

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 26TH OCTOBER 2023

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

26th October 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, 28th September 2023.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of the Town Improvement Committee held on
Monday, 16th October 2023 (C14-3.17)

Meeting of Manex held on Tuesday, 17th October 2023 (C14-3.4)

Meeting of the Plant Committee held on
Tuesday, 24th October 2023 (SUPPLEMENTARY REPORT) (C14-3.8)

8. REPORTS OF DELEGATES

Item 1 Meeting of the NSW Public Libraries Association Central West Zone Ordinary
Meeting held on Friday, 15th September 2023 (L2-7)

9. REPORTS TO COUNCIL

POLICY

Nil.

REPORTS OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 14
Item 3	Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) .	Page 16
Item 4	Relax Alcohol Free Zone in Dubbo Street for the Warren Street Christmas Party 2023 (D3-1.6, L7-1.2)	Page 35

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

Item 1	Réconciliation Certificate – September 2023 (B1-10.16)	Page 1
Item 2	Statement of Rates and Annual Charges (R1-4)	Page 4
Item 3	Works Progress Reports – Finance & Administration Projects (C14-7.1, C9-1)	Page 6
Item 4	Updated Internally Restricted Funds as at 1st July 2023 (A1-5.41)	Page 7
Item 5	Review of Council’s 2022/2023 Operations (A1-4.41) (SUPPLEMENTARY REPORT)	
Item 6	Librarian’s Report on the Warren Shire Library Operations (L2-2) (SUPPLEMENTARY REPORT)	
Item 7	September 2023 Quarterly Budget Review (A1-4.42) (SUPPLEMENTARY REPORT)	

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

Item 1	Works Progress Reports – Roads (C14-7.2)	Page 1
Item 2	Works Progress Reports – Town Services (C14-7.2)	Page 20
Item 3	Works Progress Reports – Fleet/Workshop (C14-7.2)	Page 36

REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

Item 1 Development Application Approvals (B4-9) Page 1

Item 2 Works Progress Reports –
 Health and Development Services (C14-7.3) Page 2

10. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

11. MATTERS OF URGENCY

Nil.

12. CONFIDENTIAL MATTERS

Nil.

13. CONCLUSION OF MEETING

14. PRESENTATIONS

9.30 am Kelly Sinclair – Executive Officer, Warren Youth Foundation.

TOWN IMPROVEMENT COMMITTEE

Attached are the Minutes of the meeting of the Town Improvement Committee held on Monday 16th October 2023.

RECOMMENDATION:

That the Minutes of the Meeting of the Town Improvement Committee held on Monday 16th October 2023 be received and noted, and the following recommendations be adopted:

ITEM 5.1 WARREN CBD UPGRADE- COMMUNITY ENGAGEMENT (R4-20.6)

That the results of the Warren CBD Upgrade community engagement be received and noted.

ITEM 5.2 WARREN CBD UPGRADE – COST ESTIMATE (R4-20.6)

That it be noted that any grant application will include an approximate estimated cost for land acquisition.

ITEM 5.3 WARREN CBD UPGRADE – LAND ACQUISITION (R4-20.6)

That:

1. Council take no action on the purchase of private land contained with the Warren CBD Upgrade Project at this present time;
2. Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use; and
3. The Warren CBD Upgrade Project Plans be amended to not include any private land purchases and what was envisaged on those private properties.

ITEM 5.4 WARREN LIBRARY LOBBY AREA UPGRADE AND LANDSCAPING PROJECT (G4-1.66, C13-77)

That:

1. The Town Improvements Committee concur with the final rescoped Landscape Design presented in this report, being Option 3 with left over funds to be used on extra landscaping and trees; and
2. The General Manager be authorised to vary the contract (No.C13-77-Separable Portion 1)- Library Lobby Area Upgrade Works to include rescoped landscape works.

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Monday 16th October 2023 commencing at 10.01am

PRESENT:

Councillor Kevin Taylor (Chair)

Councillor Sarah Derrett

Councillor Dirk McCloskey

Councillor Roslyn Jackson

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)

Pam Kelly (Librarian)

ITEM 1 APOLOGIES

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

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON WEDNESDAY 8TH MARCH 2023

MOVED Taylor/Jackson that the Minutes of the Meeting held on Wednesday 8th March 2023 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD WEDNESDAY 8TH MARCH 2023

Nil.

ITEM 4 ACTION CHECKLIST

MOVED Derrett/Jackson 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 Monday 16th October 2023 commencing at 10.01am

ITEM 5 REPORTS

ITEM 5.1 WARREN CBD UPGRADE- COMMUNITY ENGAGEMENT (R4-20.6)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/McCloskey that the results of the Warren CBD Upgrade community engagement be received and noted.

Carried

ITEM 5.2 WARREN CBD UPGRADE – COST ESTIMATE (R4-20.6)

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Jackson that it be noted that any grant application will include an approximate estimated cost for land acquisition.

Carried

ITEM 5.3 WARREN CBD UPGRADE – LAND ACQUISITION (R4-20.6)

At this point in the meeting, the time being 10.32 am, Councillor McCloskey declared a pecuniary interest in this item and left the meeting room. Councillor McCloskey was not in sight of the meeting room.

RECOMMENDATION TO COUNCIL:

MOVED Derrett/Jackson that:

1. Council take no action on the purchase of private land contained with the Warren CBD Upgrade Project at this present time;
2. Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use; and
3. The Warren CBD Upgrade Project Plans be amended to not include any private land purchases and what was envisaged on those private properties.

Carried

At this point in the meeting the time being 10.55 am, Councillor McCloskey returned to the meeting room.

ITEM 5.4 WARREN LIBRARY LOBBY AREA UPGRADE AND LANDSCAPING PROJECT (G4-1.66, C13-77)

RECOMMENDATION TO COUNCIL:

MOVED Jackson/McCloskey that:

1. The Town Improvements Committee concur with the final rescoped Landscape Design presented in this report, being Option 3 with left over funds to be used on extra landscaping and trees; and
2. The General Manager be authorised to vary the contract (No.C13-77-Separable Portion 1)- Library Lobby Area Upgrade Works to include rescoped landscape works.

Carried

WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting
held in the Council Community Room, 115 Dubbo Street, Warren
on Monday 16th October 2023 commencing at 10.01am

ITEM 5.5 PROPOSED CAMERA LOCATIONS (L7-1.5)

- The Committee analysed areas within Warren to be considered for CCTV cameras (Parks and Gardens).

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

ITEM 6 GENERAL BUSINESS

ITEM 6.1 SAUNDERS PARK, OXLEY PARK, WARREN AND NEVERTIRE SHELTERS (P1-2)

- The Town Services Manager detailed the design of the proposed shelter; and
 - Where required piers will be arranged.
-

ITEM 6.2 MANCHURIAN PEAR TREES IN THE WARREN CBD (R4-1.70)

- Low branches need to be trimmed to not damage cars.
-

NEXT MEETING

- TBA in early 2024

There being no further business the meeting closed at 11.43am

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 17th October 2023.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Committee held on Tuesday, 17th October 2023 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 17th October 2023 commencing at 2.34 pm

PRESENT:

Gary Woodman	General Manager
Sylvester Otieno	Divisional Manager Engineering Services (Online)
Bradley Pascoe	Divisional Manager Finance & Administration (Chair)
Maryanne Stephens	Manager Health and Development Services
Joe Joseph	Infrastructure Projects Manager
Asad Satti	Flood Restoration and Special Projects Manager
Vincent Kwong	Roads Infrastructure Manager
Raymond Burns	Town Services Manager
Pamela Kelly	Librarian
Jody Burtenshaw	EA to the Mayor and General Manager
Susan Balogh	Economic Development and Visitation Manager
Scott Hosking	WHS/Risk Co-Ordinator (Observer)

1 APOLOGIES

An apology was received from Jillian Murray who was absent due to external commitments and it was **MOVED** Woodman/Stephens that a leave of absence be granted for this meeting.

Carried

The Chair welcomed Council's interim Roads Infrastructure Manager, Vincent Kwong to the Manex Committee Meeting. Mr Kwong advised that he is hoping to enhance the Roads Infrastructure Manager position for the short period of time he is here and will give his best. The Manex Committee members introduced themselves and welcomed Mr Kwong to Warren Shire Council.

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

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

Carried

4.1 EXECUTIVE OFFICE MATTERS

4.1.1 WOW Agency – Communications and Content (GM)

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

Carried

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 17th October 2023 commencing at 2.34 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.2 Preparation of the October 2023 Council Newsletter (GM)

Item	Responsible Officer
Registration of Local Contractors on VendorPanel	DMFA, CC
Women of Warren Shire	GM
Staff Profile	GM
VIC Volunteer Advertising	EDVM
Project upgrade updates	GM/IPM/DMES/TSM/RIM/FRSPM
Successful Grants	GM/IPM/DMES/TSM
Vacant Positions	Finance Officer – Payroll/HR Officer
CMCC Weed Awareness Section (if available)	CMCC
Warren Street Christmas Party Friday 8th December 2023	GM/PAO
Temporary Library Relocation to Old Post Office	LIB/IPM
CBD Toilet Amenities (only if murals are installed)	TSM
Lions Park Toilet Amenities (only if murals are installed) and Official opening with the lions Club	TSM
Burrima Boardwalk Official Opening	GM/EDVM
Community Asset Program Grant Success	TSM
Remembrance Day	GM/EA
ROADS SECTION	
Road Maintenance Construction Program for October/November 2023	DMES
RR202 Marthaguy Road Reconstruction Work	DMES/FRSPM
RR7515 Warren Road Reconstruction Work and SR65 Old Warren Road Gravel Resheeting Work	DMES/FRSPM
Dragon Cowal Works	DMES/FRSPM
Dubbo Street/Stafford Street AC and Milling Works – Parking Linemarking	DMES/FRSPM
Flood Restoration Works	DMES/RIM/FRSPM

MOVED Satti/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 17th October 2023 commencing at 2.34 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.3 Suggestions in the Council Suggestion Box (GM)

Nil.

4.1.4 Opening of Burrima Boardwalk – Attendance and Transport Arrangements (GM)

The Opening of the Burrima Boardwalk is scheduled for Saturday, 21st October 2023. Council will need to make arrangements for those Councillors who may be attending.

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

Carried

4.1.5 Local Roads and Community Infrastructure Program Phase 3 Works Completion (GM)

Deadline for Phase 3 is 30th June 2024. Reporting of Rifle Range Road Intersection and Nevertire – Bogan Road project funding is required to the next Roads Committee Meeting.

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

Carried

4.1.6 Local Roads and Community Infrastructure Program Phase 4 Works Completion (GM)

\$170,100 gravel resheeting money needs to be reported and LED lights at Vic Oval to be discussed at the Sporting Facilities Meeting – new date for next meeting is 8 November 2023.

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

Carried

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Warren Shire Council Contract Register (GM)

To be updated and distributed to Manex members and the updated version be placed on Council's website.

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

Carried

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 17th October 2023 commencing at 2.34 pm

4.3 ENGINEERING DEPARTMENT MATTERS

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

Event	Subcategory	Estimate	Status
AGRN 960	EW	\$462,000	Works completed and claimed.
AGRN 960	EPA RW	\$1,871,786 – Package 1 \$349,686 – Package 2	Submission approved. Package 1 work is ongoing. Package 2 is co-funded by an additional \$300,000 betterment under the DRRF Program. Contractor has been appointed and work has commenced.

- The Divisional Manager Engineering Services advised that the following roads have been commenced; SR25 Cullemburrawang Road, SR24 Hatton Road. SR31 Pigeonbah Lane, SR30 Wonbobbie Lane and SR10 Killaloo Lane, SR93 Yarrandale Road, SR50 Christies Lane, SR40 Merrigal Road, SR20 Nellievale Road, SR16 Notts Lane, SR9 Booka Road, SR4 Sullivans Road, SR5 Buckiinguy Road; SR27 Bullagreen Lane, SR43 Armatree Road, SR11 Catons Lane, SR17 Lamphs Road, SR37 Collie Road, SR58 Nevertire-Bogan Road and SR61 Elsinore Road.
- Dragon Cowal causeway is ongoing.

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

- The Divisional Manager Engineering Services advised that Council has a time extension to March 2024 for restoration works to be completed.

4.3.2 Warren Shire Council November 2021 to December 2022 Flood and Storm Damage Claim (ARGN 987 / 1025 / 1030 / 1034) (DMES/FRSPM)

Event	Subcategory	Estimate	Status
AGRN 987	EW	\$475,945	Works completed and claimed.
AGRN 987	IRW	\$241,591	Works completed and claimed.
AGRN 987	EPA RW	*\$1,086,944	Submission has been lodged. Some work will be included under AGRN 1034 EPA RW.
AGRN 1025	IRW	\$323,610	Works on Ellengerah Road. Completed. Claim being prepared.
AGRN 1030	N/A	N/A	Event was overlapped by AGRN 1034
AGRN 1034	EW	\$803,018	Works completed. Claim being prepared.

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 17th October 2023 commencing at 2.34 pm

4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

Event	Subcategory	Estimate	Status
AGRN 1034	IRW	#\$2,337,685	Time lapsed for approved works. All the budget has been included in the AGRN 1034 EPA RW submission. Only Udora, Collie-Trangie, and Marthaguy Roads had begun by the deadline.
AGRN 1034	EPA RW	*\$4,405,660	Submission lodged for the first package to include AGRN 1034 IRW.

**Figure will change #Now part of AGRN 1034 EPA RW*

Table Legend

AGRN – Australian Government's Registration Number
 EW – Emergency Works

IRW – Immediate Reconstruction Works
 EPA RW – Essential Public Asset Reconstruction Works

- The Town Services Manager has provided the State Emergency Service (SES) a further copy of Council's Claim for Emergency Levee Operations (\$757,745.33) requesting payment. Advice has also been provided to the Member for Barwon requesting help for full reimbursement of Council's costs.

AGRN 1034 Package 1 soon to be submitted. AGRN 1034 Package 2 then to be done later, plus extras for AGRN 987.

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

Carried

4.3.3 2023 Calendar of Events at the Showground/Racecourse (TSM/IPM)

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

Carried

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

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

- Currently a \$121,380.96 claim with the Public Works Authority. A \$60,000 road reconstruction claim is to be sent to Public Works Authority, a further 306 claim to be submitted.
- The Manager Health and Development Services advised that she has been in contact with Public Works Advisory to request an update, no response to date has been received. The Road claim to be organised.

MOVED Stephens/Woodman 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 17th October 2023 commencing at 2.34 pm

4.5 WORK HEALTH & SAFETY RISK MATTERS

4.5.1 Managing Psychosocial Hazards Staff Training Program (WHS-RC)

- Training was held on Tuesday 26th and Wednesday, 27th September 2023. Those staff who were not able to attend the face to face training, will be able to avail themselves of an online program. The Work Health Safety—Risk Co-ordinator is to follow-up with those staff wishing to access the online program.

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

Carried

4.5.2 Work Health & Safety Committee Minutes (WHS-RC)

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

Carried

4.5.3 2023 WHS Self Audit Executive Summary (WHS-RC)

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

Carried

4.5.4 Information Consent for the Collection of Personal and Health Information Form (WHS-RC)

MOVED Woodman/Stephens that the information be received and noted and that the form be adopted for use.

Carried

4.6 HUMAN RESOURCES

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

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget.
Team Leader Utilities Maintenance	DMES	DMES and TSM looking at options, advertising to be continued with an open closing date.
Utilities Maintenance Team Member (3)	DMES	DMES and TSM looking at options, advertising to be continued with an open closing date.
Roads Infrastructure Manager	DMES	DMES/GM looking at options, re-advertising to be continued with an open closing date.

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday 17th October 2023 commencing at 2.34 pm

4.6 HUMAN RESOURCES

CONTINUED

Position	Responsible Officer	Status
Assets & Projects Manager	DMES	Advertising put on hold after Projects Officer started.
Light Plant Operator - Relief	DMES	Re-advertising with an open closing date.
Light Truck Driver (Water) - Contract	DMES	Re-advertising with an open closing date.
Tourism Information Officer	GM	Advertising commenced with an open closing date. HR proposed using casual in the interim.
Non-Trade Gardener	DMES	Advertising. Meeting with 2 candidates.
Pavement Maintenance Team Operator	DMES	Advertising with an open closing date.

Remove Assets & Projects Manager position from the list. Pavement Maintenance Team Leader to be advertised with an open closing date.

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

Carried

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
5.11.23	23-12	Guidelines on the Withdrawal of Development Applications	Noted

MOVED Stephens/Satti 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 17th October 2023 commencing at 2.30 pm

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

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

	October 2023	Status	November 2023	Status		
Finance	6	Application for payment of Pensioner Subsidy due	DMFA	30	Second quarter rates instalment due [LGA s562(3)(b)]	DMFA
	17	Request for extension to lodge Financial Statements due in writing to OLG [LGA s416(2), Code]	N/A	30	Last day for RAO to submit Quarterly Budget Review Statement to Council [LG Reg cl 203(1)]. Councils are requested to send a copy of the QBRs to finance@olg.nsw.gov.au	DMFA
	31	Financial Statements to be audited [LGAs416(1), Code] and lodged to OLG [LGA s417(5)] with Financial Data Return (FDR)	DMFA			
	31	Second quarter rates instalment notices to be sent [LGA s562(5)]	DMFA/RC			
Governance	5	Last day for Councils to divide their area into Wards, abolish all Wards, alter Ward Boundaries or change Ward names [LG Reg s277A]	N/A	30	Annual Report is to be placed on Council's website and notify the Minister (electronically to OLG with web link) [LGA s428] [Annual Report Checklist is available on the OLG website]	GM/EA
	30	Annual Report of Obligations under PIDA due to the Minister and the Ombudsman [PIDA s31]	DMFA			

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
Tuesday 17th October 2023 commencing at 2.30 pm

5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

CONTINUED

	October 2023	Status	November 2023	Status	
	30	Annual Report of Obligations under GIPA due to the Minister and the Information Commissioner [GIPA s125]		DMFA	
Grants	Local Government Recovery Grants – AGRN 1012, 1025, 1030/34, YTD reporting due	IPM	1	Low-Cost Loan initiative interim progress report due	N/A
			4	Local Infrastructure Renewal Scheme (LIRS) portal opens for claims for the month. LIRS Progress/Final Report due	N/A
Companion Animals					
Other			16	Expected second instalment of 2023-24 Financial Assistance Grants	Noted
			30	ALGA Return of National Local Road Data Return due	DMFA

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 17th October 2023 commencing at 2.30 pm

6 OPERATIONAL PROCEDURES (I2-11.1)

Nil.

7 SEPTEMBER 2023 DRAFT MINUTES AND OCTOBER 2023 DRAFT BUSINESS PAPER

The Committee previewed the October 2023 Business Paper and the September 2023 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

The General Manager advised of the additional/supplementary reports yet to be provided to the Committee.

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

Carried

8 CORRESPONDENCE AND CUSTOMER REQUESTS STATUS

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

9 GENERAL BUSINESS WITHOUT NOTICE

- The General Manager distributed the 2022/23 Annual Report sections to officers and requested that the information be updated by the 30th October 2023.
- The General Manager gave a brief overview of the proposed site plan for the 2023 Warren Christmas Street Party.
- Christmas closure dates were advised to the Committee and Managers are requested to ensure that an appropriate skeleton staff is available.
- The General Manager reminded everyone that if the person lodging a customer request 'bluey' marks on the form that they wish to receive advice on the work undertaken, a phone call or contact with the person should occur.

There being no further business the meeting closed at 4.25 pm.

**NSW PUBLIC LIBRARIES ASSOCIATION
CENTRAL WEST ZONE ORDINARY MEETING**

**MINUTES – 15 September 2023, 10:00am
Cabonne Council Office, 99 Bank Street Molong (Council Chambers)
Online – via Microsoft Teams**

Attendance

Cr Les Lambert (Narromine)
Cr Bill Jayet (Parkes)
Cr Greg Deacon (Bogan)
Cr Phil Diprose (Weddin)
Cr Libby Oldham (Cabonne)
Cr Jess Jennings (Bathurst) - Teams
Jane Siermans (Cobar)
Kathryn McAlister (MRL)
Rachel Gill (MWRC)
Patou Clerc (Bathurst)
Kerryn Jones (Parkes)
Roslyn Cousins (CWL)
Jessica Picken (Broken Hill) - Teams
Stephen Terrill (Grenfell)
Stacey Whiley (Cabonne)
Sharon Lewis (Lithgow)
Julie Baker (Oberon)
Haylee Martin (Bogan)
Brooke Whaley (Bogan)

Apologies

Cr Romola Hollywood (NSWPLA)
Cr Dallas Tout (NSWPLA)
Adele Casey (NSWPLA)
Philippa Scarf (NSL)
Cameron Morley (NSL)
Ross Balharrie (NSL)
Cr Sarah Derrett (Warren)
Cr Katrina Walker (Warren)
Cr Karen Churchill (Coonamble)
Pam Kelly (North-Western)
Liz McCutcheon (Gilgandra)
Jodi Hatch (Bourke)
Deborah Kelly (Lachlan)
Raquel Pickering (Coonamble)

Meeting commenced 10:08am

1. Welcome

Acknowledgement of Country and welcome by *Les Lambert*

2. Apologies

Attendees and apologies noted.

