

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 22ND JULY 2021**

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## WARREN SHIRE COUNCIL

### AGENDA - ORDINARY COUNCIL MEETING

22nd July 2021

**1. OPEN MEETING**

**2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

**3. CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday, 24th June 2021.

**4. DISCLOSURES OF INTERESTS**

**5. MAYORAL MINUTE(S)**

Nil.

**6. REPORTS OF COMMITTEES**

Meeting of the Town Improvement Committee  
held on Tuesday, 29th June 2021 ..... (C14-3.17)

Meeting of the Roads Committee  
held on Wednesday, 30th June 2021 ..... (C14-3.28)

Meeting of the Warren Public Arts Committee  
held on Monday, 5th July 2021 ..... (C14-3.29)

Meeting of the Warren Airport Operations Committee  
held on Tuesday, 6th July 2021 ..... (C14-2.3)

Meeting of the Economic Development Committee  
held on Wednesday, 7th July 2021 ..... (C14-3.22)

Meeting of Manex held on Tuesday, 13th July 2021 ..... (C14-3.4)

## 7. REPORTS TO COUNCIL

### REPORTS OF DELEGATES

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- Item 1 Outback Arts Inc. Board Meeting  
held on Monday, 5th July 2021 ..... (C17-2)
- Item 2 Castlereagh Macquarie County Council Meeting  
held on Monday, 26th April 2021..... (C15-1)

### POLICY

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- Item 1 Vacation Care Policies – Audit Review ..... (V1-2)
- Item 2 Councillor Access to Information Policy  
Review July 2021 ..... (P13-1, C14-5.1)

### REPORTS OF THE GENERAL MANAGER

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- Item 1 Outstanding Reports Checklist (C14-7.4) ..... Page 1
- Item 2 Committee/Delegates Meetings (C14-2) ..... Page 6
- Item 3 Works Progress Reports –  
Infrastructure Projects (C14-71, G4-1) ..... Page 7

### REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

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- Item 1 Réconciliation Certificate – June 2021 (B1-10.16) ..... Page 1
- Item 2 Statement of Rates and Annual Charges  
as at 30th June 2021 (R1-4) ..... Page 4
- Item 3 Works Progress Reports –  
Finance & Administration Projects (S1-1.15, C9-1) ..... Page 6
- Item 4 Librarian’s Report on the Warren Shire Library Operations (L2-2) Page 7

### REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

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- Item 1 Works Progress Reports – Roads (C14-7.2) ..... Page 1
- Item 2 Works Progress Reports – Town Services (C14-7.2) ..... Page 25
- Item 3 Works Progress Reports – Fleet/Workshop (C14-7.2) ..... Page 36

**REPORTS OF THE MANAGER HEALTH & DEVELOPMENT**

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

**7. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**

Nil.

**8. MATTERS OF URGENCY**

Nil.

**9. CONFIDENTIAL MATTERS**

Nil.

**10. CONCLUSION OF MEETING**

**PRESENTATIONS**

Nil.

## TOWN IMPROVEMENT COMMITTEE

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Attached are the Minutes of the meeting of the Town Improvement Committee held on Tuesday, 29th June 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Town Improvement Committee held on Tuesday, 29th June 2021 be received and noted, and the following recommendations be adopted:

**ITEM 3                      WARREN CBD UPGRADE STAGE 2                                              (C14-3.17)**

**RECOMMENDATION TO COUNCIL:** That:

- 1) Council include the following list of works to the current Warren Central Business District Upgrade Project in principle:
  - a) The project needs to be considered as the Warren Central Business District Upgrade Project which will be abbreviated to be the Warren CBD Upgrade Project.
  - b) The Warren CBD Upgrade Project will be considered as a 10-year plan.
  - c) The initial proposed area be extended to include the Warren Library at the Readford Street End of Dubbo Street.
  - d) The initial proposed area be extended to include the Warren Courthouse at the Hale Street End of Dubbo Street.
  - e) Negotiations with TfNSW regarding financial provision to cater for the establishment of a new roundabout and approaches are to be undertaken immediately after a draft design and estimated cost of the new roundabout has been compiled.
  - f) The acquisition of the vacant land behind the Royal Hotel to allow for the currently proposed carpark behind the previous Nursery Café to be extended to cater for Caravans.
  - g) The acquisition of the vacant land surrounding the Warren NAB Bank Building to allow for the proposed carparking which is to include provision for Caravan Parking.
  - h) Subsequent drop points in each carpark to facilitate the servicing of caravans

# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee  
Meeting held in the Council Chambers, Administration Building, Warren  
on Tuesday, 29th June 2021 commencing at 3.00 pm

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- i) Consider the establishment of four more tree guarded areas each with Manchurian Pear planted within and Jasminum creeps used as ground surrounds.
  - j) Level crossing for pedestrian crossing added to the Hale Street and Dubbo Street intersection.
  - k) Provision be made for the tidying up sections of footway in front (Dubbo Street) and the side (Readford Street) of the Warren Library.
  - l) Provision be made for the tidying up of sections of footway in front (Dubbo Street) of the Court House.
  - m) Provision be made for the tidying up of sections of footway in front (Dubbo Street) and the side (Hale Street) of the Macquarie Toyota Warren.
  - n) Create details of the improvements to the SPAR Carpark and its surrounds.
  - o) Provide for the decoration of the "wall spaces" within the total CBD area. (Murals or Otherwise) to be considered in conjunction with the Public Arts Committee.
  - p) Provision be made for the repaving of Dubbo Street's existing paved footways from Hale Street to Readford Street.
  - q) Provision be made for the resurfacing of Dubbo Street from Hale Street to Readford Street using a 40mm layer of asphaltic concrete.
- 2) A Community Consultation Program be developed and commenced to obtain feedback from the business houses and community of Warren Shire for the current Warren Central Business District Upgrade Project;
  - 3) An estimated cost be determined and reported to Council for the complete project in conjunction with the reporting of the business houses and community feedback with negotiation positions for land purchases to be reported in Closed Council;
  - 4) Council commence the process of obtaining necessary grants for this extensive ten (10) year project.

# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee  
Meeting held in the Council Chambers, Administration Building, Warren  
on Tuesday, 29th June 2021 commencing at 3.00 pm

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## PRESENT:

Councillor Kevin Taylor (Chair)  
Councillor Pauline Serdity  
Councillor Sarah Derrett  
Councillor Karlene Irving  
Councillor Heather Druce  
Gary Woodman (General Manager)  
Rolly Lawford (Divisional Manager Engineering Services)  
Raymond Burns (Town Services Manager)  
Kerry Jones (Infrastructure Projects Manager)  
Angela Tegart (Administration Officer)

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## ITEM 1 APOLOGIES

Apologies were received from Councillor Brett Williamson and Maryanne Stephens who were absent due to external commitments and it was **MOVED** Woodman/Druce that a leave of absence be granted for this meeting.

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## ITEM 2 CONFIRMATION OF MINUTES (C14-3.17)

**MOVED** Druce /Derrett that the Minutes of the Meeting held on Tuesday, 3rd September 2019 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 WARREN CBD UPGRADE STAGE 2 (C14-3.17)

### RECOMMENDATION TO COUNCIL:

**MOVED** Serdity /Derrett That:

- 1) Council include the following list of works to the current Warren Central Business District Upgrade Project in principle:
    - a) The project needs to be considered as the Warren Central Business District Upgrade Project which will be abbreviated to be the Warren CBD Upgrade Project.
    - b) The Warren CBD Upgrade Project will be considered as a 10-year plan.
    - c) The initial proposed area be extended to include the Warren Library at the Readford Street End of Dubbo Street.
    - d) The initial proposed area be extended to include the Warren Courthouse at the Hale Street End of Dubbo Street.
    - e) Negotiations with TfNSW regarding financial provision to cater for the establishment of a new roundabout and approaches are to be undertaken immediately after a draft design and estimated cost of the new roundabout has been compiled.
    - f) The acquisition of the vacant land behind the Royal Hotel to allow for the currently proposed carpark behind the previous Nursery Café to be extended to cater for Caravans.
    - g) The acquisition of the vacant land surrounding the Warren NAB Bank Building to allow for the proposed carparking which is to include provision for Caravan Parking.
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# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee  
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on Tuesday, 29th June 2021 commencing at 3.00 pm

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- h) Subsequent drop points in each carpark to facilitate the servicing of caravans
  - i) Consider the establishment of four more tree guarded areas each with Manchurian Pear planted within and Jasminum creeps used as ground surrounds.
  - j) Level crossing for pedestrian crossing added to the Hale Street and Dubbo Street intersection.
  - k) Provision be made for the tidying up sections of footway in front (Dubbo Street) and the side (Readford Street) of the Warren Library.
  - l) Provision be made for the tidying up of sections of footway in front (Dubbo Street) of the Court House.
  - m) Provision be made for the tidying up of sections of footway in front (Dubbo Street) and the side (Hale Street) of the Macquarie Toyota Warren.
  - n) Create details of the improvements to the SPAR Carpark and its surrounds.
  - o) Provide for the decoration of the "wall spaces" within the total CBD area. (Murals or Otherwise) to be considered in conjunction with the Public Arts Committee.
  - p) Provision be made for the repaving of Dubbo Street's existing paved footways from Hale Street to Readford Street.
  - q) Provision be made for the resurfacing of Dubbo Street from Hale Street to Readford Street using a 40mm layer of asphaltic concrete.
- 2) A Community Consultation Program be developed and commenced to obtain feedback from the business houses and community of Warren Shire for the current Warren Central Business District Upgrade Project;
  - 3) An estimated cost be determined and reported to Council for the complete project in conjunction with the reporting of the business houses and community feedback with negotiation positions for land purchases to be reported in Closed Council;
  - 4) Council commence the process of obtaining necessary grants for this extensive ten (10) year project.

**Carried**

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#### **ITEM 4 MEETING WITH THE LIONS CLUB CONCERNING IMPROVEMENTS TO LIONS PARK**

**(P1-7.5)**

**MOVED** Druce/Serdity That the information be received and noted.

**Carried**



# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee  
Meeting held in the Council Chambers, Administration Building, Warren  
on Tuesday, 29th June 2021 commencing at 3.00 pm

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## ITEM 5            GENERAL BUSINESS

- Councillor Irving advised she has been approached by several members of the community regarding the “Cafe” signage on the old NAB building. It is very misleading, and visitors are stopping not realising that the café no longer is operational. Could Council please have the signs removed. The Divisional Manger Engineering Services advised he has endeavoured to have them removed in the past, due to the building being privately owned Council would need permission from the building owner to allow Council to move the signs.

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## NEXT MEETING

**Next meeting in late 2021 with the new Council.**

**There being no further business the meeting closed at 3.50pm.**

## ROADS COMMITTEE

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Attached are the Minutes of the meeting of the Roads Committee held on Wednesday, 30th June 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Roads Committee held on Wednesday, 30th June 2021 be received and noted and the following recommendations be adopted:

**ITEM 4.1 CONSTRUCTION OF OLD WARREN ROAD PART SEGMENT 22 AND SEGMENT 24 (R4-1.65)**

That the Roads Committee acknowledge that the construction of part of Segment 22 (750m) and all of Segment 24 of the Old Warren Road inclusive of a 20mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

**ITEM 4.2 CONSTRUCTION OF ELLENGERAH ROAD SEGMENT 20 (R4-1.64)**

That the Roads Committee acknowledge that the construction of Segment 20 of the Ellengerah Road inclusive of a 20mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

**ITEM 4.3 CONSTRUCTION OF NEVERTIRE BOGAN ROAD SEGMENT 02 (R4-1.58)**

That the Roads Committee acknowledge that the construction of Segment 02 of the Nevertire Bogan Road inclusive of a 14mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

Meeting held in the Council Chambers, Administration Building, Warren  
on Wednesday, 30th June 2021 commencing at 2.00 pm

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### PRESENT:

Councillor Andrew Brewer (Chair)  
Mayor Milton Quigley (arrived 2.29pm)  
Councillor Heather Druce  
Gary Woodman (General Manager)  
Rolly Lawford (Divisional Manager Engineering Services)  
Rowan Hutchinson (Roads Infrastructure Manager)  
Angela Tegart (Administration Officer Engineering Services)

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### ITEM 1 APOLOGIES

Apologies were received from Councillor Mark Beach and Councillor Ron Higgins who were absent due to external commitments and it was **MOVED** Druce/Brewer that a leave of absence be granted for this meeting.

**Carried**

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### ITEM 2 CONFIRMATION OF MINUTES

**MOVED** Brewer/Druce that the Minutes of the Meeting held on, Monday, 30th November 2020 be accepted as a true and correct record of that meeting.

**Carried**

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### ITEM 3 ACTION CHECKLIST

#### **Council Roads Classification Review**

Council has provided a submission to the Regional Roads Reclassification and Transfer Committee. Our submission is most probably a lower priority for the Committee.

#### **State Highway Road Maintenance Council Contract**

The current Road Maintenance Council Contract by Gilgandra Shire Council is for another 12 months.

Currently a lot of work is being undertaken by contractors and Transport for NSW. Engineering Services Department staff are working on the required documents. There is a chance Council may be asked to do further work in 2021/2022.

#### **Traffic Counter Data**

Council will continue to see monthly traffic counter data where available detailing individual road information.

The Roads Committee will receive a report on traffic counter information summarized and detailing traffic data trends.

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

**Carried**

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# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

Meeting held in the Council Chambers, Administration Building, Warren  
on Wednesday, 30th June 2021 commencing at 2.00 pm

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### ITEM 4 REPORTS

#### ITEM 4.1 CONSTRUCTION OF OLD WARREN ROAD PART SEGMENT 22 AND SEGMENT 24

(R4-1.65)

##### RECOMMENDATION TO COUNCIL:

**MOVED** Druce /Brewer that the Roads Committee acknowledge that the construction of part of Segment 22 (750m) and all of Segment 24 of the Old Warren Road inclusive of a 20mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

Carried

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#### ITEM 4.2 CONSTRUCTION OF ELLENGERAH ROAD SEGMENT 20

(R4-1.64)

##### RECOMMENDATION TO COUNCIL:

**MOVED** Brewer/Druce that the Roads Committee acknowledge that the construction of Segment 20 of the Ellengerah Road inclusive of a 20mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

Carried

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#### ITEM 4.3 CONSTRUCTION OF NEVERTIRE BOGAN ROAD SEGMENT 02

(R4-1.58)

##### RECOMMENDATION TO COUNCIL:

**MOVED** Druce /Brewer that the Roads Committee acknowledge that the construction of Segment 02 of the Nevertire Bogan Road inclusive of a 14mm final seal, linemarking and the required roadside furnishings has been completed to the Council's satisfaction.

Carried

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#### ITEM 4.4 FIXING LOCAL ROADS GRANT ROUND 3

(G4-1.51)

Council Funding contributions for the Fixing Local Roads Program Round 3:

\$1,000,000	Local Roads and Community Infrastructure Round 3
\$507,734	Local Roads and Community Infrastructure Round 2
\$600,000	Roads to Recovery Bitumen Reseal – Shire Roads
\$55,250	Roads to Recovery Bitumen Reseal – Town Streets
\$11,000	Other road capital to be determined
\$40,000	Tyrie Road

This will allow for approximately \$8,900,000 of works.

Council is hoping to at least get to priority 5 although this is not guaranteed. Information on the finalised gravel resheeting program will be provided to Committee Members after the completion of the grant applications. The proposed Reseal Program will include Warren Town Streets.

**MOVED** Quigley/Druce that the information be received and noted.

# WARREN SHIRE COUNCIL

## Minutes of the Roads Committee

Meeting held in the Council Chambers, Administration Building, Warren  
on Wednesday, 30th June 2021 commencing at 2.00 pm

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**Carried**

**ITEM 4.5    APRIL 2020 AND MARCH 2021 FLOOD AND STORM DAMAGE NATURAL DISASTER  
DECLARATION AND PROGRAMS** **(F8-9.4, F8-9.5)**

Build Environment Collective (BEC) have been engaged for the assessment, costing and programming for the April 2020 and March 2021 Flood and Storm Damage Program of Warren Shire Council.

They are an experienced firm at undertaking this work and were responsible for Gilgandra Shire Council and Bogan Shire Council receiving \$12,000,000 and \$7,000,000 programs respectively for their April 2020 Event. For Warren Shire Council this will mostly be for the March 2021 Flood and Storm Event.

Council will be responsible for contributions for the finalised and approved programs for both local roads and regional roads in accordance with the Natural Disaster Relief arrangements.

Emergency works will also be determined and if possible, undertaken within six (6) months of the event as a priority as emergency works have a lower threshold for approval.

Council is also helping with condition details and certification of original conditions.

It is hoped that the BEC cost will be reimbursed as part of the approved restoration program.

Council will investigate what inhouse visual inspection system is required for the future and can be incorporated and used with the Asset Management System.

**MOVED** Druce/Brewer that the information be received and noted.

**Carried**

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**ITEM 5            GENERAL BUSINESS**

- Access gates through and in the Showground Racecourse; Should the gates remain open in and out of the Showground Racecourse Complex. Should the internal gate be locked to reduce damage on the tracking system.
  - Regional Road 7515 the shoulders need to be checked and a maintenance program determined.
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**NEXT MEETING**

6<sup>th</sup> October 2021 after the Election of the new Council.

**There being no further business the meeting closed at 3:41pm.**

## WARREN PUBLIC ARTS COMMITTEE MINUTES

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Attached are the Minutes of the meeting of the Warren Public Arts Committee held on Monday, 5th July 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Warren Public Arts Committee held on Monday, 5th July 2021 be received and noted and the following recommendations be adopted:

**ITEM 5.2      WARREN SHIRE COUNCIL PUBLIC ART MASTERPLAN      (C14-3.29)**

That the Draft Warren Shire Council Public Arts Masterplan be amended to take into account the requested amendments and a Committee Workshop be held to reconsider the new Draft Warren Shire Council Public Art Masterplan.

**ITEM 5.4      MURRAY-DARLING BASIN ECONOMIC DEVELOPMENT PROGRAM ROUND 3 –  
WATER RESERVOIRS AND GRAIN SILOS MURALS      (C14-3.29)**

That:

1. The work scope for the Murray-Darling Basin Economic Development Program Round 3 Water Reservoirs and Grain Silos Mural be:
  - a. Stafford Street Water Reservoir (\$100,000);
  - b. Nevertire Water Reservoir (\$130,000);
  - c. Public Art of Private Property in the Warren Shire (\$20,000).
2. Appropriate community consultation be undertaken for the Nevertire Water Reservoir and the public art on private property murals.

**ITEM 5.5      WARREN STAFFORD STREET WATER RESERVOIR MURAL      (C14-3.29)**

That the Warren Stafford Street Water Reservoir Mural be progressed using the current budget from CASP (\$2,466) and Drought Communities Grant Program Round 1 (\$34,792) budget together with the additional \$100,000 from the Murray Darling Basin Economic Development Program Round 3 Grant.

**ITEM 5.6      RESIGNATIONS FROM COMMITTEE      (C14-3.29)**

That:

1. Council note the resignation of Mrs Alisha Leach and that Mrs Leach be thanked for her contribution to the Warren Public Arts Committee; and
2. Appropriate advertising be arranged to obtain Expressions of Interest for new community members to fill the three (3) vacant community members positions on the Warren Public Arts Committee with appropriate reporting to Council for appointment to the Committee.

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Monday 5th July 2021 commencing at 2:04 pm

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## PRESENT:

Councillor Pauline Serdity	Chair
Councillor Brett Williamson	
Gary Woodman	General Manager
Jenny Quigley	Community Member
Judy Ridley	Community Member (2.06 pm)
Raymond Burns	Town Services Manager (2.15 pm)
Kerry Jones	Infrastructure Projects Manager (2.06 pm)
Jody Burtenshaw	Executive Assistant

## ITEM 1 APOLOGIES

An apology was tendered on behalf of Councillor Karlene Irving who was absent due to external commitments, and it was **MOVED** Williamson/Quigley that the apology be accepted and a leave of absence for the member concerned be granted.

**Carried**

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## ITEM 2 CONFIRMATION OF MINUTES

**(C14-3.29)**

**MOVED** Williamson/Quigley that the Minutes of the Meeting held on Thursday, 18th February 2021 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THURSDAY, 17TH DECEMBER 2020

Nil.

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## ITEM 4 ACTION CHECKLIST

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Monday 5th July 2021 commencing at 2:04 pm

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## ITEM 5.1 STATUS OF SCULPTURES BY THE RIVER (C14-3.29)

A couple of years ago the Warren Arts Council after ceasing to exist was reformed to allow for grant applications for sculptures on Council land. Then a grant was obtained for sculptures.

An Art Workshop was undertaken and local artists and other drought affected persons (mental health support) were arranged to provide designs for sculptures. It was not a competition.

The first sculpture installed at Victoria Oval is by Damian Plunkett (table tennis sculpture).

Other sculptures to be completed and installed are from:

- Simon Cant – weather related
- Ben Cant – Sporting figures
- Mary Kennedy and Dominica Foy – Wildlife
- Ben Egan – Agricultural related.

The budget is used for costs of materials and installation. The current budget is sufficient for the next four (4) sculptures.

Suitable locations have been determined with the Infrastructure Project Manager and Chair of the Warren and District Arts Council. One location will be the old soon to be redundant shotput pad at Victoria Oval.

**MOVED** Williamson/Ridley that the information be received and noted.

**Carried**

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## ITEM 5.2 WARREN SHIRE COUNCIL PUBLIC ART MASTERPLAN (C14-3.29)

Councillor Irving emailed Council and requested the following two (2) amendments:

- Add to the Master Plan in Section 2.1.2 (page 7):  
Landmark art dominated the local landscape within the Wayilwan Nation prior to European arrival. The traditional Wayilwan people created public art in the form of carved trees. The complex designs, involved skill and strength and held unique and significant meaning for ceremonies and the commemoration of esteemed people within the nation who had passed away. There were thousands of such carved trees prior to European arrival. Examples of such local public art are held at the Warren Local Aboriginal Land Council.
- Add to Section 2.1.3 (page 9):  
Wayilwan inspired structural art could contribute significantly to Warren Shire's public art projects. Such unique and rare designs have the potential to attract local and international visitors. Many traditional Wayilwan designs were abstract in nature, with unique geometrical patterns. Tree carving designs were also inspired by the astronomy of the Wayilwan people and their neighbouring nations, while other designs were inspired by the native fauna of the Wayilwan nation. Local Wayilwan artists have painted designs inspired by traditional tree carvings. Such art, however, is yet to be fully harnessed as inspiration for future public art projects.

Councillor Williamson requested that comments in regards to public arts on private property be included and also photographs as public art.

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# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Monday 5th July 2021 commencing at 2:04 pm

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**ITEM 5.2      WARREN SHIRE COUNCIL PUBLIC ART MASTERPLAN      CONTINUED**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Quigley/Ridley that the Draft Warren Shire Council Public Arts Masterplan be amended to take into account the requested amendments and a Committee Workshop be held to reconsider the new Draft Warren Shire Council Public Art Masterplan.

