	(1,484)	(108,637)	(52,792)	(55,845)	49%	(108,637)	0	49%	
0301-0003 - COUNCIL BUILDING EXPENSES	97,517	500	98,017	43,658	54,359	45%	98,017	0	45%	
0305-0003 - ADMINISTRATION - EMPLOYEE EXPENSES	857,841	0	857,841	420,312	437,529	49%	857,841	0	49%	
0310-0003 - OFFICE, COMPUTER & COMMUNICATION EXP	173,174	0	173,174	69,715	103,459	40%	173,174	0	40%	
0315-0003 - ADMINISTRATION EXPENSES	59,898	0	59,898	39,833	20,065	67%	59,898	0	67%	
0317-0003 - INTERNAL & EXTERNAL AUDIT EXPENSES	78,560	0	78,560	6,590	71,970	8%	78,560	0	8%	
0319-0003 - INTEREST ON LOANS	29,752	(10,439)	19,313	9,804	9,509	51%	19,313	0	51%	
0320-0003 - OTHER SUNDRY EXPENSES	8,036	0	8,036	3,045	4,991	38%	8,036	0	38%	
0325-0003 - COUNCIL INSURANCES	274,800	23,549	298,349	298,349	0	100%	298,349	0	100%	
0330-0003 - ASSET MANAGEMENT EXPENSES	51,197	0	51,197	14,150	37,047	28%	51,197	0	28%	
0345-0003 - DEPRECIATION - CORPORATE SUPPORT	73,522	0	73,522	31,852	41,670	43%	73,522	0	43%	
0300-0002 - CORPORATE SUPPORT OPERATIONS Total	1,597,144	12,126	1,609,270	884,516	724,754	55%	1,609,270	0	55%	
0350-0002 - ENGINEERING & WORKS OPERATIONS										
0350-0003 - ENGINEERING & WORKS - INCOME	(1,030)	0	(1,030)	(91)	(939)	9%	(1,030)	0	9%	
0351-0003 - ENGINEERING - EMPLOYEE EXPENSES	1,228,153	0	1,228,153	548,766	679,387	45%	1,228,153	0	45%	
0355-0003 - ENGINEERING - OFFICE EXPENSES	15,906	0	15,906	14,382	1,524	90%	15,906	0	90%	
0360-0003 - ENGINEERING - OTHER SUNDRY EXPENSES	10,302	7,500	17,802	827	16,975	5%	17,802	0	5%	
0370-0003 - DEPOT EXPENSES	100,729	0	100,729	54,344	46,385	54%	100,729	0	54%	
0395-0003 - DEPRECIATION - ENGINEERING & WORKS	59,801	0	59,801	27,294	32,507	46%	59,801	0	46%	
0350-0002 - ENGINEERING & WORKS OPERATIONS Total	1,413,861	7,500	1,421,361	645,522	775,839	45%	1,421,361	0	45%	

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0400-0002 - COUNCIL ELE										
0400-0002 - COUNCIL ELE	0	0	0	13,795	(13,795)	0%	0	0	0%	
0400-0002 - COUNCIL ELE Total	0	0	0	13,795	(13,795)	0%	0	0	0%	
0405-0002 - OTHER EMPLOYMENT OVERHEADS										
0405-0002 - OTHER EMPLOYMENT OVERHEADS	0	0	0	(80,033)	80,033	0%	0	0	0%	
0405-0002 - OTHER EMPLOYMENT OVERHEADS Total	0	0	0	(80,033)	80,033	0%	0	0	0%	
0430-0002 - CONTRIBUTIONS FROM OTHER WORKS										
0430-0003 - CONT FROM WATER & SEWERAGE FUNDS	(260,102)	0	(260,102)	(130,052)	(130,050)	50%	(260,102)	0	50%	
0431-0003 - ADMINISTRATION CHARGES EIPP & CBP	(15,766)	0	(15,766)	0	(15,766)	0%	(15,766)	0	0%	
0432-0003 - STATE HIGHWAY 11 - MANAGEMENT COSTS	0	0	0	0	0	0%	0	0	0%	
0430-0002 - CONTRIBUTIONS FROM OTHER WORKS Total	(275,868)	0	(275,868)	(130,052)	(145,816)	47%	(275,868)	0	47%	
0470-0002 - COUNCIL PLANT OPERATIONS										
0470-0003 - PLANT & WORKSHOP INCOME	(80,500)	0	(80,500)	(47,722)	(32,778)	59%	(80,500)	0	59%	
0471-0003 - PLANT RUNNING EXPENSES - NETT COST	(585,024)	0	(585,024)	(397,918)	(187,106)	68%	(585,024)	0	68%	
0472-0003 - WORKSHOP EXPENSES	62,762	0	62,762	34,471	28,291	55%	62,762	0	55%	
0473-0003 - OTHER PLANT & WORKSHOP EXPENSES	6,439	0	6,439	0	6,439	0%	6,439	0	0%	
0485-0003 - DEPRECIATION - COUNCIL PLANT	744,367	0	744,367	410,610	333,757	55%	744,367	0	55%	
0470-0002 - COUNCIL PLANT OPERATIONS Total	148,044	0	148,044	(559)	148,603	(0%)	148,044	0	(0%)	
0300-0001 - ADMINISTRATION Total	2,883,181	19,626	2,902,807	1,333,189	1,569,618	46%	2,902,807	0	46%	
0500-0001 - PUBLIC ORDER & SAFETY										
0500-0002 - FIRE PROTECTION OPERATIONS										
0500-0003 - FIRE PROTECTION - INCOME	(41,039)	0	(41,039)	0	(41,039)	0%	(279,030)	(237,991)	0%	Adjusted to actual Hazard Reduction Grant as notified.
0501-0003 - FIRE PROTECTION CONTRIBUTIONS	210,148	(54,742)	155,406	77,703	77,703	50%	155,406	0	50%	
0502-0003 - FIRE PROTECTION EXPENSES	44,939	292	45,231	138,164	(92,933)	305%	283,222	237,991	49%	Contra expense from the above Grant notification.
0509-0003 - DEPRECIATION - FIRE PROTECTION	3,106	0	3,106	1,527	1,579	49%	3,106	0	49%	
0500-0002 - FIRE PROTECTION OPERATIONS Total	217,154	(54,450)	162,704	217,394	(54,690)	134%	162,704	0	134%	
0510-0002 - EMERGENCY SERVICES OPERATIONS										
0511-0003 - CONTRIBUTION TO SES	5,413	(1,461)	3,952	1,976	1,976	50%	3,952	0	50%	
0512-0003 - EMERGENCY SERVICE BUILDING EXPENSES	12,261	0	12,261	7,913	4,348	65%	12,261	0	65%	
0514-0003 - DEPRECIATION - EMERGENCY SERVICES	4,015	0	4,015	2,069	1,946	52%	4,015	0	52%	
0510-0002 - EMERGENCY SERVICES OPERATIONS Total	21,689	(1,461)	20,228	11,958	8,270	59%	20,228	0	59%	
0515-0002 - ANIMAL CONTROL OPERATIONS										
0515-0003 - ANIMAL CONTROL INCOME	(1,835)	0	(1,835)	(3,898)	2,063	212%	(4,756)	(2,921)	82%	Adjusted to income received for dog registrations & fines.
0516-0003 - ANIMAL CONTROL EXPENSES	114,604	51	114,655	60,935	53,720	53%	114,655	0	53%	
0530-0003 - DEPRECIATION - ANIMAL CONTROL	271	0	271	415	(144)	153%	271	0	153%	
0515-0002 - ANIMAL CONTROL OPERATIONS Total	113,040	51	113,091	57,452	55,639	51%	110,170	(2,921)	52%	
0500-0001 - PUBLIC ORDER & SAFETY Total	351,883	(55,860)	296,023	286,804	9,219	97%	293,102	(2,921)	98%	