MOTION:

Acceptance of attendees and apologies.

Moved Cr Greg Deacon *Seconded Cr Phil Diprose*

MOTION CARRIED

3. Minutes of previous meetings – Annual General Meeting & Ordinary Meeting held on 10 March 2023 – Parkes

MOTION:

That the previous minutes be accepted as a true and accurate record.

Moved Cr Phil Diprose *Seconded Brooke Whaley*

MOTION CARRIED

4. Business arising from previous minutes

- Birth to Five – Read and Thrive: managers to provide an update later
- Children’s Discovery Kits: no reported use yet
- Kerryn to look into first-year literacy tests being done in schools
- Dolly Parton festival happening in Narromine in a fortnight
- ALIA Board Statement on the upcoming Referendum on the Voice to Parliament available from: https://www.alia.org.au/Web/News/Articles/2023/4-April-/Statement_Voice_Referendum.aspx (this includes a Risk Assessment Template and links to a number of resources found under *Indigenous Matters*)

5. SLNSW report (Les)

Full report attached.

Highlights:

- 2023/24 public library funding (this year’s funding is \$40.892M, including the \$2.85 per capita subsidy) – page 10 of report

Question from Cr Bill Jayet – how does funding in NSW compare to other states? It was noted that we can’t always compare to other states as they each have different funding models.

6. NSWPLA report (Les)

Full report attached.

Highlights:

- 2023 Scholarship and Award Program is now open
- Retired library managers – send to Adele for inclusion in SWITCH Conference dinner
- SWITCH2023, 14-17 November 2023 at the Western Sydney Conference Centre
- Birth to Five – Read and Thrive campaign continues
- Trove collaborate services – NSWPLA still actively working on this

7. Councillor/Council/Library Manager Zone elist - updates

- Please provide Kathryn with any updates to ensure lists are up-to-date (is your Councillor Library Rep still the same or do you need to update details?)

Les welcomed Julie Baker and Stephen Terrill to their first meeting.

8. Book Challenges to Libraries

- Meeting at State Library was well represented by Central West Zone. Also, in attendance were representatives from ALIA, NSWPLA and a barrister (Nicholas Stewart) who is working pro bono for ALIA to help libraries during this current situation.
- The workshop included reminders about the legislative context under which we operate (Library Act, Library Council Guidelines etc.)
- Our role is to promote the free flow of information and ideas in the interest of all Australians.
- There has been a rise in pro-censorship groups targeting libraries about particular books they have on their shelves. Some groups have been quite forceful – death threats, bomb threats, staff requiring police escorts – and although it is important not to fall under pressure, we need to keep staff safe. Metropolitan libraries have been facing the worse – but we still need to be prepared to deal with this. Parkes provided an example of an irate customer filming herself reading a book she disagreed with and putting it on TikTok, it was noted filming is not allowed in the library.
- Patou has prepared some documents to assist the zone (thank you Patou), that lists available resources that can assist as well as a detailed action list. Patou drew attention to point 3 in Library Council Guidelines:
Library materials that have not been subject to federal and state restriction or prohibition should not be excluded from a public library on moral, political, racial, religious, sexist, language, or other grounds. Nor should library materials be included on these grounds alone; whatever pressure may be brought to bear by individuals or groups.
- We can pull from these sorts of policies and guidelines. As well as accessing the Freedom to Read section on ALIA's website – an excellent platform for tools and resources. There are videos by Nicholas Stewart and the Australian Classification Board. There is also a 365 group that one person per library service can join. Incidents can be reported on this website and we are encouraged to do so, there is a dedicated detective running a group to monitor this and they are keen to hear of any incidents. ALIA also consulting with other countries as there is concern this is escalating. ALIA continuing to develop templates, condition of entry signs etc.

Question from Cr Phil Diprose – how can I report this to Council? Please report at a high-level briefing only and don't distribute Patou's documents.

Comment from Jane Siermans – please remember whether someone is pro or against any topic, we need to treat everyone the same.

Comment from Kathryn McAlister – make sure collection development policies are up-to-date.

Comment from Les Lambert – good to hear from Romola Hollywood that this is also on LGNSW's radar as there have also been disruptions at Council meetings.

9. Councillor “Chit Chat”

- Bogan – nothing to report
- Cabonne – emotions at Council meetings were heightened during floods
- *Cr Phil Diprose* – noted larger numbers attending Council meetings via the live stream
- *Cr Bill Jayet* - social media is causing issues, Bill noted that social media is now stronger than any other media. Most Council’s won’t allow replies to negativity but this doesn’t always work as misinformation then spreads.
- *Cr Phil Diprose* – in agreeance with *Cr Bill Jayet’s* comments, Phil mentioned he also approached 4-5 potential Councillors but they wouldn’t put themselves forward because of social media.

10. Zone reports

Full reports attached.

Highlights:

- Les briefly went through each report and mentioned the Local Priority Grant could potentially be used for the Dolly Parton Imagination Library.
- Grenfell – have introduced two new programs
- Orange – nothing in addition to what is already in report.
- Lithgow – today is the last day to have your say on the new library design. Looking at moving local history into the front room, members are in favour of this.
- Oberon – had temporarily relocated to the church hall, visits were very low. We are now back in the new building.
- Bathurst – about to launch the community information directory online. Also have a new website. Birth to Five: have done a report to show Council the benefits storytimes have for literacy.
- Cobar – Birth to Five: homeschoolers are asking for literacy kits and games. We have some Little Bang kits but we need to staff to be able to run the programs. New online budget system – Magiq.
- Mudgee – Mudgee Readers’ Festival a success. Strategic Plan currently out on public exhibition. New Friday night book group for sci fi, fantasy and cult classic readers.
- Dubbo – have staff participating in the Rural Management Challenge. Had a library service review with Dr Roberta from University of QLD. Will need to close Dubbo for 4 days shortly to fix a trip hazard with the entrance tiles. Books to Boot: offering a free pickup service for residents from Dubbo and Wellington Library.
- Parkes – underwent a library assessment with Philippa Scarf which identified a few opportunities. Will also be having a service review. Parkes hosted a Crop Swap in the Library courtyard where people could bring their surplus produce, preserves etc. No money exchanged, only produce. Current exhibition is a cardboard exhibition, later in the year there will be a Who is Parkes exhibition (150 years since the naming of Parkes) where people can submit photos of the person they think of when they think of Parkes.
- Cabonne – looking for a space to house the library at Canowindra for 18 months until the new space is ready.
- Broken Hill – up to the 3rd design for the new library building, will move into temporary location at the end of the year. Noted that for the Dolly Parton Imagination Library, the health centre sends registrations directly to the library.

11. Next meeting

Friday 29 March 2024, 10am at Cowra. September meeting in Bathurst – date TBA

12. NSWPLA - Annual General Meeting

MOTION:

Thank you to NSW State Library, NSWPLA and ALIA for their support with the Book Challenges.

Moved Patou Clerc

Seconded Cr Phil Diprose

MOTION CARRIED

13. General Business

Question from Cr Bill Jayet – have we previously put in a motion about careers in libraries? There was discussion around this previously, but would be worthwhile putting a motion forward.

MOTION:

That the NSWPLA lobby the NSWLGA to push for secondary school career expos to include opportunities for a career in libraries. This could be done under a stall for jobs in Local Government.

Moved Cr Bill Jayet

Seconded Cr Les Lambert

MOTION CARRIED

Question from Kerry Jones – what are libraries doing to implement the Child Safe Standards (Office of the Children's Guardian)?

Bathurst are actively working on this – updating policies and induction plan. Also ensuring they are embedded in staff training and awareness. It was noted that external facilitators often deliver programs. Council's community services department has also organised training for all departments.

Broken Hill ensure Working with Children Checks and suggested they are a good thing to add to position descriptions. Will follow up and share information to group.

Kerry also mentioned there is a self-assessment survey on the Office of the Children's Guardian website as well as many resources. They also offer training.

Dubbo have updated their policies to reflect the Child Safe Standards.

Add Child Safe Standards to next Agenda as a follow up

Comment from Cr Phil Diprose – Landcare has had a program revamp and has seen a 50% increase in people involved.

Question from Rachel Gill – what are other libraries using for event management (changes in Eventbrite fee structure might mean looking at another platform). Orange using Eventbrite but most other libraries using Humanitix.

Comment from Kerry Jones - Paint the Town REaD 2-day conference a success. There was a focus on storytelling (incl. research around the impacts of storytelling on the brain). Staff took away many great ideas. Councillors and the Mayor dressed up and put on a performance at the conference dinner. Delegates from every state attended.

Meeting closed 12.29pm

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 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 mid to late 2023.
27.7.23	202.7.23	Warren Airport Projects	DMFA/ GM/IPM	A contract awarded on 31 July 2023. Site clearance and earth works commenced. Subgrade earthworks completed and tested. Construction drawings issued to BRD. Foundation work by Contractor likely to start in October 2023.
28.4.22	101.4.22	Public Art on Private Property Murals – Lions Park Toilet/Amenities	GM/TSM	Wrap design curated by Signarama and the Public Arts Committee. Final layout approved for production.
28.4.22	101.4.22	Public Art on Private Property Murals - CBD Toilet/Amenities Dubbo Street Wall.	GM/TSM	Wrap design curated by Signarama and the Public Arts Committee. Final layout approved for production.
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	Landmark commenced construction in February 2023. Nonconformance on the foundation concreting and building realignment being remedied by the Contractor in accordance with the PEER Review report recommendations. Contractor agreed to all PEER Review recommendations. Works on site recommenced in the week of 21st August 2023.

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p>Landmark engaged new concreter and plumber to complete the works. Superstructure (post) misalignment (diagonal) corrected by Landmark.</p> <p>Landmark conducted bearing capacity testing on foundations. Variation submitted for additional plumbing works. Raft slab stiffening being considered to cater for tree effects.</p> <p>Landmark to return to site on 16th October 2023 to resume plumbing works.</p>
25.8.22	214.8.22	Reactivation of Visitor Services Volunteers During Peak Periods	GM/EDVM	<p>Registration of Interest recruitment remains ongoing with a new recruitment drive being underway.</p> <p>New Tourism Information Officer position currently advertised and the VIC is currently being staffed by a RiverSmart volunteer during the reduced hours of 10am to 4pm for both Saturday and Sundays.</p>
23.3.23	64.3.23	Public Art on Private Property Murals - Horse/Campdraft themed mural at Showground/ Racecourse Complex (includes \$10,000 Horse Committee donation)	GM/TSM	<p>Paint the Town Murals undertaking final draft mural.</p> <p>Mural 90% done.</p> <p>Delivery of completed panels expected in October 2023.</p> <p>All panels complete. Anti-graffiti coating being applied.</p>
25.1.23	12.1.23	Affordable Housing Opportunity – Housing Plus	GM/DMES	<p>Negotiations commenced to finalise the required agreement with Housing Plus for the eventual sale of all or most of the nine (9) vacant land lots in Gunningba Estate</p>

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p>for a maximum five (5) year period.</p> <p>Funding in 2023/2024 for investigations and design for the Stage 3 of Gunningba Estate including estimated costs and how Stage 3 would be funded, which will be reported to Council.</p>
25.1.23	13.1.23	Warren and the Visitor Economy Community Consultation Report August 2022 - Executive Summary	GM/ EDVM	<p>Council communicate to the community about the importance of visitors to the region – Action Plan being formulated.</p> <p>Council ensures that the reformed Destination Macquarie Marshes Taskforce has representation from every local government area that sees the Macquarie Marshes as an asset to their visitation, form a MOU 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.</p> <p>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</p>

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				markets – Action Plan being formulated. *Relationship between EDVM and DNCO continues to be developed and is ongoing.
25.5.23	118.5.23	Destination Macquarie Marshes Taskforce	GM/EDVM	That within 12 months and, after the Taskforce's short and long term goals and Destination Macquarie Marshes Action Plan, Macquarie Marshes Promotions Strategy and Stakeholder Engagement Strategy are formulated, other organisations/ community representatives be invited to be members of the Taskforce.
24.8.23	235.8.23	Library Lobby Area Upgrade and Landscaping Works	GM/IPM	Council accepted the tender submitted by Precinct Commercial Pty Ltd, in the Recommended Tender Amount of \$169,035.00 (excluding GST), for the <i>Library Lobby Area Upgrade Works, for separable portions 1(one) contract.</i> Council at the meeting resolves not to <u>accept</u> any of the tenders for <u>Contract No. C13-77 -Separable Portion 2</u> for the <i>Landscaping Works</i> and enter into negotiations with Precinct Commercial Pty Ltd, the tenderer for Separable Portion 1, to carry out the required extent of the Landscaping Works on a piece-by-piece basis as a variation to the SP1 contract, after full and thorough rescope of the Landscaping

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				Works to bring the whole of the project within the budget (Grant funding). The final rescoped Landscape Design presented to Town Improvement Committee for concurrence prior to its implementation and the General Manager authorised to finalise and accept the renegotiated final price for the rescoped work under Contract No. C13-77 – Separable Portion 2 for the <i>Landscaping Works</i> .
28.9.23	251.9.23	Christmas Closure	GM	Council to close the Office, Service NSW Agency, Library and Works Depot at the close of business on Friday 22nd December 2023 and reopen on Tuesday 2nd January 2024 – arrangements in train.
*28.9.23	252.9.23	Organisational Structure	GM	Arrange for the adopted Organisational Structure to be updated – complete.
*28.9.23	253.9.23	Meeting Dates, Times and Order of Business	GM	Meeting dates have been advertised locally and Council's website has been updated.

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
*28.9.23	267.9.23	Concrete Footpath and Miscellaneous Pavement Works at Carter Oval Youth Sports Precinct	GM/IPM	<p>Accept the Quotation submitted by Precinct Commercial Pty Ltd, in the Recommended Quotation Amount of \$179,555.50 (excluding GST) as adopted by Council - advice provided.</p> <p>The General Manager to issue a Purchase Order to Precinct Commercial Pty Ltd to formalise the procurement for the scoped work under the Request for Quotation (RFQ) Document – complete.</p>

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
24.8.23	226.8.23	Financial Reports for the Year Ended 30th June 2023	DMFA	<ol style="list-style-type: none"> 1. The necessary elected members and staff be authorised to sign the Statement by Councillors and Management on the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ending 30th June 2023; 2. Council delegate to the General Manager the authority to "authorise the Year End Accounts for issue" subject to there being no material audit changes or audit issues, in accordance with AASB 110; and 3. Council delegate to the General Manager the

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
				authority to "finalise the date" at which the auditor's report and financial statements are to be presented to the public as required under Section 418 (1) of the Local Government Act, 1993. Ongoing – on track.
28.9.23	258.9.23	Service NSW Agency Agreement	DMFA	Arrange for the General Manager (other required staff) to sign and execute the agreement on behalf of Council. Ongoing – on track.

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
6.12.18	284.12.18	Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units	DMES	Survey completed. This project is currently on hold until further discussions are held with the Hotel owners.
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Rehabilitation (total project - \$7.1M)	DMES	Application under the National Flood Mitigation Infrastructure 2021-2022 arranged and has been successful (\$5.325M). Resilience NSW has committed \$887,500 which is half of the required \$1.775M co-contribution. Specifications for tender are being prepared while awaiting approval of a further co-funding grant of \$887,500 by OLG using the

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				Local Government Recovery Grant Program. Design of alternative has been finalised. Option 2 of the alternative is ongoing. Specifications are being written in readiness for the approval of OLG's \$887,500 grant. Staff will meet design consultants for final discussions before tendering commences.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	Investigations are being undertaken to allow the submittal of plans, documents and detailed budget to Council for consideration and approval - ongoing.
24.9.20	214.9.20	New Sewage Treatment Works	TSM	Groundwater monitoring wells and flowmeter to be installed. Decommissioning Plan for STP & SPS being developed.
27.5.21	95.5.21	River Water Pumps at Ellengerah and Oxley Park Reservoirs	DMES/ TSM	Ellengerah pumps installed. Works ongoing and commenced on the 14th August 2023 for Oxley Park. Pumps installed and pipework installed. Site operating, concrete to be finished.
23.3.23	67.3.23	Water and Sewerage Telemetry and Pump Funding Request	DMES/ DMFA/ TSM	Drafting of RFT documents in progress – ongoing.
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. *Earthworks and footings for the retaining wall completed 12th July 2023.

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
				*Retaining wall complete.
*22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Community Consultation Program developed and commenced to obtain feedback from business houses and the community – complete. Community Consultation Program has been developed and community engagement completed.
*2.12.21	257.12.21	Town Centre Upgrade	DMES	Community Consultation is complete.
*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 – advice provided to the Town Improvement Committee 16th October 2023.. Letters of intent have been sent to landowners of potential RV carpark areas.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – ongoing, considering a Commonwealth Government Grant Program.
*23.3.23	65.3.23	Warren Central Business District Upgrade Project	DMES	Final Draft Plan has been prepared and advertised. Roundabout central island design and cost estimate has been sent to TfNSW for probable funding.

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
26.8.21	174.8.21	2021/2022 Plant Replacement Program	DMES/ WC	Arrange for the replacement of light vehicles as per recommendation - Plant 3503 – sold at auction in 2021. Fortuner ordered – 8 months delivery estimated (April 2024).
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	Works ongoing, expected to be completed December 2023.
1.12.22	299.12.22	Showground/ Racecourse Toilet Amenity Progress Report	DMES/ TSM	*Demolition, new plumbing, sub soil drainage and concrete slab have been completed. Shed to be constructed by Ryan Mason Engineering and Adam Mayne and is expected to be completed by the end of October 2023. Ongoing.
23.2.23	33.2.23	Proposed Hale Street Crossing and Chester Street Crossing's No Stopping Zone	DMES/ RIM	1. The installation of a new children's (school) crossing on Hale Street, west of the Chester Street intersection be approved. The required undertaking has been obtained from the Principal of Warren Central School; 3. Funding be sought from Transport for New South Wales to implement the recommendations. Design has been completed and sent to TfNSW.

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
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. Delivery of new equipment undertaken in September 2023.
*23.3.23	66.3.23	Plant Committee – Financial Statement	DMES	Final 2022/2023 Plant Replacement Program in progress. Final 2023/2024 Plant Replacement Program in progress. Updates available on Plant Committee Minutes.
23.3.23	66.3.23	Management and Operation of Mt Foster Quarry	DMES	Negotiations with Neill Earthmoving Pty Ltd in progress. To be reported to the Plant Committee in the near future.
23.3.23	67.3.23	Warren Shire Council Water Supply Bore Inspection Program	DMES/ DMFA/ TSM	All Bores excluding Collie have been inspected.
24.8.23	213.8.23	Proposed National Polo Crosse Titles Warren 2028	DMES	Mr Phil Waterford be requested to present to the next Showground/ Racecourse Committee his complete draft proposal for the conduct of the Warren 2028 National Polocrosse Championships – arrangements in train.

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

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				<p>2. Crown Reserves classified identified as operational land.</p> <p>3. Draft Plans of Management nearing completion.</p> <p>The Victoria Oval and Oxley Park Plan complete.</p> <p>Draft Parks Plans of Management received. To be reviewed.</p>
24.2.22	74.2.22	Deacon Drive Homes Status and Progress Matters	MHD	<p>Matter progressing in the District Court with required affidavits.</p> <p>Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required.</p>
26.5.22	132.5.22	Flood Impact on the Ewenmar Waste Depot	MHD	<p>Develop a contingency plan for flood events at the Ewenmar Waste Depot.</p> <p>Alternative arrangements have been made with Bogan and Narromine Shire for a temporary disposal solution, Contact has been made with the EPA.</p>
25.8.22	211.8.22	CCTV Options at the Ewenmar Waste Facility	MHD	Investigate better CCTV options and locations.
22.6.23	181.6.23	Warren War Memorial Swimming Pool	MHD	Arrangements in train for the commencement of legal proceedings against Beaucorp Projects Pty Ltd for the unsatisfactory workmanship at the Warren War Memorial Swimming Pool;

WARREN SHIRE COUNCIL

Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				The Mayor, the General Manager, and the Manager Health and Development Services be authorised to formulate settlement terms if required; and Arrangements have commenced for the development of a tender specification for the supply and installation of a membrane liner at the Warren War Memorial Swimming Pool.
28.9.23	243.9.23	Council Related Development Application – Conflict of Interest Policy	MHD	Arrange for Policy to be placed on public exhibition for a minimum of 28 days – in progress. Subject to no adverse submissions being received, the Council Related Development Application Conflict of Interest Policy be adopted.
*28.9.23	264.9.23	Proposed Re-Zoning ‘Gunnegaldra’ Warren	MHD	Advise applicant that Council supports in principle the proposed re-zoning of “Gunnegaldra” Warren – complete.

