

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 25TH JANUARY 2024

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

25th January 2024 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, 7th December 2023.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of Manex held on Tuesday, 16th January 2024 (C14-3.4)

8. REPORTS OF DELEGATES

Item 1 Meeting of the Warren Interagency Support Services held on Thursday, 30th November 2023 (C3-9)

Item 2 Annual General Meeting of the Mining and Energy Related Councils (NSW) Inc. held on Friday, 8th December 2023 (C14-6.3)

Item 3 Ordinary of the Mining and Energy Related Councils (NSW) Inc. held on Friday, 8th December 2023 (C14-6.3)

Item 4 Meeting of the Alliance Western Councils Board held on Friday, 8th September 2023 (C14-6.5)

Item 5 Ordinary Meeting of the Castlereagh Macquarie County Council held on Monday, 4th December 2023 (C15-1)

9. REPORTS TO COUNCIL

POLICY

Item 1	Investment Policy – Review January 2024	(P13-1, I3-1.15)
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REPORTS OF THE GENERAL MANAGER

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REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

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REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

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10. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

11. MATTERS OF URGENCY

Nil.

12. CONFIDENTIAL MATTERS

Report of the General Manager

Item 1	Upgrading of the Swimming Pool Amenities and Facilities (C13-82, G4-1.78)	Page 1
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13. CONCLUSION OF MEETING

14. PRESENTATIONS

Nil.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 16th January 2024.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Committee held Tuesday, 16th January 2024 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday 16th January 2024 commencing at 2.30 pm

PRESENT:

Gary Woodman	General Manager
Bradley Pascoe	Divisional Manager Finance & Administration
Maryanne Stephens	Manager Health and Development Services (Chair)
Joe Joseph	Infrastructure Projects Manager
Ray Egan	Roads Infrastructure Manager
Raymond Burns	Town Services Manager
Asad Satti	Flood Restoration and Special Projects Manager
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

Apologies were received from Jillian Murray, Sylvester Otieno and Pamela Kelly who were absent due to external commitments and it was **MOVED** Stephens/Burns that a leave of absence be granted for this meeting.

Carried

The Chair welcomed Council's new Interim Roads Infrastructure Manager, Ray Egan to Warren Shire and hoped he enjoyed his time with 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/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 16th January 2024 commencing at 2.30 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.2 Preparation of the December 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/RIM/FRSPM
Vacant Positions	Finance Officer – Payroll/HR Officer
CMCC Weed Awareness Section (if available)	CMCC
Showground/Racecourse Mural	TSM
Australia Day	DMFA/EA
Citizenship Ceremony	GM/EA
New Water Trailer and Second Hand Truck	DMES/Workshop Co-Ordinator
Monkeygar Creek Bird Viewing Platform	DMES/ATO-Roads
Regional Drought Resilience Plan	GM
Minister Aitchison – Minister for Regional Transport and Roads	GM
Regional Council Leak Detection Program	TSM
Lease Warren Airport Terminal Building – Flying School	IPM/GM
ROADS SECTION	
Road Maintenance Construction Program for February/ March 2024	DMES/RIM/FRSPM
SH 11 Oxley Highway Heavy Patching Program	DMES/FRSPM/RIM
RR7515 Warren Road Reconstruction Work	DMES/FRSPM/RIM
SR58 Nevertire-Bogan Road Reconstruction	DMES/FRSPM/RIM
Flood Restoration Works	DMES/FRSPM/RIM

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
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4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.3 Suggestions in the Council Suggestion Box (GM)

Nil.

4.1.4 Integrated Planning & Reporting Peer Review Program (GM)

The General Manager advised that he has registered for the two (2) day Workshop being facilitated by the Office of Local Government for the 13th and 14th February in Dubbo.

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

Carried

4.1.5 Drought Preparedness and Previous Actions (MHD, DMES, GM)

- Water purchases (Grant) (TSM);
- Anderson's Grader Hire was the main water carter (SMT);
- Water restrictions and the time requirements process through Water and Sewerage Committee (TSM);
- Cross connection system processes (TSM);
- Restrictions are on river water (TSM);
- Alignment with neighbouring Councils (SMT);
- No problem with licence levels, particularly bore water (SMT);
- Further discussions to be held at SMT (GM);
- Consideration for water for road maintenance and construction and availability from farmers (DMES);
- UV System at STP – use for road works (TSM);
- Timing of watering for parks and gardens (particularly following our own rules) (TSM);
- Council sprinklers not to be watering the road (TSM);
- Mental health, rural community particularly needs to be watched (farmers and workers) (SMT); and
- Hay donations (SMT).

The General Manager, Town Services Manager and Divisional Manager Engineering Services to arrange an appropriate report to the next Water & Sewerage Committee (scheduled for the 5th March 2024) detailing Council's Drought Preparedness and Previous Actions.

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

Carried

4.1.6 2024 Priorities (GM)

MOVED Woodman/Burns all Manex and other Staff to check for missing priorities or double-ups and advise of any changes to the General Manager by the 23rd January 2024.

Carried

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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Debtor Invoice Request Form (DMFA)

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

Carried

4.2.2 Access to Enter Orders - Practical (GM)

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

Carried

4.2.3 Updated Internally Restricted Funds as at 1st July 2023 (GM, DMFA)

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

Carried

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (AGRN 960) (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. Work is in final phase.

- 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 completed and approaches been progressed.
- AGRN 960 March 2021 EPA RW Essential Public Asset Restoration Work – need to apply for our extension from March 2024 for at least 6 months or more if possible (both Commonwealth Government and the State Government (Transport for NSW)) (FRSPM).

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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.2 Warren Shire Council November 2021 to December 2022 Flood and Storm Damage Claim (AGRN 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 submitted.
AGRN 1030	N/A	N/A	Event was overlapped by AGRN 1034
AGRN 1034	EW	\$803,018	Works completed. Claim being prepared.
AGRN 1034	IRW	\$899,965	Claim being prepared.
AGRN 1034	EPA RW	\$10,329,984.26	Submission 01 Rev. B lodged includes AGRN 1034 IRW.

**Figure will change*

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 has been submitted. Plus extras for AGRN 987 perhaps.

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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

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

Project	Budget	Resp	Comments
Five Mile Cowal	\$249,905	FRSPM	Works completed & claim submitted
Evenmar & Tiger Bay Line marking	\$21,590	FRSPM	Works completed & claimed
Tenandra Clear zone Tree trimming & CAMs Installation	\$50,140	FRSPM	Works completed & claimed
Heavy Patching	\$1,417,170.60	FRSPM	52 patches to be completed. Work in Progress
Milawa Pavement Rehabilitation	\$2,299,500 (Approx)	FRSPM	G1 received. Ensuite meeting conducted. Final scoping is in progress by TfNSW.
RMAP Activities	\$244,106	FRSPM	Quarter 1: \$50,551 (Claimed) Quarter 2: \$47,772 (Claim being prepared)

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

Carried

4.3.4 2023 Calendar of Events at the Showground/Racecourse (TSM/IPM)

The General Manager advised the meeting that members of the Showground/Racecourse Committee have been requested to submit to Council their bookings for 2024.

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

Carried

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

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

Working on an estimate for the Ewenmar Waste Depot Access Road Restoration, then a 306 Claim Form to be arranged.

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

Carried

4.4.2 Garbage Services BCP Sub Plan (MHD)

4.4.3 Garbage Depot BCP Sub Plan (MHD)

The Manager Health and Development Services advised that she is developing a Contingency Plan and is using Sub Plans from Covid as a basis to adapt them for the event of a flood.

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

Carried

4.5 WORK HEALTH & SAFETY RISK MATTERS

4.5.1 Skin Check Statistics Report (WHS-RC)

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

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.
Service NSW/Records Officer	DMFA	Advertising with open closing date.
Team Leader Utilities Maintenance	DMES	Advertising with an open closing date.
Utilities Maintenance Team Member (2)	DMES	Advertising with an open closing date.
Roads Infrastructure Manager	DMES	DMES/GM looking at options, re-advertising to be continued with an open closing date.
Non-Trade Gardener	DMES	Advertising with an open closing date.
Light Plant Operator - Relief	DMES	Advertising with an open closing date.

WARREN SHIRE COUNCIL
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4.6 HUMAN RESOURCES

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

Continued

Position	Responsible Officer	Status
Light Truck Driver (Water) - Contract	DMES	Advertising with an open closing date.
Pavement Maintenance Team Leader	DMES	Advertising with an open closing date.
Pavement Maintenance Team Operator	DMES	Advertising with an open closing date.
Heavy Diesel Plant Mechanic / Apprentice	DMES	Advertising to be arranged.
Ewenmar Waste Depot Operator – Part Time (12 hours per week)	MHD	Advertising with an open closing date.

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

Carried

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
4.12.23	23-15	Regulation amendments prescribing requirements for Audit Risk and Improvement Committees, Internal Audit and Risk Management	General Manager for action on, reporting early 2024.
15.12.23	23-16	Regulation amendments to protect the employment of waste workers.	Noted.
21.12.23	23-17	Update on Councils' obligations under the Modern Slavery Act 2018 (NSW)	General Manager to investigate, action to be taken.

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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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.

	January 2024	Status		February 2024	Status	
Finance	30	Third quarter rates instalment notices to be sent [LGA s562(5)]	Noted (DMFA, RC)	1	First day for requests to Valuer General for estimates of changes in the value of land for which supplementary valuations are required to be furnished [LGA s513]	Noted
	31	Last day for council's ledgers to be balanced and a list of balances to be prepared for six-monthly inspections by council's auditor [LG Reg cl 228]	Noted (DMFA)	28	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	Reported to January 2024 Council Meeting (DMFA).
				28	Third quarter rates instalment due [LGA s562(3(b))]	Noted
Governance	30	Public Interest Disclosure Report due to the NSW Ombudsman [PIDA s6CA]	Report Required (DMFA)			
Grants		Local Government Recovery Grants – AGRN 1012, 1025, 1030/34 and HIC \$2M, HIC Companion Animals Grants (\$375K) - YTD Reporting due	Report Required (IPM)	1	Low-cost loan initiative reimbursement claim period opens (Initial report or Progress report due)	N/A

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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	January 2024	Status	February 2024	Status
Companion Animals				
Other		16	Expected third instalment of 2023-24 Financial Assistance Grants	Noted

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

Carried

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6 OPERATIONAL PROCEDURES (I2-11.1)

Nil.

7 DECEMBER 2023 DRAFT MINUTES AND JANUARY 2024 DRAFT BUSINESS PAPER

The Committee previewed the January 2024 Business Paper and the December 2023 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

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 Flood Restoration and Special Projects Manager advised that he will have a Road Maintenance Council Contract (RMCC) - SH 11 Oxley Highway agenda item for Manex Meetings.
- The Economic Development and Visitation Manager expressed her appreciation to the Parks and Gardens Crew for the presentation of the parks and gardens before Christmas, they were very well maintained and presented.

There being no further business the meeting closed at 5.01 pm.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 25th January 2024

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES

(C3-9)

RECOMMENDATION:

That the information be received and noted.

MINUTES OF THE WARREN SUPPORT SERVICES INTERAGENCY MEETING HELD IN THE COUNCIL COMMUNITY ROOM, WARREN ON 30th November 2023.

MEETING OPENED: 1.00pm

1. **PRESENT:** Clr Sarah Derrett, Mary Small Aboriginal Health Worker, Lynette Harris HSM Warren Multi-Purpose Health Service, Felicity Leonard Barnardos, Ewen Jones Marathon Health, Clr Katrina Walker, Belinda Bell, (via Lifesize).
2. **APOLOGIES:** Pauline Serdity, Clr Joanne Van Eldonk and Erin Hunt.
3. **CONFIRMATION OF MINUTES FROM THE 19th October 2023:**
Moved: Clr Sarah Derrett Seconded: Ewen Jones

Carried
4. **BUSINESS ARISING:**
Nil.
5. **CORRESPONDENCE:**
Nil.
6. **ACTION CHECK LIST**
Was reviewed and no items were to be removed.
7. **REPORTS FROM AGENCIES:**

Belinda Bell Catholic Care:

- Belinda mentioned that she had held playgroups throughout the year to bring children and parents together. The playgroups will start again mid-February.
- Children were also visiting Calara House and doing activities with the residents.
- There is capacity for referrals for families that need assistance.
- Closed for two weeks over the Christmas break.

Felicity Leonard Barnardos:

- The playgroups have been well attended with over 100 children and parents attending during 2 months.
- Mums and bubs swimming lessons for 12months to under 3year olds.
- Safe Care programme targeting early intervention.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 25th January 2024

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES CONTINUED

- Eighteen-week programme for parents topics covered include health, safe space in the house for children.
Lyn Harris HSM Warren Multi- Purpose Health Service:
- Nicole Callan, Warren Family Health Nurse and Warren Shire have secured funding that means every child born in December 2022 will be sent a free book every month until they turn five. The books come from the Imagination Library which was set up by Dolly Parton, to inspire a love of reading from a young age.
- Dr Jesrani has resigned from the Warren Medical Centre, Dr Dang will cover.
- At present Health Service has a lot of agency staff. The new accommodation has helped greatly to accommodate the staff.
- After Christmas the morgue will be completely refurbished.
- The refurbishment of Calara House should start in the new year.
- Eye Clinic in hospital and also clinics held at St. Marys and Warren Central School. The glasses are affordable. A permanent optometrist could be employed. The position would be provided by the Brien Holden Foundation.
Mary Small Aboriginal Health Worker:
- Dr Conray a renal specialist would like to re-establish the dialysis programme that ran in Warren.
Ewen Jones Marathon Health:
- Three people at present in Warren require dialysis. A local person rang John Laws pointing out there is not dialysis programme in Warren at present.
- There will be a new person for Warren who will be supporting people through the Commonwealth Psychosocial Support Program (CPS), funded by PHN.

- Kerry Palmer, (Business Development Facilitator, working with Council), joined the meeting via Lifesize at 1.30pm.
- Kerry was in Warren last week and met with Office of Sport, Kelly Sinclair, Wesley Hamilton and Susan Balough, to talk about initiatives in regard to the recreational assets of the town. Having events in the future to bring people to Warren.

8. GENERAL BUSINESS:

Clr Sarah Derrett mentioned she had tried to complete a survey sent from Transport NSW. Sarah has emailed Transport NSW highlighting the problem.

Sarah also reminded the meeting of the Warren Christmas Street Party to be held on Friday 8 December 2023.

9. Date of Next Meeting:

Thursday 15th February 2024.

There being no further business the meeting closed at 1.40pm.

**MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS
(NSW) INCORPORATED, ANNUAL GENERAL MEETING HELD ON 8th
DECEMBER 2023, SECOND LEVEL, CLUB YORK 99 YORK ST, SYDNEY**

Present

Cr Kevin Duffy
Cr Dennis Brady
Cr Denis Todd
Cr Jason Hamling
Cr Mathew Deeth
Cr Michael Banasik
Cr Chris Roylance
Steve Loane OAM
Cr Peter Batten
Heather Nicholls
Cr Dom Figliomeni
Cr Cath Blakey
Ron Zwicker
Mark Dicker
Kent Boyd

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

Apologies

Cr Phyllis Miller OAM
Cr Jim Hickey
Cr Scott Ferguson
Cr Liz McGlynn
Gary Woodman
Cr Katrina Walker
Cr Ros Jackson
Greg Tory
Cr Mathew Dickerson
Murray Wood
Cr Jarrod Marsden
Peter Vlatko
Cr Des Kennedy
Brad Cam
Cr Jasen Ramien
Megan Dixon
Cr Pam Kensit
Alex Waldron
Cr Aneillo Iannuzzi
Owen Hasler

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

Condolences

Delegates noted the recent passing of John Davis (Orange City Council – ex Mayor and Chair of the Association) and Cr Peter Abbott (Cobar Shire Council – ex Mayor and former delegate)

In attendance

Greg Lamont, Executive Officer (Minute Taker), Martin Rush and Michael Askew (FTG).

1. Welcome by Chair.

The Chair, Councillor Kevin Duffy, welcomed members to the meeting which he declared open at 9.05am.

2. Acknowledgement of Country by Acting Chair

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

3. Apologies.

AGM 15/2023 Resolved (Cr Todd/Cr Brady) that the apologies as per the above list be received and noted.

4. Disclosures of Interest.

AGM 16/2023 Resolved (Cr Brady/Cr Hamlin) that the following declaration be noted: - Ron Zwicker declared a non-significant pecuniary interest with his shares in AGL.

5. Adoption of Minutes of Annual General Meeting held on 22nd February 2023.

AGM 17/2023 Resolved (Loane/Cr Todd) that the minutes of the Association's Annual General Meeting held on 22nd February 2023, be received, and noted as a true and accurate record of proceedings.

6. Business arising from the Minutes of Annual General Meeting held on 22nd February 2023. Nil

7. Life Membership Owen Hasler-Suspension of Standing Orders

Note: Did not proceed, see Item 8

8. Life Membership Owen Hasler - Resumption of Standing Orders

Note: Owen Hasler could not attend the meeting to receive his life membership

9. Chairperson's 2022 - 23 Annual Report

AGM 18/2023 Resolved (Cr Duffy/Cr Brady) that the Chairperson's 2022-23 Annual Report be received and noted.

10. Executive Officer's 2022 - 23 Annual Report.

AGM 19/2023 Resolved (Cr Todd/Cr Figliomeni) that the Executive Officer's 2022-23 Annual Report be received and noted.

