

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 23RD MARCH 2023

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

23rd March 2023 commencing at 8.30 am

1. OPENING OF MEETING

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

4. CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday, 23rd February 2023.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of the Ewenmar Waste Depot Committee held on
Monday, 6th March 2023 (C14-3.23)

Meeting of the Warren Airport Operations Committee held on
Tuesday 7th March 2023 (C14-3.12)

Meeting of the Warren Public Arts Committee held on
Tuesday, 7th March 2023 (C14-3.29)

Meeting of the Town Improvement Committee held on
Wednesday, 8th March 2023 (C14-3.17)

Meeting of the Plant Committee held on
Wednesday, 8th March 2023 (C14-3.8)

Meeting of the Water and Sewerage Committee held on
Friday, 10th March 2023 (C14-3.24)

Meeting of Manex held on Tuesday, 14th March 2023 (C14-3.4)

8. REPORTS OF DELEGATES

REPORTS OF DELEGATES

| | | |
|--------|---|-----------|
| Item 1 | Meeting of the Warren Interagency Support Services held on Thursday, 16th February 2023 | (C3-9) |
| Item 2 | AGM Minutes of the North Western Library Co-operative held on Thursday 16th February 2023 | (L2-5) |
| Item 3 | AGM and Ordinary Meeting of the Mining and Energy Related Councils (NSW) Inc. held on Wednesday, 22nd February 2023 | (C14-6.3) |

9. REPORTS TO COUNCIL

POLICY

| | | |
|--------|----------------------------------|--------|
| Item 1 | Media Policy (P13-1, C8-1) | Page 1 |
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REPORTS OF THE GENERAL MANAGER

| | | |
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| Item 1 | Outstanding Reports Checklist (C14-7.4) | Page 1 |
| Item 2 | Committee/Delegates Meetings (C14-2) | Page 25 |
| Item 3 | Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) . | Page 27 |
| Item 4 | Expressions of Interest for the Vacant Community Member Position on the Warren Public Arts Committee (C14-3.29)..... | Page 47 |

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

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| Item 1 | Réconciliation Certificate – February 2023 (B1-10.16) | Page 1 |
| Item 2 | Statement of Rates and Annual Charges as at 7th March 2023 (R1-4) | Page 4 |
| Item 3 | Works Progress Reports – Finance & Administration Projects (S1-1.15, C9-1) | Page 6 |

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

| | | |
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| Item 1 | Works Progress Reports – Roads (C14-7.2) | Page 1 |
| Item 2 | Works Progress Reports – Town Services (C14-7.2) | Page 19 |
| Item 3 | Works Progress Reports – Fleet/Workshop (C14-7.2) | Page 34 |

REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

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

10. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

11. MATTERS OF URGENCY

Nil.

12. CONFIDENTIAL MATTERS

Nil.

13. CONCLUSION OF MEETING

14. PRESENTATIONS

Nil.

EWENMAR WASTE DEPOT COMMITTEE MEETING

Attached are the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 6th March 2023.

RECOMMENDATION:

That the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 6th March 2023 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Conference Room, 115 Dubbo Street Warren
on Monday 6th March 2023 commencing at 10.13am

Present: Councillor Heather Druce (Chairperson)
Councillor Katrina Walker
Councillor Ron Higgins
Gary Woodman (General Manager)
Maryanne Stephens (Manager Health and Development Services)
Raymond Burns (Town Services Manager)
Cassy Mitchell (Administration Officer Health and Development)

ITEM 1 APOLOGIES

Apologies were received from Sylvester Otieno (Divisional Manager Engineering Services) who was absent due to external commitments, and it was **MOVED** Stephens / Higgins that the apologies be accepted and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF THE MINUTES OF THE MEETING HELD 16th May 2022

MOVED Burns / Walker that the Minutes of the Meeting held on 8th August 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 16th May 2022

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5.1 TRANSFER STATION (G2-5.4)

- Survey work being undertaken week commencing 13th March, 2023.
- MLB Concrete expected to be on site 27th March 2023 to begin the transfer station construction.

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Conference Room, 115 Dubbo Street Warren
on Monday 6th March 2023 commencing at 10.13am

ITEM 5.2 NEW MANAGEMENT REGIME – EWENMAR WASTE FACILITY (G2-5.4)

- SOP's developed for excavator and backhoe;
- Risk assessments and competency assessments undertaken for excavator and backhoe.

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

Carried

ITEM 5.3 FLOODING OF THE EWENMAR WASTE FACILITY (G2-5.4)

- The Committee viewed drone footage of the flooded site and damaged levee;
- Water was not contaminated;
- The damaged levee has been repaired;
- Further inspections of the levee will be undertaken;
- A survey of the levee height will be undertaken;
- The pit was pumped out within the site;
- Extra costs have amounted to at least \$102,000 which will be claimed for reimbursement through the Public Works Authority;
- During the period of temporary pit arrangements extra hook bins were not available from all local/regional contractors due to many facilities being also flooded and similar arrangements;

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

Carried

ITEM 6.1 GENERAL BUSINESS – MISCELLANEOUS (G2-5.4)

- Green waste recycling still to occur;
- Timber pile to be shredded as soon as it is possible;
- The bins at the truck stop are emptied twice a week but perhaps need to be checked more often;
- Investigate options for recycling avenues /costings.

ITEM 6.2 FIRE BREAK EWENMAR WASTE DEPOT (G2-5.4)

- Ando's Grader Hire have been engaged to complete reinstatement of the fire break around the Waste Depot;
- Delays due to wetness of some areas.

WARREN SHIRE COUNCIL
Minutes of the Ewenmar Waste Depot Committee
held in the Council Conference Room, 115 Dubbo Street Warren
on Monday 6th March 2023 commencing at 10.13am

ITEM 6.3 RURAL CHARGES FOR USE OF EWENMAR WASTE DEPOT (G2-5.4)

- Previous issues were multiple assessments being charged, same landowner;
- Saying that they do not utilise the waste facility;
- Use of other disposal locations;
- Will use 2023/2024 as the investigation year for determination if charges should be set for rural ratepayers for use/access of the Ewenmar Waste Depot, perhaps for 2024/2025.

ITEM 7 DATE OF NEXT MEETING

Monday 5th June 2023.

There being no further business the meeting closed at 11.09am.

AIRPORT OPERATIONS COMMITTEE

Attached are the Minutes of the meeting of the Airport Operations Committee held on Tuesday, 7th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Airport Operations Committee held on Tuesday, 7th March 2023 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Airport Operations Committee
Meeting held in the Community Room, Warren
on Tuesday, 7th March 2023 commencing at 11.34 am

PRESENT:

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

ITEM 1 APOLOGIES

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

Carried

ITEM 2 CONFIRMATION OF MINUTES (C14-3.12)

MOVED McCloskey/Williamson that the Minutes of the Meeting held on Wednesday, 23rd November 2023 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

ITEM 3.1 MOWING REQUIREMENTS AT THE AIRPORT (A2-6)

Council to consider implementing and enforce mandatory mowing of private blocks at the Airport as per the Direction to Take Clean-Up Action Section 91 Protection of the Environment Operations ACT 1997.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5.1 AIRPORT TERMINAL PROGRESS (G4-1.16)

- Cutting schedule for extra work for the frame still to come;
 - Barnson has issued civil drawings;
 - Working towards electrical, mechanical and hydraulic drawings to be including in the Tender;
-

WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee
Meeting held in the Community Room, Warren
on Tuesday, 7th March 2023 commencing at 11.34 am

ITEM 5.1 AIRPORT TERMINAL PROGRESS CONTINUED

- Time wise, call to Tender in early April 2023;
- Concern about finding a suitable building contractor, builders list is being determined;
- Funding report will be provided to a future Council Meeting as part of the tender analysis report for the Airport Terminal Building;
- Draft Terminal Building lease arrangement is with the Council Solicitor;
- Council staff will keep Bankstown Flying School informed of the progress;
- Price is also required for power to Lots 1,2,3,4 and preparation for Lots 5,6,7, and 8 (Lot 9 not practical); and
- Access gate for private owners to be adjusted, realigned and enlarged to cater for the gate/fence adjustment.

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

Carried

ITEM 5.2 AIRPORT UPGRADE PROGRESS – RUNWAY 03/21 DRAINAGE (G4-1.16)

- Solar powered pump station, piping underneath the Trangie-Nevertire Irrigation Scheme Channel flowing to Sandy Creek (bored);
- Another option is a pipe siphon under the Trangie-Nevertire Irrigation Scheme Channel flowing to Sandy Creek, 450mm – 600mm, probably costly; and
- Will be reported to Council in March 2023 regarding best option and cost.

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

Carried

ITEM 5.3 FUEL POD UPDATE (A2-16.1)

- Bourke Shire Council MOS139 requirements to be checked and compared with our requirements; and
- The fuel price allows for a small profit, there is potential for fuel sales which will increase profits.

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

Carried

ITEM 6 GENERAL BUSINESS

ITEM 6.1 GATE SALES OF FUEL (A2-16.1)

- This requires a Council officer to attend the airport to open the gate and allow fuel to be taken from airside;
- Should this be done only at suitable times and not after hours or perhaps by arrangement;
- Another option might be to have a gate that requires a pin to allow access; and
- Need to check requirements for refueling drums or prefabricated air fuel containers, consider a terms and conditions form.

WARREN PUBLIC ARTS COMMITTEE MINUTES

Attached are the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 7th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Warren Public Arts Committee held on Tuesday, 7th March 2023 be received and noted and the following recommendations be adopted:

ITEM 5.1 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

That the information be received and noted and Council proceed with the concept design for the Showground Racecourse mural subject to the Showground Racecourse Committee and Horse Committee endorsement.

ITEM 5.2 WARREN CBD TOILET/AMENITIES (G4-1.20)

That the information be received and noted and Council proceed with the final concept design after the check of approved photographs particularly of people is undertaken.

ITEM 5.3 LIONS PARK TOILET/AMENITIES (P1-7.5)

That the information be received and noted and Council proceed with the final concept design.

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 7th March 2022 commencing at 3:40 pm

PRESENT:

| | |
|-------------------|---|
| Ros Jackson | Councillor (Chair) |
| Joanne Van Eldonk | Councillor |
| Penny Heuston | Community Member |
| Judy Ridley | Community Member |
| Gary Woodman | General Manager |
| Sylvester Otieno | Divisional Manager Engineering Services |
| Joe Joseph | Infrastructure Projects Manager |
| Raymond Burns | Town Services Manager |
| Rebecca Christian | Minute Taker |

ITEM 1 APOLOGIES (C14-3.29)

Apologies were tendered on behalf of Councillor Katrina Walker, Jenny Quigley and Jodie Redman who were absent due to external commitments, and it was **MOVED** Jackson/Heuston 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 Ridley/Burns that the Minutes of the Meeting held on Tuesday, 6th December 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 6TH DECEMBER 2022

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5.1 PUBLIC ART ON PRIVATE PROPERTY MURALS (C14-3.29)

- The Town Services Manager presented the next draft concept design;
- 22m (10m x 12m) x 2.4m of aluminium panels located on the bar side and the McCalman Pavilion side;
- Persons depicted in mural would not be recognisable;
- Subject to Showground Racecourse Committee and Horse Committee endorsement; and
- All Councillors will be provided with a copy of the final concept design.

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 7th March 2022 commencing at 3:40 pm

ITEM 5.1 PUBLIC ART ON PRIVATE PROPERTY MURALS

CONTINUED

RECOMMENDATION TO COUNCIL:

MOVED Burns/Ridley that the information be received and noted and Council proceed with the concept design for the Showground Racecourse mural subject to the Showground Racecourse Committee and Horse Committee endorsement.

Carried

ITEM 5.2 WARREN CBD TOILET/AMENITIES

(G4-1.20)

- The Town Services Manager presented the draft concept design;
- Middle access door will be located at the rear of the building so more mural will be shown;
- Other doors will have a mural;
- 300mm aluminium kickboard will be at the bottom of the doors;
- Toilet signage as shown in concept design;
- Barbara Anderson's photograph will be removed;
- Older lady's photograph to be removed;
- Final check of approved photograph draft focusing on people will be undertaken;
- Final concept design will be recirculated; and
- All Councillors will be provided with a copy of the final concept design.

RECOMMENDATION TO COUNCIL:

MOVED Burns/Ridley that the information be received and noted and Council proceed with the final concept design after the check of approved photographs particularly of people is undertaken.

Carried

ITEM 5.3 LIONS PARK TOILET/AMENITIES

(P1-7.5)

- The Town Services Manager presented the draft concept design;
- The mural is all 4 sides;
- Door will be covered with mural;
- 300mm aluminium kickboard will be at the bottom of the door;
- Relevant photographs will be enlarged if possible;
- Toilet signage as shown in concept design;
- If there are repeated photographs, they will be on opposite sides;
- Final check of approved photographs will be undertaken; and
- All Councillors will be provided with a copy of the final concept design.

RECOMMENDATION TO COUNCIL:

MOVED Burns/Ridley that the information be received and noted and Council proceed with the final concept design.

Carried

WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
on Tuesday 7th March 2022 commencing at 3:40 pm

ITEM 6 GENERAL BUSINESS

ITEM 6.1 SHOWGROUND RACECOURSE GBS FALKINER LOUNGE FUTURE MURAL (S7-6)

- Matt Colwell has advised that the Warren Jockey Club have many photographs that have been stored that can be used for a future funded project.

ITEM 7 DATE OF NEXT MEETING

To be arranged for the 9th May 2023 at 3:30pm.

There being no further business the meeting closed 4.18pm.

TOWN IMPROVEMENT COMMITTEE

Attached are the Minutes of the meeting of the Town Improvement Committee held on Wednesday, 8th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Town Improvement Committee held on Wednesday, 8th March 2023 be received and noted, and the following recommendation be adopted:

ITEM 5.1 WARREN CENTRAL BUSINESS DISTRICT UPGRADE PROJECT (R4-20.6)

That:

1. The roundabout central island be constructed of an outer circle external ring of coloured concrete and an internal ring of low maintenance shrubs with colour to enhance the centre of town;
2. Option 2 as outlined in this report be adopted for the pedestrian refuge islands on the median islands.
3. Information on planned pavement work on Dubbo Street and the Roundabout be received and noted.
4. The suggestions as amended contained in Other Feedback in this report be adopted as designed and be included in the Masterplan.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Wednesday, 8th March 2023 commencing at 10.03 am

PRESENT:

Councillor Kevin Taylor (Chair)
Councillor Dirk McCloskey
Councillor Roslyn Jackson
Councillor Heather Druce
Councillor Jo Van Eldonk
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager Engineering Services)
Raymond Burns (Town Services Manager)
Maryanne Stephens (Manager Health and Development Services)
Joe Joseph (Infrastructure Projects Manager)
Jody Burtenshaw (Executive Assistant to General Manager and Mayor)
Karen Potter (Administration Officer Engineering Services)

ITEM 1 APOLOGIES

An apology was received from Councillor Sarah Derrett who was absent due to external commitments, and it was **MOVED** McCloskey/Druce that a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON TUESDAY 17TH FEBRUARY 2022

MOVED Taylor/Jackson that the Minutes of the Meeting held on Tuesday, 17th February 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD TUESDAY 17TH FEBRUARY 2022

- Parks Irrigation System – Staff need to do checks of the working order of the irrigation systems as it seems that a lot of areas do not seem to be working properly. There will be grant/budget requests for improved irrigation systems to correct the situation in the future.
-

ITEM 4 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Wednesday, 8th March 2023 commencing at 10.03 am

ITEM 5 REPORTS

ITEM 5.1 WARREN CENTRAL BUSINESS DISTRICT UPGRADE PROJECT (R4-20.6)

- Geoff Fowler arranged an extensive design of the roundabout with suitable plantings and sandstone blocks that has been completed, this would subject to Transport for NSW approval. It may already have been approved by RMS (Transport for NSW);
- Need to consider the removal of the security pole and use of the electricity pole which may be Council owned for the cameras;
- Artificial turf may be damaged by vehicles traversing the area;
- Coloured concrete on the external ring of the roundabout may be better;
- Inner circle to be low maintenance shrubs with colour to enhance the centre of town.

Other Amended feedback

- The development of the pedestrian link from Dubbo Street to Thornton Avenue will require sufficient lighting;
- Lawson Street (past the Family Health Centre) was previously designated for RV parking, may be still suitable;
- The annulus on the roundabout to be a lesser height to cater for traffic driving over the edges;
- Consideration of better plant choices with a statement/colour. Existing crepe myrtle in Macquarie Park and Lions Park adds colour. Bougainvillea on approaches to town as an avenue. Jasmine doesn't offer enough colour. Refer page 15, top left picture;
- Corner of Thornton Avenue and Burton Street (pump station) the planting of a hedge would add street appeal for a relative low cost. Page 17 picture 3(option 3);
- The materials for the outdoor library should be low maintenance type materials to reduce ongoing costs;
- Expansion of tree planting down Stafford Street along footpath (pool area) be considered as part of the Carters Oval Youth Sports Project budget;
- Better signage on approaches to site and signage promoting the Bob Christianson Reserve at locations e.g., rest areas. Current sign is not visible from either approach. Sign as remote supervision to be designed and installed;
- Native plantings to improve amenity and offer more privacy amongst visitors. E.g., weeping myall trees, wattles, tea trees, saltbush;
- Toilet not recommended for Bob Christiansen Reserve.

RECOMMENDATION TO COUNCIL:

MOVED Druce/Jackson that:

1. The roundabout central island be constructed of an outer circle external ring of coloured concrete and an internal ring of low maintenance shrubs with colour to enhance the centre of town;
2. Option 2 as outlined in this report be adopted for the pedestrian refuge islands on the median islands;
3. Information on planned pavement work on Dubbo Street and the Roundabout be received and noted

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Wednesday, 8th March 2023 commencing at 10.03 am

ITEM 5.1 WARREN CENTRAL BUSINESS DISTRICT UPGRADE PROJECT CONTINUED

4. The suggestions as amended contained in Other Feedback in this report be adopted as designed and be included in the Masterplan.

Carried

ITEM 6 GENERAL BUSINESS

- Rosemary in the CBD roundabout garden beds require need to be trimmed for tidiness.
-

NEXT MEETING

- 5th July 2023; and
- 8th November 2023.

There being no further business the meeting closed at 11.03am

PLANT COMMITTEE MEETING

Attached are the Minutes of the meeting of the Plant Committee held on Wednesday 8th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Plant Committee held on Wednesday 8th March 2023 be received and noted and the following recommendations be adopted:

ITEM 5 FINANCIAL STATEMENT

That an individual plant income and cost report be provided to the first Plant Committee Meeting in 2023/2024 detailing information for the 2022/2023 year result on all plant items.

That the final 2022/2023 Plant Replacement Program be approved with the Fertiliser Spreader being the lowest priority/contingency for any over expenditure to allow the local purchase of an appropriate minimum 3.6m folding slasher.

That the 2023/2024 Plant Replacement Program be approved in principle but, not including Plant 111 replacement, the sale only of Plant 300, not including Plant 43 replacement and the addition of \$133,622.70 to be allocated to the replacement of Plant 104 to an appropriate Telehandler.

ITEM 6.2 EOI – MANAGEMENT AND OPERATION OF MT FOSTER QUARRY (Q1-1.1)

That:

1. Council receives and accepts the expression of Interest from Neill Earthmoving Pty Ltd.;
2. Council engages an appropriate law firm to draft a lease agreement of Mt Foster Quarry, between Council and Neill Earthmoving Pty Ltd; and
3. Council authorises the General Manager and Divisional Manager Engineering Services to negotiate an agreement with Neill Earthmoving Pty Ltd for the Management and Operation of Mount Foster Quarry for reporting to Council through the Plant Committee for final approval.

WARREN SHIRE COUNCIL
Minutes of the Plant Committee Meeting
held in the Conference Room, 115 Dubbo Street Warren
on Wednesday 8th March 2023 commencing at 4.05pm

Present: Councillor Greg Whiteley (Acting Chair)
Councillor Milton Quigley (Mayor)
Councillor Dirk McCloskey
Councillor Noel Kinsey
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager Engineering Services)
Jason Boyd (Workshop Co-Ordinator)
Jody Burtenshaw (Executive Assistant to General Manager and Mayor)
Karen Potter (Administration Officer Engineering Services)

ITEM 1 APOLOGIES

Apologies were received from Councillor Andrew Brewer, Councillor Ron Higgins and Jillian Murray who were absent due to external commitments, and it was **MOVED** Kinsey/McCloskey that the apologies be accepted, and a leave of absence be granted for this meeting.

With the absence of Chair Councillor Andrew Brewer, Councillor Greg Whiteley agreed to Chair the meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED Kinsey/McCloskey that the Minutes of the Meeting held on Wednesday 23rd November 2022 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 FINANCIAL STATEMENT

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

Carried

RECOMMENDATION TO COUNCIL:

MOVED Kinsey/Whiteley that an individual plant income and cost report be provided to the first Plant Committee Meeting in 2023/2024 detailing information for the 2022/2023 year result on all plant items.

Carried

WARREN SHIRE COUNCIL
Minutes of the Plant Committee Meeting
held in the Conference Room, 115 Dubbo Street Warren
on Wednesday 8th March 2023 commencing at 4.05pm

ITEM 8 DATE OF NEXT MEETINGS

- 3rd May 2023;
- 2nd August 2023; and
- 15th November 2023.

There being no further business the meeting closed at 6.43 pm.

WATER AND SEWERAGE COMMITTEE

Attached are the Minutes of the Meeting of the Water and Sewerage Committee held on Friday 10th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Water and Sewerage Committee held on Friday 10th March 2023 be received and noted.

**ITEM 5.1 WATER AND SEWERAGE TELEMTRY AND PUMP FUNDING REQUEST
(W1-1, W2-1, W3-1 AND W4-1)**

That Council approve the immediate appropriation of \$320,000.00 from the Water Fund (\$200,000 for Water Telemetry System and \$120,000 for pump replacement) and \$150,000.00 from the Sewer Fund to upgrade the Sewer Telemetry systems for Warren and Nevertire.

**ITEM 6.3 WARREN SHIRE COUNCIL WATER SUPPLY BORE INSPECTION PROGRAM
(W2-1, W2-15, W3-5, W3-6, W4-7)**

That Council approve the immediate appropriation of \$160,000 from the Water Fund for refurbishment of the Old Bore at Nevertire, new Nevertire Bore, New Ellengerah Bore and inspection of the New Collie Bore.

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Friday 10th March 2023 4.00 pm

PRESENT:

Councillor Ron Higgins (Chair)

Councillor Noel Kinsey

Councillor Andrew Brewer

Gary Woodman (General Manager)

Sylvester Otieno (Divisional Manager Engineering Services)

Raymond Burns (Town Services Manager)

ITEM 1 APOLOGIES

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

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY 17th FEBRUARY 2022

MOVED Higgins/Kinsey that the minutes of the meeting held on Tuesday 17th February 2022 be accepted as true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON THURSDAY, 17th FEBRUARY 2022

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 REPORTS

ITEM 5.1 WATER AND SEWERAGE TELEMTRY AND PUMP FUNDING REQUEST (W1-1, W2-1, W3-1 AND W4-1)

RECOMENDATION TO COUNCIL

MOVED Kinsey/Higgins that Council approve the immediate appropriation of \$320,000 from the Water Fund (\$200,000 for Water Telemetry System and \$120,000 for pump replacement) and \$150,000 from the Sewer Fund to upgrade the Sewer Telemetry systems for Warren and Nevertire

Carried

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Friday 10th March 2023 4.00 pm

ITEM 6 GENERAL BUSINESS

ITEM 6.1 COLLIE WATER TANKS LAND (A5-1, W4-1, W3-2)

- The tanks at Collie are on Crown Land;
 - Land not gazetted for public 'infrastructure', instead 'recreation';
 - Council to validate the works under the Crown Lands Act, 2018, will need to become the Crown Land Manager of the relevant part of the land for the current tanks and other future use (construction of 10m high tower, hard stand area, chlorination system, treatment plant;
 - Need to conduct a culture and heritage assessment of the site using the requirements of the ntscorp;
 - The water main may not be a problem due to being done earlier than the commencement of the Act;
 - Cost is expected to be at least \$10,000 which will be costed to the overall Water supply votes; and
 - Alternate will be moving the tanks but still have to do the assessment.
-

ITEM 6.2 WARREN SEWERAGE TREATMENT WORKS (S5-10.2, L3-4.1, G4-1.34)

- Has been commenced being used during the flood;
 - EPA licence is being arranged. Finalise hopefully by the end of March 2023 or April 2023;
 - There is a need to sink at least one (1) sampling bore making at least three (3) sampling bores;
 - Some work to be done on the existing two(2) sampling bores;
 - Minor work to be carried out at the overflow point;
 - Will attempt to get a licence that will allow the eventual reuse of waste water back into Tiger Bay using a reed bed/ artificial wetland, UV system, etc; and
 - Eventually the old sewerage treatment works and ponds will be removed and rehabilitated.
-

ITEM 6.3 WARREN SHIRE COUNCIL WATER SUPPLY BORE INSPECTION PROGRAM (W2-1, W2-15, W3-5, W3-6, W4-7)

- Water supply bores have been inspected and reported on using the OWUA Bore Inspector Program;
 - Bore Flat undertaken for refurbishment at a cost of \$19,000, under the M&R vote;
 - Old Bore at Nevertire found to be in extremely poor condition with failure imminent, bore refurbishment cost estimated at approximately \$95,000 (pre-relining assessment and relining);
 - Old Bore at Nevertire is required as a backup to the New Nevertire Bore;
 - New Nevertire Bore – extreme amount of drillers mud, 80% severely blocked screens, 10m drillers mud at the bottom - \$32,000 estimated cost to refurbishment;
 - Ellengerah New Bore – large amount of drillers mud, 60%-70% severely blocked screens- \$28,000 estimated cost to refurbishment;
 - Ellengerah Old Bore – is in better condition than others however is not used as priority alternative;
 - New Collie Bore has not been inspected yet; (\$5,000 inspection cost);
-

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Friday 10th March 2023 4.00 pm

ITEM 6.3 WARREN SHIRE COUNCIL WATER SUPPLY BORE INSPECTION PROGRAM
(W2-1, W2-15, W3-5, W3-6, W4-7
CONTINUED

- High chance of not being able to fault the bore contractor; and
- Total of \$160,000 is required for bore refurbishment (Warren, Nevertire, Collie), funding is available from the Water Supply Fund , this will allow approximately \$265,000 being left in the Water Supply Fund plus additional income in 2022/2023 and 2023/2024.

RECOMMENDATION TO COUNCIL

MOVED Kinsey/Higgins that Council approve the immediate appropriation of \$160,000 from the Water Fund for refurbishment of the Old Bore at Nevertire, new Nevertire Bore, New Ellengerah Bore and inspection of the New Collie Bore.

