

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 27TH MAY 2021

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

27th May 2021

1. OPEN MEETING

2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

3. CONFIRMATION OF MINUTES

Extra Ordinary Meeting held on Tuesday, 8th December 2020.

Ordinary Meeting held on Thursday, 22nd April 2021.

4. DISCLOSURES OF INTERESTS

5. MAYORAL MINUTE(S)

Nil.

6. REPORTS OF COMMITTEES

Meeting of the Sporting Facilities Committee
held on Wednesday, 5th May 2021 (S21-2.1)

Meeting of the Local Emergency Management Committee
held on Tuesday, 11th May 2021 (E6-1)

Meeting of the Showground/Racecourse Committee
held on Wednesday, 12th May 2021 (C14-3.2)

Meeting of the Water and Sewerage Committee
held on Thursday, 13th May 2021 (C14-3.24)

Meeting of Manex held on Tuesday, 18th May 2021 (C14-3.4)

7. REPORTS TO COUNCIL

REPORTS OF DELEGATES

Nil.

POLICY

Nil.

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 5 |
| Item 3 | Works Progress Reports – Infrastructure Projects (C14-71, G4-1) | Page 7 |
| Item 4 | Determination of the Local Government Remuneration Tribunal 2021/2022 (C14-5.1) | Page 14 |

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

| | | |
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| Item 1 | Réconciliation Certificate – April 2021 (B1-10.16) | Page 1 |
| Item 2 | Statement of Rates and Annual Charges as at 14th May 2021 (R1-4) | Page 4 |
| Item 3 | Works Progress Reports – Finance & Administration Projects (S1-1.15, C9-1) | Page 6 |
| Item 4 | TCORP Loan - \$4,000,000 (L6-2.251) | Page 8 |
| Item 5 | Customer Deed – Creation of Easement – Sewerage Treatment Plan (S5-10) | Page 10 |
| Item 6 | Collie Community Shed – Donation of Annual Rates & Charges (D8-1) | Page 11 |
| Item 7 | Service NSW Agency Agreement – 1 year Extension (R6-6) | Page 13 |

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 28 |
| Item | Works Progress Reports – Fleet/Workshop (C14-7.2) | Page 36 |
| Item 4 | Tender No. VP231919 – Construction of Warren Waste Depot Transfer Station at the Ewenmar Waste Management Facility (G4-1.15) | Page 41 |
| Item 5 | Procurement – “Preferred Supplier” Status for Provision of Small Motor Vehicles (C14-3.8, P2-1) | Page 43 |

REPORTS OF THE MANAGER HEALTH & DEVELOPMENT

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|--------|--|--------|
| Item 1 | Development Application Approvals (B4-9) | Page 1 |
| Item 2 | Works Progress Reports – Health and Development Services (C14-7.3)..... | Page 2 |
| Item 3 | NSW Planning Portal and Grant Assistance (G4-1) | Page 3 |

7. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

8. MATTERS OF URGENCY

Nil.

9. CONFIDENTIAL MATTERS

| | | |
|--------|--|--------|
| Item 1 | Tender No. T092122OROC – Tender Supply of Aggregates and Raw Materials (C14-6.2/53) | Page 1 |
|--------|--|--------|

10. CONCLUSION OF MEETING

PRESENTATIONS

Nil.

SPORTING FACILITIES COMMITTEE MEETING

Attached are the Minutes of the Sporting Facilities Committee Meeting held on Wednesday 5th May 2021.

RECOMMENDATION:

That the Minutes of the Meeting of the Sports Facilities Committee held on the 5th May 2021 be received and noted and the following recommendations be adopted:

ITEM 7 REPORTS FROM THE CENTRE MANAGER – ROOF DOWNPIPES AND GUTTERING IMPROVEMENT – WARREN SPORTING AND CULTURAL CENTRE (S21-2)

1. Council consider allocating \$25,000 in the draft 2022/2023 financial year budget to enable Council to apply for grant funding, with the expectation of Council's co-contribution for roof downpipes and guttering improvement at the Warren Sporting and Cultural Centre.
2. Centre Manager work within the existing 2020/2021 and 2021/2022 maintenance and repair budgets to remedy water ingress through mezzanine floor windows at the Warren Sporting and Cultural Centre.

WARREN SHIRE COUNCIL
Minutes of the Sporting Facilities Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren
on Wednesday, 5th May 2021 commencing at 2:37 pm

Present:

Councillor MJ Quigley (Chairman)
Councillor KR Irving
Councillor KW Taylor (2:51pm)
Councillor BD Williamson
Gary Woodman (General Manager)
Wesley Hamilton (Centre Manager)
Maryanne Stephens (Manager of Health and Development)
Cassy Mitchell (Administration Officer Health and Development Services)

ITEM 1 APOLOGIES

Nil.

ITEM 2 CONFIRMATION OF MINUTES OF THE SPORTING FACILITIES COMMITTEE MEETING 24TH FEBRUARY 2021

MOVED that the Minutes of the Meeting held on the 24th February 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

A discussion was held into the addition of the Warren War Memorial Swimming Pool Financial Statement being added to the Sporting Facilities Committee Quarterly Report.

Carried

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren
on Wednesday, 5th May 2021 commencing at 2:37 pm

ITEM 4 ACTION CHECKLIST

| <i>Date</i> | <i>Outstanding Matter</i> | <i>Officer Resp.</i> | <i>Response/Request/Comment</i> | <i>Completion Date</i> |
|-------------|---|----------------------|--|------------------------|
| 12.10.2016 | Matting at practice nets | CM | To be included in Carter Oval redevelopment plan. Investigate suitable grant for local sporting club to apply for. | Pending |
| 21.02.2018 | Research replacement of pool facilities | MHD | All current works item have been commissioned. Hand-over of these items are pending completion | 2021 |
| 21.02.2018 | Victoria Park Master Plan | MHD | The Draft Crown Land Management Plan was circulated to the May 2021 Sporting Facilities Committee. Plan to be reviewed for comment by stake holders of Victoria Park before being implemented. | 2021 |
| 04.04.2018 | Installation of Sealed Netball / Basketball Courts | IPM/DMES | Turf (sprayed grass) and irrigation (complete) to be installed surrounding outdoor courts. | 2021 |
| 31.07.2019 | Carter Oval Upgrade | IPM | Water Park nearing completion. Report to be created of which programs have been completed to date and a timeline of project still to be completed and which of those projects have funding approved. | 2021 |
| 12.02.2020 | Quote to install reverse cycle air-conditioning WSCC | CM | Investigate suitable grant to fund project. | 2021 |
| 12.08.2020 | Electronic Score board | CM | Community Building Partnership grant applied for, pending outcome. | June 2021 |
| *12.08.2020 | Water temperature of the pool to be monitored | PM | Monitor pool temp weekly and report back to committee. | Feb 2021 |
| *12.08.2020 | Letters sent to Gym members regarding compensation for new restricted hours | CM | Letters sent offering refund or extension of membership equivalent to the period inconvenienced. Complete. | Aug 2020 |

WARREN SHIRE COUNCIL

Minutes of the Sporting Facilities Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren
on Wednesday, 5th May 2021 commencing at 2:37 pm

ITEM 4

ACTION CHECKLIST

CONTINUED

| <i>Date</i> | <i>Outstanding Matter</i> | <i>Officer Resp.</i> | <i>Response/Request/Comment</i> | <i>Completion Date</i> |
|-------------|---|----------------------|--|------------------------|
| 05.05.2021 | Internal pool works program | MHD | Remedial works to internal pool surface has been approved under warranty. To be completed during pool offseason. | July 2021 |
| 05.05.2021 | Letter to sporting facilities user groups | MHD | Letter to be sent to all user groups of sporting facilities to advise that all capital improvement works grants applied for by user groups should be bought back to Council before submitting the application to allow for a check that the proposed project is in accordance with the relevant Plan of Management and has been appropriately scoped and costed. | June 2021 |

MOVED that:

1. The Action Checklist progress be received and noted; and
2. Items marked with an asterisk (*) be deleted.

Carried

ITEM 5 FINANCIAL REPORT

MOVED that the information be received and noted.

Carried

ITEM 6 REPORTS FROM THE CENTRE MANAGER

(S21-2)

MOVED that the information be received and noted.

Carried

ITEM 7 REPORTS FROM THE CENTRE MANAGER – ROOF DOWNPIPES AND GUTTERING IMPROVEMENT – WARREN SPORTING AND CULTURAL CENTRE (S21-2)

MOVED that:

1. The information be received and noted;
2. Council consider allocating \$25,000 in the draft 2022/2023 financial year budget to enable Council to apply for grant funding, with the expectation of Council's co-contribution for roof downpipes and guttering improvement at the Warren Sporting and Cultural Centre; and
3. The Centre Manager work within the existing 2020/2021 and 2021/2022 maintenance and repair budgets to remedy water ingress through mezzanine floor windows at the Warren Sporting and Cultural Centre.

Carried

WARREN SHIRE COUNCIL
Minutes of the Sporting Facilities Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren
on Wednesday, 5th May 2021 commencing at 2:37 pm

ITEM 8 GENERAL BUSINESS WITHOUT NOTICE (S21-2)

1. A discussion was held in relation to Senior Netball Clubs current financial position as per the previous report to the February 2021 Sporting Facilities Committee Meeting. The Centre Manager to follow up with Senior Netball Club.
2. A discussion was held in regards to user groups of sporting facilities applying for capital improvement works grants without issuing a report to the Sporting Facilities Committee.
3. It was agreed that a letter be sent to all user groups of sporting facilities to advise that a report must be submitted to the Council in relation to capital improvement works applications before submission to allow for a check that the proposed project is in accordance with the relevant Plan of Management and has been appropriately scoped and costed.
4. A discussion was held in relation to a variety of grant applications being currently open for submission. It was agreed that a list of all projects in relation to sporting facilities be collated and prioritised to assist with the continual delivery of projects within the Warren Shire.

ITEM 9 DATE OF NEXT MEETING

4th August 2021 – 2:30pm Warren Shire Council Conference Room

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.04 PM.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 11th May 2021.

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday 11th May 2021 be received and noted.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th May 2021 commencing at 9:31am

PRESENT:

| | |
|-------------------|------------------------------|
| Rolly Lawford | Warren Shire Council (Chair) |
| Kel Wise | REMO |
| Gary Woodman | Warren Shire Council |
| Maryanne Stephens | Warren Shire Council |
| Raymond Burns | Warren Shire Council |
| Kel Wise | REMO |
| Stephen Knight | FRNSW |
| David Dicky | TFNSW |
| Matthew Apps | NWRFS |
| Dennis Wamsley | NWRFS |
| Taylor South | Narromine Police |
| Michael Smith | Narromine Police |
| Angie Kelly | CWCCS |

ITEM 1 APOLOGIES

Apologies were received on behalf of:

Lynette Harris MPHS, Kenneth Brisbane and Paul Metcalf RFS.

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

Carried

ITEM 2 MINUTES

MOVED Stephens/Wise that the Minutes of the meeting held on Monday, 30 November 2020 as circulated, be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING

- Emergency services would like estimated numbers of attendees for future events.
-

ITEM 4 REMO REPORT

- Severe weather events now have a disaster assessment included as normal hours salary.
 - Contact all agencies as they may have access to funding to help with natural disasters.
 - A questionnaire is going to be circulated to assist with future strategic intent.
 - Consequence management under review.
 - Training on hold - awaiting new trainers.
-

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th May 2021 commencing at 9:31am

ITEM 5 AGENCY REPORTS.

FRNSW Report

- Training and recruitment – positions steadily filling.
- There will be bystanders training available from Sydney.
- De-fib application is classed as new work and will attract a paid allowance.

RFS Report

- There have been 38 incidents over the last fire season most of those being from harvesting equipment.

Report as follows:

**Warren
Local Emergency Management Committee
RFS Operational Report
11/05/2021**

Membership
Current Total District Members
1370


Membership remains steady

Training
Upcoming Courses
Crew Leader (7-9/5/21 and 29-30/5/2021)
Advanced Firefighter Part 1 (3-4/7/2021)
Basic Firefighter (7-8/8/2021)
Village Firefighter Part 1 (14-15/8/2021)
Village Firefighter Part 2 (21-22/8/2021)
Advanced Firefighter Part 2 (28-29/8/2021)

Incidents
Total Incidents
01/10/2020-31/03/2021 = 179 [Warren – 38]
Significant Incidents
MVA's, grass and crop fires, assist other agencies

Other News

- Currently undertaking servicing of Fleet
- Preparing for changes in dispatch and response.

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

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th May 2021 commencing at 9:31am

Transport NSW Report

- Staff members have increased from two(2) to six(6).
- A representative will be attending the LEMC meetings in the future.

ITEM 5 CONTACT LIST UPDATE

- Needs to be updated as soon as possible.

WARREN LEMC CONTACTS FOR 30th NOVEMBER 2020

| AGENCY | OFFICER | E MAIL | MOBILE NUMBER |
|---------------------------------|-------------------|--|---------------|
| LEMO Warren Shire | Rolly Lawford | gal@warren.nsw.gov.au | 0419 248 233 |
| REMO | Kel Wise | wise1kel@police.nsw.gov.au | 0419 412 228 |
| REMO South | | | |
| Warren Shire General Manager | | | |
| Warren Shire Health | Maryanne Stephens | mjs@warren.nsw.gov.au | 0428 247 909 |
| NSW Police | David Marr | marr3dav@police.nsw.gov.au | 0435 310 078 |
| NSW Police | Dan Skelly | skel1dan@police.nsw.gov.au | 0437520012 |
| FRNSW | Stephen Muir | stephen.muir@fire.nsw.gov.au | 0400 987 906 |
| FRNSW | Angela Muir | Angela.muir@fire.nsw.gov.au | 0407 437 064 |
| FRNSW | Steve Knight | stephen.knight@fire.nsw.gov.au | 0428 483 949 |
| FRNSW | Anthony Hojel | anthony.hojel@fire.nsw.gov.au | 0438 305 560 |
| CWLLS | Angie Kelly | angie.kelly@lls.nsw.gov.au | 0428 221588 |
| CWLLS | | | |
| Rural Fire Service | Paul Metcalfe | paul.metcalfe@rfs.nsw.gov.au | 0437 678 116 |
| Rural Fire Service | | | |
| Rural Fire Service | Les Fowler | lfowler@internode.on.net | 0427 521 083 |
| NSW SES | Craig Walker | warren.ops@ses.nsw.gov.au | 0437 994 007 |
| NSW SES | David Monk | david.monk@ses.nsw.gov.au | 0417 422 654 |
| NSW SES | Brigid Rice | brigid.rice1@ses.nsw.gov.au | 0458 737 088 |
| Warren MPHS | | | |
| Warren MPHS | John Moors | John.moors@health.nsw.gov.au | 0417 049 087 |
| NSW Ambulance | | | |
| Essential Energy | Marshall Oriel | marshall.oriel@essentialenergy.com.au | 0407 662 099 |
| FACS | | WelFAC.WesternNSW@facs.nsw.gov.au | |

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 11th May 2021 commencing at 9:31am

ITEM 6 MAJOR EVENTS

- Warren Show 29th May 2021
- Cultural burn at Warren Weir

ITEM 7 GENERAL BUSINESS

- RFS held an evacuation drill that went very well and would like to hold more of this training around the area, with the inclusion of flood rescue training.
- There will be a new Police Sergeant arriving for Warren in June.
- There will be information sessions held regarding:
 - Humane disposal for animals at the end of May; and
 - Plant, Pest and incursions – TBA.
- Discussion was had regarding mouse off, the result was that the EPA has been in contact with Warren Shire Council regarding the use of mouse off and with the correct use of the product there is currently no concern.

ITEM 8 NEXT MEETING

Will be held on the 10th August 2021.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 10:15AM.

SHOWGROUND/RACECOURSE COMMITTEE

Attached are Minutes of the Meeting of the Warren Shire Showground/Racecourse Committee held on Wednesday, 12th May 2021.

RECOMMENDATION:

That the Minutes of the Meeting of the Showground/Racecourse Committee held on Wednesday, 12th May 2021 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held in the Council's Community Room, 115 Dubbo Street, Warren,
on Wednesday, 12th May 2021 commencing at 5:00 pm

ATTENDANCE:

| | |
|---------------------------|---|
| Councillor Mark Beach | Chair |
| Councillor Milton Quigley | Mayor |
| Councillor Heather Druce | Warren Shire Council |
| Councillor Ron Higgins | Warren Shire Council |
| Katherine Barclay | Pony Club |
| Ben Egan | Warren Adult Riding Club |
| Kevin Noonan | Warren Jockey Club |
| David Dwyer | Polocrosse |
| Justin Sanderson | P & A Association |
| Gary Woodman | General Manager |
| Maryanne Stephens | Manager Health and Development Services |
| Rolly Lawford | Divisional Manager Engineering Services |
| Raymond Burns | Town Services Manager |
| Darren Walton | Town Services Overseer |
| Phil Waterford | Pony Club |

ITEM 1 APOLOGIES

An apology was tendered on behalf of Bek McKay, Warren Jockey Club and it was **MOVED** that the apology be accepted and a leave of absence for the member concerned be granted.

Carried

ITEM 2 MINUTES OF THE MEETING HELD ON 17TH MARCH 2021

MOVED Noonan/Sanderson that the Minutes of the Meeting held on Wednesday 17th March 2021 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON 17TH MARCH 2021

A discussion was held on the drainage restricting use of polocrosse grounds, the outcome being that the fields and drainage has all been designed to an international polocrosse standard and cannot be changed.

ITEM 4 DISCUSSION

Licence Agreement and Requirements for usage of TSR

Council received correspondence from Karen Hocking from Crown Lands regarding maximum lease for other user groups of the showgrounds/racecourse being for a period of twelve (12) months only.

A request has been made by Council that this time frame be extended thereby giving the user groups the confidence for future planning. As yet the request has not been responded to.

WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting
held in the Council's Community Room, 115 Dubbo Street, Warren,
on Wednesday, 12th May 2021 commencing at 5:00 pm

ITEM 4

DISCUSSION

CONTINUED

Grant Applications Undertaken

Discussion was held regarding grant funding and that all user groups decide on what they would like in order to improve/upgrade/replace their respective areas.

Ron McCalman Building Progress

Access to the Ron McCalman building will be made available on the 13th May 2021.

The Ron McCalman signage needs to be displayed by this year's show and as the new signage is not yet available reusing the old sign will be a temporary solution.

Showground/Racecourse User Master Plan

At this point proceed with this year's show to see how it is going to function and then reassess for the future shows and events.

Camping will not be near the buildings and open fires will be permitted within the previously set guidelines.

All user groups to present ideas/issues for the future shows once the 2021 show is complete.

ITEM 5

GENERAL BUSINESS

- The Adult Riding Club are not satisfied with the base of the riding arena it was suggested that the job was rushed and needs to be corrected. The structure needs to be completed with the base and surface being a priority. A discussion to be held in early June regarding remediation work if required and costing for finalisation.
 - The Pony Club have started the clean-up for the cross-country course but have not yet completed. Requested that the time and cost of mowing the lawns could be shared with other user groups.
 - The Show Committee would like clarification on the total amount of grant funding available for the upgrade of the cattle yards. Suggestion made that if the cattle yards are going to be rebuilt then perhaps it would be a good time to decide if they could or needed to be relocated.
 - The Warren Polocrosse Club are waiting for quotes regarding electricity for their shed and would like to know when the access to the front gates will be made available.
 - The Warren Jockey Club made a suggestion for a roundabout or turning circle that could be implemented for ease of access and that consideration be given for solar ambient lighting, the spotlights be made solar.
-

ITEM 6

NEXT MEETING DATE AND TIME

- Tuesday TBA at 5pm

There being no further business the meeting closed at 5:52pm

WATER AND SEWERAGE COMMITTEE

Attached are the Minutes of the meeting of the Water and Sewerage Committee held on Thursday, 13th May 2021.

RECOMMENDATION:

That the Minutes of the Meeting of the Water and Sewerage Committee held on Thursday, 13th May 2021 be received and noted, and the following recommendations be adopted:

ITEM 5.1 UPGRADE CHLORINATION PROVISIONS – VILLAGES OF NEVERTIRE AND COLLIE (W3-3, W4-1)

That:

1. The information be received and noted;
2. 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
3. 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.

ITEM 5.2 UPGRADE WATER STORAGE PROVISIONS – VILLAGE OF COLLIE. (W4-1)

1. The information be received and noted; and
2. Council apply for grant funding for the upgrading of water storage provisions for the village of Collie, including the replacement of the stands and tanks to ensure some form of pressure at all times and with complete electricity and mechanical failure.

ITEM 5.3 FAILURE OF RIVER WATER PUMPS AT ELLENGERAH AND OXLEY PARK RESERVOIRS. (W2-1)

1. The information be received and noted;
2. Action be taken to replace the Ellengerah Road river pumps with like for like as soon as possible using the 2020/2021 Council capital vote for water supplies; and
3. An investigation be undertaken into the current system and its fit for purpose suitability and pricing and if required arrange for the modification of the pipe work and pumps at the Oxley Park Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and replacement of the pumps together with an appropriate screening structure and work be undertaken if required if funds are available in the vote for water pump stations – maintenance in 2020/2021.