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0600-0001 - HEALTH SERVICES										
0600-0002 - HEALTH SERVICES OPERATIONS										
0600-0003 - HEALTH SERVICES INCOME	0	0	0	(90,200)	90,200	0%	(100,732)	(100,732)	90%	Increased due to OLG Covid-19 Support Program of \$90,000 received and re-imbursement from WNSWLHD for setting up 2 X Vaccine Clinics of \$10,732.
0601-0003 - HEALTH SERVICES EMPLOYEE EXPENSES	221,827	0	221,827	100,559	121,268	45%	221,827	0	45%	
0603-0003 - HEALTH SERVICES OFFICE EXPENSES	10,828	0	10,828	397	10,431	4%	10,828	0	4%	
0607-0003 - HEALTH SERVICES OTHER SUNDRY EXPENSE	6,571	0	6,571	345	6,226	5%	6,571	0	5%	
0609-0003 - COVID-19 - COMPLIANCE EXPENSES	0	60,000	60,000	53,117	6,883	89%	122,074	62,074	44%	Increased expenses due to the purchase of items in relation to the OLG Covid-19 Support Program above.
0610-0003 - DEPRECIATION - HEALTH SERVICES	0	0	0	0	0	0%	0	0	0%	
0600-0002 - HEALTH SERVICES OPERATIONS Total	239,226	60,000	299,226	64,218	235,008	21%	260,568	(38,658)	25%	
0600-0001 - HEALTH SERVICES Total	239,226	60,000	299,226	64,218	235,008	21%	260,568	(38,658)	25%	
0650-0001 - ENVIRONMENT										
0655-0002 - NOXIOUS PLANTS OPERATIONS										
0655-0003 - CONTRIBUTION TO CMCC	112,840	0	112,840	112,839	1	100%	112,840	0	100%	
0655-0002 - NOXIOUS PLANTS OPERATIONS Total	112,840	0	112,840	112,839	1	100%	112,840	0	100%	
0700-0002 - ENVIRONMENT & LEVEE PROTECTION										
0700-0003 - ENVIRONMENTAL & LEVEE INCOME	0	(4,545)	(4,545)	(84,545)	80,000	1860%	(84,545)	(80,000)	100%	Grant received for Emergency Works on the Levee behind the Medical Centre.
0701-0003 - ENVIRONMENT & LEVEE EXPENSES	55,090	17,700	72,790	157,759	(84,969)	217%	152,790	80,000	103%	
0715-0003 - DEPRECIATION - ENVIRONMENT & LEVEE	109,759	0	109,759	53,946	55,813	49%	109,759	0	49%	
0700-0002 - ENVIRONMENT & LEVEE PROTECTION Total	164,849	13,155	178,004	127,160	50,844	71%	178,004	0	71%	
0750-0002 - DWM COLLECTION OPERATIONS										
0750-0003 - ANNUAL GARBAGE CHARGES LEVIED - NETT	(341,798)	576	(341,222)	(340,814)	(408)	100%	(341,222)	0	100%	
0752-0003 - OTHER GARBAGE CHARGES INCOME	(17,800)	0	(17,800)	(11,909)	(5,891)	67%	(19,800)	(2,000)	60%	Adjusted to anticipated income for the sale of garbage bins and interest on overdue charges.
0755-0003 - DWM COLLECTION EXPENSES	154,147	0	154,147	59,633	94,514	39%	155,147	1,000	38%	Adjusted to anticipated expenditure for the cost of garbage bins.
0750-0002 - DWM COLLECTION OPERATIONS Total	(205,451)	576	(204,875)	(293,090)	88,215	143%	(205,875)	(1,000)	142%	
0800-0002 - WASTE DISPOSAL OPERATIONS										
0800-0003 - WASTE DISPOSAL INCOME	(7,392)	(155,658)	(163,050)	(140,531)	(22,519)	86%	(163,050)	0	86%	
0801-0003 - WASTE DISPOSAL EXPENSES	263,223	34	263,257	119,473	143,784	45%	263,257	0	45%	
0820-0003 - DEPRECIATION - GARBAGE DISPOSAL	6,510	0	6,510	3,200	3,310	49%	6,510	0	49%	
0800-0002 - WASTE DISPOSAL OPERATIONS Total	262,341	(155,624)	106,717	(17,858)	124,575	(17%)	106,717	0	(17%)	
0850-0002 - OTHER SANITATION & GARBAGE										
0850-0002 - OTHER SANITATION & GARBAGE	1,037	0	1,037	0	1,037	0%	1,037	0	0%	
0850-0002 - OTHER SANITATION & GARBAGE Total	1,037	0	1,037	0	1,037	0%	1,037	0	0%	
0900-0002 - STREET CLEANING OPERATIONS										
0900-0002 - STREET CLEANING OPERATIONS	157,493	1,568	159,061	89,733	69,328	56%	159,061	0	56%	
0900-0002 - STREET CLEANING OPERATIONS Total	157,493	1,568	159,061	89,733	69,328	56%	159,061	0	56%	
0950-0002 - STORMWATER DRAINAGE OPERATIONS										
0950-0003 - STORMWATER DRAINAGE EXPENSES	25,755	0	25,755	13,458	12,297	52%	25,755	0	52%	
0960-0003 - DEPRECIATION - STORMWATER DRAINAGE	25,430	0	25,430	13,679	11,751	54%	25,430	0	54%	
0950-0002 - STORMWATER DRAINAGE OPERATIONS Total	51,185	0	51,185	27,137	24,048	53%	51,185	0	53%	
0650-0001 - ENVIRONMENT Total	544,294	(140,325)	403,969	45,921	358,048	11%	402,969	(1,000)	11%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
1000-0001 - COMMUNITY SERVICES & EDUCATION										
1050-0002 - YOUTH SERVICES OPERATIONS										
1050-0003 - YOUTH SERVICES INCOME	(27,868)	0	(27,868)	(19,451)	(8,417)	70%	(27,868)	0	70%	
1051-0003 - YOUTH SERVICES EXPENSES	31,072	0	31,072	0	31,072	0%	31,072	0	0%	
1050-0002 - YOUTH SERVICES OPERATIONS Total	3,204	0	3,204	(19,451)	22,655	(607%)	3,204	0	(607%)	
1060-0002 - VACATION CARE SERVICES OPERATIONS										
1060-0003 - VACATION CARE INCOME	(12,733)	(2,000)	(14,733)	(3,127)	(11,606)	21%	(14,733)	0	21%	
1061-0003 - VACATION CARE EXPENSES	24,055	6,000	30,055	12,570	17,485	42%	30,055	0	42%	
1060-0002 - VACATION CARE SERVICES OPERATIONS Total	11,322	4,000	15,322	9,443	5,879	62%	15,322	0	62%	
1100-0002 - OTHER COMMUNITY SERVICES OPERATIONS										
1100-0003 - OTHER COMMUNITY SERVICES INCOME	(52,428)	0	(52,428)	(40,249)	(12,179)	77%	(52,428)	0	77%	
1101-0003 - OTHER COMMUNITY SERVICES EXPENSES	52,428	0	52,428	15,500	36,928	30%	52,428	0	30%	
1100-0002 - OTHER COMMUNITY SERVICES OPERATIONS Total	0	0	0	(24,749)	24,749	0%	0	0	0%	
1000-0001 - COMMUNITY SERVICES & EDUCATION Total	14,526	4,000	18,526	(34,757)	53,283	(188%)	18,526	0	(188%)	
1150-0001 - HOUSING & COMMUNITY SERVICES										
1150-0002 - PUBLIC CEMETERIES OPERATIONS										
1150-0003 - PUBLIC CEMETERIES INCOME	(36,753)	0	(36,753)	(12,495)	(24,258)	34%	(36,753)	0	34%	
1151-0003 - PUBLIC CEMETERIES EXPENSES	88,904	0	88,904	48,395	40,509	54%	88,904	0	54%	
1165-0003 - DEPRECIATION - PUBLIC CEMETERIES	1,543	0	1,543	749	794	49%	1,543	0	49%	
1150-0002 - PUBLIC CEMETERIES OPERATIONS Total	53,694	0	53,694	36,649	17,045	68%	53,694	0	68%	
1200-0002 - COUNCIL HOUSING OPERATIONS										
1200-0003 - COUNCIL HOUSING INCOME	(84,890)	(1,300)	(86,190)	(43,808)	(42,382)	51%	(86,190)	0	51%	
1201-0003 - COUNCIL HOUSING EXPENSES	60,002	0	60,002	18,581	41,421	31%	60,002	0	31%	
1210-0003 - DEPRECIATION - COUNCIL HOUSING	19,313	0	19,313	9,127	10,186	47%	19,313	0	47%	
1200-0002 - COUNCIL HOUSING OPERATIONS Total	(5,575)	(1,300)	(6,875)	(16,100)	9,225	234%	(6,875)	0	234%	
1250-0002 - STREET LIGHTING OPERATIONS										
1250-0003 - STREET LIGHTING INCOME	(30,000)	(72,786)	(102,786)	(72,786)	(30,000)	71%	(102,786)	0	71%	
1251-0003 - STREET LIGHTING EXPENSES	118,593	0	118,593	34,270	84,323	29%	118,593	0	29%	
1250-0002 - STREET LIGHTING OPERATIONS Total	88,593	(72,786)	15,807	(38,516)	54,323	(244%)	15,807	0	(244%)	
1300-0002 - TOWN PLANNING OPERATIONS										
1300-0003 - TOWN PLANNING INCOME	(15,453)	(37,465)	(52,918)	(52,119)	(799)	98%	(53,918)	(1,000)	97%	Adjusted to anticipated income.
1301-0003 - TOWN PLANNING EXPENSES	1,030	0	1,030	0	1,030	0%	1,030	0	0%	
1300-0002 - TOWN PLANNING OPERATIONS Total	(14,423)	(37,465)	(51,888)	(52,119)	231	100%	(52,888)	(1,000)	99%	
1350-0002 - OTHER COMMUNITY AMENITIES										
1350-0002 - OTHER COMMUNITY AMENITIES	0	0	0	0	0	0%	0	0	0%	
1350-0002 - OTHER COMMUNITY AMENITIES Total	0	0	0	0	0	0%	0	0	0%	
1150-0001 - HOUSING & COMMUNITY SERVICES Total	122,289	(111,551)	10,738	(70,086)	80,824	(653%)	9,738	(1,000)	(720%)	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
1400-0001 - RECREATION & CULTURE										
1400-0002 - PUBLIC LIBRARIES OPERATIONS										
1400-0003 - PUBLIC LIBRARIES INCOME	(153,980)	(43,725)	(197,705)	(154,110)	(43,595)	78%	(197,975)	(270)	78%	Adjusted to actual grant received from the State Library
1401-0003 - PUBLIC LIBRARIES EMPLOYEE EXPENSES	278,272	0	278,272	136,372	141,900	49%	278,272	0	49%	
1405-0003 - PUBLIC LIBRARIES ADMIN EXPENSES	97,074	0	97,074	13,368	83,706	14%	97,074	0	14%	
1410-0003 - PUBLIC LIBRARIES OTHER EXPENSES	67,832	43,725	111,557	38,452	73,105	34%	111,557	0	34%	
1415-0003 - PUBLIC LIBRARIES BUILDING EXPENSES	24,797	0	24,797	11,116	13,681	45%	24,797	0	45%	
1445-0003 - DEPRECIATION - PUBLIC LIBRARIES	47,121	0	47,121	18,788	28,333	40%	47,121	0	40%	
1400-0002 - PUBLIC LIBRARIES OPERATIONS Total	361,116	0	361,116	63,986	297,130	18%	360,846	(270)	18%	
1450-0002 - OTHER CULTURAL SERVICES										
1450-0002 - OTHER CULTURAL SERVICES	9,717	770	10,487	10,487	0	100%	10,487	0	100%	
1450-0002 - OTHER CULTURAL SERVICES Total	9,717	770	10,487	10,487	0	100%	10,487	0	100%	
1500-0002 - SWIMMING POOLS OPERATIONS										
1500-0003 - SWIMMING POOL INCOME	(66,526)	0	(66,526)	(28,668)	(37,858)	43%	(76,228)	(9,702)	38%	Community Builders Grant received for new lockers.
1501-0003 - SWIMMING POOL EXPENSES	256,184	205	256,389	141,807	114,582	55%	268,338	11,949	53%	Adjusted to anticipated expenses for electricity.
1525-0003 - DEPRECIATION - SWIMMING POOLS	41,998	0	41,998	25,900	16,098	62%	41,998	0	62%	
1500-0002 - SWIMMING POOLS OPERATIONS Total	231,656	205	231,861	139,039	92,822	60%	234,108	2,247	59%	
1550-0002 - SPORTING COMPLEX OPERATIONS										
1550-0003 - SPORTING COMPLEX INCOME	(38,954)	0	(38,954)	(22,529)	(16,425)	58%	(43,954)	(5,000)	51%	Community Builders Grant received for wireless scoreboard.
1551-0003 - SPORTING COMPLEX EXPENSES	153,996	192	154,188	67,374	86,814	44%	154,188	0	44%	
1585-0003 - DEPRECIATION - SPORTING COMPLEX	112,628	0	112,628	60,105	52,523	53%	112,628	0	53%	
1550-0002 - SPORTING COMPLEX OPERATIONS Total	227,670	192	227,862	104,950	122,912	46%	222,862	(5,000)	47%	
1600-0002 - SPORTING GROUNDS & OVALS OPERATIONS										
1600-0003 - SPORTING GROUNDS INCOME	(2,220)	(26,608)	(28,828)	(20,845)	(7,983)	72%	(699,828)	(671,000)	3%	Grant from Stronger Country Communities Fund R 4 notified for new Carter Oval Amenities building.
1601-0003 - SPORTING GROUNDS EXPENSES	172,974	(2,448)	170,526	71,650	98,876	42%	170,526	0	42%	
1645-0003 - DEPRECIATION - SPORTING GROUNDS	42,997	0	42,997	22,657	20,340	53%	42,997	0	53%	
1600-0002 - SPORTING GROUNDS & OVALS OPERATIONS Total	213,751	(29,056)	184,695	73,462	111,233	40%	(486,305)	(671,000)	(15%)	
1650-0002 - PARKS & GARDENS OPERATIONS										
1650-0003 - PARKS & GARDENS INCOME	0	(33,004)	(33,004)	(33,004)	0	100%	(101,234)	(68,230)	33%	Contributions toward the proposed new toilet facilities at Lions Park to account.
1651-0003 - PARKS & GARDENS EXPENSES	293,987	33,028	327,015	182,905	144,110	56%	327,015	0	56%	
1675-0003 - DEPRECIATION - PARKS & GARDENS	32,357	0	32,357	24,409	7,948	75%	32,357	0	75%	
1650-0002 - PARKS & GARDENS OPERATIONS Total	326,344	24	326,368	174,310	152,058	53%	258,138	(68,230)	68%	
1700-0002 - SHOWGROUND - RACECOURSE OPERATIONS										
1700-0003 - SHOWGROUND - RACECOURSE INCOME	(39,071)	(1,683,934)	(1,723,005)	(1,599,424)	(123,581)	93%	(1,723,005)	0	93%	
1701-0003 - SHOWGROUND - RACECOURSE EXPENSES	228,115	177	228,292	181,516	46,776	80%	268,292	40,000	68%	Adjusted to anticipated expenditure due to gravel road upgrade and construction of a ramp.
1725-0003 - DEPRECIATION - SHOWGROUND-RACECOURSE	50,686	0	50,686	23,445	27,241	46%	50,686	0	46%	
1700-0002 - SHOWGROUND - RACECOURSE OPERATIONS Total	239,730	(1,683,757)	(1,444,027)	(1,394,463)	(49,564)	97%	(1,404,027)	40,000	99%	
1400-0001 - RECREATION & CULTURE Total	1,609,984	(1,711,622)	(101,638)	(828,229)	726,591	815%	(803,891)	(702,253)	103%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
1750-0001 - MINING MANUFACTURING & CONSTRUCTION										
1750-0002 - BUILDING CONTROL OPERATIONS										
1750-0003 - BUILDING CONTROL INCOME	0	0	0	(709)	709	0%	0	0	0%	
1751-0003 - BUILDING CONTROL EXPENSES	528	0	528	0	528	0%	528	0	0%	
1750-0002 - BUILDING CONTROL OPERATIONS Total	528	0	528	(709)	1,237	(134%)	528	0	(134%)	
1800-0002 - MT FOSTER QUARRY OPERATIONS										
1800-0003 - MT FOSTER QUARRY INCOME	(5,280)	0	(5,280)	0	(5,280)	0%	(21,480)	(16,200)	0%	Increased due to sale of spalls for emergency works undertaken on the levee.
1801-0003 - MT FOSTER QUARRY EXPENSES	10,278	11	10,289	10,320	(31)	100%	15,289	5,000	67%	Ajduced to anticipated expenditure.
1820-0003 - DEPRECIATION - MT FOSTER QUARRY	0	0	0	0	0	0%	0	0	0%	
1800-0002 - MT FOSTER QUARRY OPERATIONS Total	4,998	11	5,009	10,320	(5,311)	206%	(6,191)	(11,200)	(167%)	
1750-0001 - MINING MANUFACTURING & CONSTRUCTION Total	5,526	11	5,537	9,611	(4,074)	174%	(5,663)	(11,200)	(170%)	
2000-0001 - TRANSPORT & COMMUNICATION										
2000-0002 - LOCAL ROADS & BRIDGES M&R										
2000-0003 - LOCAL SHIRE ROADS - INCOME	(1,354,029)	(2,526,296)	(3,880,325)	(2,069,312)	(1,811,013)	53%	(3,880,325)	0	53%	
2005-0003 - LOCAL SHIRE BRIDGES - INCOME	0	0	0	0	0	0%	0	0	0%	
2010-0003 - URBAN SEALED ROADS - M & R	55,872	0	55,872	26,932	28,940	48%	55,872	0	48%	
2050-0003 - URBAN UNSEALED ROADS - M & R	26,726	0	26,726	1,909	24,817	7%	26,726	0	7%	
2100-0003 - RURAL SEALED ROADS - M & R	370,872	0	370,872	366,330	4,542	99%	370,872	0	99%	
2150-0003 - RURAL UNSEALED ROADS - M & R	1,030,200	0	1,030,200	434,768	595,432	42%	1,030,200	0	42%	
2200-0003 - RURAL SHIRE BRIDGES - M & R	15,453	0	15,453	0	15,453	0%	15,453	0	0%	
2045-0003 - DEPRECIATION - URBAN SEALED ROADS	162,497	0	162,497	88,014	74,483	54%	162,497	0	54%	
2095-0003 - DEPRECIATION - URBAN UNSEALED ROADS	3,814	0	3,814	1,472	2,342	39%	3,814	0	39%	
2145-0003 - DEPRECIATION - RURAL SEALED ROADS	720,009	0	720,009	387,568	332,441	54%	720,009	0	54%	
2195-0003 - DEPRECIATION - RURAL UNSEALED ROADS	140,564	0	140,564	71,575	68,989	51%	140,564	0	51%	
2245-0003 - DEPRECIATION - RURAL BRIDGES	142,727	0	142,727	73,102	69,625	51%	142,727	0	51%	
2000-0002 - LOCAL ROADS & BRIDGES M&R Total	1,314,705	(2,526,296)	(1,211,591)	(617,642)	(593,949)	51%	(1,211,591)	0	51%	
2250-0002 - REGIONAL ROADS & BRIDGES M & R										
2250-0003 - REGIONAL ROADS - INCOME	(3,318,000)	(757,514)	(4,075,514)	(1,423,580)	(2,651,934)	35%	(4,074,514)	1,000	35%	Adjusted to actual TfNSW Block Grant as notified.
2260-0003 - REGIONAL SEALED ROADS - M & R	673,699	119,448	793,147	434,876	358,271	55%	792,147	(1,000)	55%	
2280-0003 - REGIONAL UNSEALED ROADS - M & R	103,292	0	103,292	36,334	66,958	35%	103,292	0	35%	
2300-0003 - REGIONAL BRIDGES - M & R	16,895	0	16,895	0	16,895	0%	16,895	0	0%	
2275-0003 - DEPRECIATION - REGIONAL SEALED ROADS	779,423	0	779,423	388,179	391,244	50%	779,423	0	50%	
2295-0003 - DEPRECIATION - REGIONAL UNSEALED RDS	15,605	0	15,605	7,768	7,837	50%	15,605	0	50%	
2345-0003 - DEPRECIATION - REGIONAL BRIDGES	61,792	0	61,792	30,685	31,107	50%	61,792	0	50%	
2250-0002 - REGIONAL ROADS & BRIDGES M & R Total	(1,667,294)	(638,066)	(2,305,360)	(525,738)	(1,779,622)	23%	(2,305,360)	0	23%	
2400-0002 - PARKING AREAS										
2400-0002 - PARKING AREAS	5,151	0	5,151	0	5,151	0%	5,151	0	0%	
2400-0002 - PARKING AREAS Total	5,151	0	5,151	0	5,151	0%	5,151	0	0%	
2450-0002 - FOOTPATHS & CYCLEWAYS										
2455-0003 - FOOTPATHS & CYCLEWAYS - EXPENSES	36,057	0	36,057	5,385	30,672	15%	36,057	0	15%	
2495-0003 - DEPRECIATION - FOOTPATHS & CYCLEWAYS	36,364	0	36,364	18,091	18,273	50%	36,364	0	50%	
2450-0002 - FOOTPATHS & CYCLEWAYS Total	72,421	0	72,421	23,476	48,945	32%	72,421	0	32%	
2500-0002 - KERB & GUTTERING										
2505-0003 - KERB & GUTTERING - EXPENSES	26,399	0	26,399	9,515	16,884	36%	26,399	0	36%	
2500-0002 - KERB & GUTTERING Total	26,399	0	26,399	9,515	16,884	36%	26,399	0	36%	