**Carried**

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**ITEM 5.3      PUBLIC ART ON PRIVATE PROPERTY      (C14-3.29)**

Public Art on private property should always have the ability to be removed to allow renewal and the rules properly developed and agreed to by the property owner and take into account process to renew, risk assessment, use of removable boards, quality, structural integrity of the art and board, warranty and the content etc.

**MOVED** Ridley/Quigley that the information be received and noted.

**Carried**

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**ITEM 5.4      MURRAY-DARLING BASIN ECONOMIC DEVELOPMENT PROGRAM ROUND 3 –  
WATER RESERVOIRS AND GRAIN SILOS MURALS      (C14-3.29)**

A Draft Scope of Work for the Murray-Darling Basin Economic Development Program Round 3 Water Reservoirs and Grain Silos Murals is required by Friday, 9th July 2021.

The Nevertire Reservoir is a priority as it is on the entrance to the Warren Shire and part of a refurbishment project. The work on the Nevertire Reservoir would be undertaken by a further quotation to Artists.

**RECOMMENDATION TO COUNCIL:**

**MOVED** Quigley/Williamson that:

1. The work scope for the Murray-Darling Basin Economic Development Program Round 3 Water Reservoirs and Grain Silos Mural be:
  - a. Stafford Street Water Reservoir (\$100,000);
  - b. Nevertire Water Reservoir (\$130,000); and
  - c. Public Art on Private Property in the Warren Shire (\$20,000).
2. Appropriate community consultation be undertaken for the Nevertire Water Reservoir and the public art on private property murals.

**Carried**

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**ITEM 5.5      WARREN STAFFORD STREET WATER RESERVOIR MURAL      (C14-3.29)**

Artist Sam Brooks has been scoping the proposed mural using the four (4) sports that have been determined by the Committee as appropriate (soccer, swimming, skateboarding and cricket). The Artist is to be requested to provide his final concept plan for the Committee's consideration.

# WARREN SHIRE COUNCIL

Minutes of the Warren Public Arts Committee Meeting  
held in the Conference Room, 115 Dubbo Street Warren  
on Monday 5th July 2021 commencing at 2:04 pm

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**ITEM 5.5      WARREN STAFFORD STREET WATER RESERVOIR MURAL      CONTINUED**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Serdity/Williamson that the Warren Stafford Street Water Reservoir Mural be progressed using the current budget from CASP (\$2,466) and Drought Communities Grant Program Round 1 (\$34,792) budget together with the additional \$100,000 from the Murray Darling Basin Economic Development Program Round 3 Grant.

**Carried**

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**ITEM 5.6      RESIGNATIONS FROM COMMITTEE      (C14-3.29)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Serdity/Williamson that:

1. Council note the resignation of Mrs Alisha Leach and that Mrs Leach be thanked for her contribution to the Warren Public Arts Committee; and
2. Appropriate advertising be arranged to obtain Expressions of Interest for new community members to fill the three (3) vacant community members positions on the Warren Public Arts Committee with appropriate reporting to Council for appointment to the Committee.

**Carried**

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**ITEM 5.7      PUBLIC ART PROJECTS FOR GRANTS      (C14-3.29)**

- Photography of special sports teams and high achievers at the Warren Sporting and Cultural Centre – recognition and history.
  - Marcia McMillan photograph of dust storm.
  - Warren Shire Sport, work and living sculptures and photographs.
  - Flashback Friday photographs.
  - Brian Anderson photographs from Oxley Park Water Reservoir looking towards Victoria Park.
  - Stafford Street Reservoir photography.
  - 1955 Flood Photography.
  - Sculptures similar to Gulgargambone.
  - Aboriginal Art.
  - School children art class work.
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**ITEM 6      GENERAL BUSINESS WITHOUT NOTICE**

Nil.

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**ITEM 7      DATE OF NEXT MEETING:**

To be arranged after the September 2021 Council Election unless urgent business arises.

**There being no further business the meeting closed 3.56 pm.**

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## AIRPORT OPERATIONS COMMITTEE

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Attached are the Minutes of the meeting of the Airport Operations Committee held on Tuesday, 6th July 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Airport Operations Committee held on Tuesday, 6th July 2021 be received and noted.

# WARREN SHIRE COUNCIL

## Minutes of the Airport Operations Committee Meeting held in the Council Chambers, Administration Building, Warren on Tuesday, 6th July 2021 commencing at 3.04 pm

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### PRESENT:

Councillor Brett Williamson (Chair)  
Councillor Kevin Taylor  
Pat Hulme  
Gary Woodman (General Manager)  
Kerry Jones (Infrastructure Projects Manager)  
Rolly Lawford (Divisional Manager Engineering Services)  
Raymond Burns (Town Services Manager)  
Jody Burtenshaw (Executive Assistant)

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### ITEM 1 APOLOGIES

An apology was received from George Falkiner who was absent due to external commitments and it was **MOVED** Taylor/Hulme that a leave of absence be granted for this meeting.

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### ITEM 2.1 CONFIRMATION OF MINUTES (C14-3.12)

**MOVED** Taylor/Hulme that the Minutes of the Meeting held on Tuesday, 9th February 2021 be accepted as a true and correct record of that meeting.

**Carried**

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### ITEM 2.2 BUSINESS ARISING FROM MINUTES

Nil.

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### ITEM 3.1 FUEL POD USAGE UPDATE (A2-16.1)

The Infrastructure Projects Manager advised the following:

- 7,500 litres of fuel has been sold;
- Received a top up of approximately 5,500 litres of fuel from IOR two (2) weeks ago;
- IOR invoice has not been submitted as yet, pricing may need to be adjusted accordingly;
- The capacity of the fuel tank is 15,000 litres, however standard working capacity is 12,000 litres; and
- A problem was identified by a user when a plane couldn't be refuelled during a power outage.

The Committee considered that a small generator may be required as a backup.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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### ITEM 3.2 AIRPORT UPGRADE PROGRESS AND STATUS; SPECIFICALLY, RUNWAY 03/21 DRAINAGE (G4-1.16)

The Infrastructure Projects Manager advised the following:

- Taxiways and apron has been completed;

# WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee  
Meeting held in the Council Chambers, Administration Building, Warren  
on Tuesday, 6th July 2021 commencing at 3.04 pm

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**ITEM 3.2 AIRPORT UPGRADE PROGRESS AND STATUS; SPECIFICALLY, RUNWAY 03/21 DRAINAGE CONTINUED**

- Drainage of 03/21 runway needs to be completed by the contractor, as the drainage was not improved.
- Recent rain (430mm in March 2021) has delayed the contractor from returning, the new expected date is Monday, 12th July 2021;
- The southern end is still wet, but the Hercules are still able to do touch downs;
- In heavy rainfall events, drainage will be run both towards the borrow pit sandy country on Egelabra and highway culverts that drain to Greg Whiteley's property channel that will include floodgate systems; and
- Win rows will also need to be removed in the area by the contractor.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 3.3 AIRPORT TERMINAL UPDATE (G4-1.16, A2-11)**

The Infrastructure Projects Manager advised the following:

- The building frame has been purchased and is onsite;
- Rain has delayed progress. Currently works are being requoted, the original builder has moved on;
- The electrical supply works are completed, other electrical works have been committed;
- Site has been pumped out, will need to replace about 300m<sup>3</sup> and then use screw piers in a foundation, with a 150mm thick slab on top;
- Pad to be an engineered approved pad e.g. Barnsons;
- The budget is very tight, less than \$150,000 for slab and construction, cladding etc.;
- RNAV has been removed to allow current budget;
- Have found at least two (2) local builders that should be able to undertake the work;
- Timing is weather dependent, but aiming for end of September 2021; and
- Site preparation works hopefully commence next week.

Councillor Williamson advised:

- That an outside powerpoint is needed.  
The Infrastructure Projects Manager advised there was one, it just needs to be marked as a powerpoint (located near the septic tank).
- Will also require a water point to allow for plane washing if possible.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee  
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**ITEM 3.4 ACCESS TO AND FROM AIRSIDE AND HANGERS DURING CONSTRUCTION OF TERMINAL (G4-1.16)**

A personnel gate that will be latched but not locked is to be installed between the vehicular access gate and the Macquarie County Council shed.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 3.5 MVAS – PURCHASE OF AIRPORT LAND, DA, SURVEY ETC EXISTING WASTE/WASHDOWN WATER DAM, CONDITIONS OF USE/ODOUR FROM EPA ETC. (A2-12)**

- Survey is to be undertaken at MVAS cost;
- MVAS purchase etc is in progress;
- EPA Guidelines will need to be followed by MVAS, Council is responsible for reporting;
- EPA have directed MVAS to fill in their rubbish pit;
- There is concern that the EPA is yet to provide a licence and are detailing what MVAS have to do to bring the setup to standard;
- The facility should only be used for washdown of the MVAS aircraft; and
- Discussions will be held with MVAS.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 3.6 ERSA UPDATE RE: FACILITIES AT WARREN (A2-1)**

The Infrastructure Projects Manager advised that the last CASA document amendment did not include fuel information for Warren Airport. This has been followed up and AirServices Australia are preparing a supplementary report that will include that the Warren Airport has fuel.

OzRunways and AVPlan could also be utilised to ensure that everyone knows that the airport now has fuel.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 3.7 RFS BUILDING UPDATE (A2-17.2)**

- In an advanced stage of planning;
- The Infrastructure Projects Manager advised that according to the airport requirements Obstacle Limitation Survey (OLS) the maximum building height including air conditioning or any antennas is 8.8 metres.

The Infrastructure Projects Manager has been advised that the maximum height of the building design is 6.7 metres and there will be no aerials on the roof of the building.

- Septic tank system will be disposed onto Council land behind the facility (far west area).

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Airport Operations Committee  
Meeting held in the Council Chambers, Administration Building, Warren  
on Tuesday, 6th July 2021 commencing at 3.04 pm

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**ITEM 3.8      REMOTE AIRPORT UPGRADING PROGRAM (RAUP) RECOMMENDATION TO  
COUNCIL ON FUNDING PRIORITIES      (A2-1)**

RAUP subsidy is 50% of the project costs.

Otherwise Council will need to find grants that may be 100%.

The runway lighting replacement - \$300,000.

Other improvements need to be considered by the Committee and its members at each meeting.

Fuel income is hoped to be available for future improvements or reserve.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 4      GENERAL BUSINESS**

**ITEM 4.1      BILLING OF RAAF ETC.      (A2-5)**

Consideration will be undertaken to bill organisations by agreement directly instead of having another organisation collect our funds and then take a commission.

These extra funds collected/negotiated could be used for further improvements at the airport precinct.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**ITEM 4.2      MAINTENANCE OF VACANT BLOCKS – OVERGROWN VEGETATION      (H2-14)**

Appropriate letters will be written to owners of property at the airport where the vegetation on the block is overgrown. Orders will be progressed if required.

**MOVED** Taylor/Hulme that the information be received and noted.

**Carried**

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**NEXT MEETING**

To be confirmed for Tuesday, 10th August 2021 if appropriate updates are available.

**There being no further business the meeting closed at 4:02 pm.**

## ECONOMIC DEVELOPMENT COMMITTEE MINUTES

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Attached are the Minutes of the meeting of the Economic Development Committee held on Wednesday, 7th July 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Economic Development Committee held on Wednesday, 7th July 2021 be received and noted.



**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 7th July 2021, commencing at 2.12pm**

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**PRESENT:**

Milton Quigley	Councillor (Chairperson)
Katrina Walker	Councillor
Sarah Derrett	Councillor
Gary Woodman	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Rolly Lawford	Divisional Manager Engineering Services
Eoin Clohesy	Business Development Facilitator
Jody Burtenshaw	Executive Assistant

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**ITEM 1            APOLOGIES**

Apologies were received from Councillor Brewer and Maryanne Stephens who were absent due to external commitments and it was **MOVED** Derrett/Walker that a leave of absence be granted for this meeting.

**Carried**

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**ITEM 2            MINUTES**

**MOVED** Walker/Derrett that the Minutes of the Economic Development Committee meeting held on Wednesday, 15th July 2020 be adopted as a true and correct record of that meeting.

**Carried**

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**ITEM 3            BUSINESS ARISING**

Nil.

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**ITEM 4            ACTION CHECKLIST**

**MOVED** Derrett/Walker that the information be received and noted and the items marked with an asterisk (\*) be deleted.

**Carried**

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**ITEM 5            BUSINESS DEVELOPMENT FACILITATOR EOIN CLOHESY – INTRODUCTION AND DISCUSSION (D3-10)**

The Mayor welcomed the Business Development Facilitator, Eoin Clohesy to the meeting and advised that he can add and contribute significantly to this Committee. The Mayor gave a brief overview of the local economy and businesses within the Warren Shire.

Eoin outlined his background and work history and is excited about the opportunities available to obtaining long term growth for the Warren Shire.

**MOVED** Walker/Derrett that the information be received and noted.

**Carried**

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**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 7th July 2021, commencing at 2.12pm**

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**ITEM 6            WARREN SHIRE COUNCIL DELIVERY PROGRAM 2017-18 TO 2020-21 (NOW 5 YEAR PLAN) ECONOMIC DEVELOPMENT ACTIONS AND RESPONSIBILITIES (C14-3.22)**

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

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**ITEM 7            RENEWAL OF WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT STRATEGY 2013-2016 (D3-1)**

**MOVED** Walker/Derrett that the information be received and noted.

**Carried**

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**ITEM 8            RENEWAL OF WARREN SHIRE COUNCIL ECONOMIC DEVELOPMENT STRATEGY 2013-2016 ACTIVITY PLAN 2013-2016 (D3-1)**

**MOVED** Walker/Derrett that the information be received and noted.

**Carried**

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**ITEM 9            WESTERN PLAINS REGIONAL ECONOMIC DEVELOPMENT STRATEGIES 2018-2022 (D3-11)**

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

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**ITEM 10          DISCUSSION ON SPECIAL PROJECTS/ACTIONS AND NEW BUSINESS AND INDUSTRIAL INITIATIVES BUSINESS DEVELOPMENT FACILITATOR (D3-1)**

Matters discussed and to be considered were:

- Inland Rail – how Warren Shire and private and public assets can take advantage with better access to markets and high usage;
- Political pressure to ensure railway spur line to Warren is fully functional (finishing the railway bridge);
- Review of grain silos by Grain Handling Authority;
- Use of any unused facilities such as disused or underutilised sheds, Warren Airport (e.g. mushroom farms, hydroponics etc.)
- Warren Airport subdivision and facilities, including ability to refuel;
- Further recycling processes;
- New Museum in Warren;
- Value adding industries – cotton seed etc.;
- Eco-Tourism and Macquarie Marshes;
- Inland Flat Land Road Route, in conjunction with Coonamble Shire Council;
- Warren Showground/Racecourse Complex ‘The Randwick of the West’ Equestrian Centre;
- Warren Sporting Facilities (Carter Oval Sports Precinct and Warren Swimming Pool, Victoria Oval and Warren Sporting and Cultural Centre);

**WARREN SHIRE COUNCIL**  
**Minutes of the Economic Development Committee Meeting**  
**held at the Warren Shire Council Chambers**  
**on Wednesday 7th July 2021, commencing at 2.12pm**

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**ITEM 10            DISCUSSION ON SPECIAL PROJECTS/ACTIONS AND NEW BUSINESS AND INDUSTRIAL INITIATIVES BUSINESS DEVELOPMENT FACILITATOR**

**CONTINUED**

- Burrima Walkway and tourist circuit;
- Development of an Infrastructure Report identifying opportunities and required actions;
- Window on the Wetlands Facility;
- Natural advantage of Warren, the green 'oasis' of the west;

**MOVED** Walker/Derrett that the information be received and noted.

**Carried**

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**ITEM 11            GENERAL BUSINESS**

**1. Main Street Redevelopment – Physical and Business Improvement            (C14-3.17, T4-11)**

The Committee viewed the Draft Warren CBD Improvement Plans. We need to consider:

- Young Entrepreneurs, 30-40 year old;
- Tourism, Business Development, Macquarie Marshes Signage;
- Buy from the Bush Program;
- Mural Program;
- How to have quality shop fronts;
- How to get rid of closed shops;
- Stop the weak point of Warren;
- Need an improved Economic Development Plan to regenerate the Main Street of Warren;
- Business Development Facilitator (NSW Department of Regional NSW) involvement;
- How to involve the whole community needs to be considered:
  - Chamber of Commerce;
  - Tourism Organisations (local and regional);
  - Window on the Wetlands, RiverSmart;
  - Rotary Club;
  - Lions club;
  - Schools and TAFE;
  - Sporting Bodies;
  - Economic Development Committee; and
  - Other Council Committees.
- Need to determine how do we get people west of the Blue Mountains to Warren and Warren Shire; and
- Timing for grant applications.

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

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**WARREN SHIRE COUNCIL**  
Minutes of the Economic Development Committee Meeting  
held at the Warren Shire Council Chambers  
on Wednesday 7th July 2021, commencing at 2.12pm

---

**ITEM 11 GENERAL BUSINESS**

**CONTINUED**

**2. Proposed Central-West Orana Renewable Energy Zone (REZ) Declaration (C14-6.4)**

Warren Shire Council has made a submission requesting that the proposal REZ should be extended along the Mitchell Highway through the Narromine Shire into Warren Shire, to take into account the current 132 MW Solar Farm just out of Nevertire following the Essential Energy owned 132 kV electricity transmission line that should be upgraded at least to 330 kV.

The transmission line into Warren also needs to be checked to determine if an upgrade is required.

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

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**3. Murray-Darling Basin Economic Development Program Round 3 Grant Application Success (G4-1.43)**

\$1,500,000 of grant funding for:

- Warren Showground/Racecourse Improvement Program (\$250,000);
- Water Reservoirs and Grain Silos Murals (\$250,000);
- Carter Oval Sports Lighting Project (\$500,000); and
- Monkeygar Creek Macquarie Marshes Bird Viewing Project (\$500,000).

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

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**4. RDA Orana - Orana Housing Strategy Research Project (D3-2)**

Study to develop a comprehensive understanding of the range, availability, supply and demand of housing, including preliminary solutions for the region.

Intend to develop a business case for government support to seed land and housing development.

**MOVED** Derrett/Walker that the information be received and noted.

**Carried**

---

**5. Tourism Plan (T4-1)**

Council needs to consider the development of a Tourism Plan.

- Warren Heritage Walking Tour;
  - Warren NSW 'A Profile';
  - Infrastructure for Implementing the Destination Macquarie Marshes Action Plan (Phase 1) September 2018;
  - Destination Macquarie Marshes Action Plan, December 2016;
  - Burrima Walkway nearly completed;
  - WoW Centre – Information Centre;
-



## MANEX MINUTES

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Attached are the Minutes of the meeting of Manex Meeting held on Tuesday, 13th July 2021.

**RECOMMENDATION:**

That the Minutes of the Meeting of Manex Meeting held on Tuesday, 13th July 2021 be received and noted and that the following recommendations be adopted:

**4.1 EXECUTIVE OFFICE MATTERS**

4.1.4 Development of a Customer Service Policy (GM)

That over a 12 month period, Council will detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation.

**4.3 ENGINEERING DEPARTMENT MATTERS**

4.3.2 2021-2022 Engineering Services Department Works Program – Town Services Works (TSM)

That:

1. The information be received and noted; and
2. A report be prepared for the Water and Sewerage Committee.

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th July 2021 commencing at 3.05 pm

---

**PRESENT:**

Gary Woodman	General Manager
Darren Arthur	Divisional Manager Finance & Administration
Jillian Murray	Treasurer
Paul San Miguel	Assets Manager
Raymond Burns	Town Services Manager
Rowan Hutchinson	Roads Infrastructure Manager
Maryanne Stephens	Manager Health and Development Services
Kerry Jones	Infrastructure Projects Manager (Chair) (3.16 pm)
Jody Burtenshaw	Executive Assistant

The General Manager assumed the role of Chair until the Infrastructure Projects Manager could attend the meeting after taking The Hon. Minister Keith Pitt MP and The Hon. Mark Coulton MP to the Warren Airport after their visit with Council.

**1 APOLOGIES**

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

**Carried**

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**2 BUSINESS ARISING FROM MINUTES**

- Local Road Funding Projects - three (3) submissions have been submitted being:
    1. Completion of Ellengerah Road Construction to the Shire Boundary;
    2. Rehabilitation of Nevertire-Bogan Road Segments 4 and 6; and
    3. Gravel Resheeting Program on priority local roads.and the Engineering Services Department are progressing the remaining five (5) submissions before the extended closing date of the 16th July 2021.
  - The Manager Health and Development Services is arranging for information to be sent to RDA-Orana for the Orana Housing Program.
- 

**3 ACTION CHECKLIST**

At this point in the meeting, the time being 3.16 pm the Infrastructure Projects Manager entered the room and assumed the role of Chair.

**MOVED** Arthur/Jones that the information be received and noted and the items marked with an asterisk (\*) be deleted.

**Carried**

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**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th July 2021 commencing at 3.05 pm

---

**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.1 WOW Agency – Communications and Content (GM)

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

**Carried**

---

4.1.2 Preparation of the July 2021 Council Newsletter (GM)

Matters to be included if possible in the July 2021 Council Newsletter and the responsible officer:

- Roads Maintenance and Construction Program for August/September – RIM
- Minister Pitt’s visit Murray-Darling Basin Economic Development Round 3 grant applications project success – GM/IPM
- Fixing Local Roads Applications – DMES
- April 2020 and March 2021 Flood and Storm Damage Restoration Program Status– DMES
- Election September 2021 information and call for Councillor nominations – GM
- Regional Tourism Activation Grant Applications - GM
- Recent grant applications projects – IPM
- Warren Showground Racecourse Grants and Projects - IPM
- Economic Development activities – GM/BDF
- Warren Central Business District Upgrade Project – DMES
- Carter Oval Sports Precinct including Warren Memorial Swimming Pool Masterplan Community Consultation (probably August 2021) - IPM
- Local Government Week – sausage sizzle and display 6th August 2021 - GM
- Covid-19 update for Warren Shire - GM
- Ewenmar Waste Depot Improvement Project update - MHD
- Nevertire Reservoir Refurbishment Project - TSM
- Collie -Trangie Road Rehabilitation Project and REPAIR Program success - RIM

The WOW Agency are looking for as many quality project/program photographs as possible for future use. (All)

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

**Carried**

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4.1.3 Annual Report and Annual Performance Statement Checklists (GM)

The Senior Management Team will arrange for the allocation of responsibility and advise accordingly.

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

**Carried**

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**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th July 2021 commencing at 3.05 pm

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**4.1 EXECUTIVE OFFICE MATTERS** **CONTINUED**

4.1.4 Development of a Customer Service Policy (GM)

**RECOMMENDATION TO COUNCIL:**

**MOVED** Woodman/Murray that over a 12 month period, Council will detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation.

**Carried**

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**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

Nil.