Carried

ITEM 7 DATE OF NEXT MEETING

- 6th July 2023
- 9th November 2023

There being no further business the meeting closed at 11.40am.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 14th March 2023.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Committee held on Tuesday, 14th March 2023 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

PRESENT:

| | |
|------------------|--|
| Sylvester Otieno | Divisional Manager Engineering Services |
| Jillian Murray | Acting Divisional Manager Finance & Administration (Chair) |
| Joe Joseph | Infrastructure and Projects Manager |
| Raymond Burns | Town Services Manager |
| Susan Balogh | Economic Development and Visitation Manager |
| Jody Burtenshaw | EA to the Mayor and General Manager (left at 3.00 pm) |

1 APOLOGIES

Apologies were received from Gary Woodman, Maryanne Stephens and Pam Kelly who were absent due to external commitments and it was **MOVED** Otieno/Balogh that a leave of absence be granted for this meeting.

Carried

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.2 Preparation of the March 2023 Council Newsletter (GM)

| Item | Responsible Officer |
|---|---|
| Road Maintenance Construction Program for April/June 2023 | RIM |
| Registration of Local Contractors on VendorPanel | DMFA, CC |
| Women of Warren Shire | GM |
| Staff Profile | GM |
| Ellengerah Road – Damage and Drone Footage | DMES |
| VIC Volunteer Advertising | GM |
| Project upgrade updates | GM |
| Successful Grants | IPM/DMES |
| Vacant Positions | Finance Officer – Payroll/HR Officer |
| CMCC Weed Awareness Section | CMCC |

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

Carried

4.1.3 Suggestions in the Council Suggestion Box (GM)

One suggestion was received for the consideration of an Employee of the Month Award with an hour flexi time to be awarded to the recipient. To be discussed further at a Senior Management Team Meeting.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.4 Western Plains App (GM)

The Economic Development and Visitation Manager to report to Manex on the use of the Western Plains App.

Council has commenced a contract for 12 months with the Western Plains App.

Buttons that Council have allocated include:

- News;
- Roads;
- Report an issue;
- Contact us;
- Supply to Council;
- Council Meetings;
- Councillors;
- Employment;
- Events;
- Public Exhibitions; and
- Home.

Employment and Tenders can be run separately to the buttons as advertisements for three (3) weeks and are an additional cost.

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

Carried

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 2023/24 Estimates Preparation Timetable (ADMFA)

The Manex Team were reminded to submit their Estimates form/s to the Acting Divisional Manager Finance & Administration as soon as practical and before Wednesday, 15th March 2023.

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (AGRN 960) (DMES/FRSPM)

- Approximately \$462,000 including Council contribution for Emergency Works undertaken and paid for;
- Package 1 for Essential Public Asset Reconstruction Works amounting to approximately \$1.871 million approved;
- Package 2 for Essential Public Asset Reconstruction Works amounting to approximately \$350,000 approved (Dragon Cowal – Merrigal Road culverts);
- Other restoration works transferred to November/ December 2021 Flood and Storm Damage Claim (AGRN 987) which will allow further time for the eventual undertaking of restoration work.
- The Divisional Manager Engineering Services advised that a Works Program has been formulated.
- The Divisional Manager Engineering Services advised that five (5) roads have been completed; SR25 Cullemburrawang Road, SR24 Hatton Road. SR31 Pigeonbah Lane, SR30 Wonbobbie Lane and SR10 Killaloo Lane.

4.3.2 Warren Shire Council November 2021 Flood and Storm Damage Claim (AGRN 987) (DMES/FRSPM)

- Approximately \$750,000 including Council contribution for Emergency Works undertaken and paid for;
- Built Environment Collective (BEC) still undertaking an assessment which has been severely affected by further flood and storm events expected to be somewhere between \$1.2 million and \$1.4 million;
- Some restoration works maybe transferred to the June/July 2022 Flood and Storm Damage Claim (AGRN 1025) which will allow further time for the eventual undertaking of restoration work.
- The Town Services Manager to follow-up on Council's Claim for Emergency Levee Operations (\$174,000).

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

- Built Environment Collective (BEC) still undertaking an assessment which has been severely affected by further flood and storm events expected to be somewhere between \$600,000 and \$800,000;
- Immediate reconstruction works approved in the amount of approximately \$323,610 (Ellengerah Road). Work is substantially complete. Pending guardrail and linemarking.
- To date approximately \$274,033 spent for Emergency Works which are yet to be finalised and claimed for (June, July, August, September, October, November, December 2022).

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.4 Warren Shire Council August 2022 Flood and Storm Damage Claim (AGRN 1030) (DMES/FRSPM)

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

4.3.5 Warren Shire Council September to December 2022 Flood and Storm Damage Claim (ARGN 1034) (DMES/FRSPM)

- BEC has completed assessment.

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

Carried

4.3.6 2023 Calendar of Events at the Showground/Racecourse (TSM/IPM)

A Sub Committee of the Showground/Racecourse Committee was formed and met on Friday 10th March 2023. A further Sub Committee Meeting has been scheduled for the 28th April 2023 to further discuss fees and the conditions of use for the Equestrian Arena.

The Town Services Manager is monitoring the demolition of the ladies toilets at the lower bar area and scheduling these works between user events to minimise disruption.

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

Carried

4.3.7 Confirm Asset Management System Implementation Timetable and Status (DMES)

Confirm training still to be given, arranged with the help from the trainer to any other identified staff, such as Team Leaders etc. The required staff members and their immediate supervisors are to be advised of the upcoming training and to make themselves available for these days.

The Divisional Manager Engineering Services is investigating the management of roads through the Reflect System.

The Divisional Manager Engineering Services will enquire with Civica to see if there is an Asset Management System that can be added to our current Practical System.

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 14th March 2023 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.7 Confirm Asset Management System Implementation Timetable and Status (DMES)
 Continued

Divisional Manager Engineering Services to investigate a start point for this system, a list of assets to be followed up.

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

Carried

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

Nil.

4.5 WORK HEALTH SAFETY MATTER

Nil.

4.6 HUMAN RESOURCES

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

| Position | Responsible Officer | Status |
|--|---------------------|---|
| Accountant | DMFA | No action to be taken at present due to budget |
| Water & Sewer Team Leader | DMES | Looking at options. |
| Water & Sewer Attendant | DMES | Candidate has commenced |
| Assets & Projects Manager | DMES | Advertising – closes 16th March 2023 |
| Casual Cleaner | MHD | Candidate has commenced |
| Divisional Manager Finance & Administration | GM | Medical is booked 16th March 2023 |
| Pavement Maintenance Team Leader | DMES | Readvertising |
| Pavement Maintenance Team Operator or Labourer | DMES | Candidate has commenced |
| Roadside Maintenance Team Operator | DMES | Readvertising |
| Light Truck Driver – Water | DMES | Currently conducting interviews of internal staff |
| Light Truck Driver – Water - Temporary | DMES | Readvertising |

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th March 2023 commencing at 2.30 pm

4.6 HUMAN RESOURCES

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

Continued

| Position | Responsible Officer | Status |
|--|---------------------|--|
| Light Plant Operator (Roller) - Temporary | DMES | Readvertising |
| Light Plant Operator (Roller) – Permanent | DMES | To be advertised following resignation. |
| Flood Restoration and Special Projects Manager – Temporary | DMES | Advertising – closes 16th March 2023 |
| Admin Officer Engineering Services (12 month contract) | DMES | Casual Admin Officer has moved into this role. |

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
Tuesday 14th February 2023 commencing at 2.30 pm

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Nil.

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

| MARCH 2023 | STATUS | APRIL 2023 | STATUS |
|--|----------|--|--------|
| 1st: 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 | 30th: Public bodies to provide Council with a list of parcels of land to which rate rebate applies [LGA s 600(5)] | Noted |
| 14th: Councils can apply to the Minister to dispense the need for a by-election for any casual vacancies that occur in the last 18 months of the term [LGA 294] | Complete | 30th: Fourth quarter rates instalment notices to be sent [LGA s562(5)] | Noted |

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 14th February 2023 commencing at 2.30 pm

6 OPERATIONAL PROCEDURES (I2-11.1)

Nil.

7 FEBRUARY 2023 DRAFT MINUTES AND MARCH 2023 BUSINESS PAPER

The Committee previewed the March 2023 Business Paper and the February 2023 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.

The Casual Administration Officer to be asked to photocopy all outstanding bluey's and that they be circulated to the relevant staff member to follow-up for completion.

9 GENERAL BUSINESS WITHOUT NOTICE

- The Infrastructure Projects Manager advised that he had received an email from the Office of Energy and Climate Change regarding a free Electric Vehicle (EV) Feasibility Study for Warren, funded by Sustainable Councils Program by the NSW Government. The feasibility study report can be used for possible grant funding that may be available in the future.

There being no further business the meeting closed at 4.30 pm.

WARREN SHIRE COUNCIL
Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Wednesday 16th February 2023

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

RECOMMENDATION:

That the information be received and noted.

MINUTES OF THE WARREN SUPPORT SERVICES INTERAGENCY MEETING HELD IN THE COUNCIL COMMUNITY ROOM, WARREN ON 16th February 2023.

Meeting opened 1.00pm

1. PRESENT: Clr Sarah Derrett, Clr Katrina Walker.

Via Video; Ewen Jones, Jamie Rodgers, Sarah Ellison, Kerry Palmer, Cath McLaughlin, Amy Hall, Rebecca Blyth. Rod Sandell and Tony McAlary from the local organisation Warren Health Action Committee (WHAC).

2. APOLOGIES: Rebecca Glover

Moved; Ewen Jones

Seconded; Clr Katrina Walker

3. CONFIRMATION OF MINUTES HELD 24TH NOVEMBER 2022.

Moved; Clr Sarah Derrett

Seconded; Clr Katrina Walker

4. BUSINESS ARISING

- Another date is to be announced soon for the Grow Expo. Sarah Ellison said a tentative date was 13th April Hopefully Matt from RFDS can attend on the day.
- Ewen Jones wanted a correction to the information written for the meeting held 24th November 2022. All meetings are face to face, and not the first meeting only as was written in those minutes.

5. CORRESPONDENCE

In – Nil

Out - Nil

6. ACTION CHECKLIST UPDATES

Designing Resilience Workshop Sarah Ellison has spoken to Kerry Palmer on this matter. The action will be taken off the Action Checklist and Kerry will talk with the Economic Development Committee on this topic.

WARREN SHIRE COUNCIL
Delegates Report by Councillor K Walker
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Wednesday 16th February 2023

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES

CONTINUED

7. REPORTS FROM AGENCIES

URSULA RYAN RFDS

- Verbally confirmed that Sarah Ellison’s position will be permanent so Warren will not be without the service.
- Jamie Rodgers shall attend Warren Court days from the start of March. Jamie shall drop off pamphlets to let people know what she does.

AMY HALL WARREN TAFE

- Amy is meeting with local health/nursing personnel and Hospital Managers from Warren Trangie and Coonamble on Monday, 20th February 2023 to push forward with the idea of having localised training in Assistant Nursing (AIN) and also Enrolled Nursing (EN), training at a later stage.
- At present, the training and practical component is held in Dubbo. The aim is to do training via video and the practical component at the local Hospitals using equipment that the Hospitals are willing to provide.

KERRY PALMER DEPARTMENT OF REGIONAL NSW

- Kerry is working with Warren Shire Council to develop the Visitor Economy. Workshops were held in August 2022 and from the workshops a “draft Warren and the Visitor Economy Community Consultation Executive Summary” was produced.
- Is also part of the team developing the Warren Shire Council Economic Development Strategy and Action Plan.
- Susan Balogh has recently been appointed by Warren Shire Council as the Economic Development and Visitation Manager.

EWEN JONES MARATHON HEALTH

- There is capacity for Marathon Health to take on clients in Warren. The service is free, confidential and self-referral. Is available to people 16 years and over. A social worker will take clients to the doctor if it is a drug problem.
- Transport is provided to the Doctor or Chemist if required and also to Dubbo if needed by the client.
- Marathon Health forms are available at the Chemist.
- A recovery coach will do a mental health assessment and then come up with a plan and work out goals with the client.
- Sharon from headspace Youth Outreach Project (hYOP) spoke about a program called Youth Outreach. From 10 remote communities, 30 trainees will be able to do the Certificate IV in Mental Health, with all course travel and accommodation costs covered. Sharon will support and mentor the recruits as they study.
- When the students have done this course they will go back to their community and an employer will help them deliver activities for people in the community requiring assistance.
- Sharon at the meeting mentioned that they were having problems finding an employer in Warren.
- Kelly Sinclair has been approached about the program.

NORTH WESTERN LIBRARY SERVICE

Minutes of the North Western Library Co-operative Annual General Meeting held at Warren Shire Council on Thursday 16th February 2023 commencing at 10.00 am.

PRESENT:

| | |
|--|-------------------------|
| Councillor Katrina Walker | Warren Shire Council |
| Councillor Sarah Derrett | Warren Shire Council |
| Councillor Gail Babbage | Gilgandra Shire Council |
| Jillian Murray (Executive Officer) | Warren Shire Council |
| Pam Kelly (Co-operative Library Manager) | Warren Shire Library |
| Brooke Whaley (Team Leader) | Bogan Shire Library |
| Liz McCutcheon (Library Manager) | Gilgandra Shire Library |
| Raquel Pickering (Librarian) | Coonamble Shire Library |
| Bruce Quarmbly (Finance) | Coonamble Shire Council |
| Neil Alchin (Finance) | Gilgandra Shire Council |

WELCOME

Gary Woodman, General Manager of Warren Shire Council welcomed all present to Warren.

APOLOGIES – Clr Deacon - Bogan Shire Council, Councillor Jackson – Bogan Shire Council and Councillor Churchill - Coonamble Shire Council.

Moved Pickering/McCutcheon that the apologies be accepted.

Carried

CONFIRMATION OF MINUTES

Moved Babbage/Whaley that the minutes of the AGM held on the 2nd March 2022 at Bogan Shire Council, as circulated, be confirmed as a true and correct record of that meeting.

Carried

BUSINESS ARISING

Nil

ITEM 1 CHAIRPERSON'S 2021/22 REPORT

Moved Walker/Kelly that the information be received and noted.

Carried

ITEM 2 ELECTION OF CHAIRPERSON

The Executive Officer acted as Returning Officer for the election.

Nominations were called for the position of Chairperson.

One nomination was received being Clr K Walker

Clr Walker was duly declared elected as chairperson for the ensuing year.

ITEM 3 CHAIRPERSONS ALLOWANCE

Moved Kelly/Derrett that no allowance be paid to the chairperson.

Carried

NORTH WESTERN LIBRARY SERVICE

Minutes of the North Western Library Co-operative Annual General Meeting held at Warren Shire Council on Thursday 16th February 2023 commencing at 10.00 am.

ITEM 4 ELECTION OF EXECUTIVE COMMITTEE

In accordance with the Constitution, North Western Library must set up an Executive Management Committee. The committee comprises of the Chairperson, the Executive Officer, the Regional Librarian and one other delegate elected at the AGM.

Nominations were called for the position on the Executive Management Committee.

One nomination was received being Clr G Babbage.

Clr Babbage was duly elected to the Executive Management Committee for the ensuing year.

ITEM 5 FINANCIAL REPORTS

Moved Kelly/Whaley that the information be received and noted.

Carried

ITEM 6 COUNCIL CONTRIBUTIONS FOR 2023/2024

Moved Quarmby/Kelly that the 2023/2024 per Council contribution to the North Western Library Co-operative be increased by 3.7% being the rate-pegging limit determined by IPART for 2023/2024 rating year.

Carried

ITEM 7 REGIONAL LIBRARY MANAGERS' REPORT – 2021/22

Moved Kelly/Pickering that the information be received and noted.

Carried

ITEM 8 BOGAN SHIRE LIBRARY REPORT – 2021/22

Moved Whaley/Babbage that the information be received and noted.

Carried

ITEM 9 COONAMBLE SHIRE LIBRARY REPORT – 2021/22

Moved Pickering/Whaley that the information be received and noted.

Carried

ITEM 10 GILGANDRA SHIRE LIBRARY REPORT – 2021/21

Moved McCutcheon/Baggage that the information be received and noted.

Carried

ITEM 11 WARREN SHIRE LIBRARY REPORT – 2021/22

Moved Kelly/Derrett that the information be received and noted.

Carried

ITEM 12 STATISTICAL REPORT – 2021/22

Moved Kelly/Pickering that the information be received and noted.

Carried

NORTH WESTERN LIBRARY SERVICE

**Minutes of the North Western Library Co-operative
Annual General Meeting held at Warren Shire Council
on Thursday 16th February 2023 commencing at 10.00 am.**

ITEM 13 REVIEW OF MANAGEMENT PLAN – 2023

Moved McCtcheon/Whaley that the Management Plan 2023 as presented be adopted.

Carried

ITEM 14 MEMBERSHIP OF WARRUMBUNGLA SHIRE COUNCIL

Moved Kelly/McCutcheon that the Regional Library Manager contact Warrumbungle Shire Council requesting additional information from them regarding the application for membership to the North Western Library Co-operative. The Regional Library Manager to also prepare an information package to Warrumbungle Shire Council. All Councils were in agreeance.

Carried

GENERAL BUSINESS

Nil

NEXT MEETING

The next meeting is to be held at Bogan Shire Council on Wednesday 1st November 2023.

There being no further business the meeting closed at 10:55 am

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) INCORPORATED, ANNUAL GENERAL MEETING HELD ON 22nd
FEBRUARY 2023, SECOND LEVEL, CLUB YORK 99 YORK ST, SYDNEY**

Present in person

Cr Kevin Duffy
Cr Dennis Brady
Cr Denis Todd
Cr Mathew Deeth
Cr Chris Roylance
Steve Loane OAM
Cr Peter Batten
Heather Nicholls
Cr Dom Figliomeni
Cr Jim Hickey

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

By Zoom

Cr Liz McGlynn
Gary Woodman

Bland Shire Council
Warren Shire Council

Apologies

Cr Michael Banasik
Cr Phyllis Miller OAM
Cr Scott Ferguson
Cr Mathew Dickerson
Murray Wood
Cr Jason Hamling
Kent Boyd
Peter Vlatko
Cr Peter Abbott
Cr Jarrod Marsden
Cr Des Kennedy
Brad Cam
Cath Blakey
Ron Zwicker
Greg Tory
Cr Jane Keir
Mike Urquhart
Cr Ros Jackson
Cr Katrina Walker
Cr John Stafford
Colleen Worthy
Cr Aneillo Iannuzzi

Wollondilly Shire Council (Chair)
Forbes Shire Council (Dep Chair)
Blayney Shire Council (Ex Comm)
Dubbo Regional Council
Dubbo Regional Council
Orange City Council
Parkes Shire Council
Cobar Shire Council
Cobar Shire Council
Cobar Shire Council
Mid-Western Regional Council
Mid-Western Regional Council
Wollongong City Council
Wollongong City Council
Lachlan Shire Council
Walgett Shire Council
Walgett Shire Council
Warren Shire Council
Warren Shire Council
Upper Lachlan Shire Council
Upper Lachlan Shire Council
Warrumbungle Shire Council

In attendance

Greg Lamont, Executive Officer (Minute Taker) and Liza Schiff (Melting Pot Planning).

Welcome by Acting Chair.

The Acting Chair, Councillor Kevin Duffy, welcomed members (in person and by zoom) to the meeting and called on Executive Officer to inform delegates of the absence of the Chair. The Executive Officer reported that the Chair, Cr Michael Banasik was hospitalised and unable to attend the meeting in person or by zoom, so in view of the apologies, as the remaining Deputy Chair, Cr Duffy was required to chair the meeting which he declared open at 9.20am.

1. Acknowledgement of Country by Acting Chair

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

2. Apologies.

AGM 1/2023 Resolved (Cr Brady/Cr Roylance) that the apologies as per the above list be received and noted

3. Acting Chair Minute for former Chair

AGM 2/2023 Resolved (Loane/Cr Brady) that the Association acknowledge the leadership of the former Chair Peter Shinton and delegates wish him well for the future with his health challenges.

4. Disclosures of Interest.

Nil

5. Adoption of Minutes of Annual General Meeting held on 18th March 2022.

AGM 3/2023 Resolved (Cr Brady/Cr Todd) that the minutes of the Association's Annual General Meeting held on 18th March 2022, be received, and noted as a true and accurate record of proceedings.

6. Business arising from the Minutes of Annual General Meeting held on 18th March 2022. Nil

7. Chairperson's 2021 - 22 Annual Report

The Acting Chair requested the Executive Officer to present the Chair's Annual Report in view of his absence.

AGM 4/2023 Resolved (Cr Roylance/Cr Hickey) that the Chairperson's 2021-22 Annual Report be received and noted.

8. Executive Officer's 2021 - 22 Annual Report.

AGM 5/2023 Resolved (Cr Todd/Cr Deeth) that the Executive Officer's 2021-22 Annual Report be received and noted.

9. Election of Chairperson, Deputy Chairpersons and Executive Committee.

SUSPENSION OF STANDING ORDERS AT 9.40AM

Election of Executive Committee

AGM 6/2023 Resolved (Cr Figliomeni/Cr Batten) That the meeting be suspended to allow the Returning Officer to conduct the election of the Executive Committee.

The Executive Officer as Returning Officer reported that the nominations for the Executive Committee received by the due date equated to the vacancies for Chair and the two Deputy Chair positions plus two Executive Committee members and

there was one position vacant for the Executive Committee that need to be sought from delegates.

The Returning Officer called for nominations from the floor for one position on the Executive Committee. Cr Peter Batten nominated Cr Liz McGlynn (Bland Shire Council) who accepted the nomination. The results of the election were as follows:

- Chair – Cr Kevin Duffy (Orange City Council;)
- Deputy Chair – Cr Phyllis Miller OAM (Forbes Shire Council);
- Deputy Chair – Cr Dennis Brady (Lachlan Shire Council);
- Executive Committee –
 - Cr Scott Ferguson (Blayney Shire Council), Cr Denis Todd (Warrumbungle Shire Council) and Cr Liz McGlynn (Bland Shire Council)

Delegates congratulated the Executive Committee on their appointment's.

RESUMPTION STANDING ORDERS AT 10.10AM

AGM 7/2023 Resolved (Cr Roylance/Cr Figliomeni) that the Association resume the Annual General Meeting business with Cr Kevin Duffy as Chairperson.

10. Financial Statements – 1/7/21 to 30/6/22

AGM 8/2023 Resolved (Cr Todd/Cr Brady) that the Financial Report for 2021-2022 financial year be referred to the NSW Department of Fair Trading to note, in accordance with the Association Incorporations Act 2009, by 30th April 2023.

11. 2022-2023 Budget

AGM 9/2023 Resolved (Cr Todd/Cr Brady) that the 2022-2023 budget as presented be adopted by the Association with the inclusion of provision for any membership fee increase in Item 12, the Mini Conference cost Ordinary meeting) and the Executive Officer's Contract provisions in Item 15.

12. Membership Fees

AGM 10/2023 Resolved (Cr Brady/Cr Roylance) that the Association membership fees for 2022 – 2023 be increased by 3%, considering the 2022-23 proposed rate peg changes recommended by IPART (range 3.7% - 6.8%) and changes to the rate peg calculation per member.

13. 2022 Meeting Dates & Venues

AGM 11/2023 Resolved (Cr Duffy/Cr Todd) that the meeting cycle for August and November be determined at the next Ordinary meeting in Dubbo on 26th May 2023.

14. Strategic Plan 2023-2026

AGM 12/2023 Resolved (Cr Roylance/Cr Todd) that the Strategic Plan 2023 - 2026 be adopted.

Executive Officer and Lisa Schiff left the room at 10.25am

15. Executive Officer's Contract Renewal

AGM 13/2023 Resolved (Cr Duffy/Cr Brady) that the Executive Officer's contract be extended until 30th June 2023 and if required further than that, any extension to be determined by the Executive.

Executive Officer and Lisa Schiff re-entered the meeting at 10.33am

16. General Business

(a) Next Annual General Meeting -

AGM 14/2023 Resolved (Cr Brady/Cr Roylance) that the Annual General Meeting to be held in November 2023 at a location to be determined.

17. Close. The meeting closed at 10.45am

The minutes (pages 1-4) were confirmed at the Annual General meeting of the Association held on the ____ November 2023 and are a full and accurate record of proceedings of the meeting held on 22nd February 2023

.....

**Cr Kevin Duffy
Chairperson**

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 22nd FEBRUARY 2023

Present in person.

Cr Kevin Duffy
Cr Dennis Brady
Cr Denis Todd
Cr Mathew Deeth
Cr Chris Roylance
Steve Loane OAM
Cr Peter Batten
Heather Nicholls
Cr Dom Figliomeni
Cr Jim Hickey

Orange City Council (Chair)
Lachlan Shire Council (Deputy Chair)
Warrumbungle Shire Council (Ex Comm)
Wollondilly Shire Council
Forbes Shire Council
Forbes Shire Council
Cabonne Shire Council
Cabonne Shire Council
Wollongong City Council
Broken Hill City Council

By Zoom

Cr Liz McGlynn
Gary Woodman

Bland Shire Council (Ex Comm)
Warren Shire Council

Apologies

Cr Michael Banasik
Cr Phyllis Miller OAM
Cr Scott Ferguson
Cr Mathew Dickerson
Murray Wood
Cr Jason Hamling
Kent Boyd
Peter Vlatko
Cr Peter Abbott
Cr Jarrod Marsden
Cr Des Kennedy
Brad Cam
Cath Blakey
Ron Zwicker
Greg Tory
Cr Jane Keir
Mike Urquhart
Cr Ros Jackson
Cr Katrina Walker
Cr John Stafford
Colleen Worthy
Cr Aneillo Iannuzzi

Wollondilly Shire Council
Forbes Shire Council (Deputy Chair)
Blayney Shire Council (Ex Comm)
Dubbo Regional Council
Dubbo Regional Council
Orange City Council
Parkes Shire Council
Cobar Shire Council
Cobar Shire Council
Cobar Shire Council
Mid-Western Regional Council
Mid-Western Regional Council
Wollongong City Council
Wollongong City Council
Lachlan Shire Council
Walgett Shire Council
Walgett Shire Council
Warren Shire Council
Warren Shire Council
Upper Lachlan Shire Council
Upper Lachlan Shire Council
Warrumbungle Shire Council

In attendance

Greg Lamont, Executive Officer (Minute Taker) and Liza Schiff (Melting Pot Planning).

1. Welcome by Chair.

The Chair, Councillor Kevin Duffy, welcomed members (in person and by zoom) to the meeting and declared the meeting open at 10.55am.