RECOMMENDATION:

That the information be received and noted and that the items marked with an asterisk (*) be deleted.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

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
5.10.2023	LG Professionals NSW – General Manager Discussion Circle	Online
5.10.2023	Meeting with Mat Petrenko from Asset Aviation	Warren
11-12.10.2023	Transport for NSW Executive Summit	Sydney
16.10.2023	Town Improvement Committee Meeting	Warren
17.10.2023	Manex Meeting	Warren
18.10.2023	Councillor Workshop	Warren
18.10.2023	Economic Development & Promotions Committee Sub – Committee Christmas Street Party 2023 Meeting	Warren
19.10.2023	Small Business Workshop	Warren
19.10.2023	Warren Interagency Support Services Group	Warren
20.10.2023	IPWEA NSW and ACT Board Meeting	Sydney
20.10.2023	Work Health and Safety Committee Meeting	Warren
21.10.2023	Burrima Boardwalk Official Opening	‘Burrima’
24.10.2023	IPWEA Roads & Transport Directorate Road Safety Panel Meeting	Online

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
1.11.2023	RFS North West District Marthaguy RFS Brigade Station Opening and Long Service Medal Presentation	“Widgeree”
1.11.2023	IPWEA NSW & ACT Annual General Meeting	Online
12-14.11.2023	2023 Local Government Annual Conference	Rosehill Gardens Racecourse
17.11.2023	RDA Orana – Orana Outlook Forum	Dubbo
23.11.2023	Statewide Mutual Forum	Sydney
1.12.2023	Councillors and Staff Christmas Party	Warren
7.12.2023	Lions Park Toilet Facilities Opening	Warren

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 2

COMMITTEE/DELEGATES MEETINGS

CONTINUED

DATE	COMMITTEE / MEETING	LOCATION
8.12.2023	Warren Street Christmas Party	Warren
25.03.2024	Outback Arts AGM	Coonamble
29.03.2024	Central West Zone Meeting (Library)	Cowra

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held at
 Council Community Room, Warren on Thursday, 26th October 2023

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 13th September 2023 to 12th October 2023:

Project	Budget	Expend	Resp	Comment
General				
Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE) Includes \$610,340 allocated from restricted funds for infrastructure improvement/replacement. JC 3400-2560-0	716,561	518,410	IPM	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. Scope revisiting is required and works to be scheduled for later 2023. Terminal construction contract awarded to B & D Design & Construction P/L on 31st July 2023. Some modifications to the terminal building floor plan being arranged to ensure practical public access into toilet and kitchen area by other terminal users. Final set of “For Construction” drawings issued to the Contractor. Enlarging the windows on the runway side being considered. - Site clearance and sub-grade earthworks; - Earthworks to start late September; - Foundation work to start in October; - Terminal works scheduled to be completed by February 2024. Infrastructure Projects Manager presented a scope of works to the June 2023 Airport Operations Committee, detailing the proposed SW drainage improvement work on runway 03/21.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Scope of works as follows:</p> <ul style="list-style-type: none"> - Extension of existing SW open channel – Completed in September 2023. - Procurement of diesel pump to pump out excess runoff to Sandy Creek; and - Discharge line from pumping platform to Sandy Creek – these options are being reconsidered. <p>Council at the July 2023 Meeting accepted the recommendations and additional funding required from the Infrastructure Reserve Fund. Options to gravitate excess runoff via the existing syphon pipe in the TNIS channel is being considered.</p> <p>Discussions with the Egelabra property manager, Councillor Greg Whiteley and the surveyor were held.</p>
<p>Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction)</p> <p>(MDB Economic Development Program - Improvement of Regional Structures Grant)</p> <p>JC 2880-10-0</p>	310,281	94,063	GM IPM DMES TSM RIM	<p>Works in Warren subject to funding by others of the Warren roundabout reconstruction – MDBEDP approved reallocation of the roundabout budget to Carter Oval concrete pathways.</p> <p>*RFQ was called for the pathway constructions in order to complete the project by end of November 2023.</p> <p>Contractor engaged to construct pathways and other miscellaneous concrete pavement works.</p> <p>Works Program for Project rescoped and programmed by GM, DMES, IPM, TSM and RIM.</p> <p>Kerb, gutter and footpath works in Nevertire 99% complete.</p> <p>Status and programming meeting undertaken and works program instigated to complete work.</p> <p>Some of the identified works are progressing and on track.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				MDBEDP funding body approved extension to all outstanding works, with all works to be completed by December 2023.
<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 previously allocated from Council's Infrastructure Improvement Replacement Reserve)</p> <p>JC 104-108-0</p>	233,052	16,563	IPM	<p>Irrigation system to landscaped area for tree planting and individual valves to trees installation is complete.</p> <p>More pathways between sports fields will be constructed once the construction of the soccer fields and junior cricket field are complete. Carpark development being delayed due to slow progress of the amenities building construction.</p> <p>Concrete (pathways, cricket pitch and practice net base) works RFQ called on 6 September 2023. Contractor engaged for all concrete pathways and pavement works.</p> <p>Fencing of switchboard and pump station are progressing, completion expect October 2023.</p>
<p>Swim & Shade Sails (Splash Park)</p> <p>(Drought Communities Extension Program)</p> <p>JC 2870-60-0</p>	2,752	Nil	IPM	<p>*Replacing the push button controller of the water features and sealing of pits – completed.</p> <p>Surrounding area needs topsoil dressing to alleviate any trip hazards caused by the steel edging.</p>
<p>Carter Oval Lighting Project (Drought Communities Extension Program)</p> <p>JC 2870-55-0</p>	127,151	127,151	IPM	<p>Carter Oval Sporting Lighting (Cricket and Soccer Fields) complete subject to acceptance of final quality assurance and testing report.</p> <p>REEs completed final quality assurance, testing (soccer and cricket) – Report of certification and WAE drawings awaiting.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Change Rooms and Amenities Block at Carter Oval (Stronger Country Communities Round 4) JC 104-108-0	303,333	290,772	IPM	<p>Landmark resumed the works on site on 21 August 2023. The superstructure was disassembled, diagonal misalignment corrected and reorientated as part of correcting non-conformance.</p> <p>Landmark has engaged a new plumber and concreter to complete the works. Certified drawings were issued to Council on 4 September 2023.</p> <p>Landmark conducted bearing capacity tests on the grid beam excavations, results were satisfactory.</p> <p>Landmark submitted a variation for an additional pipe support system called for in the hydraulic design completed for E-D site classification. PEER review highlighted the presence of trees nearby. Landmark is revising the design to address the tree effects.</p> <p>Work onsite has not progressed since 7th September 2023 following bearing capacity testing.</p> <p>A meeting with Landmark and site Manager was held on 2nd October 2023 to discuss the site delay and other matters.</p> <p>Landmark promised that work onsite would commence (plumbing work) as of the week of the 9th October 2023.</p> <p>Council provided alternative pipe support options and costs for a cost effective selection.</p> <p>Landmark is now considering cost effective solutions with plastic brackets and hanging rods. According to Landmark materials are on order. Site plumbing works to start the week of the 16th October 2023 when materials arrive on site.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Carter Oval Cricket Pitch JC 104-116-0	5,628	Nil	IPM	<p>GHG provided a fertilising and maintenance program for wicket turf for the spring season, ongoing watering continues.</p> <p>A consultant nominated by the original wicket turf supplier visited the site. Soil samples have been taken for testing. A maintenance program for the turf and pitch is expected.</p> <p>Balance of funding to be allocated to other works in Carter Oval cricket ground.</p>
Cricket Practice Nets (Cricket Legacy Fund) JC 104-117-0	15,000	Nil	IPM	<p>Cricket practice net primary set out completed, work expected to commence once field remediation is completed.</p> <p>Quotation for net being sought from fencing contractor.</p> <p>Base concrete pavement construction will be done as part of concrete pathway construction at Carter Oval. Artificial turfing on pavement to follow on after concrete works are complete.</p> <p>RFQ called for the concreting pathways and practice net base on 6 September 2023.</p> <p>A contractor is engaged to construct base pavement works.</p>
Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion) • Equestrian Arena JC 108-120-0	59,726	27,260	IPM	<p>Racecourse Showground Sub-Committee asked to have warm up area allocation/development near tanks and sand stockpile. It was agreed at the meeting that Club prepare the ground with specific woodchips and sand bedded warm up area. Council will make available necessary sand (150T available for use). Gator and rake operations training completed on 11 August 2023 for user groups. A 2nd round of</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				training is planned for 3rd September 2023 but was cancelled at Users groups request. Next round of training to be arranged.
<ul style="list-style-type: none"> • Pony Club Cross Country Facilities JC 108-132-0	4,606	4,360	IPM	<p>Warren Pony Club has provided the consultant’s report commenting satisfactory completion of the facility by the Contractor with ongoing wear and tear and maintenance will be required.</p> <p>*A copy of the cross country course rebuild designs completed by Booroong Designs P/L, was engaged by the Warren Pony Club – Report has been provided.</p> <p>The balance of money available will be directed to other facilitation development within the Pony Club Cross Country.</p>
<ul style="list-style-type: none"> • GBS Falkiner Lounge and Viewing Area JC 108-126-0	27,440	18,358	IPM	<p>Works outstanding as of August 2023: Handrails and tactile indicators installation are yet to be completed.</p> <p>Disabled access from Lower bar area to be considered but subject to funding availability.</p>
<ul style="list-style-type: none"> • Replacement of the Showground Toilets JC 108-128-0	24,545	9,895	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>*Alternative design has been approved by the Committee on 15 November 2022.</p> <p>Super structure works started in mid-August 2023.</p> <p>Roof sheeting and external walling are progressing.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • Relocation of Cattle Yards (NSW Showgrounds Stimulus Program Phase 2B) <p>JC 112-05-0</p>	60,000	Nil	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.</p> <p>(\$140k) Quote received from Stockpro is over budget and other grant funds to be sourced. Additional funding is required to move forward.</p> <p>A revised quote has been requested from Stockpro. A second quote has been requested from the contractor who completed the Equestrian Arena safety rail.</p> <p>Future Crown Reserves Improvement Fund option to be explored when available.</p>
<p>Upgrade electrical Cattleman’s Camping Area (NSW Showgrounds Stimulus Program Phase 2B)</p> <p>JC 112-5-15</p>	8,082	7,500	IPM	<p>Works complete, balance of unspent funds to be used elsewhere in the project.</p> <p>Fund expended for the e-switch lighting control for the Equestrian Arena.</p>
<p>Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including: JC 120-5-0</p>				<p>Works program finalised following consultation with User Groups at the Showground/Racecourse Committee Meeting held on the 2nd August 2022 for Joint male and female toilet facility in one location.</p>
<p>Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area</p>	81,980	22,458	IPM/ TSM	<p>Balance of unspent funds to be used for sewer/toilet works. (Joint male & female toilet facilities).</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> Renovate Male Toilet @ Main Pavilion JC 120-10-0	100,000	Nil	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>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>Work progressing on the joint male and female toilet facilities to be located at existing Ladies toilet Demolition of existing ladies toilets completed. Foundation works (bored pier installation) and below ground plumbing works completed.</p> <p>Floor slab concreting completed.</p> <p>Superstructure works started in September.</p> <p>Installation of superstructure frames completed.</p> <p>The roof sheeting and external wall sheeting are progressing.</p>
<ul style="list-style-type: none"> Install New Septic Reveal Tank for Main Pavilion Toilets JC 120-15-0	38,880	65,020	IPM/ TSM	<p>Scope of works being reassessed to complete the works within the budget.</p> <p>Balance of unspent funds to be used as part of alternative combined male and female toilet facility in one location.</p>
<ul style="list-style-type: none"> Re fence Showground Perimeter with Exclusion Fencing JC 120-35-0	57,788	Nil	IPM	<p>Scope/area determined by Showground/ Racecourse Committee on 7th October 2021 being revised. 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.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Options and estimate prepared for 1.8m and 2.1m high fencing for Racing NSW considerations and funding supplement. (Other grant funds required).</p> <p>Details of proposed option being considered (2.1m high) sent to Warren Jockey Club for sourcing additional funding.</p> <p>Liaising with Matt Colwell/ Nicole McKay on possible funding support from Racing NSW.</p> <p>RFQ documents revised for seeking prices for 2.1m high chain wire and chain link fabric options.</p> <p>Quotation for exclusion fencing called in June 2023. Racing NSW is looking for firm quotes to ascertain the amount of financial support.</p> <p>Four (4) quotations received and being analysed. Additional information sought from the preferred quoter with regards to their submission to RFQ compliance. Quotation evaluation is currently progressing.</p> <p>Options to seek grant funding from Crown reserve Improvement Fund (CRIF) being looked at when available.</p> <p>The preferred quoter revised the price for the options. Prices changed the relativity of the quoters.</p> <p>Lowest price received for the options are as follows:</p> <ol style="list-style-type: none"> 1. 2.1m chain wire - \$218,000; and 2. 2.1m chain link fabric \$357, 000. <p>Racing NSW will be supplied with the quotations and price revised as part of seeking funding their support.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • New Septic Centre Arena with Grease trap for Canteen JC 120-25-0	3,150	Nil	IPM/ TSM	Works Complete, balance of unspent funds will be allocated to other works.
Crown Reserves Improvement Fund Program Disabled (all access) toilet block Warren Pony Club JC 121-5-0	33,240	21,531	IPM/ TSM	Construction of a toilet facility in the Warren Pony Club Facility. Scope of works and design complete. Single ambulant toilet will be built. Location has been finalised with Warren Pony Club, on the western side of Pony Club shed. Contractor (SPLAT Plumbing) engaged in September 2022 to do the works. Project completed, left over funds will be used for relevant septic tank work.
Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing	272,727	Nil	IPM/ TSM	Funding has been granted by the NSW Government towards drought proofing project and public area fencing. Rescoping in progress for an appropriate irrigation system and project may need further grants for the full scope of works. A concept and cost estimate report was received from the consultant in April 2023. Design consultant asked to break the estimate into two projects to maximise funding support by Racing NSW: 1. Inner irrigation system and pumping upgrade (up to 80% funding by Racing NSW); and 2. Construct outer irrigation system. Cost estimate indicates that substantial additional funding is needed to proceed with the project. Options to seek grant funding from Crown Reserve Improvement Fund (CRIF) being looked at when available.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
<p>Crown Reserves Improvement Fund Program</p> <p>Replacement of Showground Ladies Toilet Part 2</p> <p>JC 121-10-0</p>	54,545	54,545	IPM/ TSM	<p>Option for the replacement/refurbishments of the female toilets changed due to infrastructure and other facilities in the vicinity.</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 August 2022.</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>*Demolition of existing ladies toilets completed.</p> <p>Construction and building has started with completion expected by late October 2023. Foundation works including below ground plumbing works and floor slab concreting completed.</p> <p>*Installation of superstructure frames completed.</p> <p>The roof sheeting and external wall sheeting are progressing.</p>
<p>Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program</p> <p>• Warren Town Murals on Private Property (Total budget includes the \$10,000 donation from the Horse Committee)</p> <p>JC 3460-15-0</p>	<p>For Mural Program Only</p> <p>16,580</p>	6,580	GM IPM TSM	<p>*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.</p>

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Works commenced on the mural for the new toilet block at the Showground Racecourse Complex.</p> <p>Proposed design pattern approved by the Warren Public Arts Committee, to proceed into production.</p> <p>Painting of artwork has progressed to an advanced stage, with expected delivery in late October 2023 when toilet works are complete.</p>
<p>Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project</p> <p>JC 3460-10-0</p>	434,177	433,177	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>Contractor engaged for the construction of the bird viewing platform and toilet.</p> <p>DA has been approved. Toilet contractor is expected to commence in October 2023. Platform contractor is progressing the fabrication of the platform.</p>
<p>Warren Tennis Court Upgrade (Drought Communities Extension Program)</p> <p>JC2870-40-0</p>	5,856	Nil	GM/ IPM	<p>Light pole painting has been included in the scope of works.</p> <p>One quotation received it exceeds the funding available.</p> <p>An alternative option being considered to paint poles utilising inhouse staff.</p>
<p>Reconnecting Regional NSW – Community Events Program</p> <p>JC 2860-10-0000</p>	45,685	Nil	GM/ PAO	<p>Application submitted 30 June 2022.</p> <p>Events hosted by Community Organisations; these are as follows:</p> <ul style="list-style-type: none"> - Burrima Walkway Grand Opening - Macquarie Wetlands Association (Event 21st October 2023). - Warren Christmas Street Party 2023 Date set for 8 December 2023

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				A variation request was submitted on 6 September 2023 for available funds to be reallocated to the extension of the Warren Christmas Street Party event and this has been approved. The first Warren Christmas Street Party Sub-Committee meeting was held on 27th September 2023.
Water Supplies				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program) JC 191-39-0	245,616	186,738	TSM	Works continuing. 8/10/2023: Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites. Some concrete works to be completed.

Project	Budget	Expend	Resp	Comment
Sewerage Services				
Restart NSW Warren (STP) Upgrade JC 220-3-0	100,000	Nil	TSM	Rehabilitation program for Old Sewerage Treatment Plant and bore installation being formulated.
Warren Central Business District Toilet Installation (Drought Communities Extension Program) Includes \$140,000 allocated from restricted funds for infrastructure improvement/ replacement. JC 2870-45-0	23,957	8,644	IPM/ TSM	The vinyl wrap is expected to be completed by the end of October 2023.
Lions Park Toilet Installation JC 106-103-0	14,993	7,578	IPM/ TSM	The vinyl wrap is expected to be completed by the end of October 2023 with an official opening during

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				the 7 December 2023 Council Meeting being considered.
<p>Stronger Country Communities Fund Round 5 (SCCFR5) – Upgrading of Amenities, Change rooms, Canteen and Club House Facilities at the Warren Memorial Pool.</p> <p>JC 3450-4300-0</p>	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>*Detailed survey initiated. Survey of the existing facility and area surrounds is complete.</p> <p>Construction work expected April-September 2024.</p> <p>Concept design and development works commenced from June/July 2023.</p> <p>Barnson engaged to develop a concept plan (2 options) for stakeholders review.</p> <p>First concept design meeting with Barnson held in July 2023 – Barnson’s presented the floor plan.</p> <p>First draft concept plan reviewed in August 2023. Comments on 1st draft issued. Final draft received from Barnson’s in September 2023 and sent to stakeholders for review and comments.</p>
<p>NSW Severe Weather & Flood Grant (\$1,000,000) for AGRN 1025 (part of \$7,100,000 project reported elsewhere)</p> <p>Warren Town Levee Remediation</p> <p>JC 3300-4400-1</p>	887,500	2,097	GM IPM DMES TSM	<p>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.</p>

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held in the
 Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Funds have been paid however, works program yet to be approved by OLG.</p> <p>Funding body requested five rounds of additional information; submission provided on 9 October 2023.</p> <p>Extension of time request sent to grant approval body to extend the works beyond June 2024.</p>
Macquarie Park Restoration	112,500	Nil	GM IPM DMES TSM	<p>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.</p> <p>Funds have been paid, works program approved.</p> <p>Funding body requested four rounds of additional information; submission provided by 18 August 2023.</p> <p>Extension of time request sent to grant approval body to extend the works beyond June 2024.</p>
Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities. JC3450-4310-0	500,000	Nil	IPM/ WSCCM	<p>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.</p> <p>Planning and project initiations are progressing.</p> <ul style="list-style-type: none"> - Geotechnical investigations initiated; Site exploration completed in May 2023. - Awaiting Geotech report. - Final location determined.