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**4.3 ENGINEERING DEPARTMENT MATTERS**

4.3.1 2021-2022 Engineering Services Department Works Program – Road Maintenance and Construction Works (RIM)

The Roads Infrastructure Manager provided handouts outlining the 2021-2022 Resealing Works Programs for Regional Roads (\$654,000), Local Roads (\$600,000) and Town Streets (\$55,258). The Local Roads and Town Streets Programs will need to be adjusted if Council is successful with the relevant Fixing Local Roads Program Round 3 Grant Applications.

The programs for Resealing Works for Local Roads and Town Streets will be used as the first basis for the 2021-2022 Roads to Recovery Program Submission that is due on the 31st July 2021.

The Regional Roads (\$654,000) will be adjusted to take into account that \$400,000 of this budget will be reallocated to the contribution to the REPAIR Program Project (total \$800,000) on Regional Road 347 Collie-Trangie Road Segment 16 but including finalisation of work on Segment 14.

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

**Carried**

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4.3.2 2021-2022 Engineering Services Department Works Program – Town Services Works (TSM)

The Town Services Manager provided the meeting with information outlining the 2021-2022 Town Services Works Program.

**RECOMMENDATION TO COUNCIL:**

**MOVED** Woodman/Jones that:

1. The information be received and noted; and
2. A report be prepared for the Water and Sewerage Committee.

**Carried**

---

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th July 2021 commencing at 3.05 pm

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**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

- 4.3.3 March 2021 Flood and Storm Damage Restoration Program – Inspection, Analysis, Costing and Submission to Transport for NSW (RIM)

No new information to report.

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**4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS**

Nil.

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**4.5 WORK HEALTH & SAFETY AND RISK MATTERS**

- 4.5.1 Minutes of the Work Health & Safety Committee Meeting held on the 1st July 2021.

**MOVED** Woodman/Murray that the Work Health & Safety Committee Meeting Minutes be received and noted and the recommendations contained within be adopted by Manex.

**ITEM 4 INCIDENTS AND ACCIDENTS**

Hazard Report Forms made available in the meals room at the Shire Depot and procedure to report hazards discussed at toolbox meetings.

**ITEM 5 WHS/RC REPORT**

**SWMS**

That SWMS0005 and SWMS0056 be adopted by Management and discussed as Toolbox meetings with relevant Workgroups.

**ITEM 6 WORKPLACE INSPECTIONS AND REMOTE SIGNS**

**WORKPLACE INSPECTIONS**

That WHS/RC, PM and TLWS conduct an inspection of the Swimming Pool complex and provide an inspection report at the next WHS Committee meeting.

**ITEM 7 WORK HEALTH AND SAFETY COMMITTEE CONSTITUTION REVIEW (FROM PREVIOUS MINUTES)**

Parts of the Draft Constitution be changed and presented to the next meeting with changes made for the Committee to review.

**ITEM 9 TRAINING**

**WHS COMMITTEE TRAINING**

That the WHS Committee training be approved for all Committee Members to attend and that WHS/RC send documents requested by State Cover.

**TRAINING CONDUCTED**

That a report be provided at the next meeting detailing all the training staff have undertaken including expiry dates.

**Carried**

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
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on Tuesday 13th July 2021 commencing at 3.05 pm

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**4.5 WORK HEALTH & SAFETY AND RISK MATTERS CONTINUED**

4.5.2 Corrective Action Report Log

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

**Carried**

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**4.6 HUMAN RESOURCES**

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

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget.
Waste Attendant (12 hours/week)	MHD	Waste Depot Operator arrangement to be finalised. Position Description and Skills and Competencies required.
Heavy Diesel Mechanic (B2 L2)	DMES	Re-advertised on 5th July 2021. Applications close 22nd July 2021.
Casual Cleaner	MHD	Re-advertised on 21st June 2021. Applications closed 8th July 2021.
Roadside Maintenance Team Operator (B1 L3)	DMES	Position filled, commenced duties on 12th July 2021.
Finance Clerk – Payroll/HR Officer	DMFA	Advertised on 5th July 2021. Applications close 22nd July 2021.
Apprentice Plant Mechanic	DMES	Negotiations currently underway.

**MOVED** Arthur/Jones that the information be received and noted.

**Carried**

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**5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS (L5-3)**

**MOVED** Arthur/Jones that the information be received and noted.

**Carried**

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**5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS (L5-3)**

**MOVED** Arthur/Jones that the information be received and noted.

**Carried**

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**6 OPERATIONAL PROCEDURES (I2-11.1)**

Nil.

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**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in the Conference Room Warren,  
on Tuesday 13th July 2021 commencing at 3.05 pm

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**7 JUNE 2021 DRAFT MINUTES AND JULY 2021 BUSINESS PAPER**

The Committee previewed the July 2021 Business Paper and the June 2021 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

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**8 CORRESPONDENCE AND COMPLAINTS/ACTION REQUESTS STATUS**

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

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**9 GENERAL BUSINESS WITHOUT NOTICE**

- The Treasurer requested that face masks are to be worn correctly and are also to be worn in vehicles when more than one (1) person is in the vehicle.
- The Treasurer requested clarification on Council's response to Staff going to Sydney with the current Health Restrictions Orders regarding Covid-19.

The General Manager advised that any staff travelling to Sydney would be advised to delay their visit until staff can justify to the General Manager that they essentially have a need to go, because this will then require them to stay at home for 14 days. Staff should look at any alternate such as telehealth, online meetings, attempt to meet others outside the restricted areas.

- The Treasurer enquired on the turfing of the Boston Street pathway and why it is being turfed instead of reinstating the concrete pathway.

The General Manager advised it is a temporary fix until Council's Budget allows the cost to reinstate the concrete pathway.

- The Manager Health and Development Services advised that there were suggestions in Council's suggestion box.

The General Manager to investigate whether the suggestion box is to be continued.

- The Manager Health and Development Services enquired on the status of the roundabout water leak and the timeline for repairs.

The Town Services Manager to organise the rescheduling of works.

**There being no further business the meeting closed 5.40 pm.**

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor P Serdity  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22nd July 2021

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**ITEM 1    OUTBACK ARTS INC. BOARD MEETING**

**(C17-2)**

**RECOMMENDATION:**

That the information be received and noted.

Further to my comments last Council Meeting advising that I would have to be an apology for this Board Meeting due to other commitments and due to COVID restrictions, this meeting was changed from face to face to a Zoom format which allowed me to be in attendance.

Due to various issues relating to the restructure of how regional arts are now planned to be funded into the future by the government, we had an unscheduled visit from Create NSW as part of their tour of the various regional arts bodies last month. I am happy to report that they were very pleased with how Outback Arts (OBA) networks with other government bodies and various other groups within the region to ensure that we are providing the best possible exposure to all art forms within our region.

As is usual with local arts related committees, contacts change regularly and we have been reminded again of the need to ensure that all our local contacts at Warren Shire remain current, so I will be trying to ensure that this is the case.

There are lots of activities currently happening around our region, so I would encourage the Council staff and Councillors to make contact with OBA staff if they feel they could have a project that they believe we could assist with.

CASP Program funding has changed from this year with each Board now having their own control over where this is spent, which eliminates the need for the approvals to go to a higher body prior to the winners of funding being announced.

A summary of some of the programs currently in place throughout the region:-

The planned visit of **“Outback Laughs”** which had been planned to show in Brewarrina, Nevertire, Walgett and Coonamble has had to be postponed for Nevertire due to COVID but, Dane Simpson and Cam Knight two top notch Comedians are still planning to tour our region and will be planning to spend a longer time in our region which will allow them to visit more of our towns.

**“Outback Outloud”** is an audio storytelling project involving workshops and a community story booth designed to collect stories from and about our Outback Arts region. Outback Outloud encourages full community participation and accessible events where people share their stories. Series 1 is now streaming on Apple Podcasts and Spotify. Funded through Signal Creative. So far have covered Brewarrina, Cobar, Walgett and Bourke with more area's to be covered in the coming months.

**“Culture Maps Outback NSW”** is a brand-new project initiated by Outback Arts to provide a completely interactive map to direct locals and tourists to the range of public arts and cultural experiences available in the Outback Arts region. Maps for finding public art, heritage, galleries and shopping for handmade objects, Aboriginal experiences, arts and cultural events in our vibrant region.

**WARREN SHIRE COUNCIL**  
Delegates Report by Councillor P Serdity  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22nd July 2021

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**ITEM 1    OUTBACK ARTS INC. BOARD MEETING**

**(C17-2)**

Recently we had some display items donated from Art Gallery of NSW. These items are very expensive and were greatly appreciated by OBA staff.

The newly opened exhibition at the Australian Museum in Sydney has attracted enormous attention and widespread media publicity. In its midst are a number of Aboriginal Artists and Knowledge Holders from and connected to the Outback Arts region who are promoting Aboriginal culture and truth telling on a national scale. Local ceramics artist Uncle Sooty Welsh was delighted when about a year ago he was invited to be part of the consultation process for the exhibition which the Museum's CEO, Kim McKay, has called "the most important show the Museum has ever done in its 194 year history".

We are lucky to have three (3) teachers amongst our current Board Members who will be assisting Jamie-Lea and Maddi, staff, in working on an Education Information Project to assist students in the education system to have the opportunity to source resources, networking and other guidelines should they chose to venture into an art based career. This has been missing in past years and will be well received by students.

There are still lots of interesting things happening within our region even with COVID restrictions currently in place. I would like to encourage all staff and Councillors to visit our webpage for more information.

Attached to this report is the Outback Arts Member Report March – June 2021.

Clr Pauline Serdity  
Council Delegate

T: 02 6822 2484

E: admin@outbackarts.com.au

26 Castlereagh Street, PO Box 28 Coonamble, NSW 2829

www.outbackarts.com.au

## A BIT ABOUT US // OUTBACK ARTS INC.

Outback Arts is one of 14 Regional Arts Development Organisations in NSW servicing the seven contributing local government areas of Bourke, Brewarrina, Bogan, Cobar, Coonamble, Walgett and Warren. The region covers an area of 163,886 kms and has a population of 26,400.

Outback Arts supports and promotes arts and culture in the Far West by working across a broad range of regional community arts development programs and initiatives. Outback Arts directly assists artists, individuals, community groups and local government in the development of arts and cultural activities, supporting communities and sectors that have limited access to arts and culture.



## PROJECTS // CREATION AND PRESENTATION GRANTS

This Micro Grant funding round invited artists from the Outback Arts region with a well-established visual arts practice to apply for support to produce and present their artwork ready for exhibition.

Successful applicants have included both visual artists as well as supporting family band, Castlereagh Connection with the launch of the EP.



## PROJECTS //

### THE EDGE FEST

The EDGE Fest, Lightning Ridge: This extensive festival program was put together by a small group of passionate creatives from across Australia with a desire to provide many and varied opportunities for creative, cultural and healing experiences in Lightning Ridge.

Involving the curation of a collection of incredible EDGEy experiences from the 20th March - 2nd May 2021 in Lightning Ridge. The program not only brought major contributors from across Australia but also encouraged local creatives and community to get involved. Outback Arts has provided funding support and will enjoyed attending key events, as well up support through our communication channels. The entire festival was extremely successful with 50 contractors employed and over 700 attendees.



## PROJECTS //

### FESTIVAL OF SMALL HALLS

The Festival of Small Halls takes the best folk and contemporary acoustic artists and sends them on the road to tiny halls in communities all over Australia. This project brought together local communities and provided the opportunity for local musicians to be involved and experience excellent professional development. Shows were held:

Nymagee Community Hall, 28th April

Marthaguy Hall, 29th April

The Burren Junction School of Arts Hall, 30th April



*This Way North and Bobby Alu with local band Dust Music at Mathaguy after their show together.*



## PROJECTS //

### OUTBACK OUTLOUD PODCAST, SERIES ONE - LAUNCHED

From the 22 - 25 June, Emma Hoy and Caroline Wallace directors of Signal Creative visited Walgett, Brewarrina, Bourke and Cobar hosting listening parties, celebrating the launch of their collaborative project with Outback Arts, the Outback Outloud podcast. This project has collected over 100 interviews from the Outback Arts region. These are completely unique perspectives, 100% unscripted, and are the greatest stories never told.

The early response to the podcast has been extremely heart-warming. Hearing local stories from over 93 community members in this format has brought many listeners nearly to tears as they beam with pride. Outback Outloud will strengthen connections between people, teach the value of listening to each other and will promote a greater understanding that everyone's story matters.

Just a couple of months ago Emma and Caroline visited the region holding free workshops where community members could learn how to interview, record and preserve stories. This was a great do-it-yourself opportunity where many attendees learnt new skills that can continue to be passed on to others. The second aspect of this earlier trip was the community storybooth. This was where the Outback Outloud podcast was captured. All were welcome to turn up, have a cuppa and share their story.

This is series one of the Outback Outloud project. The second series will capture Bogan, Warren and Coonamble Shires, covering the entire Outback Arts region. Outback Outloud is a project brought to you by Outback Arts and Signal Creative.



*You can listen to the Outback Outloud podcast series across a range of Podcast Applications including Apple Podcasts and Spotify!  
Already 14,000 people reached*



## PARTNERSHIPS //

### ART GALLERY NSW – DONATION TO THE OUTBACK

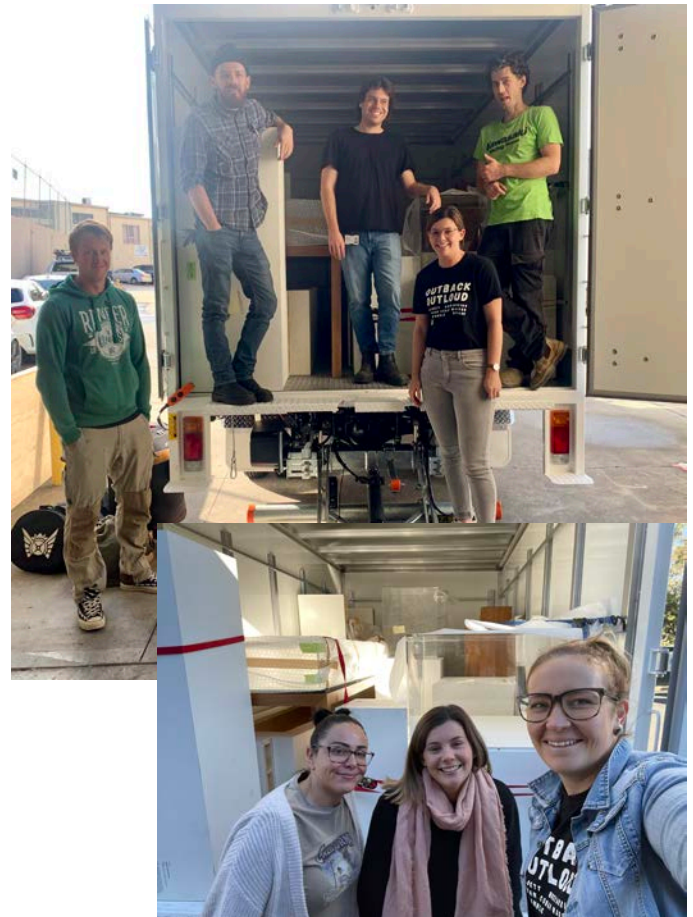
Earlier this month Outback Arts were absolutely thrilled to collect a truckload of gallery supplies donated by the Art Gallery of NSW. Although Outback Arts is located and services a regional and remote area, the organisation and its staff work closely with larger institutions on a regular basis promoting the high standard of arts and culture in Regional NSW and developing long term partnerships.

Outback Arts have been working with the Art Gallery of NSW for some time, coordinating plans to secure disused Gallery equipment. This equipment secured included gallery benches, plinths, perspex display units and more. These items may appear simple but are very costly to a non-profit organisation and are not easily supplied in our rural area.

Outback Arts is not the only community gallery space in the region and with this ongoing partnership Outback Arts and the Art Gallery of NSW will be able to support the broader creative community in the region, helping to support the professional presentation of artists work and promote the Outback region as a primary tourist destination for arts and cultural experiences.

Pictured are the three exceptional NSW Gallery staff members who ensured the load squeezed in as much equipment as possible and that everything travelled safely, along with Outback Arts staff member Maddi Ward and husband Leroy Ward who were the couriers

for just the first leg of the trip. There was a whole team of husbands and fathers that donated their time and supported the Outback Arts team to unload the truck and get it all the way back to Sydney, it was quite the tag team. Huge thanks goes out to all involved!



## PARTNERSHIPS //

### WORKSHOPS WITH ARTS LAW & ARTISTS IN THE BLACK

During 16 – 17 June, Arts Law Lawyer Roxanne Lorens and Artists in the Black Coordinator John Wiaght delivered workshops and one-on-one sessions in Coonamble and Bourke.

This was an exceptionally valuable opportunity for artists across the Outback Arts region to learn what their rights are and how they can protect themselves. It was also important for those wishing to collaborate with creative practitioners to learn more copyright laws and how to have a successful collaboration. There were at least 25 artists in attendance.

Arts Law coming out to visit us – they are a non-profit community organisation with a small team servicing the entire country! Their expertise and practical approach are second to none.



## UNSETTLED EXHIBITION AT THE AUSTRALIAN MUSEUM

This newly opened exhibition at the Australian Museum in Sydney has attracted enormous attention and widespread media publicity. In its midst are a number of Aboriginal Artists and Knowledge Holders from and connected to the Outback Arts region, who are promoting Aboriginal culture and truth-telling on a national scale.

Local ceramics artist Uncle Sooty Welsh was delighted when, about a year ago, he was invited to be part of the consultation process leading up to an exhibition which the Museum's CEO Kim McKay has called "the most important show the Museum has ever done in its 194-year history."

More than 100 contributions by First Nations peoples from across the country were received and over 80 significant cultural objects are included in the 'Unsettled' exhibition, along with long-hidden historical documents, large-scale artworks, immersive experiences and never-before-seen objects from the Australian Museum's own collections and beyond.

The exhibition was put together under the direction and guidance of First Nations Curator, Laura McBride, whose father John McBride hails from Coonamble.

John's Bride created a replica camp-style humpy made from tin and remnants salvaged from Tin Town, the camp in the Castlereagh River where the McBrides and many other local Aboriginal families lived in huts they built from kerosene tins and bush timber before local authorities permitted them to live in houses in the Coonamble township in the 1960s.

Another Wailwan connection, Lawrence (Locky) Magick Dennis and his wife Fleur, worked with a team of craftsmen and Elders to create a whole room - a healing and reflection space they called "Winhangadurinya".

Outback Arts Executive Director Jamie-Lea Trindall and Communications and Touring Coordinator Maddi Ward attended the official launch Friday 21 May and felt privileged and inspired to see Outback Artists at the forefront of telling Aboriginal History.

You can find out more at > [Australian Museum website](#)

Exhibition, Aboriginal Artist  
May 26, 2021



John McBride from Coonamble, Australian Museum First Nations Curator Laura McBride, and Sooty Welsh.

## PROJECTS //

### OUTBACK LAUGHS COMEDY TOUR, POSTPONED

Dane Simpson is a much-in-demand comedian based in Wagga Wagga, a proud Gamilaraay man, Dane's hilarious family are a popular fixture of his gut-bustingly funny standup comedy stories. As seen on: Channel 10's Have You Been Paying Attention in the Aussie feature film The Merger, host of the 2021 Melbourne International Comedy Festival. Cam Knight's fast one-liners and wickedly absurd flights of fancy almost take you by surprise with their brilliance. As seen on: Just For Laugh Sydney, Drunk History Ch 10 and The Other Guy on Stan.

Brought to you by Outback Arts and proudly funded by NSW Government's Restart Program.

Tour schedule 7-10 July, now postponed:

- » Brewarrina RSL
- » Nevertire Pub
- » Walgett NAIDOC Awards Ceremony
- » Coonamble Bowling Club



## PROJECTS //

### CULTURE MAPS

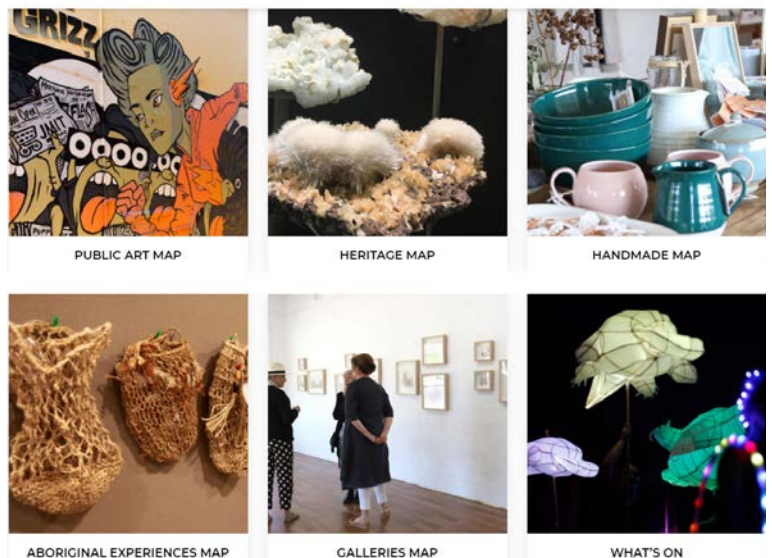
Culture Maps Outback NSW will be a brand new project initiated by Outback Arts to provide a completely interactive map to direct locals and tourists to the range of public art and cultural experiences available in the Outback Arts region. Maps for finding public art + heritage + galleries + shopping for handmade + Aboriginal experiences + arts and cultural events in our vibrant region.



Culture Maps Outback NSW is a collaborative project by regional arts development organisation Outback Arts supported by the seven Shire Councils across far western NSW. Content for this website will be drawn from the Outback Arts' database, tourism teams at local councils and coordinators of some of the larger public art programs.

Website users will click on a theme and use these interactive maps to explore the region's culture, pin point favourite creative places, learn the story behind pieces of public art, connect to Aboriginal experiences, get the low down on local museums, find festivals, events and fun things to do with the family - and plan their next road trip. The material collection phase of this the project is well underway.

*Below is an example of content categories.*



## PROJECTS //

### LIVING ARTS & CULTURE: OUR STORIES & BAIAME NGUNNHU

After conducting the Living Arts & Culture portfolio project in 2018-2019 which profiled 33 Aboriginal artists across the region, Outback Arts are thrilled to announce the next aspect of this extensive program, Living Arts & Culture: 'Our Stories'.

Delivering on the aspirations of the Aboriginal community in the Outback Arts region, 'Our Stories' delves deeper into the artistic and cultural practices of nine Aboriginal artists and Knowledge Holders. It uses videography and creative delivery methods to record and share stories, identifying how their artwork and cultural practices are inspired by the landscape and how their work connects with Country.

In celebration of NAIDOC Week from 6 - 11 July, Outback Arts will be launching one film each day on their social media channels (@outbackarts). The latest COVID-19 risks have meant that many in-person events have been postponed and Outback Arts hope that this online launch will be a special way to reflect on the 2021 theme - Heal Country! This theme calls for all of us to continue to seek greater protections for our lands and as is so clearly expressed in the 'Our Stories' films, Country is more than a place it is inherent to the identity of Aboriginal people.