2. Acknowledgement of Country by Chair

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

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 22nd FEBRUARY 2023

3. Apologies.

OM 1/2023 Resolved (Cr Brady/Cr Roylance) that the apologies as per the above list be received and noted.

4. Disclosures of Interest.

Nil

5. Adoption of the Minutes of the Ordinary Meeting held on 2nd September 2022

OM 2/2023 Resolved (Cr Figliomeni/Loane) that the minutes of the Ordinary meeting held on 2nd September 2022 be received and noted.

6. Business Arising from Minutes of the Ordinary meeting held on 2nd September 2022 - Nil

SUSPENSION OF STANDING ORDERS AT 11.30am TO RECEIVE PRESENTATIONS FROM THE FOLLOWING SPEAKERS

OM 3/2023 Resolved (Cr Figliomeni/Cr Roylance) that the meeting be suspended at 11.30am to receive the presentation from the following speakers:-

- (a) Courtney Housoss, Labor MLC, Shadow Minister for Natural Resources & Shadow Minister for Better Regulation, commented on the following:-
- New to portfolio of Resources and apologised for not being up to speed with all the issues, however as Shadow Minister was willing to learn from entities like MERC on issues associated with Critical Minerals, Resources for Regions, Royalties for Rejuvenation, VPA's etc., in an endeavour to address them.
 - Concerned about what happens after mines close in communities – that's where opportunities need to be explored for manufacturing eg building rail trains in NSW in those areas to utilise the available labour from mine closures.
 - Labor has developed its own Coal Reservations Policy in opposition to the Coalition's Coal Directions Policy.
 - Labor supports the Coalition's Energy Plan but are concerned about the slow roll out of the REZ's and the lack of engagement with communities and affected landholders to date which they will look at improving.
 - There doesn't appear to be any provision in the Coalition's Energy Plan for manufacturing to generate their own energy and jobs from the Energy Plan initiatives roll out.
 - There appears to be a lack of transparency in how the miners are addressing their emission issues out there in the communities and government will be keen to work with them to address the issues.
 - If elected, Labor will introduce a State-owned Energy Commission to ensure a consistent supply of energy for everyone in the State - it will be modelled on the Federal Government's Clean Energy Corporation.

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 22nd FEBRUARY 2023

- Libs/Nationals have left the incoming government in a dire position with the lights and power not guaranteed to be left on and cost of energy -, Labor's focus will be to keep the lights on at a lower cost to stakeholders..
- Labor's focus will be on hydro, community batteries, solar, wind but no nuclear at this stage.
- They will also be looking at pumped hydro and have had talks with Yancoal already, who are exploring the opportunities with it.
- Happy to attend future meetings and build up a relationship with MERC.

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

- Energy Corporation of NSW is a statutory authority re-established in line with legislative functions under the Energy and Utilities Administration Act 1987 and Electricity Infrastructure Investment Act 2020 has been set up to “join the dots” with the design, delivery, and coordination of Renewable Energy Zones (REZ's) and other electricity infrastructure in a way that benefits consumers, investors and regional communities.
- Transmission development is becoming increasingly controversial in local communities, with communities already raising concerns with compensation, consultation, land use conflict, access fees and cost recovery.
- The loss of social licence has the potential to delay the rollout of transmission infrastructure which would jeopardise energy security, slow NSW's transition to net zero emissions and increase electricity costs for consumers. To avoid this the government will need to actively build community support for the transition rollout.
- Have engaged consultants to look at ways to improve the consultation process with roll out of the 5 REZ's in NSW, results will be out shortly.
- Seeking funding to develop a Community Benefit Funding Scheme Model at the moment where EnergyCo to get the right model for the roll out of these in the Rez's.to work.
- Has been out and about talking to affected persons in Dunedoo and Coolah and have had bilateral and collective meetings with the Councils in the REZ's, to get feedback and have set up a Community Survey online.
- Coalition of Renewable Energy Mayors has been set up (includes Mayors from Mid-Western Regional, Warrumbungle, Dubbo Regional [MERC members], and the New England Councils – Tamworth, Armidale, Inverell, Glen Innes, Walcha or Uralla) who have met with Mike and Minister Kean after Country Mayors meeting 21st February 2023 to discuss their REZ concerns.
- Seeking confirmation of grant for \$50m to fund the Central West Orana REZ. For cheques to be sent out in July/August for access fees to landholders and Councils.
- The REZ's are legislated, so the incoming government will have to continue the process and Mike has had discussions with Shadow Minister for Climate Change and Energy, Jihad Dib, who is generally supportive.
- New England REZ next to roll out and there are many projects underway with the Hunter Transmission project for Bayswater to Eraring.
- Regarding VPA's for Renewable Energy developments, this has been discussed with Coalition of Renewable Energy Mayors and models are being considered based on 1.5% of CIV for VPA's.
- Mike said Department of Planning staff are starting to realise that VPA's should cover other issues raised by the communities affected by these

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, 2nd Floor YORK 2 ROOM, 99 YORK ST, SYDNEY 22nd FEBRUARY 2023

State Significant Developments, and it is something the new government will have to address as part of the Productivity Commissions' recommendations ie by making the developers pay more and fairly to LGA's.

RESUMPTION OF STANDING ORDERS AT 12.15pm

OM 4/2023 Resolved (Cr Batten/Cr Blakey) that the meeting be resumed at 12.15pm to continue with the meeting items.

7. Adoption of the Minutes of the Executive Committee Meeting held on 13th February 2023

OM 5/2023 Resolved (Cr Roylance/Cr Brady) that adoption of the minutes of the Executive Committee meeting held on 13th February 2022 be deferred until after the Executive Officer provides a background report on the items & recommendations.

Executive Officer's Report

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

OM 6/2023 Resolved (Brady/Cr Todd) that the minutes of the Executive Committee meeting held on 13th February 2023 be received and noted.

8. Business Arising from the Minutes of Executive Committee Meeting held on 13th February 2023 - Nil

9. Delegates Reports – Nil.

10. Speakers - As above

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

12. General Business

(a) Location/dates for next meetings in 2022/23 – Dubbo 24-26th May 2023 as part of the Mini Conference in partnership with RDA Orana Innovation & Industry Conference

Close – the meeting closed at 12.50pm

The minutes (pages 1-8) were confirmed at a meeting of the Ordinary Meeting held on the 26th May 2023 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 22nd February 2023.

.....
Cr Kevin Duffy
Chairperson

WARREN SHIRE COUNCIL
Policy Report of the General Manager
to the Ordinary Meeting of Council to be held in the
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ITEM 1

MEDIA POLICY

(P13-1, C8-1)

RECOMMENDATION that:

1. The information be received and noted;
2. The Media Policy be placed on public exhibition for a minimum of 28 days: and
3. Subject to no adverse submissions being received, the Media Policy as amended be adopted.

PURPOSE

To establish the Media Policy in order to provide a framework to assist Council when dealing with the Media to ensure that media engagement by Councillors and Staff is consistent, accurate, professional and enhances Council's reputation.

BACKGROUND

The Office of Local Government has finalised a Model Media Policy, which has been developed following two (2) rounds of consultation with the Local Government Sector and reflects best practice in the Local Government Sector.

The Model Policy is not mandatory, and Councils are free to choose whether to use or adopt it for their own purposes.

The Office of Local Government has advised that if adopted, the Media Policy will operate to supplement the provisions of Councils' adopted Code of Conduct.

REPORT

At the heart of the Draft Media Policy are the four (4) "Principles" of media engagement being – openness, consistency, accuracy and timeliness.

The option used within the Model Policy to create the Draft Media Policy is Option 1 – the General Manager led Model instead of Option 2 – the Media Co-Ordinator led Model.

The Draft Policy clearly identifies who can engage with the media and associated limitations.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

The Draft Policy clearly identifies the limits of responsibility for all parties involved.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

Consultation will involve at minimum 28 days public notice.

The automatic adopting of the Policy would only be undertaken if no adverse submissions are received.

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MEDIA POLICY

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OPTIONS

Council has the option of adopting or not adopting the Media Policy, as it sets out the limits of responsibilities for all parties.

CONCLUSION

The Draft Media Policy ensures Council provides a framework to assist dealing with the Media to ensure that media engagement by Councillors and Staff is consistent, accurate, professional and enhances Council's reputation.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 1.2.1 Maintain ongoing community engagement to instil a strong collaborative environment with the community.
- 5.1.3 Promote Warren Shire Council to wide audiences both within the Shire and externally.
- 5.2.2 Proactively manage known compliance risks.
- 5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities.

SUPPORTING INFORMATION /ATTACHMENTS

Draft Media Policy

WARREN SHIRE COUNCIL
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MEDIA POLICY

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POLICY REGISTER

DRAFT

MEDIA POLICY

Policy adopted: Minute No.

Reviewed:

File Ref: P13-1, M4

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MEDIA 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. (20XX) |
| | | | |

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ITEM 1

MEDIA POLICY

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ITEM 1

MEDIA POLICY

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Warren Shire Council – Media Policy

Introduction

Media – Opportunities and Challenges

The Media Policy has been developed to provide a framework to assist Council when dealing with the media and to ensure that media engagement by Councillors and staff is consistent, accurate and professional and enhances the Council's reputation.

Effective media engagement can assist Council to keep its community informed, explain decisions and to promote community confidence in the Council and its decisions.

The term "media" used in this Policy means print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, and television broadcasters.

The advancement of technology and the development of non-traditional media means that the media now has unprecedented reach and accessibility. Anyone with a computer or hand-held device can access media platforms and actively engage in content which has the potential to be viewed and shared by hundreds of millions of people worldwide.

How Council is portrayed in the media impacts greatly on how the organisation is perceived. Media can be an effective tool to promote Council programs, events, and initiatives. In addition, media can be invaluable in times of crisis or emergency when information needs to be communicated to the public.

Despite its obvious benefits, media also presents a variety of challenges and risks. These include:

- Maintaining the accuracy, reliability, and integrity of information;
- Ensuring confidential information is managed appropriately; and
- The increased exposure and risk to reputation where information is not managed appropriately.

The Development and Intent of this Policy

This Media Policy has been developed using the Office of Local Government (OLG) Model Policy.

The Media Policy provides Council with a robust framework for the administration and management of its interaction with the media. It also sets standards of conduct for all Council officials who are required to interact with media in their official capacity.

Content of the Media Policy

At the heart of the Media Policy are the four 'principles' of media engagement. These are:

- Openness;
- Consistency;
- Accuracy; and
- Timeliness.

These principles, which are expanded upon in Part 1, underpins every aspect of Council's media engagement and all Council officials should commit to upholding them.

This Policy applies to engagement between Council officials and the media. It does not apply to social media use. Council has a separate Policy for social media use.

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MEDIA POLICY

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Warren Shire Council – Media Policy

The Media Policy is structured as follows:

- Part 1** Sets out the principles of media engagement for Council
- Part 2** Contains the administrative model that Council has adopted in relation to the management of media enquiries and dealing with the media
- Part 3** Details Council’s authorised spokespersons when engaging with the media
- Part 4** Prescribes the standards of conduct expected of Council officials when engaging with the media in an official capacity or in connection with their role as a Council official
- Part 5** Prescribes who will be the spokesperson to the media during emergencies
- Part 6** Prescribes how Councillors should engage with the media in the lead up to an election
- Part 7** Contains information about records management requirements relating to media
- Part 8** Definitions

Adoption

The Media Policy reflects best practice.

Enforcement

Clause 3.1(b) of the Warren Shire Council *Code of Conduct* provides that Council officials must not conduct themselves in a manner that is contrary to a Council’s policies. A breach of the Policy will be a breach of Council’s Code of Conduct.

Concerns or complaints about the administration of a Council’s engagement with media should be made to the Council official responsible for media management in the first instance.

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Warren Shire Council – Media Policy

Media Policy

Part 1 – Principles

1.1 We, the Councillors, staff, and other officials of Warren Shire Council, are committed to upholding and promoting the following principles of media engagement:

Openness We will ensure that we promote an open exchange of information between our Council and the media.

Consistency We will ensure consistency by all Councillors and staff when communicating with the media.

Accuracy The information we share with the media will be a source of truth for our Council and community and we will prioritise the need to correct inaccuracies when they occur.

Timeliness We will ensure that we respond to media enquiries in a timely manner.

Part 2 – Administrative Framework for Engagement with the Media

The role of the General Manager

1.2 The role of the General Manager is to

- a) Be the lead point of contact for all media enquiries, requests for interviews, requests to film or photograph Council staff, facilities or events for news and current affairs purposes;
- b) Be responsible for preparing all media statements prior to their release;

- c) Delegate to staff members to respond to media enquiries where appropriate;
- d) Maintain a register of delegated staff;
- e) Maintain effective oversight of delegated staff;
- f) Revoke a staff member's status as a delegated staff member when required;
- g) Ensure that media statements are approved by the Mayor prior to their release where appropriate;
- h) Develop and/or approve media training and/or induction to be provided to delegated staff and/or Councillors;
- i) Maintain a record of all media enquiries and responses;
- j) Ensure that media organisations and their representatives are treated professionally, equally and without bias;
- k) Ensure that media enquiries are dealt with promptly;
- l) Provide guidance to Councillors approached by the media for comment to avoid communication of misinformation; and
- m) Ensure that all media releases are published on Council's website.

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MEDIA POLICY

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Warren Shire Council – Media Policy

Part 3 – Who can Engage with the Media

The General Manager

- 1.3 The General Manager is the official spokesperson for the Council on operational and administrative matters.
- 1.4 The General Manager may delegate to other Council staff to speak on their behalf where appropriate, (for example, where the delegated staff member has professional expertise regarding the subject matter, or the General Manager is unavailable).

The Mayor

- 1.5 The Mayor is the principal member and spokesperson of the governing body of the Council, including representing the views of the Council as to its local priorities (section 226(c) of the *Local Government Act 1993*).
- 1.6 If the Mayor is unavailable, the Deputy Mayor may act as the Council's spokesperson.
- 1.7 The Mayor may delegate their role as spokesperson to other Councillors where appropriate, (for example, where another Councillor is best placed to comment, because the issue is of particular interest to them, or it is within their particular area of expertise).

Councillors

- 3.1 As a member of the governing body and as a representative of the community, Councillors are free to express their personal views to the media.
- 3.2 When engaging with the media Councillors:

- Must not purport to speak for the Council unless authorised to do so;
- Must clarify when speaking to the media that they are expressing their personal views as an individual Councillor and that they are not speaking for the Council (unless authorised to do so);
- Must uphold and accurately represent the policies and decisions of the Council;
- Must not disclose Council information unless authorised to do so; and
- Must seek information and guidance from the General Manager where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.

- 3.3 In the interests of promoting a positive, safe and harmonious organisational culture, Councillors should endeavour to resolve personal differences privately and must not prosecute them publicly through the media.
- 3.4 Where Councillors (including the Mayor) become aware of potential issues that could result in media interest, they should provide this information to the General Manager.

Council Staff

- 3.5 Council staff must not speak to the media about matters relating to the Council unless authorised by the General Manager to do so.
- 3.6 If Council staff receive a media enquiry or they are invited to comment to the media on a matter

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Warren Shire Council – Media Policy

relating to the Council, they must refer the enquiry to the General Manager.

- 3.7 Council staff are free to express their personal views to the media on matters that do not relate to the Council, but in doing so, must not make comments that reflect badly on the Council or that bring it into disrepute.
- 3.8 If authorised to speak to the media, Council staff:
- Must uphold and accurately represent the policies and decisions of the Council;
 - Must not disclose Council information unless authorised to do so by the General Manager; and
 - Must seek information and guidance from the General Manager where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.
- 3.9 Where Council staff become aware of potential issues that could result in media interest, they should provide this information to the General Manager.

Tone

- 3.10 All media engagement by Council officials must be conducted in a professional, timely and respectful manner.

Induction and Training

- 3.11 The Council must provide training to Council officials who engage or are authorised to engage with the media.
- 3.12 Media engagement training will be provided to Councillors as part of their induction or refresher training or as part of their ongoing professional development program.

Councillors' Questions about Media Engagement

- 3.13 Councillors must direct any questions about their obligations under this Policy to the General Manager.

Part 4 – Standards of Conduct when Engaging with the Media

- 4.1 Council officials must comply with the Council's Code of Conduct when engaging with the media in an official capacity or in connection with their role as a Council official.
- 4.2 Council officials must not share information or make comments to the media through either direct or indirect mechanisms that:
- a) Are defamatory, offensive, humiliating, threatening, or intimidating to other Council officials or members of the public;
 - b) Contains profane language or is sexual in nature;
 - c) Constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory;
 - d) Is contrary to their duties under the *Work Health and Safety Act 2011* and their responsibilities under any policies or procedures

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Warren Shire Council – Media Policy

- adopted by the Council to ensure workplace health and safety;
- e) Contains content about the Council, Council officials or members of the public that is misleading or deceptive;
 - f) Divulges confidential Council information;
 - g) Breaches the privacy of other Council officials or members of the public;
 - h) Contains allegations of suspected breaches of the Council's Code of Conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*;
 - i) Could be perceived to be an official comment on behalf of the Council where they have not been authorised to make such comment;
 - j) Commits the Council to any action;
 - k) Violates an order made by a court;
 - l) Breaches copyright; and
 - m) Advertises, endorses, or solicits commercial products or business.

Part 5 – Use of Media During Emergencies

5.1 During emergencies, such as natural disasters or public health incidents, Council's Senior Management Team (General Manager, Divisional Manager Engineering Services (LEMO), Divisional Manager Finance & Administration and Manager Health and Development Services) and the Mayor will be responsible for coordinating media releases and statements on behalf of the Council.

5.2 Councillors, Council staff and other Council officials must not provide comment or information to the media that is inconsistent with official advice issued by the Council and any other agency coordinating the emergency response.

5.3 Training on media engagement during emergencies will be provided to Councillors and relevant staff and other Council officials.

Part 6 – Media Engagement in the Lead Up to Elections

6.1 This Policy does not prevent the Mayor or Councillors who are candidates at a Council or any other election from providing comment to the media in their capacity as candidates at the election.

6.2 Any media comment provided by the Mayor or Councillors who are candidates at a Council or another election must not be provided in an advertisement, newspaper column, or a radio or television broadcast paid for by the Council or produced by the Council or with Council resources.

Part 7 – Records Management Requirements

7.1 Media content created and received by Council officials (including Councillors) acting in their official capacity is a Council record and may be subject to information access applications made under the *Government Information (Public Access) Act 2009*. These records must also be managed in accordance with the requirements of the *State Records Act 1998* and the Council's approved records management policies and practices.

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Warren Shire Council – Media Policy

Part 8 - Definitions

In this Media Policy, the following terms have the following meanings:

Council official In the case of a Council – means Councillors, members of staff and delegates of the Council (including members of Committees that are delegates of the Council)

Media Coordinator Means a person appointed under clause 1.3 of this Policy

Media Means print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, and television broadcasters

Personal Information Means information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion

Social Media Means online platforms and applications, such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards, that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia

WARREN SHIRE COUNCIL
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 Council Community Room, Warren on Thursday, 23rd March 2023

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|------------------------|--------------------------|---|---------------------|---|
| General Manager | | | | |
| 25.2.21 | 41.2.21 | Mobile and Internet Coverage in Nevertire | GM | Monthly advice requests to Telstra being undertaken. |
| 22.7.21 | 153.7.21 | Customer Service Policy | GM | Over the next 12 months detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation, expect reporting in early 2023. |
| 28.10.21 | 240.10.21 | Proposed Sale of Lot 2 DP1104089 and Licence of Lot 7007 DP1120699 (Crown Reserve) | GM | Arrange sale and licence in accordance with Council's resolution – Sale matter in progress through purchaser's Solicitor. Crown Reserve matter delayed due to an Aboriginal Lands Claim on the Reserve. Purchasing arrangements delayed due to practicality of not being able to currently lease and use the associated Crown land. |
| 28.10.21 | 241.10.21 | Completion of Infrastructure Projects – Warren Airport, Warren CBD Toilet Facility and Lions Park Toilet Facility | DMFA/ GM/IPM | Warren Airport Warren Aerodrome Terminal Building. Consultant preparing slab design and technical specification for the construction of the Terminal Building. Airport Operations Committee are in agreement with proposed single storey building that addresses the access compliance issues. Custom steel frames (original building structure supplier has completed plan modification to suit single storey building. Contract documents expected to be ready by end |

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| General Manager | | | | |
| | | | | <p>of March 2023 to call a tender.</p> <p><u>Warren CBD Toilet Facility</u> Council has accepted a quotation from Exeloo P/L. Project timeline is 22 weeks, buildings on track for delivery to Warren late March 2023.</p> <p><u>Lions Park Toilet Facility</u> Council has accepted a quotation from Exeloo P/L. Project timeline is 22 weeks, buildings on track for delivery to Warren late March 2023.</p> |
| 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 that is to contract stage following completion of subdivision. Subdivision lodged, waiting on examination, then transaction will be completed.</p> |
| 28.4.22 | 101.4.22 | Public Art on Private Property Murals | GM/TSM | <p>Arrange for a Macquarie River theme collage to be incorporated on the Lions Park Toilet/Amenities outside wall – in progress, further advertising for quality photographs to be arranged. Expected to be completed March/April 2023.</p> |

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| General Manager | | | | |
| | | | | Concept design presented to the Warren Public Arts Committee meeting 7th March 2023. Final check of photos to be carried out and final concept design will be recirculated to Committee and Councillors. |
| 28.4.22 | 101.4.22 | Public Art on Private Property Murals | GM/TSM | Arrange for historical photographs of a Warren themed collage to be incorporated on the Warren CBD Toilet/Amenities Dubbo Street Wall – in progress, advertising for quality photographs completed. Expected to be completed March/April 2023. Concept design presented to the Warren Public Arts Committee meeting 7th March 2023. Final check of photos to be carried out and final concept design will be recirculated to Committee and Councillors. |
| 23.6.22 | 158.6.22 | Tender C13-73 – Design, Deliver and Construct a Prefabricated or Modular Sports Amenities Building for Carter Oval Youth Sports Precinct | GM/IPM | Awarded to Landmark Products Pty Ltd. Design and construction works have commenced; Building plan signed and finalised on 6th September 2022. Landmark completed Geotech testing to complete foundation design. 22 weeks completion period from drawing sign off. Landmark submitted an extension of time for practical completion to 31st March 2023. Landmark commenced construction in February 2023, post foundation concreting completed. |

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| General Manager | | | | |
| | | | | Superstructure frames delivered on site, installation expected to commence early March 2023. |
| 25.8.22 | 214.8.22 | Reactivation of Visitor Services Volunteers During Peak Periods | GM/ EDVM | Expressions of interests to be arranged for Volunteers for the Visitor Information Centre as soon as practical – in progress. Currently in the process of engagement of additional volunteers who have expressed interest in assisting the VIC. These volunteers will (for this round of recruitment) will be brought onto the roster in a staggered onboarding. One has already commenced with the others currently in the process of completing their police checks and other information. |
| 25.8.22 | 214.8.22 | Reactivation of Visitor Services Volunteers During Peak Periods | GM/ EDVM | The reactivation of Visitor Services Volunteers During Peak Periods for the Visitor Information Centre in progress by the Economic Development and Visitation Manager who is ensuring lists, position requirements, expectations, rosters and actions are appropriately managed. A comprehensive Volunteer Onboarding Package is nearing completion. The package has been put together primarily for initial use by the VIC volunteer recruitment needs but with adjustments could be adapted as a format for paid |

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| | | | | employment recruitment as well. The package could also be offered to businesses and community groups as well. This package will be circulated in the first instance to MANEX, HR Officer and WHS Officer for review, comment and input. |
| 1.12.22 | 296.12.22 | Economic Development Strategy and Action Plan | GM/BDF | <ol style="list-style-type: none"> 1. That the document be progressed as the Warren Shire Economic Development Strategy and Action Plan; 2. Key stakeholders be engaged to ascertain their commitment to support responsibilities in the Draft Plan; and 3. The next draft document be completed following a workshop with the Economic Development and Promotions Committee that determines actions, timing, goals/measures, lead matters, who supports on matters, status and supporting documentation, taking on board previous documents, Workshop undertaken on 1st March 2023 - in progress. |
| 1.12.22 | 297.12.22 | Public Art on Private Property Murals | GM/TSM | Horse Committee is prepared to donate \$10,000 to be used in conjunction with the left over MDB Economic Development Round 3 Funding for a horse/campdraft themed mural to be installed on 2 |

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| | | | | walls of the new toilet building at the Showground/Racecourse Complex. Paint the Town Murals are preparing a concept design for consideration. The draft design submitted to the Showground/Racecourse Committee on the 14th February 2023. A further revised draft reviewed by the Warren Public Arts Committee on the 7th March 2023. |
| 25.1.23 | 3.1.23 | Public Art on Private Property | GM/TSM | Consult with the Showground/Racecourse Committee and the Horse Committee members for an appropriate Campdraft, horse, rodeo themed mural on the outside of the proposed new toilet block at the Showground/Racecourse Complex. A further revised draft reviewed by the Warren Public Arts Committee on the 7th March 2023 – in progress. |
| 25.1.23 | 12.1.23 | Affordable Housing Opportunity – Housing Plus | GM/DMES | Make arrangements to negotiate and finalise the required agreement with Housing Plus for the eventual sale of all or most of the nine (9) vacant land lots in Gunningba Estate for a maximum five (5) year period but, also on the basis that investigations be commenced and reported to Council in the near future on progressing Stage 3 of Gunningba Estate including estimated costs and how Stage 3 would be funded. |

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| | | | | Advice provided to Housing Plus – in progress. |
| 25.1.23 | 13.1.23 | Warren and the Visitor Economy Community Consultation Report August 2022 - Executive Summary | GM | <p>Council communicate to the community about the importance of visitors to the region – Action Plan being formulated.</p> <p>Following the initial workshops, further consultation with the community should be sought through the holding of a follow up forum in order to further refine the document into Action Plan steps.</p> <p>A commitment has been solicited and received from the team at Destination Country and Outback to a visit to Warren the to discuss the Shire’s visitation program and vision and it is recommended that the community forum be held over until after the DNCO visit and workshop, at this stage planned for early May.</p> <p>Council reform and facilitate the Destination Macquarie Marshes Taskforce and review the past Action Plan expanding the coverage and leverage of current and future resources with more collaboration through the Economic Development and Promotions Committee – in progress.</p> <p>Council ensures that the reformed Destination Macquarie Marshes Taskforce has representation from every local government</p> |