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Barnson has been engaged to develop a concept plan (2 options) for stakeholders review.</p> <p>First concept plan/design meeting with Barnson held in July 2023. Barnson presented a set of drawings plan, elevation and views.</p> <p>Comments on 1st draft issued.</p> <p>Final concept plan (1st issue) received in September 2023 and has been sent to stakeholders for review and comment.</p> <p>Comments received on the draft plan are being incorporated into the final concept plan, to be reissued to stakeholders for their comment.</p>
<p>Library Lobby Upgrade and Landscape Works (State Library Grant) JC 3360-400-111</p>	<p>315,723</p>	<p>169,035</p>	<p>IPM/ Librarian</p>	<p>A contractor has been engaged for the external lobby upgrade works- as separable portion 1.</p> <ul style="list-style-type: none"> - Work onsite commenced on 9th October 2023. - Work is expected to go on for 10 weeks. -Landscaping works are being rescoped to fit within the remaining budget. - Temporary Library located at the Old Visitor Information Centre, Burton Street, Warren. <p>The rescoped landscaping and costing option will be considered at the next Town Improvements Committee meeting scheduled for 16th October 2023.</p>
<p>Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B - Infrastructure Projects Management Office Projects</p>				

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Carter Oval Secondary Carpark Refurbishment Works for Reseals	60,000	Nil	IPM	Work to be scheduled after Carter Oval Sporting Precinct works are nearing completion.
Carter Oval EV Charging Station (up to 3) Contribution	45,000	Nil	IPM	Options being considered includes – partnering with Regional service providers like NRMA, Origin etc.
Equestrian Arena Operation Equipment (Council 23/24 Budget Funding) JC 6101-2-3	35,670	31,820	IPM	Gator, arena rake and edger procurement is completed. Operator training and induction to club users conducted on 11 August 2023. Second round of training scheduled for 3rd September 2023 but cancelled on User groups request. Next round of training to be arranged.
Safety Management System	75,825	Nil	WHS-RC /GM	Works Program being formulated.
Asset Management & IPR	112,636	Nil	GM/ DMES/ PO	Works program being formulated.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held in the
 Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications				
*Growing Regional Economies Fund (GREF)	2,577,817	N/A	IPM/ EDVM	<p>EOI application was submitted on 22 May 2023.</p> <p>This project is a connected series of integrated works that will create significant opportunities for growth within the Warren Shire and increase potential for attracting further investment in the region.</p> <ul style="list-style-type: none"> - Airport terminal building; - Multi-purpose building (Cultural Centre) at the Window on the Wetlands Precinct adjacent to Tiger Bay. To provide education, tour-guiding, displays, information sessions, research opportunities, and more, including increased events and activities focused on first nation culture (bush tucker and Storytime) and environmental awareness and sustainability; - Upgraded infrastructure to access, egress, and car parking, including improved drainage and a rain garden to manage water/runoff; - Enhancements to the nearby sewerage plant, reed bed, and UV Water System; and - The construction of the Monkeygar Creek Bird Viewing Platform, restroom, access roads, and car parking facilities in the heart of the Macquarie Marshes. <p>Council has been advised the Growing Regional Economies Fund (GREF) will no longer proceed.</p>
2024 NSW Women's Week Grant Program-Tier 2	\$44,000	N/A	GM/ PAO	<p>An application was submitted on 5 October 2023.</p> <p>This event will consist of an inspirational one-day event that will bring together the young women of</p>

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held in the
 Council Community Room, Warren on Thursday, 26th October 2023

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications				
				Warren Shire with Women of Warren Shire participating. Featuring a keynote address by a prominent high achiever in women's sport, on achieving goals, overcoming setbacks and adversity, and building resilience. Designed to celebrate diversity, motivate and drive our local youth community. <p style="text-align: right;">Awaiting Notification</p>

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

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

DMES - Divisional Manager Engineering Services

MHD - Manager Health and Development Services

PO – Projects Officer

WSCCM – Warren Sporting & Cultural Centre Manager

TSM - Town Services Manager

RIM - Roads Infrastructure Manager

IPM - Infrastructure Projects Manager

PAO - Projects Administration Officer

EDVM - Economic Development and Visitation Manager

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

ITEM 4 RELAX ALCOHOL FREE ZONE IN DUBBO STREET FOR THE WARREN STREET CHRISTMAS PARTY 2023 (D3-1.6, L7-1.2)

RECOMMENDATION

That Council relax the Alcohol-Free Zone in Dubbo Street between Burton and Hale Streets between 3.00 pm to 10.00 pm Friday, 8th December 2023 for the cordoned off area allocated to Ellerslie Lane who will be the alcohol licensee for the function, with bring your own (BYO) alcohol not being permitted in the rest of the closed off street.

PURPOSE

To request Council to relax the Alcohol-Free Zone in a certain allocated area in Dubbo Street whilst the Warren Street Christmas Party is held on the 8th December 2023.

BACKGROUND

Council as part of the Reconnecting Regional NSW – Community Events Program has commenced preparations for the 2023 Warren Street Christmas Party for the community and to generate business for local commercial outlets.

As there is no open licenced Hotel in Dubbo Street, Warren arrangements have been made for Ellerslie Lane use their licence to an allocated area in Dubbo Street, in front of Ellerslie Lane.

REPORT

Council has prepared a Christmas Party function for Dubbo Street Warren on Friday 8th December 2023 as part of the Reconnecting Regional NSW – Community Events Program.

Ellerslie Lane have agreed to run the bar and to use their licence for the day between the hours of 3 pm and 10 pm on Friday, 8th December 2023. It would be expected that the special area allocated for the sale and consumption of alcohol in front of Ellerslie Lane will function from 6 pm (perhaps a little earlier) to approximately 10.00 pm, when the fireworks should be complete and most equipment is packed up and removed.

Similarly to the previous year the following is planned:

- Dubbo Street, no Alcohol Zone lifted for the event but only within the licenced premise area that is to be created;
- The licenced premised area to be a cordoned off area outside Ellerslie Lane that will allow Ellerslie Lane to serve out of the Warren Pumas Rugby Club van;
- No bring your own (BYO) alcohol to be brought into the closed Dubbo Street area; and
- Appropriate signage to be erected at each end of the closed section of Dubbo Street to emphasis that persons are not able to bring their own alcohol into this area.

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

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday, 26th October 2023

**ITEM 4 RELAX ALCOHOL FREE ZONE IN DUBBO STREET FOR THE WARREN STREET
CHRISTMAS PARTY 2023 CONTINUED**

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

This request to relax the Alcohol-Free area is only for Friday 8th December 2023 between the hours of 3.00 pm and 10.00 pm for the cordoned off area allocated to Ellerslie Lane who will be the alcohol licensee for the function, with bring your own (BYO) alcohol not being permitted in the rest of the closed off street.

The Committee responsible for arranging the Warren Street Christmas Party 2023 at the time of writing of this report, are still finalising a site map however this should be available to be provided to Councillors at the October 2023 Council Meeting.

FINANCIAL AND RESOURCE IMPLICATIONS

None identified.

LEGAL IMPLICATIONS

Council must approve any change to the alcohol-free area under the Local Government Act 1993 and must provide advice to the local Police who are members of the Committee responsible for arranging the Warren Street Christmas Party 2023.

RISK IMPLICATIONS

A risk exists in that the service of alcohol may encourage anti-social behaviour. Risk reduction has been arranged by the purchasing and serving of alcohol in a cordoned off area of Dubbo Street that will be adjacent to the majority of the food stall holders/providers.

STAKEHOLDER CONSULTATION

Advertising will be arranged in Council's Community Newsletter, Facebook page, Community Room display screen and Website advising of the Christmas Party and the Committee will also encourage the dissemination of information through other stakeholders.

Advice has been provided to the local Police advising that Council may relax the alcohol-free area requirements as stated in this report.

OPTIONS

Council is not obligated to relax these provisions.

CONCLUSION

Council is hosting a Christmas Party in Dubbo Street on Friday 8th December 2023 as part of bringing the community together under the Reconnecting Regional NSW – Community Events Program and is encouraging expenditure in local businesses. This report requests a relaxation of the alcohol-free zones for a specified period in a cordoned off area to support this event.

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 26th October 2023

ITEM 1

RECONCILIATION CERTIFICATE – SEPTEMBER 2023

(B1-10.16)

RECOMMENDATION:

That the Statements of Bank and Investments Balances as at 30th September 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 30th September 2023.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance		Balance
	31-Aug-23	Transactions	30-Sep-23
General	13,106,607.32	(1,932,633.85)	11,173,973.47
Water Fund	1,026,958.82	67,984.95	1,094,943.77
Sewerage Fund	2,164,586.82	154,458.85	2,319,045.67
North Western Library	90,269.22	(15,663.02)	74,606.20
Trust Fund	254,224.71	(13,541.00)	240,683.71
Investment Bank Account	(9,263,544.95)	3,028,134.24	(6,235,410.71)
	7,379,101.94	1,288,740.17	8,667,842.11

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 26th October 2023

ITEM 1

RECONCILIATION CERTIFICATE – SEPTEMBER 2023

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	8,667,842.11
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	8,667,842.11

INVESTMENTS RECONCILIATION

Investments as at 30th September 2023

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	225,410.71	Variable	On Call A/c
1	National Australia Bank	3,000,000.00	91 days @ 4.90%	23-Nov-23
10	National Australia Bank	3,000,000.00	91 days @ 4.90%	27-Nov-23
40	National Australia Bank	10,000.00	60 days @ 1.45%	18-Nov-23
TOTAL INVESTMENTS =		6,235,410.71		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,536,039.57
Internally Restricted Funds Invested	8,065,798.00
2023/24 General Fund Operating Income & Grants	3,301,415.25
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	14,903,252.82

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

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 26th October 2023

ITEM 1 RECONCILIATION CERTIFICATE – AUGUST 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 Chambers, Warren on Thursday 26th October 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 17th October 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 17th October 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 Chambers, Warren on Thursday 26th October 2023

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

Name of Rate	NETT			COLLECT		ARREARS	
	ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	AS % AGE OF TOTAL REC'ABLE
General Fund Rates	265,784	5,446,048	5,711,832	1,736,246	30.40%	3,975,586	69.60%
Warren Water Fund	85,336	176,508	261,844	218,965	83.62%	42,880	16.38%
Warren Sewerage Fund	94,484	597,083	691,567	226,572	32.76%	464,995	67.24%
TOTAL 2023/2024	445,604	6,219,639	6,665,243	2,181,783	32.73%	4,483,460	67.27%
TOTAL 2022/2023	321,306	6,299,137	6,620,443	2,534,193	38.28%	4,086,250	61.72%
TOTAL 2021/2022	303,871	6,112,774	6,416,645	2,393,234	37.30%	4,023,411	62.70%
TOTAL 2020/2021	318,952	5,955,526	6,274,478	2,098,269	33.44%	4,176,209	66.56%
TOTAL 2019/2020	178,732	5,782,994	5,961,726	2,029,203	34.04%	3,932,523	65.96%
		11-Oct-19	08-Oct-20	14-Oct-21	14-Oct-22	17-Oct-23	
COLLECTION FIGURES AS \$		2,029,203	2,098,269	2,393,234	2,534,193	2,181,783	
COLLECTION FIGURE AS %		34.04%	33.44%	37.30%	38.28%	32.73%	

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 26th October 2023

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

RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department for the 2023/2024 financial year.

Project	Budget	Expend	Resp	Comment
Public Library Infrastructure Grants – “Doorways to Open-Air Library”.	\$317,246	\$5,692	DMFA LIB IPM	This value represents total carry over funds available from 2022/23 year. B Creative and Barnsons have been engaged to undertake these works.
Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/Implementation	\$101,840	\$8,276	DMFA	New office equipment purchases, PC’s and other as needed. Additionally Investigate/Implement Electronic Records Management System together with other ICT Strategic Action matters.

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

LIB – Librarian

IPM – Infrastructure Projects Manager

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 26th October 2023

ITEM 4 UPDATED INTERNALLY RESTRICTED FUNDS AS AT 1ST JULY 2023

(A1-5.40)

RECOMMENDATION:

That Council note the list of Internally Restricted Funds as at 1st July 2023, this was reported as being held for 30th June, however Government based debtors not yet received as cash impact the disclosure. The restrictions are fully funded with cash from 1st July 2023 understanding government debtors will be received thereafter and available cash can cover the reserves held.

PURPOSE

To inform Council of the list of internal restricted funds as at 1st July 2023.

BACKGROUND

At the end of each accounting year funds voted for specific purposes or those to be carried forward are set aside or internally restricted. Council has full discretion on the allocation of any internal restrictions, the only stipulation is they must be fully cash funded.

REPORT

At the end of the 2022/2023 Financial Year, Council are intending to have internal restrictions with a total estimated value as at 1st July 2023 of \$8,065,798.

Listed below is a summary on each of the internally restricted items as at 1st July 2023, which at this stage are likely to be funded for 2023/24 budget and cash backed, however this will ultimately be an estimate until such time as final audit undertaking occurs before end of October 2023.

If any Councillor requires further explanation on any item regarding the internal restrictions prior to the council meeting, please contact the Divisional Manager of Finance & Administration.

Financial Assistance Grant - \$3,826,431 – Council received an advance payment of the 2023/2024 grant from the NSW Grants Commission 27th June 2023.

Employees Leave Entitlements - \$400,000 - These funds have been restricted to cover a proportion of Council's discounted leave liability, which equates to 27.50% coverage.

Election Expenses - \$19,865 – These funds have been set aside each year to help cover the cost of the next Local Government Elections scheduled for September 2024.

Integrated Planning & Reporting – Asset Management Planning - \$56,212 - These funds have been restricted for costs associated in the development of plans and asset management system implementation required under the Integrated Planning & Reporting framework.

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

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

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 26th October 2023

ITEM 4 UPDATED INTERNALLY RESTRICTED FUNDS AS AT 1ST JULY 2023

CONTINUED

Mobile Phone Replacement - \$3,600 – These funds have been restricted for the ongoing replacement of the Telstra Tough mobiles to newer items to ensure viability with use of network services available.

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

Levee M&R – \$72,490 – Carryover funds for major levee maintenance works.

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

Rural Addressing - \$2,000 – Funds carried forward to review rural addressing system.

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

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

Computer Hardware/Software Upgrades - \$56,840 – Funds carried forward for the replacement of computer and printer and hardware.

Ewenmar Waste Depot – Management Plan - \$115,458 – Funds carried forward for management plan completion.

Dwellings – Specific M & R - \$71,741 - These funds have been restricted to undertake renewal works required on Council's dwellings.

Warren Lawn Cemetery – Stage 3 - \$86,827 – Funds carried forward to finalise Stage 3 of the lawn cemetery upgrade.

Library – Grant Design & Tender - \$1,523 – funds carried over for design and tender.

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

New Lions Park Toilet - \$22,570 – Funds carried forward to be added to the grant and bequeathment received for the installation of a new toilet block at Lion's Park.

CBD Improvements - \$5,462 – Funds carried forward for the CBD improvements in accordance with the Town Improvement/Promotions Committees recommendation to Council.

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

Urban Street Resheeting - \$22,950 – Unspent funds carried forward from 2021/2022.

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

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 26th October 2023

ITEM 4 UPDATED INTERNALLY RESTRICTED FUNDS AS AT 1ST JULY 2023

CONTINUED

Kerb & Guttering – XC Rated - \$15,545 – Funds carried forward for the renewal of kerb & guttering in the town and villages.

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

Airport Terminal Building - \$60,000 – Funds carried forward to be added to the grant received for the construction of a new terminal building as resolved at the October 2021 Council Meeting.

Airport Land Sales - \$56,620 – Funds held for future development or infrastructure needs at the Airport.

Operational Land Reserve - \$201,073 – Reserves set aside for the future development of Council operational land.

Infrastructure Improvement/Replacement - \$1,456,524 – These funds have been restricted for future improvements or replacement of Council's infrastructure assets, to be determined by Council.

Tiger Bay Wetlands - \$18,071 – Set aside for future use at Tigar Bay wetlands area.

Rural Addressing - \$2,000 – Future rural addressing funding.

Economic Development or Visitor Management - \$39,926 – Set aside to fund future Economic Development or Visitor Management program costs.

Animal Shelter Replacement - \$60,000 – Animal Shelter replacement funds required.

Dwellings Construction x 2 - \$50,123 – Unspent funds needed to facilitate ongoing costs that arise from the 2 dwellings constructed prior years.

56 Garden Avenue Refurbishment - \$56,145 – Funds to be used on future cost of 56 Garden Avenue refurbishment, taken from Infrastructure Improvement/Replacement Reserve as resolved by Council, funds not spent at 30/06/2023.

Memorial Pool Re-lining - \$405,455 – Funds to be used on future cost of re-lining project, taken from Infrastructure Improvement/Replacement Reserve as resolved by Council, funds not spent at 30/06/2023.

Plant Replacement – Light Vehicles - \$38,546 – Funds carried forward for Council's light plant replacement program.

Plant Replacement – Heavy Plant - \$321,877 – Funds carried forward for Council's heavy plant replacement program.

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 26th October 2023

ITEM 4 UPDATED INTERNALLY RESTRICTED FUNDS AS AT 1ST JULY 2023

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

Internally restricted funds are at the discretion of Council there are no financial implications, there may be resource implications if new projects are added to the annual operational plan requiring external parties to undertake projects.

LEGAL IMPLICATIONS

N/A.

RISK IMPLICATIONS

N/A.

CONCLUSION

This report is to provide a comprehensive listing of Council's internally restricted funds as at 1st July 2023.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

1. List of internal restrictions held as at 1st July 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 Chambers, Warren on Thursday 26th October 2023

ITEM 4	UPDATED INTERNALLY RESTRICTED FUNDS AS AT 1 ST JULY 2023			CONTINUED
DESCRIPTION	BALANCE 30-Jun-22	TRANSFERS TO	FROM	BALANCE 01-Jul-23
FAG Advance Payment	2,532,373	3,826,431	2,532,373	3,826,431
Employee's Leave Entitlements	400,000			400,000
Election Expenses	10,865	9,000		19,865
IP&R - Asset Management Planning	69,532		13,320	56,212
P.L. & P.I. Claims Excess	25,000			25,000
Risk & WHS Management Costs	75,825			75,825
Mobile Phone Replacement	7,500		3,900	3,600
Emergency Management Planning	14,363			14,363
Levee M&R	45,000	27,490		72,490
Natural Resource Management Works	30,218			30,218
Rural Addressing	5,516		3,516	2,000
CBD - Supply of Paint	3,237			3,237
Street Lighting	11,662			11,662
Advertising the Area & Booklet Printing	22,430		22,430	0
Economic Development Programs	20,000		20,000	0
Computer Software/Hardware Upgrades	61,840		5,000	56,840
Ewenmar Waste Depot - Management Plan	115,458			115,458
Dwellings - Specific M & R	31,741	60,000	20,000	71,741
Warren Lawn Cemetery - Stage 3	109,904		23,077	86,827
Library - Grant Design & Tender	6,800		5,277	1,523
Swimming Pool Specific Improvements	13,000		13,000	0
Parks Improvement Program	66,480		0	66,480
New Lions Park Toilet	52,000		29,430	22,570
CBD Improvements	52,732		47,270	5,462
New CBD Toilet	140,000		140,000	0
Urban Streets - Heavy Patching	192,383			192,383
Urban Street - Resheeting	22,950			22,950
Footpath Replacement - XC Rated	15,756			15,756
K&G Replacement - XC Rated	15,545			15,545
Overflow Bridge Major Repairs	85,000			85,000
Airport Terminal Building (Part Cost)	60,000		0	60,000
Airport Land Sales	0	56,620	0	56,620
Operational Land Reserve	201,073			201,073
Infrastructure Improvement/Replacement	2,235,627	176,352	955,455	1,456,524
Grant Fund Application Co-contributions	14,250		14,250	0
Tiger Bay Wetlands	0	18,071	0	18,071
Rural Addressing	0	2,000	0	2,000
Economic Development Visitor Management Items	0	39,926	0	39,926
Animal Shelter Replacement	0	60,000	0	60,000
Dwellings Construction x 2	0	50,123	0	50,123
56 Garden Avenue Refurb	0	90,000	33,855	56,145
Carter Oval Redevelopment	0	460,000	460,000	0
Memorial Pool Re-Lining	0	405,455	0	405,455
Plant Replacement - Light Vehicles	14,389	38,546	14,389	38,546
Plant Replacement - Heavy Plant	919,551	321,877	919,551	321,877
TOTAL RESTRICTED FUNDS =	7,700,000	5,641,891	5,276,093	8,065,798

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 26th October 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, Roads Infrastructure Manager and Flood Restoration and Special Projects Manager.