Artist and Videographer Andrew Hull has worked

tirelessly to produce these heart-moving and powerful films. Sincere gratitude and respect to the artists, knowledge holders and custodians who have shared their stories and time to create this series.

- » OBJECTS AND LANGUAGE featuring Tom Barker
- » A STEADY HAND featuring Brian Smith
- » LEARNING TO TEACH featuring Peter Mackay
- » GROWING PLACE featuring Priscilla Lord
- » CONFLUENCE featuring Sooty Welsh
- » TIME AND LIGHT featuring George Williams
- » BAIAME NGUNNHU series featuring Brad Steadman, Bradley Hardy and Donna Jeffries

These films will be housed on the Living Arts and Culture website ([livingartsandculture.com.au](http://livingartsandculture.com.au)) and presented through various avenues such as exhibitions, permanent signage and flyers with QR codes taking audiences directly to the films.

Living Arts and Culture is a unique program that promotes regional NSW Aboriginal artists and their rich culture on a national scale and beyond. This project is funded by the Australian Government Indigenous Language and Arts program, Regional Arts Fund, developed by Outback Arts in partnership with Gidgee Media, 2 Rivers Pty Ltd and Indigeco Creative.



## EXHIBITIONS //

### TOURING

**Outback Archies On Tour:** is a selection of specially curated artworks drawn from Outback Arts' 10th Annual Art Prize held in 2020. It contains many of the major prize winners and judges' favorites. This exhibition showcases artwork by 20 artists, including our first ever Young Archies. These artists have come together from the far-flung corners of regional NSW, stretching from Bourke and as far as Broken Hill.

Visiting nine venues for between just 2-3 weeks in each location, it is a fast paced tour wrapping up just in time for the 2021 project to begin. To ensure the artwork are transported as safely as possible, all exhibition installations and de-installs are being carried out by Outback Arts staff. The exhibition will soon arrive at Walgett, as it's final destination.

## ACTIVITY //

### CREATIVE ARTS CENTRE

Sales have been steadily increasing as we have moved into the tourist season.

New artists are being sourced from across the region to sell their artwork through the shop space, with a focus on expanding the number of Aboriginal artists. Three new artists are now involved with another two more soon to be involved from the Bourke Shire.

## EXHIBITIONS //

### OUTBACK ARTS GALLERY

**Now showing: Quilt Show by the Material Girls**

This highly anticipated annual exhibition showcases the talented patchwork artists in the region and the stories they tell with fabric and thread.

**Coming soon: Regional Waste 2 Art**

Brought to you by Netwaste, Coonamble Shire Council and hosted by Outback Arts. This exhibition and competition provides aspiring and professional artists with the opportunity to explore and share their waste reduction messages whilst showcasing their artistic ability. The 2021 theme is Aluminum and Steel Cans, but entries created using any type of material normally considered waste were encouraged to enter.

The regional exhibition will provide an excellent opportunity to promote the art and culture scene in our region as well as entrants having the opportunity to gain exposure, win prize money and participate in free workshops.



Outback Archies on display at the Brewarrina Visitor Information and Exhibition Centre

## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS ON MONDAY 26<sup>th</sup> APRIL 2021 AT 10:05AM.**

**PRESENT:** Clrs P. Shinton, M. Martinez, P. Cullen, B. Fisher, R. Lewis, G. Peart, I. Woodcock, D. Batten, and Andrew Brewer.

**ABSENT:** Clr M. Beach.

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

**WELCOME:** Meeting was opened at 10.05am and Clr Shinton welcomed all councillors and staff to the meeting.

### **04/21/1 Leave of Absence**

**Resolved:**

That the leave of absence received from Councillor Mark Beach are accepted and a leave of absence granted.

**Moved:** Clr Peart

**Seconded:** Clr Fisher

**Carried**

### **DECLARATIONS OF INTEREST- Nil**

### **04/21/2 Minutes of Ordinary Council Meeting – 04<sup>th</sup> March 2021**

**Resolved:**

That the minutes of the ordinary Council meeting held 04<sup>th</sup> March 2021, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Lewis

**Seconded:** Clr Brewer

**Carried**

**04/21/3 Cash and Investment Reports – 28<sup>th</sup> February 2021, 31<sup>st</sup> March 2021****Resolved:**

That the investment report for 28<sup>th</sup> February 2021, 31<sup>st</sup> March 2021 be received and noted.

**Moved:** Clr Fisher

**Seconded:** Clr Lewis

**Carried**

**04/21/4 Circulars Received From the NSW Office of Local Government****Resolved:**

That the information contained in the following Departmental circulars 21-01 to 21-02 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Clr Lewis

**Seconded:** Clr Peart

**Carried**

**10:10am Clr P Cullen arrived at the meeting**

**04/21/5 Quarterly Budget Review Statement – 31<sup>st</sup> March 2021****Resolved:**

That Council adopt the attached Quarterly Budget Review Statement for 31<sup>st</sup> March 2021 as tabled.

**Moved:** Clr Batten

**Seconded:** Clr Lewis

**Carried**

**04/21/6 Third Quarter Operational Plan for 2020/2021****Resolved:**

Council accept the progress made on the 2020/2021 Operational Plan as at 31<sup>st</sup> March 2021.

**Moved:** Clr Peart

**Seconded:** Clr Lewis

**Carried**



#### 04/21/7 Adoption 2021/2022 Operational Plan & Long Term Financial Plan Including Fees and Charges

**Resolved:**

That Council after having considered any submissions received by the 12<sup>th</sup> April 2021:

1. Adopts the 2021/2022 Operational Plan Budget and Long Term Ten (10) Year Financial Plan.
2. Adopts Fees and Charges for 2021/2022 as listed in the Schedule of Fees and Charges with Council reserving the right to vary fees and charges of a commercial nature as circumstances require.

**Moved:** Clr Batten

**Seconded:** Clr Peart

**Carried**

#### 04/21/8 Important Dates for Councillors – Upcoming Meetings and Events

**Resolved:**

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

**Moved:** Clr Martinez

**Seconded:** Clr Woodcock

**Carried**

#### 04/21/9 Senior Biosecurity Officer's Report

**Resolved:**

That Council receive and note the Senior Biosecurity Officer's April 2021 report

**Moved:** Clr Batten

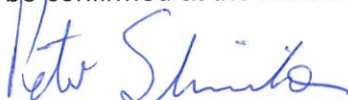
**Seconded:** Clr Cullen

**Carried**


**Close of Meeting**

The meeting closed at 10.55am.

To be confirmed at the next meeting of Council to be held on Monday 28<sup>th</sup> June 2021.



Chairman



General Manager

# WARREN SHIRE COUNCIL

## Policy Report of the Manager of Health and Development to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 22nd July 2021

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ITEM 1 VACATION CARE POLICIES – AUDIT REVIEW

(V1-2)

### RECOMMENDATION THAT:

1. The information be received and noted:
2. The following policies be placed on public exhibition for a minimum of 28 days: and
3. Subject to nil submissions being received, the following draft policies be adopted.
  - Acceptance and Refusal Authorisation Policy
  - Administration of First Aid Policy
  - Administration of Medication Policy
  - Anaphylaxis Management Policy
  - Arrival and Departure Policy
  - Asthma Management Policy
  - Bush Fire Policy
  - Child Protection Policy
  - Children’s Belongings Policy
  - Child-Safe Environment Policy
  - Control of Infectious Diseases Policy
  - Dental Health Policy
  - Diabetes Management Policy
  - Excursion Policy
  - Furniture and Equipment Safety Policy
  - Grievance Policy General
  - Hand Washing Policy
  - Head Lice Policy
  - Health and Safety Policy
  - Immunisation Policy
  - Incident Illness Accident Trauma Policy
  - Lockdown Policy
  - Medical Conditions Policy
  - Mobile Device Usage Policy
  - Photograph Policy
  - Physical Environment Policy
  - Road Safety Policy
  - Safe Storage of Hazardous Chemicals Policy
  - Safe Transportation Policy
  - Sick Children Policy
  - Sun Safe Policy
  - Supervision Policy
  - Termination of Enrolment Policy
  - Unexpected Death of a Child Policy

**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Chambers, Warren on Thursday 22nd July 2021**

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**ITEM 1                    VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

- Water Safety Policy
- Work Health and Safety Policy
- Working Alone Policy
- Bullying, Discrimination and Harassment Policy
- Grievance Policy (Staff) Policy
- Pregnancy in Early Childhood Policy
- Responsible Persons Policy
- Staffing Arrangements Policy
- Anti-Bias and Inclusion Policy
- Behaviour Guidance- Bullying Policy
- Behaviour Guidance Policy
- Gender Equity Policy
- Interactions with Children, Families and Staff Policy
- Respect for Children Policy
- Enrolment Policy
- Grievance Policy-Families
- Grievance Policy-General
- Open Door Policy
- Curriculum Pedagogy Educators Training Policy
- Governance Policy
- Payment of Fees Policy
- Privacy and Confidentiality Policy
- Professional Development Policy
- Record Keeping and Retention Policy
- Relief Staff Policy
- Writing Reviewing and Maintaining Policies Policy

**PURPOSE**

To advise Council that as a result from the audit review completed by NSW Department of Education – Early Childhood Education Directorate it was discovered that new policies were required to be developed and adopted.

**BACKGROUND**

The NSW Department of Education - Early Childhood Education Directorate undertook a compliance audit on Warren Shire Council Vacation Care on 8<sup>th</sup> and 9<sup>th</sup> July 2020. From this audit it was identified that Policies as required under the Education and Care Services Regulations, had not been adopted by Council.

**WARREN SHIRE COUNCIL**  
Policy Report of the Manager of Health and Development  
to the Ordinary Meeting of Council to be held in the  
Council Chambers, Warren on Thursday 22nd July 2021

---

**ITEM 1            VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

**REPORT**

It is a requirement that Council develop and adopt the required Policies as per the audit report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The financial cost involved becoming a member of the Childcare Centre Desktop, and the time for the educator to develop the necessary policies.

**LEGAL IMPLICATIONS**

If Council does not develop and adopt the necessary Policies, Council would be in breach of the Education and Care Services Regulations.

**RISK IMPLICATIONS**

Council would have to consider the removal of the service to the residents of Warren.

**STAKEHOLDER CONSULTATION**

The Supervisor worked closely with the NSW Department of Education – Early Childhood Education Directorate, to develop the necessary Policies.

**OPTIONS**

If Council do not adopt the required Policies, Council will be in breach of the Education and Care Services Regulations.

**CONCLUSION**

If Council wish to continue to offer Vacation Care to the residents of Warren Local Government Area, the following Policies should be adopted.

- Acceptance and Refusal Authorisation Policy
- Administration of First Aid Policy
- Administration of Medication Policy
- Anaphylaxis Management Policy
- Arrival and Departure Policy
- Asthma Management Policy
- Bush Fire Policy
- Child Protection Policy
- Children’s Belongings Policy
- Child-Safe Environment Policy
- Control of Infectious Diseases Policy
- Dental Health Policy
- Diabetes Management Policy
- Excursion Policy
- Furniture and Equipment Safety Policy
- Grievance Policy General
- Hand Washing Policy
- Head Lice Policy
- Health and Safety Policy
- Immunisation Policy
- Incident Illness Accident Trauma Policy

**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
**to the Ordinary Meeting of Council to be held in the**  
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**ITEM 1                    VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

- Lockdown Policy
- Medical Conditions Policy
- Mobile Device Usage Policy
- Photograph Policy
- Physical Environment Policy
- Road Safety Policy
- Safe Storage of Hazardous Chemicals Policy
- Safe Transportation Policy
- Sick Children Policy
- Sun Safe Policy
- Supervision Policy
- Termination of Enrolment Policy
- Unexpected Death of a Child Policy
- Water Safety Policy
- Work Health and Safety Policy
- Working Alone Policy
- Bullying, Discrimination and Harassment Policy
- Grievance Policy (Staff) Policy
- Pregnancy in Early Childhood Policy
- Responsible Persons Policy
- Staffing Arrangements Policy
- Anti-Bias and Inclusion Policy
- Behaviour Guidance- Bullying Policy
- Behaviour Guidance Policy
- Gender Equity Policy
- Interactions with Children, Families and Staff Policy
- Respect for Children Policy
- Enrolment Policy
- Grievance Policy-Families
- Grievance Policy-General
- Open Door Policy
- Curriculum Pedagogy Educators Training Policy
- Governance Policy
- Payment of Fees Policy
- Privacy and Confidentiality Policy
- Professional Development Policy
- Record Keeping and Retention Policy
- Relief Staff Policy
- Writing Reviewing and Maintaining Policies Policy

**WARREN SHIRE COUNCIL**  
Policy Report of the Manager of Health and Development  
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**ITEM 1            VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2    Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS BY SEPARATE EMAIL**

- Acceptance and Refusal Authorisation Policy
- Administration of First Aid Policy
- Administration of Medication Policy
- Anaphylaxis Management Policy
- Arrival and Departure Policy
- Asthma Management Policy
- Bush Fire Policy
- Child Protection Policy
- Children’s Belongings Policy
- Child-Safe Environment Policy
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**WARREN SHIRE COUNCIL**  
**Policy Report of the Manager of Health and Development**  
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**ITEM 1**

**VACATION CARE POLICIES – AUDIT REVIEW**

**CONTINUED**

- Bullying, Discrimination and Harassment Policy
- Grievance Policy (Staff) Policy
- Pregnancy in Early Childhood Policy
- Responsible Persons Policy
- Staffing Arrangements Policy
- Anti-Bias and Inclusion Policy
- Behaviour Guidance- Bullying Policy
- Behaviour Guidance Policy
- Gender Equity Policy
- Interactions with Children, Families and Staff Policy
- Respect for Children Policy
- Enrolment Policy
- Grievance Policy-Families
- Grievance Policy-General
- Open Door Policy
- Curriculum Pedagogy Educators Training Policy
- Governance Policy
- Payment of Fees Policy
- Privacy and Confidentiality Policy
- Professional Development Policy
- Record Keeping and Retention Policy
- Relief Staff Policy
- Writing Reviewing and Maintaining Policies Policy

**WARREN SHIRE COUNCIL**  
Policy Report of the General Manager  
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**ITEM 2                    COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021**  
**(P13-1, C14-5.1)**

**RECOMMENDATION:**

That Council adopt the amended Councillor Access to Information Policy.

**PURPOSE**

To advise Council that a review of the Councillor Access to Information Policy has been undertaken and that the only changes have been to correct information, update position names and Acts with minor word amendments and no change to the intent of the Policy.

Manex recommended that this Policy be reported to Council for re-adoption.

**BACKGROUND**

The purpose of the Councillor Access to Information Policy is to provide a consistent set of guidelines to ensure legal and appropriate Councillors access to Council records, information and staff that may assist them in undertaking their responsibilities as elected representatives.

This Policy defines appropriate interactions between Councillors, employees and contractors of Warren Shire Council. It defines potential, perceived and actual improper or undue influence or direction by Councillors of staff and ensures that risks associated with improper or undue influence are mitigated.

**REPORT**

The General Manager has reviewed the existing policy in an attempt to renew the Policy in preparation for the new Council and the appropriate training that will be undertaken of the newly elected body in September 2021.

The reviewed draft Policy was presented to Manex on the 16th June 2021 where there were no concerns and the matter needs to be reported to Council for adoption of the renewed Policy.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**LEGAL IMPLICATIONS**

Nil.

**RISK IMPLICATIONS**

Nil.

**STAKEHOLDER CONSULTATION**

Nil.

**OPTIONS**

Nil.

**CONCLUSION**

After a review of the Councillor Access to Information Policy where the only changes have been to correct information, update position names and Acts with minor word amendments and no change to the intent of the Policy it is appropriate for the Council to re-adopt the Policy.



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**ITEM 2                    COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021**

**CONTINUED**

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2    Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION /ATTACHMENTS**

Councillor Access to Information Policy.

# WARREN SHIRE COUNCIL

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ITEM 2 COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021

CONTINUED



## POLICY REGISTER

### COUNCILLOR ACCESS TO INFORMATION POLICY

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Policy adopted: 27th September 2018 Minute No. 214.9.18

Reviewed:

File Ref: P13-1, C14-5.1

# WARREN SHIRE COUNCIL

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ITEM 2 COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021

CONTINUED

## DOCUMENT CONTROL

Issue	Prepared/Revised By and Date	Action/Amendment Description	Approved By and Date
1.0		First Edition	Council Minute No. 214.9.18 (27th September 2018)
1.1	Reviewed by Gary Woodman 25th May 2021	Updated position names and Acts and minor word amendments.	

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**ITEM 2                      COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021**

**CONTINUED**

Warren Shire Council – Councillor Access to Information

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**PURPOSE**

The purpose of this policy is to provide a consistent set of guidelines to ensure legal and appropriate Councillor access to Council records, information and staff that may assist them in undertaking their responsibilities as elected representatives.

This policy defines appropriate interactions between Councillors, employees and contractors of Warren Shire Council. It defines potential, perceived and actual improper or undue influence or direction by Councillors of staff and ensures that risks associated with improper or undue influence are mitigated.

**SCOPE**

This policy applies to Councillors, all staff and contractors of Warren Shire Council.

**DEFINITIONS**

**Councillors** - all elected representatives of Warren Shire Council as defined by the Local Government Act 1993.

**General Manager** – Executive as appointed by Council.

**Managers** – refers to the Council Officers within the Manex Team (General Manager, Executive Assistant, Infrastructure Projects Manager, Divisional Manager Finance & Administration, Treasurer, Asset Manager, Divisional Manager Engineering Services, Roads Infrastructure Manager, Town Services Manager and Manager Health and Development Services).

**Public Officer** – this position is held by the Divisional Manager Finance & Administration.

**Staff** – is defined as any staff member below the level of Manager.

**POLICY CONTENT ACCESS TO COUNCIL RECORDS BY COUNCILLORS**

Councillors are entitled to access all council files, records or other documents in accordance with the Government Information Public Access Act 2009 (GIPA) and as identified in Councils GIPA Publication Guide, or which relate to a matter currently before the Council.

Councillors can request access to Council documents relating to their civic duties from the General Manager or relevant Manager.

Councillors who have a personal (as distinct from civic) interest in a document of Council have the same rights as any other person.

Councillors must not release personal information about a third party except in accordance with the provisions of the Privacy and Personal Information Protection Act 1998.

The Government Information Public Access Act 2009 (GIPA) also include provisions for a member of the public to a general right of access to Council documents.

The General Manager, public officer or a person identified by the General Manager shall keep a record of all requests by Councillors for access to information (other than those listed in the GIPA Act or GIPA Publication Guidelines or by a Notice of Motion at a Council Meeting).

**WARREN SHIRE COUNCIL**  
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**ITEM 2 COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021**

**CONTINUED**

Warren Shire Council – Councillor Access to Information

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**USE OF INFORMATION BY COUNCILLORS**

Reference should be made to Council's Code of Conduct and Statement of Business Ethics which offer specific guidance to Councillors in dealing with information provided to them in the course of their civic duties.

It is recognised that Councillors have a role both as a member of the governing body of the Council and as an elected person and importantly it recognises the difficulty for Councillors to reconcile the two areas of responsibility when dealing with Council information and documents. It notes that while it is desirable in the public interest to maintain open government, not all information available to Councillors is available to members of the public.

Councillors are made privy to information of a confidential nature the disclosure of which is specifically prohibited in certain circumstances.

Councillors must undergo to protect confidential information and only use confidential information for the purpose it was intended. Confidential information gained through your official position should not be used for the purpose of securing a private benefit for yourself or any other person.

Confidential information must not be used with the intention to cause harm or detriment to Council or any other person or body and information discussed during a confidential session of a Council meeting must not be disclosed.

The right of Councillors to have access to records is for the purpose of exercising the office of Councillor. It does not carry with it the right to disclose any information obtained by a Councillor to another person, unless it is already in the public domain. A Councillor has no authority to release documents on behalf of Council.

The Mayor shall not cause the by-passing of the general access provisions by providing to another Councillor information made available through the Mayoral role.

Councillors shall not cause the by-passing of GIPA provisions by providing to a member of the public information made available to Councillors as an elected representative.

The General Manager will provide further guidance and assistance to Councillors in determining whether a document is confidential and/or not to be released.

**INTERACTION BETWEEN COUNCILLORS AND STAFF**

The General Manager is responsible to the Council for the performance of all staff and day to day management of Council. Therefore, it is appropriate that all requests for information and approaches to staff on matters not generally available to the public and which are outside the forum of Council and Committee meetings, be directed to the General Manager or to person(s) nominated by the General Manager.

Persons nominated by the General Manager include the Managers. Only the General Manager and Managers can provide advice to Councillors and any other officer nominated by the General Manager and/or Manager, from time to time.

Requests for actions, services or maintenance should be made by emailing [council@warren.nsw.gov.au](mailto:council@warren.nsw.gov.au) or by contacting a customer service area who will record the request in Council's Customer Request Management system.

# 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 23<sup>rd</sup> July 2020

### ITEM 2 COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021

CONTINUED

Warren Shire Council – Councillor Access to Information

When a detailed report is required, a Notice of Motion should be made to Council.

If a Councillor is concerned about any refusal to provide information, the matter should be raised with the General Manager. If the Councillor is still dissatisfied they should request the information by way of a Notice of Motion to the Council.

Councillors who have lodged a Development Application must not discuss their application with staff unless the Manager or General Manager is present. All enquiries must be directed through the General Manager or Manager. Discussions must be documented.

Councillors shall not approach members of staff directly for information or advice, other than public contact staff and then only for routine administrative matters.

The Mayor may communicate with Council staff in the course of fulfilling the Mayor's responsibilities and the General Manager is responsible for keeping the Mayor informed of all matters relevant to those responsibilities.

Staff members will not approach Councillors directly on matters other than routine administrative matters. Any other contact with Councillors must be arranged through their Manager or the General Manager.

Staff members will not lobby Councillors on policy issues.

Councillors must not attempt to direct or influence staff as to the performance of their work.

Councillors must not request staff to undertake work of a personal nature for them or any other person.

#### **COUNCILLOR ACCESS TO COUNCIL OFFICES**

As elected members of the Council, Councillors are entitled to have unimpeded access to all civic areas, the Council Chamber and meeting rooms.

Councillors who are not in pursuit of their civic duties only have the same rights of access to Council buildings and premises as any other member of the public.

Councillors may not enter "staff only" areas unless with the permission of the General Manager or Manager.

The General Manager provides secretarial services through the Executive section and will instruct staff to provide secretarial support on particular matters as required.

#### **RESPONSIBILITY AND ACCOUNTABILITY**

Councillors and staff are responsible for ensuring that any breaches of this policy are reported to the General Manager.

Where the breach relates to the conduct of a Councillor, the General Manager is responsible for immediately reporting the matter to the Mayor and where the breach relates to the conduct of the Mayor, the General Manager is responsible for reporting this to Council.