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| | | | | area that sees the Macquarie Marshes as an asset to their visitation, form a Memorandum of Understanding with each Council to support the Economic Development of the region with this Taskforce having the potential to drive the regional destination promotion with consistent messaging, a reflection of values and increased engagement with the communities – in progress. Council collaborate on increasing the access to the Macquarie Marshes by commercial providers and free-independent travellers (FITs) whilst working towards providing a diverse offering to the access and experience that the Macquarie Marshes can offer a variety of markets – Action Plan being formulated. Currently working on calling the inaugural meeting of the Destination Macquarie Marshes Taskforce. |
| *23.2.23 | 34.2.23 | Warren Christmas Street Party | GM | Congratulate all participants and staff involved in the Warren Christmas Street Party having won the Community Event of the Year in the 2023 Warren Shire Australia Day Awards. Advice provided verbally to all staff at Council Meeting update sessions. |

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| General Manager | | | | |
| 23.2.23 | 38.2.23 | Review of Appointment and Oversight of General Managers Policy Renewal | GM/ EA | 1. Policy has been placed on public exhibition until 4pm Thursday, 30th March 2023; and 2. Subject to no adverse submissions being received, the new Appointment and Oversight of General Managers Policy (new or reappointed General Manager) as amended be adopted. |
| 23.2.23 | 39.2.23 | Review of Councillor Expenses Policy | GM/ EA | 1. Policy has been placed on public exhibition until 4pm Thursday, 30th March 2023; and 2. Subject to no adverse submissions being received, the Councillor Expense and Facilities Policy as amended be adopted. |

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| Divisional Manager Finance and Administration | | | | |
| 25.1.23 | 18.1.23 | 2023/2024 Operational Plan & Estimates Timetable | DMFA | Arrange for a Councillor workshop to be held on Wednesday 12th April 2023 at 4.00 pm to go through the Draft 2023/2024 Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2023 Council Meeting – in progress. |
| *23.2.23 | 47.2.23 | Preparation of the Draft 2023/2024 Estimates | DMFA | Prepare the Draft 2023/2024 Estimates incorporating a 3.7% increase in general |

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| | | | | rates as determined by IPART – noted. |
| *23.2.23 | 54.2.23 | Compensation – Proposed Acquisition Notice (Pan) Lot 362 Dp1273205 Gunningbar Street Nevertire | DMFA | Allocate \$16,000 from the Infrastructure Improvement/Replacement Reserve for compensation costs for the acquisition of Lot 362 DP1273205 Gunningbar Street Nevertire – noted. |

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| Divisional Manager Engineering Services | | | | |
| 6.12.18 | 284.12.18 | Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units | DMES | Survey completed and a report is to be presented to Council. This project is currently on hold. Waiting on land boundary adjustments between RFS and Local Hotel. Re-investigation commenced by new DMES. Hotel owner has been contacted via phone. He will meet DMES for further discussion. |
| 27.6.19 3.12.20 | 129.6.19 256.12.20 | Warren Levee Rehabilitation | DMES | Application under the National Flood Mitigation Infrastructure 2021-2022 arranged and has been successful (\$5.325M). Further application under the 2022-2023 NSW Government's Floodplain Management Program arranged, however unsuccessful. Resilience NSW has committed \$887,500 which is half of the required \$1.775M co-contribution. Investigations are continuing on how Council will fund the |

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| Divisional Manager Engineering Services | | | | |
| | | | | remaining \$887,500. See report to October 2022 Council Meeting. Engagement with funding administrator ongoing. Design of alternative being finalised – in progress. |
| 26.9.19 | 204.9.19 | Bundemar Street Warren Proposed Centre Median Alteration | DMES | 1. Provide a detailed budget for works. Submit plans and documents to Council for consideration and approval. 2. Further investigations are to be undertaken. Ongoing. |
| 24.9.20 | 214.9.20 | New Sewage Treatment Works | TSM | Commissioning of new plant and EPA final sign off expected March/April 2023. EPA have issued an interim licence for commissioning. All sewage flow is going to the new plant as at 5pm Friday 11th November 2022. In discussions with EPA regarding commissioning date. Meeting with EPA Officers 15th March 2023 to negotiate final licence for new plant. |
| 27.5.21 | 95.5.21 | Upgrade of Chlorination system improvements | DMES/ TSM | Council apply for grant funding for Nevertire and Collie chlorination system improvement to best practices level and to include appropriate building facilities at Collie; and Scope change for Bore Flat and Ellengerah Chlorination Works approved by DPE. |

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| Divisional Manager Engineering Services | | | | |
| | | | | <p>Equipment for Bore Flat and Ellengerah have been ordered.</p> <p>Works to be completed by 30 June 2023.</p> <p>Chlorination systems ordered, ETA late April/May. Concrete slab constructed. Building due late March 2023.</p> <p>Ongoing.</p> |
| 27.5.21 | 95.5.21 | River Water Pumps at Ellengerah and Oxley Park Reservoirs | DMES/ TSM | <p>River level too high to proceed at present (Oxley Park). Ellengerah pumps installed.</p> <p>Information from Water NSW is that environmental flows will reduce late March 2023 – ongoing.</p> |
| 27.5.21 | 95.5.21 | Spare pumps – water and sewage | DMES/ TSM | <p>Gunningba and Nevertire to be upgraded. Spare pump for Wilson Street. Xylem Water started on site mid-November 2022. Wilson Street switchboard being designed and materials being ordered. Works subject to weather.</p> <p>Nevertire and Wilson Street have now been upgraded. Telemetry works to be completed. Gunningba waiting on new cabinet. Expected mid-March 2023. Sewer upgrades still expected to be complete March/April 2023. Request to March 2023 Water and Sewerage Committee Meeting for funding to purchase spare water pumps and motors.</p> |

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| Divisional Manager Engineering Services | | | | |
| 27.5.21 | 95.5.21 | Water and Sewerage Telemetry System | DMES/ TSM | Sewer telemetry to be improved as part of the Sewer Pump Station Upgrade. Awaiting funding from Briefing Notes and Applications. Reported to Water & Sewerage Committee early March 2023. Report to Council's March 2023 Water and Sewerage Committee Meeting for funds from Water and Sewer reserves to replace Telemetry System. |
| 24.6.21 | 143.6.21 | Ewenmar Waste Management Facility | DMES/ MHD/ TSM | Budget amended by a further \$100,000 using the Domestic Waste Restricted funds. Civil works utilising Council day labour and engage local contractors to carry out the other components of the project as required. Stormwater pipes/pits installed. Concreting works listed on VendorPanel closed 3rd March 2022. Initial Civil works and concreting works to commence mid-June. MLB Concrete and Construction are the successful contractor. Weather and contractor staffing issues have delayed the works. Surveyor onsite week of 13th March 2023 to repeg works. MLB Concrete onsite week of 27th March 2023 to commence construction. |
| *22.7.21 | 148.7.21 | Warren CBD Upgrade Stage 2 | DMES | Include the list of works as noted in the Warren Town Improvement Committee Meeting 29 th June 2021, Item |

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| Divisional Manager Engineering Services | | | | |
| | | | | 3 point 1 a-q to the current CBD Upgrade Project in principle – in progress. Further report provided to the November 2021 Town Improvement Committee. Amendments to be provided to Consultant. Drawings have been received from the Consultant and have been distributed to the Town Improvement Committee Members and Councillors. List of works have been included in the drawings. |
| 22.7.21 | 148.7.21 | Warren CBD Upgrade Stage 2 | DMES | Develop a Community Consultation Program and commence obtaining feedback from business houses and the community – in progress. Discussions with WOW Agency to be commenced in regard to Community Consultation Program. |
| 22.7.21 | 148.7.21 | Warren CBD Upgrade Stage 2 | DMES | Determine an estimated cost for the complete project in conjunction with feedback and negotiated positions for land purchases and report back to a Closed Council Meeting – in progress. |
| 22.7.21 | 148.7.21 | Warren CBD Upgrade Stage 2 | DMES | Seek necessary grants for this extensive 10 year project – ongoing. *Application for Industrial Access Road and intersection has been submitted under the HVSP – unsuccessful. |
| 2.12.21 | 257.12.21 | Town Centre Upgrade | DMES | Arrange for the amended proposal to go to Community Consultation when completed. |

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| Divisional Manager Engineering Services | | | | |
| 26.8.21 | 174.8.21 | 2021/2022 Plant Replacement Program | DMES/ WC | <p>Arrange for the replacement of light vehicles as per recommendation -</p> <p>Plant 62 – Toyota Hilux Single Cab 2x4 Tipper (estimated change-over cost – \$18,000) April 2022 for 2022/2023 – replacement has been ordered with a 6 month delivery time;</p> <p>*Plant 240 – Toyota Aurion (estimated change-over cost – \$22,000) Has been taken off the list. Needs further discussion re: Hybrid Camry. Included in the 2023/2024 list;</p> <p>Plant 241 – Toyota Hilux Single Cab 4x4 (estimated change-over cost – \$13,000) Probably 2022/2023 – replacement has been ordered with a 8-12 month delivery time; and</p> <p>Plant 3503 – Toyota Kluger Wagon (estimated change-over cost – \$20,000) replacement has been ordered and should arrive in six months.</p> |
| *26.8.21 | 174.8.21 | 2021/2022 Plant Replacement Program | DMES/ WC | <p>Arrange for the replacement of heavy plant as per recommendation –</p> <p>Plant 774 – Fountain Proline V4 Liquid Marker (estimated change-over cost - \$500). Needs further discussion re: laser guided version; and</p> <p>Plant 112 – Trailer with Kubota ASKA 180B generator (estimated change-over cost - \$5,000), replacement to be considered for 2022/23.</p> |

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| Divisional Manager Engineering Services | | | | |
| | | | | These are no longer priorities. |
| *28.10.21 | 226.10.21 | Fixing Local Roads Program Round 3 Successful Project and Funding Requirements | DMES/ RIM | Council allocates \$876,160 remaining of the nominally allocated Local Roads and Community Infrastructure Phase 3 funds (Commonwealth) to the Nevertire – Bogan Road Segments 04, 06 (08 and 10 perhaps) Rehabilitation Project with the works to be undertaken in late 2021/2022 or 2022/2023 and waiting in abeyance for other funding opportunities if they arise in 2021/2022 and 2022/2023. Grant application has been submitted for Nevertire - Bogan Road under Fixing Local Roads Round 4. \$700,000 allocated after successful funding application. |
| *28.10.21 | 229.10.21 | Comparison Plant Replacement for Council Gravel Haulage Fleet | DMES/ WC | Council sell Plant 107 (now to be retained till completion of flood damage program), Plant 31 and Plant 165 for the expected amount of \$75,000 ex GST following delivery of new road train side-tipping combination. |
| *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: <ul style="list-style-type: none"> \$30,000 new front mounted mower – Specification written and being quoted. Still up for |

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| | | | | discussion with Parks and Gardens. Iseki mower considered in 8th March 2023 Plant Committee Meeting. |
| 28.10.21 | 231.10.21 | Village Enhancement Plans Works – Extra Projects for Collie, Nevertire, Warren Finalisation (Murray-Darling Basin Economic Development – Improvement of Regional Structures Grant) | DMES/ GM/IPM/ TSM/ RIM | That the \$424,288 budget available for further project works be allocated to the list of works presented to the Town Improvement Committee on the 14th October 2021. Review meeting undertaken and works programming commenced. Works ongoing. |
| 23.6.22 | 156.6.22 | Road Safety Plan | DMES/ RIM | Progress the development and adoption of a Warren Shire Council Road Safety Plan in 2022/2023. Stakeholder consultation in progress. |
| 1.12.22 | 299.12.22 | Showground/ Racecourse Toilet Amenity Progress Report | DMES/ TSM | Progress the proposal to demolish both the ladies and male toilets and construct a joint toilet/shower facility at the location of the ladies toilet – ongoing. Demolition awarded to BD Brouff Earthmoving. Shed to be constructed by Ryan Mason Engineering and Adam Mayne. Waiting for shed construction timeline to determine when demolition will start. |
| *1.12.22 | 299.12.22 | Showground/ Racecourse Track Crossing – Pony Club Shed Area | DMES/ TSM | Now in the hands of the Warren Jockey Club. |
| *1.12.22 | 301.12.22 | 3.6 Metre (12 foot) Slasher | DMES/ WC | Arrange for the allocation of \$35,000 for the supply and delivery of an appropriate |

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| | | | | 3.6m slasher using available funds in the 2022/2023 Plant Replacement Budget. Request for quotation is on VendorPanel – completed. Recommended quotations to be considered at 8th March 2023 Plant Committee Meeting. |
| *1.12.22 | 301.12.22 | 15 Year Plant Replacement Program | DMES/ WC | Provide a report in early 2023 to finalise the 2022/2023 Plant Replacement Program. Final Program considered at the 8th March 2023 Plant Committee Meeting. |
| *23.2.23 | 33.2.23 | Cobb Lane – Stop Sign Warrant | DMES/ RIM | That subject to concurrence of the NSW Police the Southeast Intersection of the Oxley Highway and Cobb Lane stop sign and lines be installed and if warranted a stop sign be installed on the Northwest side of the intersection. Sign installed. Line will not be installed due to the existing school zone graphics. |
| 23.2.23 | 33.2.23 | Proposed Hale Street Crossing and Chester Street Crossing's No Stopping Zone | DMES/ RIM | <ol style="list-style-type: none"> 1. The installation of a new children's (school) crossing on Hale Street, west of the Chester Street intersection be approved; 2. The existing No Stopping zone for the pedestrian crossing on Chester Street be adjusted to comply with the recommended standards; and 3. Funding be sought from Transport for New South |

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| Divisional Manager Engineering Services | | | | |
| | | | | Wales to implement the recommendations. Design will be completed and sent to TfNSW. |
| *23.2.23 | 33.2.23 | Warren Directional Sign at Nevertire | DMES/ RIM | That subject to concurrence of the NSW Police an appropriate advance road sign be designed for the approach to Nevertire and that Transport NSW will design, fund and install the new sign. |
| 23.2.23 | 37.3.23 | Upgrade/Replacement of Play Equipment | DMES/ TSM | Arrange a new Ext 1002 piper playground equipment setup and install the equipment in house if possible – ordered. |
| *23.2.23 | 57.2.23 | Tender No. T182223OROC – Supply and Delivery of Hardware | DMES | <ol style="list-style-type: none"> 1. Accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T182223OROC Supply and Delivery of Hardware within the Warren Shire Council for the two-year period commencing 1st January, 2023 and ending 31st December, 2024. 2. Allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2025. 3. Issue approval to Regional Procurement to adjust the prices of the Contract Supply and Delivery of Hardware in accordance with the price variation Clause detailed within the Contract T182223OROC. |

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| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
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| Divisional Manager Engineering Services | | | | |
| | | | | <p>4. Issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T182223OROC.</p> <p>5. Award this contract for the period beginning 1st January 2023 to close of business 31st December 2024 in accordance with the terms and conditions of Contract T182223OROC for J. Blackwood and Son Ltd t/a Blackwoods.</p> <p>Regional Procurement has been advised of Council's resolution. They will proceed to execute the contract.</p> |
| *23.2.23 | 58.2.23 | Tender No. RFT C13-78 Installation of Box Culverts at Warren Road | DMES | <p>1. Accept the analysis of the tender evaluation, for the Contract C13-78 Installation of Box Culverts at Warren Road.</p> <p>2. Accept the tender from Conseth Solutions Pty Limited and authorises the General Manager to enter the contract C13-78 Installation of Box Culverts at Warren Road, with Conseth Solutions Pty Limited for the contract sum of \$878,485.71 (ex GST).</p> <p>Letter of offer has been sent to complete, Contract being finalised.</p> |
| 23.2.23 | 59.2.23 | Review of Avgas Supply and Pricing Options, Warren Airport | DMES | <p>1. *Arrange for the setting of the sale price per litre for</p> |

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OUTSTANDING REPORTS CHECKLIST

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| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|--|-------------------|--------------------|--------------|---|
| Divisional Manager Engineering Services | | | | |
| | | | | <p>Avgas at Warren Airport to be the cost price from the supplier plus 20% - Sale price has been adjusted to the cost price plus 20%.;</p> <p>2.Continue to purchase Avgas from IOR Aviation until the Regional Procurement Bulk Fuel Tender has been reviewed; and</p> <p>3.Review the Regional Procurement Bulk Fuel Tender submissions for the Supply and Delivery of Avgas to determine if Council changes fuel supplier.</p> |

| 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 | <p>1. Categories assigned as detailed in report.</p> <p>2. Crown Reserves classified identified as operational land.</p> <p>3. Draft Plans of Management nearing completion.</p> |
| 26.8.21 | 172.8.21 | Future Grant Projects at the Warren Sporting & Cultural Centre | MHD/CM | <p>Pursue funding for:</p> <p>1. Heating & cooling of the indoor court and gym area; and</p> <p>2. *Construction of additional change room / toilet amenities block at Victoria Park - grant application arranged for a amenities block which has been successful.</p> |

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|--|-------------------|---|--------------|---|
| Manager Health and Development Services | | | | |
| 2.12.21 | 258.12.21 | Victoria Oval and Oxley Park Plan of Management | MHD | Seek Ministers consent to adopt the Victoria Oval and Oxley Park Plan of Management. Plan of Management sent to Minister 10th November 2021. Response received. Changes reviewed and submitted December 2022. |
| 24.2.22 | 74.2.22 | Deacon Drive Homes Status and Progress Matters | MHD | <ol style="list-style-type: none"> Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court (in progress) NCAT hearing set for Thursday 8th September 2022; Solicitor coming to Warren 26/10/22 Meeting scheduled with the Mayor, General Manager and Manager Health and Development Services. Matter to progress in District Court; and Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required. <p>Solicitor inspected dwellings 8th and 9th December 2022. Court orders received 26th February 2023. Dwellings inspected in March 2023 by expert as requested by defendant.</p> |

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| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|--|-------------------|--|--------------|---|
| Manager Health and Development Services | | | | |
| 26.5.22 | 132.5.22 | Flood Impact on the Ewenmar Waste Depot | MHD | Develop a contingency plan for flood events at the Ewenmar Waste Depot. Alternative arrangements have been made with Bogan and Narromine Shire for a temporary disposal solution, Contact has been made with the EPA. |
| 25.8.22 | 211.8.22 | CCTV Options at the Ewenmar Waste Facility | MHD | Investigate better CCTV options and locations. |
| 21.9.22 | 240.9.22 | Shade Sails – Warren War Memorial Swimming Pool | MHD | Reported to the Sporting Facilities Committee Meeting held September 7/09/2022. Grant funding be sourced for the purchase and installation of shade sails on the western side of the wading pool to improve shading of the supervision area for parents/guardians. |
| 21.9.22 | 265.9.22 | Coatings Condition Assessment Report – Warren War Memorial Swimming Pool | MHD | <ol style="list-style-type: none"> 1. Council engage Blackwell Short to commence legal proceedings against Beau Corp Aquatics and Construction; letter sent from Blackwell Short to Beau Corp Aquatics and Construction on the 4/10/2022; 2. Solicitor inspected the pool on the 9/12/2022; and 3. Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required. <p>Meeting scheduled 13th March 2023.</p> |

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|--|-------------------|-----------------------|--------------|--|
| Manager Health and Development Services | | | | |
| *1.12.22 | 323.12.22 | Vacation Care Service | MHD | Letters have been sent to caregivers as required by the Department of Education. |

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 |
|---------------|--|-----------------|
| 27.02.2023 | Regional NSW – Regional Housing Delivery Plans Session | Online |
| 28.02.2023 | NSW EPA – Macquarie River Log Jam Action Meeting | Warren |
| 28.02.2023 | Business Industry & Tourism Sub-Committee - Central West, Orana and Far West Regional Recovery Committee | Online |
| 01.03.2023 | Warren Shire Economic Development Strategy and Action Plan Workshop by the Economic Development and Promotions Committee | Warren |
| 02.03.2023 | Warren Chamber of Commerce Meeting | Warren |
| 03.03.2023 | LGEA Committee Meeting | Sydney |
| 04.03.2023 | Warren Museum and Art Gallery Official Opening | Warren |
| 06.03.2023 | Ewenmar Waste Depot Committee Meeting | Warren |
| 07.03.2023 | Airport Committee Meeting | Warren |
| 07.03.2023 | Warren Public Arts Committee Meeting | Warren |
| 08.03.2023 | Town Improvement Committee Meeting | Warren |
| 08.03.2023 | Plant Committee Meeting | Warren |
| 09.03.2023 | Country Mayors Meeting | Newcastle |
| 09.03.2023 | Central West, Orana and Far West Regional Recovery Committee | Online |
| 09.03.2023 | WOW Agency Monthly Meeting | Online |
| 09.03.2023 | ANZAC Day Working Group Meeting | Warren |
| 10.03.2023 | Water and Sewerage Committee Meeting | Warren |
| 10.03.2023 | Showground/Racecourse Equestrian Arena Sub-Committee Meeting | Warren |
| 11.03.2023 | Wyndabyne Bridge Road Inspection | Warren |
| 14-17.03.2023 | IPWEA State Conference | Sydney |
| 14.03.2023 | IPWEA Transport Working Group Meeting | Sydney |
| 14.03.2023 | Manex Committee Meeting | Warren |
| 16.03.2023 | Alliance Western Councils Board Meeting | Online |

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ITEM 2

COMMITTEE/DELEGATES MEETINGS

CONTINUED

FUTURE MEETINGS NOT ON MEETING SCHEDULE

| DATE | COMMITTEE / MEETING | LOCATION |
|---------|------------------------|----------|
| 13.4.23 | Grow Services Expo Day | Warren |

RECOMMENDATION:

That the information be received and noted.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS (C14-7.2, G4-1)

RECOMMENDATION:
That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager for the period 11th February 2023 to 13th March 2023:

| Project | Budget | Expend | Resp | Comment |
|--|---------|--------|------|---|
| General | | | | |
| Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE) Includes \$60,000 allocated from restricted funds for infrastructure improvement/replacement. | 185,240 | 13,713 | 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 are now completed. Further drainage work proposed in Whiteley’s property area may improve drainage on the site. Scope revisiting is required and works to be scheduled for later 2023. Airport Operations Committee(AOC) in its meeting on 13/09/22 identified the need of extra drainage works on 03/21 runway, for consideration in the future funding. Aircraft refuelling system is complete since June 2021. Recent operational training conducted by IOR identified a number of non-compliant matters for Council’s attention. Matters prioritised for addressing. Terminal building frame delivered to site, old Terminal building demolished and removed. Foundation to use |

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| Project | Budget | Expend | Resp | Comment |
|--|---------|---------|---------------------------------|---|
| | | | | <p>screw piers or bored piers; Engineer recommends using bored piers.</p> <p>Original building frame supplier contacted to provide required modifications – that it is a single story building with all access compliance.</p> <p>Revised drawings received from building component supplier. Specification and foundation drawings expected from design consultant by end of March, to call a tender in early April.</p> |
| <p>Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction)</p> <p>(MDB Economic Development Program - Improvement of Regional Structures Grant)</p> | 535,725 | 197,654 | GM IPM DMES TSM RIM | <p>Rescoping has commenced in relation to planting of the final street and park trees in Nevertire and Collie.</p> <p>Works in Warren subject to funding by others of the Warren roundabout reconstruction.</p> <p>Works Program for Project rescoped and programmed by GM, DMES, IPM, TSM and RIM.</p> <p>Reports provided to the Town Improvement Committee 14th October 2021 to finalise Works Program.</p> <p>Kerb, gutter and footpath works in Nevertire 98% complete.</p> <p>New Toilet Block for Noel Waters Oval construction is complete.</p> <p>New seating and bin enclosures have been delivered.</p> <p>New electric BBQ for Nevertire Community Park delivered.</p> <p>Survey completed for new access ramp at Lawson/Readford Streets. Construction of ramp is complete.</p> <p>Concrete pathways and BBQ slab works at Nevertire are complete.</p> |

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| Project | Budget | Expend | Resp | Comment |
|---|---------|---------|------|--|
| | | | | <p>New fencing at Nevertire Community Park completed.</p> <p>Status and programming meeting undertaken and works program instigated to complete work.</p> |
| <p>Carter Oval and the Development of the Surrounds Carry Over</p> <p>(MDB Economic Development Program - Improvement of Regional Structures Grant)</p> <p>(Includes \$460,000 allocated from Council's Infrastructure Improvement Replacement Reserve)</p> | 952,253 | 529,394 | IPM | <p>Concept Plan - Draft Concept Plan complete – Grant has been approved.</p> <p>Public Liaison – complete with user groups and the Sporting Facilities Committee.</p> <p>Design Plan – complete, 28-day public exhibition.</p> <p>Skate Park – complete. Sports Committee on their recent site visit (on 20.7.22 with landscape architect) suggested inclusion of additional seating on the western side of the skate park, close to existing Ironbark tree. Installation is complete.</p> <p>Irrigation installed on Carter Oval. Sprinkler irrigation heads will be marked with tags on the ground to minimise any damage when ground/outfield remediation happens.</p> <p>Soccer field works will commence following the cricket pitch field works. If conditions are ideal, the Carter Oval field rejuvenation is expected to finish by the end of May. Decompaction and aeration and 1st stage top dressing is completed in cricket field.</p> <p>Soil and sand analysis are completed for soccer field redevelopment. Soccer field redevelopment and cricket field 2nd stage dressings works in March/April 2023.</p> <p>Irrigation system being installed and tested.</p> <p>Irrigation system to landscaped area for tree planting being installed.</p> |

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| Project | Budget | Expend | Resp | Comment |
|---|---------------|---------------|-------------|--|
| | | | | <p>More pathways between sports fields will be constructed once the construction of the soccer fields and junior cricket field are complete. Carpark excavations and topsoil removal is currently progressing.</p> <p>Final funding report provided to January 2023 Council Meeting has been accepted.</p> |
| Stronger Country Communities Round 3 Splash Park | 5,763 | 2,324 | IPM | Splash Park complete. Has been commissioned by contractor, Pool Manager has been given an operations handover. |
| Swim & Shade Sails (Splash Park) (Drought Communities Extension Program) | 86,992 | 84,240 | IPM | <p>Splash Park contractors were on site 1 February 2023, looking at defects. Stone seating re-arranged to address the spilling of water into grassed area.</p> <p>Project is complete.</p> |
| Carter Oval Lighting Project (Drought Communities Extension Program) | 127,151 | 68,175 | IPM | <p>Carter Oval Sporting Lighting (Cricket and Soccer Fields) complete subject to acceptance of final quality assurance and testing report.</p> <p>Additional lighting installation at the Little athletics and mustering areas completed 1 December 2022. E switch system access for the Little athletics and mustering areas yet to be completed.</p> <p>REEs to do final quality assurance, testing report once field remediation is complete.</p> |
| Change Rooms and Amenities Block at Carter Oval (Stronger Country Communities Round 4) | 669,497 | 649,684 | IPM | <p>Little A's, Cricket and Soccer storage facilities have been included as part of new Amenities block originally scheduled for completion in January 2023. Change rooms, toilets (male & female), canteen are included in the amenities building for Carter Oval Sports Precinct with a focus on female competitors. Tender called in May</p> |