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

SUSPENSION OF STANDING ORDERS AT 9.30AM

AGM 20/2023 Resolved (Cr Brady/Cr Hamlin) That the meeting be suspended to allow the Returning Officer to conduct the election of the Executive Committee.

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

The Returning Officer declared the results of the election as follows:

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

The Returning Officer and Delegates congratulated the Executive Committee on their appointment's.

RESUMPTION STANDING ORDERS AT 9.35AM

AGM 21/2023 Resolved (Cr Banasik/Cr Todd) that the Association resume the Annual General Meeting business with Cr Kevin Duffy as Chairperson.

12. Financial Statements – 1/7/22 to 30/6/23

AGM 22/2023 Resolved (Cr Brady/Cr Figliomeni) that the Financial Report for 2022-2023 financial year be referred to the NSW Department of Fair Trading to note, in accordance with the Association Incorporations Act 2009, by 31st December 2023.

13. 2023-2024 Budget

AGM 23/2023 Resolved (Cr Brady/Cr Todd) that the 2023-2024 budget as presented be adopted by the Association with the inclusion of provision for any membership fee increase in Item 13 and the Executive Officer's Contract provisions in Item 16.

14. Membership Fees

AGM 24/2023 Resolved (Cr Roylance/Cr Brady) that the Association membership fees for 2024 – 2025 be increased by 5%, based on the 2024-25 proposed rate peg changes recommended by IPART (range 4.5-5.5%) and changes to the rate peg calculation per member.

15. 2024 Meeting Dates & Venues

AGM 25/2023 Resolved (Cr Brady/Cr Hamlin) that the meeting cycle for 2024 be deferred until after the February 2024 Strategic Planning workshop in Lithgow, noting that an Ordinary meeting will be held on 7th June 2024 in Dubbo as part of the REIIF.

16. Review by Future Together Group (FTG) & Three Pillars Advisory (TPA)

Michael and Martin (FTG) presented their plans for next 90 days with Michael to finalise an Action Plan to implement them as outlined.

AGM 26/2023 Resolved (Cr Brady/Loane) that:

- (a) the presentation by FTG comments on the two review reports be noted.
- (b) the proposed 90 Day Action Plan for MERC as outlined by FTG be noted and referred to Executive Committee for endorsement as soon as possible.

17. Executive Officer’s Contract Renewal

AGM 27/2023 Resolved (Cr Roylance/Cr Brady) that the information be noted

18. General Business

(a) Next Annual General Meeting -

AGM 14/2023 Resolved (Loane/Cr Batten) that the Annual General Meeting to be held in November or December 2024 at a location to be determined by Executive Committee.

19. Close. The meeting closed at 10.45am

DRAFT

The minutes (pages 1-4) were confirmed at the Annual General meeting of the Association held on the _____ and are a full and accurate record of proceedings of the meeting held on 8th December 2023

.....

**Cr Kevin Duffy
Chairperson**

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, YORK ROOMS, 99 YORK ST, SYDNEY, 8th DECEMBER 2023

Present

Cr Kevin Duffy
Cr Dennis Brady
Cr Denis Todd
Cr Jason Hamling
Cr Mathew Deeth
Cr Michael Banasik
Cr Chris Roylance
Steve Loane OAM
Cr Peter Batten
Heather Nicholls
Cr Dom Figliomeni
Cr Cath Blakey
Ron Zwicker
Mark Dicker
Kent Boyd

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

Apologies

Cr Phyllis Miller OAM
Cr Jim Hickey
Cr Scott Ferguson
Cr Liz McGlynn
Gary Woodman
Cr Katrina Walker
Cr Ros Jackson
Greg Tory
Cr Mathew Dickerson
Murray Wood
Cr Jarrod Marsden
Peter Vlatko
Cr Des Kennedy
Brad Cam
Cr Jasen Ramien
Megan Dixon
Cr Pam Kensit
Alex Waldron
Cr Aneillo Iannuzzi
Owen Hasler

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

Condolences

Delegates noted the recent passing of John Davis (Orange City Council – ex Mayor and Chair of the Association) and Cr Peter Abbott (Cobar Shire Council – ex Mayor and former delegate)

In attendance

Greg Lamont, Executive Officer (Minute Taker), Martin Rush and Michael Askew (FTG), Georgina Beattie (Department Regional NSW, Executive Director, Mining, Exploration and Geosciences).

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, YORK ROOMS, 99 YORK ST, SYDNEY, 8th DECEMBER 2023

1. Welcome.

The Chair, Councillor Kevin Duffy, welcomed members to the meeting and declared the meeting open at 11.05am.

2. Acknowledgement of Country by Chair

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

3. Apologies.

OM 32/2023 Resolved (Cr Roylance/Boyd) that the apologies as per the above list be received and noted.

4. Disclosures of Interest.

(a) Ron Zwicker declared a non-significant pecuniary interest with his shares in AGL

OM 33/2023 Resolved (Cr Brady/Cr Banasik) that the disclosures of interest be received and noted.

SUSPENSION OF STANDING ORDERS AT 11.10am

OM 34/2023 Resolved (Cr Brady/Cr Batten) that the meeting be suspended at 11.10am to receive the presentation from the following speaker:

Georgina Beattie, Executive Director, Department Regional NSW, Mining, Exploration and Geoscience: Matters of interest raised and discussed:

- The Division supports & regulates the minerals and petroleum industry.
- This involves 45% of NSW exports.
- Government receives \$49billion in royalties pa, mainly from coal mining.
- Copper and scandium are becoming critical for renewable energy developments. The growth in minerals is in these Group 1 metals.
- Minister for Resources, Hon Courtney Houssos is establishing and driving with her country meetings with "Future Jobs and Investment" Authorities to address mine/power station closures and transitioning to renewable energy growth.
- Coal mining is strong & will continue for decades.
- See www.minview.geoscience.nsw.gov.au for data on the mining exploration and processing activities through out NSW.
- Agrees that Councils should be more involved in the closure of mines with the development of the Rehabilitation Plans with miners.
- Planning Act is being reviewed by the Future Jobs & Investment Authorities.
- Ian Smith, Regions NSW, is the contact person for the Authorities for MERC to liaise with.

[Note: if slides are available (awaiting permission to circulate from Georgina) they will be sent to delegates)].

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, YORK ROOMS, 99 YORK ST, SYDNEY, 8th DECEMBER 2023

RESUMPTION OF STANDING ORDERS AT 12.10pm

OM 35/2023 Resolved (Cr Brady/Cr Todd) that the meeting be resumed at 12.10pm to continue with the meeting items.

5. Adoption of the Minutes of the Ordinary Meeting held on 3rd August 2023

OM 36/2023 Resolved (Cr Brady/Cr Banasik) that the minutes of the Ordinary meeting held on 3rd August 2023 be received and noted.

6. Business Arising from Minutes of the Ordinary meeting held on 3rd August 2023 - Nil

(Note: It was agreed that the Executive Officer submit a delegate's report to accompany the draft minutes when they are sent to members after each Ordinary meeting).

7. Adoption of Minutes of the Executive Committee Meeting held 7th December 2023

OM 37/2023 Resolved (Loane/Cr Brady) that adoption of the minutes of the Executive Committee meeting held on 7th December 2023 be deferred until after the Executive Officer's Report in Item 11 provides a background report on the items in the Executive Committee meeting minutes of 7th December 2023.

OM 38/2023 Resolved (Cr Loane/Cr Deeth) that the minutes of the Executive Committee meeting held on 7th December 2023 be received and noted.

8. Business Arising from the Minutes of Executive Committee Meeting held on 4th December 2023

Resources for Regions Program replacement, matters discussed:

- Executive Officer outlined status of meeting with Minister for Regions & Western NSW, Hon Tara Moriarty that he and Cr Jarrod Marsden attended with Roy Butler MP Barwon, John Clements, Ministers Chief of Staff-Brad Fitzmaurice and Senior Policy Officer Liam O'Callaghan:
 - Roy raised issue that \$250m already in the Working Regions Fund (funded by Restart NSW) for mining affected communities and funds in the Regional Development Trust Fund \$350m both are yet to be allocated.
 - Minister wants to run everything through the 12-month term Advisory Council and the results from the review of the Regional Development Act 2004, considerations, which closes end of January 2024, this will dictate what programs will be developed, rebadged, and announced.
 - For MERC to have a seat on the 7-person Advisory Council being set up to review the Regional Development Act 2004, where a replacement program for Resources for Regions will be formulated, MERC will have to overcome any conflicts of interest. Martin/Michael to talk to Chief of Staff, Ministers office.
- Crs Deeth and Banasik raised issue that any replacement program must include Wollondilly Shire and Wollongong City Councils as per previous list, as a minimum. A strategy needs to be urgently developed to ensure Councils have an equivalent replacement program for 2024/25 budget next year.
- Kent Boyd – must ensure it is not a competitive process in any new program.

MINUTES OF THE ASSOCIATION OF MINING & ENERGY RELATED COUNCILS (NSW) INC. ORDINARY MEETING HELD AT CLUB YORK, YORK ROOMS, 99 YORK ST, SYDNEY, 8th DECEMBER 2023

- Cr Figliomeni – Need to develop an Action Plan as soon as possible with new EO team on board from 8th December who can contact Ian Smith and government officials and include this for current members of MERC.as an incentive to join MERC.
- Martin Rush – delegate this to the Executive Committee to develop an Action Plan and they will implement as soon as possible.
- Micheal Askew – will need several days to develop a Strategy after Martin/Michael talk to relevant government officials, Ian Smith & Steve Galilee. (see below)

NSW Minerals Council Request to Collaborate with MERC on Submission for Review of Regional Development Act 2004 - Martin Rush to contact Steve Galilee NSW Minerals Council CEO on this item.

OM 38/2023 Resolved (Cr Banasik/Cr Roylance) that:

(a) the Executive Committee urgently develop an Action Plan to address the loss of the Resources for Regions program.

(b) The Action Plan to identify common requirements for all MERC members including the existing recipients such as Wollondilly Shire and Wollongong City Councils ensuring that they are to be regarded as regional and others with no mines but have affectation and impacts from mining occurring in their LGA's.

9. Delegates Reports – Nil.

10. Speakers - As above

11. Executive Officer's Report

Executive Officer's Report

The Executive Officer went through the items in the Executive Officer's report that related to matters on the agenda for this meeting as information or for decision prior to the consideration of them in this meeting if required.

12. General Business

(a) Next Meeting.

OM 30/2023 Resolved (Cr Brady/Duffy) that the next meeting of MERC be left with Executive Committee to determine.

Close – the meeting closed at 1.00pm

The minutes (pages 1-6) were confirmed at the Ordinary Meeting held in _____ 2024 and are a concise and accurate record of proceedings of the Ordinary General meeting held on 8th December 2023.

.....
Cr Kevin Duffy
Chairperson



Draft Minutes Board Meeting

Date: 8 December 2023
Venue: Western Plains Cultural Centre, Dubbo

ATTENDEES:

Derek Francis	General Manager Bogan Shire Council
Cr Glen Neill	Mayor Bogan Shire Council
Leonie Brown	General Manager Bourke Shire Council
Cr Barry Hollman	Mayor Bourke Shire Council
David Kirby	General Manager Brewarrina Shire Council
Cr Vivian Slack-Smith	Mayor Brewarrina Shire Council
Greg Hill	General Manager Central Darling Shire Council
Bob Stewart	Administrator Central Darling Shire Council
Peter Vlatko	General Manager Cobar Shire Council
Paul Gallagher	General Manager Coonamble Shire Council
Cr Richard Ivey	Deputy Mayor Dubbo Regional Council
Natasha Comber	Acting CEO Dubbo Regional Council
David Neeves	General Manager Gilgandra Shire Council
Cr Doug Batten	Mayor Gilgandra Shire Council
Brad Cam	General Manager Mid-Western Regional Council
Cr Craig Davies (Chair)	Mayor Narromine Shire Council
Jane Redden	General Manager Narromine Shire Council
Sally McDonnell	Secretariat Narromine Shire Council
Megan Dixon	General Manager Walgett Shire Council
Cr Jasen Ramien	Mayor Walgett Shire Council
Gary Woodman	General Manager Warren Shire Council
Cr Milton Quigley	Mayor Warren Shire Council
Roger Bailey	General Manager Warrumbungle Shire Council

GUESTS:

John Clements	Office of Roy Butler MP, Member for Barwon
Miranda Fry	Office of Roy Butler MP, Member for Barwon
Angus MacDonald	Positive Rugby Foundation
Ian George	Telstra
Mike Marom	Telstra
The Hon. Troy Grant	Inspector-General of Water Compliance
Dr Louisa Mamouney	Credit Supply Taskforce, Environment and Heritage Group – DPE
Sarah Carr	Director North West – DPE
Michael Wheatley	NSW Land and Housing Corporation



1 WELCOME

The Chair declared the meeting open at 9.04am.

2 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by the Chair.

3 APOLOGIES

Apologies were received for:

Cr Jarrod Marsden	Mayor Cobar Shire Council
Cr Tim Horan	Mayor Coonamble Shire Council
Cr Mathew Dickerson	Mayor Dubbo Regional Council
Murray Wood	CEO Dubbo Regional Council
Cr Des Kennedy	Mayor Mid-Western Regional Council
Cr Ambrose Doolan	Mayor Warrumbungle Shire Council

4 DECLARATION OF INTEREST

There were no declarations of interest.

5 CHAIRS REPORT

RESOLVED Cr Hollman/Cr Quigley that the information be noted.

2023/16

The meeting was adjourned at 9.07am to proceed with the Annual General Meeting.

6 ELECTION OF CHAIR AND DEPUTY CHAIRS

Jane Redden, General Manager Narromine Shire Council (Returning Officer) advised that there had been no nominations received via email.

Chair

Cr Hollman nominated Cr Davies for the position of Chair. The nomination was seconded by Cr Quigley. Being there was only one nominee, Cr Davies was elected Chair for the ensuing 12 months.

Deputy Chairs

Cr Batten nominated Cr Quigley for the position of Deputy Chair. The nomination was seconded by Peter Vlatko.

Gary Woodman nominated Cr Neill for the position of Deputy Chair. The nomination was seconded by Peter Vlatko.

There being no further nominations, Cr Quigley and Cr Neill were elected Deputy Chair for the ensuing 12 months.

Cr Davies assumed the role of Chair.



7 CONSIDERATION OF FINANCIALS

It was noted that AWC has yet to receive an invoice from Dubbo Regional Council for the AWC HR Professional Group.

RESOLVED that the 2022-2023 Financial Report and the 2023-2024 Budget be noted.

2023/17

8 CONFIRMATION OF MINUTES OF AWC BOARD MEETING HELD 8 SEPTEMBER 2023

RESOLVED David Kirby/Cr Hollman that the minutes of the AWC Board Meeting held on 8 September 2023 be adopted.

2023/18

9 CONFIRMATION OF MINUTES OF GMAC MEETING HELD 27 OCTOBER 2023

RESOLVED Cr Batten/Cr Hollman that the minutes of the GMAC Meeting held on 27 October 2023 be adopted.

2023/19

Discussion was held in relation to establishing a formal organisation from 1 July 2024, giving members the opportunity to join for an increased cost to cover the Executive Officer role.

It was noted that in addition to the recommendation in the minutes, GMAC will discuss the scope of work and costs associated with employing an Executive Officer and prepare a report for the March Board meeting.

Greg Hill and Bob Stewart joined the meeting at 9.23am.

10 GENERAL BUSINESS

10.1 2024 Meeting Dates and Suggested Presenters

Discussion held regarding the meeting dates and suggested presenters, noting the following.

- GMAC meeting scheduled for 9 February 2024 to be rescheduled. Date to be advised.
- Invitations to be extended to each local member only for future Board meeting, not office staff.

10.2 2024 Meeting Dates and Suggested Presenters (Cont'd)

Discussion held, and a final list of potential presenters for 2024 is detailed below:

- **Senator Deborah O'Neill** – Senator for NSW
- **The Hon Dr Anne Aly, MP** – Minister for Early Childhood Education, Minister for Youth
- **The Hon Tanya Plibersek, MP** - Minister for the Environment and Water
- **The Hon Prue Car, MP**, Deputy Premier, Minister for Education and Early Learning, Minister for Western Sydney, and Minister for Skills, TAFE and Tertiary Education
- **The Hon Tara Moriarty, MLC**, Minister for Agriculture, Minister for Regional New South Wales, and Minister for Western New South Wales
- **The Hon Rose Jackson, MLC**, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth
- **Assistant Commissioner Brett Greentree** - Regional Commander
- **Simon Banks**, Commonwealth Environmental Water Holder (CEWH)
- **Stephen Lawrence** – Member of Legislative Council
- **Dugald Saunders, MP**, Local Member for Dubbo Electorate
- **Roy Butler, MP**, Member for Barwon
- **The Hon Jenny Aitchison, MP**, Minister for Regional Transport and Roads
- **The Hon Ryan Park, MP**, Minister for Health, Minister for Regional Health
- **The Hon Yasmin Catley, MP**, Minister for Police and Counter-terrorism
- **The Hon Paul Scully, MP**, Minister for Planning and Public Spaces
- **The Hon Catherine King, MP**, Minister for Infrastructure, Transport, Regional Development and Local Government
- **The Hon Kristy McBain, MP**, Minister for Regional Development, Local Government and Territories

10.3 Update on REZ Project

Brad Cam provided an update on the REZ project noting the following:

- EnegyCo NSW have released their Environmental Impact Statement (EIS) and are responding to submissions.
- Mid-Western Regional Council have recently engaged consultants to undertake an Impact Assessment Report. This document has been provided to the Government providing evidence of extra services etc required to accommodate this project moving forward, for example extra emergency department beds, additional paramedics, police, teachers and additional drinking water.