Where the breach relates to the conduct of staff the General Manager is responsible for taking appropriate disciplinary action if the breach is proven.

I:\Policies and Procedures - File P13\Policies\Draft\DRAFT GM Policies for Review May 2021\Councillor Access to Information Policy - Reviewed May 2021.docx Page 3

# 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 23<sup>rd</sup> July 2020

### ITEM 2 COUNCILLOR ACCESS TO INFORMATION POLICY – REVIEW JULY 2021

CONTINUED

Warren Shire Council – Councillor Access to Information

#### INAPPROPRIATE INTERACTIONS

The Council has determined that the following interactions are inappropriate:

- Councillors approaching members of staff for information on sensitive or controversial matters, other than the General Manager, Managers or other staff nominated by the General Manager and as advised to Councillors;
- members of staff approaching councillors directly other than via the General Manager or their Manager on staffing or political issues;
- Councillors approaching staff outside the Council building or outside hours of work to discuss Council business;
- staff refusing to give information which is available to other Councillors to a particular Councillor because of the staff member's or Councillor's political views;
- Councillors who have a development application before the Council discussing the matter with staff in staff-only areas of the Council;
- Councillors entering general staff only areas with the exception of the intention to visit the office of the General Manager or Managers;
- staff being asked to answer questions or provide documents to Councillors who are overbearing or threatening;
- Councillors directing or pressuring staff in the performance of their work, or recommendations they should make; and
- staff providing advice to Councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community.

#### LINKS TO POLICY

Bullying and Harassment Policy  
Code of Meeting Practice Policy  
Internal Reporting (Public Interest) Disclosure Policy  
Model Code of Conduct Policy  
National Competition Policy and Complaints Handling Procedure  
Statement of Business Ethics Policy

#### LINKS TO FORMS

Government Information (Public Access) Act 2009 Access Application

#### REFERENCES

Under Careful Consideration: Key Issues for Local Government (ICAC)  
Good Conduct & Administrative Practice-Guidelines for Councils (NSW Ombudsman)

#### RELEVANT LEGISLATION

Local Government Act 1993  
Local Government (General) Regulations 2005  
Government Information (Public Access) Act 2009  
Public Interest Disclosures Act 1994  
Independent Commission Against Corruption Act 1988  
Privacy and Personal Information Protection Act 1998

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

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>General Manager</b>				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	Lobby the Federal and the NSW Governments to include the Nevertire region in the "Black Spot" funding program as a top priority. Briefing Note provided to the Local Member the Hon. Mark Coulton MP at the meeting held by the Mayor and General Manager in Broken Hill 20 April 2021. Now attempting to work with Telstra to improve mobile and internet service at Nevertire.
25.3.21	44.3.21	Development of a new Draft Master Plan of the Carter Oval Sporting & Recreational Precinct including the Warren War Memorial Swimming Pool and the General Manager consult with the Community & User Groups of the Carter Oval Sporting & Recreation Precinct including the Warren War Memorial Swimming Pool to develop the Draft Master Plan.	GM	Investigations underway in relation to Draft Master Plan of the Carter Oval Sporting & Recreational Precinct including the Warren War Memorial Swimming Pool.
25.3.21	61.3.21	Workshop to Develop a Framework for a Suitable Community Engagement and Participation Policy	GM	Investigations underway.
24.6.21	131.6.21	Murray-Darling Basin Economic Development Program Round 3 projects	GM	Execute and affix the Seal of Council to any associated documents.



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**ITEM 1                      OUTSTANDING REPORTS CHECKLIST                      CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Divisional Manager Finance and Administration Services</b>				
24.9.20	213.9.20	Sale of Land Nevertire Part Lot 165 DP704130	DMFA	Field Solutions Group (FSG) contacted. Awaiting advice for an onsite meeting with FSG surveyors to finalise exact location.
<b>Divisional Manager Engineering Services</b>				
6.12.18	284.12.18	Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units	DMES	Survey completed and a report is to be presented to Council. This project is currently on hold. Waiting on land boundary adjustments between RFS and Local Hotel.
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Bank Rehabilitation	DMES	Matter is in the hands of Minister Elliot's and Minister Littleproud's offices. It should be recognised that the first submission may not be successful. There may be a second round or pursue through other flood asset grants if needed.
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	1. Provide a detailed budget for works. 2. Submit plans and documents to Council for consideration and approval. This project currently on hold until detailed plans and costs for works can be supplied.
24.9.20	214.9.20	REF – New Sewage Treatment Works	IPM	Tender accepted. \$2.5M loan drawn on 28 June 2021 through TCorp. Request sent to Infrastructure NSW for contribution towards increased costs due to unsuitable material. Works in progress.

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Divisional Manager Engineering Services</b>			<b>Continued</b>	
27.5.21	95.5.21	Upgrade of Chlorination system improvements	DMES/ TSM	<ol style="list-style-type: none"> <li>1. Council apply for grant funding for Nevertire and Collie chlorination system improvement to best practices level and to include appropriate building facilities at Collie; and</li> <li>2. If the use of the Warren Groundwater Augmentation Grant for the provision of Warren chlorination system improvement to best practice level is not possible then a further grant application be made to the relevant authorities for provision of this important infrastructure in Warren.</li> </ol>
27.5.21	95.5.21	River Water Pumps at Ellengerah and Oxley Park Reservoirs	DMES/ TSM	Ellengerah pumps delivered. Oxley Park pumps ordered. Project awarded to Ryan Mason Engineering. Works to be completed August / September 2021.
27.5.21	95.5.21	Spare pumps – water and sewage	DMES/ TSM	Gunningbar and Nevertire to be upgraded. Spare pump for Wilson St and Garden Ave to be purchased. Investigating water pumps.
27.5.21	95.5.21	Water and Sewerage Telemetry System	DMES/ TSM	Sewer telemetry to be improved as part of the Sewer Pump Station Upgrade.
24.6.21	122.6.21	Local Road Funding Projects	DMES	Submit applications as resolved under the Fixing Local Roads Program Round 3. In progress.

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**ITEM 1**

**OUTSTANDING REPORTS CHECKLIST**

**CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Divisional Manager Engineering Services</b>				<b>Continued</b>
24.6.21	143.6.21	Ewenmar Waste Management Facility	DMES	Amend Budget by a further \$100,000 using the Domestic Waste Restricted funds, carry out civil works utilising Council day labour and engage local contractors to carry out the other components of the project as required. In progress.
<b>Manager Health &amp; Development</b>				
27.2.20	36.2.20	Draft Plans of Management	MHD	<ol style="list-style-type: none"> <li>1. Categories assigned as detailed in report.</li> <li>2. Crown Reserves classified as identified as operational land.</li> <li>3. Draft Plans of Management nearing completion.</li> </ol>
3.12.20	262.12.20	Council houses - 8 and 21 Deacon Drive	MHD	<p>Written advice received from Council's Solicitor following consideration by the Department of Fair Trading that the matter for 8 Deacon Drive may need to go to the District Court. Advice being obtained from a Solicitor experienced with matters of this nature. A new complaint has been lodged with Department of Fair Trading for 21 Deacon Drive as it is a separate item.</p> <p>Correspondence received 6 July 2021 from Department of Fair Trading.</p> <p>Further report expected to be provided to the August 2021 Council Meeting.</p>
22.4.21	71.4.21	Vacation Care Policies – Audit Review	MHD	Draft Policies were placed on public exhibition until 9 July 2021. No submissions received. Policies adopted.

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**ITEM 1**

**OUTSTANDING REPORTS CHECKLIST**

**CONTINUED**

<b>Date</b>	<b>Resolution or Qwn</b>	<b>Outstanding Matter</b>	<b>Officer Resp</b>	<b>Response/Action</b>
<b>Manager Health &amp; Development</b>				<b>Continued</b>
27.5.21	92.5.21	Water ingress through mezzanine floor windows at Warren Sporting & Cultural Centre	MHD/CM	Minor works not possible following advice from contractor. Investigations continuing.

**RECOMMENDATION:**

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

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**ITEM 2 COMMITTEE/DELEGATES MEETINGS**

**(C14-2)**

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

**MEETINGS HELD**

<b>Date</b>	<b>Committee / Meeting</b>	<b>Location</b>
24.06.21	Warren Senior and Junior Netball	Warren
24.06.21	Warren Chamber of Commerce	Warren
25.06.21	Peter Rocca and Ben Egan	Warren
25.06.21	Burrima Regional Tourism Activation Grant Meeting	Warren
28.06.21	OLG Covid Webinar	Online
29.06.21	Town Improvement Committee Meeting	Warren
30.06.21	Roads Committee	Warren
01.07.21	Roads and Transport Directorate – Management Committee Meeting	Online
01.07.21	Office of Regional Economic Development Department of Regional NSW – The Role of Local Government in Investment Attraction (Webinar)	Online
05.07.21	Warren Public Arts Committee Meeting	Warren
06.07.21	Airport Operations Committee Meeting	Warren
07.07.21	Economic Development Committee Meeting	Warren
08.07.21	WOW Agency	Online
13.07.21	Minister Keith Pitt MP – MDB Economic Development Round 3 Projects	Warren
13.07.21	Manex Meeting	Warren
20.07.21	Alliance of Western Councils Inaugural Mtg	Narromine
21.07.21	Health Services Manager	Online

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

<b>DATE</b>	<b>COMMITTEE / MEETING</b>	<b>LOCATION</b>
06.08.21	Local Government Week Display and Sausage Sizzle	Warren
11.08.21	Western Local Health District CEO Scott McLachlan and Dr Shannon Nott presentation to Council	Warren
15.09.21	New Councillor Induction Day	Warren
28-30.11.21	2021 LGNSW Conference	Sydney

**RECOMMENDATION:**

That the information be received and noted.

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

**RECOMMENDATION:**  
 That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager:

Project	Budget	Expend	Resp	Comment
<b>General</b>				
Swimming Pool Refurbishment – Carry Over	764,415	867,412	MHD/ IPM	New filtration and disinfection system completed 10th February 2021. Full project inspection undertaken 29th March 2021 to determine Action Plan to finalise project and to formalise a handover and induction to the Pool Manager.
Warren Airport Upgrade	2,284,210	2,194,468	IPM	Works for the upgrade of Runway 03/ 21 (Clay, unsurfaced runway), all Aprons and Taxiways, including the sealing of the Taxiway between the sealed runway 09/ 27 and the unsealed runway 03/ 21, drainage works on Taxiways, Aprons and Runway 03/ 21 and line marking as required by the Civil Aviation Safety Authority, (CASA). Works commenced in November 2020. 90% complete, drainage works are incomplete and have been severely affected by the March 2021 rain. Aircraft refuelling system complete.  Terminal building frame designed and purchased, old Terminal building demolished and removed. Quotations received for the construction of the new Terminal building.

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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction) (Improvement of Regional Structures Grant MDBA)	1,066,000	57,682	GM / IPM / DMES / TSM	Rescoping has commenced in relation to planting of the final street and park trees in Nevertire and Collie.  Works in Warren subject to funding by others of the Warren roundabout reconstruction.  Works Program for Project to be rescoped and programmed.
Carter Oval and the Development of the Surrounds Carry Over (Improvement of Regional Structures Grant)	1,256,499	605,435	IPM	Concept Plan - Draft Concept Plan complete – Grant has been approved.  Public Liaison – ongoing with user groups.  Design Plan – complete.
Skate Park – Shade (Community Building Partnership Grant)	15,469	15,469	IPM	Skate Park – complete.  Splash Park complete. Has been commissioned by contractor but not yet handed over to Pool Manager.  Irrigation installed on Carter Oval. Pathways constructed between sports areas.  Little A's, Cricket and Soccer storage facilities have been ordered and will be constructed by August 2021.  Development of soccer fields started.
Carter Oval Lighting Project	274,166	Nil	IPM	Work to be programmed.
Carter Oval Cricket Pitch	110,000	104,000	IPM	Construction of cricket field / turf wicket commenced.
Cricket Practice Nets (Cricket Legacy Fund)	15,000	Nil	IPM	
Pathway Sculptures/Art (Drought Communities Extension Program)	29,792	5,750	GM / IPM	First structure completed and located in Victoria Park (Table Tennis Sculpture.)
Warren Showground/Racecourse Upgrade Project	1,455,650	762,918	IPM	Polocrosse Ground Arena Upgrade - Polocrosse office/canteen building complete. Campdraft office/canteen building completed.

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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
(Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion) including: <ul style="list-style-type: none"> <li>• Polocrosse Fields Upgrade,</li> <li>• Campdraft Facilities,</li> <li>• Pony Club Cross Country Facilities,</li> <li>• P &amp; A Shed,</li> <li>• Equestrian Arena,</li> <li>• Racecourse Bar and Viewing Area,</li> <li>• Replacement of the Showground Ladies Toilets,</li> <li>• Upgrade of the Electrical Facilities including Showies Camping Area, (NSW Showgrounds Stimulus Program Phase 2)</li> <li>• Upgrade Electrical Facilities Cattleman’s Camping Area (NSW Showgrounds Stimulus Program Phase 2B)</li> <li>• Relocation of Cattle Yards. (NSW Showgrounds Stimulus Program Phase 2B)</li> </ul>	120,000	54,274	IPM	Equestrian Arena - the covered arena construction is complete. Quotations have been received and accepted for electrical and lighting. Quotations being obtained for supply and installation of kick rails. The sand floor complete in February 2021. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover.
	50,000	Nil	IPM	Quotes received; order raised. Work commenced July 2021.
	60,000	Nil	IPM	To be planned in consultation with User Groups.
Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including: <ul style="list-style-type: none"> <li>• Update/Renovate Male &amp; Female Amenities in Cattleman’s &amp; Horse Sports Camping Area</li> <li>• Renovate Male Toilet @ Main Pavilion</li> </ul>	220,000	Nil	IPM	Works program to be determined following consultation with User Groups.
	100,000	Nil	IPM	



**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 22nd July 2021**

**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
<ul style="list-style-type: none"> <li>• Install New Septic Receiving Tank for Main Pavilion Toilets</li> <li>• Update/Renovate Toilet Block in Centre Arena</li> <li>• Install New Septic Receiving Tank @ Centre Arena Toilets with Grease trap for Canteen Waste Disposal</li> <li>• Renew all Concrete &amp; AC Floors in all Pavilions</li> <li>• Refence Showground Perimeter with Exclusion Fencing</li> </ul>	45,000	Nil	IPM	
	160,000	Nil	IPM	
	45,000	Nil	IPM	
	90,000	Nil	IPM	
	105,000	Nil	IPM	
Upgrade judging and camera towers at the Warren Showground and Racecourse (Crown Reserves Improvement Fund Program)	40,370	11,000	IPM / WJC	Works to be determined by Warren Jockey Club (WJC).  Warren Jockey Club applied for this grant with Council holding funds.
<b>Water Supplies</b>				
Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program)	1,000,000	611,088	IPM	All 3 cross connections are complete. Tanks have been constructed. Tank connections installed Level 2 Electrical Contractor has installed power supply to pumps. Approximately 2,400m, of pipe has been laid. Manifolds for Bore Flat & Ellengerah have been installed. Flow meters and level sensors installed. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat & Ellengerah. Chlorination Systems for Ellengerah and Bore Flat has been ordered early May 2021.
Drought Relief Events (Drought Communities Extension Program)	21,227	12,223	GM	Events as required and to be determined.
Warren Tennis Court Upgrade (Drought Communities Extension Program)	77,290	48,254	GM / IPM	Classic Sports Facilities have upgraded the two concrete courts to artificial turf cost \$48,254. Tennis Club costing new lights for these courts.

**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget	Expend	Resp	Comment
Stafford Street Water Tower Mural funded by: Country Arts Support Program (CASP) – \$2,466, Drought Communities Extension Program – \$22,292, Drought Communities Extension Program – Adverse Events Plan - \$5,000, Drought Communities Extension Program – Walkway Sculptures - \$7,500	37,258	36,228	GM	Artist Sam Brooks has been engaged to undertake concept planning work. The mural work has been put on hold until the project can be completely re-scoped and properly costed, particularly as the Stafford Street Water Tower surface needs to be cleaned and it needs to be ascertained if the Saunders Park surface is suitable for Cherry Picker work or another process if required. Refer further funding applications from Murray-Darling Basin Economic Development Program – Round 3. Refer to Warren Public Arts Committee Meeting Minutes reported to July 2021 Council Meeting for proposed extra funding.
<b>Sewerage Services</b>				
Restart NSW Warren STP Upgrade	6,150,000	4,984,719	IPM	The successful tenderer was approved at the Council Meeting on 24/9/2020. The successful tenderer is Gongues Constructions Pty Ltd of Newcastle. Site cleared and first ponds constructed. Started on inlet works and rising main from new SPS 2. Easement required over some private property to avoid Tiger Bay (PWA Design). Easement surveyed and draft agreement between Council and property owner with Lovett and Green Solicitors. Contractor started work early November 2020. Ponds constructed, rising main 30% installed. Inlet works constructed. Gravity main 30% complete. March 2021 wet weather has delayed the project for between 2-3 weeks. Overall project at 80% completion.
Warren Central Business District Toilet Installation (Drought Communities Extension Program)	161,942	55,479	IPM /TSM	The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. To go to Vendor Panel July/August 2021.

**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget Requested	Expend	Resp	Comment
<b>Grant Applications</b>				
Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program	1,000,000  <b>Amount Offered</b> <b>\$250,000</b>	N/A	IPM	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021.  Project involves: Installation of racetrack automatic watering system and pumping facilities and general re-development/ refurbishment of other Showground/Racecourse facilities. i.e.  1. Disabled toilets GBS Falkiner Lounge; 2. Replace windows and doors GBS Falkiner Lounge; 3. Paint and refurbish grandstand; 4. Construct separate male and female jockey rooms.  Rescoping for revised budget being arranged.
Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program	1,000,000  <b>Amount Offered</b> <b>\$250,000</b>  <b>For Mural Program Only</b>	N/A	GM / IPM	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021.  Projects involves: Warren Shire Tourism, Business Development and Macquarie Marshes Signage \$500,000 Warren Town Murals - \$100,000 Rubbish Bins, Electrical Box Murals - \$30,000 Stafford Water Reservoir Stage 2 Mural - \$110,000 Industrial Access Road Grain Silos Mural(s) - \$130,000 Nevertire Water Reservoir Mural - \$130,000  Rescoping for revised budget being arranged. See Warren Public Arts Committee Minutes being reported to July 2021 Council Meeting

**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget Requested	Expend	Resp	Comment
Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project	500,000  <b>Amount Offered</b>  <b>\$500,000</b>	N/A	IPM	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021.  Project involves: Stage 2 of the lighting at Carter Oval including the installation of 4 lighting towers and lights.  Works Program to be determined.
Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project	500,000  <b>Amount Offered</b>  <b>\$500,000</b>	N/A	IPM/ DMES	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021.  Project involves: The construction of the Bird Viewing Platform and sealed construction of the parking area suitable for buses and recreational vehicles (RV's).  Works programming commenced.
Murray-Darling Basin Economic Development Program – Round 3 – Bob Christensen Reserve Walkway and Improvement Project	850,000	N/A	IPM	Applications submitted 12 April 2021. Project Plan and Budget submitted 5 May 2021.  The project involves: Construction of a walkway from Bob Christensen Reserve to Dubbo Street and general improvements of the Bob Christensen Reserve.  <b>Not Approved.</b>
ATP Cup Legacy Fund Grant – NSW Office of Sport/ Tennis NSW	90,000	N/A	IPM	Council advised of being successful with only \$12,000 of this grant.  Project needs further funding to go ahead.  <b>\$12,000 to be returned to ATP Club Legacy Fund.</b>
Regional Communities Sports Facilities Fund.  Change rooms and amenities block at Carter Oval	671,000	N/A	IPM	Change rooms, toilets (male and female), canteen and viewing area (Amenities Building) for Carter Oval Youth Sports Precinct.  <b>Not Successful.</b>

**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget Requested	Expend	Resp	Comment
Covid-19 Crown Land Manager Recovery Support Program EOI  Disabled (All Access) toilet block Warren Pony Club	100,000	N/A	IPM	Expression of Interest (EOI) application submitted 28th April 2021.  <b>Not Successful.</b>
Stronger Country Communities Round 4  Change rooms and amenities block at Carter Oval	671,000	N/A	IPM	Application submitted 25 June 2021.  Change rooms, toilets (male & Female), canteen and viewing area (Amenities Building) for Carter Oval Sports Precinct with a focus on women.
Stronger Country Communities Round 4  Equestrian Arena	95,944	N/A	IPM	Application submitted 25 June 2021  Warren Showground/Racecourse Complex Equestrian Arena with a focus on women.
Crown Reserves Improvement Fund Program  Disabled (all access) toilet block Warren Pony Club	100,000	N/A	IPM	Application submitted 25 June 2021  Construction of a toilet facility in the Warren Pony Club Facility.
Crown Reserves Improvement Fund Program  Racecourse Bar and Viewing Improvement/Refurbishment Stage 2	250,000	N/A	IPM	Application submitted 25 June 2021  Refurbishment of toilets, windows, doors, lounge grandstand and jockey rooms.
Crown Reserves Improvement Fund Program  Replacement of Showground Ladies Toilet Part 2	60,000	N/A	IPM	Application submitted 25 June 2021  Final stage of the ladies toilet replacement to an appropriate standard.
Regional Tourism Activation Fund  Window on the Wetlands Centre Improvements	500,000	N/A	GM TSM RIM DMES	Application closes 11 August 2021.  Partnering with RiverSmart for grant to improve the Window on the Wetlands – entrance, access road, ingress, egress, garden, carpark areas, drainage, signage, walkway sealing, kerb and gutter and Tiger Bay stage 2 improvements if fundable.

**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS                      CONTINUED**

Project	Budget Requested	Expend	Resp	Comment
Regional Tourism Activation Fund  Burrima Walkway Access Road and Carpark Construction, Information Signage and creation of an Interactive Augmented Reality Education Program	500,000	N/A	GM RIM DMES	Application closes 11 August 2021.  Partnering with Macquarie Wetlands Association to improve the Burrima Walkway with a sealed constructed access road and carpark, information signage on the walkway and the creation of an interactive augmented reality education program onsite and offsite.