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2550-0002 - AERODROMES										
2550-0003 - AERODROMES - INCOME	(50,686)	(125,741)	(176,427)	(13,032)	(163,395)	7%	(176,427)	0	7%	
2555-0003 - AERODROMES - EXPENSES	123,106	0	123,106	60,600	62,506	49%	123,106	0	49%	
2570-0003 - DEPRECIATION - AERODROMES	19,239	0	19,239	5,979	13,260	31%	19,239	0	31%	
2550-0002 - AERODROMES Total	91,659	(125,741)	(34,082)	53,547	(87,629)	(157%)	(34,082)	0	(157%)	
2600-0002 - BUS SHELTERS										
2605-0003 - BUS SHELTERS - EXPENSES	2,122	0	2,122	0	2,122	0%	2,122	0	0%	
2620-0003 - DEPRECIATION - BUS SHELTERS	366	0	366	177	189	48%	366	0	48%	
2600-0002 - BUS SHELTERS Total	2,488	0	2,488	177	2,311	7%	2,488	0	7%	
2650-0002 - ANCILLARY SERVICES										
2655-0003 - WARREN TOWN ANCILLARY - EXPENSES	58,042	0	58,042	12,360	45,682	21%	58,042	0	21%	
2660-0003 - NEVERTIRE VILLAGE ANCILLARY EXPENSES	20,200	0	20,200	15,771	4,429	78%	20,200	0	78%	
2670-0003 - COLLIE VILLAGE ANCILLARY EXPENSES	18,150	0	18,150	12,788	5,362	70%	18,150	0	70%	
2680-0003 - RURAL ADDRESSING EXPENSES	2,000	0	2,000	0	2,000	0%	2,000	0	0%	
2690-0003 - DEPRECIATION - ANCILLARY SERVICES	9,238	0	9,238	4,540	4,698	49%	9,238	0	49%	
2650-0002 - ANCILLARY SERVICES Total	107,630	0	107,630	45,459	62,171	42%	107,630	0	42%	
2000-0001 - TRANSPORT & COMMUNICATION Total	(46,841)	(3,290,103)	(3,336,944)	(1,011,206)	(2,325,738)	30%	(3,336,944)	0	30%	
2700-0001 - ECONOMIC AFFAIRS										
2750-0002 - TOURISM & AREA PROMOTION										
2750-0003 - TOURISM & AREA PROMOTION - INCOME	(1,000)	0	(1,000)	0	(1,000)	0%	0	1,000	0%	Adjusted the income for the sale of items and reduced expenses by the same.
2755-0003 - INFORMATION CENTRE - EXPENSES	33,213	0	33,213	4,719	28,494	14%	32,213	(1,000)	15%	
2760-0003 - OTHER AREA PROMOTION - EXPENSES	0	2,500	2,500	2,135	365	85%	2,500	0	85%	
2790-0003 - DEPRECIATION - TOURISM & AREA PROMOTE	10,364	0	10,364	5,112	5,252	49%	10,364	0	49%	
2750-0002 - TOURISM & AREA PROMOTION Total	42,577	2,500	45,077	11,966	33,111	27%	45,077	0	27%	
2800-0002 - SALEYARDS & MARKETS										
2800-0003 - SALEYARDS - EXPENSES	817	90	907	379	528	42%	907	0	42%	
2800-0002 - SALEYARDS & MARKETS Total	817	90	907	379	528	42%	907	0	42%	
2855-0003 - PROJECT MANAGEMENT										
2855-0003 - PROJECT MANAGEMENT EMPLOYEE EXPENSES	284,231	0	284,231	141,318	142,913	50%	284,231	0	50%	
2855-0003 - PROJECT MANAGEMENT Total	284,231	0	284,231	141,318	142,913	50%	284,231	0	50%	
2850-0002 - ECONOMIC DEVELOPMENT										
2850-0003 - ECONOMIC DEVELOPMENT - INCOME	(255,588)	(3,926,128)	(4,181,716)	(2,871,642)	(1,310,074)	69%	(4,181,716)	0	69%	
2860-2495-0000 - Economic Development Program Expense	30,300	35,000	65,300	32,000	33,300	49%	65,300	0	49%	
PART OF DROUGHT RELIEF FUNDING - ROUND 2										
2860-2510-0010 - Drought Relief Events - Round 2	0	8,980	8,980	5,500	3,480	61%	8,980	0	61%	
2860-2510-0020 - Water Tower Mural - Round 2	0	37,258	37,258	33,913	3,345	91%	37,258	0	91%	
2860-2510-0025 - External Audit - Round 2	0	2,500	2,500	0	2,500	0%	2,500	0	0%	
2860-2510-0035 - Warren Tennis Courts Upgrade - Rnd 2	0	29,036	29,036	0	29,036	0%	29,036	0	0%	
PART OF MDBA GRANT FUNDING										
2880-2500-0010 - Warren Expenses - Village Program	0	315,923	315,923	12,626	303,297	4%	601,923	286,000	2%	Movement of Budget from Project Costs across the Town & Village programs, also moved \$24,500 for Lions Park works to the capital section for the proposed new toilet facility.
2880-2500-0020 - Nevertire Expenses - Village Program	0	378,514	378,514	98,742	279,772	26%	482,302	103,788	20%	
2880-2500-0030 - Collie Expenses - Village Program	0	135,726	135,726	9,477	126,249	7%	145,726	10,000	7%	
2880-2500-0050 - Project Costs - MDBA Program	255,588	168,700	424,288	0	424,288	0%	0	(424,288)	0%	
2850-0002 - ECONOMIC DEVELOPMENT Total	30,300	(2,814,491)	(2,784,191)	(2,679,384)	(104,807)	96%	(2,808,691)	(24,500)	95%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
2900-0002 - PRIVATE WORKS										
2900-0003 - PRIVATE WORKS - INCOME	(36,029)	0	(36,029)	(23,950)	(12,079)	66%	(36,029)	0	66%	
2905-0003 - PRIVATE WORKS - EXPENSES	32,357	0	32,357	21,073	11,284	65%	32,357	0	65%	
2900-0002 - PRIVATE WORKS Total	(3,672)	0	(3,672)	(2,877)	(795)	78%	(3,672)	0	78%	
2910-0002 - EMPLOYEE DEBTORS										
2910-0004 - EMPLOYEE DEBTORS TO BE RAISED	0	0	0	1,350	(1,350)	0%	0	0	0%	
2910-0002 - EMPLOYEE DEBTORS Total	0	0	0	1,350	(1,350)	0%	0	0	0%	
2920-0002 - OTHER BUSINESS UNDERTAKINGS										
2920-0003 - OTHER BUSINESS NEI - INCOME	(52,956)	0	(52,956)	(20,757)	(32,199)	39%	(52,956)	0	39%	
2922-0003 - OTHER BUSINESS NEI - EXPENSES	96,887	(3,607)	93,280	58,828	34,452	63%	93,280	0	63%	
2995-0003 - DEPRECIATION - OTHER BUSINESS NEI	48,090	0	48,090	23,636	24,454	49%	48,090	0	49%	
2920-0002 - OTHER BUSINESS UNDERTAKINGS Total	92,021	(3,607)	88,414	61,707	26,707	70%	88,414	0	70%	
2700-0001 - ECONOMIC AFFAIRS Total	446,274	(2,815,508)	(2,369,234)	(2,465,541)	96,307	104%	(2,393,734)	(24,500)	103%	
2997-0001 - GENERAL FUND - NEW LOANS										
2997-0003 - SWIMMING POOL REFURBISHMENT LOAN	0	0	0	0	0	0%	0	0	0%	
2997-0001 - GENERAL FUND - NEW LOANS Total	0	0	0	0	0	0%	0	0	0%	
2998-0001 - INTERNAL RESTRICTED FUNDS - CAPITAL										
2998-0001 - INTERNAL RESTRICTED FUNDS - CAPITAL										
2998-1997-0050 - Restricted Funds - Mobile Phones	0	(7,500)	(7,500)	0	(7,500)	0%	(7,500)	0	0%	
2998-1997-0305 - Restricted Funds - Council Chambers	0	(84,270)	(84,270)	0	(84,270)	0%	(84,270)	0	0%	
2998-1997-0370 - Restricted Funds - Depot Upgrade	0	(21,190)	(21,190)	0	(21,190)	0%	(21,190)	0	0%	
2998-1997-0470 - Restricted Funds - Heavy Plant	0	(1,073,738)	(1,073,738)	0	(1,073,738)	0%	(1,073,738)	0	0%	
2998-1997-0475 - Restricted Funds - Light Plant	0	(53,690)	(53,690)	0	(53,690)	0%	(53,690)	0	0%	
2998-1997-0800 - Restricted Funds - DWM - Ewenmar Dep	0	(148,089)	(148,089)	0	(148,089)	0%	(148,089)	0	0%	
2998-1997-1550 - Restricted Funds - Showground Impts	0	(10,182)	(10,182)	0	(10,182)	0%	(10,182)	0	0%	
2998-1997-1600 - Restricted Funds - Cemetery Impts	0	(76,894)	(76,894)	0	(76,894)	0%	(76,894)	0	0%	
2998-1997-2000 - Restricted Funds - Rural Reseals	0	(31,616)	(31,616)	0	(31,616)	0%	(31,616)	0	0%	
2998-1997-2015 - Restricted Funds - CBD Upgrade	0	(74,320)	(74,320)	0	(74,320)	0%	(74,320)	0	0%	
2998-1997-2050 - Restricted Funds - K&G Replacement	0	(92,767)	(92,767)	0	(92,767)	0%	(92,767)	0	0%	
2998-1997-2100 - Restricted Funds - Road Construction	0	(26,300)	(26,300)	0	(26,300)	0%	(26,300)	0	0%	
2998-1997-9000 - Restricted Funds - Infrastructure	0	218,928	218,928	0	218,928	0%	(73,072)	(292,000)	0%	Transfers from the Infrastructure Improvement / Replacement Reserve for CBD toilet facility - \$140,000, Lions Park toilet facility - \$52,000, Airport Building - \$60,000 and Sporting Complex roof drainage rectification works - \$40,000.
2998-0001 - INTERNAL RESTRICTED FUNDS - CAPITAL Total	0	(1,481,628)	(1,481,628)	0	(1,481,628)	0%	(1,773,628)	(292,000)	0%	
2999-0001 - DEPRECIATION ESTIMATE BALANCE ITEM										
2999-0002 - DEPRECIATION ESTIMATE BALANCE ITEM	(3,525,516)	0	(3,525,516)	(1,835,670)	(1,689,846)	52%	(3,525,516)	0	52%	
2999-0001 - DEPRECIATION ESTIMATE BALANCE ITEM Total	(3,525,516)	0	(3,525,516)	(1,835,670)	(1,689,846)	52%	(3,525,516)	0	52%	
3040-0002 - INVENTORIES & OTHER ASSET - CURRENT										
3060-0004 - EMPLOYEE TOOLS PURCHASES	3,908	0	3,908	718	3,190	18%	3,908	0	18%	
3040-0002 - INVENTORIES & OTHER ASSET - CURRENT Total	3,908	0	3,908	718	3,190	18%	3,908	0	18%	
3000-0001 - CURRENT ASSETS Total	3,908	0	3,908	718	3,190	18%	3,908	0	18%	
3200-0002 - PROPERTY PLANT & EQUIPMENT ASSETS										
3210-4000-0005 - Administration - P&E Purchases	10,000	0	10,000	7,611	2,389	76%	10,000	0	76%	
3210-4000-0200 - Depot - P&E - CCTV Installation	0	21,190	21,190	0	21,190	0%	21,190	0	0%	
3210-4020-0005 - Administration - OE - Purchases	23,000	0	23,000	17,025	5,975	74%	23,000	0	74%	
3210-4100-0005 - Council Building Renovations/Fitout	0	84,270	84,270	79,957	4,313	95%	84,270	0	95%	
3210-4100-0007 - Admin Office Interview Room & Fitout	0	37,465	37,465	4,815	32,650	13%	37,465	0	13%	
3210-0004 - ADMINISTRATION - CAPITAL EXPENSES	33,000	142,925	175,925	109,408	66,517	62%	175,925	0	62%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3260-4120-0005 - Animal Shelter Electricity	6,000	0	6,000	0	6,000	0%	6,000	0	0%	
3260-0004 - PUBLIC ORDER - CAPITAL EXPENSES	6,000	0	6,000	0	6,000	0%	6,000	0	0%	
3310-4120-0005 - Ewenmar Waste Depot - Upgrade	0	303,747	303,747	18,622	285,125	6%	303,747	0	6%	
3310-0004 - ENVIRONMENT - CAPITAL EXPENSES	0	303,747	303,747	18,622	285,125	6%	303,747	0	6%	
3330-4100-0005 - Dwellings Construction X 2	0	192,881	192,881	6,500	186,381	3%	192,881	0	3%	
3330-4105-0005 - Sale 39 Garden Proceeds	0	(192,881)	(192,881)	(192,881)	0	100%	(192,881)	0	100%	
3330-4120-0100 - Warren Lawn Cemetery - Stage 3	60,000	76,894	136,894	0	136,894	0%	136,894	0	0%	
3330-0004 - HOUSING & COMMUNITY -CAPITAL EXPENSES	60,000	76,894	136,894	(186,381)	323,275	(136%)	136,894	0	(136%)	
3360-4000-0010 - Library P&E Purchases	0	0	0	0	0	0%	0	0	0%	
3360-4000-0011 - Library - Techical Grant Upgrade	6,800	0	6,800	592	6,208	9%	6,800	0	9%	
3360-4005-0010 - Swimming Pool - Plant & Equipment	0	0	0	0	0	0%	0	0	0%	
3360-4005-0025 - Swimming Pool - CCTV	16,000	0	16,000	0	16,000	0%	16,000	0	0%	
3360-4005-0030 - Swimming Pool - Double Gates	3,000	0	3,000	0	3,000	0%	3,000	0	0%	
3360-4005-0035 - Swimming Pool - Shelving & Concrete	5,000	0	5,000	0	5,000	0%	5,000	0	0%	
3360-4005-0040 - Swimming Pool - New Lockers	0	0	0	0	0	0%	9,702	9,702	0%	Contra grant income for new lockers at the swimming pool.
3360-4010-0001 - Sporting Complex - Air-Conditioner	0	0	0	4,170	(4,170)	0%	4,170	4,170	100%	New split system air-conditioner in Community Room.
3360-4010-0005 - Guttering Renewal - Sports Complex	0	0	0	0	0	0%	40,000	40,000	0%	From restrictions - gutter rectification works.
3360-4010-0010 - Carpet Upstairs - Sports Complex	0	0	0	0	0	0%	0	0	0%	
3360-4010-0015 - Gym Equipment - Sports Complex	9,720	0	9,720	6,474	3,246	67%	9,720	0	67%	
3360-4010-0020 - Evaporative Aircon - Sports Complex	0	0	0	0	0	0%	0	0	0%	
3360-4010-0045 - Wireless Scoreboard - Complex	8,000	0	8,000	3,053	4,947	38%	8,830	830	35%	Balance of grant for wireless scoreboard after deducting air-conditioner above.
3360-4015-0010 - Carter Oval Redevelopment	0	761,562	761,562	238,423	523,139	31%	761,562	0	31%	
3360-4015-0017 - Carter Oval Cricket Facilities	0	20,845	20,845	0	20,845	0%	20,845	0	0%	
3360-4015-0018 - Carter Oval Amemities Construction	0	0	0	0	0	0%	671,000	671,000	0%	Contra grant income from Stronger Counrcy Communities Fund Round 4.
3360-4015-0020 - Splash Park - Carter Oval	0	5,763	5,763	0	5,763	0%	5,763	0	0%	
3360-4020-0103 - Lions Park - New Toilet Installation	0	0	0	0	0	0%	144,730	144,730	0%	From Contributions (Lions Club & Est. of A Dinsdale) - \$68,230, MDBA Grant - \$24,500 and Infrastructure Reserve \$52,000.
3360-4020-0200 - Nevertire Park Shade Shelter -Insure	0	0	0	0	0	0%	0	0	0%	
3360-4030-0010 - Enhancing Equestrian Horse Events	0	713,020	713,020	120,150	592,870	17%	713,020	0	17%	
3360-4030-0015 - Switchboard Upgrade Showground	0	65,726	65,726	46,070	19,656	70%	65,726	0	70%	
3360-4030-0020 - Judges Box Upgrade - Showground	0	40,370	40,370	0	40,370	0%	40,370	0	0%	
3360-4030-0025 - Camp Area & Cattle Yards Upgrade	0	110,000	110,000	41,918	68,082	38%	110,000	0	38%	
3360-4030-0030 - Upgrades - Sground Stimulus R2	0	765,000	765,000	129,612	635,388	17%	765,000	0	17%	
3360-4030-5000 - Sale of McCalman Pavillion - Simmons	0	0	0	0	0	0%	0	0	0%	
PART OF DROUGHT RELIEF FUNDING - ROUND 2										
3360-4050-0005 - Warren CBD - Toilet Installation	0	129,789	129,789	0	129,789	0%	269,789	140,000	0%	From the Infrastructure Improvement / Replacement fund.
3360-4050-0010 - Netball Courts - Irrigation & Turf	0	4,462	4,462	0	4,462	0%	4,462	0	0%	
3360-4050-0015 - Carter Oval Lighting	0	274,166	274,166	0	274,166	0%	274,166	0	0%	
3360-4050-0020 - Skate Park - Shade Shelter	0	87,831	87,831	0	87,831	0%	87,831	0	0%	
3360-4050-0025 - Swimming Pool Shade Shelters	0	0	0	0	0	0%	0	0	0%	
3360-4050-0030 - Pathway Structures	0	24,042	24,042	0	24,042	0%	24,042	0	0%	
3360-4050-0035 - Warren Cemetery Upgrade - Toilet	0	67,639	67,639	43,547	24,092	64%	67,639	0	64%	
3360-0004 - RECREATION - CAPITAL EXPENSES	48,520	3,070,215	3,118,735	634,009	2,484,726	20%	4,129,167	1,010,432	15%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3420-4320-0001 - Urban Sealed Roads - Reseals	55,000	0	55,000	25,212	29,788	46%	25,212	(29,788)	100%	Transferred to Rural Reseals below.
3420-4320-0002 - Bundemar Street Construction	0	0	0	0	0	0%	0	0	0%	
3420-4320-0003 - Cobb Lane Recycle	0	0	0	0	0	0%	0	0	0%	
3420-4320-0004 - Footpath Replacement	0	0	0	0	0	0%	0	0	0%	
3420-4320-0005 - CBD Improvement	0	74,320	74,320	20,750	53,570	28%	74,320	0	28%	
3420-4320-0010 - Warren Town Streets Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-0050 - Airport Lighting Renewal - Insurance	0	0	0	0	0	0%	0	0	0%	
3420-4320-0076 - Kerb & Guttering Renewal/Replacement	0	92,767	92,767	0	92,767	0%	92,767	0	0%	
3420-4320-0100 - Airport Fencing - Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-0105 - Warren Airport Subdivision	0	0	0	0	0	0%	0	0	0%	
3420-4320-0110 - Airport Redevelopment	0	125,741	125,741	0	125,741	0%	185,741	60,000	0%	From the Infrastructure Improvement / Replacement fund.
3420-4320-0150 - Shared Pathway's Upgrade - Warren	0	0	0	0	0	0%	0	0	0%	
3420-4320-0200 - Nevertire Village Streets Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-0300 - Collie Village Streets Upgrade	0	0	0	0	0	0%	0	0	0%	
3420-4320-1000 - Urban Unsealed Roads - Resheeting	0	74,800	74,800	51,050	23,750	68%	74,800	0	68%	
3420-4320-2000 - Rural Sealed Roads - Reseals	600,258	31,616	631,874	660,385	(28,511)	105%	661,662	29,788	100%	Transferred from Urban Reseals above.
3420-4320-2002 - Nevertire-Bogan Rd -Railway Crossing	0	0	0	0	0	0%	0	0	0%	
3420-4320-2004 - Nevertire-Bogan Rd - Seg 02	0	0	0	0	0	0%	0	0	0%	
3420-4320-2008 - Old Warren Road - Seg 26 & 28	0	1,679,947	1,679,947	652,001	1,027,946	39%	1,679,947	0	39%	
3420-4320-2010 - Ellengerah Road - Seg 22, 24 & 26	873,464	846,349	1,719,813	653,595	1,066,218	38%	1,719,813	0	38%	
3420-4320-2100 - Road Reconst to be Determined	48,500	(48,500)	0	0	0	0%	0	0	0%	
3420-4320-4000 - Regional Sealed Roads - Reseals	654,114	(400,000)	254,114	253,256	858	100%	254,114	0	100%	
3420-4320-4003 - RR 333 - Carinda Rd - Repair Program	120,000	0	120,000	0	120,000	0%	120,000	0	0%	
3420-4320-4010 - RR 347 - Collie-Trangie Rd - Rehab	0	1,039,066	1,039,066	253,520	785,546	24%	1,039,066	0	24%	
3420-4320-4020 - RR 7515 - Warren Road - Rehab	1,679,000	0	1,679,000	680	1,678,320	0%	1,679,000	0	0%	
3420-0004 - TRANSPORT - CAPITAL EXPENSES	4,030,336	3,516,106	7,546,442	2,571,934	4,974,508	34%	7,606,442	60,000	34%	
3440-4000-0000 - Heavy Plant Purchases	750,000	1,073,738	1,823,738	187,530	1,636,208	10%	1,823,738	0	10%	
3440-4000-0010 - Plant Purchases - Misc Items	0	0	0	52,010	(52,010)	0%	0	0	0%	
3440-4001-0058 - Plant 58 - Sale	0	0	0	(17,517)	17,517	0%	(17,517)	(17,517)	100%	
3440-4001-0001 - Heavy Plant Trade Ins	(250,000)	0	(250,000)	0	(250,000)	0%	(232,483)	17,517	0%	
Sub Total Heavy & Miscellaneous Plant Purchases	500,000	1,073,738	1,573,738	222,023	1,351,715	14%	1,573,738	0	14%	
3440-4010-0001 - Light Plant Purchases	233,000	53,690	286,690	220,250	66,440	77%	286,690	0	77%	Transfer of Budget to the plant items sold,.
3440-4011-0001 - Light Plant Trade Ins	(113,000)	0	(113,000)	0	(113,000)	0%	(9,157)	103,843	0%	
3440-4011-1232 - Plant 1232 - Sale	0	0	0	(30,810)	30,810	0%	(30,810)	(30,810)	100%	
3440-4011-3502 - Plant 3502 - Sale	0	0	0	(28,442)	28,442	0%	(28,442)	(28,442)	100%	
3440-4011-3504 - Plant 3504 - Sale	0	0	0	(44,591)	44,591	0%	(44,591)	(44,591)	100%	
Sub Total Light Plant Purchases	120,000	53,690	173,690	116,407	57,283	67%	173,690	0	67%	
3440-0004 - COUNCIL PLANT - CAPITAL EXPENSES	620,000	1,127,428	1,747,428	338,430	1,408,998	19%	1,747,428	0	19%	
3460-4120-0100 - Bird Viewing Platform - Monkeygar Ck	0	500,000	500,000	392	499,608	0%	500,000	0	0%	
3460-4120-0110 - Murals on Water Towers & Silos	0	250,000	250,000	82,764	167,236	33%	250,000	0	33%	
3460-4120-0120 - Carter Oval Sports Lighting	0	500,000	500,000	2,175	497,825	0%	500,000	0	0%	
3460-4120-0130 - Showground Improvements MDBA - R3	0	250,000	250,000	3,096	246,904	1%	250,000	0	1%	
3460-0004 - ECONOMIC AFFAIRS - CAPITAL EXPENSES	0	1,500,000	1,500,000	88,427	1,411,573	6%	1,500,000	0	6%	
3200-0002 - PROPERTY PLANT & EQUIPMENT ASSETS Total	4,797,856	9,737,315	14,535,171	3,574,449	10,960,722	25%	15,605,603	1,070,432	23%	
3500-0001 - CURRENT LIABILITIES										
3550-0002 - BORROWINGS - CURRENT										
3550-0002 - BORROWINGS - CURRENT	25,082	3,934	29,016	14,494	14,522	50%	29,016	0	50%	
3550-0002 - BORROWINGS - CURRENT Total	25,082	3,934	29,016	14,494	14,522	50%	29,016	0	50%	
1 - General Fund Total	0	0	0	(8,163,714)	8,163,714	0%	0	0	0%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
2 - Water Supply Fund										
4000-0001 - WATER SUPPLIES										
4000-0002 - WATER FUND - INCOME										
4000-0003 - WATER FUND - GRANTS & SUBSIDIES	(9,336)	(277,545)	(286,881)	(9,190)	(277,691)	3%	(286,881)	0	3%	
4010-0003 - WATER FUND - ANNUAL CHARGES	(542,918)	2,818	(540,100)	(540,342)	242	100%	(540,100)	0	100%	
4030-0003 - WATER FUND - USER CHARGES	(332,680)	0	(332,680)	(48,320)	(284,360)	15%	(332,930)	(250)	15%	Adjust sale of water from standpipe to actual.
4050-0003 - WATER FUND - OTHER INCOME	(2,641)	(500)	(3,141)	(820)	(2,321)	26%	(3,641)	(500)	23%	Adjust Meter Reading Fee to anticipated.
4060-0003 - WATER FUND - INTEREST INCOME	(3,279)	0	(3,279)	(2,729)	(550)	83%	(4,279)	(1,000)	64%	Adjust interest on overdue charges to anticipated.
4000-0002 - WATER FUND - INCOME Total	(890,854)	(275,227)	(1,166,081)	(601,401)	(564,680)	52%	(1,167,831)	(1,750)	51%	
4099-0002 - WATER FUND - RESTRICTED FUNDS										
4099-0002 - WATER FUND - RESTRICTED FUNDS	48,060	(803,316)	(755,256)	0	(755,256)	0%	(753,506)	1,750	0%	Water Fund Balancing item.
4099-0002 - WATER FUND - RESTRICTED FUNDS Total	48,060	(803,316)	(755,256)	0	(755,256)	0%	(753,506)	1,750	0%	
4100-0002 - WATER FUND - EXPENSES										
4100-0003 - WATER FUND - MANAGEMENT EXPENSES	128,367	0	128,367	64,184	64,183	50%	128,367	0	50%	
4200-0003 - WATER FUND - MAINS	191,617	0	191,617	138,529	53,088	72%	191,617	0	72%	
4220-0003 - WATER FUND - RESERVOIRS	25,114	0	25,114	6,634	18,480	26%	25,114	0	26%	
4230-0003 - WATER FUND - PUMP STATIONS	220,857	0	220,857	31,189	189,668	14%	179,411	(41,446)	17%	Transferred to Capital Works for new pumps and telemetry upgrade.
4240-0003 - WATER FUND - WATER TREATMENT	92,718	0	92,718	30,080	62,638	32%	92,718	0	32%	
4250-0003 - WATER FUND - OTHER EXPENSES	66,963	0	66,963	29,815	37,148	45%	66,963	0	45%	
4300-0003 - WATER FUND - INTERERST ON LOANS	29,752	(10,439)	19,313	9,804	9,509	51%	19,313	0	51%	
4300-0003 - WATER FUND - MISCELLANEOUS EXPENSES	62,324	0	62,324	34,106	28,218	55%	62,324	0	55%	
4350-0003 - WATER FUND - DEPRECIATION	289,097	0	289,097	146,963	142,134	51%	289,097	0	51%	
4100-0002 - WATER FUND - EXPENSES Total	1,106,809	(10,439)	1,096,370	491,304	605,066	45%	1,054,924	(41,446)	47%	
4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM										
4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM	(289,097)	0	(289,097)	(146,963)	(142,134)	51%	(289,097)	0	51%	
4399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM Total	(289,097)	0	(289,097)	(146,963)	(142,134)	51%	(289,097)	0	51%	
4499-0002 - WATER FUND - NON-CURRENT ASSETS										
4580-4320-0001 - Water Supply Pump Purchases	0	0	0	24,446	(24,446)	0%	24,446	24,446	100%	Purchase of 2 new pumps
4580-4320-0003 - Water Supply Pump Telemetry Upgrade	0	0	0	5,414	(5,414)	0%	17,000	17,000	32%	Upgrade telemetry on extraction pumps required by DPIE - Office of Water.
4580-4320-0005 - Nevertire Reservoir Refurbishment	0	668,783	668,783	525,555	143,228	79%	668,783	0	79%	
4580-4320-0015 - Oxley Park Reservoir Intake Upgrade	0	138,720	138,720	58,505	80,215	42%	138,720	0	42%	
4580-4320-0050 - Groundwater Augmentation Expenses	0	277,545	277,545	28,929	248,616	10%	277,545	0	10%	
4499-0002 - WATER FUND - NON-CURRENT ASSETS Total	0	1,085,048	1,085,048	642,849	442,199	59%	1,126,494	41,446	57%	
3500-0001 - CURRENT LIABILITIES										
4650-0003 - BORROWINGS - CURRENT										
4650-0003 - BORROWINGS - CURRENT	25,082	3,934	29,016	14,494	14,522	50%	29,016	0	50%	
4650-0003 - BORROWINGS - CURRENT Total	25,082	3,934	29,016	14,494	14,522	50%	29,016	0	50%	
2 - Water Supply Fund Total	0	0	0	400,283	(400,283)	0%	0	0	0%	