**ITEM 5.4 TENDER NO. 202101RB - REPAINTING OF THE INTERNAL – EXTERNAL SURFACES
AND ENGINEERING WORKS FOR NEVERTIRE WATER RESERVOIR (W3-1)**

That Council in accordance with the Local Government (General) Regulation 2005, award the contract for the Tender No. 202101RB - Repainting of the Internal – External Surfaces and Engineering Works for Nevertire Water Reservoir to RMP Abrasive Blasting Pty. Ltd. at the tendered cost to Council of \$575,656.10 (Inc. GST).

ITEM 6 GENERAL BUSINESS ITEMS

SPARE PUMPS – WATER AND SEWAGE (W1-1, S5-1)

That an investigation be undertaken to determine how Council can purchase for emergency use spare pumps as required for all sewage pump stations at Warren and Nevertire and water supply pump stations at Warren, Nevertire, and Collie with an appropriate report to be provided to a future Water and Sewerage Committee

WATER AND SEWERAGE TELEMTRY SYSTEM (W1-1, S5-1)

That Council apply for grant funding for the replacement of the water and sewerage telemetry system.

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren,
on Thursday, 13th May 2021 commencing at 4:02 pm

PRESENT:

Councillor Brett Williamson (Chair)
Councillor Katrina Walker
Councillor Ron Higgins
Gary Woodman (General Manager)
Darren Arthur (Divisional Manager Finance and Administration)
Raymond Burns (Town Services Manager)
Jody Burtenshaw (Minute Taker)

ITEM 1 APOLOGIES

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

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED Walker/Higgins that the Minutes of the Meeting held on Thursday, 14th January 2021 be noted as a record of that Meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES

Nil.

ITEM 4 RECOMMENDATIONS - THURSDAY 14TH JANUARY 2021

The General Manager encouraged the Committee to be mindful that recommendations to Council should be precise to allow staff to appropriately action those recommendations if resolved by Council.

ITEM 5.1 UPGRADE CHLORINATION PROVISIONS – VILLAGES OF NEVERTIRE AND COLLIE (W3-3, W4-1)

RECOMMENDATION TO COUNCIL:

MOVED Walker/Higgins that:

1. The information be received and noted;
2. 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
3. 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.

Carried

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren,
on Thursday, 13th May 2021 commencing at 4:02 pm

ITEM 5.2 UPGRADE WATER STORAGE PROVISIONS – VILLAGE OF COLLIE. (W4-1)

RECOMMENDATION TO COUNCIL:

MOVED Higgins/Walker that:

1. The information be received and noted; and
2. Council apply for grant funding for the upgrading of water storage provisions for the village of Collie, including the replacement of the stands and tanks to ensure some form of pressure at all times and with complete electricity and mechanical failure.

Carried

**ITEM 5.3 FAILURE OF RIVER WATER PUMPS AT ELLENGERAH AND OXLEY PARK
RESERVOIRS. (W2-1)**

RECOMMENDATION TO COUNCIL:

MOVED Williams/Higgins that:

1. The information be received and noted;
2. Action be taken to replace the Ellengerah Road river pumps with like for like as soon as possible using the 2020/2021 Council capital vote for water supplies; and
3. An investigation be undertaken into the current system and its fit for purpose suitability and pricing and if required arrange for the modification of the pipe work and pumps at the Oxley Park Pump Station to allow the use of the same type of pumps used at the Ellengerah Road River Pump Station to allow efficient withdraw, rotation and replacement of the pumps together with an appropriate screening structure and work be undertaken if required if funds are available in the vote for water pump stations – maintenance in 2020/2021.

Carried

**ITEM 5.4 TENDER NO. 202101RB - REPAINTING OF THE INTERNAL – EXTERNAL SURFACES
AND ENGINEERING WORKS FOR NEVERTIRE WATER RESERVOIR (W3-1)**

RECOMMENDATION TO COUNCIL:

MOVED Williamson/Higgins that Council in accordance with the Local Government (General) Regulation 2005, award the contract for the Tender No. 202101RB - Repainting of the Internal – External Surfaces and Engineering Works for Nevertire Water Reservoir to RMP Abrasive Blasting Pty. Ltd. at the tendered cost to Council of \$575,656.10 (Inc. GST).

Carried

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Conference Room, 115 Dubbo Street, Warren,
on Thursday, 13th May 2021 commencing at 4:02 pm

ITEM 6 GENERAL BUSINESS ITEMS

SPARE PUMPS – WATER AND SEWAGE (W1-1, S5-1)

RECOMMENDATION TO COUNCIL:

MOVED Higgins/Walker that an investigation be undertaken to determine how Council can purchase for emergency use spare pumps as required for all sewage pump stations at Warren and Nevertire and water supply pump stations at Warren, Nevertire, and Collie with an appropriate report to be provided to a future Water and Sewerage Committee

Carried

WATER AND SEWERAGE TELEMETRY SYSTEM (W1-1, S5-1)

RECOMMENDATION TO COUNCIL:

MOVED Higgins/Walker that Council apply for grant funding for the replacement of the water and sewerage telemetry system.

Carried

ITEM 6.1 FUTURE WATER AND SEWERAGE PROJECTS FOR GRANTS

A general discussion was held over future water and sewer projects for grants.

NEXT MEETING

To be advised, subject to the Caretaker Provisions before the September, 2021 Council Elections.

There being no further business the meeting closed at 5:33 pm.

MANEX MINUTES

Attached are the Minutes of the meeting of Manex Meeting held on Tuesday, 18th May 2021.

RECOMMENDATION:

That the Minutes of the Meeting of Manex Meeting held on Tuesday, 18th May 2021 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Conference Room Warren,
on Tuesday 18th May 2021 commencing at 2.30 pm

PRESENT:

| | |
|-------------------|---|
| Gary Woodman | General Manager |
| Darren Arthur | Divisional Manager Finance & Administration |
| Jillian Murray | Treasurer |
| Paul San Miguel | Assets Manager |
| Rolly Lawford | Divisional Manager Engineering Services |
| Raymond Burns | Town Services Manager (Chair) |
| Rowan Hutchinson | Roads Infrastructure Manager |
| Maryanne Stephens | Manager Health and Development Services (2.50 pm) |
| Jody Burtenshaw | Executive Assistant |

1 APOLOGIES

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

Carried

2 BUSINESS ARISING FROM MINUTES

- The Treasurer reported that the 2021 ANZAC Day went well. The General Manager also commented that Councillors have passed on their positive comments on the day.
 - The Treasurer advised that an account from the Warren Pharmacy has been submitted and noted that 23 employees have had their flu vaccination. The Divisional Manager Engineering Services commented that he had been advised that people aged 65 and over are required to go to a medical practice for their flu vaccination.
 - The General Manager advised that the Works Progress Reports were positively reported to officers by the Councillors. The Town Services Manager advised that several Councillors were surprised at the bulk added to the Business Paper with these reports.
 - The Town Services Manager advised that he is currently following up with Hep B and Tetanus vaccinations.
-

3 ACTION CHECKLIST

The time being 2.50 pm, the Manager Health and Development Services entered the meeting room.

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Conference Room Warren,
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4.1 EXECUTIVE OFFICE MATTERS

- 4.1.1 Carter Oval Sporting and Recreational Precinct Master Plan – Includes the Warren War Memorial Swimming Pool Master Plan (GM)
- Are the iPlan Projects Plans considered suitable for advertising of the Master Plan?;
- Concerns have been expressed that the areas set up for shot put, discus and long jump may not be sufficient in area;
- Plans to be redone early June 2021 to take into account changes to what has been constructed to date and what is to be constructed in the future including determining the exact location of all of the facilities and sports equipment and services (GM, DMES, TSM, MHD, IPM);
- Final Draft Plans to be presented to the Warren Skate Park Carter Oval Sub Committee (IPM); and
- If possible, advertising of the Draft Master Plan to commence in late July 2021 (GM, IPM).
- 4.1.2 Local Government Week Display and Sausage Sizzle (2nd – 8th August 2021) (GM)
- Interested Councillors
- Staff (Manex)
- Display on what Council is doing and has done. To use the same information and display used at the 29th May 2021 Warren P & A Association Show.
- Determined that the most suitable day for the manned display and sausage sizzle would most probably be Friday, 8 August 2021 from 10.00 am to 2.00 pm.
- Appropriate advertising be scheduled.
- Available budget to be determined by the General Manager.
- Responsible Officer – Divisional Manager Finance and Administration.
- 4.1.3 Proposed Replacement of the Orana Joint Organisation – Orana Regional Organisation of Councils (OROC) (GM).
- The General Manager has been able to obtain information on the old OROC;
- The General Manager asked if anybody has the same information handy?;
- What is everyone's thoughts?; and
- Need to prepare for the General Managers Forum on the 4th June 2021.

WARREN SHIRE COUNCIL
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held in the Conference Room Warren,
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4.1

EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.4 NSW Government Key Dates and Publications – 4th September 2021 Council Elections (GM)

June 2021 Office of Local Government – Post Election Councillors Induction.

The Senior Management Team will determine the appropriate Induction Training that will be provided to Councillors just before the first Council Meeting in September 2021. Induction training will include:

- Senior Management Team Members background and information;
- Senior Management Team Roles and Responsibilities;
- Council’s Vision, Mission, Charter, Organisation Structure and Committees;
- Human Resources Information/Work Health and Safety information;
- Role and Responsibilities of Councillors, appropriate interactions between staff and Councillors and information / customer services processes;
- 2021/2022 Budget explanation;
- Warren Shire Council Code of Meeting Practice;
- Warren Shire Council Code of Conduct;
- State Records Act – Councillor requirements; and
- Future Councillor training.

Council has been encouraged to provide a pre-selection candidate information session prior to nominations closing on the 4th August 2021 if practical; perhaps by links on Council’s Facebook page and website. (GM)

Who has shown an interest was discussed.

Caretaker period commences Friday, 6th August 2021, this means no reporting / actions on matters that are not properly budgeted for in the 2021/2022 Estimates until the new Council is elected.

Last day for new Council to elect a Mayor, from 28th September 2021; (3 weeks after the declaration of the election of Councillors – our Council Meeting 23rd September 2021.

October 2021 – Office of Local Government post-election Councillor Induction Webinars; (GM)

Before September 2022 (GM)

- Review Delegations (23rd September 2021 Council Meeting);
- Adopt Expenses and Facilities Policy (23rd September 2021 Council Meeting);
- Review Code of Conduct;
- Review Code of Meeting Practice;
- Other Policies as required;
- Council Structure (23rd September 2021 Council Meeting).

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in the Conference Room Warren,
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4.1 EXECUTIVE OFFICE MATTERS CONTINUED

4.1.5 Council Stall at the Warren P & A Association Show Saturday, 29th May 2021 (GM)

Most Councillors are scheduled to attend.

What is exactly everyone going to provide?

- Manager Health & Development Services – Vacation Care Information and Photos and Warren War Memorial Swimming Pool.
- Infrastructure Projects Manager and General Manager – Sewerage Treatment Works, Warren Airport, Warren Showground/Racecourse, Splash Park, Carter Oval and Skate Park photos.
- Roads Infrastructure Manager – Wonbobbie Bridge, Ellengerah Road, Nevertire-Bogan Road, Old Warren Road, Tyrie Road photos and June 2021 and July 2022 road maintenance aims.
- Town Services Manager – Parks, gardens, open area and Cemetery photos.
- Divisional Manager Engineering Services will help to organise Managers.
- Librarian – Photos of the special Simultaneous Story Time and other Library services including outreach.
- Sports Complex – Gym information.
- Divisional Manager Finance & Administration – Draft Operational Plan and Estimates, Capital Works, new Services area and Community Room.
- Set up by the Executive Assistant – advice by memo.

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Demand and Cost Details for Live Streaming of Council Meetings through Facebook.

The Divisional Manager Finance & Administration advised that there has been a change of reseller to Lifesize and it is not as “smooth” as before. Further advice to be provided to when received (DMFA).

4.2.2 Confirm (GM)

Senior Management Team has met.

Asset Manager to continue managing the Asset Management Team.

“Confirm” will be the Council Asset Management and Maintenance System.

The Asset Manager is responsible for implementing the timetable:

- Road assets by 2nd July 2021 including road asset inventory and mapping, training and conformity to requirements of the Roads Maintenance Council Contract;
- Commence providing all road maintenance information and actions to roads staff by 2nd July 2021;
- Road inventory if Council is successful in acquiring the Roads Maintenance Council Contract work – within three (3) months;

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

CONTINUED

- Water assets, sewerage assets by 31st March 2022;
- Building assets, open space assets, drainage assets and other assets by 31st December 2022;

Manex members to be responsible for aiding the Asset Manager in the implementation of Confirm.

The Asset Technical Officer – Roads and Asset Technical Officer – Services responsible for the current inspection regime for assets and detailing the required asset maintenance and repair work to Overseers and Managers until the complete implementation of Confirm.

4.2.3 Commitment Costing (GM)

All staff who write orders/requisitions need to make sure that orders/requisitions are completed before the works are undertaken/purchased.

Manex members are reminded that when orders are emailed to you, please be prompt in signing the order and returning it to the Finance Clerk – Creditors.

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Listing of Warren Shire Council Plant for the Arena System (RFS) (GM)

- All graders and support equipment (tender truck, fuel trailer).
- Front End Loader (1);
- Backhoes (3);
- Skid Steer (1);
- Water Carts – semi (2);
- Water Carts – rigid (2); and
- Low Loader (1).

12 hour hire all inclusive, and same hire rates for all days Monday – Friday, weekend, Public Holiday.

Rural Fire Service contact – Vicki Hogland.

Operators will need “Basic Fire Awareness” (BFT) training. Training completed for operators except for one Heavy Plant Operator who will be checked to see if he has been previously trained and if not, it is to be organised. Operators who already are RFS Brigade members should already have BFT.

The Engineering Administration Officer was completing the listing, but it is not complete. Needs a project team to finalise.

Responsible Officers Divisional Manager Engineering Services, Roads Infrastructure Manager and the Engineering Administration Officer. Deadline 1st September 2021.

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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.2. Status Report - Emergency Trailer (RIM)

Cost to set trailer up between \$5,500 to \$10,000 and a sufficient charge out rate to be established. Items to be purchased before being operational. If approved, the Roads Infrastructure Manager advised it will be up and running by the end of the month.

Determined that a generator is required and the emergency trailer to be operational by the deadline of 30th June 2021. Funds to be utilised from the Plant Replacement vote.

Responsible Officer: Roads Infrastructure Manager.

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

4.4.1 OLG Circular – 21-03 Additional Functionality and Improvements to the NSW Companion Animals Register and Pet Registry (GM)

The information was noted.

4.5 WORK HEALTH & SAFETY AND RISK MATTERS

4.5.1 Workers Compensation advice to Finance Clerk – Payroll (Treas)

If someone is in an incident or hurt, please report it to the Finance Clerk - Payroll or Work Health & Safety / Risk Co-Ordinator. Even if it is a minor injury, supervisors still need to advise as soon as possible, so that the information on the injury or incident can be lodged into the system.

4.5.2 Finalised Work Health & Safety Committee Membership (GM)

The General Manager advised that the Work Health & Safety Committee membership is now complete. A Work Health & Safety Committee meeting is to be scheduled within the next month.

WHS Committee Minutes go to Manex for determination.

Work Health & Safety Committee

Management Representatives

- Health & Development - Manager Health and Development Services, Maryanne Stephens;
- Engineering Services - Divisional Manager Engineering Services, Rolly Lawford; and
- Finance & Administration - Divisional Manager Finance & Administration, Darren Arthur.

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4.5 WORK HEALTH & SAFETY AND RISK MATTERS

CONTINUED

Staff Representatives

Road Construction and Maintenance (2)

- Vincent Robinson
- Darren McAtear

Workshop (1)

- Jason Boyd

Water & Sewer (1)

- Luke Burgess

Parks & Gardens (1)

- Luke O'Neill

Administration (2)

- Rebecca Christian
- Kira-Lee Tyrrell

WHS/Risk Co-ordinator (Secretary)

- Scott Hosking

- 4.5.3 New Work Health & Safety Officer/Risk Co-Ordinator formal introduction (GM)
Council's newly appointed Work Health & Safety/Risk Co-Ordinator, Scott Hosking was formally introduced to the Manex Team.

4.6 HUMAN RESOURCES

- 4.6.1 LinkedIn – Followers of Warren Shire Council (GM)
Manex Team encouraged to sign up to LinkedIn.

- 4.6.2 Key Performance Indicators (KPI's) (GM)
The General Manager requested the Manex Team familiarise themselves of the KPI document if not already familiar with it. This document is to be used when completing Employee Performance Reviews and recruiting new employees.

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
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4.6 HUMAN RESOURCES

CONTINUED

4.6.3 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. |
| Asset and Design Engineer | DMES | No longer required, will be replaced by the Asset Technical Officer - Town Services. |
| Waste Attendant (12 hours/week) | MHD | Waste Depot Operator arrangement to be finalised. Position Description and Skills and Competencies required. |
| Water and Sewerage Attendants (2) positions | DMES | Positions filled and commenced duties on the 17th May 2021. |
| Work Health & Safety Officer/Risk Co-Ordinator | GM | Position filled and commenced duties on the 18th May 2021. |
| Heavy Diesel Mechanic (B2 L2) | DMES | Will be advertised on the 19th May 2021. |
| Casual Cleaner | MHD | Currently being advertised. |
| Finance Clerk – Rates + ICT | DMFA | Preferred applicant selected, subject to a functional assessment and letter of offer. |
| Roadside Maintenance Team Operator (B1 L3) | DMES | Position filled and commenced duties on the 17th May 2021. |
| Roadside Maintenance Team Operator (B1 L3) | DMES | Will be advertised on the 19th May 2021. |
| Business Development Facilitator (replaces the Economic Development Officer) | GM | This position is funded by the Commonwealth Government through the State Government (Department of Regional NSW). Commences employment on the 17th June 2021. Shared with Walgett Shire Council. |

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4.6 HUMAN RESOURCES

CONTINUED

4.6.4 Veterans Employment Program (VEP) Presentation (GM)

To be involved, all Council needs to do is:

- Information on website acknowledging Veterans;
- Veteran indicator question on applications;
- Commit to providing honest feedback to Veterans. (This can include referral to the Veterans Employment Program, Office for Veterans Affairs, NSW Department of Communities and Justice).

The General Manager has been assured that there are no direct costs in being involved.

Could help get employees to Council and the Warren Shire.

An operational matter decision however, complete support of Manex and the HR Team is required.

Manex agreed in support to take up the program. The contact is Craig Delaney.

Responsible Officer: Finance Clerk – Payroll / HR Officer.

4.6.5 Power of Entry Cards for Warren Shire Council Staff (GM)

Card with photograph.

Listing details of relevant Acts.

Signature of the General Manger.

Credit card size and laminated.

The Health & Development Services Department and Engineering Services Department is responsible and has all of the equipment. Need to arrange distribution to all relevant staff, including photographs by the 2nd August 2021 using the staff delegations.

Responsible Officer: Divisional Manager Engineering Services, Engineering Administration Officer, Health & Development Administration Officer.

4.6.6 Finalised Consultative Committee Membership (GM)

The General Manager advised that all member positions have been filled.

Committee Members are as follows:

| | |
|------------|---|
| Management | Darren Arthur (Divisional Manager Finance & Administration) |
| Secretary | Kira-Lee Tyrell (Finance Clerk – Payroll) |
| DEPA | Maryanne Stephens (Manager Health & Development Services) |
| LGEA | Rolly Lawford (Divisional Manager Engineering Services) |
| USU 1 | Steven Bolton (Parks Foreman) (Chairperson) |
| USU 2 | Jillian Murray (Treasurer) – Indoor and Female |

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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4.6 HUMAN RESOURCES

CONTINUED

| | |
|-------|--|
| USU 3 | Larry Wilson (Waste Depot Operator) |
| USU 4 | Johnny White (Ranger) |
| USU 5 | Robert Brown (Light Plant Operator- Town Crew) |
| USU 6 | Greg Burtenshaw (Light Truck Driver) |
| USU 7 | Daniel Stanley (Light Plant Operator) |
| USU 8 | Terrence Hume (Heavy Plant Operator) |
| USU 9 | Not applicable |

Training to be co-ordinated for staff not yet trained within 3 months and a Committee meeting is to be held after training has been completed.

Responsible Officer: Finance Clerk – Payroll / HR Officer.

4.6.7 USU Letter – Outsourcing of Council Work to Contractors (GM)

The General Manager to obtain advice from LGNSW. Need to look for ways Council's staff and equipment can undertake works within their capabilities and not all infrastructure projects undertaken by contractors. (All Manex Members)

4.6.8 Staff Performance Reviews Not Completed (GM)

Performance Reviews were due at the end of February 2021.

Urgent action needs to be taken on all reviews that have not been undertaken except those affected by leave or workers compensation, with an appropriate deadline of 30 May 2021.

Responsible Officers: Divisional Manager Finance & Administration, Divisional Manager Engineering Services and Librarian.