**ACRONYMS**

- GM - General Manager
- DMFA - Divisional Manager Finance & Administration
- DMES - Divisional Manager Engineering Services
- MHD - Manager Health and Development Services
- TSM - Town Services Manager
- RIM - Roads Infrastructure Manager
- IPM - Infrastructure Projects Manager
- PAO - Projects Administration Officer

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday 22<sup>nd</sup> July 2021

ITEM 1 RECONCILIATION CERTIFICATE – JUNE 2021

(B1-10.16)

## RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30<sup>th</sup> June 2021 be received and noted.

## PURPOSE

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

## BACKGROUND

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

## REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 30<sup>th</sup> June 2021.

### INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-May-21	Transactions	Balance 30-Jun-21
General	5,543,515.37	2,739,121.19	8,282,636.56
Water Fund	458,109.73	622,677.13	1,080,786.86
Sewerage Fund	39,380.77	1,413,780.50	1,453,161.27
North Western Library	44,901.06	(27,569.19)	17,331.87
Trust Fund	134,995.00	(1,658.74)	133,336.26
Investment Bank Account	(1,726,325.92)	(17.78)	(1,726,343.70)
	<b>4,494,576.01</b>	<b>4,746,333.11</b>	<b>9,240,909.12</b>

# WARREN SHIRE COUNCIL

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ITEM 1

RECONCILIATION CERTIFICATE – JUNE 2021

CONTINUED

## BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	9,241,764.37
Add: Outstanding Deposits for the Month	129.00
Less: Outstanding Cheques & Autopays	(984.25)
	<hr/>
Balance as per Ledger Accounts less Investments =	<u>9,240,909.12</u>

## INVESTMENTS RECONCILIATION

### Investments as at 30th June 2021

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	216,343.70	Variable	On Call A/c
13	National Australia Bank	1,500,000.00	90 days @ 0.30%	24-Aug-21
40	National Australia Bank	10,000.00	180 days @ 0.31%	24-Aug-21
		<hr/>		
<b>TOTAL INVESTMENTS =</b>		<u><b>1,726,343.70</b></u>		

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	6,884,614.00
Internally Restricted Funds Invested	3,122,889.00
2020/21 General Fund Operating Income & Grants	959,749.82
	<hr/>
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<u><b>10,967,252.82</b></u>

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

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ITEM 1 RECONCILIATION CERTIFICATE – JUNE 2021

CONTINUED

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A

**LEGAL IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

N/A

**CONCLUSION**

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

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

5.2.2 Timely and accurate reporting for efficient management and accountability.

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 2                      STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

## RECOMMENDATION

That the information be received and noted.

## PURPOSE

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

## BACKGROUND

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

## REPORT

Attached to this report is the statement of rates and annual charges as at 30<sup>th</sup> June 2021 including comparisons over the last four years.

## FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

## LEGAL IMPLICATIONS

Nil.

## RISK IMPLICATIONS

N/A

## STAKEHOLDER CONSULTATION

N/A

## OPTIONS

N/A

## CONCLUSION

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

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

## SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 30<sup>th</sup> June 2021.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 2                      STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

30TH JUNE 2021

Name of Rate	NETT			COLLECTIONS FOR YEAR		NETT ARREARS	
	ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	208,310	4,980,348	5,188,658	5,015,032	96.65%	173,626	3.35%
Warren Water Fund	49,372	468,090	517,462	457,534	88.42%	59,928	11.58%
Warren Sewerage Fund	61,270	494,547	555,817	485,501	87.35%	70,316	12.65%
<b>TOTAL 2020/2021</b>	<b>318,952</b>	<b>5,942,985</b>	<b>6,261,937</b>	<b>5,958,067</b>	<b>95.15%</b>	<b>303,870</b>	<b>4.85%</b>
<b>TOTAL 2019/2020</b>	<b>178,732</b>	<b>5,797,214</b>	<b>5,975,946</b>	<b>5,656,994</b>	<b>94.66%</b>	<b>318,952</b>	<b>5.34%</b>
<b>TOTAL 2018/2019</b>	<b>128,294</b>	<b>5,617,394</b>	<b>5,745,688</b>	<b>5,566,956</b>	<b>96.89%</b>	<b>178,732</b>	<b>3.11%</b>
<b>TOTAL 2017/2018</b>	<b>125,675</b>	<b>5,437,935</b>	<b>5,563,610</b>	<b>5,435,316</b>	<b>97.69%</b>	<b>128,294</b>	<b>2.31%</b>
<b>TOTAL 2016/2017</b>	<b>137,085</b>	<b>5,353,509</b>	<b>5,490,594</b>	<b>5,362,693</b>	<b>97.67%</b>	<b>127,901</b>	<b>2.33%</b>
		<b>30-Jun-17</b>	<b>30-Jun-18</b>	<b>30-Jun-19</b>	<b>30-Jun-20</b>	<b>30-Jun-21</b>	
<b>COLLECTION FIGURES AS \$</b>		<b>5,362,693</b>	<b>5,435,316</b>	<b>5,566,956</b>	<b>5,656,994</b>	<b>5,958,067</b>	
<b>COLLECTION FIGURE AS %</b>		<b>97.67%</b>	<b>97.69%</b>	<b>96.89%</b>	<b>94.66%</b>	<b>95.15%</b>	

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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## ITEM 3 WORKS PROGRESS REPORTS – FINANCE & ADMINISTRATION PROJECTS (S1-1.15, C9-1)

### RECOMMENDATION:

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department:

Project	Budget	Expend	Resp	Comment
Council Chambers – Administration Building Improvements Carry Over	1,524,356	1,514,313	GM MHDS DMFA	Items outstanding: 1. Installation of extra cupboards & shelving in the front service area, 2. Installation of the interview room walls and doors, 3. Laying of carpet tiles in interview room and existing offices.
Eplanning Grant	50,000	32,975		<b>The following works will be undertaken subject to available funds:</b>  4. Installation of the disabled toilet and relocation of the tea room 5. Furniture purchases - subject to available funds.
Project	Budget	Expend	Resp	Comment
ICT Purchases	37,011	35,421	DMFA/ICT	Purchased 2 X Toshiba e-Studio 5516AC MDF's (Photocopier/Scanner)  Purchased 7 X HP PC's & Monitors  Purchased 2 X Sophos Firewalls with Switch  Purchased 2 X HP Laptops  This project is now completed

### ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 4 LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

(L2-2)

## RECOMMENDATION

That the information be received and noted.

## PURPOSE

To inform Council of the services the Warren Shire Library has been undertaking.

## BACKGROUND

The Warren Library continues to supply a customer focused service which constantly meets the needs of the Warren community we are currently showing new direction and working on several new projects to enhance our Outreach services.

We are continuing to provide events for the community while following all health guidelines and State Library directions.

## REPORT

### Outreach

We are continuing to add services to our Outreach program to address community needs.

Outreach provides a valuable service to members of the community that are unable to attend the library for various reasons. These services are provided on a Monday with staff maintaining a rotating schedule so all centres can be accommodated.

We are currently providing Outreach services to the following:

- Warren Pre-school;
- Pop up Library for pre-schoolers;
- Little Possums;
- St Mary's School;
- Warren Central School; and
- Vacation Care.

We have recently set up a new Pop-up Library service at Calara House which allows residents to have access to their own library. Items are changed every two (2) months therefore providing a constant stream of new resources.

Housebound Deliveries are also provided as part of Outreach services

North Western Library is participating in an Online story time pilot scheme which is managed by ALIA. This scheme allows publishers to permit use of their Australian picture book titles. ALIA has received a \$30,000 grant from the Australia Council to support this project.

**Libraries** will pay an annual subscription of \$150 + GST for the pilot, this amount is being funded by NSWPLA for unlimited use of these nominated picture books to make recordings of Library Storytime freely available on sharing platforms such as Facebook and YouTube. Each recording will be available for a period of up to six (6) months. ALIA will use \$25 of the subscription to cover the cost of managing

# WARREN SHIRE COUNCIL

## Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Community Room, Warren on Thursday 22<sup>nd</sup> July 2021

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### ITEM 4      LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS      CONTINUED

the service. The remaining \$125 will be paid to the publishers of the books, and through the publishers to the authors and illustrators.

Warren Library has commenced with this program as part of our Outreach services. We are filming each Monday and uploading to our new YouTube channel.

This program enables libraries to include children and families who can't come to story time sessions at libraries, for example, where both parents are working and can't get to the library, as well as those living in socially disadvantaged areas where transport options are limited but internet access and devices are not, and those in rural and remote areas.

#### **E-Resources**

The library has gone live with Hoopla Digital which will supply a great range of videos, music books, audiobooks and graphic novels available for download via the North Western App and website. All you need is a library card!

North Western Library member councils are continuing to support e-resources with all councils allocating an additional \$3,000 per annum from State Library Priority Grant funding.

#### **National Simultaneous Storytime.... from space!**

National Simultaneous Storytime was held on Wednesday 19th May at 11.00am.

The NSS 2021 book, Give me some Space! Written by Phillip Bunting was read by NASA astronaut Shannon Walker direct from the international space station and streamed live to our screen at the library and was attended by Warren Pre School, Little Possums, Barnardos and other community members.

NSS receives positive media coverage, generates community interest and is held annually as part of library and Information week and supports the following aims:

- Promotes the value of reading and literacy;
- Promotes the value and fun of books; and
- Promotes storytime activities in libraries and communities.

#### **Upcoming Events**

- September - Local History workshop;
- August – Stig; and
- 100 Books before school.

#### **Staff Training**

All permanent staff are currently attending ALIA Copyright 101 training.

North Western staff will be attending the Readers Festival in Mudgee to focus on Reader's advisory skills

#### **Meetings**

Central West Zone Administration Meeting was held on 28th May.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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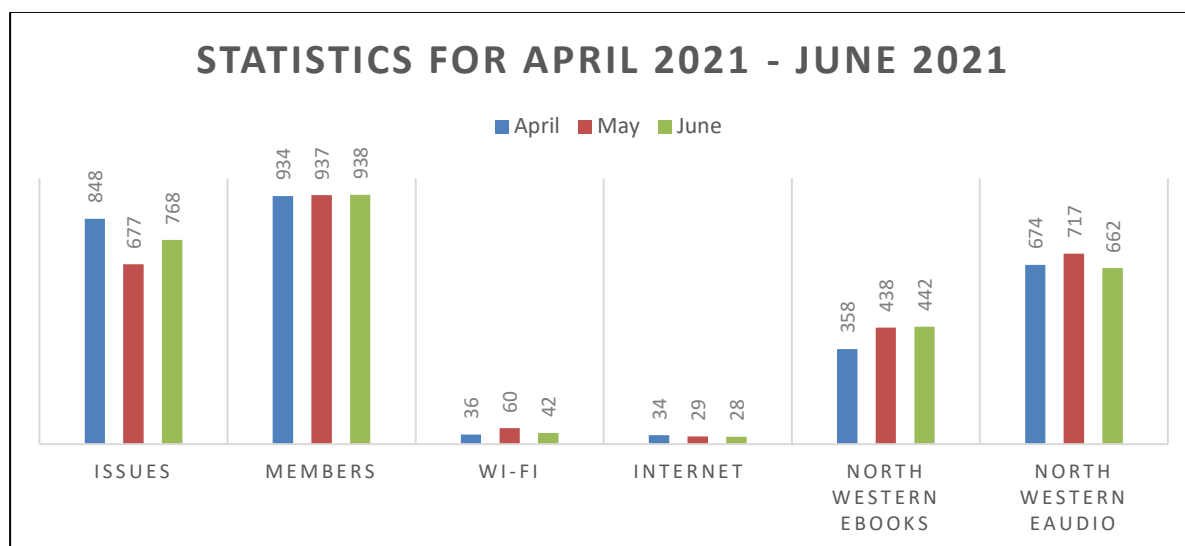
ITEM 4

LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS

CONTINUED

## Statistics for April 2021 - June 2021

Month	Issues	Members	Wi-Fi	Internet	North Western EBooks	North Western EAudio
April	848	934	36	34	358	674
May	677	937	60	29	438	717
June	768	938	42	28	442	662



## Events

Events	Junior	Adults	Total Participants
Holiday Movie	23	2	25
Stitchin Time	12		12
Wonderful Watercolours	19		19
Tie-Dye Bags	18		18
Vacation Care	33	7	40
Library Outreach Program	70	8	78
Preschool Pop-Up Library	60		60
Local History Workshop	10		10
Meet the Author Kim Hodges		12	12
National Simultaneous Storytime	49	14	63

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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**ITEM 4      LIBRARIAN'S REPORT ON THE WARREN SHIRE LIBRARY OPERATIONS      CONTINUED**

**LEGAL IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A

**OPTIONS**

N/A

**CONCLUSION**

This report is to provide Council with an update of Council Library Services.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

3.2.3 Provide a high-quality library service that meets the needs of the community.

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A



**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
 Council Community Room, Warren on Thursday 22nd July 2021

**ITEM 1                      WORKS PROGRESS REPORTS – ROADS**

**(C14-7.2)**

**RECOMMENDATION**

That the information be received and noted.

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

**ACRONYMS**

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

**ROADS MAINTENANCE AND REPAIR BUDGET AS AT 4th JUNE 2021**

ACCOUNT	BUDGET	EXPENDITURE
Urban Sealed Roads	95,319	109,809
Urban Unsealed Roads	36,461	33,687
Rural Sealed Roads	507,200	501,417
Rural Unsealed Roads	1,056,717	1,058,318
Regional Sealed Roads	837,216	761,054
Regional Unsealed Roads	53,740	40,707

**MAINTENANCE**

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	Ringorah Road	Maintenance Grading	12km
Grader Crew 2 (Three-man crew)	Old Warren Road	Maintenance Grading	5km
Grader Crew 3 (Three-man crew)	Marra Road	Maintenance Grading	4km

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WORKS PROGRESS REPORTS – ROADS

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WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 4 (Three-man crew)	Pleasant View Lane	Maintenance Grading	6km
Grader Crew 1 (Three-man crew)	Wambianna Road	Erect Signs	
Grader Crew 2 (Three-man crew)	Collie Trangie Road	Rehabilitation	
Grader Crew 3 (Three-man crew)	Killaroo Road	Maintenance Grading	5km
Grader Crew 3 (Three-man crew)	Booka Road	Maintenance Grading	6km
Grader Crew 3 (Three-man crew)	Booka Road	Erected Signs and Guide Posts	
Grader Crew 4 (Three-man crew)	Nevertire Bogan Road	Erected Signs	
Grader Crew 4 (Three-man crew)	Tottenham Road	Erected Signs	

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WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline	Carinda Road	Patching		
	Marthaguy Road	Patching		
	Warren Road	Patching		
	Buckiinguy Road	Patching		
	Collie-Trangie Road	Patching		

**UPCOMING WORKS**

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (three-man crew)	Buddabadah Road (July)	Maintenance Grade
Grader Crew 1 (three-man crew)	Elsinore Road (August)	Maintenance Grade
Grader Crew 2 (three -man crew)	Mullengudgery Road (July)	Maintenance Grade
Grader Crew 2 (three -man crew)	Bundemar Road (August)	Maintenance Grade
Grader Crew 3 (three -man crew)	Mannix Road (August)	Maintenance Grade
Grader Crew 3 (three -man crew)	Booka Road (July)	Maintenance Grade
Grader Crew 4 (three -man crew)	Wonnobbobbie Road (August)	Maintenance Grade
Grader Crew 4 (three -man crew)	Pleasant View Lane (July)	Maintenance Grade
Grader Crew 4 (three -man crew)	Castlebar Road (July)	Maintenance Grade

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Project	Budget	Expend	Resp	Comment
<b>Capital Works Gravel Resheets</b>				
Gravel Resheet Old Warren Road Segment 28	178,738	181,241	RIM	Segment 28 (2km) of the Old Warren Road has been Gravel Resheeted in preparation to the planned construction of this Segment in future years. It is currently planned for the 2022/2023 budget year.
Gravel Resheet Canonba Road Segment 12 and Segment 14 up to the Shire Boundary with the Bogan Shire and total length of 2.553km	150,000	147,605	RIM	Segment 12 (2km) and 553m of Segment 14 leading up to the Shire Boundary has been Gravel Resheeted.
<b>Capital Works Bitumen Reseals</b>				
Ellengerah Road Segment 04	90,000	87,620	RIM	The 10mm bitumen reseat of Segment 04 (2km) of SR64 was completed to maintain and extend the life of the asset.
Old Warren Road Segment 02	87,600	78,829	RIM	The 10mm bitumen reseat of Segment 02 (2km) of SR65 was completed to maintain and extend the life of the asset.
Thornton Road Segment 02	105,600	97,615	RIM	The 20/10mm bitumen reseat of Segment 02 (2km) of SR53 completed.
Tottenham Road Segment 30	90,000	80,718	RIM	The 10mm bitumen reseat of Segment 30 (2km) of SR59 was completed to maintain and extend the life of the asset.
Tottenham Road Segment 02	87,600	86.130	RIM	The 10mm bitumen reseat of Segment 02 (2km) of SR59 was completed to maintain and extend the life of the asset.

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Project	Budget	Expend	Resp	Comment
<b>Capital Works Bitumen Reseals Continued</b>				
Wambianna Road Segment 18	90,000	85,893	RIM	The 10mm bitumen reseal of Segment 18 (2km) of SR66 was completed to maintain and extend the life of the asset.

Project	Budget	Expend	Resp	Comment
<b>Capital Works Bitumen Reseals Subject to Funding</b>				
Buckiinguy Road Segment 00.			RIM	The bitumen reseal to be completed when funding is available.
Buckiinguy Road Segment 02. Part 1 Narrow Section.			RIM	The bitumen reseal to be completed when funding is available.
Buckiinguy Road Segment 02. Part 2 5.4m Wide.			RIM	The bitumen reseal to be completed when funding is available.
Nevertire Bogan Road Segment 34.			RIM	The bitumen reseal to be completed when funding is available.
Old Warren Road Segment 18.			RIM	The bitumen reseal to be completed when funding is available.
<b>Capital Works In Progress</b>				
Wonbobbie Road Marthaguy Creek "Wonbobbie Bridge".  Existing Asset Replacement.	1,158,220	1,126,535	DMES	Bridge and Road works completed.  Bridge opened early December, 2020.  Linemarking completed  A report regarding the Audit undertaken by NSW Public Works will be available at a future Roads Committee meeting.

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Project	Budget	Expend	Resp	Comment
<b>Capital Works In Progress Continued</b>				
Re prioritising the flow of traffic and upgrade of the intersection of the Carinda Road, Industrial Access Road. Existing Asset Upgrade.	143,614	148,949	DMES	Traffic flow was reconfigured to provide through traffic to the Industrial Access Road. Giveaway signs & Linemarking as well as audible road warning lines installed on the Carinda Road. Flashing lights installed. It is planned to have the Industrial Access Road designated as a Heavy Vehicle Bypass as soon as possible.
Warren Town Centre Upgrade Stage 2 Inclusive of Street Upgrade, Roundabout Upgrade, Street Furniture, Car/Caravan Parking Facility. Existing Asset Upgrade.	19,372	19,372	DMES	This project is to overall upgrade the traffic movement and presentability within the town centre. Extensive survey works around the Burton and Dubbo Streets intersection have been undertaken. It is proposed that a report and concept plan will be submitted to a future meeting of the Council.
Rural Road Construction – Ellengerah Road. Establishment of a New Asset.	432,200	431,044	DMES	This project has been completed up to the stage of having a bitumen final seal surface applied. Linemarking completed.
Rural Road Construction – Old Warren Road – Segment 22 to 24. Establishment of a New Asset.	712,400	719,191	DMES	This project has been completed up to the stage of having a bitumen final seal surface applied. Linemarking completed.

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Project	Budget	Expend	Resp	Comment
<b>Capital Works In Progress Continued</b>				
Rural Road Rehabilitation – Nevertire Bogan Road – Segment 02.  Existing Asset Upgrade.	610,400	609,494	DMES	This project has been completed up to the stage of having a bitumen final seal surface applied.  Linemarking completed.
Rural Road Construction Tyrrie Road. (Formerly Dandaloo Road). Segment 00 and 02.  Establishment of a New Asset.	244,008	149,255	DMES	This project commenced in February 2021.  The monies allocated to this project within the 2020/2021 budget year is not enough to complete the upgrade works up to a bitumen surfaced road.  Because of the insufficient finances the overall job will be completed in stages and additional grant monies will be hopefully sourced from future grant submissions.
Rehabilitation Collie- Trangie Road Regional Road No.347. Segment 12.  Existing Asset Upgrade.	800,000	707,748	DMES	This project is in progress. The preliminary analysis works, survey, geotechnical, hydraulic analysis, REF and preliminary design, are all in progress.  There will be no bitumen works undertaken in the 2020/2021 budget year. The reason for this is that there will be insufficient monies left available after the preliminary costs, (shovel ready), drainage works, the vegetation works, and the shoulder works have been completed.

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Project	Budget	Expend	Resp	Comment
<b>Planned Future Capital Works</b>				
Rehabilitation Warren Road Regional Road No.7515 Segment 7515.06 Inclusive of the Tenandra Bridge over the Marthaguy Creek – Fixing Country Road Grant Application. Existing Asset Upgrade.	Funded from Regional Roads Block Grant 54,502	30,382	DMES	All preliminary works have been completed.  Therefore, this project is on hold until the required funding can be sourced.  The project has been developed sufficiently to be classified as being <b>“shovel ready”</b> .
Rehabilitation Warren Road Regional Road Segment 08 Inclusive of the Neue Park Bridge over the Merrigal Creek. Existing Asset Upgrade.	Funded from Regional Roads Block Grant 41,798	41,798	DMES	All preliminary works have been completed.  Therefore, this project is on hold until the required funding can be sourced.  The project has been developed sufficiently to be classified as being <b>“shovel ready”</b> .
Rehabilitation Warren Road Regional Road Segments 12 and 14.  This Project is Relevant to the 2016/17 Fixing Country Roads Grant Application and the 2020/21 ROSI Grant.	1,679,000	6,351	DMES	Several meetings have been held with Engineering Department representatives of the Coonamble Shire Council (CSC). Negotiations with the various Federal and State Departments is required to ensure that the proposed new scopes of works are agreed.  Consultation has been ongoing with the Federal Government, Infrastructure NSW, NSW Transport and Coonamble Shire Council Representatives in an endeavour to have the deeds released. At this point in time, it is considered that a resolution has not been determined.  Project has been included in the 2021/2022 Estimates.



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Project	Budget	Expend	Resp	Comment
<b>Planned Future Capital Works Continued</b>				
Nevertire Bogan Road Railway Crossing Upgrade.  Existing Asset Upgrade.	12,209	12,209	DMES	<p>This project is in the very early stages of planning.</p> <p>A site survey has been completed. Road counter devices have been established. Geotechnical analysis has been completed. Discussions regarding the preliminary plan have been held.</p> <p>Further consultation needs to be carried out with John Holland Pty Ltd (Railway) TfNSW, Electricity and Telecommunication providers and all other stakeholders.</p> <p>Once sufficient data has been compiled a meeting involving all stakeholders will be arranged.</p>

Project	Budget	Expend	Resp	Comment
<b>Grant Applications</b>				
Federal Road Safety (NSW) Program- School Zone Infrastructure Sub-Program Round 2 (Tranche 2 and Tranche 3)	9,193	N/A	RIM	Remarking of school zone 40km/h patches, Dragons Teeth, etc
Fixing Local Roads Program (FLRP)  Round 3 – Ellengerah Road Construction	846,349	N/A	DMES	Project Total \$846,349 made up of as follows: FLRP Round 3 \$634,762 and Local Roads and Community Infrastructure Program \$211,587.