	Annual Original Budget	Variance From Original	Annual Amended Budget	Actuals Incl Commitments	Budget Remaining	% Expended Current	Annual Proposed Budget	Adjustment Required	% Expended Proposed	Comment on Adjustment
3 - Sewerage Fund										
5000-0001 - SEWERAGE SERVICES										
5000-0002 - SEWERAGE FUND - INCOME										
5000-0003 - SEWERAGE FUND - GRANTS & SUBSIDIES	(8,566)	(262,207)	(270,773)	(8,383)	(262,390)	3%	(270,773)	0	3%	
5010-0003 - SEWERAGE FUND - ANNUAL CHARGES	(530,196)	2,073	(528,123)	(528,431)	308	100%	(528,123)	0	100%	
5030-0003 - SEWERAGE FUND - USER CHARGES	(41,126)	0	(41,126)	(10,084)	(31,042)	25%	(41,126)	0	25%	
5050-0003 - SEWERAGE FUND - OTHER INCOME	(2,852)	0	(2,852)	(696)	(2,156)	24%	(2,852)	0	24%	
5060-0003 - SEWERAGE FUND - INTEREST INCOME	(8,597)	0	(8,597)	(4,372)	(4,225)	51%	(8,597)	0	51%	
5000-0002 - SEWERAGE FUND - INCOME Total	(591,337)	(260,134)	(851,471)	(551,966)	(299,505)	65%	(851,471)	0	65%	
5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS										
5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS	(285,383)	(1,101,648)	(1,387,031)	0	(1,387,031)	0%	(1,387,031)	0	0%	
5099-0002 - SEWERAGE FUND - RESTRICTED FUNDS Total	(285,383)	(1,101,648)	(1,387,031)	0	(1,387,031)	0%	(1,387,031)	0	0%	
5100-0002 - SEWERAGE FUND - EXPENSES										
5100-0003 - SEWERAGE FUND - MANAGEMENT EXPENSES	131,735	0	131,735	65,868	65,867	50%	131,735	0	50%	
5200-0003 - SEWERAGE FUND - MAINS EXPENSES	83,322	0	83,322	5,134	78,188	6%	83,322	0	6%	
5250-0003 - SEWERAGE FUND - PUMP STATIONS	125,379	0	125,379	27,820	97,559	22%	125,379	0	22%	
5280-0003 - SEWERAGE FUND - TREATMENT WORKS	96,685	0	96,685	29,373	67,312	30%	96,685	0	30%	
5290-0003 - SEWERAGE FUND - INTEREST ON LOANS	99,172	(34,797)	64,375	32,679	31,696	51%	64,375	0	51%	
5300-0003 - SEWERAGE FUND - MISCELLANEOUS	56,820	0	56,820	12,724	44,096	22%	56,820	0	22%	
5350-0003 - SEWERAGE FUND - DEPRECIATION	222,462	0	222,462	84,682	137,780	38%	222,462	0	38%	
5100-0002 - SEWERAGE FUND - EXPENSES Total	815,575	(34,797)	780,778	258,280	522,498	33%	780,778	0	33%	
5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM										
5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM	(222,462)	0	(222,462)	(84,682)	(137,780)	38%	(222,462)	0	38%	
5399-0002 - DEPRECIATION ESTIMATE BALANCING ITEM Total	(222,462)	0	(222,462)	(84,682)	(137,780)	38%	(222,462)	0	38%	
5499-0002 - SEWERAGE FUND - NON-CURRENT ASSETS										
5580-4320-0001 - Restart NSW - Treat Works Upgrade	0	1,165,282	1,165,282	1,093,116	72,166	94%	1,165,282	0	94%	
5580-4320-0002 - Sewerage Mains Renewals	200,000	0	200,000	0	200,000	0%	200,000	0	0%	
5580-4320-4010 - Pump Station Upgrade- Gunningba Est	0	109,091	109,091	60,000	49,091	55%	109,091	0	55%	
5580-4320-4100 - Pump Station Upgrade- Nevertire PS	0	109,091	109,091	60,000	49,091	55%	109,091	0	55%	
5499-0002 - SEWERAGE FUND - NON-CURRENT ASSETS Total	200,000	1,383,464	1,583,464	1,213,116	370,348	77%	1,583,464	0	77%	
5650-0003 - SEWERAGE FUND - LOAN - CURRENT										
5650-0003 - BORROWINGS - CURRENT	83,607	13,115	96,722	48,314	48,408	50%	96,722	0	50%	
5650-0003 - SEWERAGE FUND - LOAN - CURRENT Total	83,607	13,115	96,722	48,314	48,408	50%	96,722	0	50%	
3 - Sewerage Fund Total	0	0	0	883,062	(883,062)	0%	0	0	0%	
Total	0	0	0	(6,880,369)	6,880,369	0%	0	0		