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS (L5-3)

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

Carried

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

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

Carried

6 APRIL 2021 DRAFT MINUTES AND MAY 2021 BUSINESS PAPER

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

WARREN SHIRE COUNCIL
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7 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.

8 GENERAL BUSINESS WITHOUT NOTICE

- After the end of May, no new orders are to be issued, unless the orders are for emergency items. This is to ensure that Council's Financial Statements can be finalised, before Council's Auditors come in early August. Could you please remind your staff. (All Manex Members)

There being no further business the meeting closed 5.07 pm.

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 27th May 2021

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|------------------------|--------------------------|---|---------------------|---|
| General Manager | | | | |
| 25.2.21 | 41.2.21 | Mobile and Internet Coverage in Nevertire | GM | Lobby the Federal and the NSW Governments to include the Nevertire region in the "Black Spot" funding program as a top priority. Briefing Note provided to the Local Member the Hon. Mark Coulton MP at the meeting held by the Mayor and General Manager in Broken Hill 20 April 2021. |
| 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. |
| *22.4.21 | 67.4.21 | IPWEA 2021 NSW Local Roads Congress | GM | Arrangements have been made for the Clr Brewer, the GM and DMES to attend. |
| *22.4.21 | 75.4.21 | Council Delegate to the Murray Darling Association Inc. | GM | Advice provided to the Murray Darling Association Inc. of Council's Delegate, Clr Mark Beach. |

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 27th May 2021

ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|---|--------------------------|---|---------------------|--|
| Divisional Manager Finance and Administration Services | | | | |
| 24.9.20 | 213.9.20 | Sale of Land Nevertire Part Lot 165 DP704130 | DMFA | Field Solutions Group contacted. Awaiting acceptance after an onsite meeting, which is to be arranged. |
| *22.4.21 | 79.4.21 | 2021/2022 Draft Operational Plan & Estimates | DMFA | Draft 2021/2022 Operational Plan & Estimates have been placed on Public Exhibition. |
| *22.4.21 | 81.4.21 | March 2021 Budget Review | DMFA | Noted that the amendments have been authorised. |
| Divisional Manager Engineering Services | | | | |
| 6.12.18 | 284.12.18 | Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units | DMES | Survey completed and a report is to be presented to Council. This project is currently on hold. |
| 27.6.19 | 129.6.19 | Warren Levee Bank Rehabilitation | DMES | Seek funding as soon as practical. This project will remain on hold until funding is acquired. Emergency works plan formulated. The Mayor and General Manager provided a Briefing Note to the Local Member the Hon. Mark Coulton MP at Broken Hill on the 20 April 2021 and inspected the location with the Local Member on the 25 April 2021. |
| 26.9.19 | 204.9.19 | Bundemar Street Warren Proposed Centre Median Alteration | DMES | <ol style="list-style-type: none"> 1. Provide a detailed budget for works. 2. Submit plans and documents to Council for consideration and approval. This project currently on hold. |

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 27th May 2021

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|--|-------------------|----------------------------------|--------------|--|
| Divisional Manager Engineering Services Continued | | | | |
| 24.9.20 | 214.9.20 | REF – New Sewage Treatment Works | DMES | Tender accepted. Loan application in progress with TCorp and reported to the May 2021 Council Meeting. Request sent to Infrastructure NSW for contribution towards increased costs due to unsuitable material. Works in progress. |
| 3.12.20 | 256.12.20 | Warren Levee Bank Rehabilitation | DMES | <ol style="list-style-type: none"> 1. Funding currently being pursued for repairs to the reported section of the Warren levee. 2. Consulted with State Government representatives seeking financial assistance to rectify deteriorated section. 3. Works to be undertaken in-house using Council staff and local contractors. 4. Local contractors have been liaised with in regards to the methods of repair. 5. Fresh applications have been submitted to the Federal Government Department of Infrastructure. 6. The Mayor and General Manager provided a Briefing Note to the Local Member the Hon. Mark Coulton MP at Broken Hill on the 20 April 2021 and inspected the location with the Local Member on the 25 April 2021. |

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 27th May 2021

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

| Date | Resolution or Qwn | Outstanding Matter | Officer Resp | Response/Action |
|---|--------------------------|--|---------------------|---|
| Manager Health & Development | | | | |
| 27.2.20 | 36.2.20 | Draft Plans of Management | MHD | 1. Categories assigned as detailed in report. 2. Crown Reserves classified as identified as operational land. 3. Draft Plans of Management nearing completion. |
| 3.12.20 | 262.12.20 | Council houses - 8 and 21 Deacon Drive | MHD | Verbal advice received from Department of Fair Trading is that the matter for 8 Deacon Drive is for the Tribunal as a breach of contract has been lodged as Council has withheld payment. A new complaint will be lodged with Department of Fair Trading for 21 Deacon Drive as it is a separate item. Awaiting written advice. |
| 22.4.21 | 71.4.21 | Vacation Care Policies – Audit Review | MHD | Draft Policies placed on public exhibition. |
| *22.4.21 | 88.4.21 | Secondary Dwellings in Rural Zones | MHD | Report no longer required. |
| *22.4.21 | 89.4.21 | Ewenmar Waste Depot | MHD | The adopted public holiday opening and closings have been advertised and appropriate signage is in place. |

RECOMMENDATION:

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

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 2 COMMITTEE/DELEGATES MEETINGS

(C14-2)

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

MEETINGS HELD

| DATE | COMMITTEE / MEETING | LOCATION |
|-------------|--|-----------------|
| 23.4.21 | RDA Orana | Online |
| 26.4.21 | WOW Agency | Online |
| 26.4.21 | Burrima Walkway Committee (Macquarie Wetlands Association) | Warren |
| 28.4.21 | NSW Office for Veterans Affairs, Department of Community and Justice | Online |
| 28.4.21 | NSW Rural Fire Service NW Zone SLA | Online |
| 30.4.21 | Arjan Rensen, IPWEA Roads and Transport Directorate | Online |
| 4.5.21 | Rural Fire Service Field Officers Meeting | Warren |
| 5.5.21 | Rural Fire Service Inductions for relevant Council Staff | Warren |
| 5.5.21 | Sporting Facilities Committee | Warren |
| 5.5.21 | Macquarie River Re-Regulating Storage (Gin Gin Weir Upgrading) Project Storage Forum | Warren |
| 7.5.21 | The Hon. Ben Franklin MLC (Parliamentary Secretary for Energy and the Arts) | Warren |
| 10.5.21 | Duncan Lovelock, Principal Warren Central School | Warren |
| 10.5.21 | Terina McNair, Principal St. Mary's Parish School | Warren |
| 11.5.21 | Local Emergency Management Committee | Warren |
| 11.5.21 | Adult Riding Club Committee | Warren |
| 12.5.21 | Orana JO Board Meeting | Narromine |
| 12.5.21 | Warren Health Action Committee | Warren |
| 12.5.21 | Acting Sergeant Damien Davies, Warren Police | Warren |
| 12.5.21 | Showground/Racecourse Committee | Warren |
| 13.5.21 | Amy Hall and Mel Olsen, Warren TAFE | Warren |
| 13.5.21 | Water & Sewerage Committee | Warren |
| 14.5.21 | Emma Mason and Janet Ross, Warren Chamber of Commerce | Warren |
| 17.5.21 | Warren Jockey Club Representatives | Warren |
| 18.5.21 | Manex Committee | Warren |

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 27th May 2021

ITEM 2 COMMITTEE/DELEGATES MEETINGS

(C14-2)

| Date | Committee / Meeting | Location |
|-------------|--|-----------------|
| 19.5.21 | Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural, Regional and Remote New South Wales | Dubbo |
| 19.5.21 | Sri Sritharan and Don Berry, Water NSW | Dubbo |
| 24.5.21 | Sheridan Hopkins, TCorp and David Swan, Program Manager Local Water Utilities Infrastructure Programs Water Infrastructure NSW | Warren |
| 25.5.21 | Keely Autrey, General Manager JLT Public Sector NSW and Naamon Eurell, Executive Officer of Statewide Mutual | Warren |
| 26.5.21 | The Hon. Sam Faraway MLC | Online |

FUTURE MEETINGS NOT ON MEETING SCHEDULE

| DATE | COMMITTEE / MEETING | LOCATION |
|-------------|----------------------------|-----------------|
| 4.6.21 | General Manager's Forum | Gilgandra |
| 7.6.21 | 2021 Local Roads Congress | Sydney |

RECOMMENDATION:

That the information be received and noted.

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held in the
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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 |
|--|-----------|-----------|-------------|---|
| General | | | | |
| Swimming Pool Refurbishment – Carry Over | 764,415 | 866,750 | 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 | 1,655,481 | 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. |

WARREN SHIRE COUNCIL
 Report of the General Manager
 to the Ordinary Meeting of Council to be held in the
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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 | 55,716 | 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. |
| Carter Oval and the Development of the Surrounds Carry Over (Improvement of Regional Structures Grant) | 1,256,499 | 490,205 | IPM | Concept Plan - Draft Concept Plan complete – Grant has been approved. Public Liaison – ongoing with user groups. Design Plan – complete. Construction of cricket field / turf wicket commenced. Irrigation installed on Carter Oval. Pathways constructed between sports areas. Skate Park – complete. Splash Park complete. Has been commissioned by contractor but not yet handed over to Pool Manager. Little A's, Cricket and Soccer storage facilities have been ordered and will be constructed by May 2021. Development of soccer fields started. |
| Pathway Structures (Drought Communities Fund Round 2) | 29,792 | 5,750 | GM / IPM | First structure completed and located in Victoria Park (Table Tennis Sculpture.) |
| Warren Showground/Racecourse Upgrade Project including: <ul style="list-style-type: none"> • Polocrosse Fields Upgrade, • Campdraft Facilities, • Pony Club Cross Country Facilities, • P & A Shed, • Equestrian Arena, | 1,445,468 | 683,173 | | Polocrosse Ground Arena Upgrade - Polocrosse office/canteen building complete. Campdraft office/canteen building completed. 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 |

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

| Project | Budget | Expend | Resp | Comment |
|---|-----------|--------------------------------|------|--|
| <ul style="list-style-type: none"> • Racecourse Bar and Viewing Area, • Replacement of the Showground Ladies Toilets, | | | | complete in February 2021. Roof drainage commenced, but not completed before the March 2021 storms. This allowed water ingress to sand area which is now being investigated to determine if the sand thickness is appropriate and whether the base has been affected by water ingress. Working with the Adult Riding Club representatives to ensure project is to the appropriate standard for handover. |
| <ul style="list-style-type: none"> • Upgrade of the Electrical Facilities Showies Camping Area, | 120,000 | 169 (\$50,000 Committed) | IPM | To be completed by 20 May 2021. |
| <ul style="list-style-type: none"> • Upgrade Electrical Facilities Cattlemans Camping Area, | 50,000 | Nil | IPM | Planned to start work after 29 May 2021 (P & A Show). |
| <ul style="list-style-type: none"> • Relocation of Cattle Yards. | 60,000 | Nil | IPM | To be planned in consultation with User Groups. |
| Upgrade judging and camera towers at the Warren Showground and Racecourse (Crown Reserves Improvement Fund Program) | \$40,370 | Nil. | IPM | Works to be determined. Warren Jockey Club applied for this grant. |
| Water Supplies | | | | |
| Groundwater Augmentation | 1,000,000 | 670,893 | 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 purchased. Flow meters and level sensors to be installed 19-23 May 2021. Waiting approval from DPIE to purchase and install chlorination equipment at Bore Flat & Ellengerah. Chlorination Systems for Ellengerah and Bore Flat to be ordered late May 2021. |

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

| Project | Budget | Expend | Resp | Comment |
|---|-----------|-----------|----------|---|
| Drought Relief Events | 21,227 | 12,223 | GM | Events as required and to be determined. |
| Warren Tennis Court Upgrade | 77,290 | 48,254 | GM / IPM | Classic Sports Facilities have been paid \$48,254 for grass. |
| 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 | Nil. | 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. |
| Sewerage Services | | | | |
| Restart NSW Warren STP Upgrade | 6,150,000 | 3,919,885 | 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. |

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

| Project | Budget | Expend | Resp | Comment |
|--|---------|--------|----------|--|
| Warren Central Business District Toilet Installation | 161,942 | 32,503 | IPM /TSM | The land has been subdivided and purchased. Necessary services have been connected including the required grease trap facilities. Project planning commenced to determine how to progress the installation of the toilet block. To go to VendorPanel late May 2021. |

| Project | Budget Requested | Expend | Resp | Comment |
|--|------------------|--------|----------|---|
| Grant Applications | | | | |
| Murray-Darling Basin Economic Development Program – Round 3 – Warren Showground/Racecourse Complex Improvement Program | 1,000,000 | 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. |
| Murray-Darling Basin Economic Development Program – Round 3 – Warren Shire Tourism, Business Development and Macquarie Marshes Signage and Shire Mural Program | 1,000,000 | 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 |

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS CONTINUED

| Project | Budget Requested | Expend | Resp | Comment |
|---|------------------|--------|------|--|
| | | | | Stafford Water Reservoir Stage 2 Mural - \$110,000 Industrial Access Road Grain Silos Mural(s) - \$130,000 Nevetire Water Reservoir Mural - \$130,000 |
| Murray-Darling Basin Economic Development Program – Round 3 – Carter Oval Lighting Project | 500,000 | 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 lighting towers and lights. |
| Murray-Darling Basin Economic Development Program – Round 3 – Monkeygar Creek Macquarie Marshes Bird Viewing Platform and Parking Project | 500,000 | N/A | IPM | 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). |
| 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. |
| ATP Cup Legacy Fund Grant – NSW Office of Sport/ Tennis NSW | 90,000 | N/A | IPM | Council has been advised of being successful with only \$12,000 of this grant and accordingly the project cannot be commenced due to the impractical amount provided. Currently looking for other grant funds to allow the project to progress. |

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

| Project | Budget Requested | Expend | Resp | Comment |
|--|------------------|---------|------|---|
| 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. |
| 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 28 April 2021. |
| Office for Regional Youth – April Holiday Break | \$5,000 | \$5,000 | PAO | Grant has been successful and grant has been acquitted. |

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 General Manager
 to the Ordinary Meeting of Council to be held in the
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ITEM 4 DETERMINATION OF THE LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2021/2022 (C14-5.1)

RECOMMENDATION

That Council adopt the full 2.0% increase as determined by the Local Government Remuneration Tribunal to the current Councillor fees of \$9,724.32 and the current Mayoral fee of \$26,523.60 as of 1st July 2021.

PURPOSE

Section 239 of the Local Government Act 1993 (the LG Act) provides for the Tribunal to determine the categories of Councils and Mayoral Offices and to place each Council and Mayoral Office into one of those categories. The categories are to be determined at least once every three (3) years.

Section 241 of the LG Act provides for the Tribunal to determine for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to Mayors and Councillors of Councils, as well as Chairpersons and Members of County Councils.

BACKGROUND

The Tribunal is required to determine the remuneration categories of Councils and Mayoral Offices at least once every 3 years under section 239 of the LG Act. The Tribunal last undertook a significant review of the categories as part of its 2020 review and will next review these categories in 2023.

The Tribunal found that the allocation of Councils into the current categories continued to be appropriate having regard to the 2020 review, the current category model and criteria and the evidence put forward in the submissions received.

Warren Shire Council is categorised as Rural.

REPORT

The 2021/2022 Determination of the Local Government Remuneration Tribunal has been received. The Tribunal has determined that an increase of 2.0% in fees for Councillors and Mayors as appropriate.

The Tribunal has applied descriptive titles for each of the categories, which are as follows:-

| Category | | Number of Councils |
|---|-------------------------|---------------------------|
| General Purpose Councils – Metropolitan | Principal CBD | 1 |
| | Major CBD | 1 |
| | Metropolitan Large | 12 |
| | Metropolitan Medium | 8 |
| | Metropolitan Small | 8 |
| General Purpose Councils – Non-metropolitan | Major Regional City | 2 |
| | Major Strategic Area | 1 |
| | Regional Strategic Area | 1 |
| | Regional Centre | 24 |

WARREN SHIRE COUNCIL
Report of the General Manager
to the Ordinary Meeting of Council to be held in the
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ITEM 4 DETERMINATION OF THE LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2021/22
CONTINUED

| Category | | Number of Councils |
|-----------------|----------------|---------------------------|
| | Regional Rural | 13 |
| | Rural | 57 |
| County Councils | Water | 4 |
| | Other | 6 |

FINANCIAL AND RESOURCE IMPLICATIONS

Warren is classified as Rural and pursuant to Section 241 of the Act the Tribunal has determined the maximum and minimum amount of fees for this category as follows: -

| | Minimum | Maximum | Proposed New Fee |
|---|----------------|----------------|-------------------------|
| ♦ Councillor / member annual fee | \$ 9,370.00 | \$ 12,400.00 | \$9,918.81 |
| ♦ Mayor | \$ 9,540.00 | \$ 25,880.00 | \$27,054.07 |
| Council has paid \$26,523.60 for the Mayoral allowance and \$9,724.32 for the Councillor annual fee for 2020/2021 | | | |

The proposed increase can be afforded within the Councillor and Mayoral Fees Vote contained within the Draft 2021/2022 Estimates.

LEGAL IMPLICATIONS

Sections 248 and 249 of the Act requires Councils to fix and pay an annual fee based on the Tribunal's determination. Any changes from the existing fees would normally require a formal resolution of Council and take effect from 1st July 2021. If Council does not fix a fee, it must pay the minimum.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

N/A

OPTIONS

Council may accept the 2.0% increase in the fees, or it may review the maximum and minimum fees for the category. Council may reject any increase.

CONCLUSION

The matter is now listed for Council's consideration to adopt the remuneration applicable for Councillors and the Mayor, with any changes effective from 1st July 2021.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION /ATTACHMENTS

Local Government Remuneration Tribunal – Annual Report and Determination 23 April 2021.

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 27th May 2021

ITEM 1 RECONCILIATION CERTIFICATE – APRIL 2021

(B1-10.16)

RECOMMENDATION

That the Statements of Bank and Investments Balances as at 30th April 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 30th April 2021.

INTERNAL LEDGER ACCOUNT RECONCILIATION

| | Balance 31-Mar-21 | Transactions | Balance 30-Apr-21 |
|-------------------------|----------------------|-----------------------|----------------------|
| General | 7,441,785.45 | (2,875,541.93) | 4,566,243.52 |
| Water Fund | 405,981.80 | (45,727.77) | 360,254.03 |
| Sewerage Fund | 1,194,868.04 | (932,366.46) | 262,501.58 |
| North Western Library | 54,108.97 | (4,543.60) | 49,565.37 |
| Trust Fund | 133,316.52 | 1,052.53 | 134,369.05 |
| Investment Bank Account | (4,726,289.78) | 999,982.23 | (3,726,307.55) |
| | 4,503,771.00 | (2,857,145.00) | 1,646,626.00 |

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 27th May 2021

ITEM 1

RECONCILIATION CERTIFICATE – APRIL 2021

CONTINUED

BANK STATEMENT RECONCILIATION

| | |
|---|---------------------|
| Balance as per Bank Statement = | 1,646,596.00 |
| Add: Outstanding Deposits for the Month | 150.00 |
| Less: Outstanding Cheques & Autopays | (120.00) |
| | <hr/> |
| Balance as per Ledger Accounts less Investments = | <u>1,646,626.00</u> |

INVESTMENTS RECONCILIATION

Investments as at 30th April 2021

| No. | Institution | Amount | Term & Rate | Maturity Date |
|----------------------------|-------------------------|----------------------------|------------------|---------------|
| | National Australia Bank | 216,307.55 | Variable | On Call A/c |
| 11 | National Australia Bank | 1,500,000.00 | 91 days @ 0.30% | 17-May-21 |
| 12 | National Australia Bank | 2,000,000.00 | 91 days @ 0.30% | 24-May-21 |
| 40 | National Australia Bank | 10,000.00 | 180 days @ 0.31% | 24-Aug-21 |
| | | <hr/> | | |
| TOTAL INVESTMENTS = | | <u>3,726,307.55</u> | | |

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

| | |
|--|----------------------------|
| Externally Restricted Funds Invested | 1,835,000.00 |
| Internally Restricted Funds Invested | 3,065,220.00 |
| 2020/21 General Fund Operating Income & Grants | 472,713.55 |
| | <hr/> |
| TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE = | <u>5,372,933.55</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

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 1 RECONCILIATION CERTIFICATE – APRIL 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
Council Community Room, Warren on Thursday 27th May 2021

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 14th May 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 14th May 2021.