Adjournment of General Business.

11 PRESENTATIONS

11.1 *John Clements and Miranda Fry, Office of Roy Butler MP, Member for Barwon*

John Clements provided an update from the Office of Roy Butler, MP. The following items were discussed:

- **Regional Development Trust Fund** - following the restructuring of the Resources for Region funding an interim committee will oversee the grant process with local government representatives to be appointed by the Government. The office of Roy Butler, MP is working to ensure there is good representation on the interim committee, however there will not be local government representation on the long term committee as it would be a conflict of interest.
- **Housing** – with a major focus on housing, they are working to ensure there is appropriate access to the high amount of funding available. Homes NSW has been announced and begins in February 2024, bringing together various agencies to improve outcomes.

GENERAL BUSINESS resumed.

10.4 *Cyber Security: Opportunity for shared services/learnings*

Natasha Comber provided details on Dubbo Regional Council's recently adopted Cyber Security Framework. ASDA is the framework, and they see benefit from sharing information learnings and services with this group.

It was noted that the information should be discussed at the next GMAC meeting with a report to be prepared for Board.

10.5 *LGNSW Conference*

Cr Slack-Smith shared her disappointment to the group in relation to the recent LGNSW Conference, specifically that they didn't make it through all of the motions and the ones they did were more favourable toward the city. It was suggested that perhaps dividing the conference into a city one and a country one may be beneficial.

It was noted that the Chair would write to the CEO of Local Government NSW to provide this feedback.

11 PRESENTATIONS resumed.

11.2 *Angus MacDonald, Positive Rugby Foundation*

Angus provided an overview of the Positive Rugby Foundation and their work in using rugby as a vehicle for promoting positive health and wellbeing, while improving access to high quality resources and programs.

Moving forward they will work on building relationships with communities and would appreciate letters of support and community assistance to continue with their work.



11.3 Ian George, Regional Engagement Manager and Mike Marom, Regional General Manager Northern NSW – Telstra

Ian and Mike delivered a powerpoint presentation (Attachment No. 1) to the group providing an update from Telstra. The following points were noted:

- 5G is now reaching 80% of the population, with a hope to be at 96% by 2025.
- Closure of the 3G network will happen at the end of next year.
- Introduction to Connectivity Planning for Successful Regions, designed to help support the vision of thriving, successful regional communities. Working with Local Government to record specifics on their visions and strategic plans, so that together you can plan on how technology and connectivity can best contribute to your region's overall success. Telstra are happy to meet with Council's on an individual basis to assist in developing the plan. It will be your plan and free of charge. **(Attachment No. 2)**

11.4 The Hon. Troy Grant – Inspector-General of Water Compliance

Troy delivered a powerpoint presentation **(Attachment No. 3)** and provided an overview of the structure and the functions of his office, along with work plan priorities.

11.5 Dr Louisa Mamouney – Credit Supply Taskforce, Environment and Heritage Group and Sarah Carr, Regional Director North West – DPE

Louisa delivered a powerpoint presentation **(Attachment No. 4)** providing information and tips on reducing costs for biodiversity offsets along with an update on Biodiversity Conservation Act 2016 review. The following points were noted:

- The Supply Fund ensures that the right type of credits are available for developers.
- Biodiversity assessments for in demand credits comes at no cost. If you know of any landholders that are interested in this, please encourage them to get an assessment in the new year.
- Biodiversity Conservation Act 2016 review was tabled in Parliament in August 2023, where it was concluded that the Act is not meeting its primary purpose. With 58 recommendations, a response from the government is expected mid next year following stakeholder consultation.

Further discussion was held in relation to the impacts of the Biodiversity Offset Scheme on developments within the AWC Shires. Louisa encouraged the group to contact her with any concerns, so she is able to assist with providing a solution where possible.



11.6 Michael Wheatley – Chief Executive, NSW Land and Housing Corporation – Modular Housing Taskforce

Michael delivered a presentation in relation to the newly formed Modular Housing Taskforce. The following points were noted:

- The Taskforce will work toward delivering social housing faster using modern methods of construction (MMC), including modular housing.
- The taskforce will work with Councils, there will also be workgroups and other opportunities for everyone to be involved.
- The cost of building the modular homes is expected to decrease as efficiencies get better.
- The Taskforce plans to work with the Department of Planning and the Local Government to get planning rules in place to support MMC.

12 CONCLUSION OF MEETING

There being no further business the meeting closed at 1.22pm

The Minutes (pages 1 to 7) were confirmed at a meeting held on the day of _____ 2024, and are a full and accurate record of proceedings of the meeting held on 8 December 2023.

CHAIR

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL
HELD AT ACACIA MOTOR LODGE MEETING ROOM, COONABARABRAN ON MONDAY 4th
DECEMBER 2023 COMMENCING AT 11:00AM**

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

ABSENT: Nil

STAFF MEMBERS: M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer), R Wilson (Administration Services Officer), CMCC Bio Security Officers Carl Molloy, Kevin Watling, John Miller, Mathew Savage, Jason Williams and Todd Pallister, LLS.

WELCOME: Meeting was opened at 11:00am and Chairman Clr D Batten welcomed all councillors and staff to the meeting.

DECLARATIONS OF INTEREST- Nil

Presentation.

Mr. Todd Pallister from LLS gave an update on the Hudson Pear Containment program, including landowner/land manager consultation. Mr. Pallister also provided information on the extent of the Hudson fire that destroyed thousands of hectares of bushland in the Narren Reserve and around the Glengarry and Sheepyards opal mining reserve.

The effect on the Hudson Pear would not be known for some time.

08/23/01 Minutes of Ordinary Council Meeting – 30th October 2023

Resolved:

That the minutes of the ordinary Council meeting held 30th August 2023, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Clr Todd

Seconded: Clr Whiteley

Carried

08/23/02 Minutes of North West & Central West Regional Weeds Committee Meeting

Resolved:

That the minutes of the North West and Central West Regional Weeds Committee Meeting be received and noted.

Moved: Clr Holcombe
Seconded: Clr Fisher

Carried

08/23/03 Correspondence

Resolved:

That the correspondence be received and noted.

Moved: Clr Whiteley
Seconded: Clr Kinsey

Carried

The 2022/2023 Audited Financial Reports were presented (via telephone link) to Council by Mr Brett Hanger, Nexia Australia.

08/23/04 2022/2023 Audited Financial Statements and Audit Report

Resolved:

That Council receive and adopt the Audited Financial Reports together with Auditor's Reports for the period 1 July 2022 to 30 June 2023.

Moved: Clr Fisher
Seconded: Clr Whiteley

Carried

Clr Kinsey asked why the superannuation for 2022/23 was more than the previous year when salaries were much lower.

The General Manager took the question on notice and advised he would report back to Councillors with an explanation.

08/23/05 Chairman's Report – December 2023

Resolved:

That the Chairman's report be received and noted.

Moved: Clr Woodcock
Seconded: Clr Holcombe

08/23/06 Council's Decision Action Report – December 2023**Resolved:**

That the Resolution Register for December 2023 be received and noted

Moved: Clr Todd

Seconded: Clr Peart

Carried**08/23/07 Circulars Received From the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circulars 23-13 to 23-14 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Clr Woodcock

Seconded: Clr Kinsey

Carried**08/23/08 Cash and Investment Report – 31st October 2023****Resolved:**

That the investment report for 31st October 2023 received and noted.

Moved: Clr Peart

Seconded: Clr Cullen

Carried**08/23/09 Adoption of Organisation Structure****Resolved:**

That Council receives and adopts the Organisation Structure as presented.

Moved: Clr Kinsey

Seconded: Clr Todd

Carried**08/23/10 Government Information Public Access Act – Annual Report****Resolved:**

That;

1. The Administration Officer's report be received.
2. Council adopt the attached GIPA Annual Report for 2022/2023.
3. The information Commissioner be sent a link to Council's 2022/2023 Annual Report.

Moved: Clr Holcombe

Seconded: Clr Whiteley

08/23/11 PID Annual Report

Resolved:

That;

1. The Administration Officer's report be received.
2. Council adopt the 2022/2023 Public Interest Disclosures Annual Report.

Moved: Clr Woodcock

Seconded: Clr Cooke

08/23/12 Annual Report

Resolved:

That Council formally adopts its Annual Report for 2022/2023.

Moved: Clr Woodcock

Seconded: Clr Peart

07/23/13 Important Dates for Councillors – Upcoming Meetings and Events

Resolved:

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

Moved: Clr Fisher

Seconded: Clr Cullen

Carried

Clr Whiteley suggested CMCC consider hosting a field day type event, involving various services including LLS, for community awareness and education on the correct identification, reporting, and treatment methods for targeted noxious weed, African Boxthorn. It was also suggested that a physical demonstration for noxious weed treatment be included as well as a flyer detailing private works/services available.

All CMCC Councillors, were in favour of this suggestion and it was decided that this event be organised for February/March 2024 in Warren, with the possibility of a second similar field day in Coonamble.

Senior Bio Security Officer Andrea Fletcher to look into organising the field day event.

08/23/14 Quarterly Biosecurity Report

Resolved:

That the report be received and noted.

Moved: Clr Woodcock

Seconded: Clr Cooke

Carried

Date of the next CMCC Council Meeting to be Monday 26th February 2024 in Coonamble

Deputy Chairman Clr Bill Fisher, presented Bio Security Officer Mr Mathew Savage, with a Certificate of Appreciation *for his outstanding achievements and dedication to the Hudson Pear Programme and continued contribution to the on-going control of noxious weeds in NSW.*

Close of Meeting

The meeting closed at 12:20pm

Chairman

General Manager

WARREN SHIRE COUNCIL
Policy Report of the Divisional Manager of Finance & Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th January 2024

ITEM 1 INVESTMENT POLICY – REVIEW JANUARY 2024

(P13-1, I3-1.15)

RECOMMENDATION:

That Council approve the reviewed Investment Policy with minor alternation as listed in the report detail, as required in order to comply with regulatory or other requirements impacting the Policy in use or application.

PURPOSE

To advise Council that a review of the Investment Policy was undertaken and that minor alterations to the existing Policy are required, recognising current statutory or other requirements impacting the application of the Policy in use.

BACKGROUND

Council, in its role as a Local Government Authority, has an obligation to ensure that it invests surplus funds in accordance with it's adopted Investment Policy that is to be reviewed annually.

There are a number of legislative requirements that govern how a Council may invest surplus funds. These include the *Local Government Act, 1993*, the *Local Government (General) Regulation 2021*, and the Ministerial Investment Order.

REPORT

It is a requirement that Council review its Investment Policy annually in the event of legislative change or significant changes to the market conditions.

The Investment Policy may also be changed to advantage Council. Any amendment must be by way of Council resolution.

Upon review of the current Investment Policy there are minor changes required to the Policy, a copy of the Policy is attached for Councillors information.

The Policy has been updated to list all current "legislative requirements" under heading contained therein:

- Update to list Local Government (General) Regulation 2021, as defined.
- Update to list NSW Treasury Corporation (TCorp) Loan Agreement conditions, as defined.

No other changes are recommended at this time.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Local Government Act 1993, Local Government (General) Regulation 2021, Ministerial Investment Order.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

Nil.

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ITEM 1 INVESTMENT POLICY – REVIEW JANUARY 2024

(P13-1, I3-1.15)

OPTIONS

Nil.

CONCLUSION

After a review of the current Investment Policy there are no alterations required.

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

Investment Policy.

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INVESTMENT POLICY – REVIEW JANUARY 2024

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POLICY REGISTER

INVESTMENT POLICY

Policy adopted: 27th September 2018 Minute No. 214.9.18

Reviewed: January 2024

File Ref: P13-1, I3-1.15

DOCUMENT CONTROL

Issue.	Prepared/Revised by and Date	Action/Amendment Description	Approved By and Date
1.0		First Edition	Council Minute No. 214.9.18 (27th September 2018)
1.1	Darren Arthur – July 2020	Second Edition	Council Minute No. 137.7.20 (23 rd July 2020)
1.2	Bradley Pascoe – January 2024	Third Edition	Council Minute No.

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INVESTMENT OBJECTIVES

The Purpose of this policy is to provide a framework for the optimum investment of Warren Shire Council's funds at the most favourable rate of interest available to it at the time, maximising returns whilst having due consideration of risks, liquidity and security for its investments.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity and the return on investment. Therefore, Council has several primary objectives for its investment portfolio:

- Compliance with legislation, regulations, the prudent persons tests of the *Trustee Act* and best practice guidelines;
- The preservation of the amount invested;
- To ensure there is sufficient liquid funds to meet all reasonably anticipated cash flow requirements; and
- To generate income from the investment that exceeds the performance benchmarks mentioned later in this document.

LEGISLATIVE REQUIREMENTS

All investments must comply with the following:

- Local Government Act 1993;
- Local Government (General) Regulation 2021;
- Ministerial Investment Order;
- The Trustee Amendment (Discretionary Investments) Act 1997 – Section 14;
- Local Government Code of Accounting Practice and Financial Reporting;
- Investment Policy Guidelines (Office of Local Government);
- Australian Accounting Standards; and
- Office of Local Government Circulars;
- NSW Treasury Corporation (TCorp) Loan Agreement conditions.

DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager may in turn delegate the day to day management of Council's investments to the Responsible Accounting Officer (RAO) and ensure adequate skill, support and oversight.

A Council officer's delegated authority to manage Council's investments must be formally recorded. The officer must also acknowledge receipt of this policy and its obligations.

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a. Prudent Person Standard

The Investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies; officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of the Investment Policy and NOT for speculative purposes.

b. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflicts of interest to the General Manager.

Independent advisors are also to declare, by written confirmation, that they have no actual or perceived conflicts of interest.

c. Authorised Investments

All investments must be denominated in Australian dollars. Authorised investments are limited to those allowed by the Ministerial Investment Order and include:

- Commonwealth /State/ Territory Government securities e.g. bonds;
- Interest bearing deposits /senior securities issued by an eligible ADI;
- Bills of Exchange (<200 days duration) guaranteed by an ADI;
- Debentures issued by a NSW Council (under Local Government Act 1993)
- Land mortgages which are first mortgages (< 60% of land value);
- Deposits with Local Government Financial Services Pty Limited (LGFS)
- Deposits with NSW T-Corp &/or Investments in NSW T-Corp Hour Glass Facility; and
- Investments grandfathered under the Ministerial Investment Order.

d. Prohibited Investments

This investment policy prohibits the following types of investments (and extends the prohibition to any investment carried out for speculative purposes) other than for securities specifically covered by grandfathering arrangements in the Minister's Order:

- Derivative based instruments:
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand-alone securities issues that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment. However, nothing in this policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the spending occurring.

e. Risk Management

Investments obtained are to be considered in light of the following key criteria:

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- *Preservation of Capital* – the requirement for preventing losses in an investment portfolio’s total value;
- *Credit Risk* – The risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this document it relates to the risk of loss due to the failure of an institution/entity with which an investment is held to pay the interest and/or repay the principal of an investment;
- *Diversification* – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market.
- *Liquidity Risk* – the risk an investor runs out of cash, is unable to redeem investments at a fair price within a timely period, and thereby incurs additional costs (or in the worst case is unable to execute its spending plans);
- *Market Risk* – the risk that fair value or future cash flows will fluctuate due to changes in market prices or benchmark returns will unexpectedly overtake the investment’s return;
- *Maturity Risk* – the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities; and
- *Rollover Risk* – the risk that income will not meet expectations or budgeted requirement because interest rates are lower than expected in the future.

f. Investment Advisor

Council’s Investment Advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be independent. They must confirm in writing that they have no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the Investment Policy. This includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed. Warren Shire Council currently does not use an Investment Advisor.

g. Accounting

Council will comply with appropriate accounting standards in valuing its investments and quantifying its investment returns.

In addition to recording investment income according to accounting standards, published reports may show a breakdown of its duly calculated investment returns into realised and unrealised capital gains and losses and interest.

Other relevant issues will be considered in line with relevant Australian Accounting Standards, such as discount or premium, designation as held to maturity or on fair value basis and impairment.

h. Safe Custody Arrangements

Where necessary, investments may be held in safe custody on Council’s behalf, as long as the following criteria are met:

- Council must retain beneficial ownership of all investments;

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- Adequate documentation is provided, verifying the existence of the investments;
- The custodian conducts regular reconciliation of records with relevant registries and/or clearing systems; and
- The institution or custodian recording and holding the assets will be:
 - Austraclear;
 - An institution with an investment grade Standard and Poor's or Moody's rating; or
 - An institution with adequate insurance including professional indemnity insurance and other insurances considered prudent and appropriate to cover its liabilities under any agreement.

i. Counterparty Limits

Exposure to individual counterparties/financial institutions will be restricted by their ratings so that single entity exposure is limited, as detailed in the table below. It excludes any government guaranteed investments.

This table does not apply to any grandfathered managed fund or structured investment where it is not possible to identify a single counterparty exposure.

Individual Institution or Counterparty Limits		
Long Term Rating	Short Term Credit Ratings	Limit
AAA Category	A-1+	40%
AA Category	A-1+	30%
A Category	A-2	15%
BBB Category	A-3	10%
Unrated Category	Unrated	5%

j. Credit Quality Target and Limits

The portfolio credit guidelines to be adopted will reference the Standard and Poor's (S&P) ratings system criteria and format – however, references to the Minister's Order also recognised Moody's and Fitch Ratings and any of the three ratings may be used where available.