ACRONYMS

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

**Roads M & R (Maintenance and Repair) Budget and Works from
4th September to 19th October 2023**

PROGRAM	BUDGET	EXPENDITURE
Urban Sealed Roads	\$61,576	\$8,122
Parking Areas	\$5,677	Nil
Kerb and Guttering	\$20,000	*\$59,900
Footpaths	\$39,738	\$10,822
Urban Unsealed Roads	\$29,455	\$1,012
#Rural Sealed Roads	\$408,738	\$335,025
#Rural Unsealed Roads	\$1,135,383	\$815,909
Rural Bridges	\$15,000	Nil
Regional Sealed Roads	\$815,500	\$68,846
Regional Unsealed Roads	\$119,061	\$4,370
Regional Bridges	\$15,000	Nil
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	\$276,025 approved to date	Nil
Fixing Local Roads Pothole Repair Round	\$199,079.53 (Carryover from 2022/2023)	
Total	\$3,140,232.53	\$1,354,399

**Expenditure to be considered under RLRRP with Dubbo Street AC Works (\$39,900)*

#Expenditure contains flood damage

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET	EXPENDITURE																																																																					
*March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction	\$1,252,622.95	\$522,208																																																																					
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Road Name</th> <th style="text-align: right;">Budget</th> <th style="text-align: right;">Expenditure</th> </tr> </thead> <tbody> <tr><td>Yarrandale Road</td><td style="text-align: right;">\$32,629</td><td style="text-align: right;">\$5,172</td></tr> <tr><td>Elsinore Road</td><td style="text-align: right;">\$128,551</td><td style="text-align: right;">\$47,502</td></tr> <tr><td>Christies Road</td><td style="text-align: right;">\$102,259</td><td style="text-align: right;">\$31,440</td></tr> <tr><td>Merrigal Road</td><td style="text-align: right;">\$63,945</td><td style="text-align: right;">\$97,605</td></tr> <tr><td>Pigeonbah Road</td><td style="text-align: right;">\$1,315</td><td style="text-align: center;">Nil</td></tr> <tr><td>Wonbobbie Road</td><td style="text-align: right;">\$10,731</td><td style="text-align: center;">Nil</td></tr> <tr><td>Cullemburrawang Road</td><td style="text-align: right;">\$7,062</td><td style="text-align: right;">\$4,698</td></tr> <tr><td>Hatton Road</td><td style="text-align: right;">\$92,019</td><td style="text-align: right;">\$24,646</td></tr> <tr><td>Nellievale Road</td><td style="text-align: right;">\$131,960</td><td style="text-align: right;">\$110,321</td></tr> <tr><td>Notts Lane</td><td style="text-align: right;">\$128,928</td><td style="text-align: right;">\$19,998</td></tr> <tr><td>Killaloo Lane</td><td style="text-align: right;">\$91,813</td><td style="text-align: right;">\$23,401</td></tr> <tr><td>Catons</td><td style="text-align: right;">\$37,780</td><td style="text-align: right;">\$63,937</td></tr> <tr><td>Booka</td><td style="text-align: right;">\$51,035</td><td style="text-align: right;">\$86,243</td></tr> <tr><td>Lamphs</td><td style="text-align: right;">\$90,651</td><td style="text-align: right;">\$5,803</td></tr> <tr><td>Sullivans</td><td style="text-align: right;">\$20,916</td><td style="text-align: center;">Nil</td></tr> <tr><td>Gibsons Way</td><td style="text-align: right;">\$247,000</td><td style="text-align: center;">Nil</td></tr> <tr><td>Buckiinguy Road</td><td style="text-align: right;">\$2,326</td><td style="text-align: center;">Nil</td></tr> <tr><td>Bullagreen</td><td style="text-align: right;">\$11,846</td><td style="text-align: right;">\$2,371</td></tr> <tr><td>Armatree</td><td style="text-align: right;">\$6,923</td><td style="text-align: right;">\$13,530</td></tr> <tr><td>Gunnegaldra</td><td style="text-align: right;">\$20,916</td><td style="text-align: center;">Nil</td></tr> <tr><td>Nevertire - Bogan</td><td style="text-align: right;">\$4,105</td><td style="text-align: center;">Nil</td></tr> <tr><td>Collie Road</td><td style="text-align: right;">\$728</td><td style="text-align: right;">\$3,541</td></tr> </tbody> </table>		Road Name	Budget	Expenditure	Yarrandale Road	\$32,629	\$5,172	Elsinore Road	\$128,551	\$47,502	Christies Road	\$102,259	\$31,440	Merrigal Road	\$63,945	\$97,605	Pigeonbah Road	\$1,315	Nil	Wonbobbie Road	\$10,731	Nil	Cullemburrawang Road	\$7,062	\$4,698	Hatton Road	\$92,019	\$24,646	Nellievale Road	\$131,960	\$110,321	Notts Lane	\$128,928	\$19,998	Killaloo Lane	\$91,813	\$23,401	Catons	\$37,780	\$63,937	Booka	\$51,035	\$86,243	Lamphs	\$90,651	\$5,803	Sullivans	\$20,916	Nil	Gibsons Way	\$247,000	Nil	Buckiinguy Road	\$2,326	Nil	Bullagreen	\$11,846	\$2,371	Armatree	\$6,923	\$13,530	Gunnegaldra	\$20,916	Nil	Nevertire - Bogan	\$4,105	Nil	Collie Road	\$728	\$3,541
	Road Name		Budget	Expenditure																																																																			
	Yarrandale Road		\$32,629	\$5,172																																																																			
	Elsinore Road		\$128,551	\$47,502																																																																			
	Christies Road		\$102,259	\$31,440																																																																			
	Merrigal Road		\$63,945	\$97,605																																																																			
	Pigeonbah Road		\$1,315	Nil																																																																			
	Wonbobbie Road		\$10,731	Nil																																																																			
	Cullemburrawang Road		\$7,062	\$4,698																																																																			
	Hatton Road		\$92,019	\$24,646																																																																			
	Nellievale Road		\$131,960	\$110,321																																																																			
	Notts Lane		\$128,928	\$19,998																																																																			
	Killaloo Lane		\$91,813	\$23,401																																																																			
	Catons		\$37,780	\$63,937																																																																			
	Booka		\$51,035	\$86,243																																																																			
	Lamphs		\$90,651	\$5,803																																																																			
	Sullivans		\$20,916	Nil																																																																			
	Gibsons Way		\$247,000	Nil																																																																			
	Buckiinguy Road		\$2,326	Nil																																																																			
Bullagreen	\$11,846	\$2,371																																																																					
Armatree	\$6,923	\$13,530																																																																					
Gunnegaldra	\$20,916	Nil																																																																					
Nevertire - Bogan	\$4,105	Nil																																																																					
Collie Road	\$728	\$3,541																																																																					
March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Regional Roads – Package 1	\$619,162.88	\$113,627																																																																					
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Road Name</th> <th style="text-align: right;">Budget</th> <th style="text-align: right;">Expenditure</th> </tr> </thead> <tbody> <tr><td>Carinda Road</td><td style="text-align: right;">\$199,476</td><td style="text-align: right;">\$107,809</td></tr> <tr><td>Billybingbone</td><td style="text-align: right;">\$419,010</td><td style="text-align: right;">\$2,074</td></tr> <tr><td>Collie - Trangie</td><td style="text-align: right;">\$675</td><td style="text-align: right;">\$3,744</td></tr> </tbody> </table>	Road Name	Budget	Expenditure	Carinda Road	\$199,476	\$107,809	Billybingbone	\$419,010	\$2,074	Collie - Trangie	\$675	\$3,744																																																										
Road Name	Budget	Expenditure																																																																					
Carinda Road	\$199,476	\$107,809																																																																					
Billybingbone	\$419,010	\$2,074																																																																					
Collie - Trangie	\$675	\$3,744																																																																					
March 2021 AGRN960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Package 2 Merrigal Road (Dragon Cowal).	\$349,685.88	\$345,674																																																																					

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET			EXPENDITURE
Disaster Risk Reduction Fund – Dragon Cowal Creek Culverts Merrigal Road.	\$300,000			\$38,766
*June/July 2022 AGRN 1025 Flood and Storm Damage – Immediate Reconstruction Works – Ellengerah Road	\$323,610			\$345,674
Regional and Local Roads Repair Program	\$2,415,175			\$1,513,384
	Road or/Suburb Name	Expected Cost	Expenditure	
	Old Warren Road Rehabilitation	\$400,000	\$400,000	
	Industrial Access Road/Old Warren Road intersection	\$437,233	\$35,442	
	Dubbo Street Rehabilitation	\$862,767	\$862,767	
	Carinda Road Rehabilitation	\$100,000	Programmed for October 2023	
	Collie -Trangie Road Rehabilitation	\$100,000	Programmed for October 2023	
	Marthaguy Road Rehabilitation	\$100,000	Programmed for October 2023	
	Warren Road Rehabilitation	\$100,000	Programmed for October 2023	
	Urban Streets in Warren, Nevertire and Collie Rehabilitation	\$100,000	Programmed for October 2023	
	Marthaguy Road Heavy Patching	\$215,175	\$215,175	
	Total	\$2,415,175	\$1,513,384	

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET			EXPENDITURE
September, October, November, December 2022 ARGN 1034 Flood and Storm Damage – Immediate Reconstruction Works	\$2,337,685			\$899,965
	Road Name	Budget	Expenditure	
	Carinda Road	\$904,120	Nil	
	Collie – Trangie Road	\$238,875	\$138,417	
	Marthaguy Road	\$258,300	\$258,300	
	Udora Road	\$570,150	\$503,248	
	Wambianna Road	\$366,240	Nil	
	This subcategory has reached its deadline. All work are now being considered under AGRN 1034 EPA RW			

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	SR65 Old Warren Road	Spread Gravel seg 40/42	3/9/23 to 17/9/23
	WHS Training at Shire Office		13/9/23 to 14/9/23
	RR7515 Warren Road	Rehabilitation Work	3/9/23 to 17/9/23
	Toucan Pit	Graded Pit Haul Road	18/9/23 to 1/10/23
	RR7515 Warren Road	Rehabilitation Work	18/9/23 to 1/10/23
Grader Crew 2 (Three-man crew)	RR7515 Warren Road	Rehabilitation Work	3/9/23 to 17/9/23
	WHS Training at Shire Office		13/9/23 to 14/9/23
	RR7515 Warren Road	Rehabilitation Work	18/9/23 to 1/10/23
Grader Crew 3 (Three-man crew)	SR51 Oakley Road	Heavy Maintenance Grading for Flood Work 7.3 km	3/9/23 to 17/9/23
	SR35 Bourbah Road	Shoulder Work 4.5 km	3/9/23 to 17/9/23
	SR75 Pine Clump Soldiers Road	Maintenance Grading 3 km	3/9/23 to 17/9/23
	WHS Training at Shire Office		13/9/23 to 14/9/23
	SR75 Pine Clump Soldiers Road	Maintenance Grading 7 km	18/9/23 to 1/10/23

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 4 (Three-man-crew)	SR11 Catons Road	Maintenance Grading 5 km	3/9/23 to 17/9/23
	RR333 Carinda Road	Traffic Control	11/9/23 to 12/9/23
	WHS Training at Shire Office		13/9/23 to 14/9/23
	Setting up Water Cart for Plant 107		
	SR11 Catons Road	Maintenance Grading 4 km	18/9/23 to 1/10/23
	RR333 Carinda Road	Shoulder Work Flood Damage 10 km	18/9/23 to 1/10/23
Grader Crew 5 (Three-man crew)	Being prepared.		

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline (Tar Patching)	RR347 Collie-Trangie Road	Patching 27 holes	400L	4 tonne
	SR53 Thornton Road	Patching 44 Holes	700L	7 tonne
	SR59 Tottenham Road	Patching 26 Holes	400L	4 tonne
	SR58 Nevertire Bogan	Patching 32 Holes	400L	4 tonne
	Work on broken down truck			
	WHS Training at Shire Office			

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Hand Patching Truck	RR 333 Carinda Rd	Patching 470 Holes 661m edges	4,800L	48 tonne
	WHS Training at Shire Office			
	SR68 Bundemar Road	Patching 30 holes 60m edges	400L	4 tonne
	Working with Parks and Gardens			

WORK CREW	LOCATION	ACTIVITY	WORK UNDERTAKEN	
Roadside Maintenance Team	RR7515 Warren Road	Guide posting	Ongoing	
	SR68 Bundemar Road	Guide posting	Ongoing	
	SR58 Nevertire-Bogan	Guide posting	Ongoing	
	SR59 Tottenham Road	Guide posting	Ongoing	
	SR53 Thornton Road	Guide posting	Ongoing	
	SR54 Cathundral-Bogan Road	Guide posting	Ongoing	
	SR5 Buckiinguy Road	Guide posting	Ongoing	
	SR12 Lemongrove Road	Guide posting	Ongoing	
	RR424 Marra Road	Guide posting	Ongoing	
	RR333 Carinda Road	Guide posting	Ongoing	
	WHS Training at Shire Office			Ongoing
	SR73 Udora Road	Guide post/Sign Spraying	Ongoing	
	SR91 Industrial Access Rd	Guide post/Sign Spraying	Ongoing	
	SR83 Rifle Range Road	Guide post/Spraying	Ongoing	

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 26th October 2023

ITEM 1 WORKS PROGRESS REPORTS – ROADS

CONTINUED

UPCOMING WORKS (OCTOBER - NOVEMBER 2023)

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (Three-man crew)	RR7515 Warren Road	Rehabilitation/Construction
Grader Crew 2 (Three-man crew)	RR7515 Warren Road	Rehabilitation/Construction
Grader Crew 3 (Three-man crew)	SR61 Elsinore Road	Flood Damage Works
Grader Crew 4 (Three-man crew)	RR333 Carinda Road	Shoulder Grading (Flood Work)
Grader Crew 5 (Three-man crew)	Being Arranged	

Project	Budget	Expend	Resp	Comment
Capital Works In Progress				
*Old Warren Road Segments 30 Construction	\$500,000	\$481,653	DMES/ RIM	Variations of Fixing Local Roads Round 3 funding after cost savings. Completed
CBD Improvements	\$5,462	Nil	DMES	Investigation and design work for CBD Improvement Program, nearing completion.
RR 7515 Warren Road Reconstruction	\$3,684,320	\$2,071,826	DMES/ RIM	New culverts, widening of road, and pavement rehabilitation. Culvert installation complete. Toucan Pit Material for the Project pushed up and mixed. Pavement works commenced.
Gunningba Estate Stage 3 Investigation and Design	\$30,000	Nil	DMES	Quotations for work being analysed.
*REPAIR Program 2023/2024 Regional Road Repair RR202 Marthaguy Road	\$900,000	Nil	DMES/ RIM	REPAIR Program has been paused until 2027, \$450,000 of the Regional Road Block Grant funds may be allocated to similar work.
Gravel Resheeting Priority Roads 1. Old Warren Road 2. Colane Road 3. Buddabadah Road 4. Gradgery Lane	\$410,000	\$371,547	DMES/ RIM	Gradgery Lane complete. Colane Road complete. Old Warren Road ongoing. Ongoing.

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
Bridges Renewal Program RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge	\$5,010,000	\$153,646	DMES/ RIM	\$3,883,200 and \$1,126,800 funded by Bridges Renewal Program and Fixing Country Roads respectively. Preliminary investigations are complete, power pole relocation being progressed. Waiting for Country Roads funding deed. Tender document ready.
Footpath Replacement	\$15,756	\$622	DMES/ RIM	Ongoing.
Kerb and Gutter Renewal	\$15,545	\$11,059	DMES/ RIM	Ongoing.
Urban Unsealed Roads Resheeting	\$15,000	Nil	DMES/ RIM	
Rural Sealed Roads Reseals (Roads to Recovery)	\$600,258	Nil	DMES/ RIM	Program formulated and commenced mid-October 2023.
Urban Sealed Roads Reseals (Roads to Recovery)	\$55,000	Nil	DMES/ RIM	Program formulated and commenced mid-October 2023.
Regional Emergency Roads Repair Program	\$3,380,000	Nil	DMES/ RIM	To be confirmed.

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 26th October 2023

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Project	Budget	Expend	Resp	Comment
Victoria Oval and Park Roadway Bitumen Reseal	\$69,930	Nil	DMES/ RIM	Preparation work being arranged for work to be undertaken in February 2024.
Macquarie Park Roadway Bitumen Reseal	\$12,285	Nil	DMES/ RIM	Preparation work being arranged for work to be undertaken in February 2024.
Bore Flat/Depot Parking Area Reseal	\$18,900	Nil	DMES/ RIM	Preparation work being arranged for work to be undertaken in February 2024.
Oxley Park Drive Through Area Reseal	\$8,505	Nil	DMES/ RIM	Programmed for commenced mid October 2023.
Ebert Park U-Turn Bay Area Reseal	\$5,670	Nil	DMES/ RIM	Programmed for commenced mid October 2023.
Warren Cemetery Access Road Reseal	\$9,450	Nil	DMES/ RIM	Programmed for commenced mid October 2023.
Monkeygar Creek Bird Viewing Platform Contribution	\$65,000	Nil	DMES	DA has been approved. Contractors getting ready to mobilise.
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/ RIM	Planning underway. Review of Environmental Factors - ongoing. Consultant has been appointed. Gravel material pushed up and mixed at Toucan Pit.

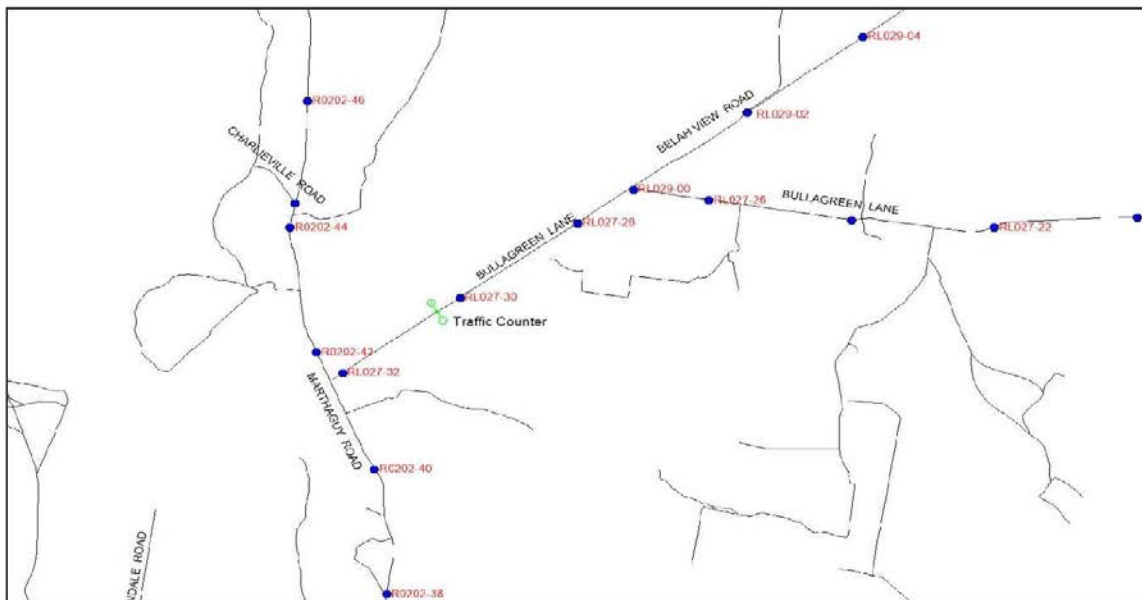
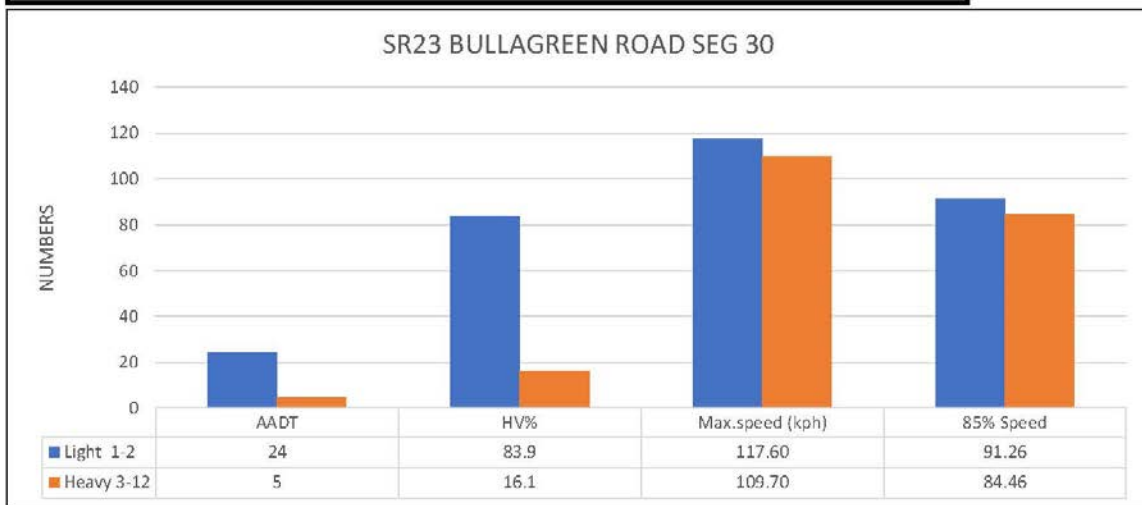
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR27 BULLAGREEN ROAD			
Location		Segment 30			
Period of Operation (Days)		24	7/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	24	83.9	117.60	91.26
Heavy	3-12	5	16.1	109.70	84.46
Total		29	100		
Average percentile across classes			87.9	Km/H	