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Project	Budget	Expend	Resp	Comment
<b>Grant Applications Continued</b>				
Fixing Local Roads Program (FLRP) Round 3 – Bitumen Reseal Program on Priority Local Roads	1,333,000	N/A	RIM	Project Total: \$1,333,000 made up of as follows: FLRP Round 3 \$1,000,000 and Roads to Recovery Bitumen Reseal Program \$333,000.
Fixing Local Roads Program (FLRP) Round 3 – Nevertire – Bogan Road Segment 4 and Segment 6 Rehabilitation	1,727,243	N/A	DMES	Project Total: \$1,727,243 made up of as follows: FLRP Round 3 \$1,295,432 and Local Roads and Community Infrastructure Program \$431,811.
Fixing Local Roads Program (FLRP) Round 3 – Gravel Resheeting Program on Priority Local Roads	1,333,000	N/A	RIM	Project Total: \$1,333,000 made up of as follows: FLRP Round 3 \$1,000,000 and Roads to Recovery Bitumen Reseal Program \$322,258 and Other Unallocated \$10,742.
Fixing Local Roads Program (FLRP) Round 3 – Tyrie Road Construction	621,234	N/A	DMES	Project Total: \$621,234 made up of as follows: FLRP Round 3 \$465,926 and Local Roads and Community Infrastructure Program \$115,308 and Council Allocation \$40,000.
Fixing Local Roads Program (FLRP) Round 3 – Old Warren Road Segments 26 & 28 Construction	1,679,946	N/A	DMES	Project Total: \$1,679,946 made up of as follows: FLRP Round 3 \$1,259,960 and Local Roads and Community Infrastructure Program \$419,987.
Fixing Local Roads Program (FLRP) Round 3 – Upgrading Gradgery Lane Bridges	2,177,001	N/A	DMES	Project Total: \$2,177,001 made up of as follows: FLRP Round 3 \$1,632,751 and Local Roads and Community Infrastructure Program \$544,250.

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Project	Budget	Expend	Resp	Comment
<b>Grant Applications Continued</b>				
Fixing Local Roads Program (FLRP) Round 3 – Gibson Way Road Construction	1,691,389	N/A	DMES	Project Total: \$1,691,389 made up of as follows: FLRP Round 3 \$1,268,542 and Local Roads and Community Infrastructure Program \$422,847.
2021/20211 REPAIR Program – Regional Road 347 (Collie – Trangie Road) – Segment 16 – clearing of roadside vegetation, replacement of existing culvert, widening of road formation, upgrade of existing pavement material and applicaiton of a heavy bitumen prime surface 8m wide.	800,000	N/A	DMES/ RIM	Project Total: \$800,000 made up of as follows: REPAIR Program Transport for NSW Contribution \$400,000 and 2021/2022 Regional Roads Block Grant \$400,000. Project subject to the \$400,000 Regional Road Block Grant Contribution being available and not affecting road program.

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TRAFFIC CLASSIFIER REPORT		Tottenham Road			
<b>Location</b>	Segment 14				
					
<b>Period of Operation (Days)</b>	29	8/06/2021 to 7/07/2021			
<b>Total count both directions</b>	2300				
<b>AADT (vehicles per day)</b>	79				
<b>Percent of commercial vehicles</b>	31.52%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1456	63.3	152.40	114.12
Non Articulated	3-5	119	5.2	139.30	104.40
Articulated	6-10	357	15.5	108.80	99.72
B-Double/Road Train	11-12	368	16.0	109.50	96.66
<b>Total</b>	<b>1-12</b>	<b>2300</b>	<b>100</b>	<b>152.40</b>	
<b>Average percentile across classes</b>		<b>103.73</b>	<b>Km/H</b>		



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<b>TRAFFIC CLASSIFIER REPORT</b>						<b>Thornton Road</b>	
<b>Location</b>				Segment 00			
<b>Period of Operation (Days)</b>		29		8/06/2021 to 7/07/2021			
<b>Total count both directions</b> 653 <b>AADT (vehicles per day)</b> 23 <b>Percent of commercial vehicles</b> 3.06%							
Vehicle type	Class	Number	%	Max.speed (kph)	85%		
Light	1-2	595	91.1	140.60	97.45		
Non Articulated	3-5	38	5.8	104.90	96.48		
Articulated	6-10	18	2.8	82.80	81.19		
B-Double/Road Train	11-12	2	0.3	65.60	-		
<b>Total</b>	<b>1-12</b>	<b>653</b>	<b>100</b>	<b>140.60</b>			
<b>Average percentile across classes</b> 91.71				<b>Km/H</b>			



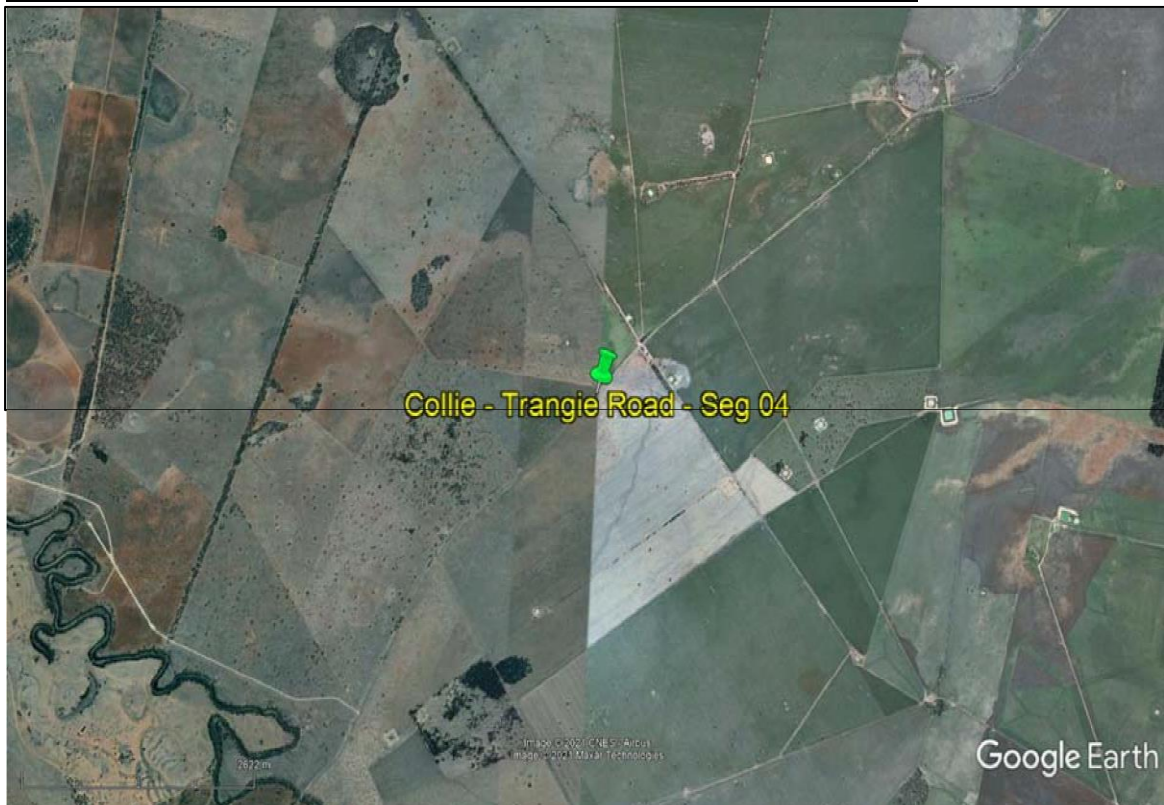
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TRAFFIC CLASSIFIER REPORT		Collie-Trangie				
Location		Segment 04				
Period of Operation (Days)	29	8/06/2021		to 7/07/2021		
Total count both directions	1656					
AADT (vehicles per day)	57					
Percent of commercial vehicles	17.09%					
Vehicle type	Class	Number	%	Max.speed	85%	
Light	1-2	1006	60.7	150.30	112.68	
Non Articulated	3-5	367	22.2	156.10	125.06	
Articulated	6-10	224	13.5	150.60	108.90	
B-Double/Road Train	11-12	59	3.6	113.40	103.32	
<b>Total</b>	<b>1-12</b>	<b>1656</b>	<b>100</b>	<b>156.10</b>		
Average percentile across classes				<b>112.49</b>	<b>Km/H</b>	



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TRAFFIC CLASSIFIER REPORT		Collie - Dubbo			
Location	Segment 04				
Period of Operation (Days)	62	6/05/2021 to 7/07/2021			
Total count both directions	4810				
AADT (vehicles per day)	78				
Percent of commercial vehicles	15.47%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1462	30.4	146.10	107.28
Non Articulated	3-5	2604	54.1	152.40	109.80
Articulated	6-10	723	15.0	127.60	89.71
B-Double/Road Train	11-12	21	0.4	84.00	75.47
<b>Total</b>	<b>1-12</b>	<b>4810</b>	<b>100</b>	<b>152.40</b>	
Average percentile across classes		<b>95.57</b>		<b>Km/H</b>	



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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Collie - Trangie</b>			
<b>Location</b>		Segment 12			
<b>Period of Operation (Days)</b>	61	7/05/2021	to 7/07/2021		
<b>Total count both directions</b> 7470					
<b>AADT (vehicles per day)</b> 122					
<b>Percent of commercial vehicles</b> 15.21%					
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	2791	37.4	157.50	106.56
Non Articulated	3-5	3543	47.4	148.20	105.91
Articulated	6-10	997	13.3	135.90	101.16
B-Double/Road Train	11-12	139	1.9	112.20	99.36
<b>Total</b>	<b>1-12</b>	<b>7470</b>	<b>100</b>	<b>157.50</b>	
<b>Average percentile across classes</b>		<b>103.25</b>	<b>Km/H</b>		






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TRAFFIC CLASSIFIER REPORT		Collie - Trangie			
Location					
Period of Operation (Days)	69	29/04/2021	to 7/07/2021		
Total count both directions 8604					
AADT (vehicles per day) 125					
Percent of commercial vehicles 12.33%					
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	5940	69.0	155.60	88.56
Non Articulated	3-5	1603	18.6	152.40	93.13
Articulated	6-10	922	10.7	150.70	72.82
B-Double/Road Train	11-12	139	1.6	74.90	61.20
<b>Total</b>	<b>1-12</b>	<b>8604</b>	<b>100</b>	<b>155.60</b>	
Average percentile across classes		<b>78.93</b>	<b>Km/H</b>		




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TRAFFIC CLASSIFIER REPORT		Industrial Access Road			
<b>Location</b>		Segment 02 Closest to Bridge			
<b>Period of Operation (Days)</b>	<b>68</b>	30/04/2021 to 7/07/2021			
<b>Total count both directions</b> 17534					
<b>AADT (vehicles per day)</b> 258					
<b>Percent of commercial vehicles</b> 15.59%					
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	8011	45.7	159.90	124.60
Non Articulated	3-5	6789	38.7	159.90	119.79
Articulated	6-10	1821	10.4	159.40	118.21
B-Double/Road Train	11-12	913	5.2	158.50	81.70
<b>Total</b>	<b>1-13</b>	<b>17534</b>	<b>100</b>	<b>159.90</b>	
<b>Average percentile across classes</b> 111.08				<b>Km/H</b>	




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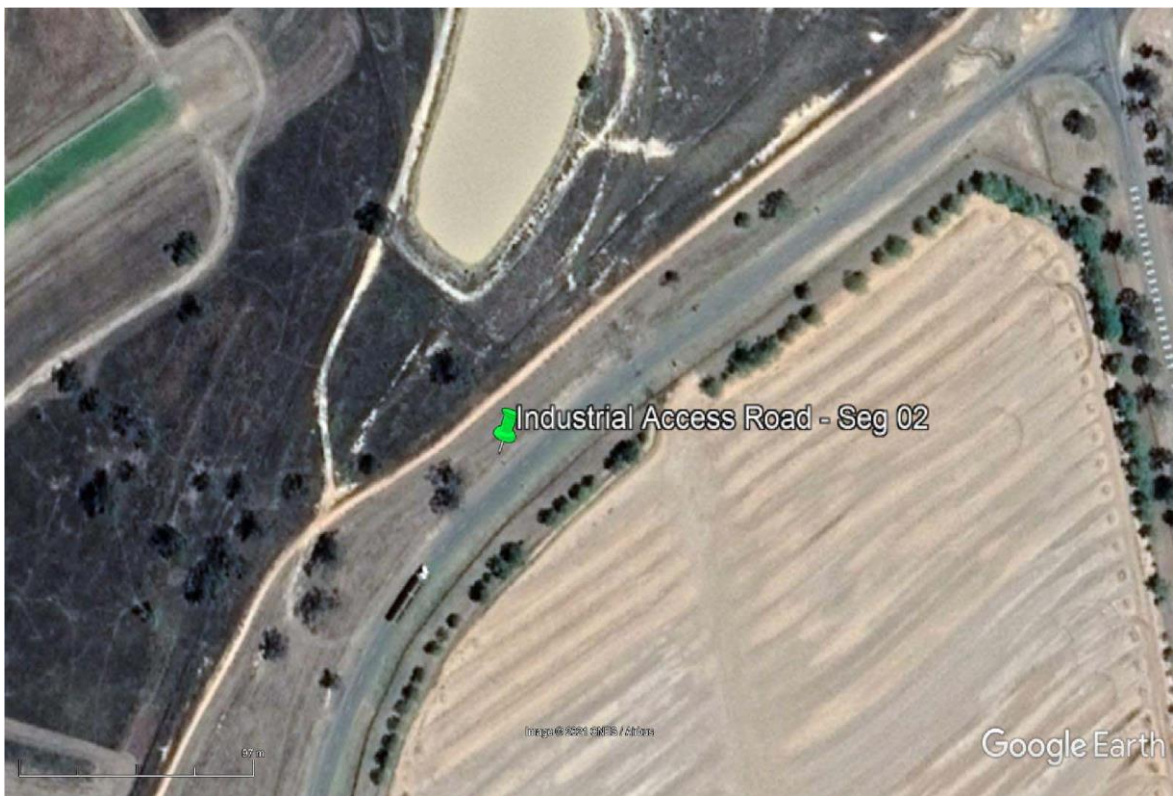
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<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Industrial Access Road</b>			
<b>Location</b>		 Segment 02 Near Gin			
<b>Period of Operation (Days)</b>		<b>68</b>	30/04/2021 to 7/07/2021		
<b>Total count both directions</b>		16593			
<b>AADT (vehicles per day)</b>		244			
<b>Percent of commercial vehicles</b>		34.30%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	8011	48.3	122.10	73.44
Non Articulated	3-5	2890	17.4	139.20	73.62
Articulated	6-10	2468	14.9	99.30	67.50
B-Double/Road Train	11-12	3224	19.4	86.63	63.18
<b>Total</b>	<b>1-13</b>	<b>16593</b>	<b>100</b>	<b>139.20</b>	
<b>Average percentile across classes</b>		<b>69.44</b>		<b>Km/H</b>	




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TRAFFIC CLASSIFIER REPORT		Marthaguy Road			
Location					
		Segment 10			
Period of Operation (Days)	30	7/06/2021 to 7/07/2021			
Total count both directions 3015					
AADT (vehicles per day) 101					
Percent of commercial vehicles 12.27%					
Vehicle type	Class	Number	%	Max.speed 85% (kph)	
Light	1-2	2284	75.8	156.50	116.42
Non Articulated	3-5	361	12.0	155.50	121.50
Articulated	6-10	183	6.1	125.90	100.15
B-Double/Road Train	11-12	187	6.2	114.30	96.41
<b>Total</b>	<b>1-12</b>	<b>3015</b>	<b>100</b>	<b>156.50</b>	
Average percentile across classes		108.62	Km/H		



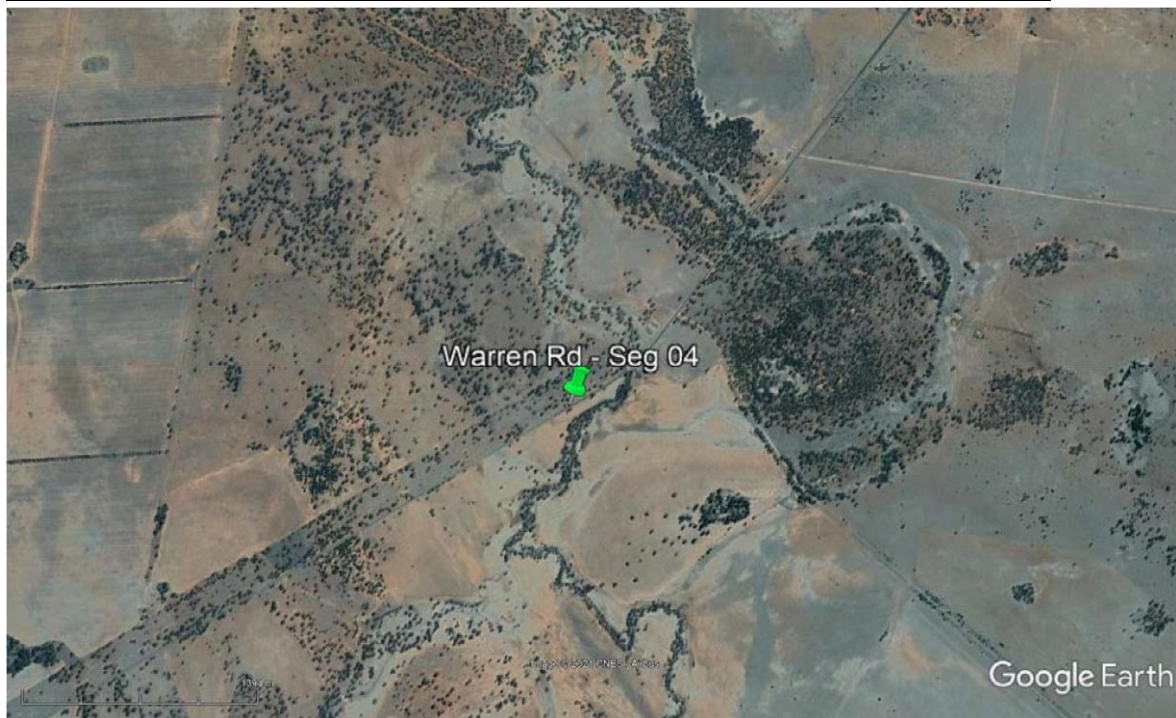
**WARREN SHIRE COUNCIL**  
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

<b>TRAFFIC CLASSIFIER REPORT</b>		<b>Warren Road</b>			
<b>Location</b>		Segment 04			
<b>Period of Operation (Days)</b>	69	29/04/2021 to 7/07/2021			
<b>Total count both directions</b>		15042			
<b>AADT (vehicles per day)</b>		218			
<b>Percent of commercial vehicles</b>		22.58%			
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	6616	44.0	159.50	122.40
Non Articulated	3-5	5030	33.4	159.90	127.26
Articulated	6-10	2020	13.4	148.30	113.30
B-Double/Road Train	11-12	1376	9.1	127.70	109.16
<b>Total</b>	<b>1-12</b>	<b>15042</b>	<b>100</b>	<b>159.90</b>	
<b>Average percentile across classes</b>			<b>118.03</b>	<b>Km/H</b>	



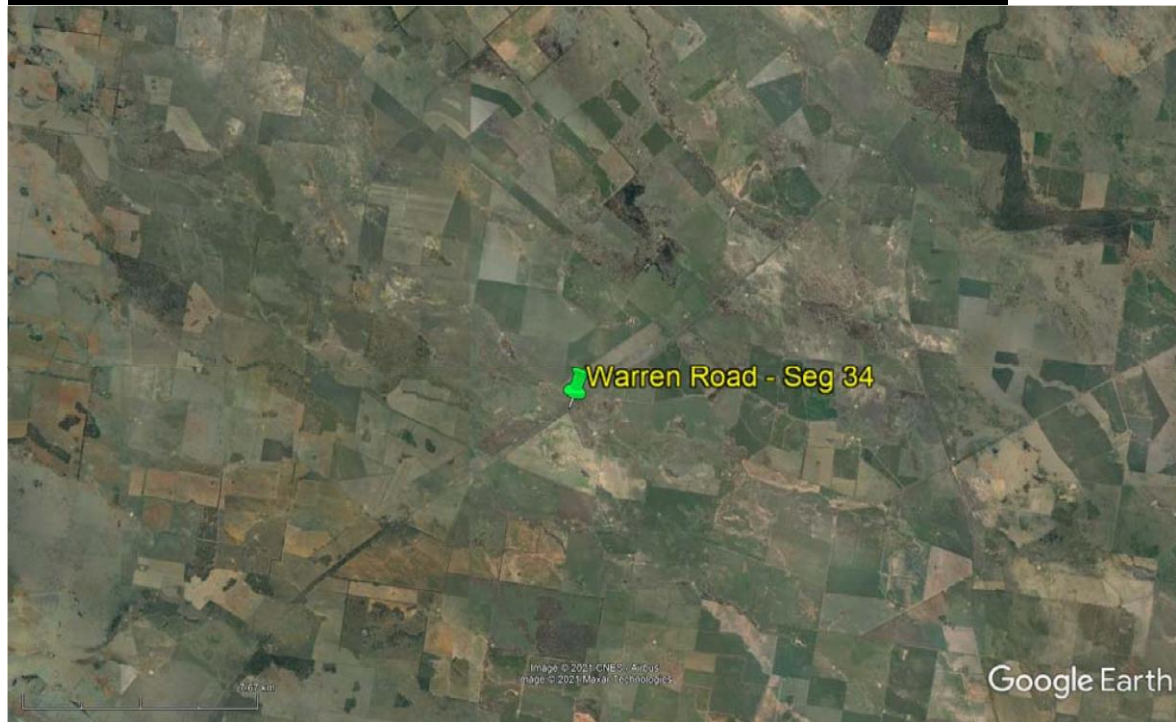
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WORKS PROGRESS REPORTS – ROADS

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TRAFFIC CLASSIFIER REPORT		Warren Road			
Location		Segment 34			
Period of Operation (Days)	67	29/04/2021 to 5/07/2021			
Total count both directions	9728				
AADT (vehicles per day)	145				
Percent of commercial vehicles	35.46%				
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	3661	37.6	159.70	125.82
Non Articulated	3-5	2617	26.9	160.00	132.30
Articulated	6-10	1863	19.2	159.50	111.60
B-Double/Road Train	11-12	1587	16.3	130.40	106.56
<b>Total</b>	<b>1-12</b>	<b>9728</b>	<b>100</b>	<b>160.00</b>	
Average percentile across classes				<b>119.07</b>	<b>Km/H</b>



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<b>TRAFFIC CLASSIFIER REPORT</b> <span style="float: right;"><b>Carinda Road</b></span>					
<b>Location</b>		Segment 142			
<b>Period of Operation (Days) 29</b>			8/06/2021 to 7/07/2021		
<b>Total count both directions</b> 1961 <b>AADT (vehicles per day)</b> 68 <b>Percent of commercial vehicles</b> 19.58%					
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	1394	71.1	153.90	114.66
Non Articulated	3-5	183	9.3	147.90	113.62
Articulated	6-10	138	7.0	120.70	101.78
B-Double/Road Train	11-12	246	12.5	111.00	97.38
<b>Total</b>	<b>1-12</b>	<b>1961</b>	<b>100</b>	<b>153.90</b>	
<b>Average percentile across classes</b>				<b>106.86</b>	<b>Km/H</b>