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ITEM 1 WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

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

ACRONYMS

- DMES Divisional Manager Engineering Services
- RIM Roads Infrastructure Manager
- 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 21st December 2021 to 7th February 2022.

ACCOUNT	BUDGET	EXPENDITURE
Urban Sealed Roads	55,872	29,122
Parking Areas	5,151	Nil
Kerb and Guttering	26,399	9,515
Footpaths	30,906	5,051
Urban Unsealed Roads	26,726	2611
Rural Sealed Roads	397,500*	253,824^
Rural Unsealed Roads	1,183,117*	774,725^
Rural Bridges	15,453	Nil
Regional Sealed Roads	1,037,950*	482,314^
Regional Unsealed Roads	103,292	45,972
Regional Bridges	16,895	Nil
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	274,950	166,472
<p>*Estimate increased due to notification from Transport for NSW (TfNSW) of successful Natural Disaster Funding – Emergency Works in the amount of \$425,348 for the March 2021 Flood and Storm Damage event, Council’s co-contribution is \$35,370. ^ Includes approximately \$53,000 of emergency flood damage works for the November 2021 Flood and Storm Damage event that is currently being undertaken and assessed.</p>		

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MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	Collie – Trangie Road	Rehabilitation	
Grader Crew 2 (Three-man crew)	Ellengerah Road	Rehabilitation	Flood and Storm affected "on hold"
Grader Crew 2 (Three-man crew)	Collie- Trangie Road	Rehabilitation	Part primer seal
Grader Crew 3 (Three-man crew)	Stood Down		
Grader Crew 4 (Three-man crew)	Colane Road	Grading	10km
Grader Crew 4 (Three-man crew)	Marra Road	Grading	7km
Grader Crew 4 (Three-man crew)	Johnsons Lane	Grading	8km
Grader Crew 4 (Three-man crew)	Booka Road	Grading	20km
Grader Crew 4 (Three-man crew)	Notts Road	Grading	14km

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline (Tar Patching)	Carinda Road	Patching		
	Marthaguy Road	Patching		
	Bullagreen Road	Patching		
	Warren Road	Patching		
	Ellengerah Road	Patching		

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WORK CREW	LOCATION	ACTIVITY	WORK UNDERTAKEN
Roadside Maintenance Team	Ellengerah Road	Slashing	22km
	Wambianna Road	Slashing	36km
	Marthaguy Road	Slashing	79.5km
	Bullagreen Road	Slashing	32km
	Warren Road	Slashing	41.5km

UPCOMING WORKS

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (three-man crew)	Gradery Lane (February)	Maintenance Grade
Grader Crew 2 (three-man crew)	Ellengerah Road (February/March)	Rehabilitation
Grader Crew 2 (three-man crew)	Collie-Trangie Road (January/February)	Rehabilitation
Grader Crew 4 (three-man crew)	Gibson Way (February)	Maintenance Grade
Grader Crew 4 (three-man crew)	Oxley Road (February)	Maintenance Grade
Grader Crew 4 (three-man crew)	Canonba Road (February)	Maintenance Grade

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Project	Budget	Expend	Resp	Comment
Capital Works Gravel Resheets				
Wilson Street	29,500	12,508	RIM	Complete.
Thomas Sullivan Crescent including drainage	45,300	38,542	RIM	Works in progress.
Capital Works Bitumen Reseals (Rural Sealed Roads) Budget \$600,258 (Funded through Roads to Recovery)				
Ellengerah Road Segment 02	79,536	79,536	RIM	10mm bitumen reseal. Complete
Ellengerah Road Segment 06	79,081	79,087	RIM	10mm bitumen reseal. Complete
Thornton Road Segment 00	140,124	140,124	RIM	20/10mm bitumen reseal. Complete
Nevertire-Bogan Road Segment 34	48,993	48,993	RIM	10mm bitumen reseal. Complete
Buckiinguy Road Segment 00 and Segment 02	106,686	106,686	RIM	10mm bitumen reseal. Complete
Rifle Range Road Segment 00	77,096	77,096	RIM	10mm bitumen reseal. Complete
Old Warren Road Segment 18	57,097	57,097	RIM	10mm bitumen reseal. Complete
Bullagreen Lane	35,433	35,433	RIM	10mm bitumen reseal. Complete
Capital Works Bitumen Reseals (Regional Roads) Budget \$254,114				
Carinda Road Part Segment 2	53,928	46,652	RIM	1.07km 14/7mm Seal. Complete
Carinda Road Segment 4	100,800	87,058	RIM	2km 14/7mm Seal. Complete
Carinda Road Segment 58	99,386	119,546	RIM	2km 10mm and 20/10mm Seal. Complete

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Project	Budget	Expend	Resp	Comment
Capital Works Bitumen Reseals (Town Streets) Budget \$55,000(Funded through Roads to Recovery)				
Hilton Lane	Nil	Withdrawn	RIM	535m to apply a 10mm Seal. Apply next year through Roads to Recovery.
Hale Street	7,082	7,082	RIM	170m to apply a 10mm Seal
Orchard Street	Nil	Withdrawn	RIM	336m to apply a 10mm Seal. Apply next year through Roads to Recovery.
Bundemar Street	18,129	18,129	RIM	200m to apply a 10mm Seal
Capital Works In Progress				
Ellengerah Road Construction Project Segments 22, Segment 24 and Segment 26	1,719,813	668,997	DMES/ RIM	Fixing Local Roads Round 2 (\$698,771), Council Contribution (\$174,693) Sub Total: \$873,464 Local Roads and Community Infrastructure Program Phase 2 (\$211,587), Fixing Local Roads Round 3 (\$634,762). On hold wet weather and flooding.
Old Warren Road Segments 26 & 28 Construction	1,679,947	865,253	DMES/ RIM	Fixing Local Roads Program Round 3 (\$1,259,960), Local Roads and Community Infrastructure Program Phase 2 (\$296,147), Local Roads and Community Infrastructure Program Phase 3 (\$123,840). Practically complete with prime seal.
Unspent 2020/21 Repair Grant Rehabilitation Collie-Trangie Road Regional Road No.347. Segment 14 Existing Asset Upgrade.	239,066	239,066	DMES/ RIM	This project is in progress. The preliminary analysis works, survey, geotechnical, hydraulic analysis, REF and preliminary design, have all been partially completed. The three culverts within Segment 14 have all been replaced. Approximately 1km or half of the Segment has had enough of the shoulder, earth and pavement works completed to enable the application of a bitumen prime. The working conditions because of the continual wet weather were atrocious. Because of the wet conditions immediately after the application of the bitumen prime on

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Project	Budget	Expend	Resp	Comment
				the first kilometre the team discontinued working at the site. Work at this site will recommence as soon as the site conditions and weather pattern permits. The recommendation is expected to be mid-January 2022. In progress.
2021/2022 REPAIR Program – Regional Road 347 (Collie – Trangie Road) – Segment 16 – clearing of roadside vegetation, replacement of existing culvert, widening of road formation, upgrade of existing pavement material and application of a heavy bitumen prime surface 8m wide. Existing Asset Upgrade.	800,000	783,862	DMES/ RIM	Project Total: \$800,000 made up of as follows: REPAIR Program Transport for NSW Contribution \$400,000 and 2021/2022 Regional Roads Block Grant \$400,000. Project funding now available and works commenced January 2022.
Federal Road Safety (NSW) Program- School Zone Infrastructure Sub-Program Round 2 (Tranche 2 and Tranche 3)	9,193	Nil	RIM	Remarking of school zone 40km/h patches, Dragons Teeth, etc Commencing January to April 2022.
Kerb and Gutter Replacement	92,767	Nil	RIM	Priority one (1): Orchard Street, Warren 20.2 metres. Priority two (2): Readford and Zora Street, Warren 62.4 metres; Readford and Chester Street, Warren 92.8 metres; and Readford and Bundemar Street, Warren 73 metres. Expect start in March 2022.

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Project	Budget	Expend	Resp	Comment
CBD Improvements	74,320	24,400	DMES	Investigation and design work for CBD Improvement Program.
Planned Future Capital Works				
Rehabilitation Warren Road Regional Road No.7515 Segment 7515.06 Inclusive of the Tenandra Bridge over the Marthaguy Creek – Fixing Country Road Grant Application. Existing Asset Upgrade.	Funded from Regional Roads Block Grant (No current budget)	Nil	DMES	All preliminary works have been completed. Therefore, this project is on hold until the required funding can be sourced. The project has been developed sufficiently to be classified as being “shovel ready” . Will be subject to a Commonwealth Government Bridges Renewal Program Grant.
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” . Will be subject to a Commonwealth Government Bridges Renewal Program Grant.

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Project	Budget	Expend	Resp	Comment
Planned Future Capital Works Continued				
Rehabilitation Warren Road Regional Road. This Project is Relevant to the 2016/17 Fixing Country Roads Grant Application and the 2020/21 ROSI Grant. Existing Asset Upgrade.	1,679,000	Nil	DMES	<p>Several meetings have been held with Engineering Department representatives of the Coonamble Shire Council (CSC). Negotiations with the various Federal and State Departments is required to ensure that the proposed new scopes of works are agreed.</p> <p>Consultation has been ongoing with the Federal Government, Infrastructure NSW, NSW Transport and Coonamble Shire Council Representatives in an endeavour to have the deeds released. At this point in time, it is considered that a resolution has not been determined. Project has been included in the 2021/2022 Estimates.</p> <p>Council has resolved to make representations to the Local Member Mark Coulton and Transport for NSW Western Manager on this matter. Application for addition funds has been made through Coonamble Shire Council to Infrastructure NSW and Transport for NSW.</p>
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) Nevertire – Bogan Road Segment 4 and Segment 6 Rehabilitation	876,160	Nil	DMES	<p>Project programmed for late 2021/2022 and waiting in abeyance for other funding opportunities if they arise in 2021/2022.</p>

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Project	Budget	Expend	Resp	Comment
Grant Applications				
Rehabilitation Warren Road Regional Road. This Project is Relevant to the 2016/17 Fixing Country Roads Grant Application and the 2020/21 ROSI Grant. Existing Asset Upgrade.	3,684,320	Nil	DMES	Several meetings have been held with Engineering Department representatives of the Coonamble Shire Council (CSC). Negotiations with the various Federal and State Departments is required to ensure that the proposed new scopes of works are agreed. Consultation has been ongoing with the Federal Government, Infrastructure NSW, NSW Transport and Coonamble Shire Council Representatives in an endeavour to have the deeds released. At this point in time, it is considered that a resolution has not been determined. Project has been included in the 2021/2022 Estimates with a budget of \$1,679,000. Council has resolved to make representations to the Local Member Mark Coulton and Transport for NSW Western Manager on this matter. This is a further application for the appropriate level of funding for what works are actually required which is the rehabilitation of the 6km immediately south of the Bullagreen Lane including replacement of 12 culverts. Application for addition funds has been made through Coonamble Shire Council to Infrastructure NSW and Transport for NSW.

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Project	Budget	Expend	Resp	Comment
Federal Road Safety Tranche 4 and 5 RR333 Carinda Road	1,255,400	Nil	RIM	Shoulder widening and linemarking RR333 Carinda Road 6km- 10km from Industrial Access Road.