However, the primary control of credit quality is the prudential supervision and government support and explicit guarantees of the ADI sector, not ratings.

The maximum holding limit in each rating category and the target credit quality weighting for Council's portfolio shall be:

Long Term Rating	Short Term Credit Rating	Maximum Holding
AAA Category	A-1+	100%
AA Category	A-2	100%
A Category	A-2	60%
BBB Category & Unrated ADIs	A-3	40%

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k. Term to Maturity Limits

Council's investment portfolio shall be structured around the time horizon of investment to ensure that liquidity and income requirements are met.

Once the primary aim of liquidity is met, Council will ordinarily diversify its maturity profile as this will ordinarily be a low-risk source of additional return as well as reducing the volatility of Council's income. However, Council always retains the flexibility to invest as short as required by internal requirements or the economic outlook.

The factors and/or information used by Council to determine minimum allocations to the shorter durations include:

- Council's liquidity requirements to cover both regular payments as well as sufficient buffer to cover reasonably foreseeable contingencies;
- Medium term financial plans and major capex forecasts;
- Known grants, asset sales or similar one-off inflows;
- Seasonal patterns to Council's investment balances.

Investment Horizon Description	Investment Horizon Maturity Date	Minimum Allocation	Maximum Allocation
Working capital funds	0-3 months	10%	100%
Short term funds	3-12 months	20%	100%
Short-medium term	1-2 years	0%	70%
Medium term funds	2-5 years	0%	50%
Long term funds	5-10 years	0%	25%

Within these broad ranges, Council relies upon assumptions of expected investment returns and market conditions that have been examined with its investment advisor.

l. Performance Benchmarks

The performance of Council's investment portfolio will be benchmarked against the 90 day UBSA Bank Bill Index (BBI).

It is Council's expectation that the performance of each investment will be greater than or equal to the applicable benchmark by sufficient margin to justify the investment taking into account its risks, liquidity and other benefits of the investment.

It is also expected that Council will take due steps to ensure that any investment, notwithstanding a yield above the benchmark rate is executed at the best pricing reasonably possible.

The decision to exit grandfathered investments (i.e. managed funds and securities) is based on a range of criteria specific to the investments – including but not limited to factors such as:

- Returns expected over the remaining term.
- Fair values.
- Competing investment opportunities.

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- Costs of holding.
- Liquidity and transaction costs.
- Outlook for future investment values.

In general, it is expected that professional advice will be sought before transacting in grandfathered investments.

m. Reporting

Documentary evidence must be held for each investment and details thereof maintained in an investment register. The documentary evidence must provide Council legal title to the investment.

For audit purposes, certificates must be obtained from the banks/fund managers/custodian confirming the amounts if investment held on Council's behalf at 30 June each year.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

A **monthly** report will be provided to Council. The report will detail the investment portfolio in terms of holdings and impact of changes in market value since the previous report. The monthly report will also detail the investment performance against the applicable benchmark, investment income earned versus budget year to date and confirm compliance of Council investments within legislative and policy limits. Council may nominate additional content for reporting.

n. Review of Policy and Investments

The Investment Policy will be reviewed annually and as required in the event of legislative change or significant changes to the market conditions.

The Investment Policy may also be changed to advantage Council. Any amendment must be by way of Council resolution.

DEFINITIONS

Act Local Government Act 1993

ADI Authorised Deposit Taking Institutions (ADIs) are corporations that are authorised under the Banking Act 1959 (Commonwealth) to take deposits from customers.

Bill of Exchange Is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain money to or to the order of a specified person, or to bearer.

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BBSW	The Bank Bill Swap reference rate (BBSW) is the average of mid-rate bank bill quote from brokers on the BBSW Panel. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90 day BBSW.	
Council Funds	Surplus monies that are invested by Council in accordance with section 625 of the Act.	
Debentures	A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purpose of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.	
FRN	A Floating Rate Note (FRN) is a medium to long term fixed interest investment where the coupon is a fixed margin (coupon margin) over a benchmark, also described as a floating rate. The benchmark is usually the BBSW and is reset at regular intervals - most commonly quarterly.	
Grandfathered	Investments held by Council that were previously allowed under the Minister's Order but were grandfathered (i.e. eligible to retain but not add to or restructure existing investments) when the NSW State Government changed the list of approved investments as a result of the Cole Inquiry reflected in the Ministerial Order dated 31/7/2008.	
IPS	The Investment Policy Statement provides the general investment goals and objectives of Council and describes the strategies that must be employed to meet these objectives. Specific information on matters such as asset allocation, risk tolerance and liquidity requirements are also included in the IPS.	
LGGR	Local Government (General) Regulation 2021 (NSW)	
NCD	Is a short-term investment in an underlying security being a negotiable certificate deposit (NCD) where the term of the security is usually for a period of 185 days or less (sometimes up to 2 years). NCDs are generally discount securities, meaning they are issued and on sold to investors at a discount to their face value.	
OLG	NSW Office of Local Government, Department of Premier and Cabinet.	
RAO	Responsible Accounting Officer of a council means a member of the staff of the council designated by the General Manager, or if no such member has been designated, the General Manager. (LGGR – clause 196)	
T-Corp	New South Wales Treasury Corporation.	
UBSA BBI	UBS Australia calculates a daily <i>Bank Bill Index</i> representing the performance of a notional rolling parcel of bills averaging 45 days.	

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ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	Bi-monthly advice requests to Telstra being undertaken.
22.7.21	153.7.21	Customer Service Policy	GM	Over the next 12 months detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation, expect reporting in early 2024.
27.7.23	202.7.23	Warren Airport Projects	DMFA/ GM/IPM	A contract awarded on 31 July 2023. Site clearance, subgrade earthworks and gravel base completed and tested. Construction drawings issued to BRD. Foundation work by Contractor commenced in October 2023. Programmed for completion May 2024.
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	<p>Landmark commenced construction in February 2023.</p> <p>Nonconformance on the foundation concreting and building realignment being remedied by the Contractor in accordance with the PEER Review report recommendations which have been agreed to by the contractor.</p> <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</p>

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p>stiffening arranged to cater for tree effects.</p> <p>Landmark returned to site on 16th October 2023 to resume plumbing works.</p> <p>Below ground plumbing works completed on 11 November 2023. New sub structure (floor slab) contractor commenced works on site on the first week of December 2023. Landmark Project Manager returned to site on 16 November 2023.</p> <p>Raft slab concreting completed on 18 December 2023. Roof sheeting commenced on 8 January 2024. Defects associated with the finished floor level have been raised with Landmark to address. Landmark to nominate a solution for Council's consideration. New project completion forecasted at end of February 2024.</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 has commenced covering visitor services Monday to Friday. In tandem with the Economic Development and Visitation Manager, the Visitor Information Centre will continue to open Monday to Friday 8.00am to 5.00pm, with RiverSmart continuing</p>

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General Manager				
				<p>to provide volunteer support on the Weekends 10.00am to 4.00pm.</p> <p>Current volunteers will continue to provide for relief coverage where required such as when both the Economic Development and Visitation Manager and Tourism Information Officer are required to be outside the VIC.</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 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</p>

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General Manager				
				<p>the region with this Taskforce having the potential to drive the regional destination promotion with consistent messaging, a reflection of values and increased engagement with the communities – in progress. Council collaborate on increasing the access to the Macquarie Marshes by commercial providers and free-independent travellers (FITs) whilst working towards providing a diverse offering to the access and experience that the Macquarie Marshes can offer a variety of markets – Action Plan being formulated.</p>
25.5.23	118.5.23	Destination Macquarie Marshes Taskforce	GM/ EDVM	<p>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. Destination Macquarie Marshes Taskforce Workshops to progress the development of a Detailed Strategy and Action Plan are scheduled to commence in February, 2024. Workshops will be facilitated by the Economic Development and Visitation Manager.</p>

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General Manager				
24.8.23 26.10.23	235.8.23 270.10.23	Library Lobby Area Upgrade and Landscaping Works	GM/IPM	<p>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>. Contractor commenced works on site 9 October 2023.</p> <p>Contract varied to include the following landscaping works:</p> <ul style="list-style-type: none"> - Concrete path and driveway works; - Fencing and posts to space; - Irrigation systems to lawn and gardens and water tanks; - Lobby concourse concrete works. <p>Lobby works expected to finish by early February 2024 and landscaping works by end of February 2024.</p>
*28.9.23	251.9.23	Christmas Closure	GM	<p>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 – complete.</p>
*7.12.23	293.12.23	Economic Development Strategy and Action Plan	GM/EDVM	<p>That Willie Retreat be thanked for their feedback on the Economic Development Strategy and Action Plan and that the Economic Development and Visitation Manager liaise with the Hall's to detail the actions contained within the</p>

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General Manager				
				Economic Development Strategy and Action Plan that are applicable to their business – completed.
7.12.23	293.12.23	Destination Macquarie Marshes Taskforce Meeting 7th June 2023	EDVM	<ol style="list-style-type: none"> 1. That grant funding opportunities to improve signage in the Macquarie Marshes be investigated - ongoing. 2. That neighbouring Councils to the Macquarie Marshes be requested to consider funding grant applications for appropriate signage to the Macquarie Marshes.
*7.12.23	293.12.23	Destination Macquarie Marshes Taskforce Meeting 12 July 2023	GM/ EDVM	That the Destination Macquarie Marshes Taskforce members review the Draft Destination Macquarie Marshes Taskforce Action Plan 2023 and forward their organisation and/or individual feedback for collation to the Economic Development and Visitation Manager a minimum of two weeks prior to the next general meeting of the Taskforce to be held on 13th September 2023 – completed.
*7.12.23	294.12.23	Free Coffee for Visitors in Warren Shire Program	EDVM	That the funding allocated to the Free Coffee Program be allocated to the Visitor Information Centre for the purchase of a Pod Coffee Machine, small water urn and supplies, for free use by Visitors at times when local cafés are not in operation. The Economic Development and Visitation Manager is

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General Manager				
				currently sourcing the appropriate coffee machine, urn and supplies and set up a 'coffee station' for the Visitor Information Centre – complete.
7.12.23	294.12.23	Destination Macquarie Marshes Taskforce Meeting 2023 – 13 September 2023	GM/EDVM	<p>That workshops be scheduled with current members of the Destination Macquarie Marshes Taskforce to progress the development of the Draft Destination Macquarie Marshes Taskforce Action Plan 2023 together with determination of the high priority actions and short-term goals.</p> <p>Workshops will commence in late January and will continue February and March and will be facilitated by the Economic Development and Visitation Manager.</p> <p>Goal is to have an updated Action Plan available for review and adoption prior to inviting new membership of the taskforce by the agreed 12 month period, ie. May 2024.</p>
7.12.23	301.12.23	Internal Auditor – Human Resources Review – June 2021	GM	The priorities as listed in the recommendation be actioned and progressed.
7.12.23	301.12.23	Internal Auditor – Contract Management Processes Review – October, November, December 2021 And February 2022	GM/IPM	<p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> - Detailed Contracts Guideline which includes performance management processes.
7.12.23	301.12.23	Internal Auditor – Procurement Audit	GM	The following priorities and actions be progressed:

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General Manager				
		Review – May, June 2022		<ul style="list-style-type: none"> - Training in Procurement of Manex and procurement staff; and - Ensure utilisation of the OLG Tender Checklist.
7.12.23	301.12.23	Internal Auditor – Council Enterprise - Wide Risk Management Review – June 2022	GM	The following priorities and actions be progressed: Internal Audit and Risk Management Committee Guidelines – expected to be reported early 2024.
*7.12.23	314.12.23	Western Division of Councils Conference and Mid-Term Meetings	GM	Accept the invitations if provided to the Western Division of Councils Conference and Mid-Term Meetings and advise the relevant hosting Council that the Conference and Mid-Term Meetings will be attended by the Mayor, Deputy Mayor and the General Manager if available – noted.
7.12.23	316.12.23	Regional Drought Resilience Plan Program	GM/EDVM	<ol style="list-style-type: none"> 1. Councillor Greg Whiteley be nominated together with the General Manager to participate in the Regional Drought Resilience Plan Program process on behalf of Warren Shire Council – being progressed; 2. *Council adopt the Regional Drought Resilience Plan Project Plan for RDRP 016 that is contained within the report for implementation by the Far North West Joint Organisation of Councils - noted.

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Divisional Manager Finance and Administration				
7.12.23	301.12.23	Internal Auditor – Council Enterprise - Wide Risk Management Review – June 2022	DMFA	Review of the Risk Register to include Cyber Security – progressing.
7.12.23	301.12.23	Internal Auditor – Media Communications Review – June 2023	DMFA	The following priority and action be progressed: - A new electronic document management system to be purchased and implemented. Progressing.
7.12.23	301.12.23	Internal Auditor – Fraud Control Review – June, July 2023	DMFA	The following priorities and actions be progressed: - Review of Fraud Plan and Policy to align with the Audit Office Tool Kit; and - Fraud training to relevant staff. Progressing.
7.12.23	301.12.23	Corporate Risk Register	DMFA	That the Corporate Risk Register be updated with ITC Governance Risks and Cyber Security – progressing.
7.12.23	337.12.23	Warren Shire Council General Manager 2022-2023 Mid-Term and Annual Performance Review	DMFA	Arrange for the General Manager's Contract Employment Package to be increased as of 1st October 2023 by 3% - progressing.

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	129.6.19	Warren Levee Rehabilitation	DMES	Application under the National Flood Mitigation

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OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
3.12.20	256.12.20	(total project - \$7.1M)		<p>Infrastructure 2021-2022 arranged and has been successful (\$5.325M).</p> <p>Resilience NSW has committed \$887,500 which is half of the required \$1.775M co-contribution.</p> <p>Specifications for tender are being prepared while awaiting approval of a further co-funding grant of \$887,500 by OLG using the Local Government Recovery Grant Program.</p> <p>Specifications are being written in readiness for the approval of OLG's \$887,500 grant, which is still ongoing.</p> <p>Staff met design consultants for final discussions before tendering commences.</p> <p>Consultant preparing final drawings for tender.</p>
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	<p>Groundwater monitoring wells and flowmeter to be installed.</p> <p>Decommissioning Plan for STP & SPS being developed however, recommencement of works during the later part of 2024 for evaporation lagoon construction will delay the decommissioning.</p>

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Divisional Manager Engineering Services				
23.3.23	67.3.23	Water and Sewerage Telemetry and Pump Funding Request	DMES/ DMFA/ TSM	Drafting of RFT documents in progress – ongoing. Grant funding may be available in June/July 2024.
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, works in progress. Earthworks to commence late January – early February 2024.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – ongoing. Commonwealth Government Grant Program Application submitted.
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 – work to be completed early 2024.
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

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Divisional Manager Engineering Services				
				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.
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. Equipment to be installed by end of March 2024.
23.3.23	67.3.23	Warren Shire Council Water Supply Bore Inspection Program	DMES/ DMFA/ TSM	All Bores excluding Collie have been inspected. Nevertire Bore to be cleaned in the colder months of 2024.
26.10.23	270.10.23	Warren CBD Upgrade – Land Acquisition	DMES/ GM	Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use.
*26.10.23	272.10.23	Replacement of P32 - Mack Valueliner and P153 Freuhauf Water Trailer	DMES	New water trailer has been delivered to Council. Second hand 6 x 4 Prime Mover purchased. Delivery expected late January – Early February 2024.
26.10.23	272.10.23	Replacement of P226 – Toyota Hilux Single Cab 2wd	DMES	Arrange for the replacement of P226 – Toyota Hilux Single Cab 2WD using \$20,000 of available unrestricted cash and funds received from the

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Divisional Manager Engineering Services				
				expected insurance payout – replacement vehicle arrangements in train.
7.12.23	295.12.23	Airport Operational Manual Update	TSM	That Council reallocates the current \$25,000 for RNAV contribution in the 2023/2024 Budget to undertake an appropriate Windshear Modelling Assessment, Calculations and Report. Manual expected mid to late February 2024. Discussions underway with consultants for Wind Shear Modelling.
7.12.23	298.12.23	SH 11 Oxley Hwy intersection slip lanes	DMES	Council ask Transport for NSW to investigate if intersection slip lanes should be installed on both sides of the Australian Food and Fibre intersection on SH11 Oxley Highway.
7.12.23	298.12.23	Local Roads & Community Infrastructure Phase 3	DMES	That Council subject to approval of the Commonwealth Government (Department of Infrastructure, Transport, Regional Development, Communication and the Arts) reallocate \$176,815 from the SR58 Nevertire – Bogan Road Project to SR83 Rifle Range Road Intersections with the Ellengerah Road and Oxley Highway – approval being obtained, work being programmed.
*7.12.23	299.12.23	Quarry Agreement	DMES	Mt Foster Quarry Agreement has been finalized, expect operations to commence mid to late February 2024.
7.12.23	302.12.23	River Water Tank for Carter Oval Irrigation	DMES/ TSM	Arrange for the installation of a river water irrigation