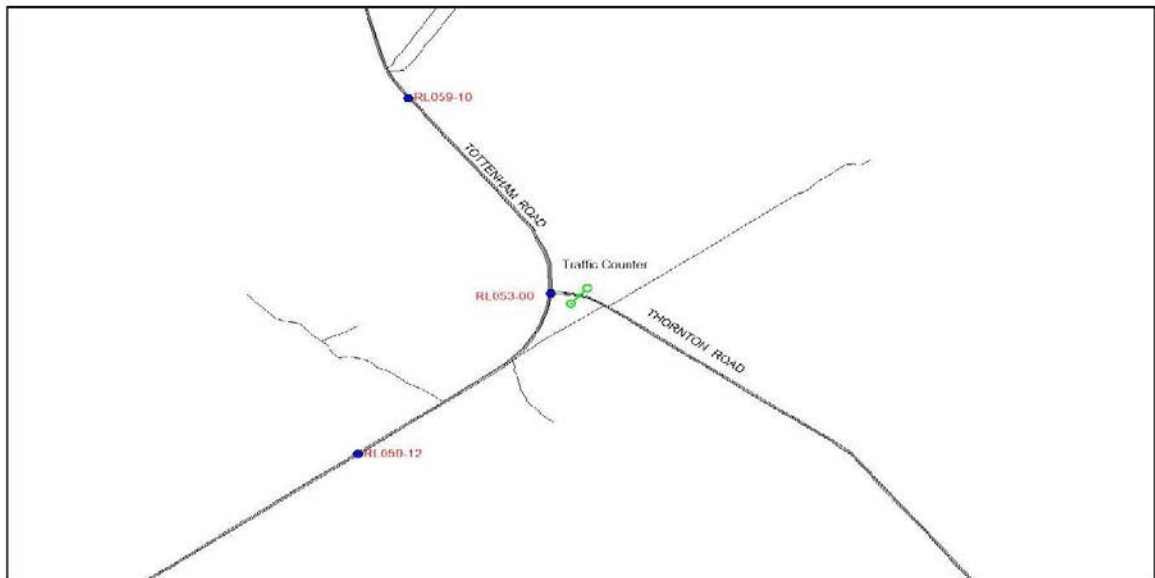
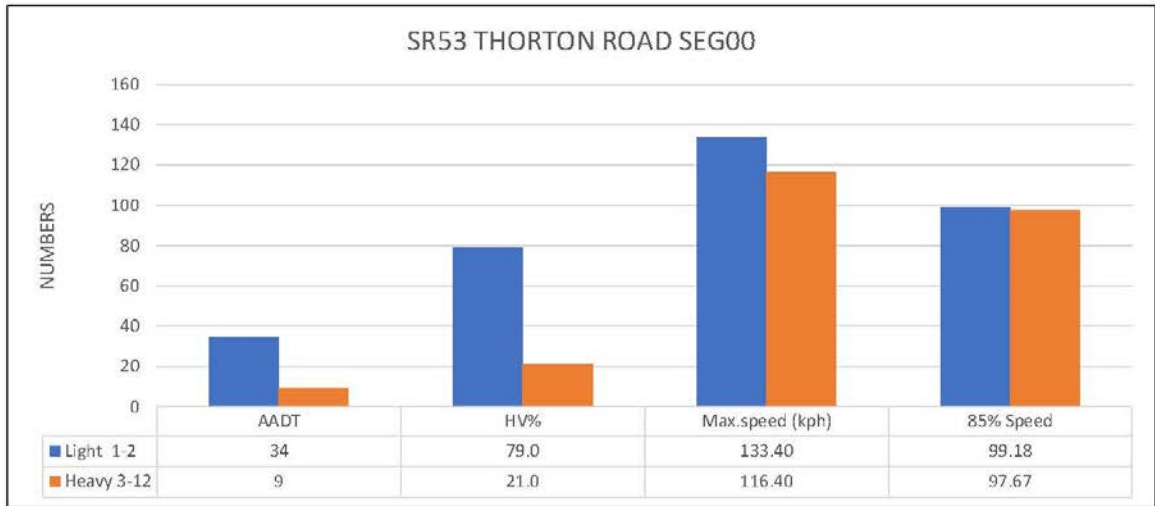
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR53 THORTON ROAD			
Location		Segment 00			
Period of Operation (Days)	25	6/09/2023	to	1/10/2023	
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	34	79.0	133.40	99.18
Heavy	3-12	9	21.0	116.40	97.67
Total		43	100		
Average percentile across classes			98.4	Km/H	



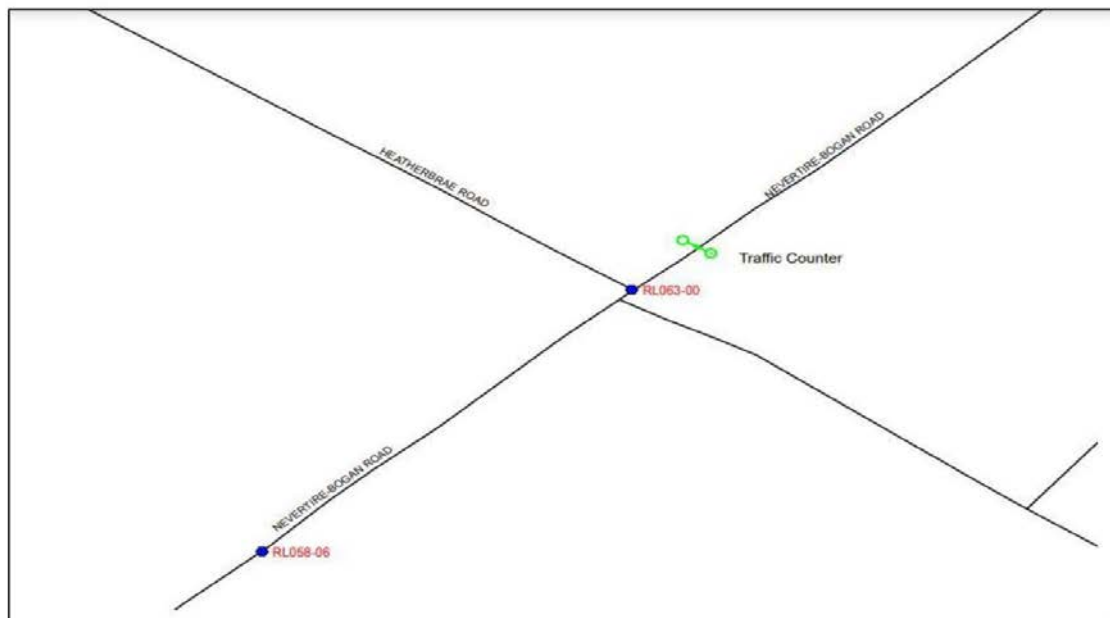
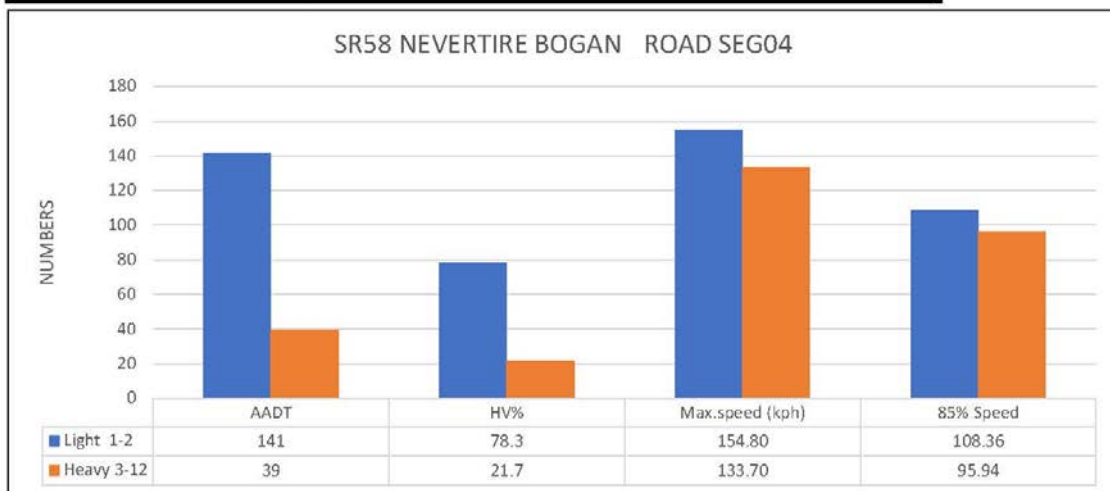
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR58 NEVERTIRE BOGAN ROAD			
Location		Segment 4			
Period of Operation (Days)		25	6/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	141	78.3	154.80	108.36
Heavy	3-12	39	21.7	133.70	95.94
Total		181	100		
Average percentile across classes			102.2	Km/H	



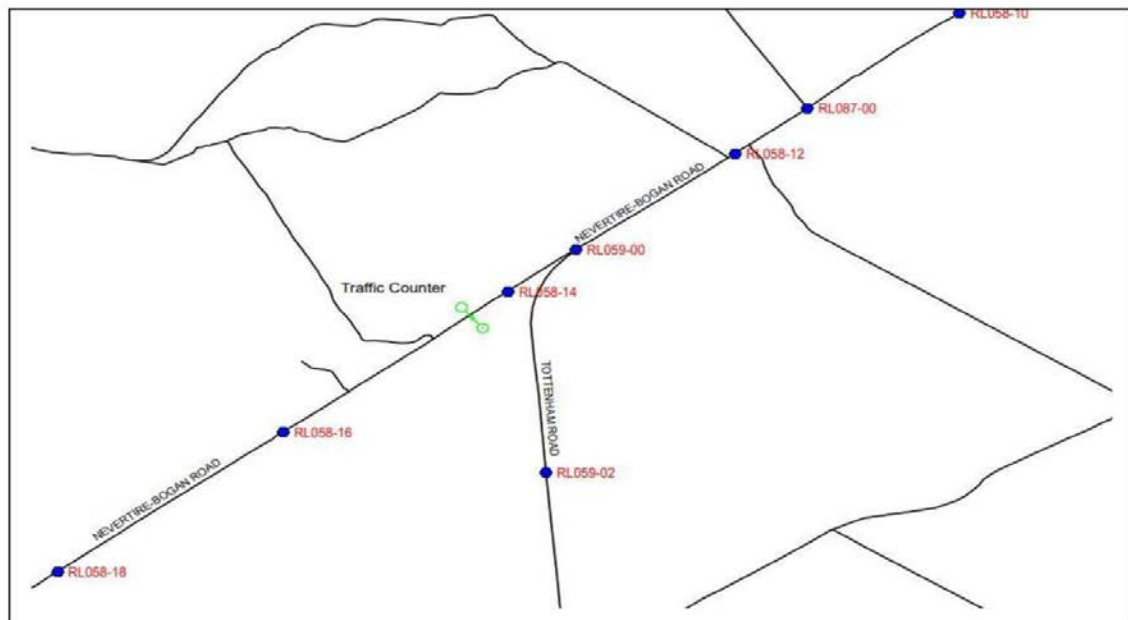
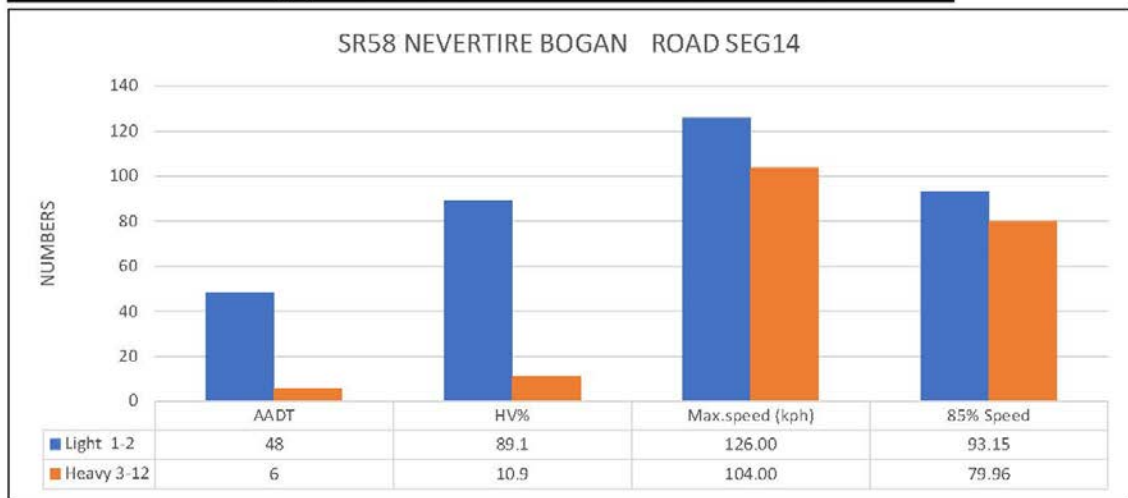
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR58 NEVERTIRE BOGAN ROAD			
Location		Segment 14			
Period of Operation (Days)		23	8/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	48	89.1	126.00	93.15
Heavy	3-12	6	10.9	104.00	79.96
Total		54	100		
Average percentile across classes			86.56	Km/H	



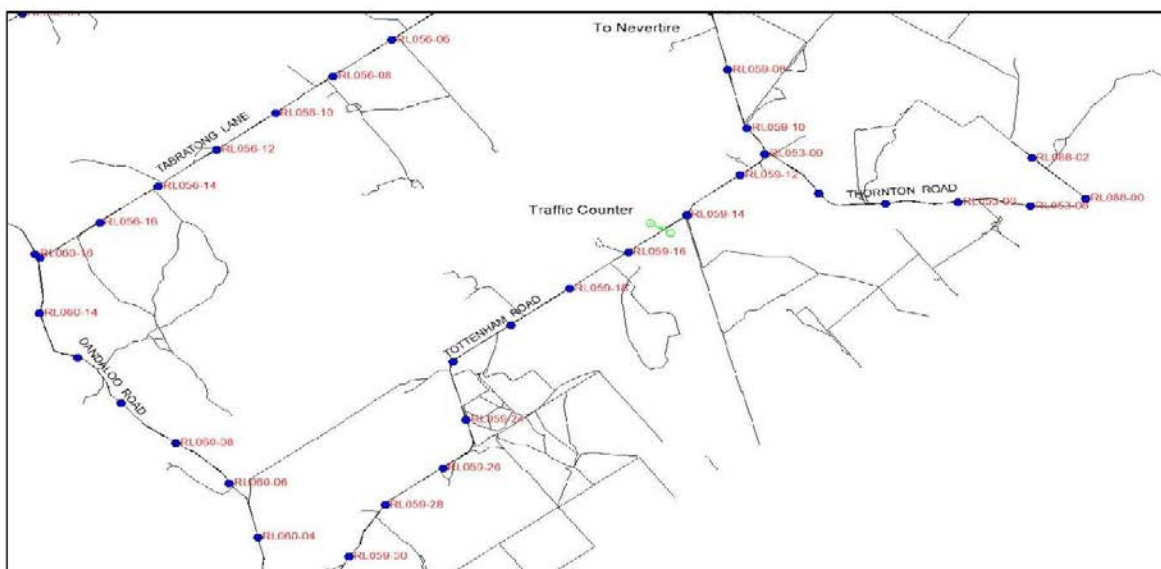
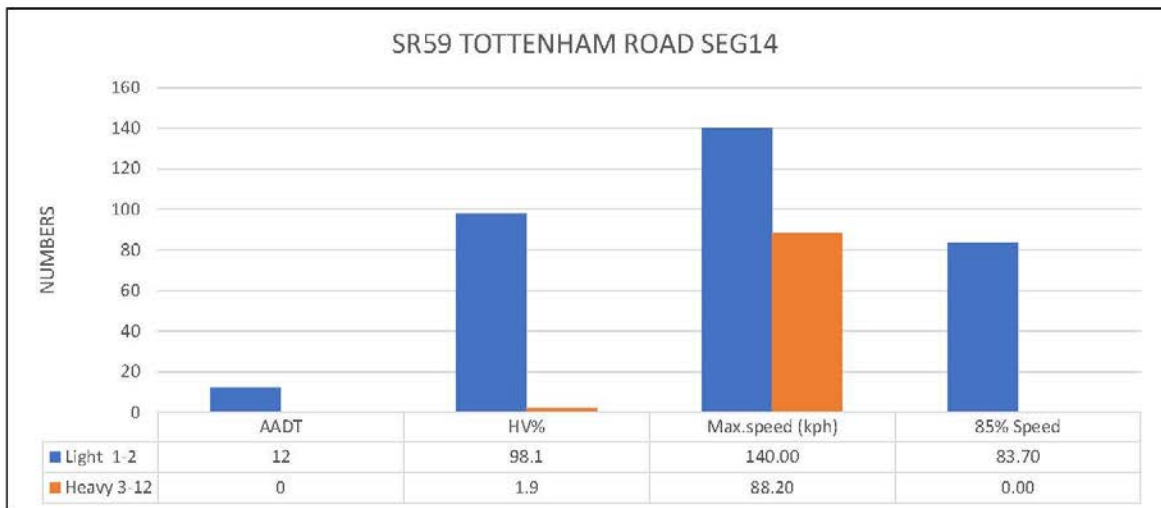
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR59 TOTTENHAM ROAD			
Location		Segment 14			
Period of Operation (Days)		25	6/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	12	98.1	140.00	83.70
Heavy	3-12	0	1.9	88.20	-
Total		12	100		
Average percentile across classes			83.7	Km/H	



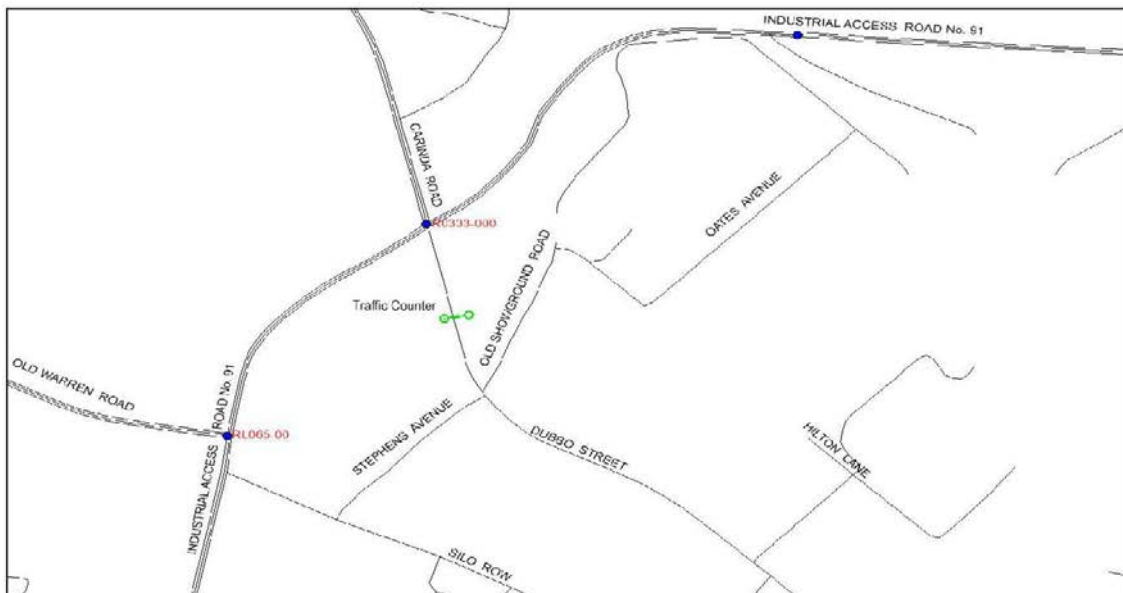
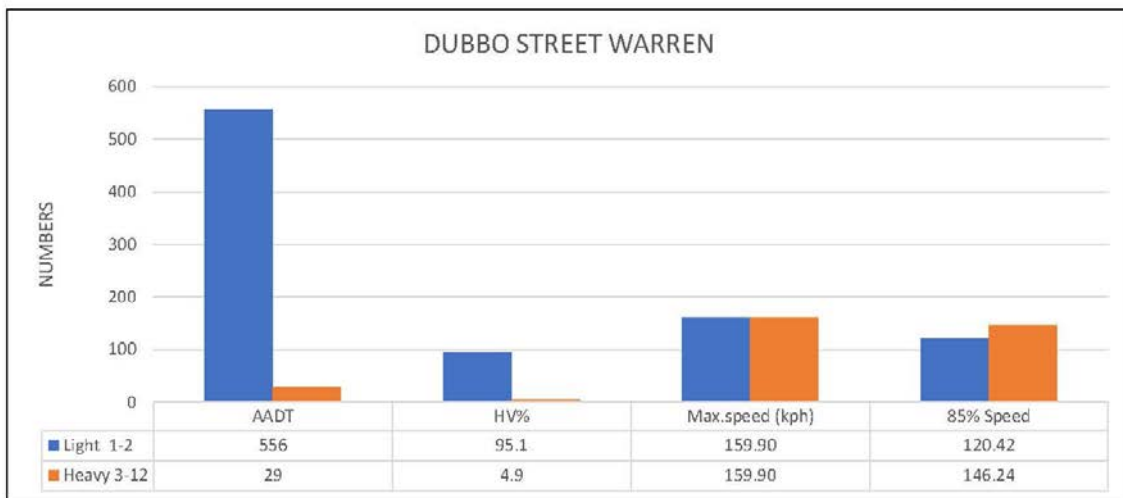
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		DUBBO STREET WARREN			
Location		Segment 00			
Period of Operation (Days)		23	8/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	556	95.1	159.90	120.42
Heavy	3-12	29	4.9	159.90	146.24
Total		584	100		
Average percentile across classes			133.3	Km/H	