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TRAFFIC CLASSIFIER REPORT		Carinda Road RR333 Seg 00			
Location		Segment 00 top of levee bank			
Period of Operation (Days)	37	12/12/2021 to		18/01/2022	
Total count both directions	9976				
AADT (vehicles per day)	270				
Percent of commercial vehicles	9.57%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	6669	66.9	159.30	71.37
Non Articulated	3-5	2352	23.6	159.80	74.17
Articulated	6-10	656	6.6	152.20	59.94
B-Double/Road Tra	11-12	299	3.0	68.30	50.22
Total	1-12	9976	100	159.80	
Average percentile across classes			63.93	Km/H	

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TRAFFIC CLASSIFIER REPORT		Carinda Road RR333 Seg 44			
Location		800 mtrs before Gradgery Lane turn off			
Period of Operation (Days)	38	13/12/2021 to		20/01/2022	
Total count both directions	4012				
AADT (vehicles per day)	106				
Percent of commercial vehicles	12.61%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	2402	59.9	156.60	114.84
Non Articulated	3-5	1104	27.5	156.50	116.69
Articulated	6-10	338	8.4	132.60	103.89
B-Double/Road Train	11-12	168	4.2	118.00	95.99
Total	1-12	4012	100	156.60	
Average percentile across classes			107.85	Km/H	

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TRAFFIC CLASSIFIER REPORT		Carinda Road RR333 Seg 142			
Location		4.145 kilometers after the Blue Light cattle yards			
Period of Operation (Days)	80	31/10/2021 to		19/01/2022	
Total count both directions	2276				
AADT (vehicles per day)	28				
Percent of commercial vehicles	10.11%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1841	80.9	155.50	112.27
Non Articulated	3-5	205	9.0	132.10	110.56
Articulated	6-10	162	7.1	125.70	101.34
B-Double/Road Train	11-12	68	3.0	101.90	95.39
Total	1-12	2276	100	155.50	
Average percentile across classes			104.89	Km/H	

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TRAFFIC CLASSIFIER REPORT		Dubbo Street			
Location		200 meters before intersection near cotton gin			
Period of Operation (Days)	37	12/12/2021 to		18/01/2022	
Total count both directions	20997				
AADT (vehicles per day)	567				
Percent of commercial vehicles	3.78%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	12090	57.6	124.10	72.36
Non Articulated	3-5	8114	38.6	123.90	75.78
Articulated	6-10	692	3.3	91.90	68.40
B-Double/Road Train	11-12	101	0.5	63.70	54.25
Total	1-12	20997	100	124.10	
Average percentile across classes			67.70	Km/H	

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TRAFFIC CLASSIFIER REPORT		Industrial Access Road SR91 Seg 02			
Location		150 meters before intersection near cotton gin			
Period of Operation (Days)	37	12/12/2021 to		18/01/2022	
Total count both directions	23812				
AADT (vehicles per day)	644				
Percent of commercial vehicles	9.75%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	19094	80.2	123.40	75.60
Non Articulated	3-5	2396	10.1	110.90	78.30
Articulated	6-10	1236	5.2	100.70	70.02
B-Double/Road Train	11-12	1086	4.6	92.80	66.78
Total	1-12	23812	100	123.40	
Average percentile across classes			72.68	Km/H	

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TRAFFIC CLASSIFIER REPORT		Industrial Access Road SR91 Seg 02			
Location		After intersection heading towards Macquarie River			
Period of Operation (Days)	98	12/10/2021 to		18/01/2022	
Total count both directions	48076				
AADT (vehicles per day)	491				
Percent of commercial vehicles	8.68%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	36253	75.4	159.90	80.10
Non Articulated	3-5	7651	15.9	160.00	86.22
Articulated	6-10	2386	5.0	158.90	75.60
B-Double/Road Train	11-12	1786	3.7	124.70	72.90
Total	1-12	48076	100	160.00	
Average percentile across classes			78.71	Km/H	
<p>The map shows Industrial Access Road No. 91 running from the bottom left towards the top right. A green traffic counter is located on the road between Oates Avenue and Dubbo Street. Other streets shown include Carinda Road, Old Warren Road, Cress Road, Stephens Avenue, Silo Row, Railway Parade, Hilton Lane, Myra Street, Cobb Lane, Burton Street, Gillendoon Street, Place Street, and Wamp. Several points on the road are marked with red dots and labels: RL091-02, RL065-00, RL0333-000, and RL073-02.</p>					

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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

TRAFFIC CLASSIFIER REPORT		Ellengerah Road SR64 seg 02			
Location		650 meters before Riffle Range Road intersection			
Period of Operation (Days)	36	13/12/2021 to		18/01/2022	
Total count both directions	2963				
AADT (vehicles per day)	82				
Percent of commercial vehicles	2.73%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	2252	76.0	156.80	106.02
Non Articulated	3-5	630	21.3	128.40	105.54
Articulated	6-10	75	2.5	109.40	93.35
B-Double/Road Train	11-12	6	0.2	60.00	82.30
Total	1-12	2963	100	156.80	
Average percentile across classes			96.80	Km/H	

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WORKS PROGRESS REPORTS – ROADS

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TRAFFIC CLASSIFIER REPORT		Ellengerah Road SR64 Narromine Shire			
Location		4.857 kilometers past our Shire Boundry			
Period of Operation (Days)	42	13/12/2021 to		24/01/2022	
Total count both directions	2311				
AADT (vehicles per day)	55				
Percent of commercial vehicles	7.10%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1078	46.6	126.60	100.11
Non Articulated	3-5	1069	46.3	144.20	104.40
Articulated	6-10	110	4.8	114.90	96.72
B-Double/Road Train	11-12	54	2.3	121.80	97.11
Total	1-12	2311	100	144.20	
Average percentile across classes			99.59	Km/H	

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WORKS PROGRESS REPORTS – ROADS

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<u>TRAFFIC CLASSIFIER REPORT</u>		Thornton Road SR91 Seg 00			
Location		270 Meters from the Tottenham Road intersection			
Period of Operation (Days)	37	13/12/2021 to		19/01/2022	
Total count both directions	841				
AADT (vehicles per day)	23				
Percent of commercial vehicles	8.20%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	703	83.6	128.80	93.67
Non Articulated	3-5	69	8.2	112.10	91.98
Articulated	6-10	56	6.7	85.10	70.97
B-Double/Road Train	11-12	13	1.5	71.30	60.64
Total	1-12	841	100	128.80	
Average percentile across classes			79.32	Km/H	

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

TRAFFIC CLASSIFIER REPORT						Old Warren Road SR65 Seg 18	
Location				350 meters past the back entrance to Raby heading towards Nyngan			
Period of Operation (Days)		42	13/12/2021 to		24/01/2022		
Total count both directions				1552			
AADT (vehicles per day)				37			
Percent of commercial vehicles				4.77%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%		
Light	1-2	1347	86.8	153.60	119.16		
Non Articulated	3-5	131	8.4	148.40	120.31		
Articulated	6-10	70	4.5	120.60	100.68		
B-Double/Road Train	11-12	4	0.3	60.00	96.90		
Total	1-12	1552	100	153.60			
Average percentile across classes			109.26	Km/H			

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WORKS PROGRESS REPORTS – ROADS

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TRAFFIC CLASSIFIER REPORT		Marthaguy Road RR202 Seg 10			
Location		2.930 kilometers past the Warren Road intersection heading towards Quambone			
Period of Operation (Days)	78	1/11/2021 to		18/01/2022	
Total count both directions	13305				
AADT (vehicles per day)	171				
Percent of commercial vehicles	19.20%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	10066	75.7	156.30	110.88
Non Articulated	3-5	685	5.1	134.60	104.06
Articulated	6-10	860	6.5	116.30	94.29
B-Double/Road Train	11-12	1694	12.7	108.10	92.52
Total	1-12	13305	100	156.30	
Average percentile across classes			100.44	Km/H	

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for budget and works period from 21st December 2021 to 7th February 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 21st December 2021 to 7th February 2022

Project	Budget	Expend	Resp	Comment
General				
Warren Lawn Cemetery Stage 3. 3330-4120-0100	136,894	111,618	MHD / TSM	<p>A coloured concept plan for the cemetery expansion has been prepared.</p> <p>The contractor that was awarded the watermain and drainage upgrades has withdrawn from the project. The project has been rescoped. River water main extension will be completed.</p> <p>Upgrade drainage along western side and installation of drainage along eastern side.</p> <p>Extension of river water main for future lawn cemetery expansion. Project awarded. Work will be finalised later this year.</p> <p>Developing Cemetery Master Plan for future lawn cemetery expansion.</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>C/Over \$76,894 2021/2022 \$60,000</p> </div>				

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Warren Lawn Cemetery Installation of Toilet 3360-4050-0035 (Drought Communities Extension Program)	67,639	45,661	MHD / TSM	Project Complete. Supply of “Access toilet” was listed on VendorPanel 8 th January 2021 and closed 18 th January 2021. Awarded to Modus Australia. Pathways and gardens complete. Installation of on-site sewer management system complete. Toilet complete and open to the public.
Works Depot CCTV Installation 3210-4000-0200	21,190	Nil	DMES	Investigations being undertaken.
Water Supplies				
Nevertire Reservoir Refurbishment 4580-4320-0005	668,783	592,618	TSM	Tender closed 16 th April 2021. Evaluation complete. Tender awarded to RMP Abrasive Blasting. Roof structure has been removed. Internal abrasive blasting commenced. External spot priming, intermediate and first topcoats applied. Contractor has finished site works on the reservoir. Reservoir was returned to service mid December 2021.

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Oxley Park River Water Pumping Station 4580-4320-0015	138,720	58,595	TSM	<p>Carry out modification of the pipe work and pumps at the Oxley Park River Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and replacement of the pumps together with an appropriate screening structure.</p> <p>Ryan Mason Engineering to carry out the fabrication and installation works.</p> <p>New pump casing has been fabricated and will be picked up from Newcastle in the week of 15/11/2012.</p> <p>New Pumps have arrived.</p> <p>Subject to weather and the river height, the works should be complete early 2022.</p>
Water Extraction Meter Compliance 4580-4320-0003	17,000	12,778	TSM	<p>Installation of telemetry to all water extraction points meters to comply with Water NSW requirements.</p>
Water Assets Revaluation 4300-2210-0000	15,000	11,693	TSM	<p>APV through the Orana Water Utilities Alliance have been engaged to undertake Council's Water Assets Revaluation. Final report expected from the contractor May/June 2022.</p>

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Sewerage Services				
<p>Works to Gunningbar Estate, and Nevertire Sewerage Pumping Stations.</p> <p>5580-4320-4010 5580-4320-4100</p>	218,182	218,182	TSM	<p>Stations to be by-passed to allow the internal refit.</p> <p>Replacement of pumps, starters and miscellaneous items to improve reliability.</p> <p>Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry at Gunningba Estate and Nevertire Sewerage Pumping Stations as well as minor electrical and telemetry works at Thornton Ave, Wilson St and Garden Ave pumping stations.</p> <p>New control cabinets delivered 17/11/2021.</p> <p>Nevertire and Gunningbah stations to have new cabinet plinths constructed.</p>
<p>CCTV and Smoke Testing of Sewer at Warren and Nevertire</p> <p>5580-4320-0002</p>	200,000	Nil	TSM	<p>Quotation documents under development.</p> <p>Quarter 3, 2021/2022.</p>
<p>Sewer Assets Revaluation</p> <p>5300-2210-0000</p>	15,000	2,690	TSM	<p>APV through the Orana Water Utilities Alliance have been engaged to undertake Council's Water Assets Revaluation. Final report expected from the contractor May/June 2022.</p>

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WORKS PROGRESS REPORTS – TOWN SERVICES

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Project	Budget	Expend	Resp	Comment
Grant Applications				
Warren Levee Bank Rehabilitation	7,100,000	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 if possible. 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.

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications Continued				
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. Awaiting Outcome.
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. Awaiting Outcome.

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

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	
Hydrant covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed		Done as required	
Bore Inspections		Conducted by Natural Resource Access Regulator (NRAR)	
Warren, Nevertire and Collie water chlorine and pH testing	Weekly at specific locations	Testing carried out daily	
Warren river pumps		Oxley Park Ellengerah Rd Racecourse	Breakdown maintenance only
Reservoir cleaning	5 years	Ellengerah Bore	Next Diver inspection and clean 2024
		Nevertire Bore	
		Oxley Park River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2022/2023
		Ellengerah River	

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WORKS PROGRESS REPORTS – TOWN SERVICES

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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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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES CONTINUED

Account	Budget	Expenditure
Water Fund Maintenance and Repair	642,539	333,721
4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003		
Sewer Fund Maintenance and Repair	362,206	87,158
5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

Water and Sewer Works

- Repair bore water service line in Johns Avenue
- Repair hydrant in Frawley Street
- Repaired stop valve in Gillendoon Street
- Repairs to racecourse river pump
- Repair a service in Milson street
- Repairs to stop valve in Orchard Street
- Repairs to main in Stafford Street
- Flushing of mains in Warren
- Repairs to Oxley Park toilets
- Repairs to Collie sports grounds Toilet
- Rubbish removal from Council Depot
- Bore service repair in Garden Avenue

Warren Sewerage Treatment Works in Flow		Sewerage Year – 1st June to 31st May		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
July 2021	1254	441	13.67	27.92
August 2021	776	393	12.19	40.11
September 2021	1337	471	14.13	54.24
October 2021	843	455	14.10	68.34
November 2021	1261	494	14.82	83.16
December 2021	893	517	15.52	98.68
January 2022	880	471	14.60	113.27

Rainfall in Warren for the month of January 2022: 64.5mm
Rainfall in Warren for the year July 2021 to date: 439.5mm

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WORKS PROGRESS REPORTS – TOWN SERVICES

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Bulk Water Reading per Quarter

WATER SOURCE	FIRST QUARTER READING 1/07/20 - 31/09/20	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/20 - 31/12/20	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/21 - 31/03/21	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/21 - 30/06/21	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
Warren Bores										
Bore 1 (Bore Flat) Lic. 80AL703155	0.45	0.45	0.00	0.45	0.00	0.45	0.00	0.45		
Bore 2 (Ellengerah) Unlicensed	62.90	62.90	57.01	119.91	22.63	142.54	0.00	142.54		
	63.35	63.35	57.01	120.36	22.63	142.99	0.00	142.99	20.43%	700
Warren River										
Oxley Park Lic. 80AL700017	7.99	7.99	10.80	18.79	9.14	27.93	0.00	27.93		
Ellengerah Rd Lic. 80AL700017	11.68	11.68	26.19	37.87	20.71	58.58	0.00	58.58		
	19.67	19.67	36.99	56.66	29.85	86.50	0.00	86.50	11.53%	750
Showground (Racetrack)										
Lic. 80AL700645	0.00	0.00	10.30	10.30	0.00	10.30	0.00	10.30	5.48%	188
Nevertire Bore Lic. 80AL703158	11.04	11.04	6.56	17.60	3.36	20.96	0.00	20.96	52.40%	40
Collie Bore Unlicensed	0.78	0.78	1.08	1.86	0.95	2.81	0.00	2.81	11.25%	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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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Parks and Gardens – Routine Works

Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	813,393	772,606
0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		

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

Site or location	Works carried out
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 St	Mown, whipper snipped and weeding
Orchard Street levee	Mown, whipper snipped and weeding
Bob Christian Reserve	Mown, whipper snipped and weeding
Lawson St Levee	Mown, whipper snipped and weeding
Family Health Centre	Mown, whipper snipped and weeding
Collie Village	Mown, whipper snipped and weeding
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 St Levee	Mown, whipper snipped and weeding
Macquarie Drive Levee	Mown, whipper snipped and weeding
Nevertire Village	Mown, whipper snipped and weeding

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

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

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

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

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

Parks and Gardens Works

Woolnough levee mow/snip	Macquarie park mow/snip/weeding/pruning
Library mow/snip	Town approaches mowing
Shire chambers weeding repairs on garden beds	Victoria oval mow/snip/line marking/spraying
Lions Park mow/snip	CBD weeding of blisters
Rotary Park mow/snip	Spraying trees at Collie for insects
Ebert Park mow/snip	Spraying of the shire depot
Bore flat mowing	
Saunders Park mow/snip	
Rotary Park mow/snip	
Skate/splash Parks mow/snip	
Ravenswood Park mow/snip	
Oxley park mow/snip	
Lawn cemetery mow/snip	
Orchard Street Park mow/snip	
Thornton Street pump station mow/snip	
Stafford Street pump station mow/snip	
Stubbs levee mow/snip	
Bore flat levee mow/snip	
Orchard Street Park mow/snip	