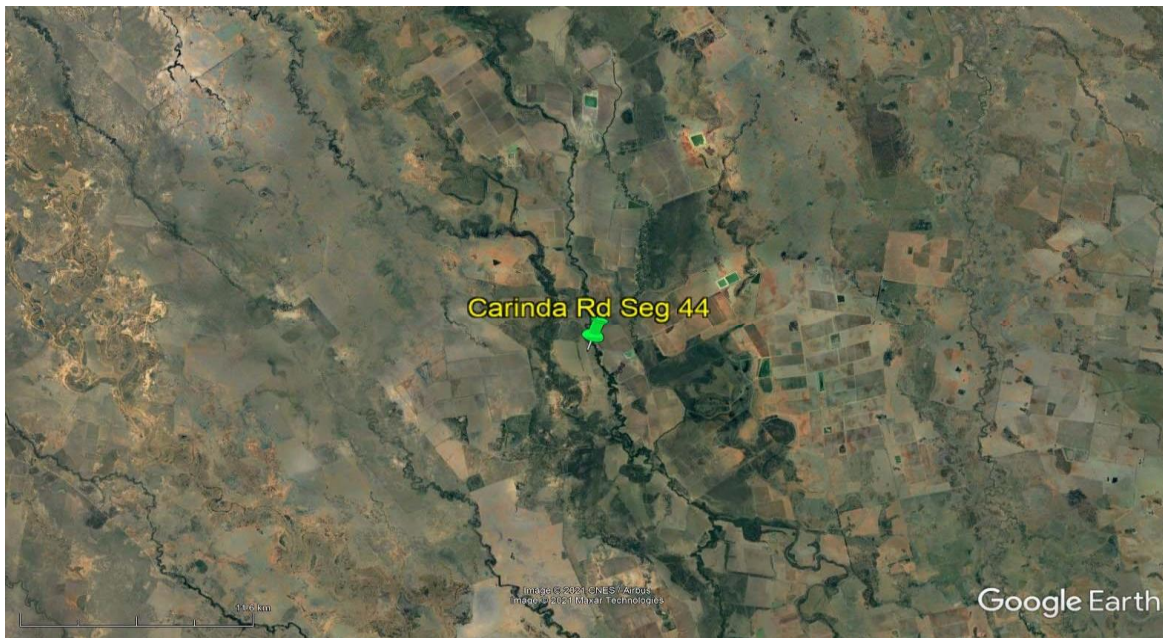
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WORKS PROGRESS REPORTS – ROADS

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TRAFFIC CLASSIFIER REPORT		Carinda Road			
Location		Segment 44			
Period of Operation (Days)	29	8/06/2021 to 7/07/2021			
Total count both directions 2746 AADT (vehicles per day) 95 Percent of commercial vehicles 25.02%					
Vehicle type	Class	Number	%	Max.speed (kph)	85%
Light	1-2	905	33.0	156.40	125.66
Non Articulated	3-5	1154	42.0	158.60	126.36
Articulated	6-10	345	12.6	145.30	115.06
B-Double/Road Train	11-12	342	12.5	114.30	104.14
<b>Total</b>	<b>1-12</b>	<b>2746</b>	<b>100</b>	<b>158.60</b>	
Average percentile across classes		117.81		<b>Km/H</b>	





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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.

**ACRONYMS**

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

**TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET**

Project	Budget	Expend	Resp	Comment
<b>General</b>				
Warren Netball Courts - Turf Grass. 3360-4050-0010  (Drought Communities Extension Program)	30,000	24,691	IPM / TSM	The project is <b>complete</b> .  Funds from the Drought Funds Stage 2 have been allocated for this task.  Irrigation system installed.  Hydro Turf installed 28/05/2021.
Warren Lawn Cemetery Stage 3. 3330-4120-0100	90,000	80,179	MHD / TSM	Upgrade drainage along western side and installation of drainage along eastern side.  Extension of river water main for future lawn cemetery expansion. Project awarded. Work will be finalised later this year.  Developing Cemetery Master Plan for future lawn cemetery expansion.

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Project	Budget	Expend	Resp	Comment
Warren Lawn Cemetery Installation of Toilet 3360-4050-0035 (Drought Communities Extension Program)	82,292	50,054	MHD / TSM	Supply of "Access toilet" was listed on VendorPanel 8/1/2021 and closed 18/1/2021. Awarded to Modus Australia.  Toilet has been installed. Waiting on internal accessories to allow toilet to be used.  Pathways and gardens to be installed in July.  Installation of on-site sewer management system complete.
<b>Water Supplies</b>				
Nevertire Reservoir Refurbishment 4580-4320-0005	750,000	604,337	IPM / TSM	Tender closed 16/04/2021. Evaluation complete.  Tender awarded to RMP Abrasive Blasting.  Temporary pumps and tanks have been ordered.  The backup generator has been ordered and will be delivered in July.  Container has been ordered and will be delivered in July.
Ellengerah River Water Pumps 4580-4320-0010	26,926	26,000	TSM	Replace two pumps at the Ellengerah Road River Water Pump Station.  Pumps have been ordered and will be delivered in July.
Oxley Park River Water Pumping Station 4580-4320-15	138,720	114,635	TSM	Carry out modification of the pipe work and pumps at the Oxley Park River Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and

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Project	Budget	Expend	Resp	Comment
				<p>replacement of the pumps together with an appropriate screening structure.</p> <p>A Request for Quotation (RFQ) on VendorPanel. Closed 18 June 2021.</p> <p>Council did not receive any responses from the RFQ.</p> <p>Direct negotiations were entered into with Ryan Mason Engineering to carry out the fabrication and installation works.</p> <p>Fabrication work will begin in July and the project is expected to be complete by the end of August.</p> <p>New Pumps have been ordered and are expected to be delivered in Mid-August.</p>
Temporary works to stop water leak at the Roundabout		Nil	TSM	<p>Planning works for the temporary repairs to stop the water leak under the roundabout. New hydrants and stop valves to be installed near IGA and the Newsagency in Dubbo Street and in front of Spar in Burton Street. This will allow water to be isolated under the roundabout.</p> <p>Final repairs will be carried out during the Upgrade of the Roundabout.</p>
Identification and condition assessment of water stop valves in Warren and Nevertire.	20,000	14,273	TSM	<p>Project awarded to ValveMax. Works will commence in mid-July.</p>

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Project	Budget	Expend	Resp	Comment
<b>Sewerage Services</b>				
Works to Wilson St, Gunningba Estate, Garden Ave and Nevertire Sewerage Pumping Stations.  5300-0003	218,182	218,182	TSM	Replacement of pumps, starters and miscellaneous items to improve reliability.  Xylem Water technologies will upgrade the pumps, pipework, guide rails, electrical switchboards, pump controllers and the telemetry at Gunningba Estate and Nevertire Sewerage Pumping Stations as well as minor electrical and telemetry works at Thornton Ave, Wilson St and Garden Ave pumping stations.
<b>Grant Applications</b>				
Warren Levee Bank Rehabilitation	6,000,000	Nil	DMES / TSM	<ol style="list-style-type: none"> <li>1. Funding currently being pursued for repairs to the reported section of the Warren levee bank.</li> <li>2. Consulted with State Government. representatives seeking financial assistance to rectify deteriorated section.</li> <li>3. Works to be undertaken in-house using Council staff and local contractors.</li> <li>4. Local contractors have been liaised with regarding the methods of repair.</li> </ol> <p>Fresh applications have been submitted to the Federal Government Department of Home Affairs, waiting on confirmation of success or not.</p>

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Activity	Required Interval	Details	
<b>Water System Planned Maintenance</b>			
River mains flushing	As required	Sections are done where and when found necessary.	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
Hydrant covers checked, painted, flushed and replaced where necessary, Blue reflective indicators, HP and HR signs installed		Done as required.	
Bore Inspections		Conducted by Natural Resource Access Regulator (NRAR).	
Warren, Nevertire and Collie water chlorine and pH testing	Weekly at specific locations.	Testing carried out daily.	
Warren river pumps		Oxley Park Ellengerah Rd Racecourse	Breakdown maintenance only.
Reservoir cleaning	5 years	Ellengerah Bore Nevertire Bore	Next Diver inspection and clean 2024
		Oxley Park River Ellengerah River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2022/2023

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Activity	Required Interval	Details
<b>Sewerage System Planned Maintenance</b>		
Warren Sewerage Treatment Works	Quarterly	Samples of treated effluent collected monthly for laboratory analysis against EPA licence requirements for PH, Total Suspended Solids (TSS), Total Nitrogen (N), Total Phosphorus (P), Oil & Grease (O&G) and Biochemical Oxygen Demand (BOD). Results are published on Council website quarterly
Sewer gravity main CCTV Inspection and Smoke Testing program		<p>Develop a program to carry out CCTV inspections and smoke testing of all gravity sewer mains in Warren and Nevertire.</p> <p>Develop a sewer main replacement/relining program.</p> <p>Identify stormwater infiltration locations.</p> <p>Develop a program to educate property owners and residents about stormwater infiltration prevention.</p> <p>Develop a stormwater infiltration rectification program for council assets and private property.</p>
<b>Water and Sewerage Works Subject to Funding</b>		
Location	Work Under Development	
Collie Water Supply (Reliability)	Commission the two, 125,000 litre Pioneer water tanks located west of the tennis court. Install pressure pumps into shed at the base of the elevated tanks located behind the hotel. Decommission and remove the elevated tanks.	
Collie chlorine dosing	Install new gaseous chlorination system at the new Collie Bore, (approximately 7km west of Collie).	
Nevertire chlorine dosing	Install new gaseous chlorination system in the new building at Nevertire. Install new dosing point to ensure chlorination is possible from either bore.	
Warren chlorine dosing	Install new gaseous chlorination system in the new buildings at Bore Flat and Ellengerah.	
Replacement of Telemetry System	Replacement of the water and sewerage telemetry system and Firmware upgrade of the Clearwater SCADA.	

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Account	Budget	Expenditure
Water Fund Maintenance and Repair	536,917	462,323
4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003		
Sewer Fund Maintenance and Repair	342,042	174,669
5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

**Water and Sewer Works**

Water meter readings.

Preparation works for Nevertire Reservoir temporary by-pass set up.

Repaired 6 water services and 7 water main breaks.

Daily water quality testing.

Sewerage Treatment Plant Daily Operations.

<b>Warren Sewerage Treatment Works in Flow    Sewerage Year – 1st June to 31st May</b>				
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
March 2021	1,924	648	19.85	127.62
April 2021	872	430	12.43	140.05
May 2021	921	430	13.32	153.37
June 2021	911	661	14.25	14.25

**Rainfall in Warren for the month of June 2021: 54 mm**

**Rainfall in Warren for year 2020-21: 814 mm**

## WARREN SHIRE COUNCIL

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### Bulk Water Reading per Quarter

WATER SOURCE	FIRST QUARTER READING 1/07/20 - 31/09/20	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/20 - 31/12/20	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/21 - 31/03/21	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/21 - 30/06/21	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
<b>Warren Bores</b>										
Bore 1	0.00	0.00	0.00	0.00	0.28	0.28	0.00	0.28		
Bore 6	44.89	44.89	58.70	103.59	74.86	178.45	64.63	243.08		
	<b>44.89</b>	<b>44.89</b>	<b>58.70</b>	<b>103.59</b>	<b>75.14</b>	<b>178.72</b>	<b>64.63</b>	<b>243.35</b>	<b>34.76%</b>	700
<b>Warren River</b>										
Oxley Park	1.48	1.48	39.28	40.76	27.46	68.22	28.24	96.46		
Ellengerah Rd	15.65	15.65	29.05	44.70	19.93	64.63	2.76	67.39		
	<b>17.14</b>	<b>17.14</b>	<b>68.32</b>	<b>85.46</b>	<b>47.39</b>	<b>132.85</b>	<b>31.01</b>	<b>163.85</b>	<b>21.85%</b>	750
<b>Showground (Racetrack)</b>										
	<b>6.80</b>	<b>6.80</b>	<b>16.67</b>	<b>23.47</b>	<b>19.71</b>	<b>43.18</b>	<b>0.00</b>	<b>43.18</b>	<b>22.97%</b>	188
<b>Nevertire Bore</b>										
	<b>4.10</b>	<b>4.10</b>	<b>9.89</b>	<b>13.98</b>	<b>7.93</b>	<b>21.92</b>	<b>4.25</b>	<b>26.17</b>	<b>65.43%</b>	40
<b>Collie Bore</b>										
	<b>0.60</b>	<b>0.60</b>	<b>1.21</b>	<b>1.82</b>	<b>1.51</b>	<b>3.32</b>	<b>1.05</b>	<b>4.37</b>	<b>17.47%</b>	25
<b>Macquarie Park</b>										
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	<b>2.50</b>	<b>17.61%</b>	14.2



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**Parks and Gardens – Routine Works**

Due to the upgraded Covid-19 restrictions and heightened concerns, disinfection of playground equipment commenced again and will continue until the restrictions have been lifted.

Account	Budget	Expenditure
Parks & Gardens, Cemeteries & Racecourse	865,833	816,294
0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		

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

Site or location	Works carried out
<b>Week One and Three</b>	
Macquarie Park	Mown, whipper snipped and weeding
Victoria Park	Mown, whipper snipped and weeding
Ravenswood Park	Mown, whipper snipped and weeding
Oxley Park	Mown, whipper snipped and weeding
Ebert Park	Mown, whipper snipped and weeding
Gillendoon St	Mown, whipper snipped and weeding
Orchard Street levee	Mown, whipper snipped and weeding
Bob Christian Reserve	Mown, whipper snipped and weeding
Lawson St Levee	Mown, whipper snipped and weeding
Family Health Centre	Mown, whipper snipped and weeding
Collie Village	Mown, whipper snipped and weeding
<b>Week Two and Four</b>	
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
Medium 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

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**WORKS PROGRESS REPORTS – TOWN SERVICES**

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Boston St Levee	Mown, whipper snipped and weeding
Macquarie Drive Levee	Mown, whipper snipped and weeding
Nevertire Village	Mown, whipper snipped and weeding

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

BBQ's at Macquarie Park, Oxley Park, Skate Park and Splash Park are cleaned twice a week.

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

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

**Event Preparations - June**

Victoria Park mowed and marked out for Bulldogs and Puma Home games.

Netball Courts.

Mark out Ovals for Rugby Union, Rugby League, Soccer and Little Athletics.

Prepare Victoria Park for Central School Athletics Carnival.

Prepare town, villages and cemeteries for long weekend.

Pony Club at the Showground.

Prepare town, villages and cemeteries for long weekend.

Collie tree planting with assistance from residents.

**Event Preparations - July**

Prepare Victoria Park for Vacation Care

Pony Club.

Cattleman's Cup Race Meeting

Warren Camp Draft.

Warren Polocrosse Carnival

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Netball Courts.

Mark out Ovals for Rugby Union, Rugby League, Soccer and Little Athletics.

Collie tree planting with assistance from residents.

Nevertire tree planting with assistance from residents.

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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.

<b>Plant Number</b>	<b>Description</b>	<b>Repairs</b>	<b>Plant Down Time</b>	<b>Repair Time (Man Hours)</b>
<b>Plant Repairs</b>				
22	Fit new Two-way	Remove and replace old two way.	.5 hours	.5 hours approx.
22	7500hour service done	Service as per schedule.	0	4.5 hrs approx.
21	Idler pulley failed for fan belt	Remove and replace with new unit.	1 day	2 hours approx.
8	Flat front tyre	Remove wheel and replace with spare.	1 hour	1 hour approx.
14	Hydraulic leak, power problem	Parts to be ordered.	0	2 hours approx.
31	Noise indicated by operator	Topped transmission up with oil and test.	3 hours	3 hours approx.
32	Speedo not reading correctly	Check connections and test all ok.	0	4 hours approx.
32	Service required	10,000km scheduled service done.	0	5 hours approx.
32	Hole in fuel tank leaking diesel	Remove tank and take for repairs.	0	5 hours approx.
32	Turntable lock pin broken	Remove old receiver and weld new receiver on.	0	2 hours approx.
32	Front mudguard blinkers not working	Remove & replace blinkers with led lights.	0	2 hours approx.
28	Steering column strut failed	Remove and replace strut test function.	0	1.5 hours approx.
36	Clutch problem	Remove and replace clutch slave cylinder.	5 days	4 hours approx.
40	New tyres required	Fit four new tyres to rear of truck.	0	2 hours approx.
61	Service required	240,000km service done as per schedule.	0	4 hours approx.

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Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
79	New blades required	X3 new blades.	0	1 hour approx.
79	Starting system problem	Diagnosed and repaired brake switch.	2 hours	2 hours approx.
57	Suspected clutch issue	Check clutch function fill with fluid and test operation all ok.	2 hours	2 hours approx.
92	Rainwater leaking into cab	Remove roof and seal ingress points.	5 hours	5 hours approx.
96	Flat tyre to be repaired/replaced	New tyre fitted to wheel.	0	1 hour approx.
96	Wheel bearing check	Wheel bearings/checked, greased.	0	2 hours approx.
167	Start switch problem	Remove and repair key switch.	1 hour	1 hour approx.
P86	Hand Pump failure	Remove and repair bearings in handle.	0	1 hour approx.
1023	Tyre repair	Tyre patched and picked up from Tyreright Warren.	0	2hours approx.
1089	Flat tyre	After three repair attempts to repair by Tyreright a tube was fitted and fixed leak.	2 hours	1hour approx.
1041	Water bar changeover	Finalised and commissioned water bars on truck.	4 weeks	50hrs approx.
1047	Radiator securing bolts loose/missing	Replace two bolts holding radiator to mount.	2hours	2hours approx.
2121	Tyre punctured	Organised replacement tyres for tractor as well as spare rim to have a complete spare on hand.	Ongoing	3hours/ongoing approx.
3610	Windscreen needs replacing	Organise windscreen replacement by Windscreens Obrien Dubbo.	2.5hours	2.5hours approx.
706	Chainsaw check over	Check function, fluids etc	0	.5 hours approx.
3609	Spotlight repair	Remove 7-inch lights and fit 9-inch.	1 hour	1 hour approx.

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
3502	150,000km Service due	Service vehicle as per schedule, rotate wheels.	3 hours	3 hours approx.
2876	Power plug issue	Remove and repair plug.	1 hour	1 hour approx.

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Outside Work</b>				
Nil				

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs – Work to be Completed</b>				
31	2009 Truck UD GW470	Replaced add blue level sensor	TBD	2 hours approx.
32	1988 Mack Value Liner	Turntable locking pins to be replaced	TBD	6 hours approx.
32	1988 Mack Value Liner	Brakes to be adjusted	TBD	2 hours approx.
153	1985 Fruehauf Water Trailer	Brakes to be adjusted	TBD	2 hours approx.
301	2002 Sykes VPW3P 150 Pump	Seals to be replaced and put back together.	TBD	5 hours approx.
1042	2017 FXZ1500 Isuzu	Water bar changeover to be done	TBD	24 hours approx.
1064	2017 NPR75 Truck	Service due	TBD	3 hours
2300	2018 NNR Isuzu Tipper	Tailgate latch to be replaced	TBD	2 hours approx.
50	Isuzu Tar Truck	Fans to be replaced on red dot a/c UNIT	TBD	2 hours Approx.
14	Caterpillar Backhoe	Parts to be ordered for repairs leaking rams and power loss	TBD	2 Days

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
 Council Community Room, Warren on Thursday 22nd July 2021

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Repair Time (Man Hours)
<b>Plant Repairs – Work to be Completed - Continued</b>				
3611	Hilux ute 2020	lights on bulbar to be repaired under warranty	TBD	4 hours approx.
1023	John Deere Grader	Service Due	TBD	4 hours approx.
58	Hino Tender Truck	Clutch to be replaced	TBD	6 hours approx.
1064	Isuzu Tender Truck	Fans to be replaced on red dot unit	TBD	2 hours approx.
25	John Deere Grader	Hydraulic filter clogging code to be checked	TBD	2 hours approx.
21	John Deere 5083e Tractor	Air conditioner fan to be replaced	TBD	4 hours approx.

**ACRONYMS**

WC      Workshop Coordinator  
 TBD     To be determined

**WARREN SHIRE COUNCIL**  
Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
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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**

The following Development Applications were approved for June 2021.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>	<b>RECEIVED</b>	<b>APPROVED</b>
P16-21.07	Lot 1 DP932503 8 Boston St, Warren	Inground pool	20/5/2021	16/6/2021
P16-21.08	Lot 1 DP209585 6 Bundemar St, Warren	Construction of building for use as a Hair Salon	31/5/2021	3/6/2021
P16-21.10	Lot 19 DP75876 16 Gunninbar St, Nevertire	Installation of a manufactured dwelling	8/6/2021	24/6/2021
P16-21.11	Lot 1 DP759056 Chester St, Warren	Installation of LED notice board	10/6/2021	29/6/2021
P16-21.13	Lot 7032 DP1020887 Old Warren Road, Warren (Racecourse)	Swab Stall	21/6/2021	29/6/2021

**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.



**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
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**ITEM 1**

**DEVELOPMENT APPLICATION APPROVALS**

**CONTINUED**

**CONCLUSION**

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

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 5.2.2 Timely and accurate reporting for efficient management and accountability.
- 5.2.1 Quality customer service focus by Council staff.
- 1.4.4 Help ensure safe and sustainable development.

**SUPPORTING INFORMATION/ ATTACHMENT**

Nil.

**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
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**ITEM 2           WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES (C14-7.3)**

**RECOMMENDATION:**

That the information be received and noted.

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

Project	Budget	Expend	Resp	Comment
Construction of two (2) x Council dwellings 21 Deacon Drive and 8 Deacon Drive	134,000	46,229	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 is expected to be provided to Council in August 2021.
Warren Support Services (Previously Community Builders Grant (CB) and Early Intervention Placement Prevention (EIPP) Service Programs				
Outback Arts, Aboriginal Cultural Art, Ceramics and Mentoring March 2021	4,000	Nil	MHD	Event not complete. It was postponed due to unforeseen circumstances, will be completed by week 8 of the school term.
EIPP	10,000	10,000	MHD	MOU with Warren Youth Support Group – in progress.

**WARREN SHIRE COUNCIL**  
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**ITEM 2                   WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES**  
**CONTINUED**

Project	Budget	Expend	Resp	Comment
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	358,538	54,670	MHD/TSM	Final design underway. Works program to be determined.
Gym Equipment	9,625	8,373	MHD	Lease agreement.
Wireless Scoreboard	8,000	Nil	MHD	Grant application submitted to Building Stronger Communities Partnership.
Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants).	5,000	Nil	MHD/DMES	Works program to be determined.