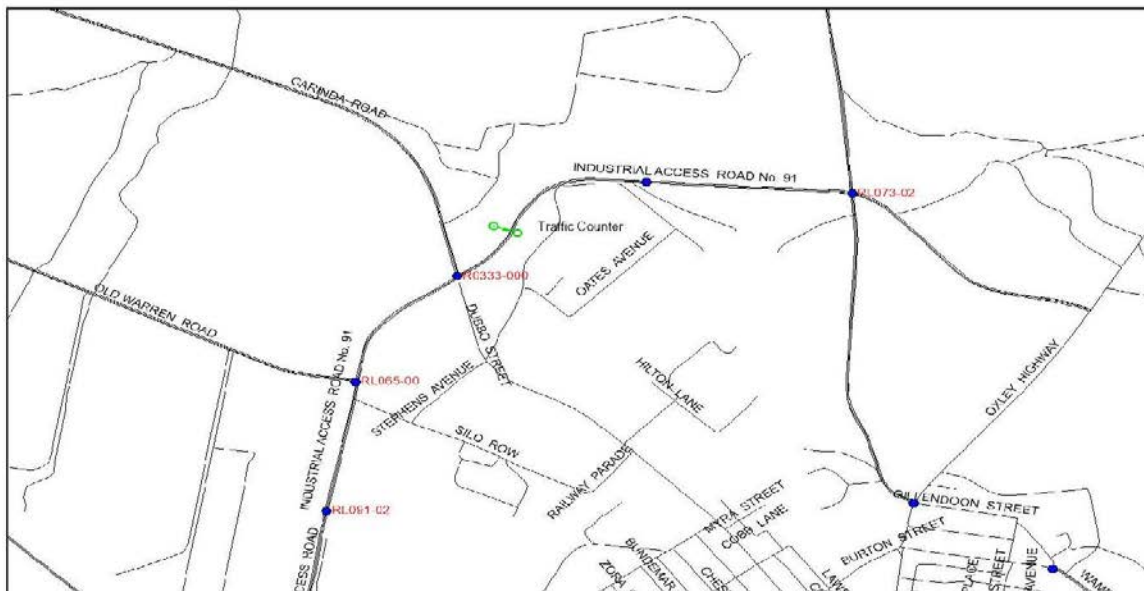
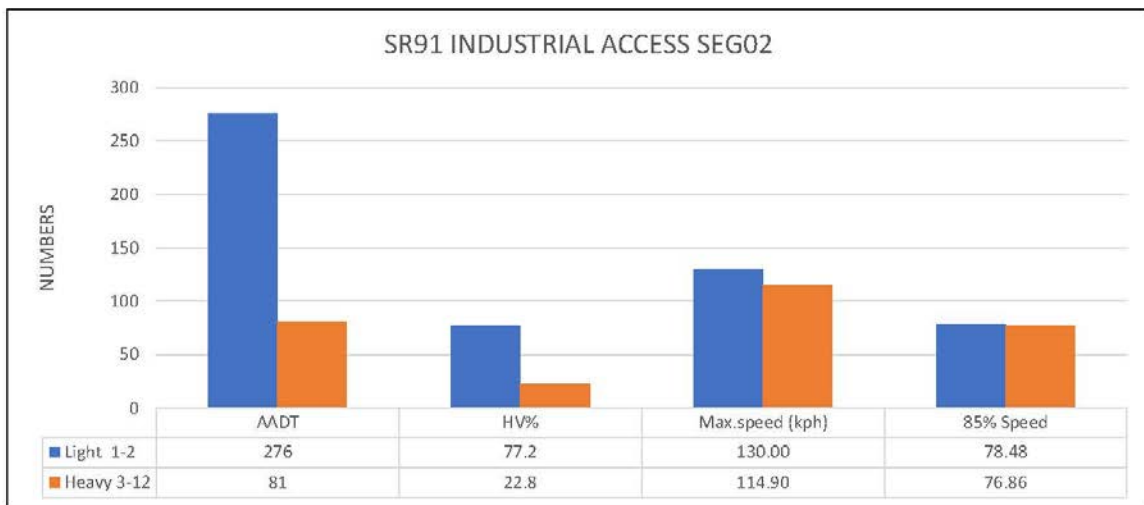
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		SR91 INDUSTRIAL ACCESS			
Location		Segment 02			
Period of Operation (Days)		3	28/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	276	77.2	130.00	78.48
Heavy	3-12	81	22.8	114.90	76.86
Total		357	100		
Average percentile across classes			77.7	Km/H	



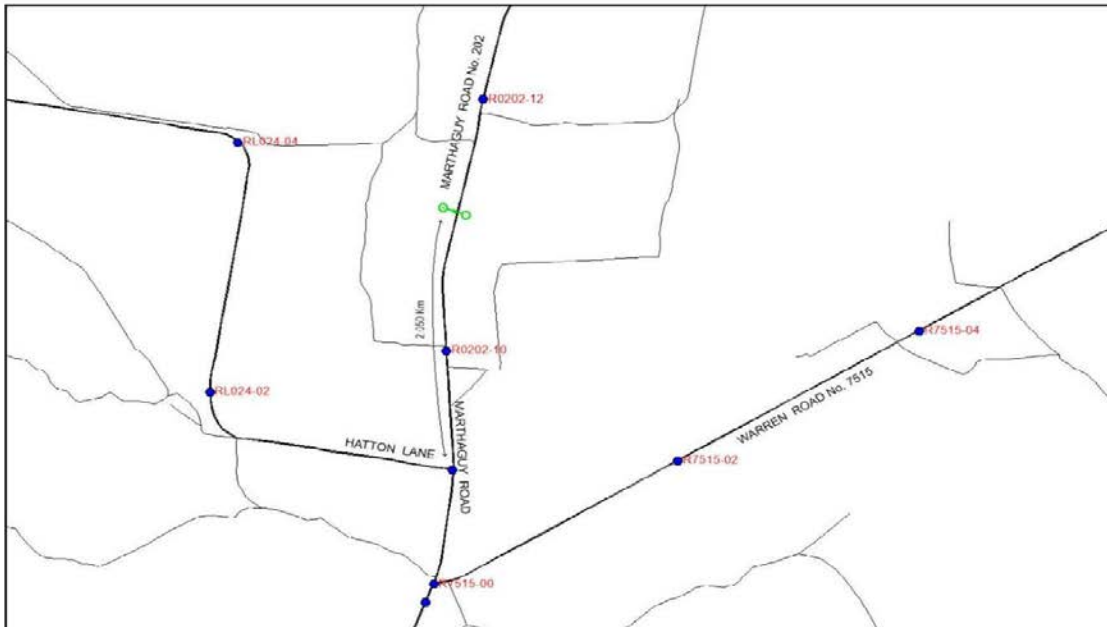
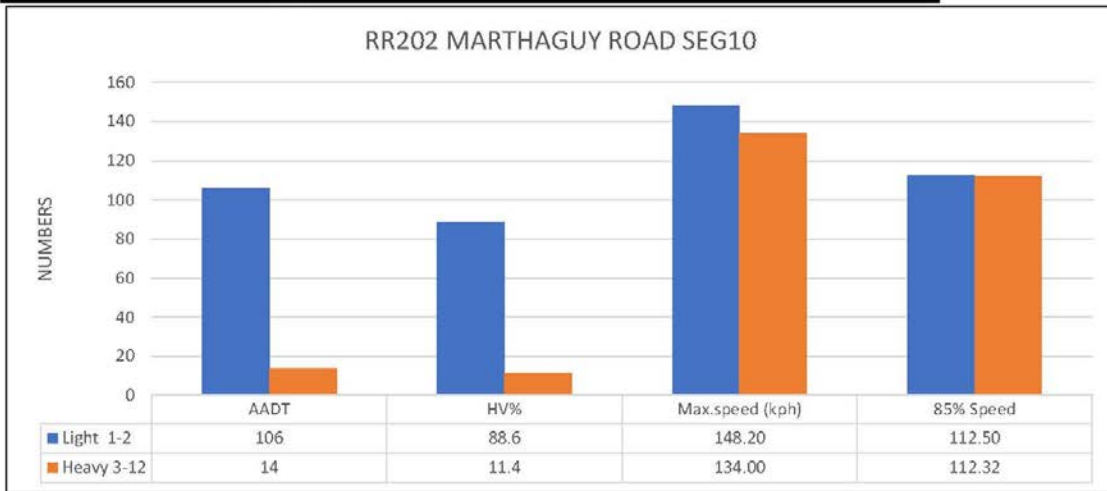
WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		RR202 MARTHAGUY ROAD			
Location		Segment 10			
Period of Operation (Days)		24	7/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	106	88.6	148.20	112.50
Heavy	3-12	14	11.4	134.00	112.32
Total		119	100		
Average percentile across classes			112.4	Km/H	



WARREN SHIRE COUNCIL

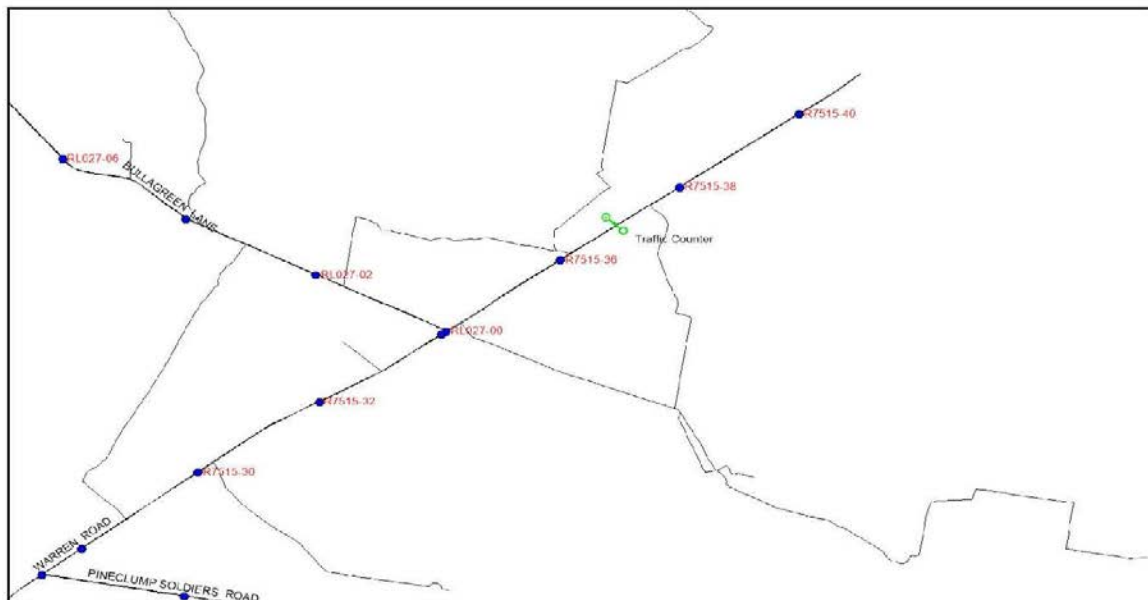
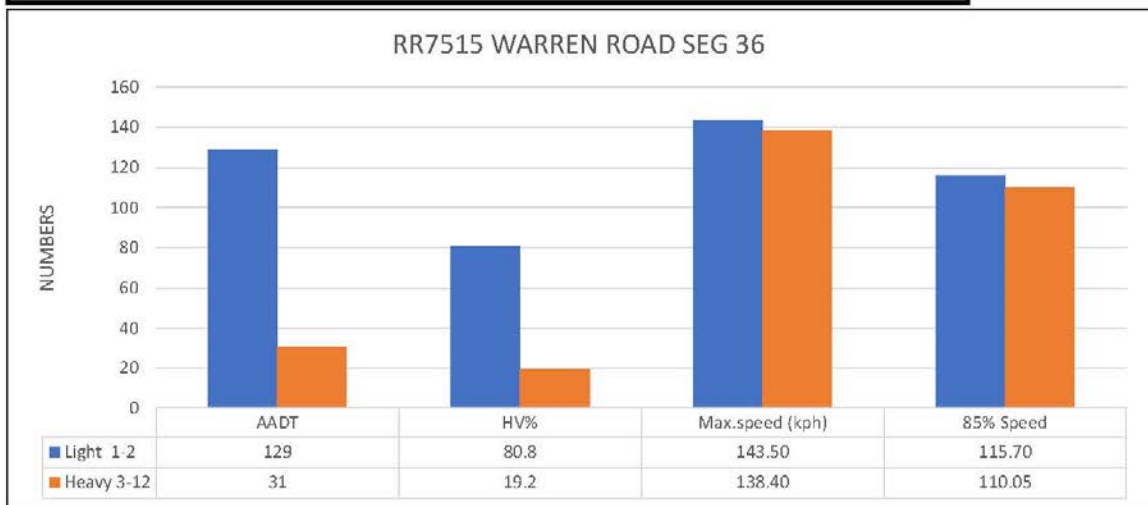
Report of the Divisional Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

TRAFFIC CLASSIFIER REPORT		RR7515 WARREN ROAD			
Location		Segment 36			
Period of Operation (Days)		3	28/09/2023	to	1/10/2023
Vehicle type	Class	AADT	HV%	Max.speed (kph)	85% Speed
Light	1-2	129	80.8	143.50	115.70
Heavy	3-12	31	19.2	138.40	110.05
Total		160	100		
Average percentile across classes			112.9	Km/H	



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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period from 9th September 2023 to 8th October 2023.

ACRONYMS

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

TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET FROM 9TH SEPTEMBER 2023 TO 8TH OCTOBER 2023

Project	Budget	Expend	Resp	Comment
General				
Warren Lawn Cemetery Stage 3. GL: 3330-4120-0100 JC: 3330-4120-0010 (Includes \$50,000 2023/24)	\$102,474	\$67,655	MHD / TSM	11/08/23 RFQ for construction of new rows "M, N, O, P & Q" closed 31st August 2023. 11/09/23 MLB to construct new rows.
Warren Airport RNAV System	\$50,000	Nil	TSM	Subject to 50% grant funding and further investigation and reporting.
Warren Works Depot CCTV Installation JC: 3200-4101-5	\$25,515	\$13,636	TSM	Equipment ordered.

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
General				
Generator and Transfer Switch Warren Airport JC: 2550-0-10	\$31,710	\$22,408	TSM	Removed from LR&CIGP. Now funded from internal Council reserves, see Manex Committee Recommendation. 11/08/23 Generator and transfer switch ordered.
Install Swing to Nevertire Park. JC: 96-50-100	\$10,080	\$7,524	TSM	4/09/23 Swing ordered.
Community Local Infrastructure Recovery Package (CLIRP 2022) Community Assets Program CAP - 070	\$191,511	Nil	DMES / TSM	Replacement of signage at Tiger Bay Wetlands and the Bitumen reseal of Various Walk and Cycle Ways. 8/10/2023 Approved. Preparation work has commenced for bitumen reseal of the various walkways and cycleways to be undertaken in February 2024.

Project	Budget	Expend	Resp	Comment
Water Supplies				
Oxley Park River Water Pumping Station JC: 0191-0002-1040	\$80,215	\$100	TSM	11/09/23 Pumps installed into casings and pipework to connect pump and reservoir has been installed. Concrete works to face of chamber to be reconstructed.

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Water Supplies				
Water Extraction Meter Compliance GL: 4580-4320-0003 JC: 0190-0010-0000	\$3,217	Nil	TSM	12/07/23 Application for Water Access Licence has been lodged with DPIE Water. Awaiting Outcome.
Bore Flat Groundwater Augmentation. JC: 0191-0039-0000 (Also contained within the Infrastructure Projects Manager's Report)	\$245,616	\$186,738	TSM	8/10/2023 Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites. Some concrete works to be completed.
Clean New Bore – Nevertire. JC: 0171-0001-0005	\$31,586	\$31,586	TSM	4/09/23 Cleaning postponed until Autumn 2024 due to increased water use at Nevertire.
Inspect New Bore – Collie JC: 0181-0006-0001	\$4,986	\$4,986	TSM	07/06/23 Will be inspected when contractor is in Warren for the Nevertire and Ellengerah bore works. 11/08/23 Will be inspected after Nevertire New Bore has been cleaned.
Upgrade Water Network Telemetry System. JC: 0190-0020-0005	\$200,000	\$17,034	TSM	Design and implement a new Telemetry System for the water Network. 7/06/23 Technical Specification and tender documents being developed. 11/08/23 Draft RFT Documents received and being assessed.

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Water Supplies				
				11/09/23 Final documents received.
Regional Leakage Reduction Program – Local Water Utilities Projects	\$174,742	\$83,271	TSM	The project involves the installation of equipment to assist in locating leaking water pipes before they become problematic. DPE Total Funding \$150,000 Council Contribution \$24,742.50. 12/07/23 Sourcing monitoring equipment. 11/08/23 Equipment ordered.
Water Valve Replacement Program	\$43,420	Nil	TSM	

Project	Budget	Expend	Resp	Comment
Sewerage Services				
CCTV and Smoke Testing of Sewer at Warren and Nevertire 5580-4320-0002	\$200,000	Nil	TSM	Quotation documents under development.
Upgrade Sewerage Network Telemetry System JC: 0226-0010-0005	\$150,000	\$11,356	TSM	Design and implement a new Telemetry System for the Sewerage Network. 7/06/23

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp	Comment
Sewerage Services				
				Technical Specification and tender documents being developed. 11/08/23 Draft RFT Documents received and being assessed. 11/09/23 Final documents received.
Warren Sewerage Treatment Plant Replacement JC: 220-3-0	\$100,000	Nil	TSM	Rehabilitation Program for Old Sewerage Treatment Plant and bore installation being formulated.
Lifting Gantry Tiger Bay Sewer Pump Station	\$29,400	Nil	TSM	
Thornton Avenue Sewer Pump Station Refurbishment	\$275,000	\$168,170	TSM	Pump purchase arrangement in train. Switchboard ordered. RFQ for fit out being developed. 8/10/2023 Pumps, Discharge connections, Flushing valves and guide rails delivered.
Sewer Pump Stations Safety Improvements	\$99,750	Nil	TSM	

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend	Resp
Levee Restoration			
Warren Levee Rehabilitation	\$7,100,000 (Subject to approval of \$887,500 by OLG)	\$16,909	DMES/TSM
<p>Comments</p> <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 3. seeking financial assistance to rectify deteriorated section. 4. Works to be undertaken in-house using Council staff and local contractors. 5. Local contractors have been liaised with regarding the methods of repair. <p>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.</p> <p>\$5.325 million Commonwealth Funding</p> <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.</p> <p>Inspection of levee by boat conducted 24/01/2023.</p> <p>Scope variation has been submitted to funding body.</p> <p>Staff to meet design consultant for a final meeting before tendering.</p> <p>12/07/23</p> <p>Scope variation has been approved.</p> <ul style="list-style-type: none"> - Specifications are being prepared in readiness for tendering. - \$887,500 funding by OLG has been approved in principle. 			