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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Town Crew Works

- Cleaning of Stormwater grates
- Assist in water leak at Johns Avenue
- Assist with water leak at Garden Avenue
- Assist in water leak at Orchard Street
- Repairs to racecourse river pump
- Assist in water leak in Frawley Street
- Adjust sign at Dubbo/Wilson Street intersection
- Repair signs at the Reedville break
- Install signs at the Stony Creek Crossing
- Remove tree limbs around Warren

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 pending)	\$146,526.33 Note: \$35,370 per event will be funding by Council as per the agreement this includes the Roads Flood and Storm Damage Claim.
0700-0050-0500, 0700-0050-0510, 0700-0050-0520, 0700-0050-0530, 0700-0050-0540	

WARREN SHIRE COUNCIL
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ITEM 3 WORKS PROGRESS REPORTS – FLEET – WORKSHOP

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 21st December 2021 to 7th February 2022.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Plant Repairs				
P1064	Isuzu Tender Truck	Fit new window passenger side front.	0	2 hours
P31	UD Tipper Truck	Fit x2 new cab airbags.	0	4 hours
P91	Isuzu Workshop Truck	Repairs to toolbox door.	0	2 hours
P1238	2017 Toyota Kluger	Cleaned and ready for delivery to auction house for sale.	0	2 hours
P103	Bomag Pulvi Mixer	Repairs to drum teeth and holders.	2 hours	2 hours
P3611	2020 Toyota Hilux	Service done.	5 hours	5 hours
P8	432f Backhoe	Boom slides replaced.	0	5 hours
P2802	Iseki Mower	Repairs to deck and blades fitted.	2 hours	2 hours
P1041	Isuzu Water Truck	a/c system checked for function low on gas leak at compressor new compressor ordered.	2 hours	2 hours

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Plant Repairs – Work to be Completed				
P1042	ISUZU Watertruck	Replace A/C compressor and recommission.	5 hours	5 hours
P8	432f Caterpillar Backhoe	Seat air bag problem. A/C problem check cab mounts.		
P31	UD Dump Truck	Add blue system problem diagnose and repair.		
FLOOD PUMPS	Pump at rear of Central School	Find or purchase a new reduction drive and drive shaft.		
P50	Isuzu Tipper Tar Truck	Fan on condenser for A/C need replacing	1 hour	1 hour
P301	Sykes River Pump	Put back together new parts to be sourced and fit.	0	6 hours
P31	Nissan UD Truck	Add blue level sensor to be replaced or repaired.		3 hours
P14	432f Caterpillar Backhoe	Leaking rams to be repaired, Power issue to be diagnosed.		
P1047	ISUZU/ Schwarze Street Sweeper	Seals to be replaced inside brush motors.		
P2180	Sterling Truck	Service parts to be ordered.		
P43	Float Trailer	Brake pads need replacing.		8 hours
P8	Workshop Air Compressor	Have repairs made to compressor currently not working. Waiting on electrician to access.		

ACRONYMS

WC Workshop Coordinator
 TBD To be determined

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 24th February 2022

**ITEM 4 EXPRESSIONS OF INTEREST FOR ONE (1) VACANT COMMUNITY MEMBER
OTHER USERS POSITION ON THE SHOWGROUND/ RACECOURSE COMMITTEE
(C14-3.2)**

RECOMMENDATION:

That Council accept the Expression of Interest nomination from Mr Mark Beach for the Community Member Other Users position on the Showground/Racecourse Committee.

PURPOSE

For Council to consider the Expression of Interest nominations received for the one (1) vacant Community Member Other Users position on the Showground/Racecourse Committee.

BACKGROUND

For some time, the Community Member Other Users position on the Showground/Racecourse Committee has been vacant.

Advertising for Expressions of Interest nominations for this vacant position closed at 4:00 pm Thursday 10th February 2022.

REPORT

One (1) Expression of Interest nomination has been received from Mr Mark Beach.

Attached is a copy of the Expression of Interest nomination received.

Mr Mark Beach was a Councillor of Warren Shire Council for a number for years and chaired the Showground/Racecourse Committee.

The Expression of Interest nomination is considered suitable, and the person will provide valuable input to the Committee.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no costs associated with membership of the Showground/Racecourse Committee.

LEGAL IMPLICATIONS

Nil. Any new Community members will be informed of their requirements under the Code of Meeting Practice and the Code of Conduct.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

Appropriate advertising was undertaken to obtain the Expression of Interest nomination received.

OPTIONS

Council does not necessarily need to accept the Expressions of Interest nomination received.

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
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ITEM 4

**EXPRESSIONS OF INTEREST FOR ONE (1) VACANT COMMUNITY MEMBER
OTHER USERS POSITION ON THE SHOWGROUND/ RACECOURSE COMMITTEE
CONTINUED**

09/02/2022

Re: Warren showground Racecourse Committee

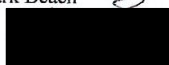
Gary,

I would like to nominate for the position of Community Member on the Warren Racecourse Showground Committee. As a Councillor at the Warren Shire I chaired the Showground Racecourse Committee. During this time we received the grant "Enhancing Western Plains Equestrian Centre." A project that has significantly benefited all user groups, whilst restoring badly needed maintenance within the Showground precinct.

As a member of the general public with the knowledge and history of the entire project, I would like to continue to contribute to the completion of this great asset of Warren.

Regards

Mark Beach

A black rectangular redaction box covering the signature of Mark Beach.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 24th February 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 January 2021.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
P16-21.28	1 Wambianna St Collie NSW	Erection of 4 bay shed	15/11/2021	5/1/2022

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
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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 21st December 2021 to 7th February 2022.

2020 Projects	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings 21 Deacon Drive and 8 Deacon Drive	88,000	23,854 Committed	MHD	<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>Department of Fair Trading advised of no progress 15th December 2021.</p> <p>Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project.</p>

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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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.	303,747	23,672	MHD/TSM	Final design complete. Contractor engaged to install drainage pipework at the end of November. Delayed due to wet weather.
Wireless Scoreboard at Warren Sporting and Cultural Centre.	8,000	9,045	MHD	Used to replace air-conditioner units.
Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants).	5,000	Nil	MHD/DMES	Works program to be determined.
Community Building Partnership Program Grant - Waterproof lockers and changeroom double sided seating for Warren War Memorial Swimming Pool.	16,031	Nil	MHD	\$9,702 Grant successful that will be for lockers.
Community Building Partnership Program Grant – Electronic Scoreboard	10,847	3,357.75	MHD	\$5,000 grant has been successful. Council and other contributions to be determined. Scoreboard ordered.
Purchase of new gym Equipment	9,720	6,950	MHD	Received and installed.
Roof anchor Points for Council owned buildings	25,000	35,993.10	MHD	Quotations received from Vendor Panel Market place. Contractor engaged and works complete.

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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	Nil	MHD	Easement to be created.
3 x Defibrillators	10,000	6,885	MHD	One unit installed at waste Depot, one unit installed at works depot and training to be provided to grader staff for third unit. Training completed.
Swimming Pool CCTV	16,000	Nil	MHD	Discussion held with supplier on specification requirements.
Swimming Pool Double access gates	3,000	Nil	MHD	Quote being obtained.
Swimming Pool – shelving and concreting	5,000	3,947.90	MHD	Part shelving purchased. Awaiting invoice.
Improvement of roof and guttering at the Warren Sporting and Cultural Centre	40,000	Nil	MHD/CM	Quotes being obtained. Council resolved at October Council Meeting to allocate \$40,000 from the restricted funds for infrastructure improvement/replacement. Listed on vendor panel marketplace Closes 4.00pm Thursday 18 th November 2021. Contractor appointed. Works scheduled for end of February, early March, subject to availability of scaffolding.
Warren Support Services (Previously Community Builders Grant (CB) and Early Intervention Placement Prevention (EIPP) Service Programs				
Outback Arts, Aboriginal Cultural Art, Ceramics and Mentoring March 2021	4,000	4,000	MHD	Event held acquittal complete.

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Report of the Manager Health & Development Services
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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

2021 Projects	Budget	Expend	Resp	Comment
Early intervention Prevention Program (EIPP)	10,000	10,000	MHD	MOU with Warren Youth Support Group – Complete with successful employment engagement sessions.
Warren Support Services (Previously Community Builders Grant (CB) and Early Intervention Placement Prevention (EIPP) Service Programs				
Warren Youth Support Group, Halloween October 2021	3,000	-	MHD	Event held waiting on acquittal.
Possums in the Park	2,500	-	MHD	Postponed due to COVID due to be held around March 2022
Warren Youth Support Group Christmas Event	5,000	-	MHD	Event held waiting on acquittal.
Targeted Early Intervention (TEI)	30,000	Nil	MHD	Warren Youth Support Group successful with their ongoing programs.
Music Wellbeing Program (Warren Central School)	5,000	5,000	MHD	Program completed December 2021.

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN (P16-21.32)

INTRODUCTION

Council is in receipt of Development Application P16-21.32 for the change of use from a hotel to a shop on Lot 2 DP127467, 138 Dubbo Street Warren. This report considers the issues and makes recommendations for the determination of the application.

Applicant	MD Kamrujjaman
Owner/s	MD Kamrujjaman, Laila Sultana
Description of Development	Change of use – Commercial premise (retail premise [shop])
Subject Land	Lot 2 DP127467 138 Dubbo Street Warren
Zoning	B2 – Local centre
Date Received	8 th December 2021
Estimated Cost	N/A

DESCRIPTION OF PROPOSAL

The proposal involves the change of use of the existing Club House Hotel located at Lot 2 DP127467, 138 Dubbo Street Warren, to a fruit and vegetable and grocery store (shop).

STATUTORY PROVISIONS

The *Environment Planning and Assessment Act 1979* and Warren Shire Council's Local Environmental Plan (LEP) 2012 apply to the assessment and determination of applications for development approval.

DEVELOPMENT ASSESSMENT

Section 4.15 of the Environmental Planning and Assessment Act, 1979 sets out the matters that must be considered, if relevant, when assessing and determining a development application.

(a) the provisions of any environmental planning instrument (EPI).

The proposed change of use on land zoned B2 Local Centre is development that requires the consent from Council pursuant to Clause 2.8 Part 2 Land use table of the Warren Shire Council's LEP 2012. The land is zoned B2 Local Centre in the Warren LEP 2012, and the proposal is not prohibited development. The objectives of the B2 Local Centre zone are;

- *To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.*
- *To encourage employment opportunities in accessible locations.*
- *To maximise public transport patronage and encourage walking and cycling.*
- *To enhance, conserve and reinforce the existing role of the business centre of Warren.*

WARREN SHIRE COUNCIL
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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

The proposed change of use to a shop is consistent with the objectives of the zone.

The development is not listed in State Environmental Planning Policy (SEPP) (Infrastructure) 2007.

SEPP Koala Habitat Protection 2020 and 2021 requires Council to consider whether or not the land is a potential koala habitat. *Potential koala habitat* means areas of native vegetation consisting of the tree types listed in the SEPP. This is not applicable, as the application does not involve the removal of any trees.

SEPP No.55 – “Remediation of Land” requires that Council must not consent to a development of land unless it has considered whether the land is contaminated. There is no evidence to suggest this land is contaminated.

SEPP No. 64 – Advertising and Signage requires that Council must not grant development consent to an application to display signage unless the consent authority is satisfied that the signage is consistent with the objectives of this Policy as set out in clause 3(1)(a), and (b) that the signage the subject of the application satisfies the assessment criteria specified in Schedule 1. This will be addressed with a condition applied upon the consent requesting details of signage for Council approval prior to display.

The Building Sustainability Index (BASIX) SEPP states that the requirements of the BASIX scheme overrides any competing provision in an EPI or DCP. The BASIX provisions of the Environmental Planning & Assessment Act 1979 do apply to this application.

No other SEPP is relevant to the proposal.

No Regional Environmental Plan is applicable to the proposal.

(b) the provisions of any draft EPI that is or has been placed on public exhibition and details of which have been notified to the consent authority

No draft EPI’s exist.

(c) the provisions of any development control plan (DCP).

The Warren Shire Council’s DCP is applicable to this development. There are no land use planning concerns in relation to the proposed development under the DCP that affect this development.

(d) the provisions of any planning agreement (PA).

The Shire is not aware of any PA that affects this development.

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**ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO
STREET WARREN CONTINUED**

(e) the provisions of the regulations (to the extent that they prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates.

Clause 92 of the *Environmental Planning and Assessment Regulation 2000* specifies the additional matters that must be considered if relevant. These relate to the Government Coastal Policy and demolition works. Warren is outside the area the Coastal policy applies to and no demolition works are proposed, only minor internal fit out.

Clause 94 of the *Environmental Planning and Assessment Regulation 2000* also specifies the circumstances where buildings are to be upgraded, to facilitate their egress from the building, in the event of a fire. This will be required as a condition of consent, and with the application of a fire safety schedule.

(f) the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.

The development is unlikely to impact adversely on the current use of this land or adjoining land, as it is utilising the existing building and infrastructure.

(g) the suitability of the site for the development.

The land is not subject to flooding as it is located inside the town levee and the land is not bushfire prone land and therefore the provisions of Planning for Bush Fire Protection 2006 do not apply to this development. There is no evidence to suggest it is affected by contaminated soils. The site is suitably serviced by existing infrastructure.

(h) any submissions made in accordance with this Act or the regulations.

The application was advertised to the community in general as required by Council Community Awareness – Development Activity Policy, for the required minimum 14 days from 11th January 2022 to the 27th January 2022.

Council received two (2) objections (Attachment 1 and Attachment 2) which is considered in detail below, as to its relevance to the application.

Attachment 1 Assessment

The historical importance of the building cannot be denied however, this does not provide grounds for refusal of the proposed change of use.

The reference to “no commercial room for a third supermarket in Warren” does not provide grounds refusal of the proposed change of use.

The land is zoned B2 Local Centre, Tourist and visitor accommodation is permitted with consent however, Residential accommodation is not. This will be upheld with a condition of consent detailing this planning restriction.

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

Tourist and visitor accommodation is defined as;

“Tourist and visitor accommodation means a building or place that provides temporary or short-term accommodation on a commercial basis, and includes any of the following:

(a) backpackers’ accommodation,
(b) bed and breakfast accommodation,

(c) farm stay accommodation,
(d) hotel or motel accommodation,

(e) serviced apartments,
but does not include:

(f) camping grounds, or
(g) caravan parks, or
(h) eco-tourist facilities.”

Residential accommodation is defined as;

“Residential accommodation means a building or place used predominantly as a place of residence, and includes any of the following:

(a) attached dwellings,
(b) boarding houses,
(c) dual occupancies,
(d) dwelling houses,
(e) group homes,
(f) hostels,
(g) multi dwelling housing,
(h) residential flat buildings,
(i) rural workers’ dwellings,
(j) secondary dwellings,
(k) semi-detached dwellings,
(l) seniors housing,
(m) shop top housing,
but does not include tourist and visitor accommodation or caravan parks.”

The upgrading of the building in relation to fire safety measures will be addressed as per Clause 94 of the *Environmental Planning and Assessment Regulation 2000*. This will be required as a condition of consent, and with the application of a fire safety schedule, as mentioned above.