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| Project | Budget | Expend | Resp | Comment |
|---------------------------|--------|--------|------|---|
| | | | | <p>2022; Report provided to June 2022 Council Meeting through the Sporting Facilities Committee. A contract awarded in June 2022 for design, deliver and construction of building. Preliminary drawings submitted for review and comments. Final design was approved on 6/9/22, 22 weeks for procurement and construction of project.</p> <p>Contractor completed Geotech inspection. Contractor asked to revisit the draft foundation design submitted in order to comply with soil conditions and Geotech recommendations. Contractors presented two (2) options for foundation design. Stiffened raft design and screw piers design. Contractors proceeding with stiffened raft foundation option.</p> <p>Foundation works commenced in February. Superstructure frames and components delivery received onsite on 6th March 2023.</p> <p>Installation of superstructure commence from 34th March 2023. Expected completion is mid-April 2023.</p> |
| Carter Oval Cricket Pitch | 5,845 | 217 | IPM | <p>Construction of cricket field / turf wicket commenced; Cricket Pitch reassessed on 6 July for further development. Cricket pitch turf did not grow as envisaged. Round of negotiations with Contractor Green Horticultural Group (GHG) occurred to understand the reasons and possible reinstatement of the wicket turf. A quote for reinstatement of a turf pitch and outfield redevelopment accepted from GHG. Work on ground likely to commence in November 2022, subject to favourable weather conditions and</p> |

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| Project | Budget | Expend | Resp | Comment |
|---|--------|--------|-----------|---|
| | | | | <p>level of ground saturation and suitability for machinery to work on.</p> <p>GHG commenced cricket oval pitch and outfield works from 13/02/2023.</p> <p>Cricket out field remediation (decompaction, aeration, fertilising and topsoil dressing) completed in February 2023.</p> <p>Stage 2 top dressing scheduled for 3rd week of April including cricket pitch turfing.</p> |
| Cricket Practice Nets (Cricket Legacy Fund) | 15,000 | Nil | IPM | Cricket practice net set out completed, work expected to commence once field remediation is completed April 2023. |
| Pathway Sculptures/Art (Drought Communities Extension Program) | 5,750 | 4,717 | GM TSM | <p>Sculptures have been constructed; most have been erected. First structure completed and located in Victoria Park (Table Tennis Sculpture). Four (4) sculptures in total installed along Victoria Park River walk. Football, Gym and Gymnastic sculptures have been installed in Victoria Oval Precinct. Five (5) cockatoo sculptures have been installed.</p> |
| Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion) | | | IPM | <p>Equestrian Arena area completed in February 2023 with the installation of 500 tonnes of selected sand.</p> <p>Works already completed:</p> <ul style="list-style-type: none"> - Kick rail installation; - Path around area and access gate ways (3 x vehicle and 1 x pedestrian) into arena; - Sprinkler irrigation; - Gravelling skillion side; - Stormwater drainage around arena; and - Swale drains and levelling near by areas to divert runoff to SW pits. |
| <ul style="list-style-type: none"> • Equestrian Arena | | | | |

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|--|--------|--------|------|--|
| | | | | <p>Southern side annex floor sealing expected in late-March 2023.</p> <p>Sealing of skillion side and mist irrigation pump shed installation is outstanding. On 26th February 2023 trial run of arena was successfully completed with the clubs events.</p> |
| <ul style="list-style-type: none"> • Pony Club Cross Country Facilities | | | IPM | <p>Contractor engaged to complete improvement works for the Pony Club Cross Country facilities which have been delayed due to Covid and illness of the Contractor. Works practically completed March 2022 but are subject to a quality check and required improvements by the contractor.</p> <p>An inspection completed revealed that some activity area and works need some rectification and improvements. Need to talk to contractor and Pony Club in addressing the concerns.</p> |
| <ul style="list-style-type: none"> • GBS Falkiner Lounge and Viewing Area | | | IPM | <p>Disabled toilet has been constructed and male & female toilets upgrade including ambulant toilet painting, new carpet & tiles and are now complete. Air conditioning installed and commissioned.</p> <p>Seating in viewing area completed, painting of the grandstand flooring has been completed, re walling and painting is complete.</p> <p>Access stairs to grandstand reoriented with new hardwood planks. A quotation accepted from Western Plains Glass and Windows for door/sliding door, windows replacement – installation completed in December 2022.</p> <p>Works outstanding are:</p> <ul style="list-style-type: none"> - Concourse to GBS Falkiner Lounge with disabled access. - Disability complying ramp from lower bar/ground level to lounge level. |

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|---|--------|--------|-------------|--|
| <ul style="list-style-type: none"> Replacement of the Showground Ladies Toilets | | | IPM/ TSM | <p>Rescoping of Concept Design being completed. Alternative design tabled at the Showground/Racecourse Committee on 2.8.22 with proposed jointed male & female toilet as one block attached to switch room.</p> <p>Works on alternative designs is progressing for the proposed option. Contractor engaged for demolition works. Negotiation with a contractor is advancing on the proposed design of new combined toilet block.</p> |
| <ul style="list-style-type: none"> Relocation of Cattle Yards (NSW Showgrounds Stimulus Program Phase 2B) | 60,000 | | IPM | <p>Advice from P & A (Justin Sanderson). Showground Racecourse Committee Members would like to see the yards refurbished and made suitable for both cattle and horses by making the relocated pens approximately 4mx4m in size. Need to investigate further and obtain advice. Stockpro to do a design – organised by P&A. (\$140k) Quote received from Stockpro is over budget and other grant funds to be sourced. Additional funding is required to move forward.</p> |
| <ul style="list-style-type: none"> Upgrade electrical Cattleman’s Camping Area | 8,082 | | IPM | <p>Works complete, balance of unspent funds to be used elsewhere in project.</p> |
| <p>Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including:</p> <ul style="list-style-type: none"> Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area | 87,735 | 5,755 | IPM/ TSM | <p>Works program finalised following consultation with User Groups at the Showground/Racecourse Committee Meeting held on the 2nd August 2022.</p> <p>Balance of unspent funds to be used elsewhere in project - other sewer/toilet works.</p> |

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|--|---------|--------|-------------|--|
| <ul style="list-style-type: none"> Renovate Male Toilet @ Main Pavilion | 100,000 | Nil | IPM/ TSM | <p>To be inspected by Council Engineer. Contractor has rectified the defects in the floor to Council's satisfaction.</p> <p>Concept Design changed due to condition of infrastructure. Scope of Works completed and now project is replacement of the male toilet.</p> <p>Alternative design considered with male and female toilet in one area has been given the go ahead at the Showground Racecourse Committee meeting held 15 November 2022.</p> <p>Works on alternative design is progressing for the proposed design.</p> <p>Contactore engaged for demolition works of male and female toilets.</p> <p>Negotiations with building contractors is advancing on the proposed designs of new combined toilet block.</p> |
| <ul style="list-style-type: none"> Install New Septic Receival Tank for Main Pavilion Toilets | 45,000 | 6,120 | IPM/ TSM | <p>Scope of works being reassessed to complete the works within the budget as part of alternative combine male and female toilet facility in one location.</p> |
| <ul style="list-style-type: none"> Renovate Centre Arena Toilets | 102,888 | Nil | IPM/ TSM | <p>Works Complete, balance of unspent funds which will be allocated to other sewer/sewerage works.</p> |
| <ul style="list-style-type: none"> Refence Showground Perimeter with Exclusion Fencing | 105,000 | Nil | IPM | <p>Scope/area determined by Showground/ Racecourse Committee on 7th October 2021 being revised. (Quotes to be requested from local suppliers and rural fencing contractors). Length 4,100m and 3 double gates & 2 single gates. RFQ document being prepared to call for quotations.</p> <p>Exclusion fence like airport exclusion fence being considered. Other grant funds required.</p> |

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|--|--------|--------|-------------|--|
| | | | | Options and estimate prepared for 2.1m high fencing for Racing NSW considerations and funding supplement. Liaising with Matt Colwell on this possible funding support from Racing NSW. |
| <ul style="list-style-type: none"> New Septic Centre Arena | 3,150 | Nil | IPM TSM | Works Complete, balance of unspent funds which will be allocated to other works. |
| <ul style="list-style-type: none"> Re-level Pavilion Floors | 8,908 | Nil | IPM TSM | Works Complete, balance of unspent funds which will be allocated to other works. |
| Local Roads & Community Infrastructure Program Phase 3 – Equestrian Arena | 94,545 | 70,920 | IPM | <p>Warren Showground/Racecourse Complex Equestrian Arena with a focus on female participants. (Annex pavement, sealing and concrete path construction).</p> <p>Equestrian Arena area completed in February 2023 with the respreading of sand media.</p> <p>Works already completed are:</p> <ul style="list-style-type: none"> - Kick rail installation; - Path around area and access gate ways (3 x vehicle and 1 x pedestrian) into arena; - Sprinkler irrigation; - Gravelling skillion side; - Stormwater drainage around arena; and - Swale drains and levelling nearby areas to divert runoff to SW pits. <p>Skillion area sealing and mist irrigation pump shed installation is outstanding.</p> <p>Expected completion – end of March 2023.</p> |
| Crown Reserves Improvement Fund Program Disabled (all access) toilet block Warren Pony Club | 79,705 | 46,465 | IPM/ TSM | Construction of a toilet facility in the Warren Pony Club Facility. Scope of works and design complete. Single ambivalent toilet will be built. |

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| Project | Budget | Expend | Resp | Comment |
|--|---------------|---------------|-------------|---|
| | | | | <p>Location has been finalised with Warren Pony Club, on the western side of Pony Club shed.</p> <p>Contractor (SPLAT Plumbing) has been engaged in September 2022 to do the works.</p> <p>Completion expected March 2023.</p> |
| Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing | 272,727 | Nil | IPM/ TSM | <p>Funding has been granted by the NSW Government towards drought proofing project and public area fencing.</p> <p>Rescoping in progress for an appropriate irrigation system and project may need further grants for the full scope of works.</p> <p>A concept and report is expected by early April 2023.</p> |
| Crown Reserves Improvement Fund Program Replacement of Showground Ladies Toilet Part 2 | 54,545 | Nil | IPM/ TSM | <p>Option for the replacement /refurbishments of the female toilets to an appropriate standard is in its final stage.</p> <p>Alternative design being considered with male and female toilet in one area. Draft layout plan tabled at Showground Racecourse Committee meeting on 2/8/22.</p> <p>Proposed to construct a joint toilet/shower facility at the location of ladies toilet agreed at the Showground Racecourse Meeting 15 November 2022.</p> <p>Works to be commence early March 2023 and expected to be completed by June 2023.</p> |
| Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse | 130,591 | 96,417 | 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. |

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Council Community Room, Warren on Thursday, 23rd March 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|--|---------------|------------------|---|
| Complex Improvement Program | | | | <ol style="list-style-type: none"> 2. Replace windows and doors GBS Falkiner Memorial Lounge; Quote accepted for windows and doors replacements. Window and door installation works completed in December 2022; 3. Paint on the GBS Falkiner Lounge and grandstand, now complete. 4. Entry area concreting to comply with disabled access is planned for April 2023. |
| Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program <ul style="list-style-type: none"> • Stafford Street Water Tower Mural | For Mural Program Only 125,914 | 112,569 | GM IPM TSM | Rescoping for revised budget arranged. See Warren Public Arts Committee Minutes reported to July 2021 Council Meeting. 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 in September 2021. Mural complete and unveiling undertaken on 2nd December 2021. |
| <ul style="list-style-type: none"> • Nevertire Water Tower Mural | | | GM IPM TSM | Community Engagement Plan finalised. Community consultation completed and reported to the November 2021 Warren Public Arts Committee Meeting. Theme finalised, artist quotations finalised and works completed in July 2022. |
| <ul style="list-style-type: none"> • Warren Town Murals on Private Property | | | GM IPM TSM | Community Engagement Plan finalised. Community consultation completed and report provided to November 2021 Warren Public Arts Committee Meeting. Themes, locations finalised; artist quotations finalised. Work commenced in July and was completed in August 2022. Further works being considered for |

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 Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|---------|---------|-------------|--|
| | | | | funds available being on the proposed new toilet block at the Showground Racecourse Complex. |
| Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project | 53,773 | 53,773 | 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>Onsite installation commenced 4th April 2022. All 4 main light towers have been installed, including 4 secondary towers on soccer field. Electrical switchboard and lighting testing and commissioning commenced on 1st week of August 2022.</p> <p>CT (Current transformer) metering installation at the switchboard and final commissioning completed in August 2022.</p> <p>WAE information/test reports, O & M manual and remote access for operation training is expected in November 2022.</p> <p>Final tests and Lighting Certification will be carried out once Oval ground remediation works are complete. E-switch for Little Athletics and mustering area to be arranged.</p> |
| Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project | 499,608 | 148,400 | IPM DMES | <p>Project involves the construction of the Bird viewing Platform, toilet and construction of the parking area suitable for buses and recreational vehicles (RV's).</p> <p>DMES is scoping and programming works. Concept Design for Bird Viewing Platform submitted to structural engineer for construction design. Roadworks and earthworks being scoped by DMES. Statement of Environmental Effects (SEE) commenced in October 2022, then DA to be lodged. Toilet RFQ has been</p> |

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|---------|--------|-----------|---|
| | | | | <p>evaluated and ordered. Cost estimate for all works to be finalised once indicative cost of construction of the platform is obtained. Additional grant funding may be required or a scope reduction which will affect parking area.</p> <p>Wet weather has prevented any access to site since November 2021.</p> <p>Additional funding sought through Regional Tourism Activation fund grant was not successful. Scope will now be revised.</p> |
| Drought Relief Events (Drought Communities Extension Program) | 3,480 | 149 | GM | Used for the Warren Street Christmas Party 2022. |
| Warren Tennis Court Upgrade (Drought Communities Extension Program) | 29,036 | 23,180 | GM IPM | <p>Classic Sports Facilities have upgraded the two concrete courts to artificial turf cost \$48,254. Tennis Club costing new lights for these courts to complete the project. Order issued for supply of lights. Lights have arrived.</p> <p>Installation by local contractor (electrician) arranged. Electrician organising resources to complete the installation. Installation expected to happen late March 2023.</p> |
| Reconnecting Regional NSW – Community Events Program | 119,826 | 95,861 | GM PAO | <p>Application submitted 30 June 2022.</p> <p>5 Events hosted by Community Organisations; these are as follows:</p> <ul style="list-style-type: none"> - Burrima Walkway Grand Opening - Macquarie Wetlands Association (variation submitted for event & date change to October 2023). - Far West Schools Ramsay Championship – NSW Rugby Union- Event complete. |

WARREN SHIRE COUNCIL
 Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|---------|----------------------|-------------|--|
| | | | | <ul style="list-style-type: none"> - Celebration of Warren Youth Festival – Warren Youth Support Group Incorporated. - Sing Warren – Warren Chamber Music Festival – (variation submitted for event & date change 30 September 2022). - Golden Oldies Game Day – Gilgandra Cricket Association (variation submitted for event & date change to October 2023). - Christmas Street Party Celebrations 2022 – Warren Shire Council - Event complete and a good party with winning the Community Event of the Year in the 2023 Australia Day Awards. |
| Water Supplies | | | | |
| Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program) | 245,616 | 194,075 Committed | TSM | 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. Approval from DPIE to purchase and install chlorination equipment at Bore Flat and Ellengerah given and now arranged. |
| Sewerage Services | | | | |
| Restart NSW Warren (STP) Upgrade | 61,878 | 829 | IPM/ TSM | Contractor (Gongues Construction) started working on the project in early November 2020, following the award of a tender. Ponds: (Oxidation, maturation and evaporation) were built in early 2021. |

WARREN SHIRE COUNCIL
 Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|---------|---------|-------------|---|
| | | | | <p>Construction in STP inlet works commenced in October 2021, with the operation of inlet screens ready for use. SPS and overflow storage facility was complete and commissioned.</p> <p>Intermittent and sporadic wet weather events during 2021 have delayed the progress of work considerably.</p> <p>Electrical Supply to STP installed with the installation of poles and a 63KVA Transformer and commissioned.</p> <p>EPA issued an advice/ provisional licence on 21 July 2022 on the condition that the EPA require a commissioning certificate from the contractor prior to issuing the final licence for the new Warren STP. Commissioning of the plant automation (SCADA & Telemetry) completed in September 2022. Ongoing wet weather and major flooding around the town caused issues with accessing STP. Sewage diversion from old SPS to new SPS storage and then to STP arranged 11th November 2022. Start-up of the new STP, now commenced with final commissioning in December 2022. STP is in operation since December 2022.</p> |
| <p>Warren Central Business District Toilet Installation (Drought Communities Extension Program)</p> <p>Includes \$140,000 allocated from restricted funds for infrastructure improvement/ replacement.</p> | 269,789 | 140,044 | IPM/ TSM | <p>The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Although Council has funding to install a basic toilet block, the Scope was changed to a 'self-cleansing' or better-quality facility toilet costing more than the budget available. Report provided to the October 2021 Council Meeting for consideration for Council funding</p> |

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|---------|---------|-------------|---|
| | | | | to the project if grant funds are not forthcoming. Work in progress based on Council funding the project. RFQ advertised on VenderPanel closed 14 July 2022. Contract awarded to Exeloo Pty Ltd, expect 22 weeks construction period. Fabrication processing and completion expected by March/April 2023. |
| Lions Park Toilet Installation | 144,730 | 118,258 | IPM/ TSM | <p>Project is using the following funding:</p> <ul style="list-style-type: none"> • Includes \$52,000 allocated from restricted funds for infrastructure improvement/replacement; • Aubrey Dinsdale’s bequeath to Council (\$52,813.78); • Murray Darling Basin Economic Development – Improvement of Regional Structures Grant (\$24,500); and • Contribution from the Warren Lions Club \$16,000. <p>Final scoping of works complete, however was reassessed by the Infrastructure Projects Control Group.</p> <p>RFQ advertised on VenderPanel closed 14 July 2022. Contract awarded to Exeloo Pty Ltd, expect 22 weeks construction period. Fabrication processing and completion expected by March/April 2023.</p> |
| Stronger Country Communities Fund Round 5 (SCCFR5) – Upgrading of Amenities, Change rooms, Canteen and Club House Facilities at the Warren Memorial Pool. | 856,903 | Nil | IPM | <p>This project will replace the existing Male & Female with "All Access" modern facilities. Include Disabled and Ambulant toilets in the amenities.</p> <p>Replace the existing entry, office and kiosk adding in a club house room with a modern compliant, fit for purpose fit out.</p> <p>Construction work expected April-September 2024.</p> |

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|---------------|---------------|--------------------------|---|
| NSW Severe Weather & Flood Grant (\$1,000,000) for AGRN 1025 Warren Town Levee Remediation | 887,500 | Nil | GM IPM DMES TSM | This project once implemented will ensure that the Warren town is prepared for major flooding and potentially immune from future natural disasters. This project will enable the resilience of the Warren Community as it equips the town with the mechanisms necessary to deal with future adverse environmental conditions. Funds have been paid however, works program yet to be approved. |
| Macquarie Park Restoration | 112,500 | Nil | GM IPM DMES TSM | This project once implemented will ensure that the Warren town is prepared for major flooding and potentially immune from future natural disasters. This project will enable the resilience of the Warren Community as it equips the town with the mechanisms necessary to deal with future adverse environmental conditions. Funds have been paid however, works program yet to be approved. |
| Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities. | 500,000 | Nil | IPM WSCCM | This project involves construction of new amenities building including two separate changerooms and public access toilets will be constructed to provide safe, equitable and accessible facilities for female participants within Victoria Park Precinct. Planning and project initiations are progressing. <ul style="list-style-type: none"> - Geotechnical investigations, underground service search - Final location to be chosen. |
| Office of Sport - Local Sport Defibrillator Grant Program 2022/23 | 7,335 | Nil | IPM MHD | Application was submitted on 2 December 2022 for Three (3) AED units for 3 locations, they are as follows: |

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|----------------|---------------|---------------|-------------|--|
| | | | | <ul style="list-style-type: none">- Carter Oval Youth Sports Precinct New Amenities Building;- Victoria Park Precinct - Warren Tennis Club; and- Collie Recreation Reserve - Collie Tennis Club. |

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|---------|--------|------|--|
| Grant Applications | | | | |
| NSW Public Open Spaces Carter Oval Sports Precinct Adventure Play Space | 475,000 | N/A | IPM | Application submitted on 12 December 2022. This project is to provide the Carter Oval Youth Sports Precinct an additional Adventure Play Space for community young and old. Unsuccessful. |
| Office of Regional Youth - Children and Young People Wellbeing Recovery Initiative - Large grants Get Fit Get Strong Healthy Minds | 49,062 | Nil | IPM | Application submitted on 20 December 2022. Get Fit Get Strong Healthy Minds will be delivered at the Sporting Complex, Warren Memorial Pool and has been a Joint submission with Warren Youth Support Centre. Successful. |

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

DMES - Divisional Manager Engineering Services

MHD - Manager Health and Development Services

TSM - Town Services Manager

RIM - Roads Infrastructure Manager

IPM - Infrastructure Projects Manager

PAO - Projects Administration Officer

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 23rd March 2023

ITEM 1

RECONCILIATION CERTIFICATE – FEBRUARY 2023

(B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 28th February 2023 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 28th February 2023.

INTERNAL LEDGER ACCOUNT RECONCILIATION

| | Balance 31-Jan-23 | Transactions | Balance 28-Feb-23 |
|-------------------------|----------------------|---------------------|----------------------|
| General | 9,530,663.78 | 4,371,153.49 | 13,901,817.27 |
| Water Fund | 937,085.14 | 54,967.08 | 992,052.22 |
| Sewerage Fund | 2,072,120.00 | 48,995.72 | 2,121,115.72 |
| North Western Library | 138,065.81 | (41,771.86) | 96,293.95 |
| Trust Fund | 138,306.56 | 89.00 | 138,395.56 |
| Investment Bank Account | (10,229,794.90) | (552.79) | (10,230,347.69) |
| | 2,586,446.39 | 4,432,880.64 | 7,019,327.03 |

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 23rd March 2023

ITEM 1

RECONCILIATION CERTIFICATE – FEBRUARY 2023

CONTINUED

BANK STATEMENT RECONCILIATION

| | |
|---|---------------------|
| Balance as per Bank Statement = | 7,005,864.99 |
| Add: Outstanding Deposits for the Month | 13,846.04 |
| Less: Outstanding Cheques & Autopays | (384.00) |
| | <hr/> |
| Balance as per Ledger Accounts less Investments = | 7,019,327.03 |
| | <hr/> <hr/> |

INVESTMENTS RECONCILIATION

Investments as at 28th February 2023

| No. | Institution | Amount | Term & Rate | Maturity Date |
|----------------------------|-------------------------|----------------------|------------------|---------------|
| | National Australia Bank | 220,347.69 | Variable | On Call A/c |
| 7 | National Australia Bank | 2,000,000.00 | 91 days @3.75% | 6-Mar-23 |
| 8 | National Australia Bank | 3,000,000.00 | 90 days @ 3.85% | 20-Mar-23 |
| 9 | National Australia Bank | 2,000,000.00 | 90 days @ 3.95% | 8-May-23 |
| 10 | National Australia Bank | 3,000,000.00 | 91 days @ 4.20% | 29-May-23 |
| 40 | National Australia Bank | 10,000.00 | 180 days @ 2.15% | 20-Aug-23 |
| | | <hr/> | | |
| TOTAL INVESTMENTS = | | 10,230,347.69 | | |
| | | <hr/> <hr/> | | |

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

| | |
|--|----------------------|
| Externally Restricted Funds Invested | 7,425,660.00 |
| Internally Restricted Funds Invested | 5,154,654.00 |
| 2022/23 General Fund Operating Income & Grants | 4,669,360.72 |
| | <hr/> |
| TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE = | 17,249,674.72 |
| | <hr/> <hr/> |

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

WARREN SHIRE COUNCIL

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

RECONCILIATION CERTIFICATE – FEBRUARY 2023

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LEGAL IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

N/A

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 23rd March 2023

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 7th March 2023 including comparisons over the last four years.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

N/A

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 7th March 2023.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday, 23rd March 2023

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

| Name of Rate | 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 | 160,175 | 5,256,805 | 5,416,981 | 4,085,900 | 75.43% | 1,331,081 | 24.57% |
| Warren Water Fund | 61,625 | 525,818 | 587,443 | 403,288 | 68.65% | 184,155 | 31.35% |
| Warren Sewerage Fund | 68,503 | 554,683 | 623,186 | 420,124 | 67.42% | 203,062 | 32.58% |
| TOTAL 2022/2023 | 290,303 | 6,337,306 | 6,627,609 | 4,909,312 | 74.07% | 1,718,298 | 25.93% |
| TOTAL 2021/2022 | 303,871 | 7,171,097 | 7,474,968 | 4,845,399 | 64.82% | 2,629,569 | 35.18% |
| TOTAL 2020/2021 | 318,952 | 6,995,578 | 7,314,530 | 4,665,588 | 63.79% | 2,648,942 | 36.21% |
| TOTAL 2019/2020 | 178,732 | 6,761,551 | 6,940,283 | 4,417,281 | 63.65% | 2,523,002 | 36.35% |
| TOTAL 2018/2019 | 128,294 | 6,515,689 | 6,643,983 | 4,359,822 | 65.62% | 2,284,161 | 34.38% |
| | | 14-Mar-19 | 10-Mar-20 | 12-Mar-21 | 10-Mar-22 | 07-Mar-23 | |
| COLLECTION FIGURES AS \$ | | 4,359,822 | 4,417,281 | 4,665,588 | 4,845,399 | 4,909,312 | |
| COLLECTION FIGURE AS % | | 65.62% | 63.65% | 63.79% | 64.82% | 74.07% | |

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 23rd March 2023

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 8th February 2023 to the 7th March 2023.

| Project | Budget | Expend | Resp | Comment |
|--|----------------------|-----------|--------------------|---|
| Solar Panel - Supply & Installation – As Per Option 1 of the Energy Action Plan adopted by Council the May 2022 meeting. | \$125,000 | \$151,674 | DMFA MHDS | Assessments of all quotations received undertaken. A confidential report presented to the October 2022 Council meeting. |
| LRCI Grant Phase 3 extension or Infrastructure Improvement/Replacement Restricted Funds | \$26,674 | | | Installation complete. |
| Public Library Infrastructure Grants – “Doorways to Open-Air Library”. | \$315,723 \$6,800 | \$5,392 | DMFA LIB IPM | Grant funds received 6/5/2022, the additional \$6,800 are Council funds carried over from 2021/2022 for the finalisation of concept plans and engineering specifications prior to work commencing. B Creative and Barnsons have been engaged to undertake these works. |
| Office Equipment Purchases – PC Purchases | \$15,000 | \$7,818 | DMFA | 5 x New PC’s Purchased |

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

LIB – Librarian

IPM – Infrastructure Projects Manager

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday 23rd March 2023

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 | GR | Gravel Resheet |
| RIM | Roads Infrastructure Manager | BRL | Bitumen Reseal Local Road |
| RO | Roads Overseer | BRR | Bitumen Reseal Regional Road |

**Roads M & R (Maintenance and Repair) Budget and Works from
7th February 2023 to 7th March 2023**

| ACCOUNT | BUDGET | EXPENDITURE |
|--|--------------|-------------|
| Urban Sealed Roads | \$57,548 | \$27,716 |
| Parking Areas | \$5,306 | Nil |
| Kerb and Guttering | \$27,191 | Nil |
| Footpaths | \$37,139 | \$5,625 |
| Urban Unsealed Roads | \$27,528 | \$2,335 |
| Rural Sealed Roads | \$381,998 | \$508,121* |
| Rural Unsealed Roads | \$1,061,106 | \$747,664* |
| Rural Bridges | \$15,917 | \$7,428 |
| Regional Sealed Roads | \$703,640 | \$455,264* |
| Regional Unsealed Roads | \$108,415 | \$1,338* |
| Regional Bridges | \$17,233 | \$881 |
| Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities) | \$285,088 | \$144,695 |
| Fixing Local Roads Pothole Repair Round | \$454,883.53 | \$105,246 |
| Works - Shire Roads - Package 1 | | |

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

| ACCOUNT | BUDGET | EXPENDITURE |
|--|----------------|-------------|
| March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction | \$1,252,622.95 | \$93,786 |
| March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Regional Roads – Package 1 | \$619,162.88 | \$4,150 |
| March 2021 AGRN960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Package 2 Merrigal Road (Dragon Cowal) | \$349,685.88 | \$24,181 |
| Disaster Risk Reduction Fund – Dragon Cowal Creek Culverts Merrigal Road. | \$300,000 | \$25,133 |
| June/July 2022 AGRN 1025 Flood and Storm Damage – Immediate Reconstruction Works – Ellengerah Road | \$323,610 | \$181,850 |
| Regional and Local Roads Repair Program | \$2,415,175 | Nil |

* Includes approximately \$274,033 of emergency works for the June, July, August, September, October, November and December Flood and Storm Emergency Works on Roads.