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 27th May 2021

ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

14th MAY 2021

| Name of Rate | NETT | | | COLLECTIONS FOR YEAR | | NETT ARREARS | |
|--------------------------|----------------|------------------|------------------|----------------------|---------------|------------------|---------------|
| | | | | ARREARS | COLLECT | ARREARS | ARREARS |
| | 1st JULY | NETT LEVY | TOTAL | AMOUNT | AS % AGE | AMOUNT | AS % AGE |
| | \$ | \$ | RECEIVABLE | COLLECTED | OF TOTAL | \$ | OF TOTAL |
| | | | \$ | \$ | REC'ABLE | | REC'ABLE |
| General Fund Rates | 208,310 | 4,978,409 | 5,186,719 | 4,026,196 | 77.63% | 1,160,523 | 22.37% |
| Warren Water Fund | 49,372 | 467,469 | 516,841 | 400,217 | 77.44% | 116,624 | 22.56% |
| Warren Sewerage Fund | 61,270 | 493,819 | 555,089 | 421,462 | 75.93% | 133,627 | 24.07% |
| TOTAL 2020/2021 | 318,952 | 5,939,697 | 6,258,649 | 4,847,875 | 77.46% | 1,410,774 | 22.54% |
| TOTAL 2019/2020 | 178,732 | 5,793,348 | 5,972,080 | 4,579,799 | 76.69% | 1,392,281 | 23.31% |
| TOTAL 2018/2019 | 128,294 | 5,434,827 | 5,563,121 | 4,359,822 | 78.37% | 1,203,299 | 21.63% |
| TOTAL 2017/2018 | 125,675 | 5,435,400 | 5,561,075 | 4,407,782 | 79.26% | 1,153,293 | 20.74% |
| TOTAL 2016/2017 | 137,085 | 5,352,021 | 5,489,106 | 4,322,766 | 78.75% | 1,166,340 | 21.25% |
| | | 12-May-17 | 11-May-18 | 10-Nov-19 | 08-May-20 | 14-May-21 | |
| COLLECTION FIGURES AS \$ | | 4,322,766 | 4,407,782 | 4,359,822 | 4,579,799 | 4,847,875 | |
| COLLECTION FIGURE AS % | | 78.75% | 79.26% | 78.37% | 76.69% | 77.46% | |

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 27th May 2021

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 | 1,510,410 | GM MHDS DMFA | An additional \$220,000 was allocated by Council at the December 2020 Meeting. |
| Eplanning Grant | 50,000 | 22,000 | | <p>New office addition and Community Room now fully operational.</p> <p>Engineering Services Department staff have relocated from the Depot.</p> <p>General Manager, Mayor and Executive Assistant relocated.</p> <p>Front Service Area is fully operational.</p> <p>Painting front service area & interview room area complete on 10th May 2021.</p> <p>Items outstanding:</p> <ol style="list-style-type: none"> 1. Awaiting quotations for extra cupboards & shelving in the front service area, 2. Construction of the interview room and secondary foyer (including carpet floor tiling), 3. Carpet floor tiling to hallway, stairway & existing offices, 4. Installation of the disabled toilet, 5. Relocation of the tea-room, and finalisation of painting and touch ups, and 6. Furniture purchases. <p>Subject to available funds.</p> |

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 27th May 2021

ITEM 3 WORKS PROGRESS REPORTS – FINANCE & ADMINISTRATION PROJECTS CONTINUED

| 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
Council Chambers, Warren, on Thursday 27th May 2021

ITEM 4 TCORP LOAN - \$4,000,000 - ACCEPTANCE

(L6-2.251)

RECOMMENDATION that:

1. Council accept TCorp's offer of a \$4,000,000 loan payable semi-annually over 20 years at the indicative interest rate of 2.71%, and
2. Authority be given to the Mayor & General Manager to sign under the Seal of Council all associated documents regarding this matter.

PURPOSE

To advise Council of a letter of offer being received from TCorp for a \$4,000,000 loan payable over 20 years at the indicative interest rate of 2.71% and give authority to the Mayor & General Manager to sign under the Seal of Council all associated documents regarding this matter.

BACKGROUND

Council included loan funds in the last 2 years Operational Plans & Estimates to assist funding of the refurbishment of the Warren Memorial Swimming Pool, the refurbishment of the Nevertire Water Reservoir and the upgrading of the Warren Sewerage Treatment Plant and Pump Station.

REPORT

Council submitted a loan application form to TCorp in the amount of \$4,000,000.00 repayable semi-annually over 20 years. The loans are included in the 2020/2021 Operational Plan & Estimates for the following projects;

- | | |
|--|------------------|
| 1. Refurbishment of the Warren Memorial Swimming Pool | - \$750,000.00 |
| 2. Refurbishment of the Nevertire Water Reservoir | - \$750,000.00 |
| 3. Upgrading of the Warren Sewerage Treatment Plant & Pump Station | - \$2,500,000.00 |

Council received a letter of offer from TCorp on 3rd May 2021 advising Council's loan application in the amount of \$4,000,000 had been approved. The term of the loan is 20 years to be repaid semi-annually at the indicative fixed interest rate of 2.71%. The actual interest rate will be determined at the date of drawing on the loan being 30th June 2021.

TCorp requires the Loan Agreement to be signed under the Seal of Council by the Mayor and General Manager.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

Nil.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 27th May 2021

ITEM 4 TCORP LOAN - \$4,000,000 - ACCEPTANCE

CONTINUED

OPTIONS

Council could seek quotations from other financial institutions although I do not know if they would offer the option of a fixed interest rate amortised loan over 20 years on such a large amount.

CONCLUSION

This report is provided to recommend that Council accept TCorp's offer of a \$4,000,000 loan payable semi-annually over 20 years at the indicative interest rate of 2.71%, and that authority be given to the Mayor & General Manager to sign under the Seal of Council all associated documents regarding this matter.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 3.2.2 Monitor pool management and implement maintenance and upgrades.
- 4.3.2 Provide Warren and villages of Collie and Nevertire with an adequate and safe water supply that is appropriately priced for all consumers.
- 4.3.3 Provide Warren and Village of Nevertire with an adequate and environmentally acceptable sewerage scheme that is appropriately priced for all consumers.
- 5.2.2 Timely and accurate reporting for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL

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ITEM 5 CUSTOMER DEED – CREATION OF EASEMENT - SEWERAGE TREATMENT PLANT (S5-10)

RECOMMENDATION

That authority be given to the Mayor & General Manager to sign under the Seal of Council the Customer Deed for the creation of an easement with Essential Energy for the installation of overhead powerlines at the Warren Sewerage Treatment Works.

PURPOSE

To seek Council endorsement to sign under the Seal of Council the Customer Deed for the creation of an easement with Essential Energy for the installation of overhead powerlines at the Warren Sewerage Treatment Plant.

BACKGROUND

With the construction of the Warren Sewerage Treatment Works underway there is a need to run new overhead power lines to the site. It is a requirement from Essential Energy to have a Customer Deed for the creation of an easement in place before any works will be undertaken.

REPORT

Council's Solicitors Lovett and Green have advised that Council must sign under the Seal of Council a Customer Deed for the creation of an easement at the Warren Sewerage Treatment Plant with Essential Energy for the installation of overhead powerlines prior to any works commencing.

Authority is now sought from Council to affix Council's Seal to the Customer Deed.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

N/A

CONCLUSION

To progress with the installation of the overhead powerlines Council must sign under the Seal of Council a Customer Deed with Essential Energy.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.3.3 Provide Warren and Village of Nevertire with an adequate and environmentally acceptable sewerage scheme that is appropriately priced for all consumers.

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

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ITEM 6 COLLIE COMMUNITY SHED – DONATION OF ANNUAL RATES & CHARGES (D8-1)

RECOMMENDATION

That Council donate the cost of the annual rates & charges each year on Lot 6 DP758264 Section 4 - Collie in the name of the Collie Community Shed Incorporated.

PURPOSE

To seek a Council resolution to donate the cost of the annual rates & charges each year on Lot 6 DP758264 Section 4 - Collie in the name of the Collie Community Shed Incorporated.

BACKGROUND

Council resolved at the 25th October 2018 Meeting (Resolution No. 258.10.18) to gift the land being Lot 6 DP758264 Section 4 - Collie to the Collie Community Shed Incorporated to establish a community shed.

REPORT

Council has received a request from the Collie Community Shed Incorporated to take back the vacant land - Lot 6 DP758264 Section 4 – Collie as they are struggling due to low numbers, to raise sufficient funds to pay the annual rates and charges.

I contacted a member of the Collie Community Shed Incorporated to enquire if they would keep the land for a future shed if Council donated the annual rates and charges each year, the response was “yes, we most definitely would”. For Council’s information the 2020/2021 annual rates & charges on the land are \$878.00.

Council currently donates the cost of the annual rates and charges to the Warren Men’s Shed Incorporated, the Collie Community Shed Incorporated although not in operation yet will be utilised in the same way.

FINANCIAL AND RESOURCE IMPLICATIONS

This can be funded from Council’s donation vote, if Council were to take back the land there would be additional expenses involved such as legal costs for land transfer, then payment of the annual rates and charges, and maintaining the vacant block of land each year.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

N/A

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ITEM 6 COLLIE COMMUNITY SHED – DONATION OF ANNUAL RATES & CHARGES CONTINUED

CONCLUSION

As the Collie Community Shed Incorporated is a not for profit community organisation and Council currently donates the annual rates and charges to the Warren Men's Shed, Council should consider favourably making an annual donation of the rates and charges to the Collie Community Shed Incorporated.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.1.6 Co-ordinate and support community groups to promote events and activities within the local community.

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

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ITEM 7 SERVICE NSW AGENCY AGREEMENT – 1 YEAR EXTENSION

(R6-6)

RECOMMENDATION

That Council note that Service NSW has exercised the provisions of clause 3(c) of the current Agency Agreement to renew it for a further one year period commencing 1st July 2021 to 30th June 2022.

PURPOSE

To advise Council of Service NSW's confirmation to exercise the provisions of clause 3(c) of the current Agency Agreement to renew the agreement for a further one year period commencing 1st July 2021 to 30th June 2022.

BACKGROUND

Warren Shire Council has had an Agency Agreement with varying State Government Departments for the provision of motor vehicle registration and licencing services for over 30 years.

REPORT

Council has received written advice from Service NSW stating they wish to exercise the provisions of Clause 3 "TERM, HOLDING OVER AND RENEWAL" paragraph 3(c) of the Agency Agreement which states:

"SNSW may, by giving written notice to the Council before the end of the initial Term, renew this agreement for the Renewal Period on the same terms and conditions as in this agreement. SNSW may not give a renewal notice under this clause 3(c) if the Council has already served a notice of termination SNSW in accordance with clause 18."

A new Agency Agreement will be drafted by Service NSW in early 2022 and reported to Council when received.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

N/A

CONCLUSION

Continuation of the services delivered under this agreement are essential to the Warren Shire community.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1.1.1 Local access to essential ad less out-reach of these essential services.

SUPPORTING INFORMATION / ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 1 WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

RECOMMENDATION
 That the information be received and noted.

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

ACRONYMS

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

ROADS MAINTENANCE AND REPAIR BUDGET AS AT 11th MAY 2021

| ACCOUNT | BUDGET | EXPENDITURE |
|-------------------------|-----------|-------------|
| Urban Sealed Roads | 95,319 | 92,511 |
| Urban Unsealed Roads | 36,461 | 26,045 |
| Rural Sealed Roads | 507,200 | 455,937 |
| Rural Unsealed Roads | 1,056,717 | 816,564 |
| Regional Sealed Roads | 837,216 | 700,341 |
| Regional Unsealed Roads | 53,740 | 22,751 |

MAINTENANCE

| WORK CREW | LOCATION | ACTIVITY | WORK COMPLETED |
|-----------------------------------|---------------------------|---------------------|----------------|
| Grader Crew 1 (Three-man crew) | Kianga Marebone Road | Maintenance Grading | 8km |
| Grader Crew 2 (Three-man crew) | Booka Road | Maintenance Grading | 8km |
| Grader Crew 3 (Three-man crew) | Notts Lane Colane Road | Maintenance Grading | 6km 2km |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| WORK CREW | LOCATION | ACTIVITY | WORK COMPLETED |
|-----------------------------------|---|--|----------------|
| Grader Crew 4 (Three-man crew) | Merrigal Road Pineclump Soldiers Road | Temporary pavement repairs (Flood and Storm Damage) | 3km 4km |
| Grass Cutting | Dubbo Collie Road Collie Trangie Road | Slashing Slashing | |
| Grader Crew 1 (Three-man crew) | Kianga-Marebone Road | Maintenance Grading | 6km |
| Grader Crew 2 (Three-man crew) | Booka Road | Maintenance Grading | 6km |
| Grader Crew 3 (Three-man crew) | Retreat Road Notts Lane | Maintenance Grading | 6km |
| Grader Crew 4 (Three-man crew) | Merrigal Road | Maintenance Grading | 6km |
| Grader Crew 1 (Three-man crew) | Carinda Road Gradgery Lane Mathaguy Hall Road | Edge repairs Maintenance Grading Maintenance Grading | - 400m - |
| Grader Crew 2 (Three-man crew) | Booka Road | Rip and Maintenance Grading | 6km |
| Grader Crew 3 (Three-man crew) | Retreat Road | Rip and Maintenance Grading | 8km |
| Grader Crew 4 (Three-man crew) | Merrigal Road | Maintenance Grading | 4km |
| Grader Crew 1 (Three-man crew) | Gradgery Lane | Patching on Causeways | |
| Grass Cutting | Warren Town Approaches | Slashing | |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| WORK CREW | LOCATION | ACTIVITY | EMULSION USED | STONE USED |
|-----------|---------------------|----------|---------------|-------------|
| Paveline | Town Streets | Patching | | |
| | Carinda Road | Patching | 3,300 Litres | 30.5 Tonnes |
| | Marthaguy Road | Patching | | |
| | Bullagreen Road | Patching | | |
| | Collie-Trangie Road | Patching | | |

UPCOMING WORKS

| WORK CREW | LOCATION | ACTIVITY |
|------------------------------------|---------------------------------------|-------------|
| Grader Crew 1 (three-man crew) | Old Warren Road | Reshape |
| Grader Crew 1 (three-man crew) | Gunningba Road | Reshape |
| Grader Crew2 (three-man crew) | Billybingbone Road | Maintenance |
| Grader Crew 2 (three-man crew) | Nevertire/Bogan Road | Shoulders |
| Grader Crew 3 (three -man crew) | Notts Lane | Reshape |
| Grader Crew 3 (three -man crew) | Colane Road | Reshape |
| Grader Crew 4 (three -man crew) | Pineclump Soldiers Road | Reshape |
| Grader Crew 4 (three -man crew) | Gradgery Lane Segments 00, 02 & 04 | Reshape |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|---------|---------|------|--|
| Capital Works Gravel Resheets | | | | |
| 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. |
| Capital Works Bitumen Reseals | | | | |
| Ellengerah Road Segment 04 | 90,000 | 86,312 | RIM | The 10mm bitumen reseal of Segment 04 (2km) of SR64 was completed to maintain and extend the life of the asset. |
| Old Warren Road Segment 02 | 87,600 | 77,673 | RIM | The 10mm bitumen reseal of Segment 02 (2km) of SR65 was completed to maintain and extend the life of the asset. |
| Thornton Road Segment 02 | 105,600 | 96,448 | RIM | The 20/10mm bitumen reseal of Segment 02 (2km) of SR53 completed. |
| Tottenham Road Segment 30 | 90,000 | 79,548 | RIM | The 10mm bitumen reseal of Segment 02 (2km) of SR59 was completed to maintain and extend the life of the asset. |
| Tottenham Road Segment 02 | 87,600 | 84,972 | RIM | The 10mm bitumen reseal of Segment 30 (2km) of SR59 was completed to maintain and extend the life of the asset. |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|--------|--------|------|---|
| Capital Works Bitumen Reseals Continued | | | | |
| Wambianna Road Segment 18 | 90,000 | 84,682 | 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 |
|--|-----------|---------|------|---|
| Capital Works Bitumen Reseals Subject to Funding | | | | |
| 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. |
| Capital Works In Progress | | | | |
| Wonbobbie Road Marthaguy Creek "Wonbobbie Bridge". Existing Asset Replacement. | 1,158,220 | 854,393 | DMES | Bridge and Road works completed. Bridge opened early December, 2020. Linemarking will be completed before the end of June 2021. A report regarding the Audit undertaken by NSW Public Works will be available at a future Roads Committee meeting. |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|---------|---------|------|--|
| Capital Works In Progress Continued | | | | |
| Re prioritising the flow of traffic and upgrade of the intersection of the Carinda Road, Industrial Access Road. Existing Asset Upgrade. | 143,614 | 143,614 | DMES | Traffic flow was reconfigured to provide through traffic to the Industrial Access Road. Giveway signs & Linemarking as well as audible road warning lines installed on the Carinda Road. 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 | 429,908 | DMES | This project has been completed up to the stage of having a bitumen final seal surface applied. Linemarking is scheduled for May or early June 2021. |
| Rural Road Construction – Old Warren Road – Segment 22 to 24. Establishment of a New Asset. | 712,400 | 629,847 | DMES | This project has been completed up to the stage of having a bitumen final seal surface applied. Linemarking is scheduled for May or early 2021. |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|---------|---------|------|--|
| Capital Works In Progress Continued | | | | |
| Rural Road Rehabilitation – Nevertire Bogan Road – Segment 02. Existing Asset Upgrade. | 610,400 | 606,978 | DMES | This project has been completed up to the stage of having a bitumen final seal surface applied. Linemarking is scheduled for May or June 2021. |
| Rural Road Construction Tyrie Road. (Formerly Dandaloo Road). Segment 00 and 02. Establishment of a New Asset. | 244,008 | 148,368 | 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 | 254,401 | 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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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|--|--------|------|---|
| Planned Future Capital Works | | | | |
| Rehabilitation Warren Road Regional Road No.7515 Segment 7515.06 Inclusive of the Tenandra Bridge over the Marthaguy Creek – Fixing Country Road Grant Application. Existing Asset Upgrade. | Funded from Regional Roads Block Grant 54,502 | 29,424 | DMES | All preliminary works have been completed. Therefore, this project is on hold until the required funding can be sourced. The project has been developed sufficiently to be classified as being “shovel ready” . |
| Rehabilitation Warren Road Regional Road Segment 08 Inclusive of the Newe Park Bridge over the Merrigal Creek. Existing Asset Upgrade. | Funded from Regional Roads Block Grant 41,798 | 43,093 | DMES | All preliminary works have been completed. Therefore, this project is on hold until the required funding can be sourced. The project has been developed sufficiently to be classified as being “shovel ready” . |
| 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 | 4,265 | 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 Draft Estimates. |

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|---|--------|--------|------|---|
| Planned Future Capital Works Continued | | | | |
| Nevertire Bogan Road Railway Crossing Upgrade. Existing Asset Upgrade. | 12,209 | 12,209 | DMES | This project is in the very early stages of planning. 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. Further consultation needs to be carried out with John Holland Pty Ltd (Railway) TfNSW, Electricity and Telecommunication providers and all other stakeholders. Once sufficient data has been compiled a meeting involving all stakeholders will be arranged. |

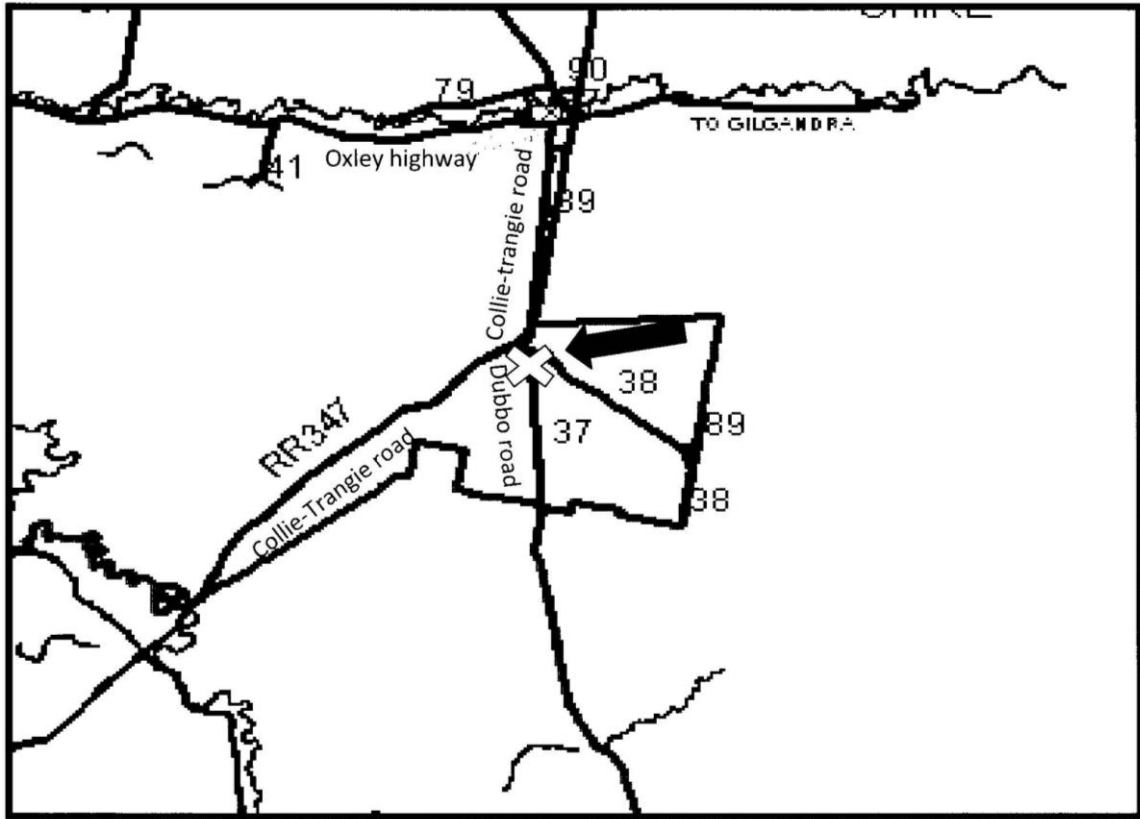
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | COLLIE-DUBBO 37 | | |
|---|-------------|------------------------|-------------------------|-----------------|
| Location ■■■—————▶ 200 metres South of Collie-Trangie Road intersection | | | | |
| Period of Operation (Days) | | 12 | 12/2/2021 to 24/02/2021 | |
| Total count both directions | | 970 | | |
| AADT (vehicles per day) | | 81 | | |
| Percent of commercial vehicles | | 72.37% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 268 | 27.6 | 150.00 |
| Non Articulated | 3-5 | 646 | 66.6 | 150.00 |
| Articulated | 6-10 | 9 | 0.9 | 100.00 |
| B-Double/Road Train | 11-12 | 47 | 4.8 | 100.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 970 | 100 | 150.00 |
| The 85th percentile speed of drivers was: 150 | | | | |