The improvements to the building comes with a cost and the restoration of the verandah, although would enhance the streetscape, is not considered a reasonable request to place upon such a development. All building works will be required to be completed in accordance with the National Construction Code and the relevant Australian Standard, as stipulated in the conditions.

None of the matters of concern are justifiable towards refusing the application.

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

Attachment 2 Assessment

The building becoming “A pub with no beer” and the suggestion of making a song about it, appears to be more of an opinion and does not justify grounds for refusal.

(i) the public interest.

It is in the public interest that the building provides a safe level of access, egress, and fire services, these will be addressed with appropriate conditions.

CONCLUSION

The proposal is consistent with the Warren Shire Council LEP 2012. Given the minimal impact that this development is likely to have on its surrounding built and natural environments, and its positive impact on the social and economic environments of the Shire, this development should be determined by issuing the consent.

RECOMMENDATION that:

- 1) The information be received and noted; and
- 2) Development Application P16-21.32 for the change of use from a hotel to a shop on Lot 2 DP127467, 138 Dubbo Street Warren is approved with the following conditions;

Conditions prescribed by the *Environmental Planning and Assessment Regulation 2000*

1. The work must be carried out in accordance with the requirements of the National Construction Code/Building Code of Australia.

Reason: Statutory requirement.

2. A sign must be erected in a prominent position on the site:
 - showing the name, address and telephone number of the principal certifying authority for the work, and
 - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out but must be removed when the work has been completed.

Reason: Statutory requirement.

Conditions imposed by Council

An application for a construction certificate is to be submitted to Council prior to any building works commencing.

Reason: Statutory requirement.

The building is to provide disabled access to and within the building, in accordance with the National Construction Code and the Australian Standard 1428.

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

Reason: To ensure the building provides, as far as is reasonable safe, equitable and dignified access for people with disabilities.

3. The development is to be undertaken in accordance with the plans submitted with the application and as modified by these conditions of consent.

Reason: To confirm and clarify the terms of this consent.

4. Construction, demolition, and associated work shall be carried out only between the times

Stated as follows: -

Mondays to Fridays	7.00am to 6.00pm.
Saturdays	8.00am to 5.00pm
Sundays & public holidays	no construction work to take place.

Reason: To ensure the amenity of the area is not compromised.

5. The applicant shall ensure that all builders refuse and trade waste, whilst on site, is stored in a manner that does not cause any nuisance. All waste is to be removed from the site at the completion of the construction works.

Reason: To ensure the applicant removes all waste from the site, which could reduce the amenity of the area.

6. All building materials, plant and equipment are to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves etc.

Reason: To ensure pedestrian and vehicular access is not restricted in public places.

7. Suitable measures are to be in place at all times to ensure buildings on adjoining land are protected from damage as a result of the carrying out of the development.

Reason: To ensure adjoining property is adequately protected.

8. Only Tourist and visitor accommodation (temporary or short-term accommodation on a commercial basis) is permitted within the building. NOTE – Residential accommodation (a place of residence) is not permitted.

Reason: To ensure that the building is used in accordance with the B2 Local Centre zone objectives within the Warren Local Environmental Plan 2012.

9. The building is required to be fully upgraded to comply with the attached fire safety schedule.

Reason: To ensure that the building provides a safe level of fire protection and enables the public to escape in the event of a fire.

10. All advertising signage is to be approved by Council, prior to installation.

Reason: To ensure that the signage is consistent with the objectives of the State Environmental Planning Policy – Advertising and signage, Policy.

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

FIRE SAFETY SCHEDULE

Fire Safety Schedule

Clause 168 of the Environmental Planning and Assessment Regulation 2000

Identification of Building	Property Address:	138 Dubbo St WARREN NSW 2824
	Owners Name and Address:	KWASTON HOLDINGS PTY LTD - 138 Dubbo St WARREN NSW 2824
	Lot & Deposited Plan Number:	Lot 2 DP127467
	Date Issued:	

ESSENTIAL FIRE SAFETY MEASURE
Emergency lighting
Exit signs
Fire doors (and self closing devices)
Fire safety and emergency evacuation procedure
Fire seals protecting openings in fire-resisting components of the building
Fire Windows
Hose reel systems
Lightweight construction (walls, ceilings, column/beam protection)
Mechanical air handling systems
Paths of travel (stairways, passageways and ramps)
Portable fire extinguishers
Power Operated Doors
Exit latches (required exit doors)
Smoke control system
Smoke detectors & heat detectors
Solid core doors (and self closing devices)

REFER TO EXPLANATORY NOTES OVERLEAF

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

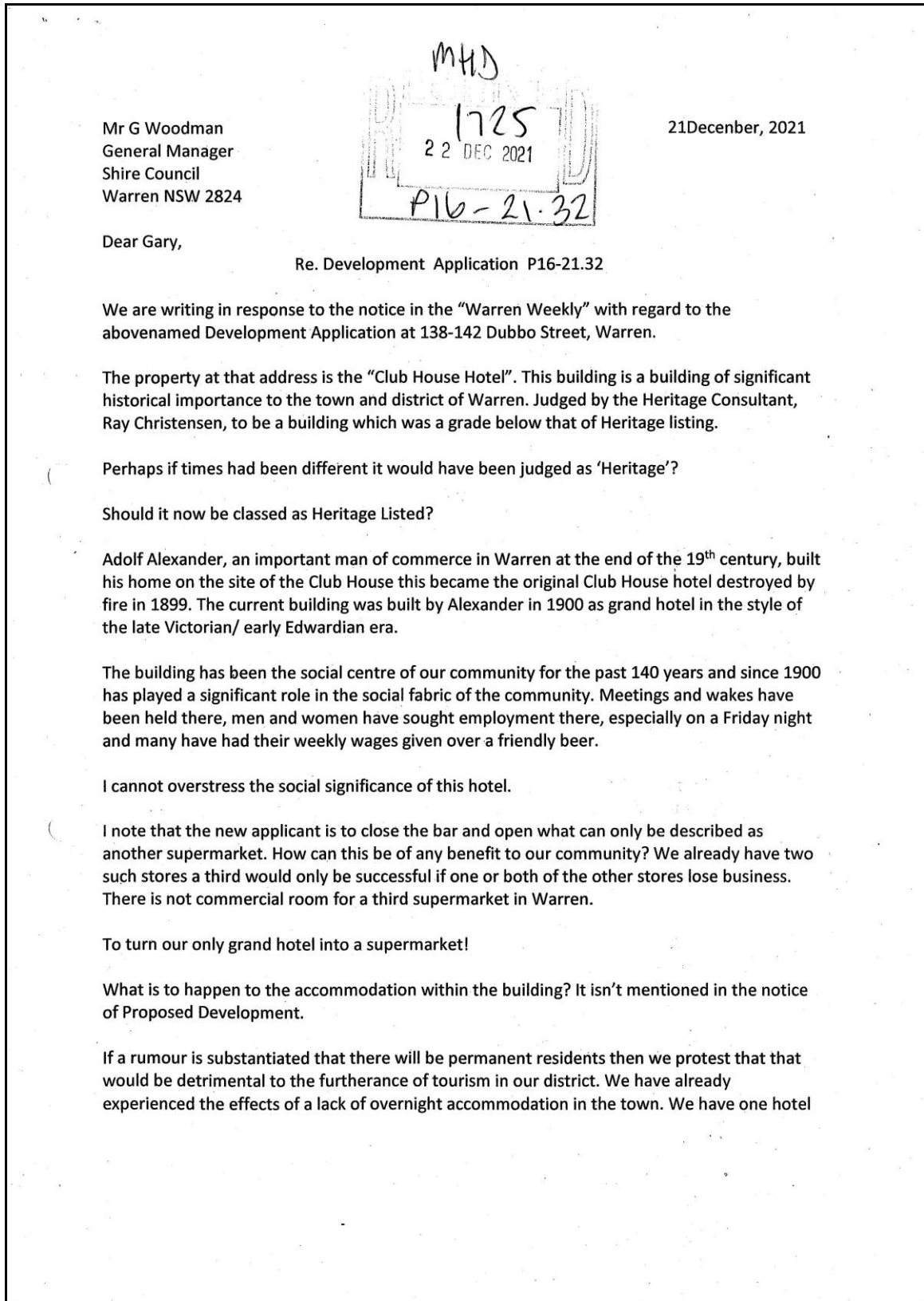
FIRE SAFETY SCHEDULE CONTINUED

-
- Notes**
- 1 *an essential fire safety measure means a fire safety measure that is included:*
 - (a) *in the fire safety schedule for the building, or*
 - (b) *in the essential services (within the meaning of Ordinance No 70 under the Local Government Act 1919) attached to an approval or order referred to in Part 59 of that Ordinance, being an approval or order that was in force immediately before 1 July 1993, or*
 - (c) *in the essential services (within the meaning of the Local Government (Approvals) Regulation 1993) attached to an approval referred to in clause 22 of that Regulation, being the latest such approval granted during the period from 1 July 1993 to 30 June 1997, or*
 - (d) *in the essential services (within the meaning of the Local Government (Orders) Regulation 1993) attached to an order referred to in clause 6 (1) of that Regulation, being the latest such order given during the period from 1 July 1993 to 30 June 1997.*
 - 2 *a critical fire safety measure means a fire safety measure that is identified in a fire safety schedule or fire link conversion schedule as a critical fire safety measure, being a measure that is of such a nature, or is implemented in such an environment or in such circumstances, that the measure requires periodic assessment and certification at intervals of less than 12 months.*
 - 3 *A construction certificate for a building must be accompanied by a fire safety schedule for the building.*
 - 4 *When:*
 - (a) *granting a development consent for a change of building use (other than a complying development certificate) in circumstances in which no building work is proposed by the applicant for the consent and no building work is required by the consent authority, or*
 - (b) *issuing a complying development certificate for the erection of a building (other than a certificate that relates only to fire link conversion) or for a change of building use, or*
 - (c) *issuing a construction certificate for proposed building work (other than a certificate that relates only to fire link conversion), or*
 - (d) *giving a fire safety order in relation to building premises,*
the Council must issue a schedule (a fire safety schedule) specifying the fire safety measures (both current and proposed) that should be implemented in the building premises.
 - 5 *In the case of a fire safety order in respect of which a further order is made under section 121R of the Environmental Planning & Assessment Act 1979, the fire safety schedule is to be issued when the further order is given.*
 - 6 *A fire safety schedule:*
 - (a) *must deal with the whole of the building, not merely the part of the building to which the development consent, complying development certificate, construction certificate or fire safety order relates, and*
 - (b) *must include:*
 - (i) *such of the fire safety measures currently implemented in the building premises, and*
 - (ii) *such of the fire safety measures proposed or required to be implemented in the building premises, as are statutory fire safety measures, and*
 - (c) *must distinguish between:*
 - (i) *the fire safety measures currently implemented in the building premises, and*
 - (ii) *the fire safety measures proposed or required to be implemented in the building premises, and*
 - (d) *must identify each measure that is a critical fire safety measure and the intervals (being intervals of less than 12 months) at which supplementary fire safety statements must be given to the council in respect of each such measure, and*
 - (e) *must specify the minimum standard of performance for each fire safety measure included in the schedule.*
 - 7 *A copy of the fire safety schedule must be attached to (and is taken to form part of) the relevant development consent, complying development certificate, construction certificate or fire safety order and for the purposes of an appeal forms part of the development consent or construction certificate.*
 - 8 *An earlier fire safety schedule is superseded by a later fire safety schedule, and ceases to have effect when the later fire safety schedule is issued.*
-

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

ATTACHMENT 1 - LETTER OF RESPONSE



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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

ATTACHMENT 1 - LETTER OF RESPONSE CONTINUED

closed and to take away the bed occupancy of the 'Club House' will accentuate the shortage and cause a loss of potential much needed income from the town.

The accommodation should be for short-term occupancy.

We anticipate the new owners will have to meet the fire regulations pertaining to 2021?

In the Community Development Plan proposed by a consultant hired by Council it was stated that the restoration of the veranda of the "Club House" should be an objective for the community, complementing the beautification plan for the main street thus enhancing the streetscape. Who would argue with that?

As concerned citizens of the town and district who only want the town to prosper and who see the 'Club House' as central to this aim we believe the DA should be denied and request that Council act accordingly.

Let us not take another backward step as a community.

Yours Sincerely,

John and Susan Burke

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ITEM 3 DEVELOPMENT APPLICATION – CHANGE OF USE LOT 2 DP127467, 138 DUBBO STREET WARREN CONTINUED

ATTACHMENT 2 - LETTER OF RESPONSE

Gary Woodman

From: Philip Leman
Sent: Tuesday, 25 January 2022 6:19 PM
To: Gary Woodman; Council Calendar
Subject: Ref Gary and Milton

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It sounds as though Warren will be "The Beer with No Pub" town. Maybe someone can make up a song about it!
Regards Phil
Sent from my iPhone



WARREN SHIRE COUNCIL
Notice of Motion
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 24th February 2022

ITEM 1 INCLUSION OF AN ACKNOWLEDGEMENT OF 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 **CONTINUED**

FINANCIAL AND RESOURCE IMPLICATIONS

It is considered that there are no financial and resource implications.

LEGAL IMPLICATIONS

The Office of Local Government (OLG) has advised that there are no legislative requirements from the NSW Government or Commonwealth Government, OLG Council Circular or OLG Guidelines that details that Local Government entities such as a Council should have an Acknowledgement of Country at the beginning of any of its meetings.

However, under Clause 8.2 of the Model Code of Meeting Practice, it is an option for Councils to adopt an Acknowledgement of Country at the beginning of its Council Meetings.

RISK IMPLICATIONS

It is considered that there is the potential for damage to Council's reputation if we do not adopt an Acknowledgement of Country for Council's Ordinary, Extra-Ordinary, Special and Committee Meetings, particularly given that it is now a commonplace practice.

STAKEHOLDER CONSULTATION

There has been informal feedback received from leaders within the Aboriginal community on this matter and they would like to see Council being proactive in responding to their concerns. They too see the new term of Council as the ideal opportunity for Council to consider adopting an Acknowledgement of Country into a reviewed Code of Meeting Practice.

It would be appropriate that the wording of the Acknowledgement of Country is developed in consultation with the Warren Local Aboriginal Land Council, as community representatives.

The final wording of the Acknowledgement of Country is subject to the consultation process that will be undertaken as part of a full review of the Code of Meeting Practice.

OPTIONS

It is acknowledged that a formal positive resolution of Council in respect to the inclusion of an Acknowledgement of Country in Council's Code of Meeting Practice will necessitate appropriate community consultation of the new Draft Code of Meeting Practice.

It is further acknowledged that this may be simply one of a number of proposed changes to the Draft Code of Meeting Practice and accordingly it would take some time for a new Code of Meeting Practice to be implemented.

The General Manager has advised that he is expecting to arrange a Councillor Workshop for other proposed Code of Meeting Practice changes in either March or April 2022.

CONCLUSION

It is believed that by Council endorsing the introduction of an Acknowledgement of Country into Warren Shire Council's Ordinary, Extra-Ordinary, Special and Committee Meetings, they would be clearly demonstrating their appreciation of the rich heritage and cultural traditions of our local Aboriginal people and the contribution that they make to the identity of our Shire.