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

MAINTENANCE

| WORK CREW | LOCATION | ACTIVITY | WORK COMPLETED |
|-----------------------------------|-----------------------|--|---|
| Grader Crew 1 (Three-man crew) | SR 23 Gradgery Lane | Grading Floodwork | 20 th February 2023 To 20 th February 2023 |
| | SR 94 Lauriston Road | Grading/Flood Damage Works | 21 st February 2023 To 23 rd February 2023 |
| | SR 93 Yarrendale Road | Grading/ Flood damage works | 24 th February 2023 To 27 th February 2023 |
| | SR 62 Buddabadah Road | Started Flood Damage Works | 27 th February 2023 To 3 rd March 2023 ongoing |
| Grader Crew 2 (Three-man crew) | SR 65 Old Warren Road | Grading/Spread Gravel Resheet | 20 th February 2023 To 22 nd February 2023 |
| | SR 65 Old Warren Road | Grading/Road Reshaping for Upgrade Extension Work | 23 rd February 2023 To 27 th February 2023 |
| | SR 65 Old Warren Road | Grading/Spreading Gravel On Upgrade Extension Work | 27 th February 2023 To 3 rd March 2023 |
| Grader Crew 3 (Three-man-crew) | SR 31 Pigeonbah Road | Grading/ Flood Damage Works | 20 th February 2023 To 1 st March 2023 |
| | SR 79 Greentree Road | Grading/ Flood Damage Works | 1 st March 2023 To 3 rd March 2023 |
| Grader Crew 4 (Three-man-crew) | SR 36 Gibson Way | Grading Emergency Floodwork | 20 th February 2023 To 27 th February 2023 |
| | SR 10 Killaloo Lane | Flood Damage Work | 27 th February 2023 To 2 nd March 2023 |
| | SR 15 Johnsons Road | Grading Routine Work | 2 nd March 2023 To 3 rd March 2023 ongoing |
| Grader Crew 5 (Three-man-crew) | Being Prepared | | |

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

| WORK CREW | LOCATION | ACTIVITY | EMULSION USED | STONE USED |
|----------------------------|-----------------------|-----------------|----------------------|-------------------|
| Paveline (Tar Patching) | RR 333 Carinda Road | Patching | 4,500L | 38 tonne |
| | SR 66 Wambianna Road | Patching | 700L | 7 tonne |
| | RR 7515 Warren Road | Patching | 800L | 8 tonne |
| | SR 65 Old Warren Road | Patching | 1,300L | 12 tonne |
| | RR 202 Marthaguy Road | Patching | 1,000L | 10 tonne |
| | SH 11 Oxley Hwy | Patching | 800L | 8 tonne |
| | Nevertire Streets | Sealing | 2,000L | 18 tonne |

| WORK CREW | LOCATION | ACTIVITY | WORK UNDERTAKEN |
|------------------------------|------------------------------|-----------------|------------------------|
| Roadside Maintenance Team | SH 11 | Slashing | 13km |
| | SR 83 Rifle Range Road | Slashing | 12km |
| | SR 73 Udora Road | Slashing | 0 |
| | SR 91 Industrial Access Road | Slashing | 0 |

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ITEM 1 WORKS PROGRESS REPORTS – ROADS

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UPCOMING WORKS (FEBRUARY, MARCH 2023)

| WORK CREW | LOCATION | ACTIVITY |
|-----------------------------------|-------------------------------------|-------------------------|
| Grader Crew 1 (Three-man crew) | SR61 Elsinore Road | Flood Damage Works |
| | SR68 Bundamar Road | Flood Damage Works |
| Grader Crew 2 (Three-man crew) | SR 65 Old Warren Road Segment 30 | Upgrade Extension |
| | SR 65 Old Warren Road | Gravel Resheeting |
| | RR 347 Collie / Trangie Road | Pavement Rehabilitation |
| Grader Crew 3 (Three-man crew) | SR 50 Christies Lane | Flood Damage Works |
| | SR 40 Merrigal Road | Flood Damage Works |
| Grader Crew 4 (Three-man crew) | SR16 Notts Lane | Flood Damage Works |
| | SR4 Sullivans Road | Flood Damage Works |
| | SR98 Colane Road | Flood Damage Works |
| Grader Crew 5 (Three-man crew) | Being Arranged | |

* Flood Damage Works Program being developed.

| Project | Budget | Expend | Resp | Comment |
|---|-----------|-----------|--------------|--|
| Capital Works Bitumen Reseals (Regional Roads) | | | | |
| * Regional Roads Rehabilitation/Final Seal | \$230,000 | \$227,500 | RIM | To be used for final seal on RR333 Segment 62 (1.7km) and RR347 Segments 2 and 4 (3km) |
| Capital Works In Progress | | | | |
| Old Warren Road Segments 30 Construction | \$500,000 | \$127,840 | DMES/ RIM | Variations of Fixing Local Roads Round 3 funding after cost savings. |
| CBD Improvements | \$52,732 | \$3,650 | DMES | Investigation and design work for CBD Improvement Program. |

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WORKS PROGRESS REPORTS – ROADS

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| Project | Budget | Expend | Resp | Comment |
|---|--|-----------|--------------|--|
| Warren Road Reconstruction | \$3,684,320 | \$162,781 | RIM | New culverts, widening of road, and pavement rehabilitation. Culverts ordered – expected delivery 2023. Contract for culvert installation has been approved. |
| REPAIR Program 2022/2023 RR347 Collie – Trangie Road | \$800,000 | \$241,488 | RIM | Rehabilitation of Segment 18 on RR347 Collie – Trangie Road. |
| Gravel Resheeting <i>Priority Roads</i> 1. Old Warren Road 2. Colane Road 3. Buddabadah Road 4. Gradgery Lane | \$400,000 | \$100,637 | RIM | Gravel resheeting of Old Warren Road and others as per priority. |
| *Reseals <i>Local Roads/ Town streets</i> | \$655,258 | \$658,043 | RIM | Reseals has been completed. |
| Bridges Renewal Program Replacement of Newe Park Bridge and Marthaguy Creek Bridge | \$4,854,000 | Nil | DMES/ RIM | \$3,883,200 and \$1,126,800 funded by Bridges Renewal Program and Fixing Country Roads respectively. |
| Planned Future Capital Works | | | | |
| Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) and Fixing Local Roads Round 4 Nevertire – Bogan Road Segment 4, 6, 8 and 10 Rehabilitation | \$3,496,725 Made up of \$2,797,380 grant & \$699,345 Council | Nil | DMES | |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|--|--------|------|--|
| Grant Applications | | | | |
| *Fixing Local Roads Round 4 Nevertire-Bogan Road | \$3,496,725 Made up of \$2,797,380 Grant & \$699,345 Council | Nil | DMES | Rehabilitation of Segments 4-10 Successful. |
| *Fixing Local Roads Round 4 Bitumen Reseal | \$1,300,000 Made up of \$1,000,000 Grant & \$300,000 Council | Nil | DMES | Ellengerah Road (seg 10,12,16) Bullagreen (Segments 24-30) Old Warren Road (Segments 10-16) Tottenham Road (Segments 12,28) Nevertire Bogan Road (Segments 24.36) Udora Road (Segment 2) Rifle Range Road (Segments 2,4) Unsuccessful. |
| *Fixing Local Roads Round 4 Gravel Resheeting | \$1,354,000 Made up of \$1,000,000 Grant & \$354,000 Council | Nil | DMES | Old Warren Road, Colane Road, Buddabadah Road and Gradgery Lane nominated using a priority matrix. Unsuccessful. |
| *Fixing Local Roads Round 4 Tyrie Road | \$581,071 Made up of \$464,857 Grant & \$116,214 Council | Nil | DMES | Reconstruction of Segment 0 and Part Segment 2. Unsuccessful. |
| *Fixing Local Roads Round 4 Buckiinguy Road | \$2,701,382 Made up of \$2,161,107 Grant & \$540,275 Council | Nil | DMES | Rehabilitation of segments 16-20 and Part Segment 22. Unsuccessful. |

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WORKS PROGRESS REPORTS – ROADS

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| Project | Budget | Expend | Resp | Comment |
|--|---|--------|------|--|
| *Fixing Local Roads Round 4 Old Warren Road | \$2,615,673 Made up of \$2,092,539 Grant & \$523,134 Council | Nil | DMES | Reconstruction of Segments 32-36. Unsuccessful. |
| *Fixing Local Roads Round 4 Gibson Way | \$567,857 Made up of \$454,286 Grant & \$113,571 Council | Nil | DMES | Gravel Resheeting Segments 0,2,4. Unsuccessful. |
| *Fixing Local Roads Round 4 Gradgery Lane bridges | \$3,750,000 Made up of \$3,000,000 Grant & \$750,000 Council | Nil | DMES | Replacement of 3 narrow bridges. Unsuccessful. |
| Get NSW Active Program | \$1,779,441 | Nil | DMES | Construction of footpaths on Readford Street, Udora Road, Dr Kater Drive, Glen Street, Wilson Street, Macquarie Drive, Oxley Parade, Sturt Street, Orchard, Street, Garden Avenue, Boston Street and Roland Street. Awaiting approval. |
| *Fixing Country Roads Round 6- 2022 | \$1,372,889 | Nil | DMES | Industrial Access Road Upgrade. Unsuccessful. |
| *Fixing Country Roads Round 6- 2022 | \$1,126,800 | Nil | DMES | Replacement of Newe Park Bridge and Marthaguy Creek Bridge. Successful. |
| *Fixing Country Roads Round 6- 2022 | \$5,688,306 Made up of \$4,550,645 Fixing Country Roads & \$1,137,661 Council | Nil | DMES | Rehabilitation of Marthaguy Road Segments 0-6, and Replacement of 5 Mile Cowal Bridge. Unsuccessful. |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|--|--------|------|--|
| Infrastructure Betterment Fund (IBR) Carinda Road | \$9,180,124 Made up of \$9,107,218 IBR and \$72,906 DRRF AGRN960 Pk 1 | Nil | DMES | Rehabilitation of Segments 64-76. Awaiting approval. |
| Infrastructure Betterment Program | \$1,547,717 Made up of \$1,266,350 IBR and \$281,367 DRRF AGRN 960 Pk 1 | Nil | DMES | Gravel Resheeting of Booka Road (Segments 34, 36, 42, 50) and Billybingbone Road (Segments 0-6). Awaiting approval. |
| Infrastructure Betterment Program Gibson Way | \$3,116,431 Made up of \$3,048,746 IBR and \$67,685 DRRF AGRN 960 Pk 1 | Nil | DMES | Upgrade of Gibson Way Segments 0-4. Awaiting approval. |
| *Regional and Local Road Repair Program | Estimated to be approximately \$2,547,000 | Nil | DMES | To assist Councils to undertake priority maintenance works and immediate repair of potholes on their Local and Regional Roads. Successful for \$2,415,175. |

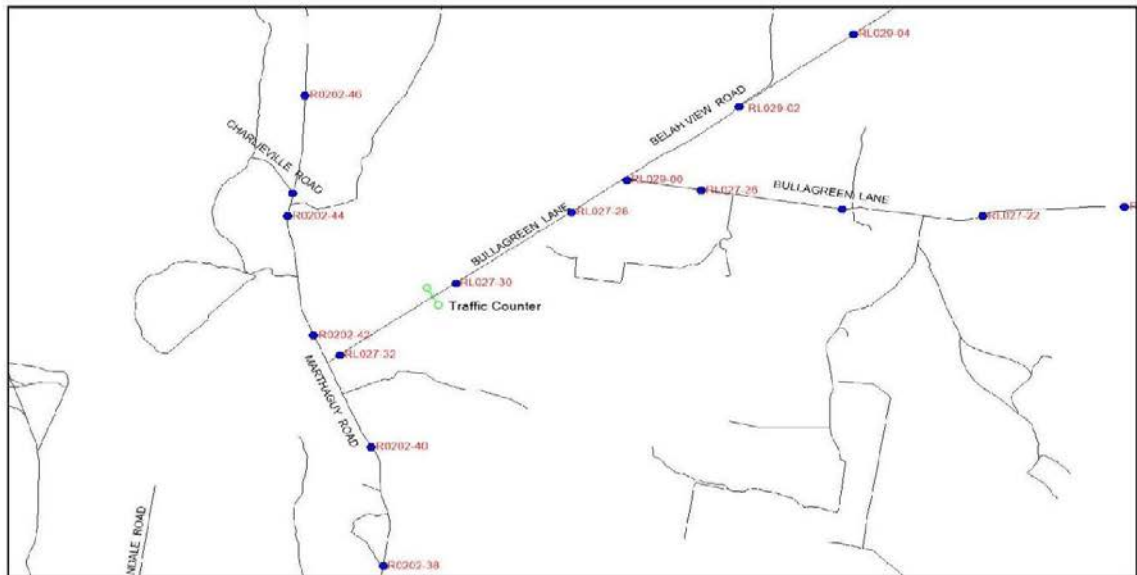
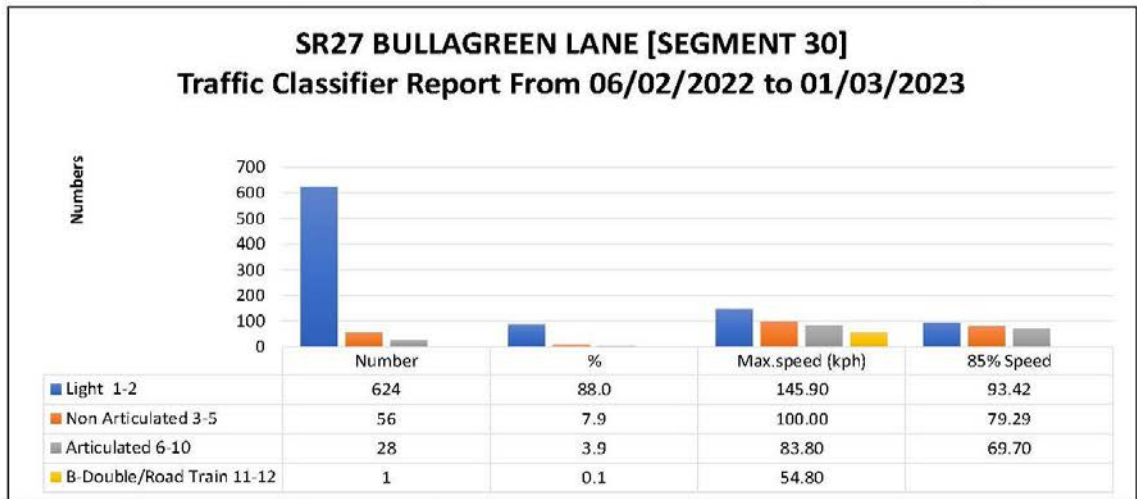
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | SR27 BULLAGREEN LANE | | | |
|-----------------------------------|-------------|----------------------|------------|-----------------|-----------|
| Location | | Segment 30 | | | |
| Period of Operation (Days) | 23 | 6/02/2023 | to | 1/03/2023 | |
| Total count both directions | 709 | | | | |
| AADT (vehicles per day) | 31 | | | | |
| Percent of commercial vehicles | 4.09% | | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 624 | 88.0 | 145.90 | 93.42 |
| Non Articulated | 3-5 | 56 | 7.9 | 100.00 | 79.29 |
| Articulated | 6-10 | 28 | 3.9 | 83.80 | 69.70 |
| B-Double/Road Train | 11-12 | 1 | 0.1 | 54.80 | |
| Total | 1-12 | 709 | 100 | 145.90 | |
| Average percentile across classes | | | 80.80 | Km/H | |



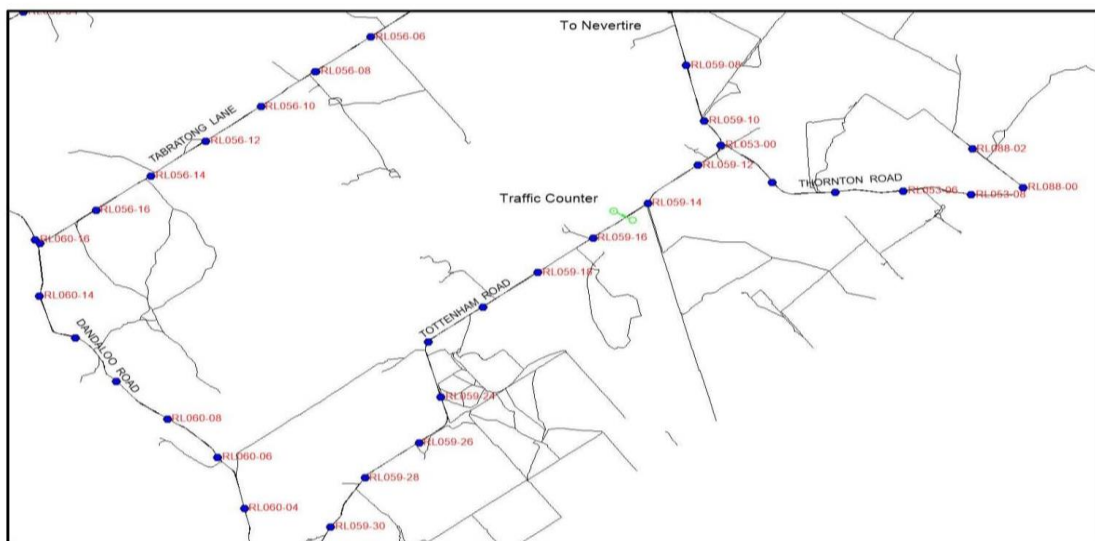
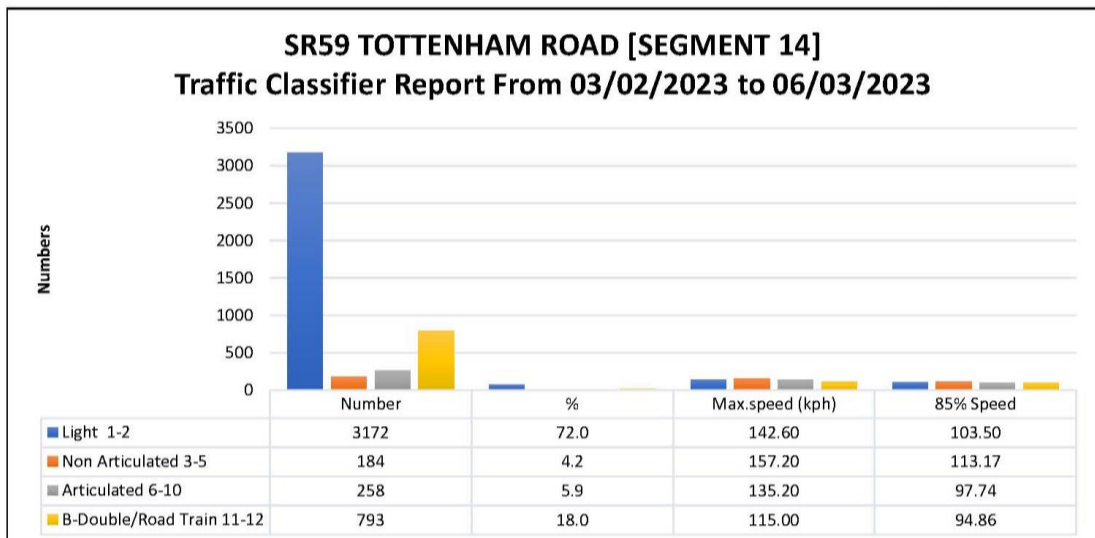
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | SR59 Tottenham Road | | | |
|---------------------------------------|-------------|---------------------|------------|-----------------|-----------|
| Location | | Segment 14 | | | |
| Period of Operation (Days) | | 31 | 3/02/2023 | to | 6/03/2023 |
| Total count both directions | | 4407 | | | |
| AADT (vehicles per day) | | 142 | | | |
| Percent of commercial vehicles | | 23.85% | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 3172 | 72.0 | 142.60 | 103.50 |
| Non Articulated | 3-5 | 184 | 4.2 | 157.20 | 113.17 |
| Articulated | 6-10 | 258 | 5.9 | 135.20 | 97.74 |
| B-Double/Road Train | 11-12 | 793 | 18.0 | 115.00 | 94.86 |
| Total | 1-12 | 4407 | 100 | 167.20 | |
| Average percentile across classes | | | 102.32 | Km/H | |



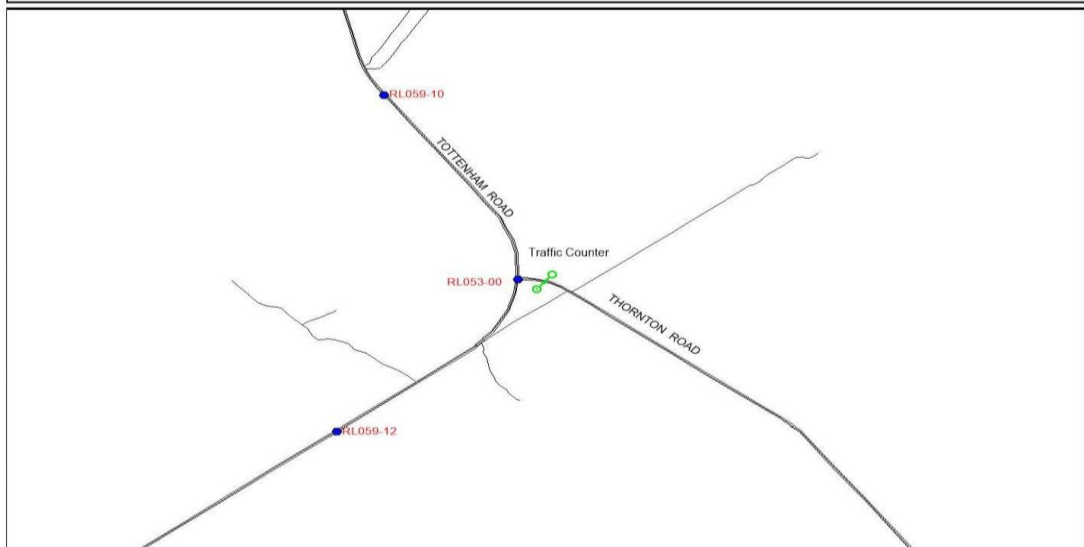
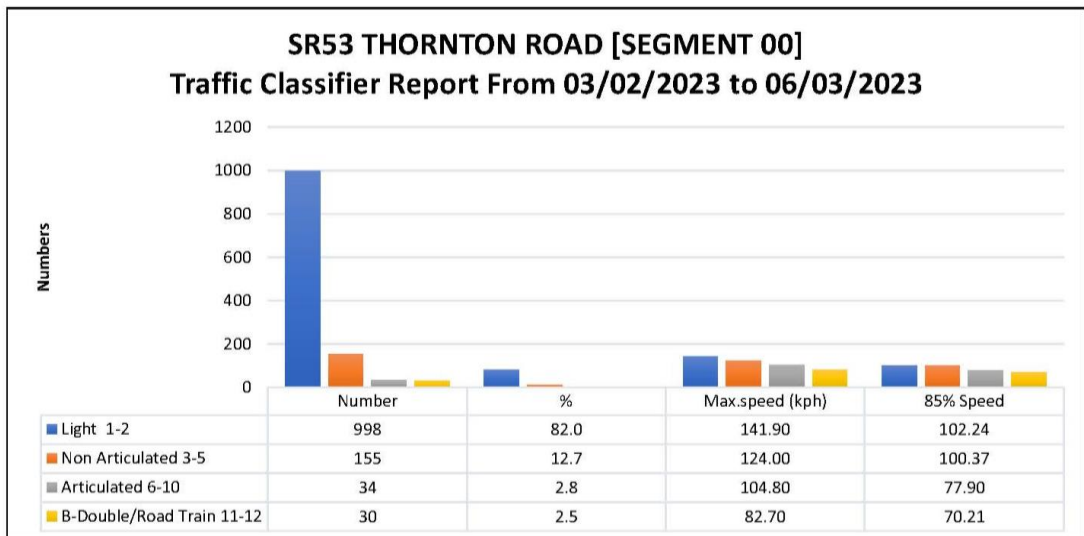
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | SR 53 THORNTON ROAD | | | |
|-----------------------------------|-------------|---------------------|--------------|-----------------|-----------|
| Location | | Segment 00 | | | |
| Period of Operation (Days) | 31 | 3/02/2023 | to | 6/03/2023 | |
| Total count both directions | 1217 | | | | |
| AADT (vehicles per day) | 39 | | | | |
| Percent of commercial vehicles | 5.26% | | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 998 | 82.0 | 141.90 | 102.24 |
| Non Articulated | 3-5 | 155 | 12.7 | 124.00 | 100.37 |
| Articulated | 6-10 | 34 | 2.8 | 104.80 | 77.90 |
| B-Double/Road Train | 11-12 | 30 | 2.5 | 82.70 | 70.21 |
| Total | 1-12 | 1217 | 100 | 141.90 | |
| Average percentile across classes | | | 87.68 | Km/H | |