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Saunders Park – Replacement of Picnic Shelter. (LRCI) JC: 3350-3-10	\$25,200	Nil	TSM	Included in the LR&CIGP to offset the Airport Generator. Previously funded from Parks Infrastructure Reserve, see Manex Committee Recommendation. 11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 8/10/2023 Items ordered
Oxley Park Electric Barbeques (2) (LRCI) JC: 3350-10-10	\$19,950	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 8/10/2023 Items ordered
Macquarie Park Flying Fox and Playground Equipment Softfall Further Contribution. (LRCI) JC: 3350-5-10	\$89,625	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works.
Warren Cemetery Seating Covering.(LRCI) JC: 3350-6-10	\$15,750	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 8/10/2023 Items ordered

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Nevertire Cemetery Seating Covering. (LRCI) JC: 3350-7-10	\$10,500	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 8/10/2023 Items ordered
Nevertire Park – Installation of Irrigation System. (LRCI) JC: 3350-19-10	\$14,700	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works.
Library Irrigation System Outdoor Area. (LRCI) JC: 3350-4-10	\$4,519	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works.
Warren Cemetery Entrance Gates Refurbishment. (LRCI) JC: 3350-6-10	\$21,000	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works
Warren Parks and Gardens CCTV System JC: 3350-9-10	\$100,000	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works 8/10/2023 Draft camera location was discussed at the October 2023 Town Improvement Committee Meeting.
Tiger Bay Signage Refurbishment. (LRCI) JC: 3350-11-10	\$5,000	Nil	TSM	11/08/23 Approved in the CLIRP 2022 Grant Program of Works
Ravenswood Park Softfall Installation. (LRCI) JC: 3350-12-10	\$89,145	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Activity	Required Interval	Details	
Water System Planned Maintenance			
River mains flushing	As required	<p>Flushing occurs three monthly when hydrants are flushed.</p> <p>Additionally, river water mains are flushed when problems such as poor pressure/flow are identified.</p> <p>NO-DES will be in Warren from late November to commence high velocity vacuuming of the river water mains. Works should take 7 to 10 days to complete.</p>	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
<p>Fire hydrants.</p> <p>Covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed</p>	Quarterly	Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.	
Bore Inspections	5 Year Rolling Program	<p>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.</p> <p>The new bore at Nevertire and both bores at Ellengerah will be inspected late February, 2023.</p> <p>Details of the pumping equipment in the new bores will be collected so that spare pumps can be purchased.</p> <p>The Natural Resource Access Regulator (NRAR) carries out inspections of the bores and river extraction points on a random basis.</p>	
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	Breakdown maintenance only.

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Activity	Required Interval	Details	
Reservoir cleaning	3 to 5 years	Racecourse	
		Ellengerah and Nevertire Bore reservoirs	Inspected and cleaned in December 2022. Next Diver inspection December 2025.
		Oxley Park River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2023/2024.
		Ellengerah River	Oxley Park Reservoir has been emptied and cleaned. Approximately 250 tonnes of sludge was removed. A new outlet isolation valve was installed after the cleaning had been completed.
Sewerage System Planned Maintenance			
Warren Sewerage Treatment Works	Quarterly	<p>New testing regime and commissioning to be finalised with EPA. The meeting with the EPA on Wednesday 14th March was positive and we are working towards the finalisation of the licence.</p> <p>7/06/23 EPA have verbally advised that there is no requirement for the new Sewerage Treatment Plant to have a Licence. Awaiting Written confirmation.</p> <p>12/07/23 EPA have formally advised that an Environmental Protection Licence (EPL) is not required for the new Warren Treatment Plant. Currently developing the Decommissioning Plan for the old treatment plant and Gillendoon pumping station.</p>	
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. Develop a sewer main replacement/relining program.</p>	

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Activity	Required Interval	Details
		Identify stormwater infiltration locations. Develop a program to educate property owners and residents about stormwater infiltration prevention. Develop a stormwater infiltration rectification program for Council assets and private property.
Water and Sewerage Works Subject to Funding		
Location	Work Under Development	
Collie Water Supply (Reliability, Quality and Chlorination)	Relocation of the two, 125,000 litre Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks.	

Water and Sewer – Routine Works Budget vs Expenditure To 8th September 2023		
Account	Budget	Expenditure
Water Fund Maintenance and Repair	\$602,479	\$130,234
GL's: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003, & 4300-0003		
Sewer Fund Maintenance and Repair	\$324,718	\$171,447
GL's: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Water and Sewer Works

- Adjust hydrant tops in Dubbo St
- 55 Dubbo St meter repair
- S/choke Thornton Ave sewer main
- 16 Dubbo St repair meter
- 45 Milson St possible leak, tap timer leaking
- Investigate pipework at Oxley Park Reservoir
- Main break near 15 Dubbo St (near depot)
- Sewer choke Nevertire community park
- 174 Dubbo St repaired meter services
- 66 dubbo St repair meter
- 45 Milson St river water pressure test
- Repair service to Golf Club (near bridge)
- Install temporary transfer pipework at Sewer Treatment Plant
- Investigate river water pressure problems

Warren Sewerage Treatment Works inflow		Sewerage Year – 1st June 2023 to 31st May 2024		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
*June 2023	6558	3401	13.60	13.60
*July 2023	668	507	12.91	26.52
*August 2023	786	420	12.69	39.20
*September 2023	677	425	1.70	40.90
*October 2023	1011	568	8.09	61.98

As of 17th October 2023.

*Figures based on available Data

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 26th October 2023

ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Bulk Water Reading per Quarter

AS OF 17TH OCTOBER 2023

Water Source	FIRST QUARTER READING 1/07/23-31/09/23	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/23 - 31/12/23	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/24-31/03/24	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/24 - 30/06/24	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
Warren Bores										
Bore 1 (Bore Flat) Lic. 80AL703155	66.56	66.56	11.43	77.99	0.00	77.99	0.00	77.99		
Bore 2 (Ellengerah) Unlicensed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	66.56	66.56	11.43	77.99	0.00	77.99	0.00	77.99	11.14%	700
Warren River										
Oxley Park Lic. 80AL700017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Ellengerah Rd Lic. 80AL700017	45.98	45.98	11.47	57.45	0.00	57.45	0.00	57.45		
	45.98	45.98	11.47	57.45	0.00	57.45	0.00	57.45	7.66%	750
Showground (Racetrack)										
Lic. 80AL700645	4.85	4.85	10.54	15.39	0.00	15.39	0.00	15.39	8.19%	188
Nevertire Bore Lic. 80AL703158	6.16	6.16	1.66	7.82	0.00	7.82	0.00	7.82	19.55%	40
Collie Bore Lic. 80CA724011	0.94	0.94	0.00	0.94	0.00	0.94	0.00	0.94	3.77%	25
Macquarie Park 80AL700996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	14.2

*Rainfall for October: 12.5mm

*Rainfall to date: 26.5mm

*Burrendong Dam Level: 83% As of 17/10/23

*Figures based on available Data

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Parks And Gardens – Routine Works Budget Vs Expenditure to 8th October 2023		
Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	\$947,460	\$221,091
GL's: 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		

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

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

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

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
- Woolnough levee mow/snip
- Ravenswood Park mow/
- Victoria Oval mow/snip/line marking
- CBD area tidy up weeding
- Lawn Cemetery mow/snip
- Macquarie Drive mow/snip
- Shire chambers mow/snip
- Saunders Park mow/snip
- Bob Christianson Reserve mow/snip
- Macquarie Park mow/snip
- Far West Academy mow/snip
- Warren Medium strip mow/snip
- Inspect irrigation systems (on going)
- Spraying Broadleaf in Warren Parks
- Boston St levee mow/snip
- Library mow/snip
- Bore flat mow/snip
- Event preparation Nevertire
- Lions Park mow/snip
- Victoria Oval – Cricket Pitch
- Orchard Street Levee mow/snip
- Ebert Park mow/snip
- Medium Strip mow/snip
- Mowing Nevertire Rodeo Area
- Rotary Park mow/snip
- Medical Centre mow/snip
- Slashing Airport runways
- 8 Deacon Drive mow/snip
- Tiger bay pump station mow/snip
- Warren Shire Chambers mow/snip
- Line marking Victoria Oval

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 26th October 2023

ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Town Crew Works

- 1 Staff member on light duties (on going)
- Remove tree limbs in Victoria oval
- Pick up branches around Warren
- Empty shuttle bins
- Clean gross pollutant trap
- Remove fallen tree in Johns Ave
- Repair signs in Dubbo St.
- Pick up/drop off chairs for training
- Spraying of weeds on walkways
- Spraying around Warren
- Spraying weeds around Tiger bay walkways
- Zora blisters spraying weeds
- Remove fallen tree from Ellengerah Rd
- Hydrant flushing
- Training (safe Work near Traffic and mobile plant) 2 Days

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. Waiting on reimbursement.
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. (Application for reimbursement submitted 28/2/2023).	\$757,745.33 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. Waiting on reimbursement.
0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540	

Aerodrome – Routine Works Budget vs Expenditure to 8th October 2023

Account	Budget	Expenditure
Aerodrome Operations	\$175,322	\$19,581
GL's: 2555-0003		

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 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 7th September 2023 – 8th October 2023.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Plant Repairs 7th September 2023 to 8th September 2023				
P90	Isuzu Tender Truck	Bullbar tightened, the mounting bolts on the bullbar were loose. Removed and replaced bolts and tightened to specifications.	2hrs	2hrs
P32	Mack Valueliner Truck	Air leak in PTO system. Removed and replaced leaking inlet connection, tested. All ok now.	3hrs	3hrs
	Ewenmar Waste Depot Office	Check function of 12V water pump for office, pressure switch failed. New pump purchased from Western Farm Machinery and fitted. Tested operation, all ok now.	4hrs	4hrs
P3612	Toyota Hilux Twin Cab Utility	Stripped off all old fittings ready for placement in new ute due to arrive.	5hrs	5hrs
P1089	Toro GM360 Ride on Lawnmower	Serviced - engine oil and filter changed, fuel and hydraulic filters changed.	4hrs	4hrs
P1089	Toro Ride on Mower	Remove and repair RHS tyre front, had a slow leak.	1h	1hr
P3619	Toyota Hilux Single Cab	Booked 1,000 km service done by Macquarie Toyota for warranty purposes.	8hrs	1hr
P2080	Caterpillar CW34 Roller	Window smashed, removed and replaced window and LHS access door.	6hrs	6hrs
P1047	Isuzu Street Sweeper.	Power supply issue to rear engine. Faulty battery connection, clean replaced battery terminals. Check function all ok.	4hrs	4hrs
P3612	Toyota Hilux Twin Cab Utility	Removed tray and fit to new ute P3621.	4hrs	4hrs

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 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2123	John Deere Tractor 5093E	750 hours service completed.	4hrs	4hrs
P1042	Isuzu FXZ1500 Water Truck	80,000 km service completed. General check over, all ok. Air-conditioner condenser blown out.	5hrs	5hrs
P62	Toyota Hilux Single Cab	Changed flat tyre in yard for operator.	.5hr	.5hr
P8	Caterpillar 432F Backhoe	Air-conditioner repairs, diagnose and repaired leak vacuumed and charged system to spec. Check operation all ok.	6hrs	6hrs
P3620	Kubota ATV	Fit power supply to tray for spray tank operation.		3hrs
P2123	John Deere 5093E Tractor	Swap front wheels front side to side to try and improve tyre wear.	1hr	1hr
P50	Isuzu FVZ193A Tar Truck Manual	Reattach broken LHS taillight mounts and rear oversize sign.	1.5hrs	1.5hrs
P1063	Isuzu Tender Truck	Replaced windscreen washer blades and checked function, all ok.	.5hr	.5hr
P3612	Toyota Hilux Twin Cab	Build flatpack gal tray and fit to ute ready for sale. Steel tray retained to put onto new ute.		7hrs
P109	10,000 Litre Water Tank	Fit and secure tank onto plant 107 truck test operation and setup spray pattern.		8hrs
P2380	Isuzu Paveline	Auger replacement x 2. Repair and refit x1 hydraulic motor whilst new motors arrive. Test operation all ok now.	8hrs	8hrs
P2143	John Berends Flail Mower	Rotor bearing failure, removed and replaced both rotor bearings, test operation seems ok now.	8hrs	8hrs
P32	Mack Valueliner Truck	Assist retrieval of the truck after the accident.		6hrs
P154	Haulmark Water Tanker	Welding repairs to undercarriage.	1hr	1hr

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 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2381	Sterling LT9500 Primemover	Air-conditioning repairs, blower fan noise and fan speed selection not working. Faulty switch for fan speed and found that a dead rat was causing the noise.	2 hrs	5 hrs
P2340	Isuzu Tender Truck	Fit driving lights back to bullbar.	1 hr	1 hr
P1049	Isuzu NPR75 Tender Truck	Removed and replaced radiator, radiator had a leak and was unrepairable.	0	4 hrs
P8	Caterpillar 432F Backhoe	Air-conditioning system service and replaced compressor. Faulty compressor sent (warranty parts supplied by Caterpillar to be fitted). Air-conditioning system working at moment, pulley noise.	6 hrs	6 hrs
P109	TTI Slip on 10,000ltr Water Tank	Mounted secured and tested operation of slip on water tank assembly.	0	8 hrs
P79	Iseki SR3707A Ride on Mower	Spindle bearings repaired and belts replaced.	0	4 hrs
P2802	Iseki SF370 Mower	Re-weld hinge for shoot, front hinge broken off.	1 hr	1 hr
P50	Isuzu FVZ193A Tar Truck Manual	Air-conditioning system repairs, washer motor fitted, air drier kit fitted, shroud for gear selection panel replaced, test operation all ok.	0	5 hrs
P79	Iseki SR3707A Ride on Mower	Service done, engine oil and filter replaced, fuel filter replaced, air filter replaced machine greased test driven, all seems ok.	0	4 hrs
P107	Isuzu FVZ193A Med tipper	Air-conditioning system diagnosis, compressor failure. Parts to be ordered and fitted.	2 hrs	2 hrs
	Training			
P3613	Toyota Hilux Twin Cab	60,000 km service done, checked all ok. Brake pads to be ordered and fitted at next service.	2 hrs	2 hrs
P48	McGrath Dog Step Trailer	Brake repairs finalised testing to be finalised.	20 hrs	20 hrs

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 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P3612	Toyota Hilux Twin Cab Utility	Repairs to spotlight circuit.	1 hr	1 hr
P2341	Isuzu Tender Truck Twin Cab	PTO circuit not working diagnose and repair failed plug to PTO pressure switch. Test PTO/crane operation all ok.	0	3 hrs
P2341	Isuzu Tender Truck Twin Cab	40,000 km service done, general check over, all ok.	0	4 hrs
P3614	Toyota Hilux Single Cab	Fit temporary powers supply for spray tank operation, Town Crew.	1.5 hrs	.5 hrs
P79	Iseki SF3707A Ride on Mower	Removed and replaced broken deck belts, idler pulley seized, bearings replaced also, new belts fitted tensioned and tested.	6 hrs	6 hrs
P2381	Sterling LT9500 Primemover	Air-conditioner repairs, fan speed only on low. Removed dash problem found to be in switching unit problem repaired, tested all ok now.	2 hrs	4 hrs
P2803	Iseki SF310 Ride on mower	250 hr service done on engine. Oil filter and fuel filter replaced, air filter replaced and machine greased. Test operation all ok. Next service 100hrs @ 350 hrs	2.5 hrs	2.5 hrs
P2382	Freightliner Cascadia Truck	LHS front blinker and parker light not working. Parts to be found to replace bulb.	1 hr	2 hrs
P2382	Freightliner Cascadia Truck	Ad blue filling station made and set-up for filling truck up.		5 hrs
P3505	Toyota Fortuner	RHS bulbar light and proximity sensor repaired.		3 hrs
P2045	Caterpillar Skid Steer	Reverse camera repairs. Faulty plug cleaned, all ok now.	2hrs	2 hrs
P43	Mitsubishi Fuso Crane Truck	Fit x 2 new batteries for startup, checked all functions, seems ok.	2 hrs	2 hrs
P14	Caterpillar 432F Backhoe	Install Geotab Engine Management System.	4 hrs	4 hrs

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 26th October 2023

ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2021	Kobelco SK250-8 Excavator	Diagnose and repair oil leak and replaced x2 hoses.	10 hrs	10 hrs
P3506	Toyota Fortuner	Cleaned and delivered to office for new staff.	2 hrs	2 hrs
P233	Toyota Kluger	Cleaned and checked, delivered to office for new staff.	2 hrs	2 hrs
P2802	Iseki SF370 Mower	1,150 hr service done, diagnose and repair engine oil pressure light, faulty sensor. Removed and replace sensor, test all ok now.	2 hrs	2 hrs
P3621	New Toyota Hilux Twin Cab	Fit electrics and accessories ready for changeover.	6 hrs	6 hrs

ACRONYMS

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

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday 26th October 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 September 2023.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
P16-23.10	Gibson Way The MARRA NSW 2824	Construction of bird viewing platform, toilet and carpark	20/5/2023	4/9/2023
P16-23.14	Lot 501 DP610053 397 Drungalear Road TENANDRA NSW 2824	Telecommunications tower and facilities.	12/7/2023	11/9/2023

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
to the Ordinary Meeting of Council to be held at
Council Community Room, Warren on Thursday 26th October 2023

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 13th September 2023 – 12th October 2023

2020 Projects	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings. 21 Deacon Drive and 8 Deacon Drive.	88,000	23,854 Committed	MHD	<p>Completed July 2020.</p> <p>New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021.</p> <p>Formal complaint lodged with Department of Fair-Trading 4th March 2021. Additional information provided 11th March 2021. A further report provided to Council in August 2021.</p> <p>Rectification order issued. Expired 26/10/2021 Builder expected at the end of November to complete requested maintenance and repair works which has not progressed.</p> <p>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>

WARREN SHIRE COUNCIL
 Report of the Manager Health & Development Services
 to the Ordinary Meeting of Council to be held at
 Council Community Room, Warren on Thursday 26th October 2023

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	Works commenced Wednesday 31 st May 2023. Footings for the retaining wall were poured on the 12 th July 2023. Walls poured during September 2023.
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.
2023 Projects	Budget	Expend	Resp	Comment
Completion of Tiger Bay Wetlands Walkway.	30,218	Nil	MHD/DMES	
Ewenmar Waste Depot Road repairs.	20,000	Nil	MHD/DMES	
Warren Support Services (Targeted Early Intervention)				
2.22 Warren Chamber of Music Festival.	4,380	Nil	MHD	To be held February 2023 through to September 2023.
2.26 CWA Speak Out day.	2,000	Nil	MHD	Held Wednesday 17 th May 2023. Waiting on acquittal.

2023 Projects	Budget	Expend	Resp	Comment
2.27 St Mary's Naidoc Week 2023.	5,000	Nil	MHD	To be held July 2023. Waiting on acquittal.
2.28 Warren Junior Soccer 2023.	5,000	Nil	DMFA	
*2.29 Warren Spinners and Yarners 2023.	800	800	MHD	Complete.
2.30 St Mary's Lion King.	1,000	Nil	MHD	August 2023 Waiting on acquittal.

WARREN SHIRE COUNCIL
 Report of the Manager Health & Development Services
 to the Ordinary Meeting of Council to be held at
 Council Community Room, Warren on Thursday 26th October 2023

ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

2023 Projects	Budget	Expend	Resp	Comment
2.31 Warren Youth Group - Psychology service.	50,000	Nil	MHD	To be held over a period of 12 months.
2.32 MPS Speech and Literacy intervention.	5,000	Nil	MHD	To be held over 12 months.
2.33 Warren Performing Arts and Language Place Inc Warraan Widji Arts 14/8/2023.	5,000	Nil	MHD	To be held from 14 th August to the 4 th December 2023.
2.34 Warren Performing Arts and Language Place Inc Warraan Widji Arts 15/8/2023.	5,000	Nil	MHD	To be held from 15 th August to the 4 th December 2023.
Capital Expenses				
Dwelling Renewals – 1 Pittman Parade. Replacement of kitchen.	60,000	31,709	MHD	Contractor selected and purchase order issued. Works scheduled to start early November 2023.
Council Housing M & R. (Includes \$20,000 for 2023/2024)	121,741	25,337	MHD	56 Garden Avenue, Heavy Maintenance 90% Completed. 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. Sourcing quotes for kitchen.

Capital Renewal				
Animal Shelter Replacement. (Includes \$80,000 for 2023/2024)	140,000	Nil	MHD/IPM	Project in planning stage.

WARREN SHIRE COUNCIL
 Report of the Manager Health & Development Services
 to the Ordinary Meeting of Council to be held at
 Council Community Room, Warren on Thursday 26th October 2023

ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

Capital Renewal				
Warren War Memorial Swimming Pool relining project.	405,455	Nil	MHD	Further report provided to the June 2023 Committee of the Whole Closed Council. RFT and specification for relining in progress. Consultant inspected pool 13 th October 2023.
Town Planning				
LEP Review.	20,000	20,240	MHD	Consultant engaged. Draft report provided, reviewed. Feedback provided. Councillor Workshop held 18 th October 2023.
LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)				
	Budget	Expend	Resp	Grant funding successful 8th August 2023
Solar Panel Installation Warren Swimming Pool.	40,000	Nil	MHD	Purchase order issued.
Victoria Oval Park Permanent Scoreboard Contribution.	20,000	Nil	MHD	\$20,000 grant funds (\$15,000 contribution from the Warren Rugby Club. Purchase order issued.
Trailer Mounted Scoreboard (2) Contribution.	45,000	Nil	MHD	Purchase order issued.
Warren Sporting and Cultural Centre Retaining Wall (Stage 2).	30,000	Nil	MHD	Purchase order issued.
Windows on the Wetlands Centre Precinct EV Charging Station (up to 3) and Power Upgrade Contribution.	37,996	Nil	MHD/IPM	