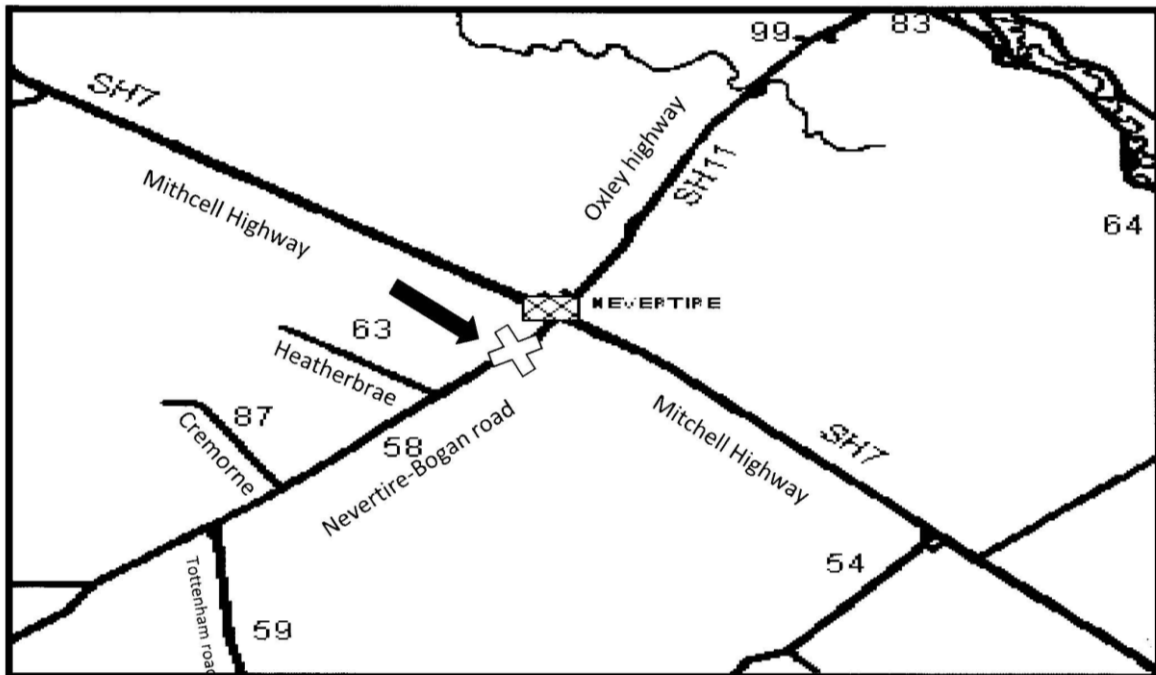
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | NEVERTIRE - BOGAN ROAD 58 | | |
|---|---|---|------------|-----------------|
| Location |  | 250 metres from railway line South of Nevertire | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 14030 | | |
| AADT (vehicles per day) | | 190 | | |
| Percent of commercial vehicles | | 49.52% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 7083 | 50.5 | 160.00 |
| Non Articulated | 3-5 | 4453 | 31.7 | 140.00 |
| Articulated | 6-10 | 1163 | 8.3 | 120.00 |
| B-Double/Road Train | 11-12 | 1331 | 9.5 | 100.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 14030 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 151 | | | | |



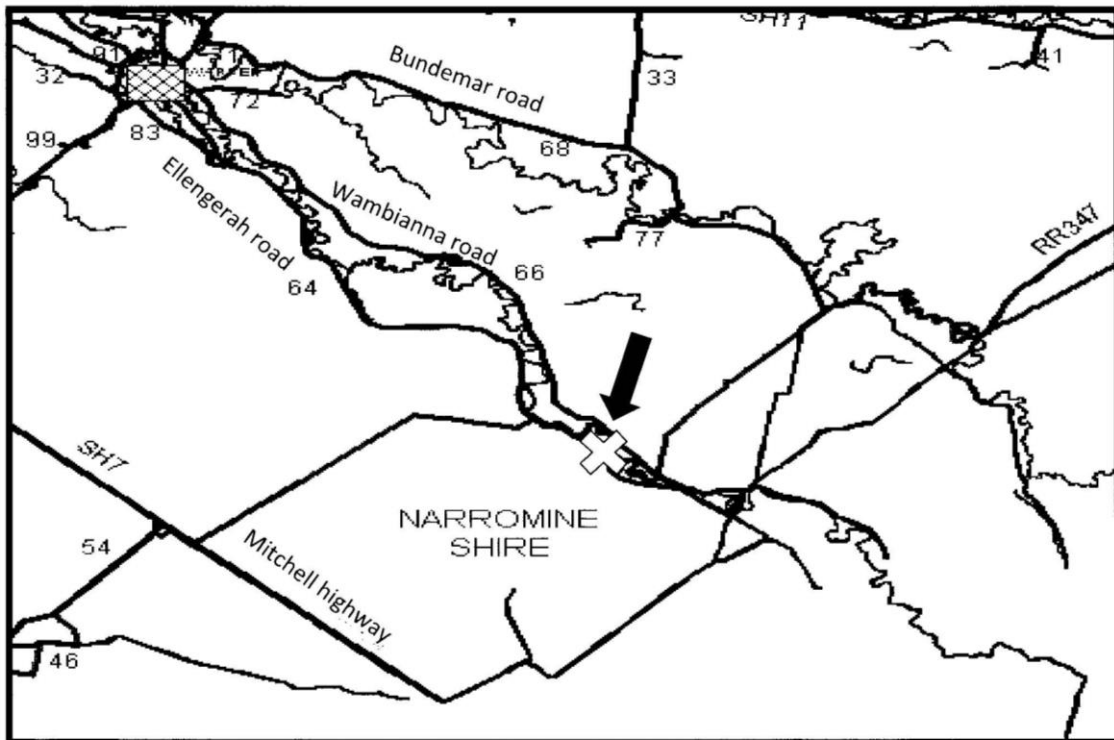
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | ELLENGERAH ROAD 64 | | |
|---|-------------|---|------------|-----------------|
| Location | | Set up in Narromine Shire at the start of sealed road | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 3492 | | |
| AADT (vehicles per day) | | 47 | | |
| Percent of commercial vehicles | | 57.16% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 1496 | 42.8 | 150.00 |
| Non Articulated | 3-5 | 1739 | 49.8 | 160.00 |
| Articulated | 6-10 | 229 | 6.6 | 120.00 |
| B-Double/Road Train | 11-12 | 28 | 0.8 | 100.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 3492 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 155.5 | | | | |



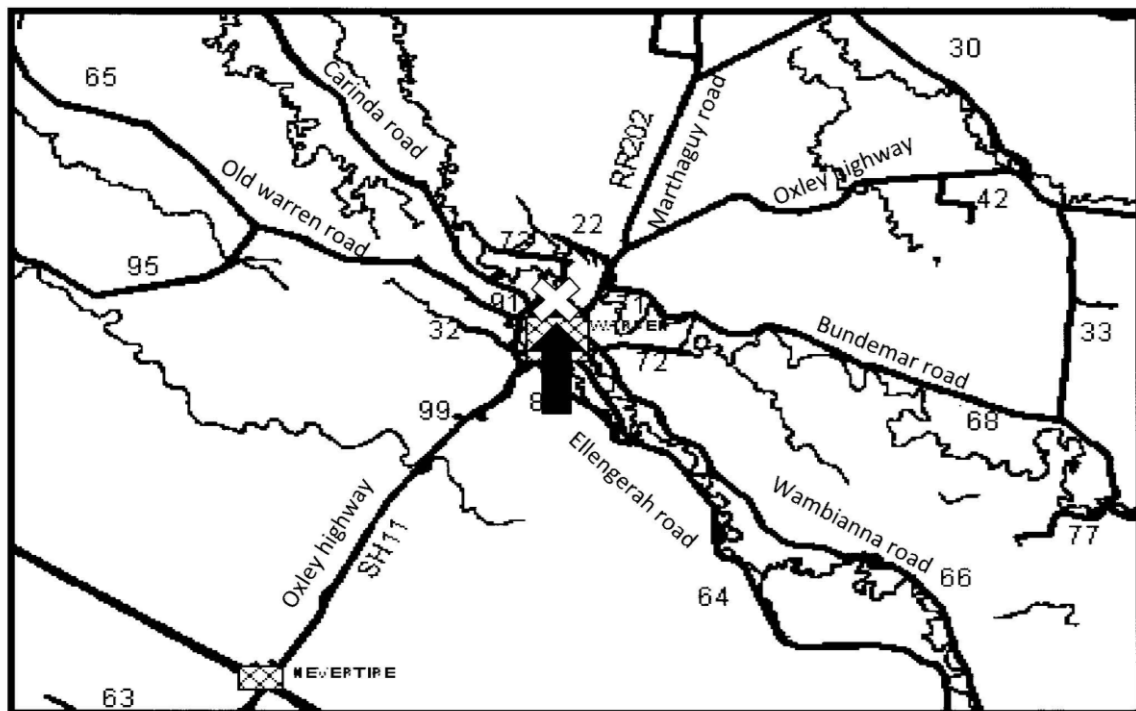
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | INDUSTRIAL ACCESS ROAD 91 | | |
|---|-------------|--|------------|-----------------|
| Location | | 300 metres North East from the intersection heading towards the bottom Weir Bridge | | |
| Period of Operation (Days) | 73 | 12/2/2021 to 28/04/2021 | | |
| Total count both directions | | 23077 | | |
| AADT (vehicles per day) | | 316 | | |
| Percent of commercial vehicles | | 60.85% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 9035 | 39.2 | 150.00 |
| Non Articulated | 3-5 | 9572 | 41.5 | 160.00 |
| Articulated | 6-10 | 1807 | 7.8 | 110.00 |
| B-Double/Road Train | 11-12 | 2663 | 11.5 | 110.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 23077 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 155.5 | | | | |



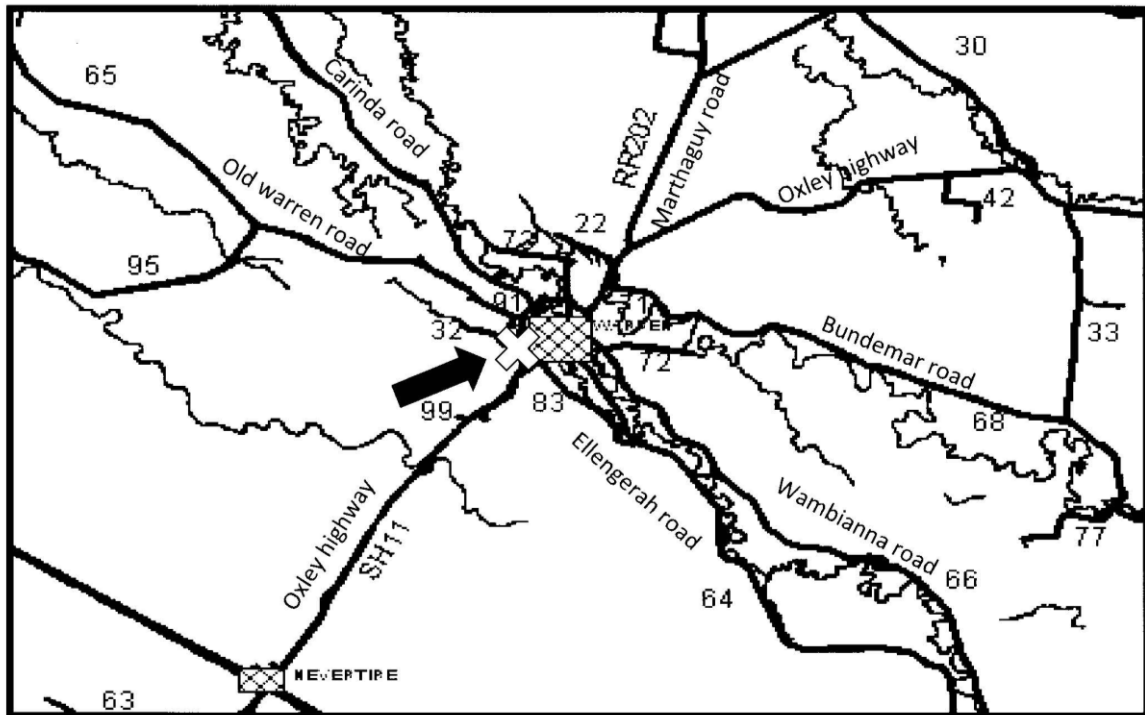
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | INDUSTRIAL ACCESS ROAD 91 | | |
|---|-------------|---------------------------|------------|-----------------|
| Location | | Near the cotton gin | | |
| Period of Operation (Days) | 73 | 12/2/2021 to 28/04/2021 | | |
| Total count both directions | | 39942 | | |
| AADT (vehicles per day) | | 547 | | |
| Percent of commercial vehicles | | 32.78% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 26849 | 67.2 | 130.00 |
| Non Articulated | 3-5 | 7214 | 18.1 | 160.00 |
| Articulated | 6-10 | 1919 | 4.8 | 130.00 |
| B-Double/Road Train | 11-12 | 3960 | 9.9 | 110.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 39942 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 146.5 | | | | |




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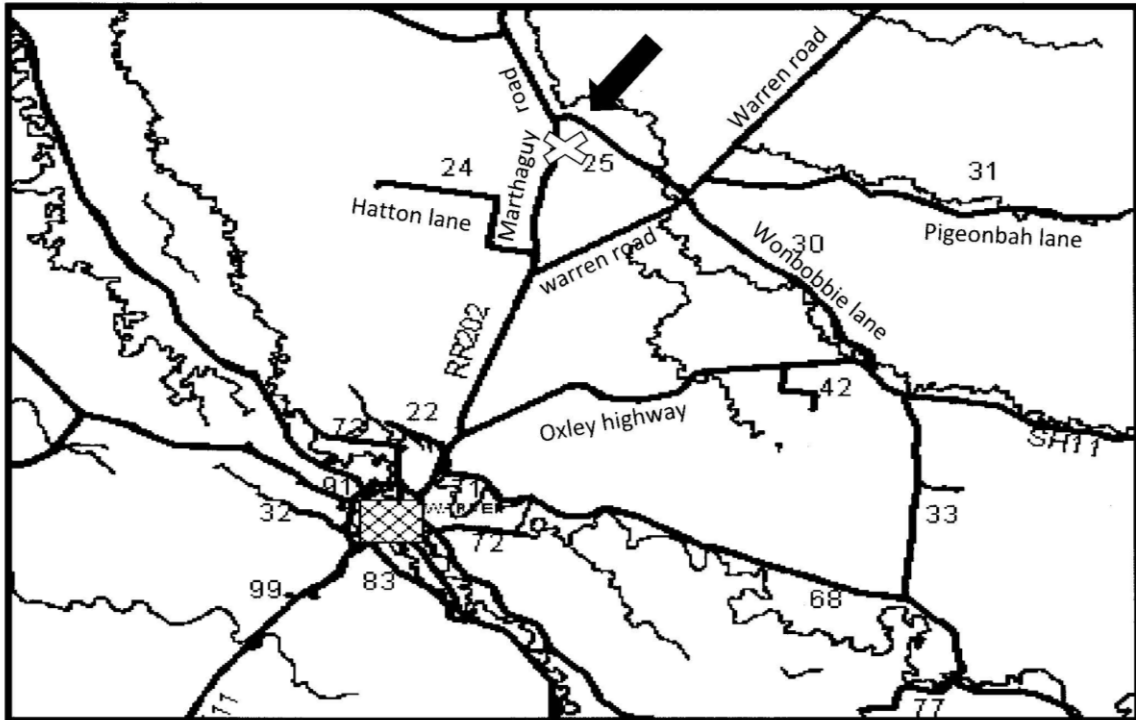
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | MARTHAGUY ROAD 202 | | |
|---------------------------------------|---|---------------------------------|------------|-----------------|
| Location |  | 150 metres before Tenandra Lane | | |
| Period of Operation (Days) | 73 | 12/2/2021 to 28/04/2021 | | |
| Total count both directions | | 9325 | | |
| AADT (vehicles per day) | | 128 | | |
| Percent of commercial vehicles | | 68.85% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 2905 | 31.2 | 160.00 |
| Non Articulated | 3-5 | 5270 | 56.5 | 160.00 |
| Articulated | 6-10 | 782 | 8.4 | 140.00 |
| B-Double/Road Train | 11-12 | 368 | 3.9 | 120.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 9325 | 100 | 160.00 |

The 85th percentile speed of drivers was: 160



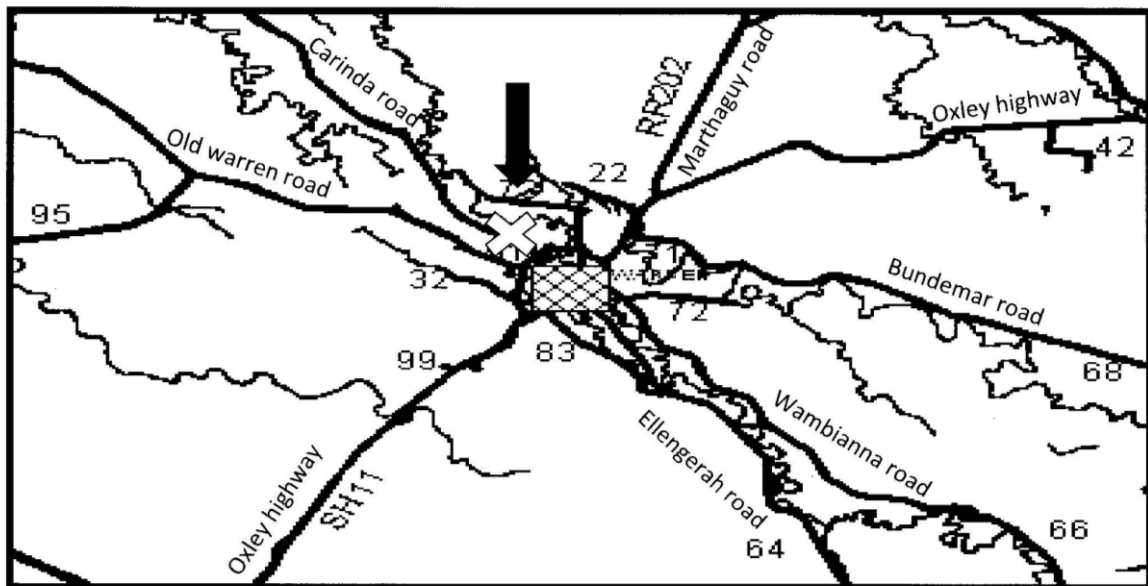
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

| TRAFFIC CLASSIFIER REPORT | | CARINDA ROAD 333 | | |
|---|--------------|---|-------------------------|------------------------|
| Location ■■■■■—————▶ | | Top of levee bank heading towards Carinda | | |
| Period of Operation (Days) | | 73 | 12/2/2021 to 28/04/2021 | |
| Total count both directions | | 26841 | | |
| AADT (vehicles per day) | | 368 | | |
| Percent of commercial vehicles | | 41.51% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 15699 | 58.5 | 150.00 |
| Non Articulated | 3-5 | 9263 | 34.5 | 140.00 |
| Articulated | 6-10 | 1406 | 5.2 | 100.00 |
| B-Double/Road Train | 11-12 | 473 | 1.8 | 70.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 26841 | 100 | 150.00 |
| The 85th percentile speed of drivers was: 145.5 | | | | |