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Divisional Manager Engineering Services				
				storage tank at Bore Flat, to improve irrigation of Carter Oval and minimise interference with the Warren River water supply. Tank has been ordered. Estimated to arrive early February 2024.
7.12.23	302.12.23	Collie Water Supply – Pumping Configuration	DMES/ TSM	Arrange for modifications to the pumping configuration at the Collie Bore Site as reported. Equipment ordered, estimated to arrive early February 2024.
7.12.23	302.12.23	Additional Evaporation Lagoon – Warren STP	DMES/ TSM	Arrange for the construction of a third evaporation lagoon at the new STP as reported. Public Works Authority finalising RFT.
7.12.23	304.12.23	Proposed National Polocrosse Titles Warren 2028 – Presentation By Phil Waterford And Simon Turnbull	DMES/ TSM/GM/ EDVM	<ol style="list-style-type: none"> 1. Council be supportive in principle for the undertaking of the National Polocrosse Title Warren 2028; 2. Council form a Sub-Committee consisting of the relevant Councillors from the Showground/ Racecourse Committee, Council Staff, General Manager, Town Services Manager, Divisional Manager Engineering Services, Economic Development and Visitation Manager, all Showground/ Racecourse User Groups, Regional Polocrosse Representatives (future), Phil Waterford, Simon Turnbull to determine whether the proposal

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Divisional Manager Engineering Services				
				<p>could and should be progressed; and</p> <p>3. A Planning Group consisting of Phil Waterford, Simon Turnbull, Warren Polocrosse Club, Holly Turnbull and Katlyn Turnbull be formed for presentation to the Sub-Committee on the framework of the proposal and the required business case to undertake the proposed event.</p>
7.12.23	315.12.23	Local Roads and Community Infrastructure (LR & CI) Phase 4B Grant, Cap-070 Community Assets Program and Shire Roads Gravel Resheeting Program and LED Lights at Victoria Oval	DMES	<p>1. The bitumen resealing of the Warren Walkways/Cycleways amounting to \$170,100 be undertaken using the CAP-070 Community Assets Program – noted, programmed for February/March 2024;</p> <p>2. *Subject to concurrence of the Commonwealth Department of Infrastructure, Transport, Regional Development, Communications and the Arts Council reallocate \$170,100 of funding from the Local Roads & Community Infrastructure (LR&CI) Phase 4B Grant from the Warren Walkways/Cycleways Bitumen Resealing Project to the SR62 Buddabadah Road Gravel Resheeting Project – approval granted;</p> <p>3. Council undertaken the replacement of the lighting</p>

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Divisional Manager Engineering Services				
				<p>at Victoria Oval to LED lighting at the estimated cost of \$253,500 (ex. GST) using the now available ex 2023/2024 Shire Road Gravel Resheeting Funds amounting to \$170,100 and an allocation of \$83,400 from Council's Infrastructure Improvement/ Replacement Reserve; and</p> <p>4. *Council request a funding contribution from the soon to be main user of the Victoria Oval Lights, the Warren Pumas Rugby Club amounting to \$10,000 – commitment provided.</p> <p>Invoice sent to Pumas Rugby Club for their contribution. Works likely to commence mid-February 2024.</p>
*7.12.23	331.12.23	Tender No. T282324OROC – Provision of Linemarking	DMES	<p>3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Linemarking in accordance with the price variation Clause detailed within the Contract T282324OROC.</p> <p>4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T282324OROC.</p> <p>5. Warren Shire Council award this contract as a panel source for the period beginning 1st January 2024 to close of business 31st</p>

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Divisional Manager Engineering Services				
				December 2025 in accordance with the terms and conditions of Contract T282324OROC for ACT Linemarking, OZ Linemarking and Whiteline Road Services – advice provided.
*7.12.23	332.12.23	Tender No. T262324OROC Supply and Delivery of Bitumen Emulsion	DMES	<p>3. Council issue approval to Regional Procurement to adjust the prices of the Contract Supply and Delivery of Bitumen Emulsion in accordance with the price variation Clause detailed within the Contract T262324OROC.</p> <p>4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T262324OROC.</p> <p>5. Warren Shire Council award this contract as a single source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T262324OROC for Downer EDI Works Pty Ltd – advice provided.</p>
*7.12.23	333.12.23	Tender No. T272324OROC Provision of Traffic Control	DMES	3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Traffic Control in accordance with the price variation Clause detailed within the Contract T272324OROC.

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Divisional Manager Engineering Services				
				<p>4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T272324OROC.</p> <p>5. Warren Shire Council award this contract as a panel source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T272324OROC for Maliyan Traffic Control Pty Ltd, D&D Traffic Management Pty Ltd, Watchout Traffic Control and Lack Group Traffic Pty Ltd – advice provided.</p>
*7.12.23	334.12.33	Tender No. T252324OROC Supply and Delivery of Tyres	DMES	<p>3. Council issue approval to Regional Procurement to adjust the prices of the Contract Supply and Delivery of Tyres in accordance with the price variation Clause detailed within the Contract T252324OROC.</p> <p>4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T252324OROC.</p> <p>5. Warren Shire Council award this contract as a single source for the period beginning 1st January 2024 to close of</p>

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Divisional Manager Engineering Services				
				business 31st December 2025 in accordance with the terms and conditions of Contract T252324OROC for Tyres4U Pty Ltd – advice provided.
*7.12.23	335.12.33	Tender No. T412324OROC Provision of Surveying Services		<ol style="list-style-type: none"> 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Surveying Services in accordance with the price variation Clause detailed within the Contract T412324OROC. 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T412324OROC. 5. Warren Shire Council award this contract as a panel source, in addition to the suppliers that Council frequently engages, for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T412324OROC for the tenderers representing best value – advice provided.
*7.12.23	336.12.33	Tender No. T402324OROC Provision of Design Services	DMES	<ol style="list-style-type: none"> 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Design Services in accordance with the price

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Divisional Manager Engineering Services				
				<p>variation Clause detailed within the Contract T412324OROC.</p> <p>4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T402324OROC.</p> <p>5. Warren Shire Council award this contract as a panel source, in addition to the suppliers that Council frequently engages, for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T402324OROC for the tenderers representing best value – advice provided.</p>

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
27.2.20	36.2.20	Draft Plans of Management	MHD	<p>1. Categories assigned as detailed in report.</p> <p>2. Crown Reserves classified identified as operational land.</p> <p>3. Draft Plans of Management nearing completion.</p> <p>The Victoria Oval and Oxley Park Plan complete.</p>

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				Draft Parks Plans of Management received. To be reviewed.
24.2.22	74.2.22	Deacon Drive Homes Status and Progress Matters	MHD	Matter progressing in the District Court with required affidavits. Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required. District Court Mediation date set as 11th March 2024.
26.5.22	132.5.22	Flood Impact on the Ewenmar Waste Depot	MHD	Develop a contingency plan for flood events at the Ewenmar Waste Depot. Alternative arrangements have been made with Bogan and Narromine Shire for a temporary disposal solution, Contact has been made with the EPA.
25.8.22	211.8.22	CCTV Options at the Ewenmar Waste Facility	MHD	Investigate better CCTV options and locations – in progress.
22.6.23	181.6.23	Warren War Memorial Swimming Pool	MHD/ IPM	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; The Mayor, the General Manager, and the Manager Health and Development Services be authorised to formulate settlement terms if required; and

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				<p>Arrangements have been completed for the development of a tender specification for the supply and installation of a membrane liner at the Warren War Memorial Swimming Pool with the tender advertised.</p> <p>Terre Designs Consultant prepared a Technical Specification for membrane lining. A MW21 Contract Documentation prepared for an open Tender called on 12th December 2023. Tender closes on 30th January 2024 and will be reported to the February 2024 Council Meeting.</p>
7.12.23	301.12.23	Internal Auditor – Waste Control Review – November 2022 – February 2023	MHD	<p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> - An overarching Operational Plan be developed to include risk assessments, procedures, control measures and future strategic actions.
7.12.23	328.12.23	Warren LEP Health Check and Recommended Changes	MHD	Council progress the recommendations as reported – in progress.

RECOMMENDATION:

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

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ITEM 2 COMMITTEE/DELEGATES MEETINGS

CONTINUED

The following is a listing of various committee/delegates meetings of Council since the last meeting.

MEETINGS HELD

Date	Committee / Meeting	Location
8.12.2023	Alliance of Western Councils Board Meeting	Dubbo
11.12.2023	Meeting with Neill Earthmoving Pty Ltd for the signing of the Mt. Foster Quarry Operations Agreement	Warren
12.12.2023	StateCover Mutual Claims Review	Online
14.12.2023	IPWEA NSW & ACT Board Meeting	Sydney
21.12.2023	Central West Orana and Far West Regional Recovery Committee	Online
9.01.2024	Macquarie River Fish Restocking Event	Warren
13.1.2024	Minister for Regional Transport and Roads Jenny Aitchison MP Meeting	Warren
15.1.2024	Australia Day Committee	Warren
16.1.2024	Manex Meeting	Warren
17.1.2024	Member for Barwon, Roy Butler MP Meeting	Warren

FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION

RECOMMENDATION:

That the information be received and noted.

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

RECOMMENDATION:
That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager for the period 24th November 2023 to 10th January 2024:

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	550,395	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 2024. Terminal construction contract awarded to B & D Design & Construction P/L on 31st July 2023. Terminal building floor plan being revised 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 will be arranged. - Site clearance and sub-grade earthworks started in September; - Foundation subbase work started in November 2023; - Contractor BRD promised to resume works onsite from end of January 2024. - Terminal works are scheduled to be completed by May 2024. Infrastructure Projects Manager presented a scope of works to the July 2023 Airport Operations Committee, detailing the proposed SW drainage improvement work on runway 03/21.

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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 have been deleted. <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 was considered.</p> <p>Discussions with the Egelabra property manager, Councillor Greg Whiteley and the surveyor were held.</p> <p>Infrastructure Projects Manager presented a report to the November 2023 Airport Operations Committee. Report detailed the proposed scope of required works.</p> <ul style="list-style-type: none"> - Excavating a channel along the Egelabra property approx. 500 metres; - Providing piped overflow line from Airport land SW Channel to proposed Egelabra channel such that the access along the boundary fence is not affected; and - These works are scheduled to commence in February 2024 onwards.
Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction)	310,281	108,631	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>Contractor engaged to construct pathways and other miscellaneous concrete pavement works.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<p>(MDB Economic Development Program - Improvement of Regional Structures Grant) JC 2880-10-0</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> <p>MDBEDP funding body approved extension to all outstanding works, with all works to be completed by December 2023.</p> <p>Concrete pathways in Carter Oval as part of the MDBA Program fund are complete.</p>
<p>Carter Oval and the Development of the Surrounds Carry Over (MDB Economic Development Program - Improvement of Regional Structures Grant) (Includes \$460,000 previously allocated from Council's Infrastructure Improvement Replacement Reserve) JC 104-108-0</p>	233,052	20,525	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, long jump pit, shot put and Discus, Junior cricket pitch and practice net base) works RFQ called on 6 September 2023. Contractor engaged for all concrete pathways and pavement works. Recent rain is delaying the project.</p> <p>Works except on the long jump and junior cricket pitch are now complete; site tidy up to follow after all concrete works.</p> <p>Fencing of switchboard and pump station is now complete.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				Sprinkler irrigation system works and mowing of the Oval are ongoing.
*Swim & Shade Sails (Splash Park) (Drought Communities Extension Program) JC 2870-60-0	2,752	2,752	IPM	Surrounding area needs topsoil dressing to alleviate any trip hazards caused by the steel edging. Unused funds to be allocated to other projects.
*Carter Oval Lighting Project (Drought Communities Extension Program) JC 2870-55-0	127,151	127,151	IPM	Carter Oval Sporting Lighting (Cricket and Soccer Fields) is complete subject to acceptance of final quality assurance and testing report. REEs completed final quality assurance, testing (soccer and cricket) – Report of certification and WAE drawings received in November 2023. AutoCAD version of Electrical Reticulation Plan requested and O&M Manuals of Switchboard also requested.
Change Rooms and Amenities Block at Carter Oval (Stronger Country Communities Round 4) JC 104-118-0	301,830	57,182	IPM	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. Plumbing works resumed on 1 st November 2023. Council conducted a preliminary inspection on 10 th November 2023. Contractor to complete the water line and electrical under slab installation in the coming weeks. Concreter is scheduled to start on the 4 th December 2023. Floor slab reinforcement works commenced on 4th December 2023. Slab concreted on 18th December 2023. Roof sheet installation commenced on 8th January 2024.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
*Carter Oval Cricket Pitch JC 104-116-0	5,628	5,628	IPM	<p>A consultant Greenaway Turf Solutions (GTS), nominated by the original wicket turf supplier visited the site. Soil samples have been taken for testing. A maintenance program for Oct-March for the turf and pitch received.</p> <p>GTS provided a fertilising and maintenance program for wicket turf for the spring season, ongoing watering continues.</p> <p>Fertilising program and costings being discussed with Parks and Gardens leading to implementation.</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>*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> <p>*Earthworks and subgrade preparation completed.</p> <p>Base concrete pavement construction complete as part of concrete pathway construction at Carter Oval. Artificial turfing on pavement to follow on after concrete works are complete.</p>
Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion)				

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • Equestrian Arena JC 108-120-0 	47,260	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 was completed on 11 August 2023 for user groups. A 2nd round of training is planned for 3rd September 2023 but was cancelled at Users groups request. Additional training to be arranged as requested by the User groups.</p> <p>One User groups member also inducted in December 2023.</p>
<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>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 	28,486	18,486	IPM	<p>Works outstanding as of August 2023:</p> <p>Tactile indicators installation are yet to be completed.</p> <p>Handrail installation completed.</p> <p>Disabled access from Lower bar area to be considered but subject to funding availability.</p> <p>An alternative quote sourced from Library Lobby Works Contractor as part of Grant Application.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> • Replacement of the Showground Toilets JC 108-128-0	149,553	20,441	IPM/ TSM	Superstructure works started in mid-August 2023. Roof sheeting and external walling are complete. Internal fixtures are being installed. Works on the male toilet are continuing. The ladies section of the toilets opened in December just prior to the Twilight Races event.
<ul style="list-style-type: none"> • Relocation of Cattle Yards (NSW Showgrounds Stimulus Program Phase 2B) JC 112-05-0	60,000	Nil	IPM	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 and quote – organised by P&A – completed. (\$140k) Quote received (11/22) from Stockpro is over budget and other grant funds to be sourced. Additional funding is required to move forward. A revised quote has been received (9/10/23) from Stockpro. Revised quote received from Stockpro indicates that \$155k (inc GST) to be budgeted for. A second quote has been requested from the contractor who completed the Equestrian Arena safety rail. Future Crown Reserves Improvement Fund option to be explored when available.
*Upgrade electrical Cattleman’s Camping Area (NSW Showgrounds Stimulus Program Phase 2B)	8,082	7,500	IPM	Works complete, balance of unspent funds to be used elsewhere in the project.