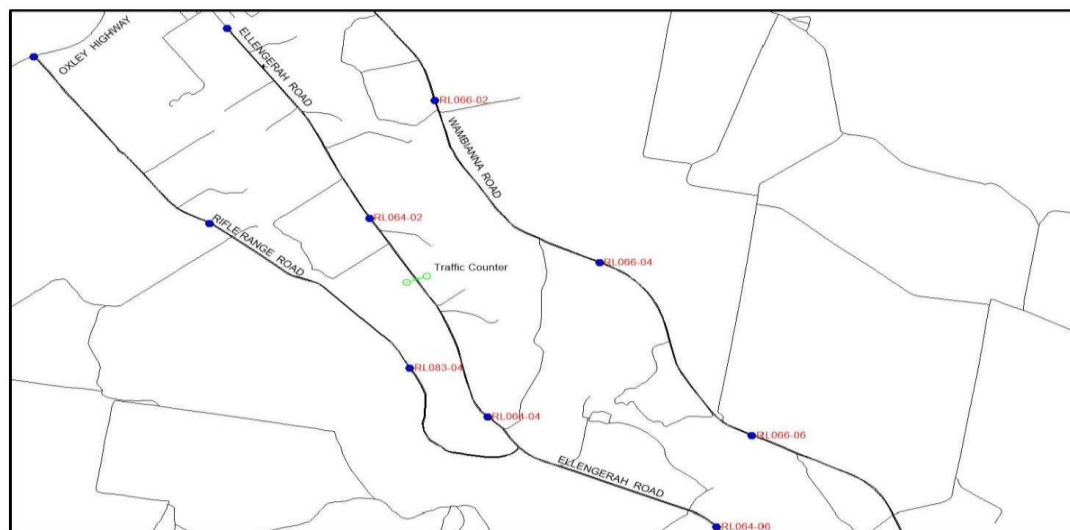
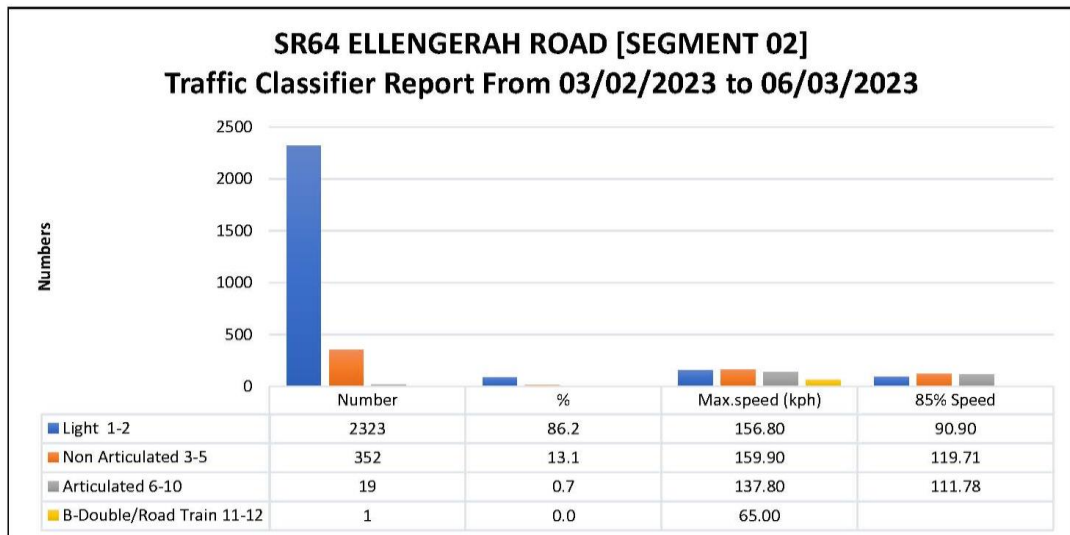
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | SR 64 Ellengerah Rd | | | |
|-----------------------------------|-------------|---------------------|---------------|-----------------|-----------|
| Location | | Segment 02 | | | |
| Period of Operation (Days) | | 31 | 3/02/2023 | to | 6/03/2023 |
| Total count both directions | | 2695 | | | |
| AADT (vehicles per day) | | 87 | | | |
| Percent of commercial vehicles | | 0.74% | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 2323 | 86.2 | 156.80 | 90.90 |
| Non Articulated | 3-5 | 352 | 13.1 | 159.90 | 119.71 |
| Articulated | 6-10 | 19 | 0.7 | 137.80 | 111.78 |
| B-Double/Road Train | 11-12 | 1 | 0.0 | 65.00 | |
| Total | 1-12 | 2695 | 100 | 159.90 | |
| Average percentile across classes | | | 107.46 | Km/H | |



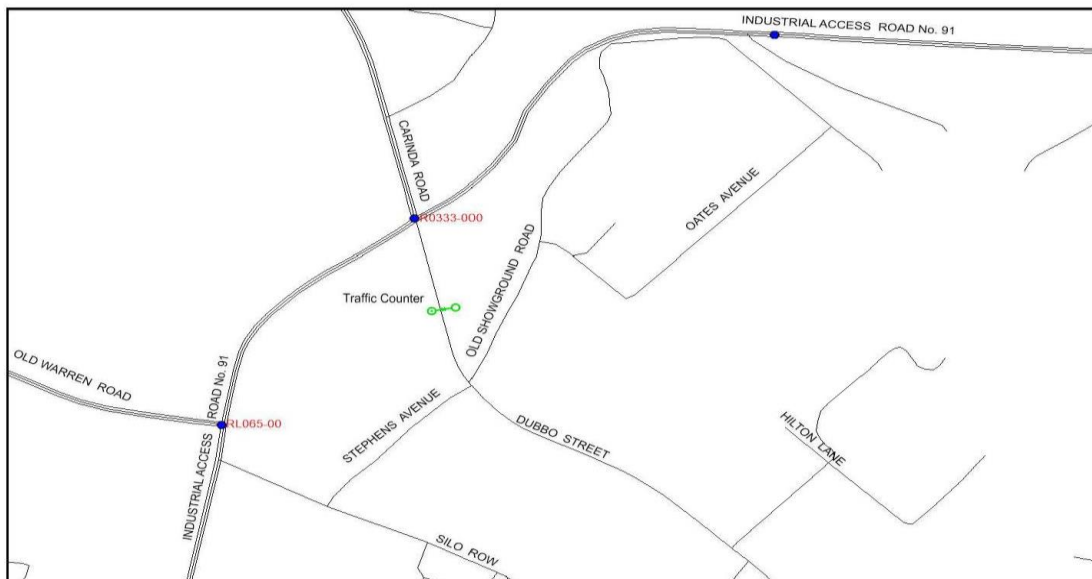
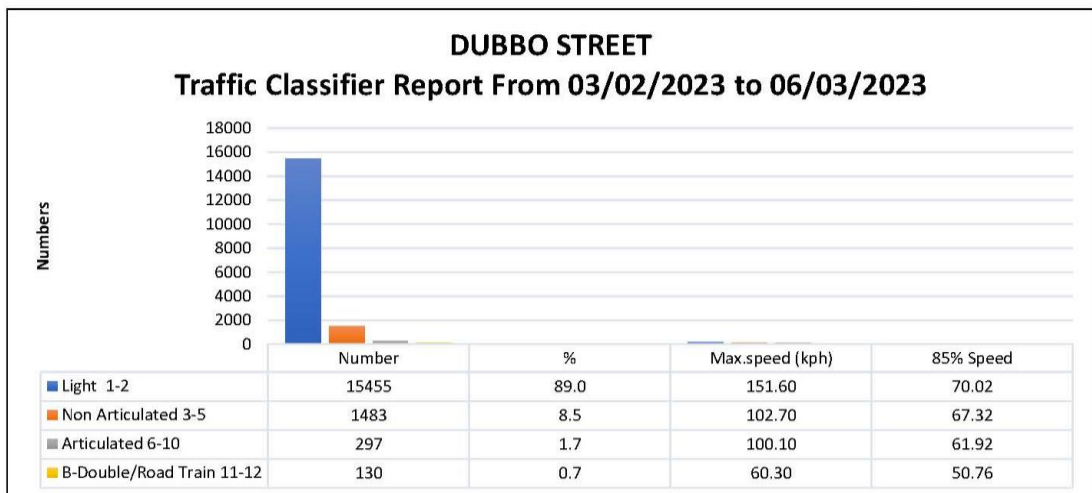
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | Dubbo Street -Warren | | | |
|-----------------------------------|-------------|----------------------|--------------|-----------------|-----------|
| Location | | Segment 00 | | | |
| Period of Operation (Days) 31 | | 3/02/2023 | to | 6/03/2023 | |
| Total count both directions | | 17365 | | | |
| AADT (vehicles per day) | | 560 | | | |
| Percent of commercial vehicles | | 2.46% | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 15455 | 89.0 | 151.60 | 70.02 |
| Non Articulated | 3-5 | 1483 | 8.5 | 102.70 | 67.32 |
| Articulated | 6-10 | 297 | 1.7 | 100.10 | 61.92 |
| B-Double/Road Train | 11-12 | 130 | 0.7 | 60.30 | 50.76 |
| Total | 1-12 | 17365 | 100 | 151.60 | |
| Average percentile across classes | | | 62.51 | Km/H | |



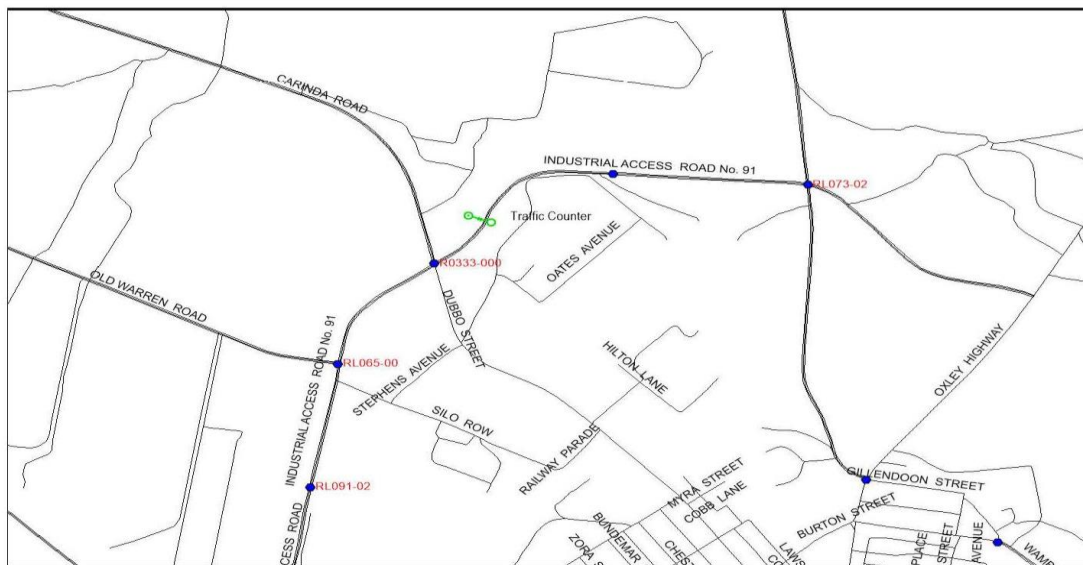
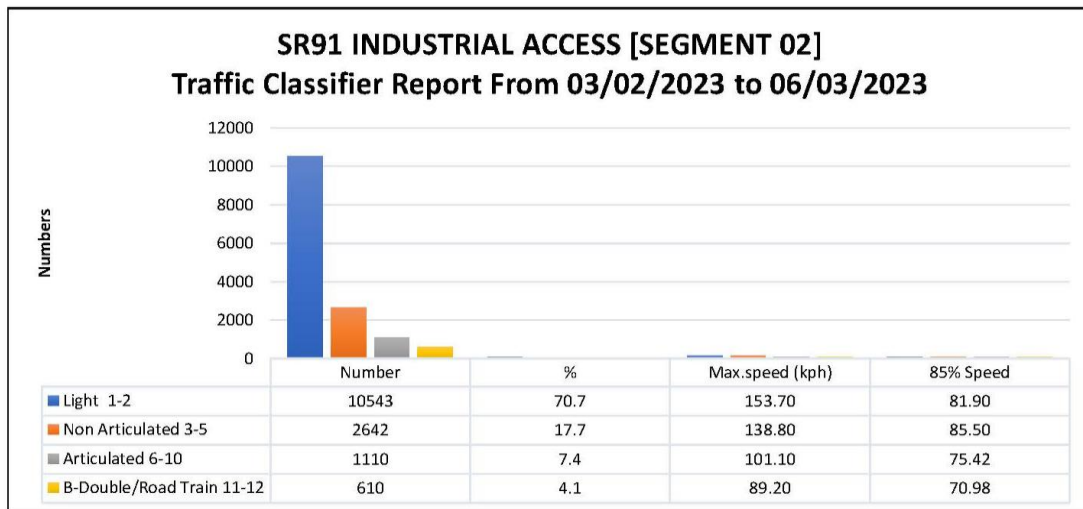
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | SR 91 Industrial Access Road (Near River) | | | |
|---------------------------------------|-------------|--|--------------|-----------------|-----------|
| Location | | Segment 02 | | | |
| Period of Operation (Days) | 24 | 10/01/2023 | to | 3/02/2023 | |
| Total count both directions | 14905 | | | | |
| AADT (vehicles per day) | 621 | | | | |
| Percent of commercial vehicles | 11.54% | | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 10543 | 70.7 | 153.70 | 81.90 |
| Non Articulated | 3-5 | 2642 | 17.7 | 138.80 | 85.50 |
| Articulated | 6-10 | 1110 | 7.4 | 101.10 | 75.42 |
| B-Double/Road Train | 11-12 | 610 | 4.1 | 89.20 | 70.98 |
| Total | 1-12 | 14905 | 100 | 153.70 | |
| Average percentile across classes | | | 78.45 | Km/H | |



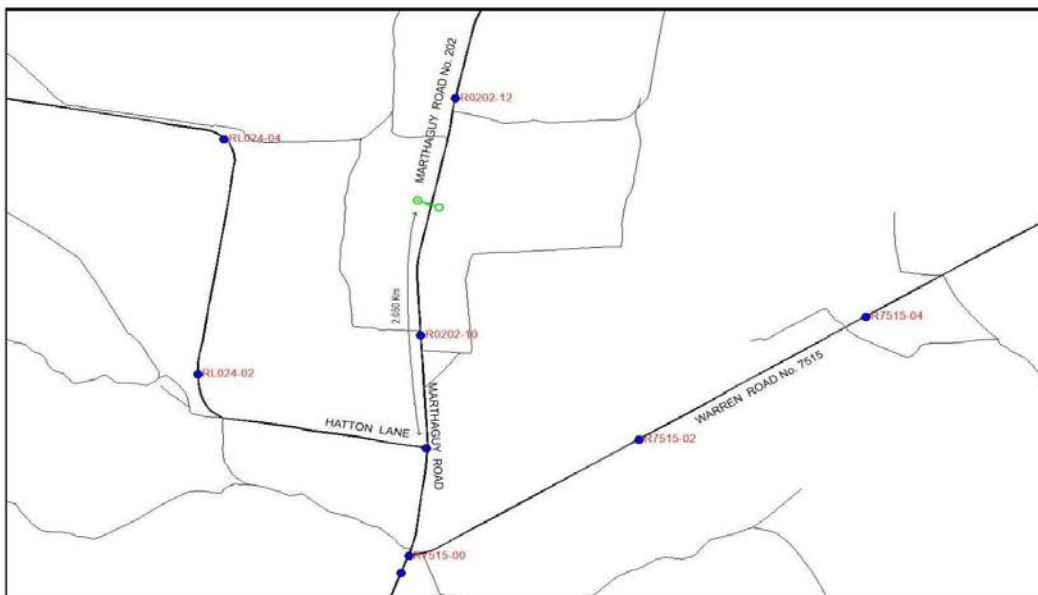
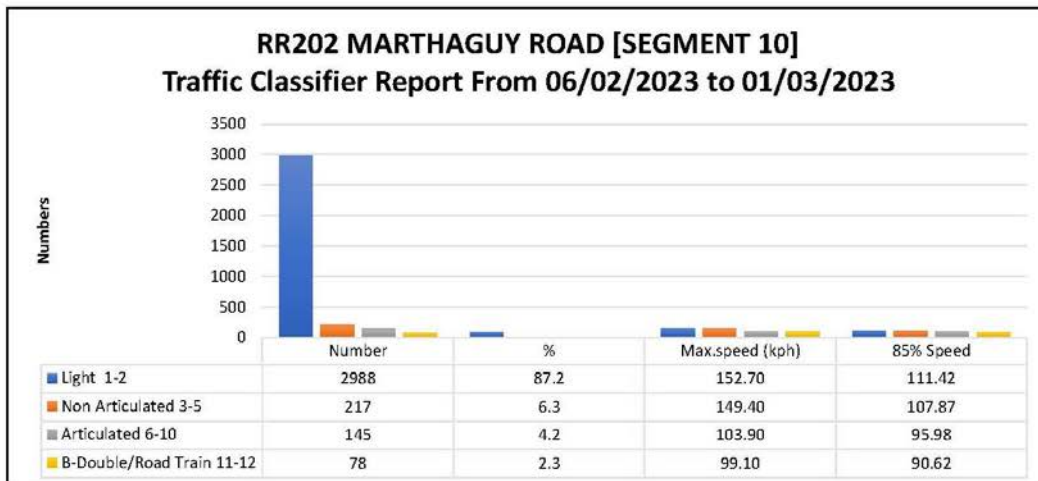
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | RR 202 Marthaguy Road | | | |
|-----------------------------------|-------|-----------------------|-----------|-----------------|-----------|
| Location | | Segment 10 | | | |
| Period of Operation (Days) | | 33 | 1/02/2023 | to | 6/03/2023 |
| Total count both directions | | 3428 | | | |
| AADT (vehicles per day) | | 104 | | | |
| Percent of commercial vehicles | | 6.51% | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 2988 | 87.2 | 152.70 | 111.42 |
| Non Articulated | 3-5 | 217 | 6.3 | 149.40 | 107.87 |
| Articulated | 6-10 | 145 | 4.2 | 103.90 | 95.98 |
| B-Double/Road Train | 11-12 | 78 | 2.3 | 99.10 | 90.62 |
| Total | 1-12 | 3428 | 100 | 152.70 | |
| Average percentile across classes | | | 101.47 | Km/H | |



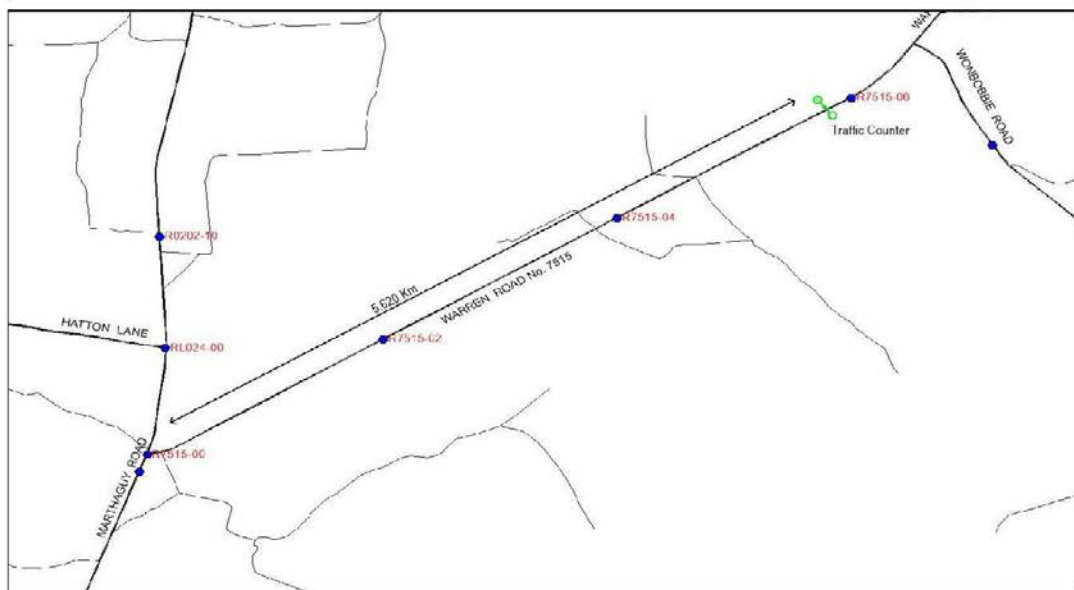
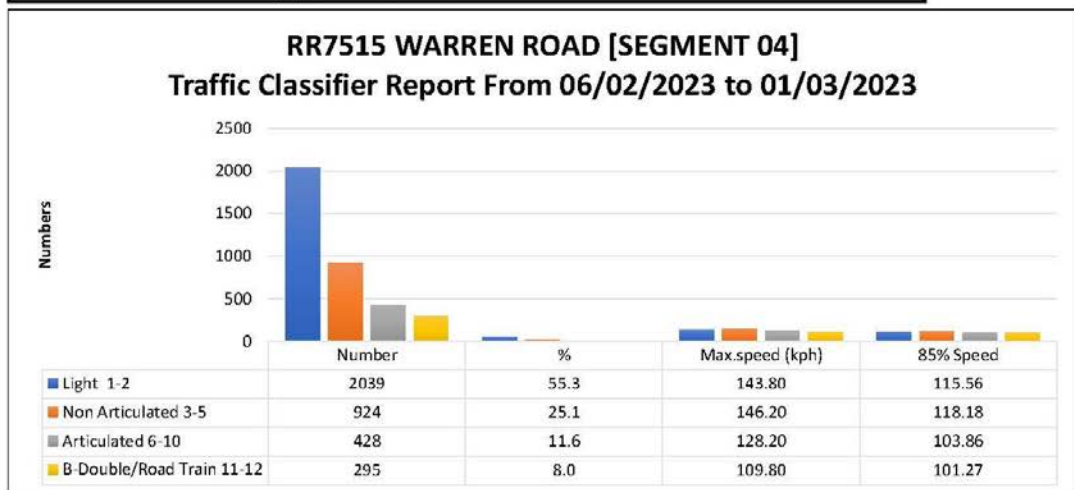
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | RR7515 WARREN ROAD | | | |
|-----------------------------------|-------------|--------------------|------------|-----------------|-----------|
| Location | | Segment 04 | | | |
| Period of Operation (Days) | 23 | 6/02/2023 | to | 1/03/2023 | |
| Total count both directions | 3686 | | | | |
| AADT (vehicles per day) | 160 | | | | |
| Percent of commercial vehicles | 19.61% | | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 2039 | 55.3 | 143.80 | 115.56 |
| Non Articulated | 3-5 | 924 | 25.1 | 146.20 | 118.18 |
| Articulated | 6-10 | 428 | 11.6 | 128.20 | 103.86 |
| B-Double/Road Train | 11-12 | 295 | 8.0 | 109.80 | 101.27 |
| Total | 1-12 | 3686 | 100 | 146.20 | |
| Average percentile across classes | | | 109.72 | Km/H | |




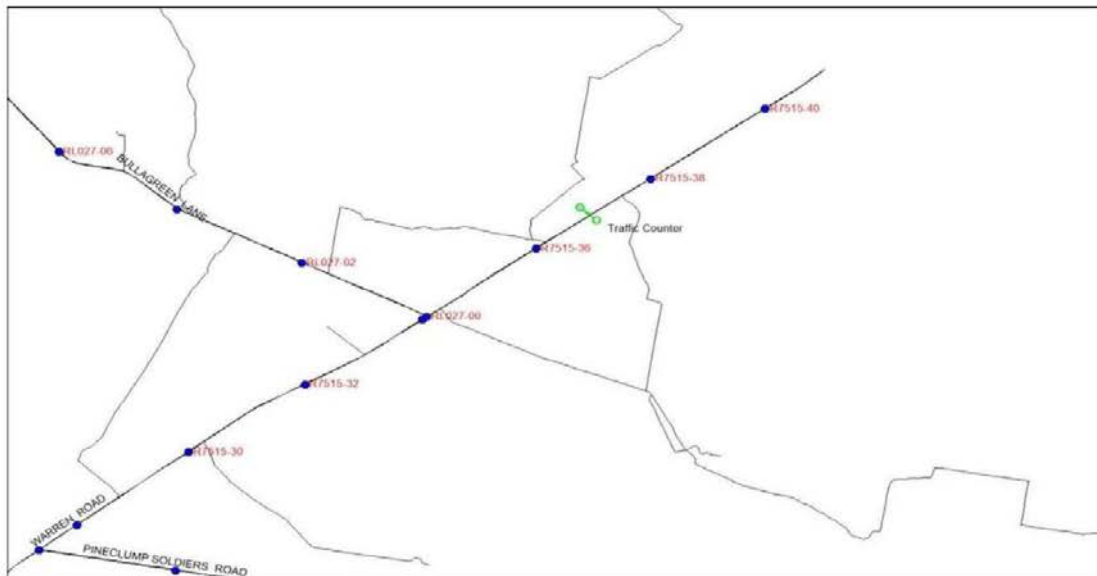
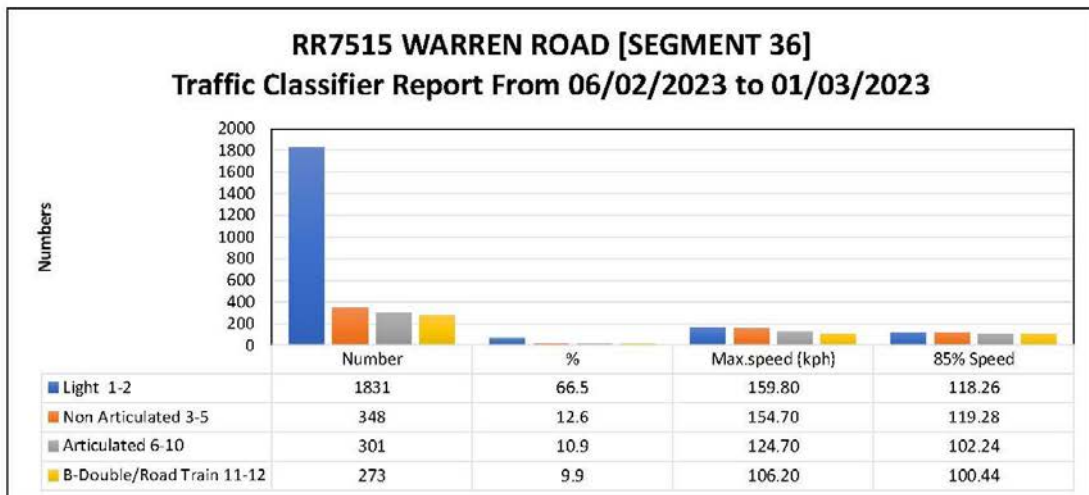
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | RR 7515 Warren Road | | | |
|-----------------------------------|---|---------------------|--------|-----------------|-----------|
| Location |  | Segment36 | | | |
| Period of Operation (Days) | 23 | 6/02/2023 | to | 1/03/2023 | |
| Total count both directions | 2753 | | | | |
| AADT (vehicles per day) | 120 | | | | |
| Percent of commercial vehicles | 20.85% | | | | |
| Vehicle type | Class | Number | % | Max.speed (kph) | 85% Speed |
| Light | 1-2 | 1831 | 66.5 | 159.80 | 118.26 |
| Non Articulated | 3-5 | 348 | 12.6 | 154.70 | 119.28 |
| Articulated | 6-10 | 301 | 10.9 | 124.70 | 102.24 |
| B-Double/Road Train | 11-12 | 273 | 9.9 | 106.20 | 100.44 |
| Total | 1-12 | 2753 | 100 | 159.80 | |
| Average percentile across classes | | | 110.06 | Km/H | |



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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period from 7th February 2023 to 9th March 2023.