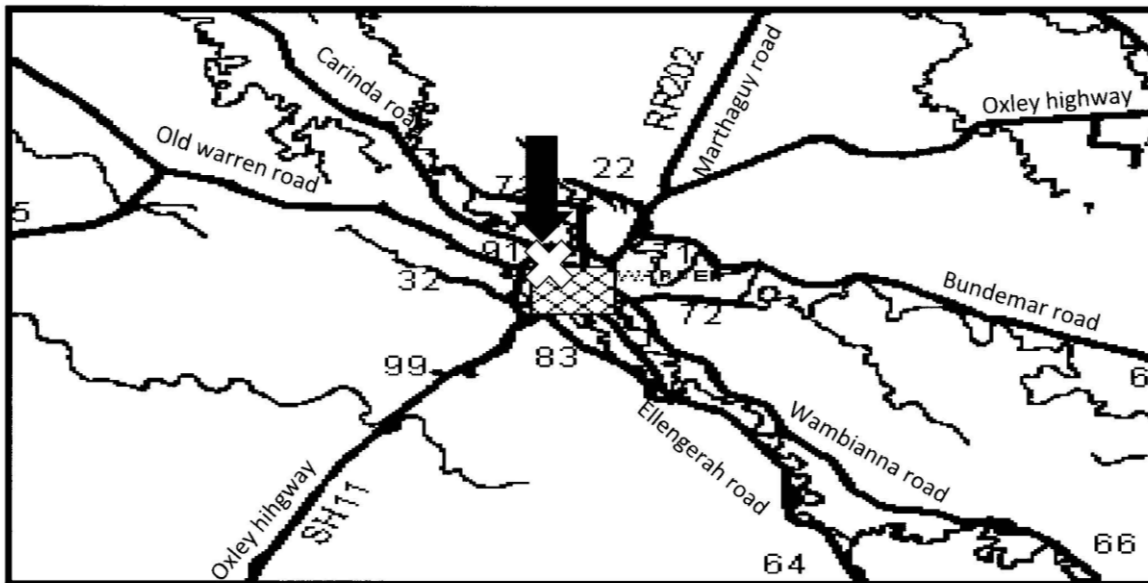
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | CARINDA ROAD 333 | | |
|---|-------------|--|------------|-----------------|
| Location | | 100 metres from Old Showground Road towards the Industrial Access intersection | | |
| Period of Operation (Days) | 72 | 12/2/2021 to 27/04/2021 | | |
| Total count both directions | | 5397 | | |
| AADT (vehicles per day) | | 75 | | |
| Percent of commercial vehicles | | 4.97% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 5129 | 95.0 | 160.00 |
| Non Articulated | 3-5 | 246 | 4.6 | 160.00 |
| Articulated | 6-10 | 21 | 0.4 | 120.00 |
| B-Double/Road Train | 11-12 | 1 | 0.0 | 40.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 5397 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



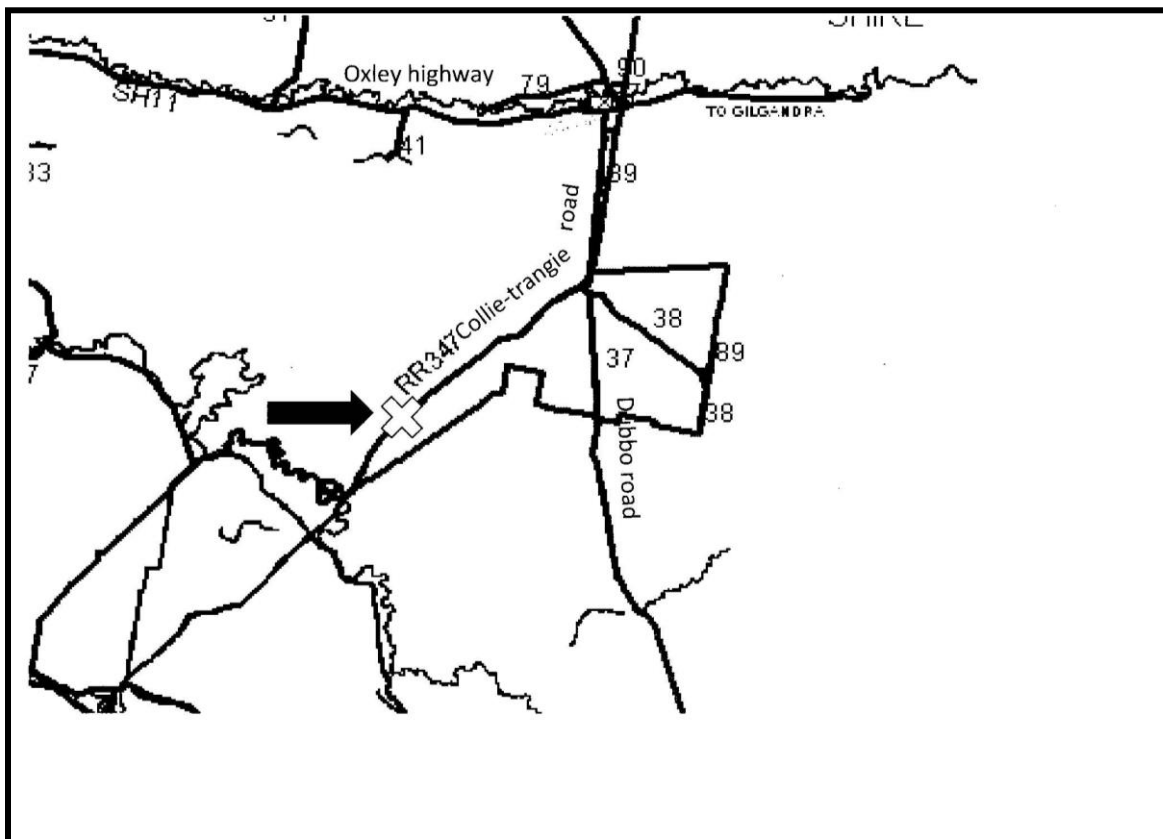
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | COLLIE - TRANGIE ROAD 347 | | |
|---|-------------|----------------------------------|-------------------------|-----------------|
| Location | | SEGMENT 10 | | |
| Period of Operation (Days) | | 74 | 12/2/2021 to 29/04/2021 | |
| Total count both directions | | 4637 | | |
| AADT (vehicles per day) | | 63 | | |
| Percent of commercial vehicles | | 40.80% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 2745 | 59.2 | 160.00 |
| Non Articulated | 3-5 | 977 | 21.1 | 160.00 |
| Articulated | 6-10 | 303 | 6.5 | 150.00 |
| B-Double/Road Train | 11-12 | 612 | 13.2 | 120.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 4637 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |




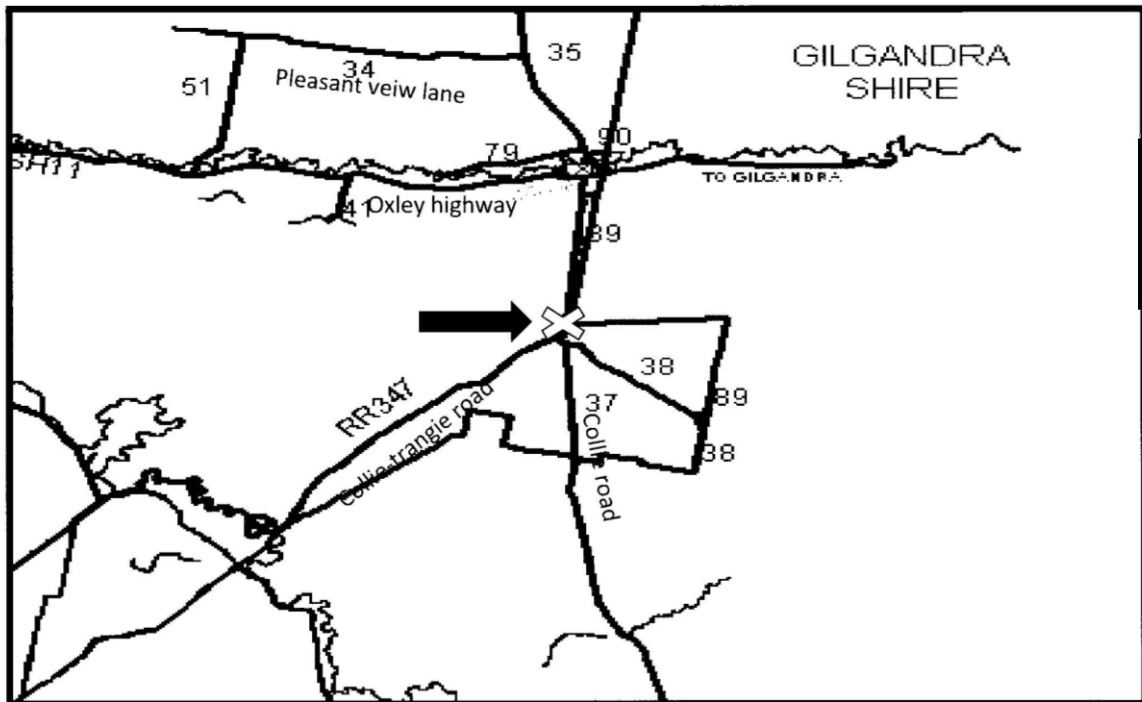
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | COLLIE - TRANGIE ROAD 347 | | |
|---|---|---------------------------|------------|-----------------|
| Location |  | SEGMENT 12 | | |
| Period of Operation (Days) | 22 | 12/2/2021 to 6/3/2021 | | |
| Total count both directions | | 9158 | | |
| AADT (vehicles per day) | | 416 | | |
| Percent of commercial vehicles | | 66.77% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 3043 | 33.2 | 160.00 |
| Non Articulated | 3-5 | 4945 | 54.0 | 160.00 |
| Articulated | 6-10 | 107 | 1.2 | 120.00 |
| B-Double/Road Train | 11-12 | 1063 | 11.6 | 120.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 9158 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |




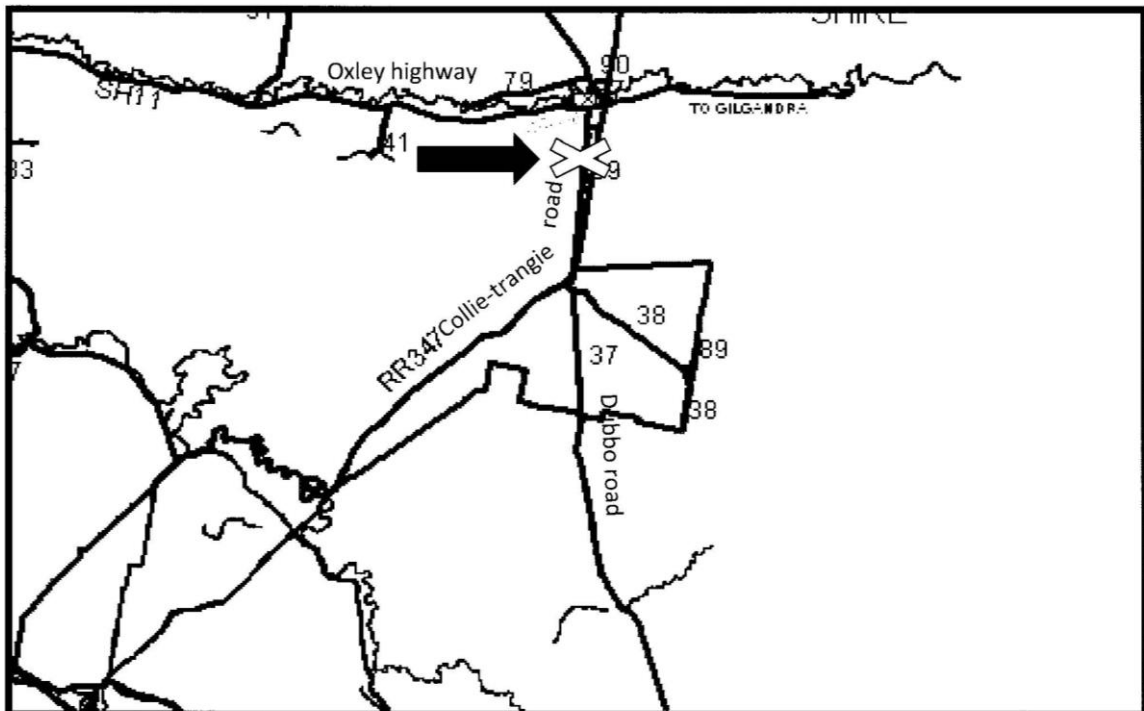
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | COLLIE - TRANGIE ROAD 347 | | |
|---|---|--|------------|-----------------|
| Location |  | Segment 20 – 150 metres from Oxley Highway | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 4637 | | |
| AADT (vehicles per day) | | 63 | | |
| Percent of commercial vehicles | | 40.80% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 2745 | 59.2 | 160.00 |
| Non Articulated | 3-5 | 977 | 21.1 | 160.00 |
| Articulated | 6-10 | 303 | 6.5 | 150.00 |
| B-Double/Road Train | 11-12 | 612 | 13.2 | 120.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 4637 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



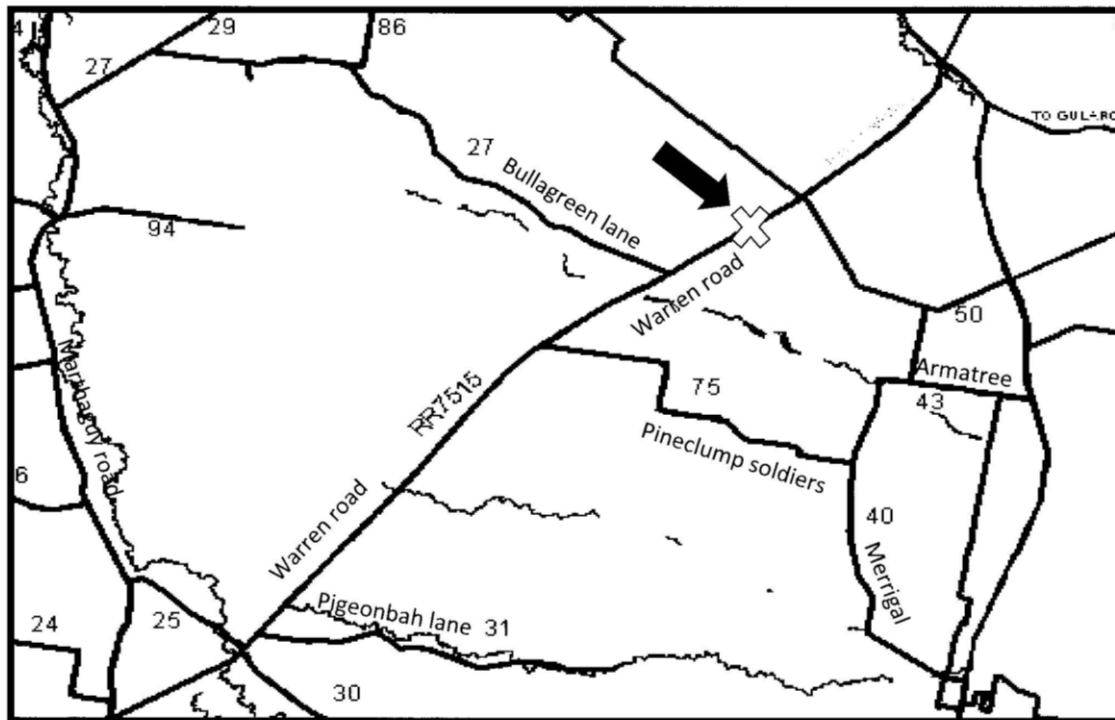
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | WARREN ROAD 7515 | | |
|---|--------------|--|------------|------------------------|
| Location | | Segment 34 – 750 metres North of Bullagreen Lane | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 10352 | | |
| AADT (vehicles per day) | | 140 | | |
| Percent of commercial vehicles | | 60.96% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 4041 | 39.0 | 160.00 |
| Non Articulated | 3-5 | 2579 | 24.9 | 160.00 |
| Articulated | 6-10 | 1284 | 12.4 | 150.00 |
| B-Double/Road Train | 11-12 | 2448 | 23.6 | 130.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 10352 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



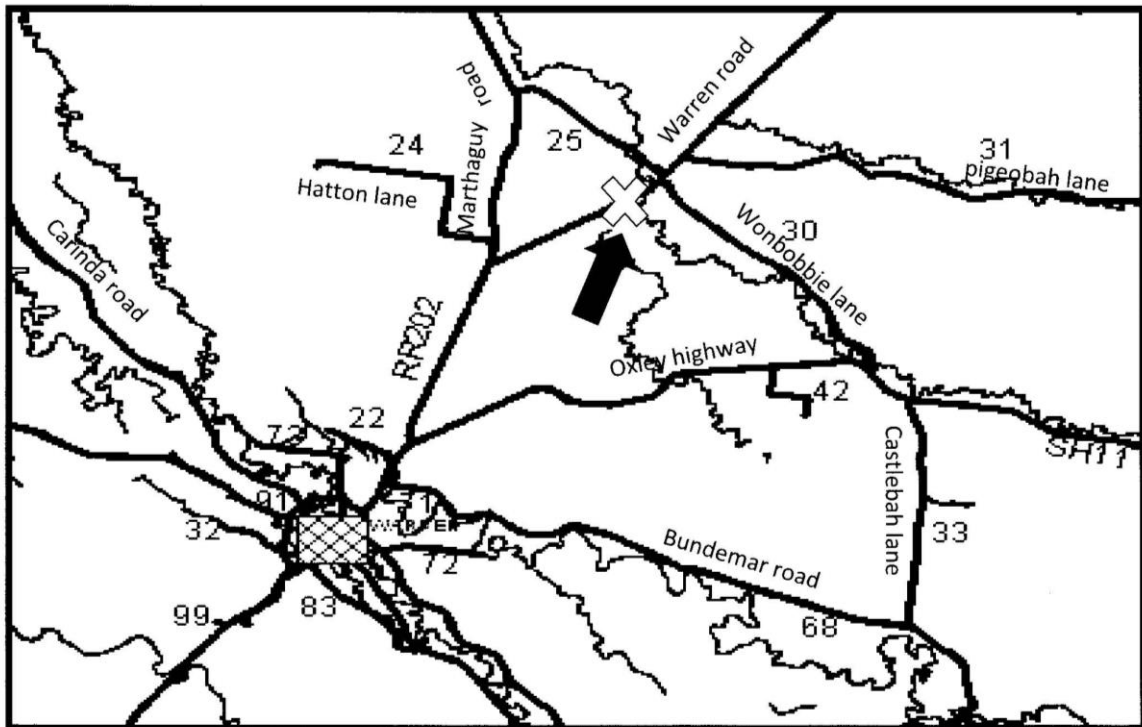
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| TRAFFIC CLASSIFIER REPORT | | WARREN ROAD 7515 | | |
|---|-------------|---|------------|-----------------|
| Location | | Segment 04 – 250 metres before Wonbobbie Bridge | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 15427 | | |
| AADT (vehicles per day) | | 208 | | |
| Percent of commercial vehicles | | 60.86% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 6038 | 39.1 | 160.00 |
| Non Articulated | 3-5 | 5462 | 35.4 | 160.00 |
| Articulated | 6-10 | 1563 | 10.1 | 150.00 |
| B-Double/Road Train | 11-12 | 2364 | 15.3 | 120.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 15427 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



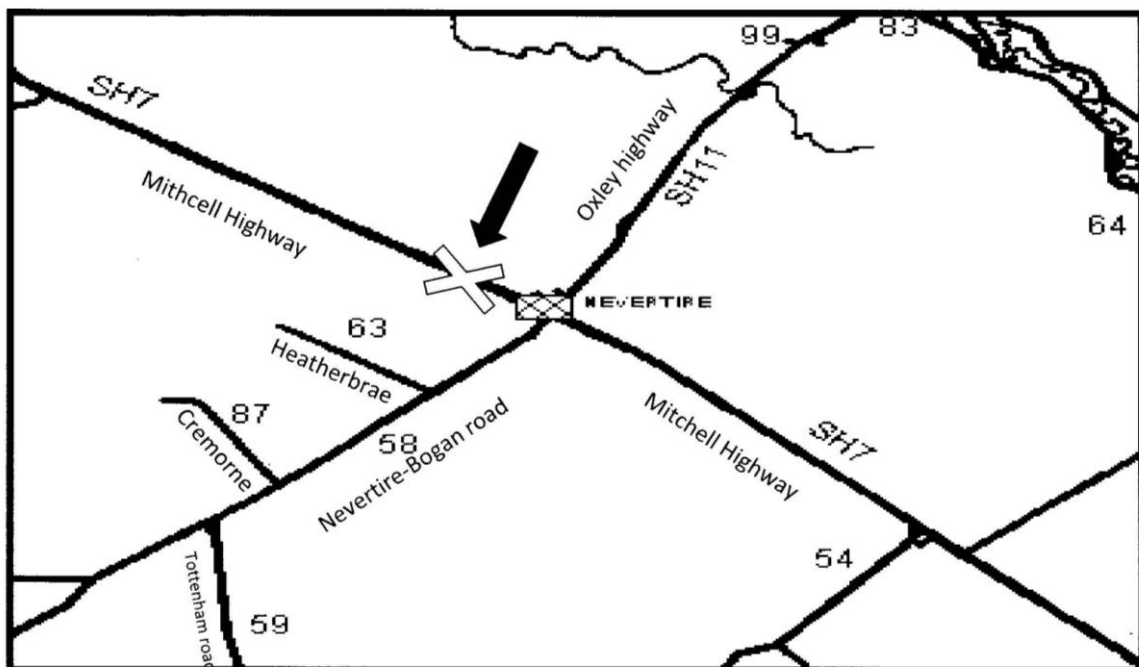
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | Mitchell Highway | | |
|---|-------------|--|------------|-----------------|
| Location | | Nyngan side of Nevertire before Railway Line | | |
| Period of Operation (Days) | 74 | 12/2/2021 to 29/04/2021 | | |
| Total count both directions | | 112775 | | |
| AADT (vehicles per day) | | 1524 | | |
| Percent of commercial vehicles | | 79.86% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 22711 | 20.1 | 160.00 |
| Non Articulated | 3-5 | 72881 | 64.6 | 160.00 |
| Articulated | 6-10 | 13026 | 11.6 | 160.00 |
| B-Double/Road Train | 11-12 | 4157 | 3.7 | 160.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 112775 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