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Project	Budget	Expend	Resp	Comment
JC 112-5-15				Fund expended for the e-switch lighting control for the Equestrian Arena.
Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including: Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area JC 120-5-0	81,980	51,112	IPM/ TSM	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. Roof sheeting and external walling are complete. Works on the male toilet are continuing. The ladies section of the toilets opened in December just prior to the Twilight Races event. Balance of unspent funds to be used for sewer/toilet works. (Joint male & female toilet facilities).
<ul style="list-style-type: none"> • *Renovate Male Toilet @ Main Pavilion JC 120-10-0	100,000	100,000	IPM/ TSM	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. 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. 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. *Floor slab concreting completed.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>Superstructure works started in September.</p> <p>*Installation of superstructure frames completed.</p> <p>*Roof sheeting and external walling are complete.</p> <p>*Internal fit out is progressing for a December 2023 completion.</p> <p>Works on the male toilet are continuing. The ladies section of the toilets opened in December just prior to the Twilight Races event.</p>
<ul style="list-style-type: none"> • Install New Septic Reveal Tank for Main Pavilion Toilets <p>JC 120-15-0</p>	38,880	6,120	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 facilities in one location.</p>
<ul style="list-style-type: none"> • Re fence Showground Perimeter with Exclusion Fencing <p>JC 120-35-0</p>	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 Exclusion fence like airport exclusion fence being considered but 2.1m high.</p> <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 options 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>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<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) tenderers submitted and being analysed. Additional information sought from the preferred quoter with regards to their submission to RFQ compliance. The preferred quoter revised the price for the options. Prices changed the relativity of the quoters.</p> <p>Grant funding application Crown Reserve Improvement Fund (CRIF) submitted in November 2023.</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> <p>2.1m high chain link fabric is the preferred option and that meets Racing NSW requirements.</p> <p>Evaluations indicate that additional funding in the order of \$328k is needed to complete the work.</p> <p>Discussions with Racing NSW were held. It suggests that a formal 'Application for Financial Assistance' be submitted from the Club level as per Racing NSW letter dated 5 June 2023 for the boards consideration and approval. As 80:20 contribution ratio is the general norm applied based on the proportioned length of racing</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>track area to be protected but subject to approval.</p> <p>Details of the quotes and tendering gap information was sent to the Warren Jockey Club for inclusion in the Funding Support Application to Racing NSW.</p>
<ul style="list-style-type: none"> • New Septic Centre Arena with Grease trap for Canteen <p>JC 120-25-0</p>	3,150	Nil	IPM/ TSM	Works Complete, balance of unspent funds will be allocated to other works.
<p>Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing</p>	272,727	Nil	IPM/ TSM	<p>Funding has been granted by the NSW Government towards drought proofing project and public area fencing.</p> <p>Rescoping in progress for an appropriate irrigation system and project may need further grants for the full scope of works.</p> <p>A concept and cost estimate report was received from the consultant in April 2023.</p> <p>Design consultant asked to break the estimate into two projects to maximise funding support by Racing NSW:</p> <ol style="list-style-type: none"> 1. Inner irrigation system and pumping upgrade (up to 80% funding by Racing NSW); and 2. Construct outer irrigation system. <p>Cost estimate indicates that substantial additional funding is needed to proceed with the project.</p> <p>Grant funding application Crown Reserve Improvement Fund (CRIF) submitted in November 2023.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
*Warren Tennis Court Upgrade (Drought Communities Extension Program) JC2870-40-0	5,856	Nil	GM/ IPM	Light pole painting has been included in the scope of works. One quotation received it exceeds the funding available. Additional quotation sourced from another contractor (Brent Barwick) nominated by the Tennis Club. Considering the fact that the project and report must be completed by 31st January 2024, and balance of funds unused in other projects (Shade Shelters) being considered. An alternative option being considered to paint poles utilising inhouse staff or to allocate the money in 2024/25 Budget Estimate to powder coat the poles.
*Reconnecting Regional NSW – Community Events Program JC 2860-10-0000	45,685	24,587	GM/ PAO	Warren Christmas Street Party 2023 event held 8 December 2023.
Water Supplies				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program) JC 191-39-0	245,616	187,705	TSM	Works continuing. 8/10/2023: Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites. Some concrete works to be completed.
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 but will be delayed until evaporation pond construction is complete.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
<p>*Warren Central Business District Toilet Installation (Drought Communities Extension Program)</p> <p>Includes \$140,000 allocated from restricted funds for infrastructure improvement/ replacement.</p> <p>JC 2870-45-0</p>	23,957	15,177	IPM/ TSM	The vinyl wrap installation is complete.
<p>*Lions Park Toilet Installation</p> <p>JC 106-103-0</p>	14,993	12,503	IPM/ TSM	The vinyl wrap installation is complete with an official opening on the 7th December 2023 after the Council Meeting.
<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	37,500	IPM	<p>This project will replace the existing Male & Female with "All Access" modern facilities. Include Disabled and Ambulant toilets in the amenities.</p> <p>Replace the existing entry, office and kiosk adding in a club house room with a modern compliant, fit for purpose fit out.</p> <p>Construction work expected April-September 2024.</p> <p>*Concept design and development works commenced from June/July 2023. 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>*Sporting Facilities Committee considered the plan at its 8 November 2023 meeting. Final ‘For Tender’</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<p>incorporating comments were issued to stakeholders. Barnson promised to issue concept structural drawings by end of November 2023. A DD&C (Design Development and Construction) contract likely to be called by the first week of December 2023.</p> <p>An open RFT was called on 5th December 2023 with the Tender closing 16th January 2024 and reported to the January 2024 Council Meeting.</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	4,035	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 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> <p>2022-23 Annual Report was submitted to the funding body and 2023-24 1st Quarterly report also submitted.</p> <p>Funding body was asked to confirm the Grant Approval or Deed to be signed.</p>
<p>Macquarie Park Restoration</p> <p>JC 3300-4430-0</p>	112,500	Nil	GM IPM DMES	<p>This project once implemented will ensure that the Warren town is prepared for major flooding and</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
			TSM	<p>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> <p>2022-23 Annual Report was submitted to the funding body and 2023-24 1st Quarterly report also submitted.</p>
<p>Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities.</p> <p>JC3450-4310-0</p>	500,000	21,560	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. <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>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<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>Sporting Facilities Committee considered the final plan at the 8 November 2023 meeting.</p> <p>Barnson was asked to complete the structural design to call a contract only tender with option for submitting alternative tender for superstructure. A tender is likely to be called in first quarter of 2024; once the design is fully complete by March – April 2024.</p>
<p>Library Lobby Upgrade and Landscape Works (State Library Grant) JC 3350-4310-0</p>	317,246	295,397	IPM/ Lib	<p>A contractor has been engaged for the external lobby upgrade works- as separable portion 1.</p> <p>Work onsite commenced on 9th October 2023.</p> <p>Work is expected to go on for 10 weeks.</p> <p>Landscaping works are being rescoped to fit within the remaining budget.</p> <p>Temporary Library located at the Old Visitor Information Centre, Burton Street, Warren.</p> <p>The rescoped landscaping and costing option will be considered at the next Town Improvements Committee meeting scheduled for 16th October 2023.</p> <p>Town Improvements Committee considered the recommendation to vary the Lobby construction to include the following Landscaping works:</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				<ul style="list-style-type: none"> - Fencing to space; - Driveway and pavement; - Concreting the Lobby, concourse and steps; and Installation of water tanks and irrigation system to lawns and gardens. <p>Lobby works likely to finish by early February 2024.</p> <p>Landscaping by the end of February 2024.</p>
<p>Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B - Infrastructure Projects Management Office Projects</p> <p>Carter Oval Secondary Carpark Refurbishment Works for Reseals</p> <p>JC 3350-28-0</p>	60,000	Nil	IPM	Work to be scheduled after Carter Oval Sporting Precinct works are nearing completion.
<p>Carter Oval EV Charging Station (up to 3) Contribution</p> <p>JC 3350-18-0</p>	45,000	Nil	IPM	Options being considered includes – partnering with Regional Service providers like NRMA, Origin etc.
<p>Equestrian Arena Operation Equipment</p> <p>(Council 23/24 Budget Funding)</p> <p>JC 6010-2-3</p>	35,670	31,820	IPM	<p>Gator, arena rake and edger procurement is completed. Operator training and induction to club users conducted on 11 August 2023.</p> <p>Second round of training scheduled for 3rd September 2023 but cancelled on User groups request. Additional training to be arranged if requested by User groups. One User group member inducted in December 2023.</p>
Safety Management System	75,825	Nil	WHS-RC /GM	Works Program being formulated.
Asset Management & IPR	112,636	Nil	GM/ DMES	Works program being formulated.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications				
*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 Warren Shire with Women of Warren Shire participating.</p> <p>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> <p style="text-align: right;">Unsuccessful</p>
Crown Reserves Improvement Fund Program 2023/24 Racecourse Irrigation Upgrade	\$825,000	N/A	TSM/ IPM	<p>An application was submitted on 17 November 2023.</p> <p>The upgrading will enhance operations sustainability by delivering water efficiency to optimize value, and enjoyment for the community. This upgrade will enhance Council's ability to work towards environmentally sustainable practices allowing watering of the racetrack and it will also eliminate manual handling issues for staff during watering activities.</p> <p style="text-align: right;">Awaiting Notification</p>
Crown Reserves Improvement Fund Program 2023/24 Showground/Racecourse Disability Ramp	\$96,636	N/A	IPM	<p>An application was submitted on 17 November 2023.</p> <p>This project will enable the Council to provide a compliant accessible concourse within the Showground/ Racecourse complex. Disabled access to the GB Falkiner Lounge and Grandstand area is currently not available, these proposed improvements will enable the Council</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

Project	Budget	Expend	Resp	Comment
				to address this lack of access for the Warren and visitor community. Awaiting Notification
Crown Reserves Improvement Fund Program 2023/24 Racecourse Exclusion Fencing Improvements	\$361,364	N/A	IPM	An application was submitted on 17 November 2023. The project for this Grant aims to improve the fencing that encloses the circumference of the Showground/Racecourse Complex encompassing Racecourse, Showground, Equestrian Arena, Pony Club, Country Horse Jump facilities etc. offering superior protection against potential kangaroo intrusion, thereby providing a safe workplace for riders on the racetrack and other facilities. Awaiting Notification

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

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ITEM 4 DISCLOSURES OF INTEREST – COUNCILLORS AND DESIGNATED PERSONS

(A7-9)

RECOMMENDATION:

That the tabled Disclosure of Interest Return for Councillors and Designated Persons be received and noted.

PURPOSE

Under the Warren Shire Council’s Code of Conduct (Code of Conduct) Section 4.21 all Councillors and Designated Persons, must lodge a written return of interest with the General Manager within (3) months after:

- a) Becoming a Councillor or Designated Person:
- b) 30 June of each year: and
- c) The Councillor or Designated Person becoming aware of an interest they are required to disclose under Schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

BACKGROUND

Returns of interests are an important accountability mechanism for promoting community confidence in decision making by Councillors and others and for ensuring that they disclose and appropriately manage conflicts of interest they may have in matters dealt with by the Council.

It is important that Councillors and others complete their returns of interests correctly and disclose all relevant interests and provide additional Returns as their circumstances warrant.

REPORT

This report is presented to Council in accordance with Council’s Code of Conduct requirements and to advise of an updated Disclosure of Interest Return for Councillors and Designated Persons received from Mr Gary Woodman.

The General Manager is required to keep a register of returns, and these need to be tabled at the first meeting of the Council after the last day for lodgement.

This return has been tabled for Council’s information and has been uploaded to Council’s website with relevant information redacted as determined by the General Manager.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Code of Conduct Section 4.21.

RISK IMPLICATIONS

Nil – the return has been completed and lodged with the General Manager and will be tabled at the meeting in accordance with legislative requirements.

STAKEHOLDER CONSULTATION

Consultation with Councillors and Designated Persons.

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ITEM 4 DISCLOSURES OF INTEREST – COUNCILLORS AND DESIGNATED PERSONS
CONTINUED

OPTIONS

This is a requirement of Councillors and Designated Persons.

CONCLUSION

In accordance with Council's Code of Conduct, all Councillors and Designated Persons have completed and lodged their returns with the General Manager as required within the appropriate timeframe. This additional Disclosure of Interest Return for Councillors and Designated Persons by Mr Woodman is to inform Council of new information that he has disclosed.

The return has been uploaded to Council's website with appropriate redaction.

Accordingly, the return is tabled for Council's information.

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

Tabled Disclosure of Interest Return for Councillors and Designated Persons as submitted by Mr Woodman.

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**ITEM 5 SEPTEMBER 2024 COUNCIL MEETING DATE CANCELLATION AND HOLDING OF
AN EXTRA-ORDINARY OCTOBER 2024 COUNCIL MEETING (C14-2)**

RECOMMENDATION

That Council not hold the September 2024 Ordinary Meeting and have an Extra-Ordinary Meeting on Thursday, 10th October 2024 due to the timing of the NSW Local Government Election results being released.

PURPOSE

This report is to arrange the cancellation of the September 2024 Ordinary Council Meeting and to arrange an Extra-Ordinary Council Meeting on Thursday, 10th October 2024 due to the timing of the NSW Local Government Elections.

BACKGROUND

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

Each year Council sets its meeting schedule at its September Meeting however, such dates can be altered when:

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

The 2024 NSW Local Government Elections are being held on Saturday, 14th September 2024, with the first meeting of the new Council following election day currently scheduled for the 26th September 2024. This will now not be possible due to the timing of the NSW Local Government Elections.

REPORT

On the 19th December 2023, Council received a Council Election Update from the NSW Election Commission. This update advised of the proposed timetable for the counting and results of the 2024 NSW Local Government Elections and particularly outlines the impacts on the first meeting of the new Council following the election day.

As in 2021, the close of receipt of completed postal votes is 13 days after Election Day. That means postal votes can be received by the NSW Electoral Commission up to 6.00 pm on Friday, 27th September 2024. Final counts and distributions of preferences will commence on Monday, 30th September 2024, with the election results in each area progressively announced from Monday, 30th September 2024 to Wednesday, 2nd October 2024.

Candidates have 24 hours after results are announced to lodge a request for a recount, should they wish to do so. Unless a recount request is under consideration or a recount is to be conducted, results will be declared by the Returning Officers as soon as practical after the recount deadlines pass, from Tuesday, 1st October 2024 to Thursday, 3rd October 2024.

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**ITEM 5 SEPTEMBER 2024 COUNCIL MEETING DATE CANCELLATION AND HOLDING OF
AN EXTRA-ORDINARY OCTOBER 2024 COUNCIL MEETING CONTINUED**

An election for a Mayor or for Councillors is only complete once results have been officially declared. Official results will be published on the Electoral Commission's website immediately following each declaration and a copy will be provided to each Council's General Manager.

A review of Council's meeting dates has highlighted that the adopted Ordinary Meeting date of the 26th September 2024 is well before when the Election results are available and that Council will need to cancel this meeting date and arrange an Extra-Ordinary Council Meeting in October 2024, so that the new elected Councillors are able to attend their first Meeting of Council.

This new date will also allow for a Councillor Induction Day to be scheduled on Thursday, 3rd October 2024 for the new term of Councillors.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no costs associated with this change as Council will normally advertise its meeting to the public.

LEGAL IMPLICATIONS

There are no legal implications as the meeting may be rescheduled based on a resolution of Council and formal public notice of the meeting date, time and place.

Having no September 2024 Ordinary Council Meeting will require End of Term Reports to be presented to the August 2024 Ordinary Meeting of Council.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

Council will advertise the date, time and place of the Extra-Ordinary Council Meeting to allow the public to attend.

OPTIONS

Council may resolve to hold an Extra-Ordinary Council Meeting on the 10th October 2024 and again an Ordinary Meeting on the 24th October 2024; or Council may elect to hold one (1) Council Meeting in October on the 10th October 2024.

Under Section 365 of the Local Government Act, Councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a Council is required to meet each year under Section 365A.

CONCLUSION

This report is to arrange the cancellation of the 26th September 2024 Ordinary Meeting and to hold an Extra-Ordinary Meeting on the 10th October 2024. Council will then also hold the scheduled Ordinary Meeting on 24th October 2024 to allow for normal Council Business.

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, 25th January 2024

**ITEM 5 SEPTEMBER 2024 COUNCIL MEETING DATE CANCELLATION AND HOLDING OF
AN EXTRA-ORDINARY OCTOBER 2024 COUNCIL MEETING CONTINUED**

This request is due to recent advice from the NSW Election Commission that the Election Results will be progressively announced from Monday, 30th September 2024 to Wednesday, 2nd October 2024.

This will also mean that any End of Term Reporting will be arranged to be presented to the August 2024 Ordinary Meeting of Council.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 5.2.1 Ensure that this strategic planning framework becomes an integral part of our operating culture.
- 5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities.

SUPPORTING INFORMATION /ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th January 2024

ITEM 1 RECONCILIATION CERTIFICATE – DECEMBER 2023

(B1-10.16)

RECOMMENDATION:

That the Statements of Bank and Investments Balances as at 31st December 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 2021 requires the Responsible Accounting Officer to provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act.

REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 31st December 2023.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance		Balance
	30-Nov-23	Transactions	31-Dec-23
General	12,292,279.28	(3,379,422.83)	8,912,856.45
Water Fund	1,045,319.39	(205,094.03)	840,225.36
Sewerage Fund	2,079,561.55	(34,507.63)	2,045,053.92
North Western Library	34,262.10	(2,134.70)	32,127.40
Trust Fund	240,072.60	(500.00)	239,572.60
Investment Bank Account	(9,237,017.36)	5,999,215.40	(3,237,801.96)
	6,454,477.56	2,377,556.21	8,832,033.77

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 25th January 2024

ITEM 1

RECONCILIATION CERTIFICATE – DECEMBER 2023

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	8,832,033.77
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	8,832,033.77

INVESTMENTS RECONCILIATION

Investments as at 31st December 2023

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	227,801.96	Variable	On Call A/c
15	National Australia Bank	1,000,000.00	90 days @ 5.0%	8-Feb-24
16	National Australia Bank	1,000,000.00	90 days @ 5.0%	8-Feb-24
17	National Australia Bank	1,000,000.00	181 days @ 5.2%	9-May-24
40	National Australia Bank	10,000.00	60 days @ 1.45%	TBA
TOTAL INVESTMENTS =		3,237,801.96		

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	467,998.16
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	12,069,835.73

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 25th January 2024

ITEM 1

RECONCILIATION CERTIFICATE – DECEMBER 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 25th January 2024

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

RECOMMENDATION:

That the Statement of Rates and Annual Charges information for 8th November 2023 be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Attached to this report is the statement of rates and annual charges as at 8th November 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 10th January 2024.

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 25th January 2024

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

Name of Rate	NETT		TOTAL RECEIVABLE	AMOUNT COLLECTED	COLLECT	ARREARS AMOUNT	ARREARS
	ARREARS 1st JULY	NETT LEVY			AS % AGE OF TOTAL REC'ABLE		AS % AGE OF TOTAL REC'ABLE
	\$	\$	\$	\$		\$	
General Fund Rates	265,784	5,457,603	5,723,387	3,057,814	53.43%	2,665,573	46.57%
Warren Water Fund	85,336	568,892	654,228	353,872	54.09%	297,844	45.53%
Warren Sewerage Fund	94,484	601,488	695,972	367,959	52.87%	327,467	47.05%
TOTAL 2023/2024	445,604	6,627,983	7,073,588	3,779,645	53.43%	3,290,884	46.52%
TOTAL 2022/2023	321,306	6,303,539	6,624,845	3,784,746	57.13%	2,840,099	42.87%
TOTAL 2021/2022	303,871	7,381,059	7,684,930	3,661,519	47.65%	4,023,411	52.35%
TOTAL 2020/2021	318,952	7,353,630	7,672,582	3,496,373	45.57%	4,176,209	54.43%
TOTAL 2019/2020	178,732	7,043,508	7,222,240	3,289,717	45.55%	3,932,523	54.45%
		17-Jan-20	15-Jan-21	04-Jan-22	11-Jan-23	10-Jan-24	
COLLECTION FIGURES AS \$		3,289,717	3,496,373	3,661,519	3,784,746	3,779,645	
COLLECTION FIGURE AS %		45.55%	45.57%	47.65%	57.13%	53.43%	

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 25th January 2024

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	\$296,414	DMFA LIB IPM	This value represents total carry over funds available from 2022/23 year. Progress toward completion schedule to occur before 6 th February 2024.
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 25th January 2024

ITEM 4 2024/2025 OPERATIONAL PLAN & ESTIMATES TIMETABLE

(A1-5.42)

RECOMMENDATION that:

1. The information be received and noted;
2. Council endorse the 2024/2025 Operational Plan & Estimates timeline; and
3. A Councillor workshop be held on Wednesday 17th April 2024 at 4.00 pm to go through the Draft 2024/2025 Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2024 Council Meeting.