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 7th February 2023 to 9th March 2023

| Project | Budget | Expend | Resp | Comment |
|---|-----------|----------|--------------|---|
| General | | | | |
| Warren Lawn Cemetery Stage 3. 3330-4120-0100 JC: 3330-4120-0010 <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-top: 10px;"> C/Over \$76,894 2021/2022 \$60,000 </div> | \$109,904 | \$21,913 | MHD / TSM | 15/11/22 Expansion works and main extension works to commence as staff and contractors are available. Upgrade drainage along western side and installation of drainage along the eastern side. Extension of river water main for future lawn cemetery expansion. 8/02/23 Earthworks to construct the eastern drain complete. Will need to be seeded. 7/03/23 Ring main construction complete. |

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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|----------|---------|------|---|
| Water Supplies | | | | |
| Oxley Park River Water Pumping Station 4580-4320-0015 | \$80,215 | Nil | 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>3/1/23 River levels are dropping but still too high for works to proceed. River level remains too high to allow the works to be carried out.</p> <p>8/02/23 River level remains too high to allow the works to be carried out.</p> <p>7/03/23 Advice from Water NSW is that flows will be reducing later in March.</p> |
| Water Extraction Meter Compliance 4580-4320-0003 | \$3,217 | \$6,448 | TSM | <p>3/1/23 On-Going. Installation of telemetry to all water extraction points meters to comply with Water NSW requirements.</p> <p>8/02/23 On-Going.</p> <p>7/03/23 Meeting with NRAR Wednesday 8 March.</p> |

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CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|-----------|------------------------|------|--|
| Bore Flat Groundwater Augmentation. 0191-0039-0000 (Also contained within the Infrastructure Projects Managers Report) | \$245,616 | \$201,075 Committed | TSM | 3/1/23 DPE have approved the scope change. Chlorination equipment ordered ETA May 2023. New building ordered awaiting ETA. Waiting on quote for new slab. 8/02/23 Slab for chlorine building at Bore Flat has been constructed. New building ETA late March 2023. 7/03/23 Chlorine systems have been ordered. ETA Late April, early May. Interim control system to be installed in March will allow automated water transfer to Ellengerah reservoir. |

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| Project | Budget | Expend | Resp | Comment |
|---|----------|----------|------|---|
| Sewerage Services | | | | |
| Works to Gunningba Estate, and Nevertire Sewerage Pumping Stations. 5580-4320-4010 5580-4320-4100 | \$98,182 | \$98,182 | TSM | 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. Xylem have been instructed to work on Nevertire and Wilson Street as access to Gunningba is difficult due to the wet weather. 11/11/22. New cabinet installed. By-pass set-up & wet well to be cleaned Monday 21/11/22. Replacement of pumps, starters and miscellaneous items to improve reliability. 3/1/23 Nevertire complete. Waiting for new cabinet to be manufactured for Gunningba. Xylem commenced site works at Nevertire, week ending 8/02/23 Cabinet for Gunningbah SPS ETA late March 2023. 7/03/23 Wilson St complete. Factory testing of Gunningbah SPS cabinet to be carried out week of 13/03/23. |

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|--|-----------|------------------------|------|--|
| <p>Works Wilson Street Sewerage Pumping Stations.</p> <p>0227-0020-0000</p> | \$133,908 | \$121,734 Committed | TSM | <p>Replacement of pumps, starters and miscellaneous items to improve reliability.</p> <p>Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry. Equipment for Gunningba will be utilised at Wilson Street due to access issues at Gunningba.</p> <p>Wilson Street Complete. Xylem commenced site works week ending 11/11/2022. New cabinet to be installed.</p> <p>By-pass set-up & wet well to be cleaned Monday 21/11/22. Xylem Water have the cabinets being designed and materials on order.</p> <p>8/02/23</p> <p>New cabinet, pipework and pumps installed and running well.</p> <p>Indratel still to install Telemetry.</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 for 2023/2024</p> |

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|-----------------------------|--|--------|------------|---|
| Grant Applications | | | | |
| Warren Levee Rehabilitation | \$7,100,000 (\$887,500 Council Funding) (\$5.325 million Commonwealth Funding) (\$887,500 NSW Government Funding to date) | Nil | DMES / TSM | <ol style="list-style-type: none"> 1. Funding currently being pursued for repairs to the reported section of the Warren levee. 2. Consulted with State Government Representatives seeking financial assistance to rectify deteriorated section. 3. Works to be undertaken in-house using Council staff and local contractors. 4. Local contractors have been liaised with regarding the methods of repair. Fresh applications have been submitted to the Federal Government Department of Home Affairs, waiting on confirmation of success or not. The matter is also with Resilience NSW who are also considering the application. Further application being arranged. Meeting & site inspections 15/12/21, between GM, ADMES and Tammy Greer from The National Recovery and Resilience regarding levee repairs and improved disaster preparation through the NSW Minister for Emergency Services. New application under the Commonwealth Government National Flood Mitigation Infrastructure Program (NFMIP) with a required 25% contribution from Council arranged. \$5.325 million Commonwealth Funding |

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|---------|--------|--------|------|---|
| | | | | <p>announced on the 4th May 2022. Staff attempting to secure \$1.775 million co-contribution from State. Meeting held with Resilience NSW directors where they asked for original application and correspondence with respect to the application. This has been sent. Awaiting response. State Program information request provided 19th August 2022.</p> <p>Resilience NSW met GM and DMES on 9th September 2022 and 16th September 2022. See report to October 2022 Council meeting concerning the Council contribution Funding, currently the NSW Government has only been able to fund \$887,500 of the required Council contribution of \$1,775,000. Council may have the option of using \$887,500 from the NSW Severe Weather Flood Grant for AGRN 1025 that is yet to be approved by OLG, however this is not preferred.</p> <p>Project Kick-off meeting held 18/01/23. Work program submitted to funding body. Inspection of levee by boat conducted 24/01/2023.</p> |

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| Activity | Required Interval | Details | |
|--|------------------------------|---|--|
| Water System Planned Maintenance | | | |
| River mains flushing | As required | Flushing occurs three monthly when hydrants are flushed. Additionally, river water mains are flushed when problems such as poor pressure/flow are identified. | |
| Water main flushing (Bore) | As required | Sections are done where and when found necessary | |
| Fire hydrants. Covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed | Quarterly | Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW. | |
| Bore Inspections | 5 year rolling program | The new Bore Flat bore was inspected and cleaned in November 2022. The old Nevertire bore was inspected in late November 2022. The condition of the Nevertire bore was imminent failure of the bore casing was possible. Condition 5. To prevent the loss of the pump if the bore collapsed, the pump will be removed from the bore and stored. The new bore at Nevertire and both bores at Ellengerah will be inspected late February, 2023. Details of the pumping equipment in the new bores will be collected so that spare pumps can be purchased. The Natural Resource Access Regulator (NRAR) carries out inspections of the bores and river extraction points on a random basis. | |
| Warren, Nevertire and Collie water chlorine, turbidity, temperature and pH testing | Weekly at specific locations | Testing carried out daily | |
| Warren river pumps | | Ellengerah Rd Oxley Park Macquarie Park Racecourse | Breakdown maintenance only |
| Reservoir cleaning | 3 to 5 years | Ellengerah and Nevertire Bore reservoirs | Inspected and cleaned in December 2022. Next Diver inspection December 2025. |

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| Activity | Required Interval | Details | |
|----------|-------------------|------------------|--|
| | | Oxley Park River | Investigate using Remotely Operated Vehicle (ROV) to inspect 2023/2024. |
| | | Ellengerah River | Oxley Park Reservoir to be emptied and cleaned in Autumn/Winter 2023 due to significant silt build up. |

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| Activity | Required Interval | Details |
|--|--|---|
| Sewerage System Planned Maintenance | | |
| Warren Sewerage Treatment Works | Quarterly | New testing regime and commissioning to be finalised with EPA. |
| 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 Water Supply (Quality) | Installation of small package. Water Treatment Plant to return water supply to potable system. | |
| 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. – Moved to Water Projects as part of Groundwater Augmentation. | |
| Replacement of Telemetry System | <p>Replacement of the water and sewerage telemetry system and Firmware upgrade of the Clearwater SCADA.</p> <p>Report to March 2023 Water & Sewer Committee.</p> | |

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| Account | Budget | Expenditure |
|---|---------|-------------|
| Water Fund Maintenance and Repair | 586,269 | 286,964 |
| 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003 | | |
| Sewer Fund Maintenance and Repair | 278,821 | 117,624 |
| 5200-0003, 5250-0003, 5280-0003 & 5300-0003. | | |

Water and Sewer Works

- Maintenance Nevertire Bore(remove step at shed door)
- Hydrant flushing Lawson St
- Hydrant flushing Readford St
- Hydrant flushing Zora St
- Hydrant flushing Stafford St
- Clean gutter in Cobb Lane
- Assist in tree branch removal in Warren
- Water meter re reads
- Install “cats eyes” markers in Nevertire
- Install air valve on “sale yards” pump
- Gillendoon St river main break
- Hydrant flushing Chester St
- Hydrant flushing Thornton Ave
- Hydrant flushing Pittman Pde
- Hydrant flushing River View Street
- Hydrant flushing River Ave
- Thornton Ave replace meter
- Liaise with pest contractor
- Investigate slow service at River Ave
- Clean up behind the museum

| Warren Sewerage Treatment Works inflow Sewerage Year – 1st June 2022 to 31st May 2023 | | | | |
|---|----------------------|-------------------------|-------------------|-----------------------------|
| Month | Peak Daily Flow (KL) | Average Daily Flow (KL) | Monthly Flow (ML) | Cumulative Annual Flow (ML) |
| June 2022 | 1,037 | 520 | 15.60 | 15.60 |
| July 2022 | 628 | 441 | 13.67 | 29.27 |
| August 2022 | 1,329 | 555 | 17.22 | 46.49 |
| September 2022 | 1,440 | 654 | 19.61 | 66.10 |
| October 2022 | 1,503 | 869 | 26.95 | 93.04 |

Due to the closure of the old Sewerage Treatment Plant, monthly figures are not available. Council is currently awaiting final approval for new reporting requirements.

Rainfall in Warren for the month of February: 7.2 mm

Rainfall in Warren for the year July 2022 to date: 367.9 mm

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Bulk Water Reading per Quarter

| WATER SOURCE | FIRST QUARTER READING 1/07/22- 31/09/22 | BULK USAGE TO DATE (ML) | SECOND QUARTER READING 1/10/22 - 31/12/22 | BULK USAGE TO DATE (ML) | THIRD QUARTER READING 1/01/23- 31/03/23 | BULK USAGE TO DATE (ML) | FOURTH QUARTER READING 1/04/23 - 30/06/23 | BULK USAGE TO DATE (ML) | % OF ANNUAL ALLOCATION | Max. Allocation (ML) |
|---------------------------------------|---|-------------------------------------|---|----------------------------------|---|----------------------------------|---|-------------------------------------|------------------------------|-------------------------------------|
| Warren Bores | | | | | | | | | | |
| Bore 1 (Bore Flat) Lic. 80AL703155 | 0.01 | 0.01 | 0.00 | 0.01 | 2.85 | 2.86 | 0.00 | 2.86 | | |
| Bore 2 (Ellengerah) Unlicensed | 57.46 | 57.46 | 65.03 | 122.49 | 45.88 | 168.37 | 0.00 | 168.37 | | |
| | 57.47 | 57.47 | 65.03 | 122.50 | 48.73 | 171.23 | 0.00 | 171.23 | 24.46% | 700 |
| Warren River | | | | | | | | | | |
| Oxley Park Lic. 80AL700017 | 0.00 | 0.00 | 0.00 | 0.00 | 42.25 | 42.25 | 0.00 | 42.25 | | |
| Ellengerah Rd Lic. 80AL700017 | 18.78 | 18.78 | 32.25 | 51.03 | 45.19 | 96.22 | 0.00 | 96.22 | | |
| | 18.78 | 18.78 | 32.25 | 51.03 | 87.44 | 138.47 | 0.00 | 138.47 | 18.46% | 750 |
| | | | | | | | | | | |
| Showground (Racetrack) | | | | | | | | | | |
| Lic. 80AL700645 | 0.00 | 0.00 | 5.00 | 5.00 | 26.20 | 31.20 | 0.00 | 31.20 | 16.60% | 188 |
| | | | | | | | | | | |
| Nevertire Bore Lic. 80AL703158 | 3.57 | 3.57 | 6.26 | 9.83 | 7.54 | 17.37 | 0.00 | 17.37 | 43.43% | 40 |
| | | | | | | | | | | |
| Collie Bore Lic. 80CA724011 | 0.75 | 0.75 | 2.15 | 2.90 | 1.49 | 4.38 | 0.00 | 4.38 | 17.53% | 25 |
| | | | | | | | | | | |
| Macquarie Park 80AL700996 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 14.2 |
| | | | | | | | | | | |

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Parks and Gardens – Routine Works

| Account | Budget | Expenditure |
|---|---------|-------------|
| Parks & Gardens, Cemeteries & Racecourse | 832,386 | 1,271,377* |
| 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003 | | |
| *Includes \$757,745 of Emergency Works from July, August, September, October, November and December 2022 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. | | |

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

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

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

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

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

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

Parks and Gardens Works

- Skate/splash park mow/snip
- Town approaches mowing
- Stubbs levee mow/snip
- Ravenswood Park mow/snip/pick up rubbish
- Victoria Oval mow/snip/line marking
- CBD area weeding/pruning/spraying
- Lawn Cemetery mow/snip
- 11 Pittman Pde yard maintenance
- Shire chambers mow/snip
- Woolnough levee mow/snip
- Bob Christenson reserve mowing
- Far west academy mow/snip
- Lions Park mow/snip
- Macquarie park mow/snip
- Macquarie Dve mow/snip
- Bore Flat mow/snip
- Saunders Park mow/snip
- Gillendoon pump station mow/snip
- Unload trees for Special Projects
- Racecourse mow/snip/water
- Boston St levee mow/snip
- Library mow/snip
- Ravenswood Park mow/snip
- CBD area tidy up weeding
- Victoria Oval - Cricket pitch preparation
- Clean up after Race Meeting
- Lions Park mow/snip
- Deacon Dr house maintenance
- Orchard St levee mow/snip
- Ebert park mow/snip
- Orchard St mow/snip
- Oxley Park mow/snip
- Family Medical Centre mow/snip
- Rotary Park mow/snip
- Median strips mow/snip
- Readford Street Levee mow/snip
- Rotary park mow/snip
- Blow down CBD area for opening Museum

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Town Crew Works

- Assist Water/Sewer in Stubbs Ave main break
- Deliver port a loo's back to Auscott
- Collie mow/snip
- Spraying of weeds in Collie
- Nevertire village mow/snip/spraying
- Clean stormwater grates around Warren
- Filling in holes for Water/sewer
- Spraying in Warren - Dubbo St, Chester St, Coonamble St, Cobb Lane
- Clean GPT (Gross pollutant trap) Stormwater grate
- Install seats (3) at lawn Cemetery
- Assist in Telstra location in Gillendoon st
- Remove tree limbs around Warren
- Install seats at Nevertire cemetery
- Repair signs for roads overseer
- Remove tree limbs off Oxley highway
- Wash down CBD area for Museum opening
- Wash down Burton St near Post Office
- Assist water and sewer in main break
- Move bin at Nevertire Café

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

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

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

| Description | Expenditure |
|---|--|
| Non-Roads July, August, September, October, November and December 2022 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. | \$757,745 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. |
| 0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540 | |

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 6th February 2023 to 17th February 2023.

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|--|-------------------------|--|-----------------|-------------------------|
| Plant Repairs 020-02-2323 to 07-03-2023 | | | | |
| P93 | Cat cw34 roller | Diagnose and order parts for a/c repair. New compressor/receiver drier fitted, and condenser/evaporator cleaned out. | 6hrs | 6hrs |
| P32 | Mack truck | Diagnose a/c fault new compressor required old one has leak in the side of it. | 1hr | 1hr |
| P86 | 250-gallon fuel trailer | New faster flow pump fitted and wheels bearings re packed and tightened. | 4hrs | 4hrs |
| P3611 | Toyota Hilux twin cab | New tyres fitted front and back wheel alignment done 2 days later | 2hrs | 2hrs |
| P90 | Isuzu truck | a/c evaporator cleaned in vehicle air flow noticeably better but still partially blocked, will need removing from machine. | 2hrs | 2hrs |
| P2141 | Superior slasher | Replaced clutch discs and set tension, removed replaced driveshaft unis need replacing on old one. | 4hrs | 4hrs |
| P3604 | Toyota Hilux | Manufacture sign rack for rear of vehicle for pilot vehicle purposes | 2hrs | 2hrs |
| P25 | 770g john Deere grader | X4 wheels changeover for new tyre on rear of machine. | 6hrs | 6hrs |
| P2440 | 8000ltr fuel tank | Water ingress into tank. Drain remaining fuel clean/flush tank change filters drill extra drainage holes in top section of tank to prevent cavity filling with water. | 6hrs | 6hrs |
| P31 | UD rigid tipper | a/c repairs new compressor/receiver drier/orings and roof fans fitted to machine fill with gas and test all ok now. New am/fm radio fitted and tested all seems ok for now may need new batteries soon. | 8hrs | 8hrs |

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| | | | | |
|-------|--------------------------|---|-------|-------|
| P70 | Iseki mower | Repairs replace deck tyres | 4hrs | 4hrs |
| P36 | Isuzu med tipper | Repairs to passenger side cab step, repairs made to bulbar, repairs to rear rh side mud guard. | 12hrs | 12hrs |
| P1023 | 770GP John Deere grader | X4 new tyres fitted to the rear of machine and x2 good 2 nd hand tyres fitted to front spare still to have tyre fit at tyreright warren. | 8hrs | 4hrs |
| P22 | 770g grader | X4 new tyres fitted to rear of machine and x2 good 2 nd hand tyres fitted to front. | 8hrs | 4hrs |
| P28 | 770g grader | X4 new tyres fitted to rear of machine and x2 good 2 nd hand tyres fitted to front. | 8hrs | 4hrs |
| P1023 | 770GP John deere grader | 5,500hr service done on machine, mirrors tightened at operator's request, transmission calibration done. | 6hrs | 6hrs |
| P2121 | 6140m John deere tractor | Puncture rear RHS tyre retrieve and have Tyreright repair, refit rim and tyre to machine. | 8hrs | 8hrs |
| P2790 | Tennant s20 sweeper | Engine service and repairs to vibrator circuit. | 8hrs | 8hrs |
| P14 | Cat 432f backhoe | Remove replace hydraulic line going to 4 in 1 bucket controls x2 lines replaced one failed the other perished. | 5hrs | 5hrs |
| P2801 | Toro 4000d ride on mower | Service done, engine, hydraulic, fuel and air done. Front finals and rear axle oil also changed. | 6hrs | 6hrs |
| P2021 | 6140m tractor | Two way diagnosis and replace handpiece seems ok now. | 2hrs | 2hrs |
| P2120 | 6140m tractor | 2000hr Service done, front RHS tyre repair | 7hrs | 7hrs |

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

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| | | | | |
|-------|---------------------------------|---|--------|-------|
| P2801 | Iseki mower | Deck repairs made replaced bushes in deck scalping wheel axle, straighten and fit deck shoot back. | 5hrs | 5hrs |
| P2402 | Stonestar side tipping trailer | Run electrics for tarp function, place stickers on trailer make ready for use. | | 4hrs |
| P2403 | Stone star side tipping trailer | Fit stickers, road train signs and commission tarps | 5hrs | 5hrs |
| P2404 | Tri axle dolly | Fit hyd, electric, air hoses/extensions to unit make ready for use. | 6hrs | 6hrs |
| P2382 | Freightliner Cascadia truck | Fit cell fire phone kit and aerial to machine, fit power supply for tarps to machine place stickers and test all ok. | 10hrs | 10hrs |
| P93 | Cat cw34 roller | Remove replace tyre rear LHS, flat tyre taken to Tyreright Warren for repairs. | 3hrs | 4hrs |
| P32 | Mack value liner truck | Check brake function on truck, repair air leak in brake system adjust brakes and test all ok now. | 5hrs | 5hrs |
| P32 | Mack valueliner | Service done on machine, | 4hrs | 4hrs |
| P1238 | Toyota Kluger glx | Minor mechanical inspection, replace battery in key fob check function all ok now. | 1hr | 1hr |
| P70 | Iseki mowers | Pto engagement problem, check all components faulty solenoid is the cause, remove replace solenoid and test all ok now. | 3 days | 10hrs |
| P2801 | Iseki mower | Deck tyre repairs x5 | 5hrs | 5hrs |
| P28 | 770g grader | a/c diagnosis and parts order, parts arrived as wrong model return and have new parts coming. | 3hrs | 3hrs |
| P70 | Iseki mowers | Investigation into solid deck tyres to be done and supplier to be found. | | |

ACRONYMS

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

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday 23rd March 2023

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 February 2023.

| FILE | LOCATION | WORKS | RECEIVED | APPROVED |
|-------------|--|------------------------------|-----------------|-----------------|
| P16-22.23 | Lot 2 Dubbo Street WARREN NSW 2824 Lot 2 DP1204919 | Demolition of section hut | 17/1/2023 | 8/2/2023 |

LEGAL IMPLICATIONS

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

RISK IMPLICATIONS

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

STAKEHOLDER CONSULTATION OPTIONS

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

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION/ ATTACHMENT

Nil.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES (C14-7.3)

RECOMMENDATION:

That the information be received and noted.

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

Budget and Works from 10th February 2023 to 10th March 2023

| 2020 Projects | Budget | Expend | Resp | Comment |
|--|--------|---------------------|------|---|
| <p>Construction of two (2) x Council dwellings.</p> <p>21 Deacon Drive and 8 Deacon Drive.</p> | 88,000 | 23,854 Committed | MHD | <p>Completed July 2020.</p> <p>New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021.</p> <p>Formal complaint lodged with Department of Fair-Trading 4th March 2021. Additional information provided 11th March 2021. A further report provided to Council in August 2021.</p> <p>Rectification order issued. Expired 26/10/2021 Builder expected at the end of November to complete requested maintenance and repair works which has not progressed.</p> <p>Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project.</p> <p>Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court.</p> <p>Proceedings have commenced on 28th July 2022, in NCAT in respect of both properties.</p> <p>Case has been lodged with District Court.</p> |

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

| 2021 Projects | Budget | Expend | Resp | Comment |
|--|---------|----------------------|----------|---|
| Construction of the Waste Transfer Station at Ewenmar Waste Depot. | 271,116 | 106,982 Committed | MHD/TSM | <p>Final design complete. Contractor engaged to install drainage pipework at the end of November. Concreting works listed on vendor panel closed 3rd February 2022 contractor appointed.</p> <p>Due to time lapse, new quotations obtained and reassessed.</p> <p>MLB to commence once Equestrian Centre path is complete.</p> <p>No progress during September, October, November, December, January and February due to site being flooded and wet weather.</p> <p>Works being planned with contractor, Subject to availability.</p> |
| Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants). | 4,545 | Nil | MHD/DMES | Works program to be determined. Site inspection completed 5 th January 2023. |

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

| 2022 Projects | Budget | Expend | Resp | Comment |
|---|---------------|---------------|-------------|---|
| Warren Support Services (Targeted Early Intervention) | | | | |
| 2.14 Warren Youth Group Grow Services Day. | 5,000 | Nil | MHD | To be held Thursday 13 th April 2023. |
| 2.18 St Mary's Naidoc Week. | 3,000 | Nil | MHD | Complete, waiting on acquittal. |
| 2.22 Warren Chamber of Music Festival. | 4,380 | Nil | MHD | To be held February 2023 through to September 2023. |
| 2.23 St Mary's Flood Relief Concert. | 5,000 | Nil | MHD | Complete, Waiting on acquittal. |

| Capital Expenses | | | | |
|---|---------|-----|---------|--|
| Dwelling Renewals – 1 Pittman Parade. Replacement of kitchen. | 60,000 | Nil | MHD | Contractor selected and purchase order issued. |
| Council Housing M & R. | 101,741 | Nil | MHD | 56 Garden Avenue, Heavy Maintenance to be completed. Report to January Council meeting. In progress. Further funds of \$90,000 allocated from the Infrastructure Improvement/Replacement Reserve to 56 Garden Avenue Refurbishment for the necessary asset renewal works to be completed. |
| Capital Renewal | | | | |
| Animal Shelter Replacement | 60,000 | Nil | MHD/IPM | Project in planning stage. |
| Library Defibrillator | 3,000 | Nil | MHD | On back order. |

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES CONTINUED

| Town Planning | | | | |
|----------------------|--------|-------|-----|--|
| LEP Review | 20,000 | 8,300 | MHD | Consultant engaged. Draft report provided, reviewed. Feedback provided. |