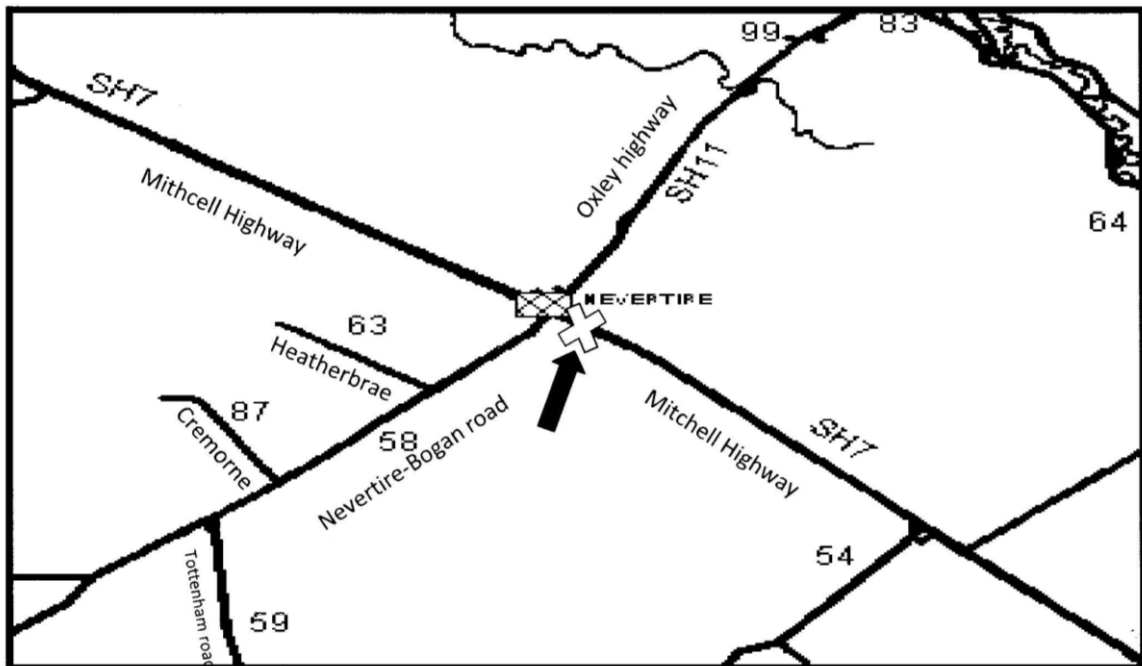
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | Mitchell Highway SH7 | | |
|---|-------------|-----------------------------|-------------------------|-----------------|
| Location | | Trangie side of Nevertire | | |
| Period of Operation (Days) | | 74 | 12/2/2021 to 29/04/2021 | |
| Total count both directions | | 46816 | | |
| AADT (vehicles per day) | | 633 | | |
| Percent of commercial vehicles | | 28.94% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 33266 | 71.1 | 160.00 |
| Non Articulated | 3-5 | 9010 | 19.2 | 160.00 |
| Articulated | 6-10 | 2636 | 5.6 | 160.00 |
| B-Double/Road Train | 11-12 | 1904 | 4.1 | 120.00 |
| Class 13 (ungrouped) | 13 | 0 | 0.0 | 0.00 |
| Total | 1-13 | 46816 | 100 | 160.00 |
| The 85th percentile speed of drivers was: 160 | | | | |



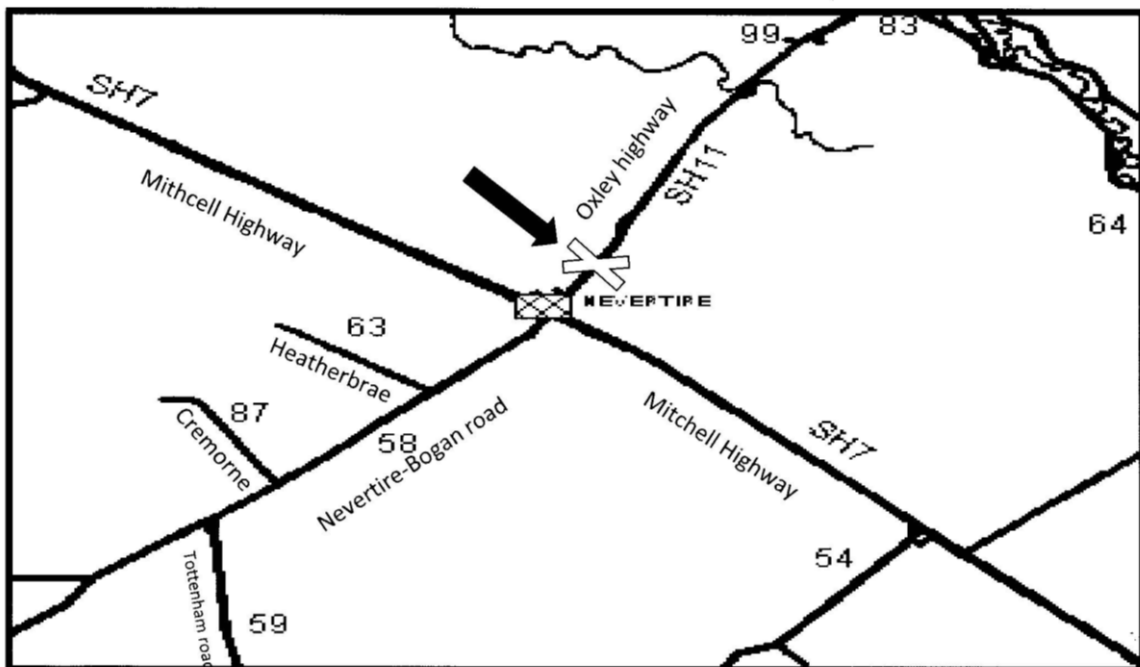
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WORKS PROGRESS REPORTS – ROADS

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| TRAFFIC CLASSIFIER REPORT | | Oxley Highway SH11 | | |
|---|-------------|---------------------------|-------------------------|-----------------|
| Location | | Warren side of Nevertire | | |
| Period of Operation (Days) | | 74 | 12/2/2021 to 29/04/2021 | |
| Total count both directions | | 61591 | | |
| AADT (vehicles per day) | | 832 | | |
| Percent of commercial vehicles | | 24.03% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 46790 | 76.0 | 110.00 |
| Non Articulated | 3-5 | 7677 | 12.5 | 110.00 |
| Articulated | 6-10 | 3227 | 5.2 | 80.00 |
| B-Double/Road Train | 11-12 | 3897 | 6.3 | 70.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 61591 | 100 | 110.00 |
| The 85th percentile speed of drivers was: 110 | | | | |



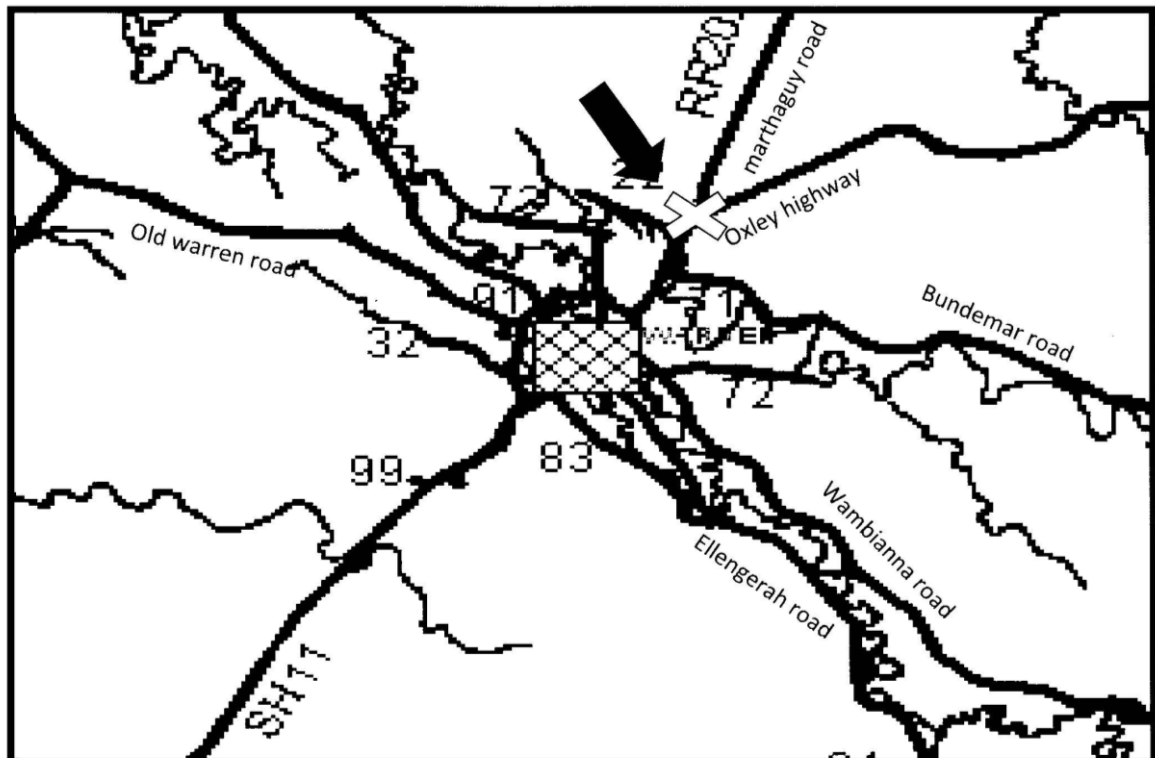
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WORKS PROGRESS REPORTS – ROADS

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| <u>TRAFFIC CLASSIFIER REPORT</u> | | OXLEY HIGHWAY REST AREA | | |
|--|-------------|---|-------------------------|-----------------|
| Location ■■■ | | Rest area across from Ewenmar Waste Depot | | |
| Period of Operation (Days) | | 40 | 12/2/2021 to 24/03/2021 | |
| Total count both directions | | 1877 | | |
| AADT (vehicles per day) | | 47 | | |
| Percent of commercial vehicles | | 26.11% | | |
| Vehicle type | Class | Number | % | Max.speed (kph) |
| Light | 1-2 | 1387 | 73.9 | 90.00 |
| Non Articulated | 3-5 | 249 | 13.3 | 60.00 |
| Articulated | 6-10 | 93 | 5.0 | 40.00 |
| B-Double/Road Train | 11-12 | 148 | 7.9 | 60.00 |
| Class 13 (ungrouped) | 13 | | 0.0 | |
| Total | 1-13 | 1877 | 100 | 90.00 |
| The 85th percentile speed of drivers was: 76.5 | | | | |















WARREN SHIRE COUNCIL

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ITEM 1 WORKS PROGRESS REPORTS – ROADS

CONTINUED

Counter Summary

| Axles | Groups | Description | Class | | Parameters | Dominant Vehicle | Aggregate |
|-----------|--------|---|-------|----|---|---|------------|
| 2 | 1 or 2 | Very Short - Bicycle or Motorcycle | MC | 1 | d(1)<1.7m & axles=2 |  | 1 (Light) |
| 2 | 1 or 2 | Short - Sedan, Wagon, 4WD, Utility, Light Van | SV | 2 | d(1)>=1.7m, d(1)<=3.2m & axles=2 |  | |
| 3, 4 or 5 | 3 | Short Towing - Trailer, Caravan, Boat, etc. | SVT | 3 | groups=3, d(1)>=2.1m, d(1)<=3.2m, d(2)>=2.1m & axles=3,4,5 |  | |
| 2 | 2 | Two axle truck or Bus | TB2 | 4 | d(1)>3.2m & axles=2 |  | 2 (Medium) |
| 3 | 2 | Three axle truck or Bus | TB3 | 5 | axles=3 & groups=2 |  | |
| >3 | 2 | Four axle truck | T4 | 6 | axles>3 & groups=2 |  | |
| 3 | 3 | Three axle articulated vehicle or Rigid vehicle and trailer | ART3 | 7 | d(1)>3.2m, axles=3 & groups=3 |  | 3 (Heavy) |
| 4 | >2 | Four axle articulated vehicle or Rigid vehicle and trailer | ART4 | 8 | d(2)<2.1m or d(1)<2.1m or d(1)>3.2m axles = 4 & groups>2 |  | |
| 5 | >2 | Five axle articulated vehicle or Rigid vehicle and trailer | ART5 | 9 | d(2)<2.1m or d(1)<2.1m or d(1)>3.2m axles=5 & groups>2 |  | |
| >=6 | >2 | Six (or more) axle articulated vehicle or Rigid vehicle and trailer | ART6 | 10 | axles=6 & groups>2 or axles>6 & groups=3 |  | |
| >6 | 4 | B-Double or Heavy truck and trailer | BD | 11 | groups=4 & axles>6 |  | |
| >6 | >=5 | Double or triple road train or Heavy truck and two (or more) trailers | DRT | 12 | groups>=5 & axles>6 |  | |

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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager.

TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET

| Project | Budget | Expend | Resp | Comment |
|--|--------|--------|--------------|---|
| General | | | | |
| Warren Netball Courts - Turf Grass. 3360-4050-0010 | 30,000 | 20,675 | IPM / TSM | The project is complete, except for turf and irrigation around the external sides of the courts. Turfing (grass spraying) will occur in late May 2021. Funds from the Drought Funds Stage 2 Grant have been allocated for this task. Irrigation system installed. |
| Warren Lawn Cemetery Stage 3. 3330-4120-0100 | 90,000 | 10,226 | MHD / TSM | Upgrade drainage along western side and installation of drainage along eastern side. Extension of river water main for future lawn cemetery expansion. Evaluating responses for water main extension and drainage upgrade. Developing Cemetery Master Plan for future lawn cemetery expansion. |

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

| Project | Budget | Expend | Resp | Comment |
|--|-----------|--------|---------------|--|
| Warren Lawn Cemetery Installation of Toilet 3360-4050-0035 | 82,292 | 48,878 | MHD / TSM | Supply of "Access toilet" was listed on VendorPanel 8/1/2021 and closed 18/1/2021. Awarded to Modus Australia. Expected installation late May 2021. Installation of on-site sewer management system completed. |
| Water Supplies | | | | |
| Nevertire Reservoir Refurbishment 4580-4320-0005 | 750,000 | 36,368 | IPM / TSM | Tender closed 16/04/2021. Evaluation complete. Reported through the Water and Sewerage Committee to the May Council Meeting. |
| Sewerage Services | | | | |
| Nil. | | | | |
| Grant Applications | | | | |
| Warren Levee Bank Rehabilitation | 6,000,000 | N/A | DMES / TSM | <ol style="list-style-type: none"> 1. Funding currently being pursued for repairs to the reported section of the Warren levee bank. 2. Consulted with State Government. representatives seeking financial assistance to rectify deteriorated section. 3. Works to be undertaken in-house using Council staff and local contractors. 4. Local contractors have been liaised with regarding the methods of repair. <p>Fresh applications have been submitted to the Federal Government Department of Infrastructure.</p> |

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

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

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

| Activity | Required Interval | Details |
|--|--|---|
| Sewerage System Planned Maintenance | | |
| Warren Sewerage Treatment Works | Quarterly | Samples of treated effluent collected monthly for laboratory analysis against EPA licence requirements for PH, Total Suspended Solids (TSS), Total Nitrogen (N), Total Phosphorus (P), Oil & Grease (O&G) and Biochemical Oxygen Demand (BOD). Results are published on Council website quarterly. |
| Sewer gravity main CCTV Inspection and Smoke Testing program | | <p>Develop a program to carry out CCTV inspections and smoke testing of all gravity sewer mains in Warren and Nevertire.</p> <p>Develop a sewer main replacement/relining program.</p> <p>Identify stormwater infiltration locations.</p> <p>Develop a program to educate property owners and residents about stormwater infiltration prevention.</p> <p>Develop a stormwater infiltration rectification program for Council assets and private property.</p> |
| Water and Sewerage Works Subject to Funding | | |
| Location | Work Under Development | |
| Collie Water Supply (Reliability) | Commission the two, 125,000 litre Pioneer water tanks located west of the tennis court. 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. | |

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WORKS PROGRESS REPORTS – TOWN SERVICES

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| Account | Budget | Expenditure |
|---|---------|-------------|
| Water | 675,637 | 409,059 |
| 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003 | | |
| Sewer | 560,224 | 156,727 |
| 5200-0003, 5250-0003, 5280-0003 & 5300-0003. | | |

Water and Sewer Works

Water Meter Readings at Collie, Warren and Nevertire.

Replaced the River Water Meters in Macquarie Park and at Ellengerah Reservoir.

Repaired irrigation system at roundabout and 1 Pittman Pde.

Assist Parks and gardens and Town Crew in the preparations for events.

Repaired 11 water services and 3 water main breaks.

Daily water quality testing.

Sewerage Treatment Plant Daily Operations.

| Warren Sewerage Treatment Works in Flow | | | | |
|---|----------------------|-------------------------|-------------------|-----------------------------|
| 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 | 10.75 | 138.37 |
| May 2021 | | | | |
| June 2021 | | | | |

Rainfall in Warren for the month of April 2021: .5mm

Rainfall in Warren for the 2020/2021 year: 728mm

ACRONYMS

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

WARREN SHIRE COUNCIL

Report of the Town Services Manager to the Ordinary Meeting of Council to be held in the
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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Bulk Water Reading per Quarter

| WATER SOURCE | FIRST | BULK | SECOND | BULK | THIRD | BULK | FOURTH | BULK | % OF ANNUAL | Max. |
|-------------------------------|--------------|--------------|--------------|---------------|--------------|---------------|--------------|---------------|---------------|-------|
| | QUARTER | USAGE | QUARTER | USAGE | QUARTER | USAGE | QUARTER | USAGE | | |
| | READING | TO DATE | READING | TO DATE | READING | TO DATE | READING | TO DATE | ALLOCATION | (ML) |
| | 1/07/20 - | (ML) | 1/10/20 - | (ML) | 1/01/21 - | (ML) | 1/04/21 - | (ML) | | |
| | 31/09/20 | | 31/12/20 | | 31/03/21 | | 30/06/21 | | | |
| Warren Bores | | | | | | | | | | |
| 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 | 19.15 | 197.60 | | |
| | 44.89 | 44.89 | 58.70 | 103.59 | 75.14 | 178.72 | 19.15 | 197.87 | 28.27% | 700 |
| Warren River | | | | | | | | | | |
| Oxley Park | 1.48 | 1.48 | 39.28 | 40.76 | 27.46 | 68.22 | 8.98 | 77.20 | | |
| Ellengerah Rd | 15.65 | 15.65 | 29.05 | 44.70 | 19.93 | 64.63 | 2.76 | 67.39 | | |
| | 17.14 | 17.14 | 68.32 | 85.46 | 47.39 | 132.85 | 11.75 | 144.59 | 19.28% | 750 |
| Showground (Racetrack) | | | | | | | | | | |
| | 6.80 | 6.80 | 16.67 | 23.47 | 19.71 | 43.18 | 0.00 | 43.18 | 34.68% | 124.5 |
| Nevertire Bore | | | | | | | | | | |
| | 4.10 | 4.10 | 9.89 | 13.98 | 7.93 | 21.92 | 1.59 | 23.50 | 58.76% | 40 |
| Collie Bore | | | | | | | | | | |
| | 0.60 | 0.60 | 1.21 | 1.82 | 1.51 | 3.32 | 0.42 | 3.74 | 13.28% | 25 |
| Macquarie Park | | | | | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 14.2 |

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Parks and Gardens – Routine Works

| Account | Budget | Expenditure |
|--|---------|-------------|
| Parks & Gardens, Cemeteries & Racecourse | 865,833 | 708,142 |
| 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003 | | |

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

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

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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES CONTINUED

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

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 - April

Pony Club State Meeting

Golden Fleece Race Meeting

ANZAC Day

Netball Courts

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

Installation of Banners at Roundabout

Event Preparations - May

Victoria Park mowed and marked out for Puma Home games

Ensure Cemeteries are mown and weeded for Mother's Day

Pony Club at the Showground

Warren Show

WARREN SHIRE COUNCIL
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ITEM 3 WORKS PROGRESS REPORTS – FLEET – WORKSHOP

(C14-7.2)

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator.