PURPOSE

To inform Council of the proposed timeline for preparation, advertising and adoption of the 2024/2025 Operational Plan & Estimates.

BACKGROUND

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

REPORT

The proposed timetable for the preparation and adoption of the 2024/2025 Operational Plan & Estimates is as follows:

- 1) Wednesday 13th March 2024 - last day for Estimates to be returned to the Finance and Administration Department.
- 2) Wednesday 3rd April 2024 - Manex to finalise the Draft 2024/2025 Operational Plan & Estimates.
- 3) Wednesday 17th April 2024 at 4.00pm – hold a Councillor workshop to go through the Draft 2024/2025 Operational Plan & Estimates before the April 2024 Council meeting.
- 4) Wednesday 24th April 2024 - present the Draft 2024/2025 Operational Plan & Estimates to Council for recommendation for public exhibition.
- 5) Wednesday 1st May 2024 - advertise the Draft 2024/2025 Operational Plan & Estimates for public comment.
- 6) Thursday 30th May 2024 (4.00 pm) - final day for public comment on the Draft 2024/2025 Operational Plan & Estimates.
- 7) Thursday 27th June 2024 - adopt the 2024/2025 Operational Plan & Estimates by Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil.

STAKEHOLDER CONSULTATION

28 days public consultation after the Draft 2024/2025 Operational Plan and Estimates are initially considered by Council.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Chambers, Warren on Thursday 25th January 2024

ITEM 4 2024/2025 OPERATIONAL PLAN & ESTIMATES TIMETABLE CONTINUED

OPTIONS

Council may alter the proposed timeline but must be mindful that it must give 28 days public exhibition and allow the public to make submissions, the final 2024/2025 Operational Plan & Estimates must be adopted by 30th June 2024.

CONCLUSION

This report is provided to advise Council on the proposed timeline for the preparation and adoption of the 2024/2025 Operational Plan and Estimates.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday 25th January 2024

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 - Assets	FRSPM	Flood Restoration and Special Projects Manager

Roads M & R (Maintenance and Repair) Budget and Works
6th January 2024

PROGRAM	BUDGET	EXPENDITURE
Urban Sealed Roads	\$61,576	\$13,520
Parking Areas	\$5,677	Nil
Kerb and Guttering	\$20,000	20,000
Footpaths	\$39,738	\$11,811
Urban Unsealed Roads	\$29,455	\$1,012
Rural Sealed Roads	\$408,738	\$269,783
Rural Unsealed Roads	\$1,135,383	\$528,885
Rural Bridges	\$15,000	Nil
Regional Sealed Roads	\$815,500	\$100,126
Regional Unsealed Roads	\$119,061	\$4,370
Regional Bridges	\$18,439	Nil
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	\$276,025 approved to date	\$50,401
Fixing Local Roads Pothole Repair Round	\$199,079.53 (Carryover from 2022/2023)	\$201,197
Total	\$3,143,671.53	\$1,201,105

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 25th January 2024

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET			EXPENDITURE
March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction	\$1,285,438			\$684,504
	Road Name	Budget	Expenditure	
	Yarrandale Road	\$32,629	\$5,172	
	Elsinore Road	\$128,551	\$52,855.54	
	Christies Road	\$102,259	\$41,824	
	Merrigal Road	\$63,945	\$97,605	
	Pigeonbah Road	\$1,315	\$1,315	
	Wonbobbie Road	\$10,731	\$10,731	
	Cullemburrawang Road	\$7,062	\$6,678.3	
	Hatton Road	\$92,019	\$24,646	
	Nellievale Road	\$131,960	\$110,321	
	Notts Lane	\$128,928	\$19,998	
	Killaloo Lane	\$91,813	\$23,779	
	Catons Road	\$37,780	\$71,917	
	Booka Road	\$51,035	\$86,243	
	Lamphs Road	\$90,651	\$5,803	
	Sullivans Road	\$20,916	Nil	
	Gibsons Way	\$247,000	\$96,203	
	Buckiinguy Road	\$2,326	2,118.52	
	Bullagreen Road	\$11,846	\$8,086.59	
Armatree Road	\$6,923	\$13,530		
Gunnegaldra Road	\$20,916	Nil		
Nevertire – Bogan Road	\$4,105	\$1,251.25		
Collie Road	\$728	\$4,426.52		
March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Regional Roads – Package 1	\$619,162			\$291,163
	Road Name	Budget	Expenditure	
	Carinda Road	\$199,476	\$201,287	
	Billybingbone Road	\$419,010	\$87,760	
Collie – Trangie Road	\$675	\$2,115.63		
March 2021 AGRN960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Package 2 Merrigal Road	\$649,685.88			\$627,985.42

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 25th January 2024

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

(Dragon Cowal) - Disaster Risk Reallocation Fund			
PROGRAM	BUDGET	EXPENDITURE	
*June/July 2022 AGRN 1025 Flood and Storm Damage – Immediate Reconstruction Works – Ellengerah Road – Complete.	\$323,610	\$323,915	
Regional and Local Roads Repair Program	\$2,415,174		
	Road or/Suburb Name	Expected Cost	
	Expenditure		
	Old Warren Road Rehabilitation	\$402,159	\$402,159
	Industrial Access Road/Old Warren Road intersection	\$382,333	\$250,382
	Dubbo Street Rehabilitation	\$902,667	\$902,667
	Carinda Road Rehabilitation	\$119,911	\$119,911
	Collie -Trangie Road Rehabilitation	\$134,221	\$134,221
	Marthaguy Road Rehabilitation	\$155,022	\$155,023
	Warren Road Rehabilitation	\$100,000	—
	Urban Streets in Warren, Nevertire and Collie Rehabilitation	\$73,508	\$73,508
	Marthaguy Road Heavy Patching	\$145,353	\$145,353
	Total	\$2,415,175	\$2,183,224

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 25th January 2024

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																		
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Road Name</th> <th style="text-align: left;">Budget</th> <th style="text-align: left;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Carinda Road</td> <td style="text-align: right;">\$904,120</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Collie – Trangie Road</td> <td style="text-align: right;">\$238,875</td> <td style="text-align: right;">\$138,417</td> </tr> <tr> <td>Marthaguy Road</td> <td style="text-align: right;">\$258,300</td> <td style="text-align: right;">\$258,300</td> </tr> <tr> <td>Udora Road</td> <td style="text-align: right;">\$570,150</td> <td style="text-align: right;">\$503,248</td> </tr> <tr> <td>Wambianna Road</td> <td style="text-align: right;">\$366,240</td> <td style="text-align: center;">Nil</td> </tr> </tbody> </table>		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
	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 is now being considered under AGRN 1034 EPA RW																				

MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	SR50 Christies Lane	Grading flood damage repairs	6 KM
	SR95 Gunningba	Grading	6 KM
Grader Crew 2 (Three-man crew)	SR37 Collie	Clean up flood ways and shoulders	—
	SR41 Dicks Camp	Grading	2.5 KM
Grader Crew 3 (Three-man crew)	SR36 Gibson Way	Grading flood work and ways	2.5 KM
Grader Crew 4 (Three-man-crew)	RR7516 Billybingbone	Grading flood work	8 KM

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 25th January 2024

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline (Tar Patching)	RR333 Carinda	Patching 174 Holes	2,000L	20T
	SR35 Bourbah	Patching 26 Holes	350L	4T
	SR91 Industrial Access	Patching 11 Holes	300L	3T
	SR58 Nevertire-Bogan	Patching 11 Holes	400L	4T

WORK CREW	LOCATION	ACTIVITY	WORK UNDERTAKEN
Roadside Maintenance Team	SR66 Wambianna	Slashing	40 KM
	SR64 Ellengerah	Slashing	52 KM
	SR83 Rifle Range	Slashing	12 KM
	SR68 Bundemar	Slashing	44 KM
	SR65 Old Warren	Slashing	64 KM
	SR58 Nevertire-Bogan	Slashing	62 KM
	SR59 Tottenham	Slashing	64 KM
	SR53 Thornton	Slashing	18KM

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 25th January 2024

ITEM 1 WORKS PROGRESS REPORTS – ROADS

CONTINUED

UPCOMING WORKS (JANUARY – FEBRUARY)

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (Three-man crew)	SR24 Hatton Lane, SR4 Sullivans	Flood Damage
	SR 91 Industrial Access Road	Flood Damage
Grader Crew 2 (Three-man crew)	SH 11 Oxley Highway	Rehabilitation/Construction/Heavy Patching
Grader Crew 3 (Three-man crew)	SR 36 Gibson Way	Flood Damage
Grader Crew 4 (Three-man crew)	RR 7516 Billybingbone Road	Shoulder Work/Flood Damage
Grader Crew 5 (Three-man crew)	Being Arranged	

Project	Budget	Expend	Resp	Comment
Capital Works In Progress				
CBD Improvements	\$5,462	Nil	DMES	Investigation and design work for CBD Improvement Program, nearing completion.
RR 7515 Warren Road Reconstruction	\$3,684,320	\$3,466,074	DMES/ RIM	Completed. Line marking being arranged.
Gunningba Estate Stage 3 Investigation and Design	\$30,000	Nil	DMES	Survey ongoing
Gravel Resheeting Priority Roads 1. Old Warren Road	\$239,900	\$226,581	DMES/ RIM	Old Warren Road Completed.
Bridges Renewal Program RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge	\$5,010,000	\$206,499	DMES/ RIM	\$3,883,200 and \$1,126,800 funded by Bridges Renewal and Fixing Country Roads Deed has been signed. Preliminary investigations are complete, power pole relocation being progressed.

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 25th January 2024

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Project	Budget	Expend	Resp	Comment
				Tender Closed: 5/12/23., will be presented to the February 2024 Council Meeting.
Footpath Replacement	\$15,756	\$622	DMES/ RIM	Ongoing.
Kerb and Gutter Renewal	\$15,545	Nil	DMES/ RIM	Ongoing.
Urban Unsealed Roads Resheeting	\$15,000	\$1,012	DMES/ RIM	Ongoing.
*Rural Sealed Roads Reseals (Roads to Recovery)	\$600,258	\$600,258	DMES/ RIM	Completed.
*Urban Sealed Roads Reseals (Roads to Recovery)	\$55,000	\$55,000	DMES/ RIM	Completed.
Regional Emergency Roads Repair Program	\$3,386,576	Nil	DMES/ RIM	Assessment and final scoping currently being undertaken- 1. Carinda Road widening (\$1,200,000) 2. Warren Road Heavy Patching (\$511,576) 3. Bullagreen Road Shoulder Widening (\$1,000,000) 4. Nevertire Bogan Road Rehabilitation (Reseal) (\$175,000) 5. Tottenham Road Rehabilitation (Reseal) (\$175,000) 6. Gillendoon Street Heavy patching (\$125,000) 7. Cobb Lane Heavy patching (\$100,000) 8. Stubbs, Burton and Zora Streets Rehabilitation (Reseal) (\$100,000)

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
 to the Ordinary Meeting of Council to be held in the
 Council Community Room on Thursday 25th January 2024

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend	Resp	Comment
Victoria Oval and Park Roadway Bitumen Reseal JC: 3350-24-510	\$69,930	\$32,902	DMES/ RIM	Completed. Line marking being arranged.
Macquarie Park Roadway Bitumen Reseal JC: 3350-25-510	\$12,285	\$2,139	DMES/ RIM	Works being rescoped.
Bore Flat/Depot Parking Area Reseal JC: 3350-20-510	\$18,900	\$5,575	DMES/ RIM	Completed.
Oxley Park Drive Through Area Reseal JC: 3350-21-510	\$8,505	\$4,801	DMES/ RIM	Completed.
Ebert Park U-Turn Bay Area Reseal JC: 3350-22-510	\$5,670	\$4,022	DMES/ RIM	Completed 4 November 2023.
Warren Cemetery Access Road Reseal JC: 3350-23-510	\$9,450	\$4,117	DMES/ RIM	Completed 4 November 2023.
Monkeygar Creek Bird Viewing Platform Contribution	\$65,000	\$64,369	DMES	Completed.
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	Scope completed. 32,000t of gravel being hauled. Culvert replacement being rescoped.
Gravel Resheeting of SR62 Buddabadah Road	\$170,100	Nil	DMES/ RIM	

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend	Resp	Comment
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) Rifle Range Road Intersection Construction	\$176,815	Nil	DMES/ RIM/F RSPM	Being scoped and programmed.

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WORKS PROGRESS REPORTS – ROADS

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NO TRAFFIC COUNTER INFORMATION THIS MONTH

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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period up to and including 10th January 2024.

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 TO 10th JANUARY 2024

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. 28/11/2023 Generator Delivered.
Install Swing to Nevertire Park. JC: 96-50-100	\$10,080	\$7,524	TSM	4/09/23 Swing to be ordered. 26/09/23 Swing ordered. 12/12/23 Swings delivered.

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Project	Budget	Expend	Resp	Comment
General				
Community Local Infrastructure Recovery Package (CLIRP 2022) Community Assets Program CAP – 070 JC: 74-9999-510	\$191,511	\$9,091	DMES/ RIM/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/March 2024.
Replacement of the lighting at Victoria Oval to LED lighting GL: JC: 3360-4015-6	\$253,500 (Includes \$10,000 contribution from Warren Pumas Rugby Club)	Nil	TSM	Early 2024 programming yet to be confirmed with Contractor, expect Mid-February 2024.

Project	Budget	Expend	Resp	Comment
Water Supplies				
*Warren River Water Main Cleaning GL: JC:0160-0003-0001	\$57,000	\$59,910	TSM	No-Des to vacuum scour the network to remove rubbish from the mains. 17/10/23 Work is planned for Late November 2023 28/11/23 Contractor on site. 12/12/23 Complete

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Project	Budget	Expend	Resp	Comment
Water Supplies				
Oxley Park Flowmeter replacement.	Waiting on quotes.	Nil	TSM	NRAR Meter at Oxley Park to be replaced. Quote for replacement meter has been requested.
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 DPE Water. Awaiting Outcome.
Bore Flat Groundwater Augmentation. JC: 191-41-5 (Ellengerah) 191-44-5 (Bore Flat) (Also contained within the Infrastructure Projects Manager's Report)	\$245,616	\$218,967 (\$78,853) Ellengerah (\$140,114) Bore Flat	TSM	8/10/2023 Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites. 28/11/2023 All plants running. Concrete works to be completed. 10/1/24 MLB to construct concrete apron to new Chlorination shed.
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

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Project	Budget	Expend	Resp	Comment
Water Supplies				
				<p>Will be inspected after Nevertire New Bore has been cleaned.</p> <p>9/01/24</p> <p>Collie Bore Inspected. Awaiting report.</p>
<p>Upgrade Water Network Telemetry System.</p> <p>JC: 0190-0020-0005</p>	\$200,000	\$17,034	TSM	<p>Design and implement a new Telemetry System for the water Network.</p> <p>7/06/23 Technical Specification and tender documents being developed.</p> <p>11/08/23 Draft RFT Documents received and being assessed.</p> <p>17/10/23 Tender Documents to be developed.</p> <p>10/1/24 Tender Documents being developed.</p> <p>10/1/24. Project will be held over until July.</p> <p>A Federal Grant, Connections Pathway will open in July 2024. Possibility for 50% grant funding.</p>
<p>Regional Leakage Reduction Program – Local Water Utilities Projects.</p>	\$174,742	\$83,271	TSM	<p>The project involves the installation of equipment to assist in locating leaking water pipes before they become problematic.</p>

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Project	Budget	Expend	Resp	Comment
Water Supplies				
GL: 4580-4320-0004 JC: 0190-0340-0000 - Pressure 0005 - Leak 0015 - Metering 0025				DPE Total Funding \$150,000 Council Contribution \$24,742.50. 12/07/23 Sourcing monitoring equipment. 11/08/23 Equipment ordered. 17/10/23 ETA of equipment early January 2024. 10/1/24 Equipment has been delayed by Australian Customs.
Water Valve Replacement Program	\$43,420	Nil	TSM	On-going

Project	Budget	Expend	Resp	Comment
Sewerage Services				
CCTV and Smoke Testing of Sewer at Warren and Nevertire GL: 5580-4320-0002	\$200,000	Nil	TSM	Quotation documents under development. 10/1/24 Documents nearing completion.
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

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Project	Budget	Expend	Resp	Comment
Sewerage Services				
				<p>Technical Specification and tender documents being developed.</p> <p>11/08/23 Draft RFT Documents received and being assessed.</p> <p>17/10/23 Tender Documents to be developed.</p> <p>12/12/23 Documents nearing completion.</p> <p>10/1/24.</p> <p>Project will be held over until July.</p> <p>A Federal Grant, Connections Pathway, will open in July 2024. Possibility for 50% grant funding.</p>
<p>Warren Sewerage Treatment Plant Replacement</p> <p>JC: 220-3-0</p>	\$100,000	Nil	TSM	<p>Rehabilitation Program for Old Sewerage Treatment Plant and bore installation being formulated.</p> <p>10/1/24 On hold until Evaporation Lagoon is constructed.</p>
<p>Warren Sewerage Treatment Plant Construction of Additional Evaporation Lagoon</p> <p>JC: 5580-4320-1010</p>	\$780,000	Nil	TSM	<p>10/1/24 Public Works Authority (PWA) are developing the design and tender documents for the new lagoon.</p>
<p>Lifting Gantry Tiger Bay Sewer Pump Station.</p> <p>JC: 201-90-45</p>	\$29,400	\$1,200	TSM	<p>17/10/23 Barnson to be engaged to design new footings for gantry.</p>