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|----------------------|---------------------------------|---|------------------------|--------------------------------|
| Plant Repairs | | | | |
| 6 | 2012 Able 50 KVA Generator | Determining hire price for use at caravan park | Nil | 2 hours |
| 8 | Caterpillar 432F Backhoe | 3,250 hours service | Nil | 2.5 hours |
| 8 | Caterpillar 432F Backhoe | Repair hydraulic oil leak | 1 day | 5 hours |
| 10 | 2008 Hamm Padfoot Roller | Removed from bog | 4 hours | 4 hours |
| 14 | Caterpillar 432F Backhoe | New batteries fitted | 1.5 hours | 1.5 hours |
| 14 | Caterpillar 432F Backhoe | Repaired hydraulic oil leak | Nil | 2 hours |
| 22 | 2012 John Deere 770G Grader | 7,500 hours service | 1 hour | 3 hours |
| 25 | 2011 John Deere 770G Grader | Repair turbo issue | 0 | 30 mins |
| 25 | 2011 John Deere 770G Grader | Software update engine & transmission | 1hr | RDO specialist 1hr |
| 28 | 2014 John Deere 770G Grader | EGR valve failure, EGR valve replaced and reprogrammed (RDO) | Nil – Wet day | 3 hours |
| 28 | 2014 John Deere 770G Grader | New EGR temp sensor fitted | Nil - Wet day | 1hr |
| 28 | 2014 John Deere 770G Grader | 6,500 hours service | Nil | 3hrs |
| 31 | 2009 UD GW470 Truck with Dog | Jumpstart and battery/charging check | 1 hour | 1 hour |
| 50 | 2010 Isuzu FVZ193A Tar Truck | Unblock tar filter and wand | 2 hours | 2 hours |
| 61 | 2012 Hino 30007A Tender Truck | Adjust alternator belt | Nil | 1.5 hours |
| 70 | 2015 Iseki SF370 Outfront Mower | Retrieve from cemetery and repair/replace broken steering arm | 1.5 days | 4 hours |

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|--------------|--|---|-----------------|-------------------------|
| 70 | 2015 Iseki SF370 Outfront Mower | Diagnosed and repaired deck belt slipping off | 2 hours | 1.5 hours |
| 70 | 2015 Iseki SF370 Outfront Mower | Fit steel shoot to deck | 1 hour | 1 hour |
| 70 | 2015 Iseki SF370 Outfront Mower | Rebuilt deck wheel hangers | 2 hours | 2 hours |
| 78 | Superior Finishing Mower | Fit new blades | 1.5 hours | 1.5 hours |
| 79 | 2013 Iseki SF370A Mower | Fit circlips to deck wheels. | 30 mins | 30 mins |
| 79 | 2013 Iseki SF370A Mower | Fit steel shoot | 30 mins | 30 mins |
| 79 | 2013 Iseki SF370A Mower | Rebuilt deck wheel hangers | Nil | 1hr |
| 79 | 2013 Iseki SF370A Mower | Repaired seatbelt latching mechanism | Nil | 1.5hrs |
| 86 | Fuel Trailer | Replaced delivery hose | 1 hour | 1 hour |
| 90 | 2015 Isuzu FRR600 Medium Truck | 2 new batteries fitted | 1.5 hours | 1.5 hours |
| 92 | Mulitpac SPR260 Roller | Check over and top up engine oil | 30 mins | 30 mins |
| 93 | 2013 Caterpillar CW34 Pneumatic Roller | 6,000 hours service | Nil | 3 hours |
| 118 | 2008 Portaloo | Repaired pump | Nil | 2 hours |
| 720 | 2016 Fountain Gamechanger Line Marker | Manufactured 800mm wide guide arm | Nil | 3.5 hours |
| 774 | Fountain Proline Line Marker | New plug and battery fitted | Nil | 1.5 hours |
| 1023 | 2016 John Deere 770GP Grader | Updated software (RDO) engine, transmission | 1 hour | 1 hour |
| 1023 | 2016 John Deere 770GP Grader | 4,000 hours major service | 30 mins | 5 hours |
| 1041 | 2017 Isuzu FXZ1500 Water Truck | Water bar upgrade | 2 weeks | 30 hours |
| 1041 | 2017 Isuzu FXZ1500 Water Truck | Manufacture rock trap for suction system | 2 weeks | 8 hours |
| 1041 | 2017 Isuzu FXZ1500 Water Truck | Welded cracks in toolbox mount. | Nil | 2 hours |
| 1047 | 2017 Isuzu 80/190 Street Sweeper | New gutter brushes ordered and fit | 20 mins | 20 mins |
| 1047 | 2017 Isuzu 80/190 Street Sweeper | New hydraulic hose made and fit for rear door | Nil | 2 hours |
| 1047 | 2017 Isuzu 80/190 Street Sweeper | Adjust park brake cable | 10 mins | 10 mins |
| 1047 | 2017 Isuzu 80/190 Street Sweeper | Diagnose camera problem order new camera | 10 mins | Not fitted yet. |

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|--------------|--|--|-----------------|-------------------------|
| 1047 | 2017 Isuzu 80/190 Street Sweeper | Fit new rubber to pick up head | 2 hours | 2 hours |
| 1064 | 2017 Isuzu NPR75 Tender Truck | Replaced brake rotor left hand rear. | 2 days | 5 hours |
| 1064 | 2017 Isuzu NPR75 Tender Truck | Replaced both sides rear brake pads. | 2 days | 2 hours |
| 2020 | 2020 Caterpillar 950M Front End Loader | Bucket level sensor replaced | Nil | 1.5 hours |
| 2040 | 2020 Caterpillar 432F2 Backhoe | Initial 250 hours service | 3 hours | 3 hours |
| 2140 | 2020 Superior LCT72 1.8 Metre Slasher | New skid made and hard-faced fit to slasher | Nil | 4 hours |
| 2140 | 2020 Superior LCT72 1.8 Metre Slasher | New angle drive seal fitted | 30 mins | 30 mins |
| 2160 | 2020 Sewell TB2000E Road Broom | Repaired burnt wires | Nil | 3 hours |
| 2380 | 2018 Isuzu FXY1500 Paveline | Extra welding on new auger | Nil | 2 hours |
| 2381 | 2008 Sterling LT9500 Prime Mover | Complete engine service | 1.5 hours | 1.5 hours |
| 2783 | Honda Christie GX35T Post Hole Driver | Check over and oil change | Nil | 1 hour |
| 2790 | 2020 Ride-on Sweeper | Removed from bog | 30 mins | 30 mins |
| 2790 | 2020 Ride-on Sweeper | Serviced and brush replaced | Nil | 3 hours |
| 2801 | 2019 Toro Ground4 Mower | Replaced blown fuse | 20 mins | 20 mins |
| 2801 | 2019 Toro Ground4 Mower | Repair flat tyre x 2 (separate occasions) | 20 mins | 20 mins |
| 3502 | 2018 Toyota GX Fortuner | Replace low beam bulb & repair driving light | 2 hours | 1 hour |
| 3502 | 2018 Toyota GX Fortuner | 140,000 kms service | 2.5 hours | 2.5 hours |
| 3503 | 2019 Toyota GX Kluger | 140,000 kms service | 2.5hrs | 2.5hrs |
| 3606 | 2018 Toyota SR Hilux | Repaired leak in tyre | Nil | 30 mins |
| 3609 | Toyota SR Hilux | 50,000 kms service | 2.5 hours | 2.5 hours |
| | Warren Airport | Assisted with removal of bogged equipment | 6 hours | 6 hours |
| | Community Homes Building | Resecured door hinges | 1.5 hours | 1.5 hours |
| | Wash pad – Workshop | Cleaned wash pad pump and sump | 1.5 hours | 1.5 hours |

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|--------------|--------------------------|---|-----------------|-------------------------|
| | Tampers (Workshop built) | Manufacture 3 steel plates with handles for compacting cold mix asphalt | Nil | 2 hours |
| | Flag Poles | Assist contractor assembling and loading flag poles | Nil | 1.5 hours |
| | RMS Shed | Washed out shed ready for inspections | | |
| Hired | 2012 Hino Water Truck | Welded leak in spray bar | Nil | 1 hour |

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|---------------------|--|---|-----------------|-------------------------|
| Outside Work | | | | |
| 61 | 2012 Hino 30007A Tender Truck | 3 new tyres fitted (Tyreright) | Nil | 2 hours |
| 240 | 2015 Toyota AT-X 3.5 Aurion Sedan | Rego Check (Fuller Bros) | Nil | 1 hour |
| 2020 | 2020 Caterpillar 950M Front End Loader | Initial 500 hour service completed (WesTrac in line with warranty conditions) | Nil | 4hrs |
| 2121 | 2020 John Deere 6140M Tractor | Rear tyre repair (Tyreright) | 5 hours | 3 hours |
| 2440 | 2019 Fuel Trailer 8,000L | Registration check (M Robinson) | Nil | 1 hour |

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|---|----------------------------------|--------------------------------------|-----------------|-------------------------|
| Plant Repairs – Work to be Completed | | | | |
| 2381 | 2008 Sterling LT9500 Prime Mover | Major service to be completed. | TBD | 6 hours |
| 1041 | 2017 Isuzu FXZ1500 Water Truck | Water bar changeover to be completed | TBD | 4 hours |
| 1042 | 2017 Isuzu FXZ1500 Water Truck | Water bar changeover to be started | 40 hours | 40 hours |
| 50 | 2010 Isuzu FVZ193A Tar Truck | Air conditioning fan to be fitted | TBD | 1 hour |
| 301 | 2002 Sykes VPW3P Pump | New pump seal to be fitted | Nil | 6 hours |

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WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

| Plant Number | Description | Repairs | Plant Down Time | Repair Time (Man Hours) |
|--------------|----------------------------------|--|-----------------|-------------------------|
| 301 | 2002 Sykes VPW3P Pump | Potential of fitting stationary engines to pumps x10 to negate the need for tractors | Nil | TBD |
| 31 | 2009 UD GW470 Truck with Dog | New add blue level sensor to be fitted | TBD | 3 hours |
| 8 | Caterpillar 432F Backhoe | Change front and rear diff oils | TBD | 4 hours |
| 14 | Caterpillar 432F Backhoe | Change front and rear diff oils | TBD | 4hrs |
| 32 | 1988 Mack Valueliner 6 x 4 Truck | 1.3 million kms service due | 4 hours | 4 hours |
| 32 | 1988 Mack Valueliner 6 x 4 Truck | Repair speedo and RPM indicator | 6 hours | 6 hours |
| 236 | 2016 Toyota Hilux 2WD Utility | 70,000 kms service due | 2.5 hours | 2.5 hours |
| 3605 | 2020 Toyota SR 4WD Hilux | 30,000 kms service due | 1.5 hours | 1.5 hours |
| 3609 | Toyota SR Hilux | Beacons not working | 1 hour | 1 hour |

ACRONYMS

WC Workshop Coordinator
 TBD To be determined

WARREN SHIRE COUNCIL
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ITEM 4 TENDER NO. VP231919 – CONSTRUCTION OF WARREN WASTE DEPOT TRANSFER STATION AT THE EWENMAR WASTE MANAGEMENT FACILITY (G4-1.15)

RECOMMENDATION that:

1. Council in accordance with the Local Government (General) Regulation 2005, not accept any tender for Tender No. VP231919 – Construction of Warren Waste Depot Transfer Station; and
2. Council note that a further report will be provided detailing an action plan to construct an appropriate facility using Council Day Labour and Local Contractors if possible.

PURPOSE

The purpose of this report is for the Council to consider and not award the tender following the authorised tendering process, for the Construction of Warren Waste Depot Transfer Station.

BACKGROUND

Council was successful in obtaining a grant as part of the Waste Less Recycle More funding round for the construction of a transfer station.

Council has a total budget, including the Grant funds, of \$258,538. Total expenditure to date has been \$54,670.

Council has obtained design plans to ensure that the design of the site is acceptable for large vehicular movements.

Below is a status update of the design works to date;

1. Selection of the location for the transfer station to be constructed – **COMPLETE**
2. Geotechnical Investigation and issue of a Geotech Report - **COMPLETE**
3. Structural design – **COMPLETE**
4. Filling of the small pond in front of the Transfer Station - **COMPLETE**
5. Development of Tender Specifications for the construction works – **COMPLETE**
6. Manufacture/conversion of the existing small truck to serve as the transport vehicle - **IN PROGRESS**
7. Issue a Request for Tender (RFT) to invited local contractors via VendorPanel – **COMPLETE**

| Local Contractors Invited to Tender | Response |
|--|----------------------|
| Macquarie Civil Pty. Ltd. | Declined to quote |
| MLB Concrete & Construction | No response received |
| B & D Brouff Earthmoving Pty. Ltd. | No response received |

WARREN SHIRE COUNCIL
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ITEM 4 TENDER NO. VP231919 – CONSTRUCTION OF WARREN WASTE DEPOT TRANSFER STATION AT THE EWENMAR WASTE MANAGEMENT FACILITY CONTINUED

8. Issue a second Request for Tender (RFT) to NSW contractors on the Local Government Procurement panel for Minor and Major Civil Works and Materials (LGP420) via VendorPanel – **COMPLETE**.

REPORT

On Tuesday 9 March 2021 Warren Shire Council advertised through VendorPanel, a Tender for the Construction of Warren Waste Depot Transfer Station. The request went to 53 suppliers from around NSW who are listed on the Local Government Procurement Contract (LP+GP420).

The tender closed at 2:00pm Friday 9 April 2021.

At the completion of the advertised tender period there was one (1) submission received.

| Tenderer | Tenderer Amount (Inc. GST) |
|---------------------------|-----------------------------------|
| RMA Contracting Pty. Ltd. | \$2,688,463.80 |

Due to the tendered amount being \$2,688,463.80 and the available works budget being approximately \$203,000, a full tender evaluation was not carried out.

FINANCIAL AND RESOURCE IMPLICATIONS

Acceptance of this tender would place Council in an unacceptable financial position.

LEGAL IMPLICATIONS

It is expected that there will be no legal implication in rejecting this tender offer.

RISK IMPLICATIONS

It is expected that there will be no risk implication in rejecting this tender offer.

STAKEHOLDER CONSULTATION

Advice/information will be provided to the Ewenmar Waste Depot Committee.

OPTIONS

Council carry out further investigations to determine the best outcome for the project and report to the June 2021 Council Meeting.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2.1 Ewenmar Waste Depot – New Management Regime

SUPPORTING INFORMATION

There is no supporting information.

ATTACHMENTS

Nil.

WARREN SHIRE COUNCIL
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ITEM 5 PROCUREMENT – “PREFERRED SUPPLIER” STATUS FOR PROVISION OF SMALL MOTOR VEHICLES (C14-3.8, P2-1)

RECOMMENDATION:

That all local Motor Vehicle Dealers be formally appointed as the preferred supplier/s of small motor vehicles including sedans (cars), SUV’s (Sport Utility Vehicle’s) and utilities for the Warren Shire Council for an additional two-year period ending 30th June 2023 in accordance with the Approved Government Discount.

PURPOSE

The purpose of this report is to provide for a two-year extension of the current practice of appointing all local Motor Vehicle Dealers as the “preferred small vehicle supplier” for the Warren Shire Council.

BACKGROUND

At its ordinary monthly meeting conducted on the 15th August, 2019 the following resolution was adopted.

“That all local motor vehicle dealers be preferred supplier of small vehicles including sedans (cars), SUV’s (Sport Utility Vehicle’s) and utilities for the Warren Shire Council for the period ending 30th June 2021.”

***Carried
191.9.19***

The above resolution refers to Council’s small vehicle fleet which is made up of sedans (cars), SUV’s (Sport Utility Vehicle’s) and utilities only.

This Council, like the majority of other Shire Councils in NSW is able to buy the classes of vehicles listed in the above paragraph and be subject to “Approved Government Discount”. The “Approved Government Discount” is available on most makes of vehicles. The consequence of the Government Discount being available to all has the effect of minimising the opportunity of dealer discounts and/or bargaining.

REPORT

It is the view that during the last two years the practice of acquiring the small vehicles from local dealers has been successful as it has saved monies and staff time by acquiring parts and backup service locally.

As detailed in the August 2019 report, the appointment of all the Local Motor Vehicle Dealers within Warren Shire, with status of being the preferred small vehicle supplier does not contravene the objectives of Council’s Procurement and Disposal Policy.

The Procurement and Disposal Policies objectives are as follows:

- obtain value for money when evaluating, selecting and disposing of goods and services that are paid for with public funds;
- ensure essential accounting and control procedures are followed for the process of requisition, ordering, receipt, issue, return and disposal of all goods and services;

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the Council
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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 April 2021.

| FILE | LOCATION | WORKS | RECEIVED | APPROVED |
|-------------|----------------------------------|------------------------|-----------------|-----------------|
| P16-21.04 | Lot 252 DP839641 Carinda Road | Subdivision of Land | 16/3/2021 | 14/4/2021 |

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.

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

RECOMMENDATION:

1. That the information be received and noted;

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. Formal complaint lodged with Department of Fair Trading 4 th March 2021. Additional information provided 11 th March 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 complete. Awaiting proof of expenditure. |
| Warren Youth Support Group, NAIDOC week March 2021 | 1,000 | 1,015 | MHD | In progress |
| Warren Youth Support Group, Open Day Celebrations January 2021 | 5,000 | Nil | MHD | Event complete. Awaiting proof of expenditure. |
| Riversmart, Canoes March 2021 | 4,090.91 | Nil | MHD | Event complete. Awaiting proof of expenditure. |
| EIPP | | 10,000 | MHD | MOU with Warren Youth Support Group – in progress. |
| Construction of the Waste Transfer Station at Ewenmar Waste Depot. | 258,538 | 34,483 | MHD / TSM | Listed on VendorPanel 12/2/2021, and 9/3/2021 closed 9/4/2021. Report provided to the June 2021 Council meeting |
| Gym Equipment | 9,625 | 8373 | MHD | Lease agreement |
| Wireless Scoreboard | 8,000 | Nil | MHD | Grant application submitted to Building Stronger Communities Partnership. |

WARREN SHIRE COUNCIL
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ITEM 3 NSW PLANNING PORTAL AND GRANT ASSISTANCE

(G4-1)

RECOMMENDATION: That

1. The information be received and noted; and
2. Authority be given to affix the Seal of Council to the Funding Agreement from the Department of Planning, Industry and Environment, under the Regional NSW Planning Portal Grant Scheme for the NSW Planning Portal Grant.

PURPOSE

To inform the Council of the recent development and implementation of the NSW Planning Portal and the Department of Planning, Industry and Environment offering a financial contribution to Council of \$50,000 excluding GST, to support Council's transition to the NSW Planning Portal by 1 July 2021.

BACKGROUND

The NSW Planning Portal is an online environment where community, industry and government can work together to better understand and meet their obligations under the Environmental Planning and Assessment Act 1979. It hosts a range of digital planning services, mapping tools and reporting tools to assist everyone involved in a proposed development.

If you are seeking council approval on a new build or renovation, you can submit development applications (DA) online – anywhere, anytime, with the online DA Service.

Use of the service will be mandatory for all councils from July 2021.

REPORT

To submit a development application a customer must lodge their application and associated plans electronically. Many residents do not have an email address, a computer or an iphone. This means that Warren Shire Council staff will have to assist those customers to lodge their application electronically. This will result in greater staff resources by providing this service to the community.

The government has been made aware of the issues associated with transferring to an electronic system and have offered grants of up to \$50,000 to assist those Councils experiencing issues.

Council has applied for and has been successful in obtaining this grant. The grant will include the purchase of a computer, desk, bookshelf, the construction of a consultation office, and staff time to assist customers.

The reasoning for the online system is to enable quicker and more efficient capture of reporting and statistical data, greater transparency, and accountability as well as development trends.

FINANCIAL AND RESOURCE IMPLICATIONS

There will be a financial contribution for Council staff time with providing consultation services to customers, to assist them to submit their application online. Initially some of the staff time resources will be covered by the grant funds, however, long term it will result in a greater expenditure by assisting those customers with the process.

WARREN SHIRE COUNCIL
Report of the Manager Health & Development Services
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 27TH May 2021

ITEM 3

NSW PLANNING PORTAL AND GRANT ASSISTANCE

CONTINUED

LEGAL IMPLICATIONS

Use of the service will be mandatory for all councils from 1st July 2021.

RISK IMPLICATIONS

By transitioning to an electronic system, some customers may consider the process to be too difficult and may result in a greater occurrence of customers not obtaining approval. To try to alleviate this concern, education and promotion of the new system will be developed and implemented.

STAKEHOLDER CONSULTATION

The General Manager and the Divisional Manager of Finance and Administration were consulted on the requirements of the new meeting room and office equipment required.

OPTIONS

Warren Shire Council must implement the new online system by 1st July 2021. All development applications are now being accepted online.

CONCLUSION

To ensure Council is providing a friendly and helpful service, Council Staff will assist those customers wanting to submit an application online.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 1.4.4 Help ensure safe and sustainable development
- 5.1.3 Promote timely and quality dissemination of information to the community
- 5.2.1 Quality customer service focus by Council staff
- 5.2.2 Timely and accurate reporting for efficient management and accountability
- 5.2.3 Effective staff training and development processes in place