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Project	Budget	Expend	Resp	Comment
Sewerage Services				
				12/12/23 Draft footing design completed.
Thornton Avenue Sewer Pump Station Refurbishment. JC: 201-90-10	\$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. 10/1/24 RFQ for the fit out works being developed.
Sewer Pump Stations Safety Improvements. JC: 201-90-0000	\$99,750	Nil	TSM	

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Project	Budget	Expend	Resp
Levee Restoration			
Warren Levee Rehabilitation			DMES/TSM
JC: 3300-4400-0000 - Federal Government;	\$5,325,000	\$48,716	
3300-4410-0000 - State Government:	\$887,500	\$4,036	
3300-4410-0000 - OLG AGRN:	\$887,500	\$4,036	
<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. <p>10/01/24</p> <p>RFT for new floodgates under development.</p>			

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Project	Budget	Expend	Resp	Comment
Saunders Park – Replacement of Picnic Shelter. (LRCI) GL: 3360-4040-0005 JC: 3350-3-10	\$25,200	\$11,335	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. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Oxley Park Electric Barbeques (2) (LRCI) GL: 3360-4040-0005 JC: 3350-10-10	\$19,950	\$11,335	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Macquarie Park Flying Fox and Playground Equipment Softfall Further Contribution. (LRCI) GL: 3360-4040-0005 JC: 3350-5-10	\$89,625 (LRCI) \$112,500 OLG Total Budget \$202,125	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works. 17/10/23 OLG funds approved In-Principle. 10/1/24 Preparing tender documents

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Project	Budget	Expend	Resp	Comment
Warren Cemetery Seating Covering. (LRCI) GL: 3360-4040-0005 JC: 3350-7-10	\$15,750	\$11,335	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Nevertire Cemetery Seating Covering. (LRCI) JC: 3350-8-10	\$10,500	\$6,620	TSM	11/08/23 Approved in the LRCI Grant Program of Works. RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Nevertire Park – Installation of Irrigation System. (LRCI) GL: 3360-4040-0005 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) GL: 3360-4040-0005 JC: 3350-4-10	\$4,519	Nil	TSM / IPM	11/08/23 Approved in the LRCI Grant Program of Works. 10/1/24 Works being carried out by IPM as part of the Library Upgrade.
Warren Cemetery Entrance Gates Refurbishment. (LRCI) GL: 3360-4040-0005 JC: 3350-6-10	\$21,000	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
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 locations were discussed at the October 2023 Town Improvement Committee Meeting. 22/11/23 Trial cameras to be set up at the Sporting Centre 1 st week of December 2023. 12/12/23 Trial camera set up at the Council Administration Building . 10/1/24 Equipment ordered.
Ravenswood Park Softfall Installation. (LRCI) JC: 3350-12-10	\$89,145	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works 17/10/23 Preparing tender documents

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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> <p>No-Des Completed works on Tuesday 12/12/23.</p>	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
Fire hydrants. Covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed	Quarterly	Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.	
Bore Inspections	5 Year Rolling Program	<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.

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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 Ellengerah River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2023/2024.
			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			
Old and New 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> <p>28/11/23 The original design of the new STP required two evaporation lagoons be constructed each with a surface area of 48,400M2 at normal operating level giving a total surface area of 96,800M2 .</p>	

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Activity	Required Interval	Details		
		The actual size of the two constructed evaporation lagoons is 44,440m ² , less than half the necessary area. To return the plant to the original design criteria, a third evaporation lagoon of 52,360M ² needs to be constructed. As the original design for the new STP was commenced by Public Works Advisory, Council has engaged them to design the new lagoon.		
Sewer gravity main CCTV Inspection and Smoke Testing program		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. 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, large Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks.			
Project	Grant Requested	Estimated Project Cost	Resp	Comment
Grant Applications				
Crown reserves Improvement Fund (CRIF) General 2023-2024 Showground/Racecourse Irrigation Upgrade	\$825,000	\$1,100,000	TSM	Installation of inner & outer automatic irrigation system to Warren Racetrack

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Water and Sewer – Routine Works Budget vs Expenditure To 10th January 2024		
Account	Budget	Expenditure
Water Fund Maintenance and Repair	\$602,479	\$446,345
GL's: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003, & 4300-0003		
Sewer Fund Maintenance and Repair	\$324,718	\$132,215
GL's: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

Water and Sewer Works

- 29 Glen St service repair
- Cremorne St Nevertire service leak
- 10 Oxley Pde main/service break
- 22 Oxley Pde meter replacement
- 36 Arthur Butler Dr service repair
- Repair irrigation 1 Pittman Pde
- 14 Milson St water leak
- Saunders Park irrigation pump
- Re install hydrants after contractors
- 17 Chester St River service repair
- 35 Deacon Dr Water Leak
- 9B/7 Deacon Dr meter repair
- 19 Chester St low river pressure
- Lot 8 Robert Ney Cre meter repair
- Old Warren Rd main repair
- Burton sewer main repair (on going)
- Suspect leak Narromine St (on going)
- Myra St service leak
- 33 Garden St pressure issue
- Collie service install (on going)
- Burton/Chester St water main leak

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	490	14.68	53.88
October 2023	1349	499	13.50	67.38
November 2023	1241	437	13.11	80.49
December 2023	568	396	12.28	92.77
January 2024	615	395	2.77	95.54

As of the 8/1/2024

*Figures based on available Data

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Bulk Water Reading per Quarter

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	56.92	123.47	5.76	129.23	0.00	129.23		
Bore 2 (Ellengerah) Waiting on Licensing	0.00	0.00	9.65	9.65	0.00	9.65	0.00	9.65		
	66.56	66.56	66.56	133.12	5.76	138.88	0.00	138.88	19.84%	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	73.16	119.14	4.70	123.85	0.00	123.85		
	45.98	45.98	73.16	119.14	4.70	123.85	0.00	123.85	16.51%	750
Showground (Racetrack)										
Lic. 80AL700645	4.85	4.85	20.05	24.90	6.94	31.84	0.00	31.84	16.94%	188
Nevertire Bore Lic. 80AL703158	6.16	6.16	10.62	16.78	1.41	18.19	0.00	18.19	45.48%	40
Collie Bore Lic. 80CA724011	0.94	0.94	2.64	3.58	0.00	3.58	0.00	3.58	14.32%	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 January: 0mm

*Rainfall to date: 43.5mm

*Burrendong Dam Level: 69% As of 8/1/24

*Figures based on available Data

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Parks And Gardens – Routine Works Budget Vs Expenditure to 10th January 2024		
Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	\$947,460	\$501,573
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

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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/snip
- Event Preparation Nevertire
- Boston St levee mow/snip
- Library mow/snip
- Bore flat mow/snip
- CBD area tidy up weeding.
- Lions Park mow/snip
- Victoria Oval and Cricket Pitch preparation (on going)
- Orchard Street Levee mow/snip
- Lions Park mow/snip
- Inspect irrigation systems (on going)
- Line marking Victoria Oval.
- Preparation for twilight races
- Macquarie Park mow/snip
- Macquarie Drive mow/snip
- Tiger Bay pump station mow/snip
- Warren Shire Chambers mow/snip
- Prepare for Christmas Street party.
- Clean up Christmas Street party.
- Victoria Oval Mow/snip/line marking
- CBD area weeding/pruning/spraying
- Lawn Cemetery mow/snip
- Shire chambers mow/snip
- Woolnough levee mow/snip
- Bob Christensen reserve mow/snip
- Ebert Park mow/snip
- Oxley Park mow/snip
- Rotary Park mow/snip
- Saunders Park mow/snip
- Far west academy mow/snip
- Warren Medical Centre mow/snip
- Warren median strip's mow/snip

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Town Crew Works

- Preparation for Street Christmas Party
- Clean up from Christmas Party
- Pick up limbs around Warren
- Flush hydrants in Nevertire
- Installation of play equipment in Collie (on going)
- Collie village mowing
- Grave duties
- Clean up CBD area
- Clean grates around Warren
- Clean Gross Pollutant Trap
- Repair hole in Burton St
- Repair hole in Zora St
- Preparation for Twilight races
- Clean up after races
- Nevertire village mowing
- Wash down Dubbo St

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 10th January 2024

Account	Budget	Expenditure
Aerodrome Operations	\$175,322	\$87,023
GL's: 2555-0003		

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period to 22nd December 2023.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
Plant Repairs to 22nd December 2023				
P1063	Isuzu Tender Truck	Diagnose and order parts for leaking diff seal replaced and checked all ok.	7hrs	7hrs
P1047	Isuzu Sweeper Truck	Diagnose and order parts for handbrake failure. Parts to be fit when arrived.	4hrs	4hrs
P2120	Kobelco Excavator	Diagnose and order parts for electrical malfunction.	2hrs	2hrs
P2082	New CW34 Roller	Paperwork filled ready for payment.	1hr	1hr
P1063	Isuzu Tender Truck	Fit new compressor new receiver drier vacced and recharged system test are all ok.	7hrs	7hrs
P1047	Isuzu Sweeper	A/C system repairs remove and replace compressor, receiver drier recharge system, tests are all ok now.	6hrs	6hrs
P2380	Isuzu Paveliner	Leaking tar from delivery line. Worn fittings remove replace fittings tests are all ok now.	3hrs	3hrs
P2082	CW34 Roller	Extensions made for flashing beacons to allow better visibility.		6hrs
P2083	CW34 Roller	Extensions made for flashing beacons to allow better visibility.		6hrs
P154	Haulmark Water Tanker	New pump purchased and fit for filling operations.	4hrs	4hrs

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
P2081	CW34 Roller	A/C was not working in the arvo. System pressure was checked. Evaporator and condenser were cleaned. Did a test drive for 1hr on ambient temp at 38 degrees C.	6hrs	6hrs
P2382	Freightliner	Re-fit mudguard to RH side No2 axle.	2hrs	2hrs
P2250	Variable message board	Repairs to board lights staying on when board turned off. Faulty connection to one panel located corrected connection is all ok now.	2hrs	2hrs
P2382	Freightliner	Organise the 2 nd service and deliver to West Orange Motors on the 2-1-24r	12 Days	9hr
P2021	Kobelco Excavator	Still looking for skilled tech to offer some assistance. However, degreased and washed the machine down to try and find the electrical fault location.	3hrs	3hrs
P22	John Deere 770G Grader	10,000hr service was done as per schedule. All checks are waiting for oil sample results.	4.5hrs	4.5hrs
P90	Isuzu Tender Truck (workshop truck on loan)	Assisted operators in changing flat RH side rear tyre.	1hr	1hr
P3618	Toyota Hilux Twin Cab	40,000 KM service done. Including all checks as required by the service schedule.	6hrs	6hrs
Other works				
	RMS Shed	Major cleanup mostly of bird droppings before HVIS use the shed for the week.	4hrs	4hrs
	Full Shed Cleanup	Once a year cleanup of storerooms and floors at workshop and surrounds.	8hrs	8hrs
	Truck Inspection	One day trip to Wagga Wagga trucks to inspect and test drive the 2019 Mack Superliner before purchase.	10hrs	10hrs

ACRONYMS

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

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ITEM 4

FISH RELEASE 2023/2024

(F7-1)

RECOMMENDATION

That the information be received and noted.

PURPOSE

To update the Council on the 2023/2024 Fish Release Program.

BACKGROUND

Council and the Macquarie Cotton Growers have been participating in the NSW Department of Primary Industries Two Dollar for Dollar Native Fish Stocking Program since 1998.

REPORT

This important fish stocking event follows a successful joint application from Council and the Macquarie Cotton Growers Association to the NSW Department of Macquarie Primary Industries (DPI)'s \$2-for-\$1 Native Fish Stocking Program for 2023/2024.

Council and the Macquarie Cotton Growers Association contributed \$4,500 and received \$9,000 from NSW DPI via the program, which aims to conserve and protect the unique biodiversity of our inland river systems.

The Fingerlings, which are each between 30mm and 50mm long, were supplied by Tara Native Fish Hatchery in Hopefield, NSW.

More than 7,000 Murray Cod and 10,000 Golden Perch fingerlings were released into the Macquarie River at Bob Christensen Reserve boat ramp on Tuesday 9th January 2024.

FINANCIAL AND RESOURCE IMPLICATIONS

Council and the Macquarie Cotton Growers Association contributed \$4,500 and received \$9,000 from NSW DPI.

LEGAL IMPLICATIONS

N/A.

STAKEHOLDER CONSULTATION

Council in conjunction with the Macquarie Cotton Growers Association have contributed to the Fish Release Program for many years.

CONCLUSION

The 2023/2024 fish release was a success.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.1.1 Work with appropriate agencies to proactively address the local impacts of climate change.

SUPPORTING INFORMATION / ATTACHMENTS – Nil.

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ITEM 1 DEVELOPMENT APPLICATION APPROVALS

(B4-9)

RECOMMENDATION:

That the information be received and noted.

PURPOSE

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

BACKGROUND

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

REPORT

Development Applications that have been received for approval for November/December 2023.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
P16-22.16	Lot 2 DP755293 10439 Mitchell Highway NEVERTIRE NSW 2826	Establishment of a 5MW Solar PV electricity generation plant with associated infrastructure.	16/9/2022	13/12/2023 Multiple stop the clock periods, due to referrals and plan modifications.
P16-23.20	Lot 1 DP121941 17 Johns Ave WARREN NSW 2824	Transportable dwelling.	10/11/2023	Stop the clock for 14 days. 15/12/2023

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
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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES (C14-7.3)

RECOMMENDATION:

1. That the information be received and noted, and
2. Items marked with an asterisk (*) be deleted.

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 28th November 2023 – 10th January 2024

2020 Projects	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings. 21 Deacon Drive and 8 Deacon Drive.	56,145	40,896.87	MHD	Completed July 2020. New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021. Formal complaint lodged with Department of Fair-Trading 4th March 2021. Additional information provided 11th March 2021. A further report provided to Council in August 2021. Rectification order issued. Expired 26/10/2021 Builder expected at the end of November to complete requested maintenance and repair works which has not progressed. Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project. Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court. Proceedings have commenced on 28th July 2022, in NCAT in respect of both properties. Case has been lodged with District Court.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

2021 Projects	Budget	Expend	Resp	Comment
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	271,116	106,982 Committed	MHD/TSM	Final design complete. Contractor engaged to install drainage pipework at the end of November. Concreting works listed on vendor panel closed 3rd February 2022 contractor appointed. Due to time lapse, new quotations obtained and reassessed. MLB to commence once Equestrian Centre path is complete. No progress during September, October, November, December, January and February due to site being flooded and wet weather. Works commenced Wednesday 31 st May 2023. Footings for the retaining wall were poured on the 12 th July 2023. Wall completed in December 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	306 claim in progress.
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.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

2023 Projects	Budget	Expend	Resp	Comment
2.27 St Mary's Naidoc Week 2023.	5,000	Nil	MHD	To be held July 2023.
2.28 Warren Junior Soccer 2023.	5,000	Nil	DMFA	
2.30 St Mary's Lion King.	1,000	Nil	MHD	August 2023 Waiting on acquittal.
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	5,000	MHD	Complete and acquitted.
*2.34 Warren Performing Arts and Language Place Inc Warraan Widji Arts 15/8/2023.	5,000	5,000	MHD	Complete and acquitted.
2.35 Warren Youth Group Halloween.	5,000	Nil	MHD	Waiting on acquittal.
*2.36 Tai Chi Zen for young minds.	1,900	1,900	MHD	Complete and acquitted.
*2.37 Warren Performing Arts and Language Place Inc Warraan Widji Arts	5,000	5,000	MHD	Complete and acquitted.
2.38 Barnardos - swimming lessons	1,200	Nil	MHD	

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

Capital Expenses				
Dwelling Renewals – 1 Pittman Parade. Replacement of kitchen.	60,000	47,564.50	MHD	Contractor selected and purchase order issued. Works have commenced, early November 2023.
Dwelling Renewals – 56 Garden Avenue Refurbishment (Includes \$20,000 for 2023/2024 dwelling renewal, reserve \$56,145 and \$11,741 specific M & R)	87,886	55,746.41	MHD	56 Garden Avenue, Heavy Maintenance 90% Completed. Purchase order for kitchen issued.
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 to be arranged.
Animal Shelter Replacement. (Includes \$80,000 for 2023/2024)	140,000	Nil	MHD/IPM	Project in planning stage.
Town Planning				
LEP Review.	25,000	Nil	MHD	Consultant engaged. Draft report provided, reviewed. Feedback provided. Progressing with the recommendations.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

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	25,570	MHD	Contractor commenced onsite 2 nd November 2023. Completed 7 th November 2023.
Victoria Oval Park Permanent Scoreboard Contribution.	35,000	23,612.50	MHD	\$20,000 grant funds (\$15,000 contribution from the Warren Rugby Club). Scoreboard arrived end December 2023.
Trailer Mounted Scoreboard (2) Contribution.	45,000	33,877.50	MHD	Purchase order issued. Scoreboard arrived end December 2023.
Warren Sporting and Cultural Centre Retaining Wall (Stage 2).	30,000	14,800	MHD	Purchase order issued. Contractor commenced onsite January 2024.
Windows on the Wetlands Centre Precinct EV Charging Station (up to 3) and Power Upgrade Contribution.	37,996	Nil	MHD/IPM	